



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING NOTICE AND AGENDA

**TO BE HELD AT THE COUNCIL CHAMBERS – CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 17 June 2025

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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G/1. MAYORAL STATEMENT OF CURRENT ISSUES

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 3 JUNE 2025

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 17 June 2025

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 3 June 2025.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 3 June 2025 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 3 June 2025.

G/3. DEPUTATIONS

G/4. OFFICERS' REPORTS

G/4.1. LEASE RENEWAL - LEASE TO CANOE POINT OUTRIGGERS CLUB INC

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 17 June 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the renewal of the lease to the Canoe Point Outriggers Club Inc over Lease A on SP165512 (Lot 1 RP 612344), situated at 54 Wyndham Avenue, Boyne Island.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the *Local Government Regulation 2012* applies to the proposed Lease A on SP 165512 (Lot 1 RP 612344), situated at 54 Wyndham Avenue, Boyne Island to Canoe Point Outriggers Club Inc; and
2. Enters into a Lease with the Canoe Point Outriggers Club Inc for a period of 10 years at a rental of \$1.00 per annum payable on demand.

Summary:

A community lease renewal has been assessed by a Council Officer in line with Council's Land Transaction Policy with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Background:

Council is the owner of the land described as Lease A on SP 165512 (Lot 1 RP 612344), situated at 54 Wyndham Avenue, Boyne Island, which is zoned as Special Purpose.

The Canoe Point Outriggers Club Inc (Lessee) lease a partial area of the land from Council. The lease area is shown in Image 1 below, shaded blue.

The Lessee has leased the land from Council since 2004 with the most recent lease commencing on 1 July 2014, expiring 30 June 2019 ("the Lease"). The Lessee is currently holding over and continuing to occupy the land on the conditions of the expired lease. A draft lease was originally provided to the Lessee in April 2020 and revisited in 2022 however changes and workload in Council's leasing team meant that the draft lease was never followed up and finalised.



Image 1 – 54 Wyndham Avenue, Boyne Island

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's Minimal appetite for Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council renew the Canoe Point Outriggers Club Inc's lease for a further term.

It is proposed, that subject to discussions with the Canoe Point Outriggers Club Inc, the lease will be on the following terms:

- Lease Area: As per the current lease (image 1 above);
- Term: 5 years (community organisation exemption);
- Rent: \$1.00 per annum payable on request;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for Canoe Point Outriggers Club Inc;
- The Officer's recommendation is consistent with Council's current policy;
- The term of 5 years aligns with the previous lease arrangement;
- Council regularly provides letters of support to assist organisations with funding opportunities;
- Provides clarity of the responsibilities of the lessee and of Council; and
- Enables Council to continue to provide the land to Canoe Point Outriggers Club Inc at a peppercorn rate, supporting the provision of sport and recreation activities.

Stakeholder Engagement:

Officers engaged with representatives of the Lessee throughout the lease renewal process. Through the engagement, the Lessee provided the following supporting information:

June 2025 – General Information	
Membership Numbers	27 members. A mix of regular and social paddlers.
Number of Volunteers	7 committee members and the coaching team. Members also look after facilities and equipment. For example, the Secretary is also the Head Coach, maintains the large craft and mows the lawns!
Success Story	Members achieved gold medals in the Pan Pacific Masters Games November 2024. 3 members paddled the weekend of 24 May 2025 at Nationals in Mooloolaba.
Planned Upgrades	An adjustment to a gate to make it easier to park the canoe trailer inside the compound. On the wish list is lighting for when the afternoon sessions run into the evening but comes this comes with complications from a lack of electrical supply.
Challenges	The current committee have been unsure of the clubs' responsibilities as a lessee without a lease to refer to. They may have made assumptions because of this. The club wishes to be good lessees' and look forward to the lease being renewed.

Legal and Regulatory Implications:

Under s227 of the *Local Government Regulation 2012* ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

By virtue of s236(1)(b(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The renewal of the lease will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 8 August 2025.

Attachments:

Nil

G/4.2. LEASE RENEWAL - LEASE TO DEPARTMENT OF EDUCATION (PREMISES AT TRANBERG ST)

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 17 June 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the renewal of the lease to The State of Queensland (represented by Department of Education, Training and Employment) over Lease C on Lot 323 CTN 1654, situated at Tranberg Street, Gladstone.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the *Local Government Regulation 2012* applies to the proposed Lease C on Lot 323 CTN 1654, situated at Tranberg Street to The State of Queensland (represented by Department of Education, Training and Employment); and
2. Enters into a Lease with The State of Queensland (represented by Department of Education, Training and Employment) for a period of 10 years at a rental of \$1.00 per annum, payable on demand.

Summary:

A community lease renewal has been assessed by a Council Officer in line with Council's Land Transaction Policy with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Background:

Council is the trustee of reserve land described as Lot 323 CTN 1654 situated at Tranberg Street, Gladstone, which is zoned as Sport and Recreation.

The State of Queensland (represented by Department of Education, Training and Employment) leases a partial area of the land from Council under a registered lease. The lease area is shown in Image 1 below, shaded blue is approximately 900m² and contains a shed for the storage of boats and associated equipment to support the delivery of marine science and aquatic practices to the students of Gladstone State High School.

The most recent lease commenced on 1 July 2012 and expired 30 June 2022 ("the Lease") with the Lessee currently holding over and continuing to occupy the land on the conditions of the expired lease. Council first engaged with the Lessee in 2022 in relation to the renewal of the lease however due to changes in Council's leasing team and workload the renewal was not finalised.



Image 2 – Tranberg Street, Gladstone

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's Minimal appetite for Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council resolve to renew The State of Queensland's (represented by Department of Education, Training and Employment) lease for a further term.

It is proposed, that subject to discussions with The State of Queensland (represented by Department of Education, Training and Employment), the lease will be on the following terms:

- Lease Area: As per the current lease (image 1 above);
- Term: 10 years (community organisation exemption);
- Rent: \$1.00 per annum payable on request;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for The State of Queensland (represented by Department of Education, Training and Employment);
- The Officer's recommendation is consistent with Council's current policy;
- Generally, 10 years is sufficient to secure government funding where the land is owned or managed by Council. In addition, Council regularly provides letters of support to assist organisations with funding opportunities;
- Provides clarity of the responsibilities of the lessee and of Council;
- Enables Council to continue to provide the land to The State of Queensland (represented by Department of Education, Training and Employment) at a peppercorn rate, supporting the provision of educational activities.

Stakeholder Engagement:

Officers engaged with representatives of the Lessee throughout the lease renewal process. Through the engagement, the club provided the following supporting information:

June 2025 – General Information from Gladstone State High School	
Student Numbers	Average number = 55 in total <ul style="list-style-type: none">• Year 11 and 12 students• Average three classes (1 x marine and 2 x aquatic practices)
Number of Staff	5 Members of staff
Subjects	Marine Science and Aquatic Practices
Use of location	Storage of our boats and associated equipment.
Planned Upgrades	The current facility is adequate for the group's needs.
Challenges	No challenges from a school perspective.

Legal and Regulatory Implications:

Under s227 of the *Local Government Regulation 2012* ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

By virtue of s236(1)(b(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The renewal of the lease will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 30 August 2025.

Attachments:

Nil

G/4.3. LEASE RENEWAL - LEASE TO TANNUM SANDS SURF CLUB INC (PREMISES AT TRANBERG ST)

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Community Leasing Officer

Council Meeting Date: 17 June 2025

File Ref: CP8.2

Purpose:

To allow Council to consider the renewal of the lease to Tannum Sands Surf Life Saving Club Inc over Lease E on Lot 323 CTN 1654, situated at Tranberg Street, Gladstone.

