



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING NOTICE AND AGENDA

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

On Tuesday 15 July 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 1 JULY 2025

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 15 July 2025

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 1 July 2025.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 1 July 2025 be confirmed.

Attachments:

1. Minutes of the General Meeting of Council held on 1 July 2025.

G/2.2. CONFIRMATION OF SPECIAL BUDGET MEETING MINUTES FOR 3 JULY 2025

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 15 July 2025

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the Special Budget Meeting held on 3 July 2025.

Officer's Recommendation:

That the minutes of the Special Budget Meeting of Council held on 3 July 2025 be confirmed.

Attachments:

1. Minutes of the Special Budget Meeting of Council held on 3 July 2025.

G/3. DEPUTATIONS

G/4. OFFICERS' REPORTS

G/4.1. LGAQ 2025 CONFERENCE MOTIONS AND ATTENDANCE

Responsible Officer: General Manager People and Strategy

Prepared By: Manager Strategy and Improvement

Council Meeting Date: 15 July 2025

File Ref: GR3.1

Purpose:

The purpose of this report is to provide Council with the opportunity to consider motions to the Local Government Association Queensland's Annual Conference 2025, and to nominate Councillors to attend the event.

Officer's Recommendation:

That Council:

1. Submit the following conference motions to the Local Government Association Queensland (LGAQ) for consideration:
 - (a) That the LGAQ calls on the State Government to ensure councils are adequately resourced to meet the additional responsibilities arising from proposed Planning Act amendments, including but not limited to:
 - Funding support for the administration and delivery of Community Benefit Agreements (CBAs), to ensure councils can effectively negotiate, prepare, monitor, and report on CBAs in the public interest; and
 - Financial and technical assistance to enable councils to meet expanded compliance, engagement, and reporting obligations, while maintaining quality planning outcomes for their communities.
 - (b) That the LGAQ calls on the State Government to:
 - Acknowledge that many existing wastewater assets continue to provide essential services to communities and that upgrading them to current compliance standards requires a realistic, staged approach;
 - Provide increased and ongoing funding to ensure communities have safe, reliable, and sustainable wastewater infrastructure; and
 - Support a compliance pathway that balances legislative requirements with the need to protect public health and the environment, while ensuring upgrades are delivered in a financially and logistically achievable way.
 - (c) That the LGAQ calls on the State Government to undertake a review of the current Councillor Register of Interests (ROI) requirements, with the aim of:
 - Balancing transparency with the need to protect the personal privacy and safety of individuals and families who serve their communities;
 - Ensuring the ROI framework continues to serve the public interest without deterring community members from standing for Council roles; and
 - Supporting public confidence in local government through a system that is transparent, fair, and fit-for-purpose.

2. Authorise Councillor _____ and Councillor _____ to attend the LGAQ Annual Conference, 20 – 22 October 2025 in Gold Coast as Council delegates, noting Mayor Burnett is scheduled to attend as President of the Local Government Association Queensland.

Summary:

The Local Government Association Queensland's (LGAQ) Annual Conference will be held in the Gold Coast in October and provides the opportunity for Council to influence the state policy agenda, strengthen the local government sector and network with other Councillors. This report presents three motions for Council's consideration:

- (a) That the LGAQ calls on the State Government to ensure councils are adequately resourced to meet the additional responsibilities arising from proposed Planning Act amendments, including but not limited to:
 - Funding support for the administration and delivery of Community Benefit Agreements (CBAs), to ensure councils can effectively negotiate, prepare, monitor, and report on CBAs in the public interest; and
 - Financial and technical assistance to enable councils to meet expanded compliance, engagement, and reporting obligations, while maintaining quality planning outcomes for their communities.
- (b) That the LGAQ calls on the State Government to:
 - Acknowledge that many existing wastewater assets continue to provide essential services to communities and that upgrading them to current compliance standards requires a realistic, staged approach;
 - Provide increased and ongoing funding to ensure communities have safe, reliable, and sustainable wastewater infrastructure; and
 - Support a compliance pathway that balances legislative requirements with the need to protect public health and the environment, while ensuring upgrades are delivered in a financially and logistically achievable way.
- (c) That the LGAQ calls on the State Government to undertake a review of the current Councillor Register of Interests (ROI) requirements, with the aim of:
 - Balancing transparency with the need to protect the personal privacy and safety of individuals and families who serve their communities;
 - Ensuring the ROI framework continues to serve the public interest without deterring community members from standing for Council roles; and
 - Supporting public confidence in local government through a system that is transparent, fair, and fit-for-purpose.

If approved by Council, the motions will be submitted and debated at the Annual Conference. Motions passed at the Annual Conference become resolutions recognised by other levels of government and peak bodies and stakeholders – as the accepted policy position of the sector and the LGAQ. They are then binding on the LGAQ team to progress to an outcome.

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:

The Local Government Association Queensland's (LGAQ) Annual Conference will be held in the Gold Coast on 20 – 22 October 2025. The Annual Conference provides the opportunity for Council to influence the state policy agenda and promote new ways of strengthening the local government sector, as well as providing a valuable networking forum with other participating Council's.

In preparation for the Annual Conference, LGAQ seeks Councils to submit motions in advance, to be debated at the Conference. Acceptance of motions close 28 July and must first be endorsed by Council. Motions adopted at the Annual Conference influence LGAQ's strategic priorities and annual action plans which determine their focus of advocacy, activities, and resources. It is important to note that as per the LGAQ Motions Protocol, motions submitted must not relate to a matter considered at a previous Annual Conference in the last five years (to avoid duplication), unless seeking to alter or update the previously adopted policy position.

If Council elects to submit a motion for debate at the conference, a Councillor must also be present to speak on the motion(s). As Mayor Burnett also attends as LGAQ President, it is preferable to have at least one other Councillor attend and speak to Gladstone's submitted motions.

This report identifies proposed motions for discussion and endorsement before submitting to LGAQ for consideration. Background information and a summary of the key arguments for each proposed motion is attached to this report.

Risk Management Summary:

Council has a minimal appetite for reputational risk and a moderate appetite for service delivery risk. The LGAQ Annual Conference provides Council with an opportunity to influence the state policy agenda and promote new ways of strengthening the local government sector.

Should Council not submit a motion, or authorise attendance at the conference, there is a risk that the opportunity to advocate for important issues affecting our community is missed.

Options and Opportunity Analysis:

Three motions are proposed for Council's consideration.

Council could choose to submit all proposed motions, add, retract, or amend. Once resolved by Council, the motions cannot be amended without a further resolution from Council. Motions are due for submission to LGAQ by 28 July 2025 and require Council endorsement. New or amended motions not endorsed at this General Meeting will miss the deadline to be submitted.

The proposed motions align with Council's strategic advocacy.