Officer's Recommendation:

That Council:

1. Resolves that 236(1)(b)(ii) of the *Local Government Regulation 2012* applies to the proposed Lease E on Lot 323 CTN 1654, situated at Tranberg Street to Tannum Sands Surf Life Saving Club Inc; and
2. Enters into a Lease with the Tannum Sands Surf Life Saving Club Inc for a period of 10 years at a rental of \$1.00 per annum payable on demand.

Summary:

A community lease renewal has been assessed in line with Council's Land Transaction Policy with a recommendation presented for Council's consideration.

Link to Corporate Plan:

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Background:

Council is the trustee of reserve land described as Lot 323 CTN 1654 situated at Tranberg Street, Gladstone, which is zoned as Sport and Recreation. The Tannum Sands Surf Life Saving Club Inc leases a portion of Lot 323 from Council. The lease area is shown in Image 1 below, shaded blue and consists of approximately 1448m² of land containing a four-bay shed used to support the Lessee's surf boat rowing program.

The original lease commenced on 1 December 2001 and expired 01 December 2021 ("the Lease") with the Lessee currently holding over and continuing to occupy the land on the conditions of the expired lease. Council has been in discussions with the Lessee regarding the Lease renewal since 2023 when a draft lease was provided however changes in the committee and Council's leasing team has resulted in a delayed renewal.



Image 3 – Tranberg Street, Gladstone

Risk Management Summary:

The proposed recommendation is made in accordance with Council's Land Transaction Policy and is consistent with Council's Minimal appetite for Reputational risk.

Options and Opportunity Analysis:

It is the Officer's recommendation that Council resolve to renew the Tannum Sands Surf Life Saving Club's lease for a further term.

It is proposed, that subject to discussions with the Tannum Sands Surf Life Saving Club, the lease will be on the following terms:

- Lease Area: As per the current lease (image 1 above);
- Term: 10 years (community organisation exemption);
- Rent: \$1.00 per annum payable on request;
- Outgoings: The responsibility of the Lessee;
- Maintenance: The responsibility of the Lessee; and
- Conditions: Standard community lease conditions.

The opportunities associated with the Officer's recommendation are:

- Security of tenure for Tannum Sands Surf Life Saving Club Inc;
- The Officer's recommendation is consistent with Council's current policy;
- Generally, 10 years is sufficient to secure government funding where the land is owned or managed by Council. In addition, Council regularly provides letters of support to assist organisations with funding opportunities;
- Provides clarity of the responsibilities of the lessee and of Council; and
- Enables Council to continue to provide the land to Tannum Sands Surf Life Saving Club at a peppercorn rate, supporting the provision of sport and recreation activities.

Stakeholder Engagement:

Officers engaged with representatives from Tannum Sands Surf Life Saving Club throughout the lease renewal process. Through the engagement, the club provided the following supporting information:

June 2025 – General Information	
Membership Numbers	<p>440 registered members, including 59 active patrolling members and over 200 children participating in the Junior Activities (Nippers) program.</p> <p>This represents an increase of approximately 65 members compared to the previous year, reflecting ongoing community engagement and the success of inclusive programs.</p>
Number of Volunteers	<p>The club is entirely volunteer run, with all 440 members contributing in various ways. Our volunteers patrol the beach, deliver our nippers program, coach athletes, support training and operations, and assist with club administration and events.</p> <p>The club reports that while many volunteer-based organisations are experiencing membership declines of 10–20% annually, the club has been able to grow by offering diverse participation pathways and meaningful opportunities for involvement across all age groups and skill levels.</p>
Success Story	<p>The Club has celebrated a number of achievements in the past 12 months, including:</p> <ul style="list-style-type: none"> • Members receiving Australia Day Awards. • Podium finishes at state and national titles in surf lifesaving competitions. • Delivery of the Water Safe Seniors program, enhancing water safety education among older community members. • Successful participation in Welcome Week in collaboration with Gladstone Regional Council. • A dye release demonstration in Wild Cattle Creek, highlighting the danger of outgoing tides. Since this initiative, there have been zero rescues in the area—a first in many years. • Being named a beneficiary of the Mayor’s Ball, with proceeds to support improved access to the club facility. <p>These accomplishments highlight the Club’s positive impact on both public safety and community connection.</p>
Planned Upgrades	<p>The leased four-bay shed is expected to play a key role in the revival of the surf boat rowing program, which previously supported up to 12 crews (48 rowers). The club reports promising signs that the program will grow again in coming seasons.</p> <p>As a result, the club is exploring facility enhancements, including:</p> <ul style="list-style-type: none"> • Washdown areas • Accessible toilets and showers • Improved storage and access for training and boat movements <p>These upgrades are to ensure the shed is fit-for-purpose and can support renewed activity safely and efficiently.</p>
Challenges	<p>The club appreciates the opportunity to lease a Council-owned facility, and reports several challenges being a lessee rather than an owner:</p>

	<ul style="list-style-type: none">• Delays in Upgrades: Approval processes for structural or functional modifications can lead to delays, even for improvements that directly benefit community safety and volunteer operations.• Use Restrictions: Certain limitations apply to how the facility can be modified or accessed, which may not always align with operational needs—especially during busy patrol or training periods.• Lack of Asset Equity: Although the Club invests in upkeep and improvements, they do not build ownership equity. <p>These limit the ability to leverage the asset to improve long-term financial sustainability.</p>
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Legal and Regulatory Implications:

Under s227 of the *Local Government Regulation 2012* ("LGR"), Council cannot dispose of a valuable noncurrent asset contract (a contract for the lease or sale of freehold land) unless it first invites written tenders or offers the non-current asset for sale by auction.

By virtue of s236(1)(b(ii) and s236(2), Council can enter into a trustee lease with the lessee without first inviting written tenders or sale by auction, and for a value below market value because the Lessee is a community organisation.

Financial and Resource Implications:

The renewal of the lease will be undertaken by the Community Leasing Team and will not require any unbudgeted resources (financial or otherwise).

Anticipated Resolution Completion Date:

It is estimated that the lease renewal could be finalised and executed by 8 August 2025.

Attachments:

Nil

G/4.4. SOLE SUPPLIER - SURF LIFE SAVING QUEENSLAND - AGNES WATER AND TANNUM SANDS MAIN BEACHES

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 17 June 2025

File Ref: FM21.1

Purpose:

This report is for Council to consider approving Surf Life Saving Queensland (SLSQ) as a sole supplier and to resolve expenditure approval in accordance with Council's Register of Financial Delegations, to provide surf lifesaving services at Agnes Water and Tannum Sands main beaches for a 3 year contract period commencing 1 July 2025 to 30 June 2028.

Officer's Recommendation:

That Council:

1. Endorse and resolves Surf Life Saving Queensland (SLSQ) as a sole supplier to provide surf lifesaving services at Agnes Water and Tannum Sands main beaches. This is in accordance with section 235 (a) of the *Local Government Regulation (LGR) 2012*.
2. Authorises and resolves the expenditure of \$1,399,049 ex GST with SLSQ in accordance with Council's Register of Financial Delegations; and
3. Authorise the Chief Executive Officer to enter into a contract with SLSQ for a 3 year period commencing 1 July 2025 to 30 June 2028.

Summary:

To ensure the continuity of life saving services at Agnes Water and Tannum Sands beaches, it is proposed that Council engage Surf Life Saving Queensland as a sole supplier to provide lifesaving services for the period 1 July 2025 to 30 June 2028. Through negotiations, officers have considered a range of service levels.

Link to Corporate Plan:

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Background:

Council currently contracts SLSQ as a sole supplier for the provision of life saving services at two beaches in the Gladstone Region – Agnes Water and Tannum Sands. The current contract is due to expire on the 30 June 2025. Council is seeking to renew SLSQ's services for the period 1 July 2025 to 30 June 2028.

Through discussions with SLSQ it was identified that SLSQ is facing a range of rising costs, which is reflected in SLSQ's cost proposal. SLSQ in acknowledgement of Council's budget constraints for Council have worked with offers to develop a range of service level provision and options. These options reflect SLSQ's data on beach visitation. The six options are summarised below together with the annual cost of service.

Option	Description	Annual Cost (ex GST)
Option 1	Current Service	\$493,327.91
Option 2	Current Service with September to May Weekends at Agnes Water	\$527,270.10
Option 3	1 Lifeguard at Tannum Only and Agnes Water 2nd Lifeguard Weekends Sept to May	\$494,773.92
Option 4	1 Lifeguard at Tannum and Agnes Water 2nd Lifeguard Weekends All Year	\$527,506.82
Option 5	1 Lifeguard at Tannum and Current Service at Agnes Water	\$466,349.72
Option 6	1 Lifeguard at Tannum and Reduced Service at Agnes Water to September to May full time and winter weekends only	\$418,979.85

A more detailed breakdown of the costings for each option is included in Confidential Attachment 1.

Risk Management Summary:

Council has a moderate appetite for Financial, Regulatory and Legal Risk, and takes a balanced approach to taking risks of this nature.

Options and Opportunity Analysis:

Option 1 – Officer’s Recommendation - Approve Surf Life Saving Queensland as a Sole Supplier and enter into an agreement for Option 5

Option five provides for 1 Lifeguard at Tannum and the continuation of the current level of service at Agnes Water. Option 5 provides adequate service delivery for Tannum Sands based on the number of visitors, while also balancing the financial implications for council. Through discussions with SLSQ it was identified that SLSQ is facing a range of rising costs, which would be reflected in the cost of the new three-year proposal with council; an increase in the ‘like for like’ service (option 1) of approximately 28% has been demonstrated in the proposal provided. SLSQ also acknowledged budget constraints for Council and discussed service level provision and options to change the currently supplied level of service to better suit visitation at each beach while considering budget constraints.

It is recommended that SLSQ be considered under section 235 LGA as a sole supplier as it would be impractical or disadvantageous for the local government to invite quotes or tenders and there is only 1 supplier who provides such services.

Option 2 – Officer’s Recommendation - Approve Surf Life Saving Queensland as a Sole Supplier and enter into an agreement for Option 5

If Council is not satisfied with Option 5, Council could resolve to endorse SLSQ as a specialised supplier and enter into an agreement for one of the other options. SLSQ have recommended against Council pursuing Option 6 as this includes a reduction to the service at Agnes Water.

Option 3 – Seek additional Quotations

If Council does not wish to endorse Surf Life Saving Queensland as a specialised supplier, officers will be required to obtain additional quotations. It is noted that based on the services sought it will be difficult to obtain additional quotes.

Stakeholder Engagement:

Officers engaged extensively with Surf Life Saving Queensland.

Legal and Regulatory Implications:

It is a requirement of the section 225 of the LGR to invite written quotes or tenders where the supply of goods or services with a cost greater than \$15,000 ex GST.

Additionally, Council's Procurement Corporate Standard requires a minimum of three (3) written quotes for all purchase of goods and services greater than \$200,000 ex GST via a Tender process.

Section 235 (a) of the LGR provides the following exception to the requirement relevant to this request that states:

- the local government resolves it is satisfied that there is only 1 supplier who is reasonably available

Financial and Resource Implications:

Based on the Officer's Recommendation, the value of this engagement is \$1,399,049 ex GST which is budgeted within Community Partnerships operating budget.

Anticipated Resolution Completion Date:

Following resolution from Council, the contract will be executed and a purchase order will be issued in June 2025.

Attachments:

1. CONFIDENTIAL – SLSQ Proposal 25-26 to 27-28

G/4.5. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2025

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Management Accounting Specialist

Council Meeting Date: 17 June 2025

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the year 2024-25 to date, for the period ended 31 May 2025.

Officer's Recommendation:

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2024-25 year to date, for the period ended 31 May 2025 as required under Section 204 Local Government Regulation 2012.

Summary:

N/A

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.

Background:

The 2024-25 budget was adopted on 16 July 2024, with a projected operating surplus of \$3.0m.

Council officers have undertaken a Q3 forecasting process, resulting in a forecasted operating surplus of \$4.7m.

Statement of Income and Expenditure

To allow for greater transparency and scrutiny of Council's operating position throughout the year, annual rating revenue and service charges have been applied across the year rather than in the period of the rates generation.

The percentage of the year passed (pro-rata rate) as at 31 May 2025 is 91.78%

Major movements and variances between actual, budget and Q3 forecast are as follows:

IncomeRecurrent Revenue

Total recurrent revenue	2024-25	Actual as %
Actual	\$226.9m	
Budget	\$246.1m	92.19%
Forecast	\$257.9m	87.97%

Of note:

Net rates and utility charges	2024-25	Actual as %
Actual	\$166.2m	
Budget	\$194.5m	85.46%
Forecast	\$193.1m	86.09%

Council's primary source of recurrent revenue is the generation of annual rates, along with access charges for water, sewerage and waste. This generation was completed in July, with notices issued to ratepayers in August. These charges have been split across the course of the year, to align with the delivery of these services.

To date, discounts of \$16.1m have been granted in 2024-25 for payments received by the due date.

Water consumption revenue is raised upon completion of the bi-annual water meter reading cycles during the year, with the July-December readings completed, generating \$11.8m. The January – June 2025 cycle read will be completed in July and accrued into June.

Total interest revenue	2024-25	Actual as %
Actual	\$9.3m	
Budget	\$6.8m	135.99%
Forecast	\$9.6m	96.61%

Interest revenue at a rate of 4.73% has been received from Queensland Treasury Corporation for the month of May and current term deposit rates are yielding up to a 4.34% return to Council.

Income tax equivalents	2024-25	Actual as %
Actual	\$8.1m	
Budget	\$4.6m	178.71%
Forecast	\$8.4m	96.66%

The 2024-25 Gladstone Area Water Board (GAWB) income tax equivalent of \$8.0m, was confirmed and received in May 2025.

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The remaining forecast relates to income tax equivalents from the Gladstone Airport Corporation (GAC), received each quarterly.

General purpose grant	2024-25	Actual as %
Actual	\$9.8m	
Budget	\$10.3m	95.62%
Forecast	\$9.8m	100.00%

Council received a payment of \$8.3 million from the Department of State Development on 2 July 2024 for the 2024-25 Financial Assistance Grant. This amount represents circa 85% of the 2024-25 allocation with the remaining being paid throughout the year.

The budget for 2024-25 was based on the assumption that the above prepayment for the 2024-25 allocation would be received in June 24. With the balance expected in the 24-25 FY, along with a prepayment of 25-26 financial assistance grant allocation. Adjustments have been reflected in the forecast.

Capital Revenue

Capital revenue	2024-25	Actual as %
Actual	\$34.7m	
Budget	\$50.1m	69.27%
Forecast	\$35.3m	98.45%

Capital revenue includes state and federal grant funding as well as developer contributions.