Council could elect any number of Councillors to attend the Annual Conference. A minimum of one Councillor is required to attend to speak to submitted motions.

Stakeholder Engagement:

Internal Subject Matter Experts (SME's) have informed the content and background of the proposed motions.

In addition, a broader internal stakeholder group of SMEs were consulted prior to refining the list of proposed motions, including;

- Economic Development
- Environment & Conservation
- Disaster Management
- Community Partnerships
- Waste
- Governance

Legal and Regulatory Implications:

Council is required to formally approve any motions prior to submission to LGAQ on 28 July 2025. This is an administrative function of Council and there is no legislative obligation to submit a motion for consideration.

Financial and Resource Implications:

There are no costs associated with submitting motions for debate other than internal staff resources, and the requirement for a Councillor to attend the Annual Conference to speak to the motions.

As President of LGAQ, Mayor Burnett's registration fee will be covered, and his travel and accommodation will be funded from the Elected Members budget.

Registration, travel, and accommodation costs are applicable for all other conference attendees. The costs below are estimated, per person. There are sufficient funds for Councillors to attend this conference, in addition to Mayor Burnett in the Elected Members budget.

Registration (per person)	Travel and Accommodation (per person)	Total Estimate (per person)
\$2,000 (est.)	\$1500	\$3500

Anticipated Resolution Completion Date:

28 July 2025

Attachments:

1. 2025 LGAQ Motions Template – Critical Wastewater Infrastructure
2. 2025 LGAQ Motions Template – Planning Amendment Bill
3. 2025 LGAQ Motions Template – Councillor Register of Interests

G/4.2. AGNES WATER DRAINAGE STUDY

Responsible Officer: General Manager Assets and Environment

Prepared By: General Manager Assets and Environment

Council Meeting Date: 15 July 2025

File Ref: LU6.2

Purpose:

To seek Council's endorsement of the Agnes Water Drainage Study and provide information on Climate Change scenario modelling.

Officer's Recommendation:

That Council endorse the Agnes Water Drainage Study presented as Attachments 1 to 8 to the Officer's Report.

Summary:

This report seeks Council's endorsement of the Agnes Water Drainage Study, which would result in Council's current flood hazard overlay mapping being updated in the "Gladstone Regional Council Services" portal of the online mapping system, and ultimately amended into the Planning Scheme.

Link to Corporate Plan:

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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:

Flood studies and flood mapping form the basis for our understanding of flood behaviour and risk and provide the foundation for flood risk management decisions. The adoption and publishing of flood studies and flood mapping impact a wide range of key users in areas as diverse as land use planning, asset management, emergency management and community awareness. Communication of this information helps to build flood resilience within the community and informs a framework for Council, State agencies and the community to manage flood risk into the future.

The Queensland Flood Risk Management Framework sets the direction for flood risk management in Queensland. This Framework was developed by the Queensland Reconstruction Authority (QRA). Flood studies (and associated mapping) sit within this flood risk management framework.

Council's responsibilities for a flood study as described in the flood risk management framework are to:

- undertake flood studies for catchments within their area/shared with neighbouring local government areas;
- make available flood study results; and
- provide GIS layers of mapped extents on their website and share with state government and Insurance Council of Australia (ICA).

The Agnes Creek catchment is predominantly urbanised, with established residential and commercial development, though it retains some areas in a natural, undeveloped state. To the west lies the Round Hill Creek catchment, which is primarily characterised by rural residential and agricultural land use, but also includes the western fringe of the Agnes Water urban area. In 2015 a flood study was completed for the Agnes Creek catchment with the objective of identifying potential flood mitigation strategies at a catchment-wide scale. To date, there have been no contemporary flood studies undertaken within the Round Hill Creek catchment and its potential impact on drainage and flooding in Agnes Water so the opportunity was taken to include it in this study.

Currently properties within the Flood Hazard Investigation Area of the Flood Hazard Overlay in the Planning Scheme are required to undertake a site-specific flood study as part of either a planning application or building application to assess the flood risk for individual sites and meet the Acceptable Solution. This is due to the absence of a catchment wide study with appropriate calibrated data informing flood levels and therefore minimum floor levels. This has added additional cost and time to residential development which, with the flood study adopted, will benefit from greater certainty enabling informed decision making, including the potential to applying exemption certificates in certain instances.

Climate Change

As part of the Agnes Water Drainage Study, the impact of climate change is modelled across major flood events. This includes how different climate change scenarios, called Shared Socio-economic Pathways (SSPs) would affect three rare but serious flood events – the 1-in-100 (1% Annual Exceedance Probability (AEP)), 1-in-200 (0.5% AEP), and 1-in-500 (0.2% AEP) year events.

SSPs are best described as the latest science-based scenarios used to explore the consequences of greenhouse gases accumulating in the atmosphere. SSPs are needed because it is unknown what future greenhouse gas levels in the atmosphere will be. The literature does however confirm that the higher they are, the more warming will occur. Each SSP outlines ways the world might change in the future, including different types of energy generation, rates of population growth, economic development and land uses. These lead to different levels of greenhouse gas emissions over time. The scenarios are displayed in the graph below, and a one-page explainer is attached.

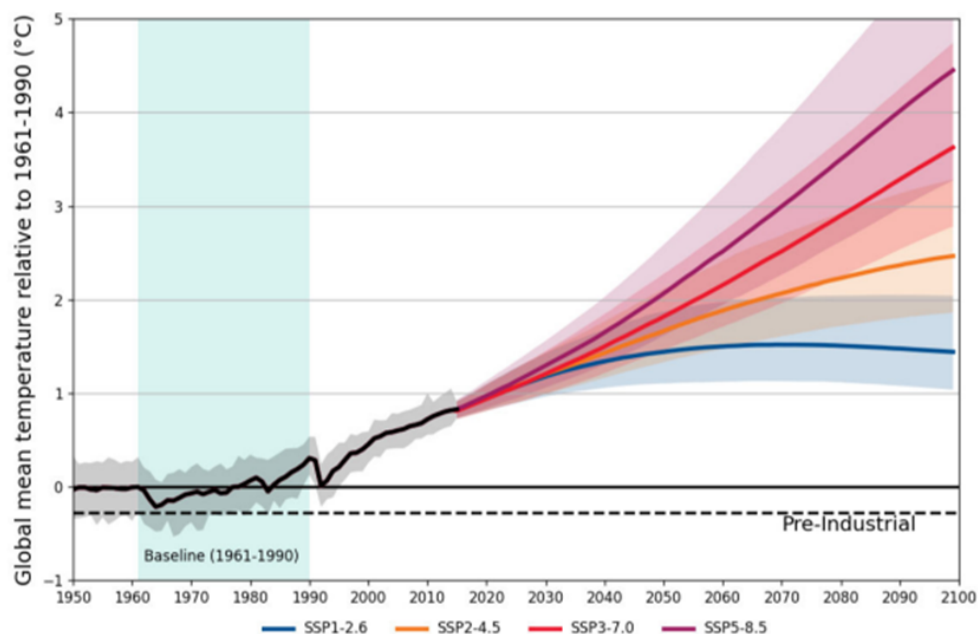


Figure 1.6.2. Projected temperature increases associated with AR6 socioeconomic pathways relative to 1961-1990 and their associated uncertainty²

Council is required to adopt a scenario to inform its mapping, provide advice to community, residents and businesses and its own planning and mitigation across all catchments. Officers have recommended chosen to adopt the (red) SSP3-7.0 scenario which is commonly referred to as the most likely worst-case scenario. Some Councils across Queensland have chosen to plan for the most extreme SSP5-8.5 scenario, while others, including neighbouring Rockhampton are using SSP3-7.0.

Risk Management Summary:

The recommendations of the Queensland Floods Commission of Inquiry (16 March 2012) influenced the QRA's Queensland Flood Risk Management Framework which outlines Local Government responsibilities to undertake flood studies and publish them.

The lack of up-to-date mapping continues to cause Council reputational harm, given the impact that this has had on development within the catchment.

Options and Opportunity Analysis:

Option 1 – Adopt the new flood studies and associated mapping (recommended)

This option involves:

- Endorsing the Flood Study 2025
- Updating the flood mapping associated with these flood studies (shown in Attachments 1 and 2) into Council's online mapping "Gladstone Regional Council Services" portal;
- Undertaking Planning Scheme amendment(s) at a later stage to update the Planning Scheme mapping with the new and updated flood mapping in these catchments.

Opportunities:

- Residents will be better informed of the flood hazard in these catchments, and developers unable to engage appropriate engineering advice will have a calibrated model to rely on.
- Council able to confidently consider requests for Exemption Certificates where lots not within the mapped areas.
- Council is complying with the Queensland Flood Risk Management Framework.

Risks:

- Potential confusion for residents due to the difference for a period between the "Gladstone Regional Council Services" portal (with the new and updated flood mapping) and the "Our Place Our Plan" Planning Scheme portal (with no flood mapping in the Agnes Creek Catchment). This would be mitigated by a communication strategy including factsheets available to customers and targeted communications to developers in the area.

Option 2 – Retain existing flood studies and associated mapping

This option involves:

- Retaining Council's currently published flood hazard mapping that has no flood mapping for the catchment.
- Update Council's online flood mapping at the same time as the Flood Hazard Overlay when the Planning Scheme is amended in the future.

Risks:

- Flood information cannot be given out to the public.
- Residents won't be informed of the updated flood modelling and how it impacts their properties.
- Not compliant with the Queensland Flood Risk Management Framework
- Development industry remains frustrated with existing process.

Stakeholder Engagement:

Engagement has been undertaken with Development Services, Engineering Asset Solutions, Asset Governance, Disaster Response Specialist and officers in the Asset Planning Teams.

Legal and Regulatory Implications:

Queensland Flood Risk Management Framework

The Queensland Reconstruction Authority (QRA) sets out the expected approach to flood risk management, which includes:

- Undertaking and publishing flood studies
- Providing public access to flood maps (e.g. via Council websites); and
- Using the results in land use planning, development assessment, and emergency management

Implication: Council must ensure its actions align with this framework or risk being non-compliant with state expectations and best-practice guidance.

Planning Act 2016 & State Planning Policy

Flood hazard is a key natural hazard under the State Planning Policy (SPP). Councils must consider flood risk when assessing development applications and in preparing/amending their Planning Schemes.

Implication: Once endorsed, flood studies should eventually be reflected in Council's Planning Scheme via an amendment. If not, decisions based on outdated information may be challenged or questioned.

Development Assessment and Decision-Making

Council has a statutory obligation to consider natural hazard risks (including flooding) when making planning decisions under the Planning Act 2016.

Implication: If a flood study is endorsed but not considered in development assessment, Council decisions may be open to legal challenge (e.g. for failing to apply the best available flood risk information)

Financial and Resource Implications:

This Drainage Study was funded under the 3rd funding package released as part of the Floodplain Risk Management Program (FRMP), jointly funded by Australian and Queensland Governments.

Anticipated Resolution Completion Date:

Once endorsed by Council, Development Services can utilise this data in the assessment of development applications. The formal inclusion of the mapping into the Planning Scheme will be undertaken as part of a future major amendment package to the planning scheme inclusive of other updated flood data. This work is expected to commence end of 2025.

Attachments:

1. Draft Agnes Water Drainage Study
2. Draft Agnes Water Drainage Study – Appendix B – Validation Mapping
3. Draft Agnes Water Drainage Study – Appendix C – Maps 1 – 100
4. Draft Agnes Water Drainage Study – Appendix C – Maps 101 – 200
5. Draft Agnes Water Drainage Study – Appendix C – Maps 201 – 300
6. Draft Agnes Water Drainage Study – Appendix C – Maps 301 – 420
7. Draft Agnes Water Drainage Study – Appendix D – Sensitivity Assessment Mapping
8. Draft Agnes Water Drainage Study – Appendix E – Riverine
9. Understanding Shared Socio-economic Pathways (SPPs)

G/4.3. E-SCOOTER TRIAL - AGNES WATER & 1770

Responsible Officer: General Manager Community and Lifestyle

Prepared By: General Manager Community and Lifestyle

Council Meeting Date: 15 July 2025

File Ref: PE1.1

Purpose:

To seek Council direction on the resolution to conduct a trial of e-scooters in Agnes Water and Seventeen Seventy.

Officer's Recommendation:

That Council abandon resolution GM/23/4985 and no further action be undertaken due to the inability to engage the sole company engaged in the Expression of Interest process to conduct a trial for e-scooters in Agnes Water and 1770.

Summary:

Council resolution GM/23/4985, adopted at Council's General Meeting on 2 May 2023, requested Officers to proceed with a closed tender process with the sole Expression of Interest respondent Bird Rides for the establishment of an E-Scooter trial in Agnes Water and Seventeen Seventy.

Since the adoption of this resolution, the sole submission in the Expression of Interest process, Bird Rides, has been confirmed to no longer be operational in Australia.

As this supplier was the only submission received in the Expression of Interest process for the e-scooter trial, Council's resolution can no longer be outworked by Officers.

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.

Background:

In November 2022, Council considered the introduction of an e-scooter scheme, which was in alignment with Council's Visitor Economy Strategy and supported Council's desire to improve accessibility for residents and visitors in high traffic tourist areas in the region.

On 1 November 2022, at a General Meeting Council resolved (GM/22/4862):

"That in accordance with Section 228(3) of the Local Government Regulation 2012, it would be in the public interest to invite expressions of interest from operators of E-Scooter schemes, before inviting written tenders, on the basis that Council wishes to identify options available to it, without making a commitment, for the purpose of thorough option analysis and planning."