Capital grant revenue is recognised as project milestones are met. Therefore, the revenue recognised on the Statement of Income and Expenditure does not necessarily reflect the funding received during the year. Where milestones are still to be achieved, revenue is recognised as a contract liability on the Statement of Financial Position.

Capital grant revenue recognised for significant projects is detailed below, along with the corresponding expenses for these funded projects.

Project	Revenue YTD Actual	Expense YTD Actual
State Government Grants & Subsidies		
TBG - Bonsai House Utility Services	\$1.52m	\$1.65m
Captain Cook Drive, Agnes Water - Relocate sewer main	\$0.68m	\$1.67m
Stage 2 - GWWTP Inlet Distribution Structure Replacement	\$3.12m	\$3.12m
REPA Projects (see REPA breakdown) Joint Federal/ State funded	\$14.49m	\$17.83m
Round Hill 2 Reservoir	\$0.02m	\$0.06m
Other State Government Funding	\$1.45m	\$2.92m
TOTAL State Government Funding	\$21.29m	\$27.25m

Project	Revenue YTD Actual	Expense YTD Actual
Federal Government Grants & Subsidies		
Glenlyon/Tank - traffic calming scheme	\$0.02m	\$0.02m
Lowmead Road Safety and Sealing Upgrade	\$7.54m	\$19.55m
Agnes Water Skate Park	\$0.03m	\$0.13m
Turtleway - Pedestrian bridge replacements	\$1.08m	\$1.07m
Other Federal Government Funding	\$1.74m	\$2.83m
TOTAL Federal Government Funding	\$10.40m	\$23.60m
TOTAL State and Federal Funding	\$31.69m	\$50.85m

Expenditure

Recurrent expenditure

Total recurrent expenditure	2024-25	Actual as %
Actual	\$221.8m	
Budget	\$243.1m	91.27%
Forecast	\$253.2m	87.63%

Of note:

Employee benefits	2024-25	Actual as %
Actual	\$71.3m	
Budget	\$75.0m	95.01%
Forecast	\$77.1m	92.40%

Employee benefits are the largest component of Councils recurrent expenditure. A vacancy rate of 7.5% has been factored into the 2024-25 budget. The average vacancy rate YTD for the 24-25 FY is 7.0%.

Overtime	2024-25	Actual as %
Actual	\$2.2m	
Budget	\$1.4m	153.39%
Forecast	\$2.2m	97.80%

Activities with significant overtime forecasts not relating to capital projects include:

- Water and sewerage services – Forecast \$728k, spend \$735k
- Road services – Forecast \$375k, spend \$353k
- Waste services - Forecast \$244k, spend \$277k

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- Workshops – Forecast \$168k, spend \$163k
- Park Services – Forecast \$69k, spend \$90k
- Libraries – Forecast \$66k, spend \$59k
- RMPC – Forecast \$60k, spend \$51k. This will be offset by recoverable income.
- Events and entertainment – Forecast \$55k, spend \$44k
- Local Laws – Forecast 52K, spend \$41k
- Health services – Forecast \$30k, spend \$39k

Consultants	2024-25	Actual as %
Actual	\$3.2m	
Budget	\$6.2m	52.00%
Forecast	\$5.8m	56.25%

Significant consultant forecast and spend include:

- Transformation – Forecast \$1.6m, spend \$1.1m. Lag in spend due to invoicing delays.
- Asset management – Forecast \$1.2m, spend \$0.6m. Lag in spend to date due to receiving funding and reprioritisation of workload.
- Strategic Information and Technology – Forecast \$0.5m, spend \$0.1m
- Environment – Forecast \$0.3m, spend \$0.1m
- Finance – Forecast \$0.4m, spend \$0.2m. Asset valuation costs to be incurred in June.
- Governance and Risk – Forecast \$0.1m, spend \$0.1m
- Water and Sewerage – Forecast \$0.5m, spend \$0.1m, forecast increased to complete an arc flash study.
- Waste – Forecast \$0.2m, spend \$0.2m predominantly assistant for the kerbside collection tender.

Contractors	2024-25	Actual as %
Actual	\$23.4m	
Budget	\$26.6m	88.14%
Forecast	\$29.1m	80.65%

Activities with significant contractor forecasts include:

- Water & Sewerage – Forecast \$8.9m, spend \$7.4m
- Waste – Forecast \$6.1m, spend \$5.4m
- Parks & Cemeteries – Forecast \$3.8m, spend \$3.2m
- Roads, Bridges, Stormwater – Forecast \$2.5m, spend \$1.8m
- Entertainment and Events – Forecast \$1.3m, spend \$0.8m
- Recoverable Works – Forecast \$1.4m, spend \$1.3m.
- Corporate and Community Buildings maintenance – Forecast \$1.3m, spend \$1.2m.
- Aquatic Centres – Forecast \$0.5m, spend \$0.5m
- REPA (operational activities) – Forecast \$0.5m, spend \$0.5m. Expenses are offset by funding revenue

Donations and sponsorship	2024-25	Actual as %
Actual	\$2.7m	
Budget	\$3.3m	81.36%
Forecast	\$3.3m	81.66%

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Final sponsorship rounds and invoicing for Regional Arts Development Fund (RADF) (\$0.1m) and Community Support (\$0.4m) are still being confirmed.

Other materials and services	2024-25	Actual as %
Actual	\$7.7m	
Budget	\$9.1m	84.35%
Forecast	\$11.7m	65.61%

Other materials and services lag year to date. Primarily due to:

- Materials (\$0.9m) favourable variance, predominantly due to lower than expected materials spend and movement of identifiable costs to capital:
 - Gladstone and Boyne/Tannum/Calliope sewerage schemes (\$0.3m)
 - Road services (\$0.3m)
 - Environment and conservation services (\$0.1m)
- Valuation fees favourable variance (\$0.3m), traditionally paid in July and accrued back to June.
- Internet service charges favourable variance (\$0.2m), Internet services costed to telephone expenses in error. This will be corrected in June.
- Advertising and promotion favourable variance (\$0.2m). A portion of the remaining forecast will be spent on a dedicated community perception survey to inform future communication strategies, however it is likely that there will be savings in this area due to a forecasted initiative that will not progress this year.
- Audit fees favourable variance, year to date costs from the Queensland Audit Office nominal for the year (\$0.1m)
- Forecast includes \$2.0m contingency for EOFY non-cash accounting adjustments relating to both a review of historical capital works and an anticipated increase in leave entitlements

Property expenses	2024-25	Actual as %
Actual	\$2.9m	
Budget	\$4.1m	70.84%
Forecast	\$3.6m	80.93%

Property expenses favourable variance (\$0.7m) predominantly:

- Corporate and community buildings (\$0.4m), predominantly due to lag in cleaning services and invoicing, plus lower than anticipated property repair spend.
- GECC (\$0.1m) lag in cleaning services and invoicing.

Statement of Financial Position

	Current Value	Budget	Variance (Actual to Budget)	Forecast	Variance (Actual to Forecast)
Year-to-date Assets	\$2.9b	\$2.9b	1.10%	\$3.0b	-3.05%
Year-to-date Liabilities	\$204.5m	\$179.7m	13.81%	\$193.8m	5.50%
Year-to-date Liabilities (excl. unearned rates revenue)	\$188.8m	\$179.7m	5.08%	\$193.8m	-2.60%

Liabilities have been presented both including and excluding unearned rates revenue. The two will converge and be the same by June 2025, as all rates revenue is recognised on the profit and loss.

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The budget for assets and liabilities reflects the expected positions at 30 June 2025.