The EOI was released to the open market in January 2023 and closed in February 2023, with one offer received from Bird Rides Australia Pty Ltd.

At Council's General Meeting on 2 May 2023, Council resolved:

"That Council proceed to a closed tender process with the Expression of Interest respondent Bird Rides Australia Pty Ltd for the establishment of an E-Scooter Trial in Agnes Water and Seventeen Seventy."

Officers have been outworking this resolution for a trial in Agnes Water and Seventeen Seventy, with consideration for the delivery of the following:

1. Concept map layouts;
2. E-Scooter types (make/model/specification);
3. Fleet Size;
4. Geo-fencing controls and limitations;
5. Charging requirements and facilities required (including proposed location/s);
6. Data sharing/reporting options to be provided to GRC with reference to popular routes and destinations by E-Scooter users;
7. User interface;
8. Storage, maintenance and collection methods; and
9. Compliances with Legislation and insurance requirements.

In preparation for the Tender process, it has been ascertained that Bird Rides Australia Pty Ltd has been dissolved in Australia and is no longer a viable option for Council.

There have been several progressions in the e-scooter industry since the original resolution was adopted, including many Councils opting out of the implementation of e-scooters in regions due to significant injury to riders and pedestrians and the implementation of new laws with respect to the operation of e-scooters.

Officers now seek Council's direction as resolution GM/23/4985 is not able to be outworked.

Risk Management Summary:

Council has a minimal appetite for Health Safety and Wellbeing risk. There have been a number of incidents involving e-scooters across the country and it could be considered an increase in Council's risk exposure if Council were to continue to pursue an e-scooter trial.

Council has a minimal appetite for Reputational risk. Several small businesses in the proposed trial area of Agnes Water and Seventeen Seventy have now included e-scooters in their hire programs, and the implementation of a third-party scooter trial could pose a reputational risk to Council hindering small business success which is not in line with Council's commitment to the Small Business Friendly program.

Options and Opportunity Analysis:

Option 1 – Officer's Recommendation

This option is to not proceed with a trial of e-scooters within the towns of Agnes Water and Seventeen Seventy for the following reasons:

- Sole service provider in the EOI process has now ceased operations in Australia;
- Small businesses in the trial area have progressed to include e-scooters in their hire offerings;
- Understood risks that have presented in State and National LGAs with respect to rider and public safety.

Option 2 – Recommence the Expression of Interest process

If Council wished to pursue a trial of e-scooters, given the time that has passed since Council's initial decision, it would be likely that the following actions would be required:

1. Community consultation;
2. Development of a suitable Scope of Work; and
3. Procurement through an Expression of Interest/Tender process.

Stakeholder Engagement:

Council's Contracts and Procurement team were the primary stakeholders consulted in the preparation of this report, confirming that the sole provider of services for the Expression of Interest of e-scooter services was no longer operational in Australia, and therefore a tender process could not be conducted.

Legal and Regulatory Implications:

Section 228(6) of the *Local Government Regulation 2012* states that if the local government invites expressions of interest, the local government may:

- a) prepare a short list from the persons who respond to the invitation for expressions of interest; and*
- b) invite written tenders from those persons.*

Given the sole submission in the Expression of Interest process has now ceased operations in Australia, tenders cannot be invited and therefore Council's resolution cannot be outworked by Officers.

Financial and Resource Implications:

There are no financial or resource implications foreseeable in outworking the Officers recommendation.

Should Council recommend continuing with the implementation of an e-scooter trail in high-volume tourist areas, resources will need to be allocated for the preparation of an Expression of Interest, Scope of Work and Tender.

Anticipated Resolution Completion Date:

The recommended completion date as per Officer's recommendation date is one week from the endorsement of this report to communicate the outcome to internal and external stakeholders.

Attachments:

Nil

G/4.4. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Management Accounting Specialist

Council Meeting Date: 15 July 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 30 June 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 30 June 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 figures provided in this report are preliminary, with end of year processing still underway. These figures will not reflect the final figures included in Councils audited Financial Statements.

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.

The percentage of the year passed (pro-rata rate) as at 30 June 2025 is 100%

Statement of Income and Expenditure

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

Income

Recurrent Revenue

Total recurrent revenue	2024-25	Actual as %
Actual	\$252.9m	
Budget	\$246.1m	102.77%
Forecast	\$257.9m	98.07%

Of note:

Net rates and utility charges	2024-25	Actual as %
Actual	\$182.3m	
Budget	\$194.5m	93.71%
Forecast	\$193.1m	94.41%

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.

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	\$10.0m	
Budget	\$6.8m	146.06%
Forecast	\$9.6m	103.77%

Interest revenue at a rate of 4.64% has been received from Queensland Treasury Corporation for the month of June and current term deposit rates are yielding up to a 4.05% return to Council.

Income tax equivalents	2024-25	Actual as %
Actual	\$8.4m	
Budget	\$4.6m	183.71%
Forecast	\$8.4m	99.36%

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

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

General purpose grant	2024-25	Actual as %
Actual	\$15.1m	
Budget	\$10.3m	146.40%
Forecast	\$9.8m	153.10%

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 15 JULY 2025

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, with the balance of the grant received throughout the year.

Additionally, a pre-payment of the 2025-26 financial assistance grant was received on 26 June 2025 totalling \$5.2 million. This amount represents circa 50% of the 2025-26 allocation and is required to be treated as income when received, therefore will be recorded in the 2024-2025 financial year. The remaining funding will be received as quarterly payments throughout the 2025-26 financial year.

Capital Revenue

Capital revenue	2024-25	Actual as %
Actual	\$36.6m	
Budget	\$50.1m	73.06%
Forecast	\$34.1m	107.29%

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.

Details of capital grant revenue recognised for major projects are presented below, along with the corresponding expenses for these funded projects and the percentage of whole of life funding anticipated.

Project	Revenue YTD Actual	Expense YTD Actual	% Whole of Life Funding
State Government Grants & Subsidies			
TBG - Bonsai House Utility Services	\$1.52m	\$1.65m	84.43%
Captain Cook Drive, Agnes Water - Relocate sewer main	\$0.68m	\$1.89m	96.66%
Stage 2 - GWWTP Inlet Distribution Structure Replacement	\$3.12m	\$3.79m	35.64%
REPA Projects (see REPA breakdown) Joint Federal/ State funded	\$14.49m	\$18.35m	39.15%
Round Hill 2 Reservoir	\$0.02m	\$0.08m	0.57%
Other State Government Funding	\$2.08m	\$5.03m	14.75%
TOTAL State Government Funding	\$21.29m	\$30.79m	

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 15 JULY 2025

Project	Revenue YTD Actual	Expense YTD Actual	% Whole of Life Funding
Federal Government Grants & Subsidies			
Lowmead Road Safety and Sealing Upgrade	\$7.54m	\$21.05m	70.44%
Agnes Water Skate Park	\$0.03m	\$0.13m	3.57%
Turtleway - Pedestrian bridge replacements	\$1.08m	\$2.10m	64.44%
Other Federal Government Funding	\$3.58m	\$4.79m	16.79%
TOTAL Federal Government Funding	\$10.40m	\$28.07m	
TOTAL State and Federal Funding	\$31.69m	\$58.85m	

Expenditure

Recurrent expenditure

Total recurrent expenditure	2024-25	Actual as %
Actual	\$244.7m	
Budget	\$243.1m	100.67%
Forecast	\$253.2m	96.65%

Of note:

Employee benefits	2024-25	Actual as %
Actual	\$77.8m	
Budget	\$75.0m	103.7%
Forecast	\$77.1m	100.86%

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 6.8%.

Overtime	2024-25	Actual as %
Actual	\$2.4m	
Budget	\$1.4m	169.85%
Forecast	\$2.2m	108.30%

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

Activity	Actual YTD	Budget	Forecast
Water and Sewerage	\$806k	\$428k	\$728k
Road Services	\$385k	\$78k	\$375k
Waste Services	\$300k	\$173k	\$244k
Workshop	\$181k	\$98k	\$168k
Park Services	\$94k	\$160k	\$69k
Libraries	\$62k	\$35k	\$66k
RMPC	\$60k	-	\$60k
Events and Entertainment	\$50k	\$63k	\$55k
Local Laws	\$45k	\$51k	\$52k
Health Services	\$42k	\$8k	\$30k

Offset by recoverable income

Consultants	2024-25	Actual as %
Actual	\$4.1m	
Budget	\$6.2m	66.52%
Forecast	\$5.8m	71.96%

Significant consultant forecast and spend include:

- Transformation – Forecast \$1.6m, spend \$1.4m.
- Asset management – Forecast \$1.2m, spend \$0.8m. Lag in spend due to receipt of funding and reprioritisation of workload.
- Strategic Information and Technology – Forecast \$0.5m, spend \$0.5m
- Environment – Forecast \$0.3m, spend \$0.1m
- Finance – Forecast \$0.4m, spend \$0.2m. Asset valuation costs still to be incurred.
- Governance and Risk – Forecast \$0.1m, spend \$0.1m
- Water and Sewerage – Forecast \$0.5m, spend \$0.2m, 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	\$26.4m	
Budget	\$26.6m	99.26%
Forecast	\$29.1m	90.82%

Activities with significant contractor forecasts include:

- Water & Sewerage – Forecast \$8.9m, spend \$8.4m
- Waste – Forecast \$6.1m, spend \$5.7m
- Parks & Cemeteries – Forecast \$3.8m, spend \$3.4m
- Roads, Bridges, Stormwater – Forecast \$2.5m, spend \$2.1m
- Recoverable Works – Forecast \$1.4m, spend \$1.4m.
- Corporate and Community Buildings maintenance – Forecast \$1.3m, spend \$1.3m.
- Entertainment and Events – Forecast \$1.3m, spend \$1.0m
- 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	\$2.8m	
Budget	\$3.3m	85.61%
Forecast	\$3.3m	85.92%

Final sponsorship rounds and invoicing for Community Support (\$0.3m) are still being confirmed.

Legal Fees	2024-25	Actual as %
Actual	\$1.5m	
Budget	\$0.7m	206.27%
Forecast	\$1.3m	117.75%

Legal fees unfavourable variance \$0.2m due to unpredictable nature of the expense.

Other materials and services	2024-25	Actual as %
Actual	\$8.5m	
Budget	\$9.1m	93.13%
Forecast	\$11.7m	72.43%

Other materials and services favourable variance \$3.2m. Primarily due to:

- Materials (\$0.6m) 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 (\$0.2m)
- Subscriptions favourable variance (\$0.2m), predominantly service charge for future of fleet, this expense was costed to software expenses.
- Valuation fees favourable variance (\$0.3m), traditionally paid in July and accrued back to June.
- Advertising and promotion favourable variance (\$0.1m). 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). Accrual to be processed.
- 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

Statement of Financial Position

	Current Value	Budget	Variance (Actual to Budget)	Forecast	Variance (Actual to Forecast)
Year-to-date Assets	\$2.9b	\$2.9b	0.77%	\$3.0b	-3.38%
Year-to-date Liabilities	\$189.5m	\$179.7m	5.46%	\$193.8m	-2.24%

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

Balance sheet movement is still expected to occur as year-end processes are undertaken.

Capital Expenditure

Regular forecasting is undertaken by the Capital Program team. The estimate for capital expenditure for the 2024-25 year is \$103.3m

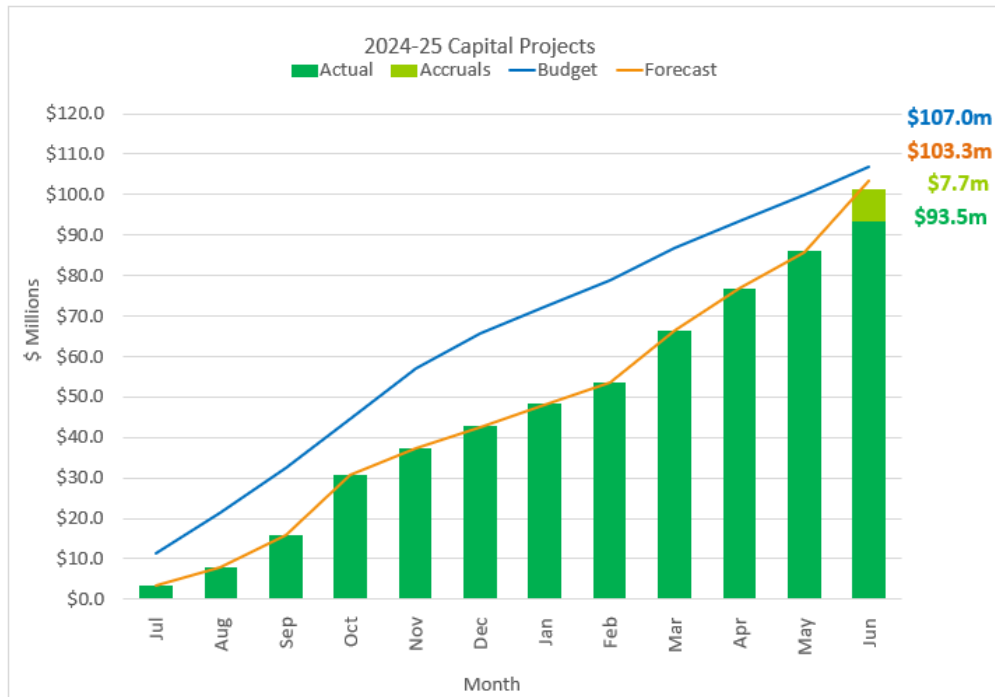
Capital YTD expenditure, budget and forecast is provided throughout the tables and graphs below.