Significant balance sheet movement is still expected to occur throughout the year:

- Cash to decrease as expenses are incurred and loan repayments are made.
- Receivables to increase as water rates are generated and decrease as rates are paid.
- Property, plant and equipment balances to move based on in year capital additions and disposals.
- Unearned rates revenue to decrease as recognised on the profit and loss each month.
- Borrowings to decrease as loan repayments are made.

Capital Expenditure

Regular forecasting is undertaken by the Capital Program team. The estimate for capital expenditure for the 2024-25 year is \$108.9m

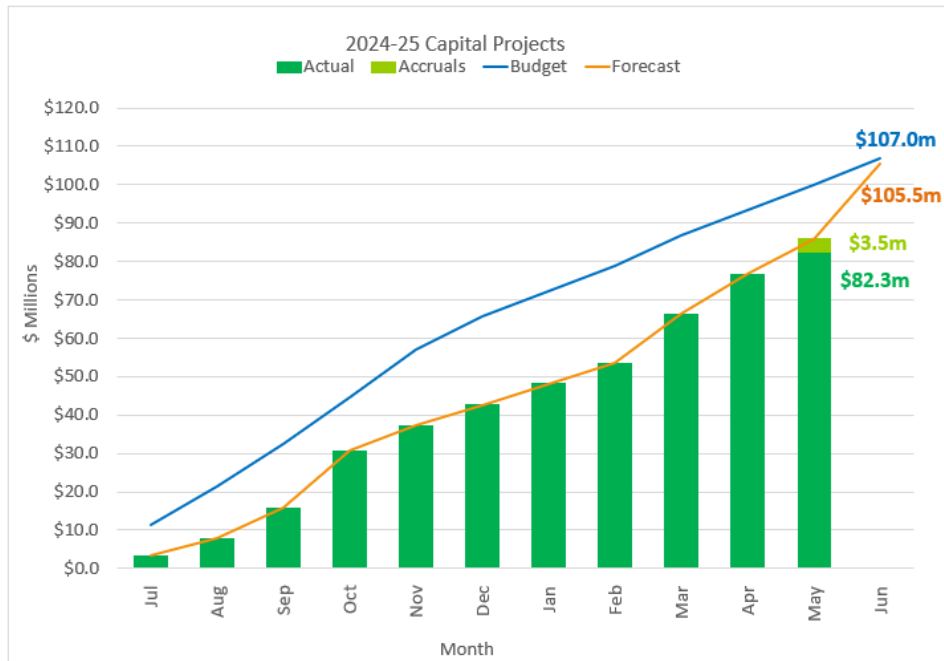
Capital YTD expenditure, budget and forecast is provided throughout the tables and graphs below.

	Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Year to date capital expenditure	\$85.8m	\$107.0m	80.15%	\$105.5m	81.33%

Capital expenditure against groups with significant capital expenditure budgets are shown in the table below:

Group	YTD Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Roads	\$47.5m	\$51.7m	75.42%	\$57.0m	83.39%
Sewerage	\$13.0m	\$25.9m	33.08%	\$13.0m	99.81%
Delivery Support and Performance	\$4.9m	\$6.1m	58.85%	\$7.3m	68.06%
Property Assets	\$1.7m	\$1.3m	123.90%	\$1.8m	96.55%
Asset Governance	\$0.0m	\$3.3m	0.00%	\$6.0m	-
Waste	\$4.3m	\$3.8m	65.88%	\$5.9m	73.12%
Parks	\$0.7m	\$3.3m	18.95%	\$0.8m	94.05%
Community & Lifestyle	\$0.4m	\$0.8m	43.76%	\$0.4m	110.41%
Water	\$4.4m	\$7.5m	33.81%	\$4.6m	95.40%
Strategic Projects	\$1.2m	\$2.1m	44.10%	\$1.6m	75.78%
Other	\$7.6m	\$1.3m	519.88%	\$7.3m	104.93%
Total	\$85.8m	\$107.0m	80.15%	\$105.5m	81.33%

Accrual estimates of \$3.5m have been included in the actuals, to account for major claims relating to May work.



Reconstruction of Essential Public Assets (REPA)

REPA projects in progress are detailed below (capital and operating):

Submission	Life of Project Funding	24-25 Funding Carryover	24-25 Expense Forecast	24-25 YTD Exp	24-25 YTD Claims Received	Claims remaining	Per cent complete
South	\$14.3m	\$2.9m	\$4.1m	\$4.7m	\$2.9m	\$0.1m	100.00%
Central	\$1.5m	\$0.2m	\$0.1m	\$0.1m	\$0.1m	\$0.0m	90.05%
Western	\$12.1m	\$6.2m	\$8.6m	\$8.1m	\$6.9m	\$0.0m	94.99%
Sealed Roads	\$1.6m	\$1.0m	\$1.1m	\$1.4m	\$1.0m	\$0.0m	100.00%
Granite Creek (Lowmead Rd)	\$6.7m	\$6.4m	\$4.9m	\$4.0m	\$4.0m	\$0.9m	80.93%
TOTAL	\$36.3m	\$16.7m	\$18.8m	\$18.4m	\$14.9m	\$1.1m	97.69%

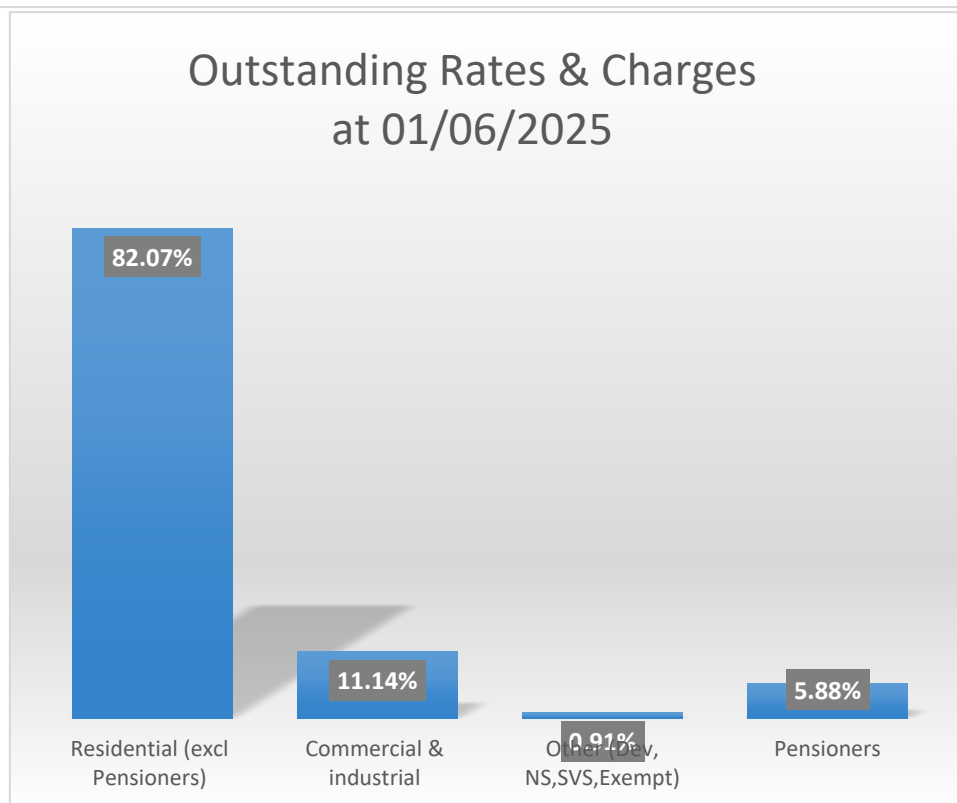
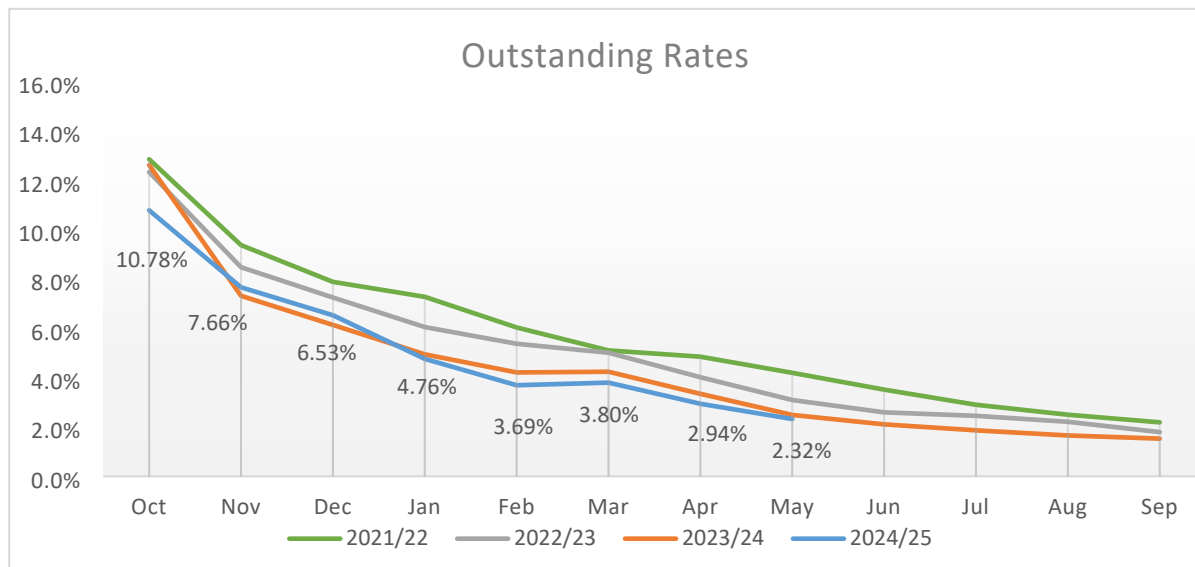
Outstanding Rates