	Actual	Budget	Actual as % of Budget	Forecast	Actual as % of Forecast
Year to date capital expenditure	\$101.2m	\$107.0m	80.15%	\$103.3m	97.97%

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	\$56.0m	\$51.7m	108.41%	\$55.2m	101.38%
Sewerage	\$16.0m	\$25.9m	61.74%	\$13.3m	120.73%
Delivery Support and Performance	\$5.2m	\$6.1m	86.62%	\$7.0m	74.92%
Property Assets	\$1.7m	\$1.3m	129.14%	\$1.7m	100.19%
Asset Governance	\$0.0m	\$3.3m	0.00%	\$6.4m	-
Waste	\$5.7m	\$3.8m	151.07%	\$5.5m	102.71%
Parks	\$0.7m	\$3.3m	22.52%	\$0.7m	99.62%
Community & Lifestyle	\$0.5m	\$0.8m	55.41%	\$0.4m	113.13%
Water	\$5.4m	\$7.5m	72.37%	\$4.3m	126.46%
Strategic Projects	\$1.4m	\$2.1m	67.17%	\$1.4m	100.00%
Other	\$8.5m	\$1.3m	667.55%	\$7.4m	115.73%
Total	\$101.2m	\$107.0m	94.56%	\$103.3m	97.97%

Accrual estimates of \$7.7m have been included in the actuals, to account for major claims relating to June work. Additional accruals are expected as part of end of year processing.



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	95.00%
Sealed Roads	\$1.6m	\$1.0m	\$1.1m	\$1.5m	\$1.0m	\$0.0m	100.00%
Granite Creek (Lowmead Rd)	\$6.7m	\$6.4m	\$4.9m	\$4.5m	\$4.0m	\$0.9m	91.22%
TOTAL	\$36.3m	\$16.7m	\$18.8m	\$18.9m	\$14.9m	\$1.1m	

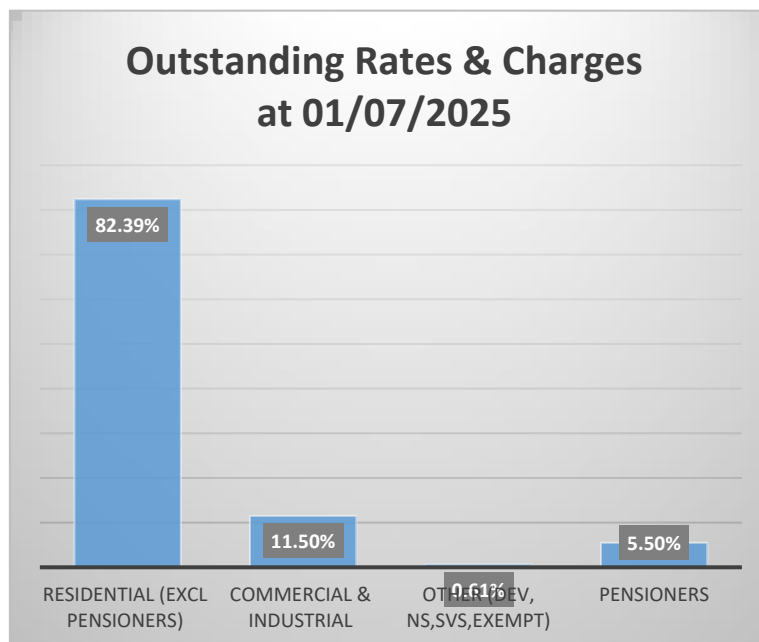
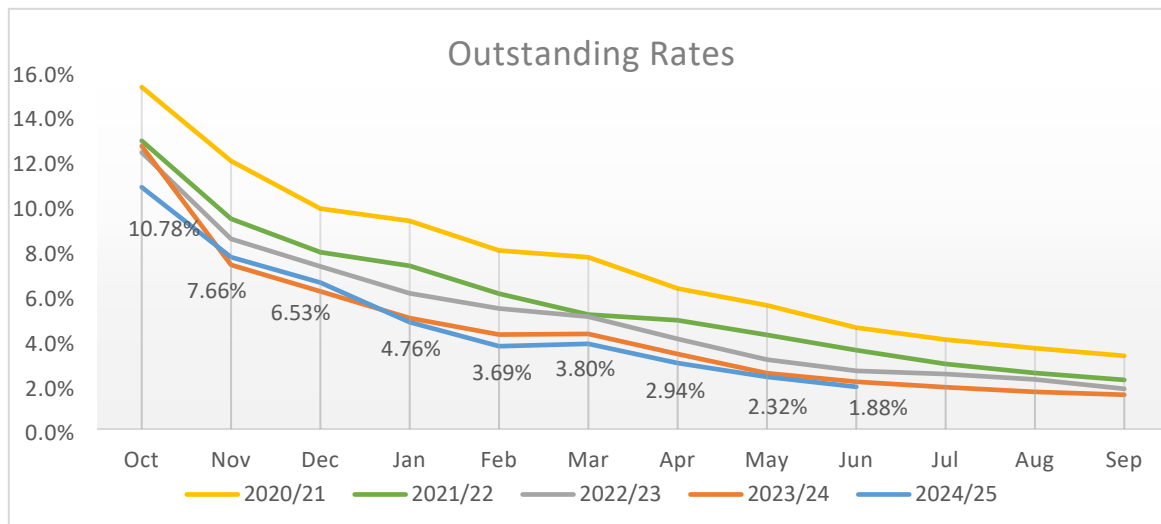
Outstanding Rates

Outstanding rates, as a percentage of gross rates levied 2024-25, and collectible, is at 1.88% at the end of June 2025, compared to 2.11% for the same period last year 2023-24.

Of the \$4.19m of outstanding rates, 11.50% relates to commercial/ industrial assessments and 88.50% represents residential assessments. Compared to 2023/2024, prior year same period, outstanding rates were \$4.44m of which 11.71% represented commercial/industrial and 89.29% residential assessments.

These figures include \$0.96m of rates that are currently being repaid under an authorised payment plan, of which there were 18 commercial/industrial assessments and 725 residential assessments. A total of 743 assessments, which is a decrease of 393 assessments compared to May 2025, (this movement is a result of removal of arrangements on sold property, default arrangements and paid up arrangements), and reflects an increase of 406 for the same period last year.

6918 ratepayers had paid their rates in advance, totalling \$13.5m.



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.

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 15 JULY 2025

Ratio Explanation	Target	2024 -25 Budget	2024-25 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%	81.29%		82.70%		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%	3.25%	●	-3.63%	●	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 current operating surplus indicates Councils operating revenue generated covers its 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%	26.14%	●	21.42%	●	Both the YTD and 5 year average result of this ratio reflects the continuing strong cash position of Council proportional to operating costs.

GLADSTONE REGIONAL COUNCIL GENERAL MEETING AGENDA - 15 JULY 2025

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	8.84	●	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 FY 24-25 Financial Assistant Grant in July 2024 along with the 50% prepayment of the FY25-26 grant in June 2025 has resulted in a higher YTD ratio.</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%	94.30%	●	89.66%	●
<p>Infrastructure renewals have accounted for 50.40% of capital expenditure YTD with the balance on new and upgrade projects.</p> <p>Councils capital program has increased in 2024-25, as indicated by the budgeted and YTD 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	1.28	●	0.11	●
<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 30 June 2025
2. Operating Statements for the period ending 30 June 2025

G/4.5. REPEAL OF VACCINATION POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 15 July 2025

File Ref: CM28.2

Purpose:

This report recommends the repeal of Council's Vaccination Policy with the activity to be managed operationally applying Council's Immunisation Corporate Standard.

Officer's Recommendation:

That Council repeal its Vaccination Policy (P-2017-07).

Summary:

Council's Vaccination Policy was adopted as a strategic commitment to ensuring that employees falling within certain risk groups due to their work environment, are vaccinated against vaccine preventable diseases. It also provides a commitment to offering a voluntary influenza vaccination program for employees and councillors to support the health and well-being of the community generally.

As vaccination programs associated with the wellbeing of employees is an operational function, it is recommended that Council repeal its policy with the activity to continue to be managed at an operational level under the guidance of the Immunisation Corporate Standard. This approach will allow the administrative amendment of the Corporate Standard should new vaccine preventable diseases impacting the workplace be required.

Link to Corporate Plan:

Delivering Value - We work efficiently to deliver value for your rates.
Our People - We look after our people, so they look after you.

Background:

The original Vaccination Policy was adopted in 2009, not long after the 2008 amalgamation of the former Councils. The purpose of the policy was to provide a consistent approach to vaccination in the workplace and to confirm Council's commitment to offering a voluntary flu vaccination program for the newly amalgamated workforce and Councillors. At that time, the flu vaccine was not free to the community as it is now, and there were budget implications for Council in offering the flu vaccination program.

In 2013, an Immunisation Corporate Standard (copy attached) was introduced at the operational level to provide employees with guidance on the types of vaccine preventable diseases that a risk assessment determined were needed to address health and safety risks. The Immunisation Corporate Standard also includes the commitment to the voluntary flu vaccination program. In more recent years, the annual flu vaccine has been funded by other levels of Government, making it free for the community and the costs associated with the Council organised flu vaccination program are significantly reduced.

As part of the review of all corporate policies and standards, a formal review of the Immunisation Corporate Standard is scheduled. This process will include consultation with employees and relevant union representatives to ensure comprehensive stakeholder engagement.

Given that vaccination is an operational issue and a corporate standard is in place to manage this activity, it is suggested that the Vaccination Policy be repealed.

Risk Management Summary:

Council takes a cautious approach to safety risks. The options presented in this report are consistent with Council's risk appetite and will not result in additional risk.

Options and Opportunity Analysis:

Option 1 – Adopt the Recommendation

The Officer's Recommendation is that the Vaccination Policy be repealed. 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).

This option does not alter the existing program of vaccination which is outlined in the Immunisation Corporate Standard and can be amended operationally as required.

Option 2 – Maintain a Policy on Vaccination

This option will maintain Council's current position. As the Policy is overdue for review, 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 delivery of Council's Vaccination Program.

Legal and Regulatory Implications:

Council is not legislatively required to adopt a policy position on vaccination. Council does however have an obligation to minimise risks to its workers' health and safety under the *Workplace Health and Safety Act 2011*. Vaccination (or immunisation) has been identified as an important risk control where workers could potentially be exposed to vaccine preventable diseases in the work environment. The Immunisation Corporate Standard guides the associated risk management.

Financial and Resource Implications:

There are no financial or resource implications in repealing the policy other than the resources already committed to preparing this report. Officers will continue to present funding allocations for vaccination programs as part of Council's annual budget considerations.

Anticipated Resolution Completion Date:

30 July 2025

Attachments:

1. Vaccination Policy
2. Immunisation Corporate Standard

G/4.6. COUNCILLOR APPOINTMENT - GLADSTONE AREA WATER BOARD

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Governance and Risk

Council Meeting Date: 15 July 2025

File Ref: CM7.1

Purpose:

To consider the nomination of a Board Member for the Gladstone Area Water Board.

Officer's Recommendation:

That Council nominate Councillor _____ to the Department of Local Government, Water and Volunteers as Council's recommendation for appointment to the Gladstone Area Water Board.

Summary:

Gladstone Area Water Board (GAWB) is a bulk water supplier servicing part of the Gladstone region and owns and operates the Awoonga Dam along with a network of delivery pipelines, water treatment plants, storage reservoirs, and other bulk water distribution infrastructure.

Chapter 4, Part 4 of the Water Services Act 2000 (the Act) requires GAWB to have a board of directors, with the matters related to the board also being defined. The board is comprised of five persons as stated in the Gazette Notice of 27 September 2023:

- Four persons nominated by the chief executive of the Department of Local Government, Water and Volunteers; and
- One person nominated by Gladstone Regional Council

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.
Resilient Economy - We play our part in supporting the success of our region.

Background:

Council's nominee is reviewed by the Department of Local Government, Water and Volunteers (the Department), with the appropriate background checks undertaken before recommendation to Cabinet / the Governor in Council for review and appointment.

Whilst section 604(2) of the Act requires the stated term of an appointment not to be more than 3 years, under section 604(4) a director continues to hold office after the director's term of office ends until the day the director's successor is appointed.

With former Councillor Kahn Goodluck's resignation from the Board as Council's representative, Council no longer has representation on GAWB.

Risk Management Summary:

Council has a minimal risk appetite for reputational risk. Councillor representation on the GAWB ensures that Council's views are represented and allows for stronger relationships with GAWB.

Options and Opportunity Analysis:

Council has previously appointed an elected member to the board with Kahn Goodluck being appointed when he held a Councillor role in 2024. As the current legislation via the corresponding gazette notice references a person nominated by Gladstone Regional Council, Kahn Goodluck has continued in the appointment following the end of his term as councillor until he recently resigned from the board.

The Department has previously indicated that they are predisposed to the Council nominee being an elected members as one of the key considerations by the Department when assessing the Council nominee is the level of local expertise. The Department seeks a director who is able to contribute towards ensuring community elements are considered and addressed.