Outstanding rates, as a percentage of gross rates levied 2024-25, and collectible, is at 2.32% at the end of May 2025, compared to 2.49% for the same period last year 2023-24.

Of the \$5.2m of outstanding rates, 11.14% relates to commercial/ industrial assessments and 88.86% represents residential assessments. Compared to 2023/2024, prior year same period, outstanding rates were \$5.8m of which 10.77% represented commercial/industrial and 89.23% residential assessments.

These figures include \$1.51m of rates that are currently being repaid under an authorised payment plan, of which there were 29 commercial/industrial assessments and 1107 residential assessments. A total of 1136 assessments, which is a decrease of 217 assessments compared to April 2025, and a decrease of 530 for the same period last year. This movement is a result of removal of arrangements on sold property, default arrangements and paid up arrangements.

6326 ratepayers had paid their rates in advance, totalling \$11.9m.



Sustainability Ratios

Financial ratios provide a useful snapshot of Council's financial status and emerging trends. Individual ratios do not provide enough information to form a comprehensive opinion of Council's financial position and performance, but when the right mix of ratios are considered together, they become a valuable tool in analysing Council's overall financial performance.

In recognition of the diversity of local governments throughout Queensland, a new Financial Management (Sustainability) Guideline 2024 has been released.

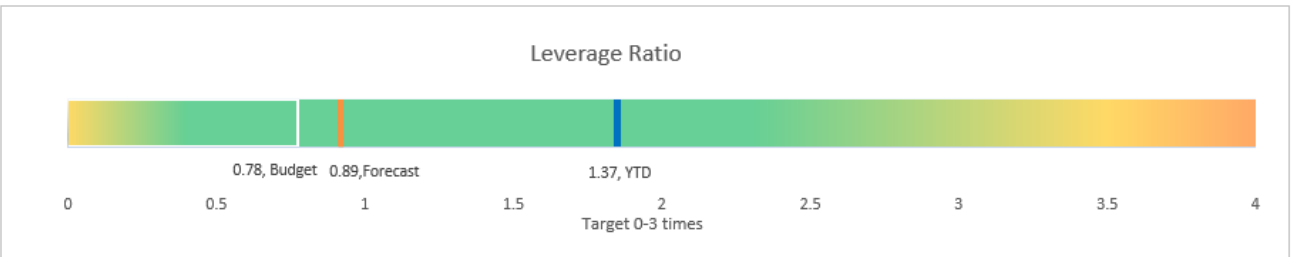
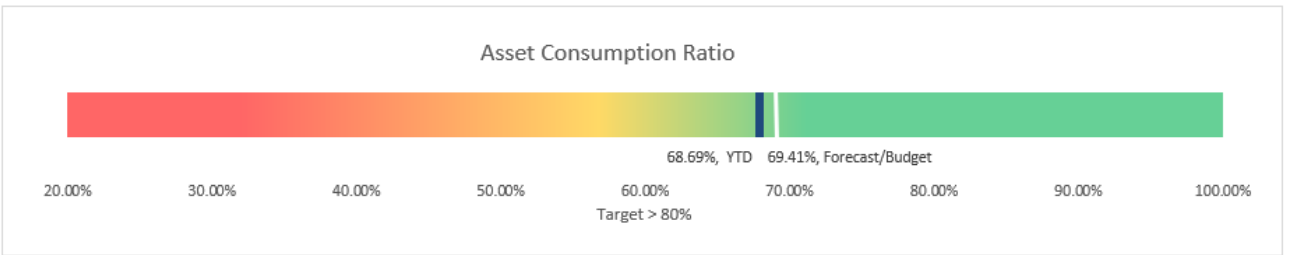
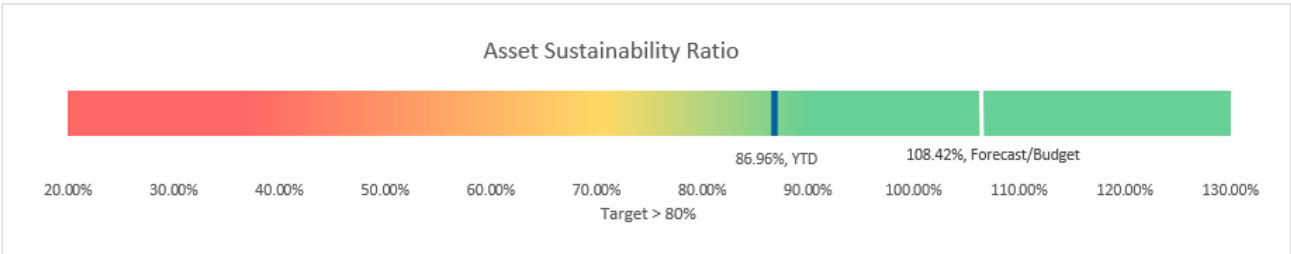
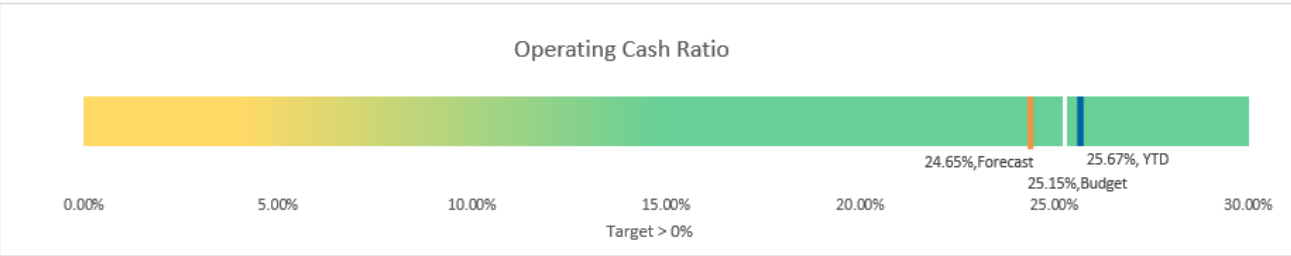
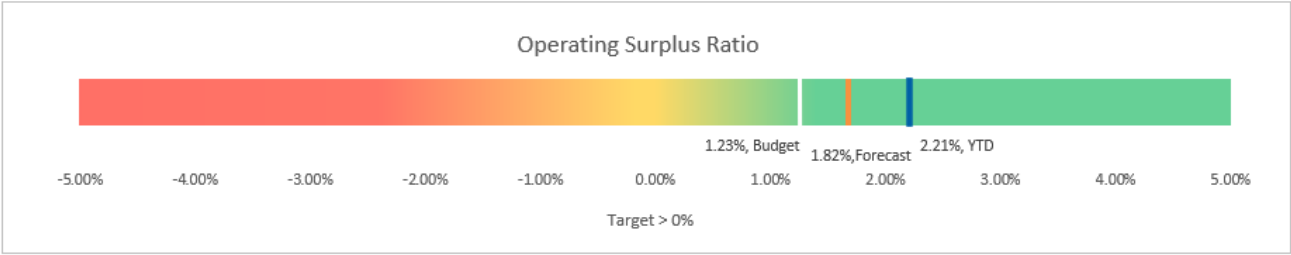
Eight of the nine ratio measures will be reported in 2024-25, with the ninth measure to be introduced in the 2025-26 annual statutory financial reporting period.