Option 1 – Nomination of a Councillor (Officer's recommendation)

The advantages of a councillor nomination include:

- Local expertise with community at the forefront
- Competent with the role of a board member
- Provides an opportunity to understand the organisation and contribute to its strategic direction

A disadvantage of a councillor nomination is that councillors have a broad range of responsibilities – consideration of best use of time and whether a complimentary balance is realised. Conflicts may also arise from time to time between the Councillor's duty as a councillor under the Local Government Act and the Councillor's duty as a Director Gladstone Area Water Board. Both pieces of governing legislation provide a framework for managing conflicts of interest.

There is no remuneration for an elected member in accordance with the procedures for remuneration of members of Queensland government bodies.

Option 1 suggested resolution:

That Council nominate Cr _____ to the Department of Local Government, Water and Volunteers for appointment to the Gladstone Area Water Board.

Option 2 – Nomination of a person other than a sitting Councillor

The advantages of nominating a person other than a sitting Councillor include:

- Provides separation between the two organisations
- GAWB is responsible for the remuneration of board members

The disadvantages of nomination a person other than a sitting Councillor include:

- May not pass through the cabinet process (where this occurs, Council would be required to provide an alternative nomination or where an alternative is not provided, the department will nominate).
- Ability to source a suitable nominee – personal affiliations and background within the community.

Council could nominate a person via the floor of the meeting or via an expression of interest process.

Option 2 suggested resolution:

That _____ be nominated to the Department of Local Government, Water and Volunteers for appointment to the Gladstone Area Water Board, subject to a willingness to be nominated.

OR

That Council call for expressions of interest for consideration to be Council's nominee for the Gladstone Area Water Board.

Option 3 – No nomination

If Council do not provide the Department with a nominee, the Department will nominate a person in lieu.

It should be noted that a director is not able to be replaced unless the office of the director becomes vacant under section 607 of the Act, namely the director:

- Completes the term of office and is not reappointed;
- Resigns;
- Is disqualified; or
- Is removed.

Option 3 suggested resolution:

That the Department of Local Government, Water and Volunteers be advised that Council will not be providing a nomination for the Gladstone Area Water Board.

Stakeholder Engagement:

Department of Local Government, Water and Volunteers.

Legal and Regulatory Implications:

Section 12 of the Local Government Act 2009 outlines the responsibilities of a Councillor. Section 598 of the Water Act 2000 outlines the responsibilities of the GAWB Board.

Financial and Resource Implications:

Should a Councillor be nominated to the Department for appointment to the Gladstone Area Water Board, it will require time in fulfilling the duties and responsibilities of the role.

Anticipated Resolution Completion Date:

The Department will be advised of the resolution within two weeks.

Attachments:

Nil

G/4.7. CONFERENCE ATTENDANCE - AUSTRALIAN CRUISE ASSOCIATION

Responsible Officer: Chief Executive Officer

Prepared By: Executive Assistant to the Office of the Chief Executive Officer

Council Meeting Date: 15 July 2025

File Ref: CM6.1

Purpose:

To seek approval for Councillor Karen Davis to attend the 2025 Australian Cruise Association 27th Annual Conference and Annual General Meeting (AGM).

Officer's Recommendation:

That Council approve the attendance of Councillor Karen Davis at the 2025 Australian Cruise Association Annual Conference and Annual General Meeting from 3 to 5 September 2025, in Fremantle, Western Australia.

Summary:

The 2025 Australian Cruise Association 27th Annual Conference and Annual General Meeting focuses on the next phase of the exciting and ever-changing cruise market in our region. The conference offers Council the chance to open to ideas that continue to advance cruise as a sustainable and vital pillar of Australia's visitor economy.

Link to Corporate Plan:

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:

The 2025 Australian Cruise Associations 27th Annual Conference and Annual General Meeting comes at a pivotal time for the industry. With the continued growth of cruise tourism, the launch of new ships, rising international fly-cruise visitation, and a heightened focus on destination management and innovation, it's more important than ever for the industry to come together and shape a sustainable future.

The conference will offer attendees opportunities to enhance knowledge, learn about new practices, network with regional, interstate and global colleagues, and to represent the interests of and seek opportunities for the Gladstone Region. The program will offer keynote sessions, panel discussions and industry updates.

One of Council's key corporate goals is a Resilient Economy. This is achieved by increasing key markets including cruises, events and business tourism through improved access and one-of-a-kind experiences. Bringing cruises back to Gladstone harbour will promote the region's appeal as a place to work, live, play and stay, another objective of Council's Corporate Plan.

Attendance at a conference of this nature provides an opportunity for a Councillor who is a key decision maker for tourism in our region, to remain informed and aware of the latest initiatives, developments and technologies emerging in cruising and to learn for the experiences of others involved in the cruising industry.

Risk Management Summary:

Attendance by a Councillor at the 2025 Australian Cruise Association Annual Conference and Annual General Meeting is consistent with Council's Risk Appetite.

Options and Opportunity Analysis:

Option 1 - The Officer's Recommendation

It is proposed that Cr Davis would be the most appropriate representative to attend the conference as Cr Davis is also Council's representative on the Board of Gladstone Area Promotion and Development Limited.

Option 2

Council may elect not to have a councillor attend the conference though there may be a missed opportunity to enhance knowledge, learn about new practices, network with regional and interstate colleagues.

In this instance, Cr Davis could still attend the conference but would be ineligible to have the costs of the attendance reimbursed under Council's Councillor Expenses Reimbursement and Provision of Facilities Policy.

Option 3

Council may nominate an additional councillor to attend the conference however the costs of an additional councillor will not have been accounted for in the 2025/26 Operating Budget as adopted by Council.

Stakeholder Engagement:

Internal consultation occurred with Councillors when establishing the 2025/2026 Operating Budget for Councillor attendance at conferences.

Legal and Regulatory Implications:

In Accordance with Council's Councillor Expenses Reimbursement and Provision of Facilities Policy, where a Councillor seeks reimbursement for the costs of attendance at a conference that was held outside of Queensland, the attendance must be supported by a resolution of Council.

Financial and Resource Implications:

The table below is a summary of the estimated costs associated with the proposed attendance. There are sufficient funds available within the Elected members 2025/2026 Operating Budget for a Councillor's attendance.

Registration	\$1,100
Flights	\$1,000
Accommodation	\$900
Meals	\$500
TOTAL	\$3,500

Anticipated Resolution Completion Date:

25 July 2025

Attachments:

1. Australian Cruise Association 27th Conference and AGM Preliminary Program

G/5. COUNCILLORS REPORT

G/6. URGENT BUSINESS

G/7. NOTICE OF MOTION

G/8. CONFIDENTIAL ITEMS