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Ratio Explanation	Target	2024 -25 Budget	2023-24 Forecast	Current YTD		5 Year Average		Commentary
Financial Capacity								
Council Controlled Revenue Ratio: Council controlled revenue is an indicator of councils financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks. A higher council-controlled ratio indicates a stronger ability to generate revenue without relying on external sources. Councils with a high ratio generally have a healthy rate base and are better able to respond to unexpected financial obligations such as natural disaster recovery. A lower council-controlled revenue ratio indicates that a council has limited capacity to influence its operating revenue and that it is more reliant on external (and usually less reliable) sources of income such as grant funding, sales and recoverable works contracts and rental income. This ratio is contextual only therefore has no target measure		86.62%	83.88%	82.45%		82.93%		Although there is no target for this ratio, the high 5 year average and current YTD indicates Council's strong position to generate revenue without heavy reliance on other external sources.
Population Growth Ratio: Population growth is an annual measure and is a key driver of councils operating income, service needs and infrastructure requirements into the future. A growing council indicates a greater capacity to source its own revenue through rates and statutory charges. Population growth also puts additional pressure on councils to invest in new community infrastructure to support service needs This ratio is contextual only therefore has no target measure Ratio is measured annually		2.35%		2.35%		1.17%		The population growth ratio for Gladstone will significantly impact Council's financial sustainability, especially as the region faces periods of both rapid growth and stagnation. During growth phases, increased demand for infrastructure and services will provide opportunities for revenue growth and possibly also strain Council's financial resources, requiring careful management to avoid overextension. Conversely, in periods of slower growth or population decline, maintaining existing infrastructure and service levels can become a financial burden without corresponding increases in revenue. Emphasis on the population growth ratio is on a rolling 5-year average thus will help Council smooth out the financial impacts of any fluctuations, providing a clearer picture of long-term sustainability. Overall, for Gladstone, maintaining financial sustainability amidst its unique population growth patterns will require a balanced approach, integrating both proactive infrastructure investment and cautious financial management.
Operating Performance								
Operating Surplus Ratio: The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes. An operating surplus ratio below 0% is an indication that a councils operating expenses exceed its revenue. An operation deficit in any one year is not a cause for concern if, over the long term, a council achieves a balanced operating result or small surplus. Target measured over a five-year average	> 0%	1.23%	1.82%	2.21%	●	-3.83%	●	The negative 5-year average is primarily due to the QTC loan restructure and recognition of a deferred liability for bulk water purchases in 2020-21. These were both one-off events. The positive operating surplus is indicates Councils operating revenue generated covers operational expenses.
Operating Cash Ratio: The operating cash ratio is a measure of a councils ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. A positive operating surplus indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund expenditure requirements. A negative operating cash ratio is a significant indicator of financial sustainability challenges and potential future liquidity issues as , all other things being equal, a negative result means that a councils cash position is declining and revenue are not offsetting the cost of core operational requirements Target measured over a five-year average	> 0%	25.15%	24.65%	25.67%	●	21.33%	●	Both the YTD and 5 year average result of this ratio reflects the continuing strong cash position of Council proportional to operating costs.

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Liquidity							
<p>Unrestricted Cash Expense Cover Ratio: The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses</p> <p>A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditure such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of hoarding, poor cash management or large upcoming capital investment requirements.</p> <p>A low ratio suggests limited unconstrained liquidity available to council to use for capital investment or in an emergency. For councils with efficient cash management practices or strong borrowing capacity this is not a concern. Where council also has a negative operating cash ratio a very low or negative unrestricted cash expense cover ratio is an indicator of potential solvency concerns.</p> <p>Target measured over a single-year</p>	> 3 mths	5.31	5.03	10.24	●	NA	NA
<p>The high budget and YTD result of this ratio shows Council is in a strong cash position to cover planned and unplanned expenditure into the future.</p> <p>The payment of the Financial Assistant Grant in July 2024 has resulted in the higher YTD ratio. The results are expected to trend closer to the budget as the year progresses, and expenses are realised.</p>							
Asset Management							
<p>Asset Sustainability Ratio: The asset sustainability ratio approximates the extent to which the infrastructure assets managed by council are being replaced as they reach the end of their useful lives</p> <p>An asset sustainability ratio close to 100% suggests that a council is spending enough on the renewal of its assets to compensate for the deterioration in its asset base as loosely proxied by its reported depreciation, with outcomes too far below this level being potentially indicative of underspending against capital replacement requirements</p> <p>Target measured over a five-year average</p>	> 80%	108.42%	108.42%	86.96%	●	88.19%	●
<p>Infrastructure renewals have accounted for 50.31% of capital expenditure YTD with the balance on new and upgrade projects.</p> <p>It is typical for capital spending to be lower in the first quarter of the year. As capital spending progresses the ratio is expected to trend closer to budget.</p> <p>Councils capital program has increased in 2024-25, as indicated by the budgeted ratio result.</p>							
<p>Asset Consumption Ratio: The asset consumption ratio approximates the extent to which councils infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.</p> <p>The minimum target of 60% indicates that a councils assets are being broadly consumed in line with their estimated useful lives.</p> <p>Councils with lower than target ratio will need to invest more in those assets (in terms of replacement or maintenance) to ensure they are maintained at a standard that will meet the needs of the community. On the other hand if the ratio is much higher than the target ratio, councils may need to revisit their asset management plans to assess their current service levels or whether their estimates of the assets' useful lives are appropriate</p> <p>Target measured over a five-year average</p>	> 60%	69.41%	NA	68.69%	●	70.82%	●
<p>Both the YTD and budgeted ratio results indicate that Councils assets are being broadly consumed in line with their estimated useful lives.</p>							
Debt Servicing Capacity							
<p>Leverage Ratio: The leverage ratio is an indicator of a councils ability to repay its existing debt. It measures the relative size of the councils debt to its operating performance.</p> <p>A higher leverage ratio indicates an increasingly limited capacity to support additional borrowings due to already high debt levels and/or decreasing operational performance, while a lower ratio indicates the opposite.</p> <p>Target measured over a five-year average</p>	0-3 times	0.78	0.91	1.37	●	0.13	●
<p>Both the YTD and 5 year average result of this ratio reflect Councils ongoing ability to manage its debt.</p> <p>This position is reinforced with each year that no new borrowings are undertaken.</p>							



Stakeholder Engagement:

This report seeks specialist input from relevant internal sources.

Legal and Regulatory Implications:

Council is required to receive an update at least monthly relative to its financial position, Section 204 Local Government Regulation 2012.

Anticipated Resolution Completion Date:

N/A

Attachments:

1. Monthly Financial Statements for the period ending 31 May 2025
2. Operating Statements for the month end 31 May 2025

G/4.6. REPEAL OF SINGLE USE PLASTICS POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 17 June 2025

File Ref: CM28.2

Purpose:

This report proposes the repeal of Council's Single Use Plastics Policy.

Officer's Recommendation:

That Council repeal its Single Use Plastics Policy (P- 2018-30).

Summary:

The Single Use Plastics Policy prohibits the use of certain single use plastics in Council's operations. This report recommends the repeal of Policy on the basis that there are now legal bans and legislative restrictions that regulate the use of single use plastics at the State and National level.

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.
Connecting Communities - We work with you and for you, supporting the success of our communities.
Resilient Economy - We play our part in supporting the success of our region.

Background:

Council adopted its Single Use Plastics Policy in 2018 in response to growing concerns about plastic waste. The policy applies to Council operations and specifically bans the use of plastic straws, balloons (except balloon art), and lightweight plastic bags.

Since then, both State and National governments have introduced laws that ban many single use plastics across Australia. For example:

- In Queensland, plastic straws are banned and replaced by paper straws or biodegradable alternatives.
- Lightweight plastic bags have been replaced with reusable options made from paper, cloth, or biodegradable plastic. Plastic used in bags must meet strict requirements:
 - Be at least 35 microns thick
 - Contain at least 80% recycled material
 - Withstand carrying 10 kg for at least 125 uses.

Regarding balloons:

- It is illegal to release helium balloons in Queensland.
- Latex balloons are biodegradable but break down slowly. Foil balloons are not biodegradable.

The original policy helped lead the way in 2018 and raised awareness before broader laws were in place. With strong legislation already governing this issue, it may no longer be necessary for Council to maintain a separate policy relating to its operations particularly given:

- Council rarely uses balloons, and any future use can follow eco-friendly practices.
- Plastic straws are already banned.
- There are strict State rules for plastic bag use.

Instead, Council can rely on existing laws and continue making environmentally responsible choices in its daily operations.

Risk Management Summary:

Council takes a balanced approach to regulatory risk and a cautious approach to environmental risk. The options presented in this report are consistent with Council's risk appetite.

Options and Opportunity Analysis:

Option 1 – Officer's Recommendation – Repeal the Policy

The duplication of information is not efficient and the repeal of this policy supports our journey to reduce the overall number of policies to a more manageable number that:

- improves access to and visibility of our policies making information easy to find, access, and use;
- makes it easier for officers to do their work; and
- ensures that we have a framework of policies and standards that continue to raise the bar (objective 5.1.3 in Council's Corporate Plan).

Option 2 – Maintain a Policy on Single Use Plastics

This option will maintain Council's current position. As the Policy was first adopted in 2018, if it is retained it will require a review and update to ensure that it reflects the legislation in place at the State and National level. Should Council elect to maintain a policy position, a further report will be presented for Council consideration.

Stakeholder Engagement:

Internal consultation has been conducted via the Executive Leadership Team and those Teams responsible for purchasing related goods.

Legal and Regulatory Implications:

Council is not legislatively required to have a Single Use Plastics Policy. The Queensland Government has introduced controls on single use plastics through amendment to the *Waste Reduction and Recycling Act 2011* and the *Waste Reduction and Recycling Regulation 2023*.

Financial and Resource Implications:

There are no financial resource implications associated with the repeal of this policy, other than the resources already committed in preparing this report.

Anticipated Resolution Completion Date:

30 June 2025

Attachments:

1. Single Use Plastics Policy

G/4.7. REPEAL OF WATER STANDPIPE POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 17 June 2025

File Ref: CM28.2

Purpose:

This report recommends the Repeal of Council's Water Standpipe Policy (P-2020-12).

Officer's Recommendation:

That Council repeal its Water Standpipe Policy (P-2020-12).

Summary:

Council's Water Standpipe Policy sets out the requirements for the use of fixed and mobile standpipes in Council water supply networks. As the use of standpipes is an operational function, it is recommended that Council repeal its policy with the activity to be regulated operationally via the existing Terms and Conditions of Use Contract.

Link to Corporate Plan:

Accountable Council - We are providing good stewardship built on a foundation of trust.
Delivering Value - We work efficiently to deliver value for your rates.

Background:

Council first adopted a Water Standpipe Policy in 2009 to ensure that there was consistency in how standpipes operated throughout the region following the 2008 amalgamation of the former Councils. Since then, some of the operational content has been progressively removed from the policy at each review. The existing policy content is still largely operational and reproduces some of the legislative provisions contained in the *Water Supply (Safety and Reliability) Act 2008*.

Those seeking to access water from Council controlled water supplies are required to comply with the Terms and Conditions of Use for Fixed and Mobile Standpipes (Attachment 2 and available to the public from Council's website) which contains all the policy provisions and some additional facility specific requirements. On the basis that the Terms and Conditions of Use is the primary document that creates the contract rights, limitations and obligations of the respective parties, it is suggested that maintaining a separate policy position may no longer be required.

Risk Management Summary:

Council takes a balanced approach to regulatory risks. The options presented in this report are consistent with Council's risk appetite.

Options and Opportunity Analysis:

Option 1 – Officer’s Recommendation – Repeal the Water Standpipe Policy

Where a subject matter is operational in nature, a Council Policy restricts the business’s ability to adapt to operational needs. The duplication of information is not efficient and the repeal of this policy supports our journey to reduce the overall number of policies to a more manageable number that:

- improves access to and visibility of our policies making information easy to find, access, and use;
- makes it easier for officers to do their work; and
- ensures that our framework of policies and standards continue to raise the bar (objective 5.1.3 in Council’s Corporate Plan).

Option 2 – Maintain a Policy on Water Standpipes

This option will maintain Council’s current position. As the Policy will soon be overdue for review based on a five-year review cycle, Governance will conduct an administrative review of the content and present a revised version for Council’s consideration at a future General Meeting.

Stakeholder Engagement:

Internal consultation has occurred with teams involved in the management and operation of Council’s water supply networks.

Legal and Regulatory Implications:

Council is not required to have a Water Standpipe Policy. The regulation of water infrastructure is managed under the provisions of the *Water Supply (Safety and Reliability) Act 2008*.

Financial and Resource Implications:

There are no financial resource implications in repealing the policy other than the resources already committed to preparing this report.

Anticipated Resolution Completion Date:

30 June 2025

Attachments:

1. Water Standpipe Policy (P-2020-12)
2. Terms and Conditions of Use Fixed and Mobile Standpipes

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS