



Notice of Meeting

Notice is hereby given that the **Ordinary Meeting** of the **Whitsunday Regional Council** will be held at the Mantra Club Croc, 240 Shute Harbour Road, Airlie Beach on **Wednesday 11 August 2021** commencing at **9:00 a.m.** and the Agenda is attached.

Councillors: Andrew Willcox, Jan Clifford, Al Grundy, John Collins, Michelle Wright, Gary Simpson and Michael Brunner.

Local Government Regulation 2012

258.(1) Written notice of each meeting or adjourned meeting of a local government must be given to each councillor at least 2 days before the day of the meeting unless it is impracticable to give the notice.

(2) The written notice must state:

- (a) the day and time of the meeting; and
- (b) for a special meeting – the business to be conducted at the meeting

(3) A **special meeting** is a meeting at which the only business that may be conducted is the business stated in the notice of meeting.

Jason Bradshaw

ACTING CHIEF EXECUTIVE OFFICER





Agenda of the Ordinary Meeting to be held at
the Mantra Club Croc, 240 Shute Harbour Road, Airlie Beach
on Wednesday 11 August 2021 commencing at **9:00am**

Council acknowledges and shows respect to the Traditional Custodian/owners in whose country we hold this meeting.

9:00 am

- Formal Meeting Commences

10:00 am - 10.30 am

- Morning Tea

Agenda of the Ordinary Meeting to be held at
the Mantra Club Croc, 240 Shute Harbour Road, Airlie Beach
on Wednesday 11 August 2021 commencing at **9:00am**

1.	APOLOGIES.....	5
2.	CONDOLENCES	6
2.1	Condolences Report	6
3.1	DECLARATIONS OF INTEREST	7
4.1	MAYORAL MINUTE	8
4.2	MAYORAL UPDATE	9
5.	CONFIRMATION OF PREVIOUS MINUTES	10
5.1	Confirmation of Minutes Report	10
6.	BUSINESS ARISING	13
7.	DEPUTATIONS	14
8.	PETITIONS	15
9.	NOTICE OF MOTION	16
10.	QUESTIONS ON NOTICE	17
11.	QUESTIONS FROM PUBLIC GALLERY	18
12.	OFFICE OF THE MAYOR AND CEO	19
13.	CORPORATE SERVICES	20
13.1	Operational Plan Q4 Review	20
13.2	Ordinary Council Meeting Action Items	23
13.3	Audit & Risk Committee Unconfirmed Minutes	37
13.4	Motions For LGAQ Annual Conference 2021	57
14.	DEVELOPMENT SERVICES.....	78
14.1	20210294 - Development Application for Material Change of Use - Short-term Accommodation - 13 Woodwark Crescent Cannonvale - G & F Turner C/- Whitsunday Holiday Rentals	78
14.2	20210184 - Development Application for Material Change of Use - Education Facility (Whitsunday Sailing Club Maritime Academy) - 10 Ocean Road, Airlie Beach - COHA Group C/- Veris	96
14.3	Collinsville Masterplan	115
14.4	20201087 - Preliminary Approval For Variation Request (Hook Island Master Plan) And Development Application For Development Permit For Material Change Of Use (Nature Based Tourism - Hook Island Eco Resort Stage 1 & 2), Hook Island, Whitsundays	157
14.5	Development Services Monthly Report - July 2021	227
15.	COMMUNITY SERVICES.....	240
15.1	Request for Sponsorship - 2021 Central Rodeo Cowboys Association Airlie Beach 4B's Rodeo - Central Rodeo Cowboys Association Inc.	240

15.2	Sport & Recreation Clubs Grants - August 2021	250
15.3	Financial Support for a Junior Elite Athlete - July 2021	253
15.4	Donation on Council Fees - July 2021	256
15.5	Community Services - Monthly Report - July 2021	263
16.	INFRASTRUCTURE SERVICES.....	289
17.	MATTERS OF IMPORTANCE.....	290

1. Apologies

No Agenda items for this section.

2. Condolences

2.1 CONDOLENCES REPORT

AUTHOR: Tailah Jensen – Governance Administration Officer

RESPONSIBLE OFFICER: Rod Feguson – Chief Executive Officer

RECOMMENDATION

Council observes one (1) minutes silence for the recently deceased.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 11 August 2021.

SUMMARY

Council has received advice of the passing of community members within the Whitsunday Region.

PURPOSE

To acknowledge and observe a minute silence for the recently deceased throughout the Whitsunday Region.

BACKGROUND

Bereavement cards have been forwarded to the families of the deceased by the Mayor and Chief Executive Officer on behalf of the Whitsunday Regional Council.

STATUTORY MATTERS

N/A

ANALYSIS

N/A

STRATEGIC IMPACTS

N/A

CONSULTATION

Andrew Willcox – Mayor

DISCLOSURE OF OFFICER'S INTERESTS

N/A

CONCLUSION

Councillors, committee members, staff, general public and anyone participating in the meeting are to stand and observe a minute silence for the recently deceased.

ATTACHMENTS

N/A

3.1 Declarations of Interest

No Agenda items for this section.

4.1 Mayoral Minute

No Agenda items for this section.

4.2 Mayoral Update

Verbal update will be provided at the meeting.

5. Confirmation of Previous Minutes

5.1 CONFIRMATION OF MINUTES REPORT

AUTHOR: Tailah Jensen – Governance administration Officer

RESPONSIBLE OFFICER: Jason Bradshaw – Director Corporate Services

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 28 July 2021.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held 11 August 2021.

SUMMARY

Council is required to confirm the minutes of the Ordinary Council Meeting Minutes held on 28 July 2021.

PURPOSE

At each Council meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting. The Minutes of Council's Ordinary Meeting held on 28 July 2021 are provided for Councils review and confirmation.

BACKGROUND

In accordance with s272 of the Local Government Regulation 2012, minutes were taken at Council's Ordinary meeting held on 28 July 2021 under the supervision of the person presiding at the meeting. These unconfirmed minutes once drafted were submitted to the Chief Executive Officer for review and are available on Council's website for public inspection.

STATUTORY MATTERS

In accordance with the Act, Council must record specified information in the minutes of a meeting regarding any declared material personal interests or conflicts of interest. At the Ordinary Meeting held on 28 July 2021, the following interests were declared and recorded in the minutes:

Councillor	MPI/COI	Report No.	Particulars of the interest
<i>No declarations were made for this meeting.</i>			

Additionally, the chairperson of a local government meeting must also ensure that details of an order made against a Councillor for unsuitable meeting conduct at a Council meeting are

recording in the minutes of the meeting. At the Ordinary Meeting held on 28 July 2021, the following orders were made:

Councillor	Order Made
<i>No orders were made for this meeting.</i>	

Local Government Regulation 2012

Section 272 of the Regulation stipulates that the Chief Executive Officer must ensure that minutes of each meeting of a local government are taken under the supervision of the person presiding at the meeting.

Minutes of each meeting must include the names of councillors present at the meeting and if a division is called on a question, the names of all persons voting on the question and how they voted.

At each meeting, the minutes of the previous meeting must be confirmed by the councillors present and signed by the person presiding at the later meeting.

A copy of the minutes of each meeting must be available for inspection by the public, at a local government's public office and on its website, within 10 days after the end of the meeting. Once confirmed, the minutes must also be available for purchase at the local government's public office(s).

ANALYSIS

Council's options are:

Confirm the Minutes of the Ordinary Meeting held on 28 July 2021

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 28 July 2021 and comply with legislative requirements outlined in this report, no further action is required other than to confirm the minutes as per the recommendation.

Confirm the Minutes of the Ordinary Meeting held on 28 July 2021 with amendments

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 28 July 2021 and comply with legislative requirements outlined in this report, then they move a motion that they be confirmed but with a list of amendments to ensure they are correct and compliant.

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 1.1: Our Leadership engages with the community and provides open, accountable and transparent local government.

Alignment to Operational Plan

KPI: Council agendas and business papers are delivered to Councillors within required timeframes.

Financial Implications

The price for a member of the public to purchase a copy of the minutes must not be more than the cost to the local government of having the copy printed and made available for purchase, and if the copy is supplied to the purchaser by post, the cost of the postage.

Risk Management Implications

Council risks non-compliance with the local government legislation by not confirming minutes of the previous meeting.

TABLED MATTERS

Unresolved Tabled Matters			
Date of Meeting	Resolution Number	Summary	Resolved
13/05/2020	20191416 - Development Permit for Material Change of Use - Showroom - 2-12 Central Avenue Cannonvale - Yoogalu Pty Ltd 2020/05/13.07	That the application lie on the table as the applicant has 'Stopped the Clock.	On hold pending the outcome of the intersection funding and discussion with DTMR - Corner Galbraith Park Road and Shute Harbour Road.
13/05/2020	20140012 - Request to Extend Currency Period - Reconfiguration of A Lot One (1) Lot into Two (2) Lots - 106 Patullo Road, Gregory River - 12 Rp744909 2020/05/13.08	That the application lie on the table until the application is properly made.	Remains on hold pending receipt of fees.
25/11/2020	Cantamessa Road Bridge 2020/11/25.27	That the item be tabled pending further investigations for temporary access, replacement, or closure of the bridge and to seek further information regarding funding.	The Cantamessa Road Bridge was briefed on the 21 st July 2021. The Director of Infrastructure Services is organising a meeting with the landowner and a report is to come back before the end of September 2021.

CONSULTATION

Jason Bradshaw – Director Corporate Services

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

These minutes from the 28 July 2021 are therefore submitted for adoption of their accuracy by the Councillors at this meeting of Council.

ATTACHMENTS

Attachment 1 - Copy of the minutes from Ordinary Meeting held on 28 July 2021.

Attached separately

6. Business Arising

No agenda items for this section.

7. Deputations

No agenda items for this section.

8. Petitions

No agenda items for this section.

9. Notice of Motion

No agenda items for this section.

10. Questions on Notice

No agenda items for this section.

11. Questions from Public Gallery

PUBLIC QUESTION TIME

Excerpt from Council's Standing Orders:

1. In each Meeting, time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government.
2. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting.
3. The time allotted shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting.
4. Any person addressing the Council shall stand, state their name and address, act and speak with decorum and frame any remarks in respectful and courteous language.

12. Office of the Mayor and CEO

No agenda items for this section.

13. Corporate Services

13.1 OPERATIONAL PLAN Q4 REVIEW

AUTHOR: James Ngoroyemoto – Manager Governance and Administration

RESPONSIBLE OFFICER: Jason Bradshaw – Director Corporate Services

OFFICER'S RECOMMENDATION

That Council receive the Operational Plan 2020/21 Quarter Four Review Report.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Council's Operational Plan states how Council will progress the implementation of the five-year Corporate Plan during the 2020/21 financial year.

PURPOSE

The purpose of this report is to present a written assessment of Council's progress towards implementing the annual Operational Plan for the period ending 30 June 2021 (Quarter Four review).

BACKGROUND

Local Governments must prepare and adopt an annual operational plan for each financial year, must discharge its responsibilities in a way that is consistent with its annual operational plan and report on Council's progress on a quarterly basis as an accountability and performance measure.

The Operational Plan developed for 2020/21 provides clear linkage to the desired outcomes included in Council's Corporate Plan for Council's consideration.

STATUTORY/COMPLIANCE MATTERS

The system of financial management established by a local government must include an annual Operational Plan for the financial year which is consistent with the Council's annual budget. The Operational Plan must also state how Council will progress the implementation of the Corporate Plan during the period of the plan and manage operational risks.

Chapter 5, Part 2, Division 4 of the Local Government Regulation 2012 includes the relevant provisions regarding the preparation and adoption of the annual Operational Plan and its content.

ANALYSIS

In accordance with section 174(3) of the *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of Council's progress towards implementing its annual operational plan at regular intervals of not more than 3 months.

The Operational Plan prepared for 2020/21 includes actions which are aligned with the themes, outcomes and strategies of the Corporate Plan. The document also includes

information about Council's services, business activities and how the organisation manages operational risk.

A summary of Council's progression in fulfilling the Plan is shown the following table:

Q4	Completed	On Budget	Below Target	Not proceeding/ Discontinued	Total Actions
Governance & Leadership	40	55	15	3	58
People	22	27	6	2	30
Place	41	56	14	2	57
Prosperity	26	30	2	2	30
Total	129	168	37	9	175
Total as %	73.7%	96%	21.1%	5.1%	100%

While a number of actions are ongoing or are annual based outcomes, only 9 of the 175 forecast actions did not proceed or were discontinued due to external factors or those outside of Council's control. Overall, the majority of actions were completed or to be closed out as we enter into the new financial year. The financial performance continues to remain in stable financial position as we close out the financial year.

Council's options are:

Receive the Quarter Four Review Report as it is

If Council is satisfied with the progress and the performance for each action, then no further action is required, other than to receive the quarterly review report as presented. there is a legislative requirement for the CEO to prepare a written assessment of progress towards the Operational Plan, and it is implied that Council will formally resolve to receive this report in acknowledgement that this requirement has been fulfilled.

Receive the Quarter Four Review Report and seek further updates

If Council is not satisfied with the progress or performance for any action, then it may wish to receive the report and seek a further report focussing on any particular concern.

STRATEGIC IMPACTS

Alignment to Corporate Plan

The 2020/21 Operational Plan provides a clear focus on actions targeted at achieving the outcomes outlined in the Corporate Plan.

Financial Implications

The Operational Plan has been structured within the bounds of the resources available to Council and is consistent with the annual budget. It is noted that 168 of the 175 (96%) actions are on budget.

Risk Management Implications

The Operational Plan includes a comprehensive section on operational risks, which links these risks to actions within the plan as control measures.

CONSULTATION

Responsible Officers identified in the Operational Plan 2020/2021 contributed to updating the review document.

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

The attached 2020/21 Operational Plan quarter four review report provides a comprehensive summary of Council's achievement of its Operational Plan outcomes. It is proposed that Council receives the report to close out the 2020/21 year.

ATTACHMENTS

Attachment 1 - Operational Plan 2020/2021 Q4 Quarterly Review

Attached Separately

13. Corporate Services

13.2 ORDINARY COUNCIL MEETING ACTION ITEMS

AUTHOR: Tailah Jensen – Governance Administration Officer

RESPONSIBLE OFFICER: Jason Bradshaw – Director Corporate Services

OFFICER'S RECOMMENDATION

That Council receives the report on the Ordinary Council Meeting Actions.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

The status of Council Meeting Actions were previously provided to Councillors at Briefing Sessions by the Governance Team, and this has not occurred on a consistent basis. This practice has changed, and it is proposed to provide a report on a quarterly basis to the Ordinary Council Meeting, following the end of quarter (eg. June – provided in July).

PURPOSE

To provide Councillors with an update of the actions that have been taken for matters that have been carried at Ordinary Council Meetings.

BACKGROUND

Action Items are generated from the Minutes taken from Ordinary Council Meetings held every fortnight.

Each Department is responsible for actioning their appropriate items and are required to provide regular feedback to Council until the matter has been finalised. This progress is to be consistently reported to Council to transparently demonstrate that the actions and intentions of Council are being completed. Where actions are unable to be completed, a further report shall be brought to Council outlining the constraints and the proposed further actions to be pursued.

STATUTORY/COMPLIANCE MATTERS

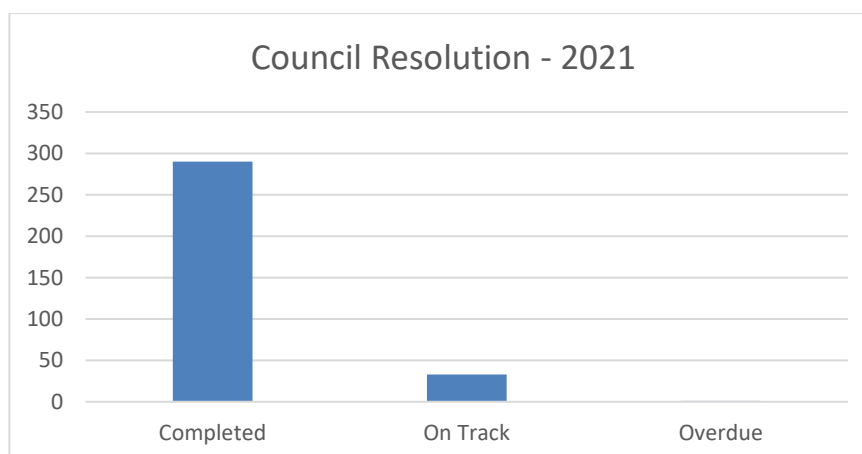
Local Government Regulation 2012
Local Government Act 2009

ANALYSIS

2021 Council Meeting Action Items

Of the 2021 Council resolutions, 290 of the 324 (89.5%) action items have been completed.

The outstanding actions (33) have all been recorded as 'on track'. There is currently 1 overdue item listed for 2021. These results are shown graphically below:

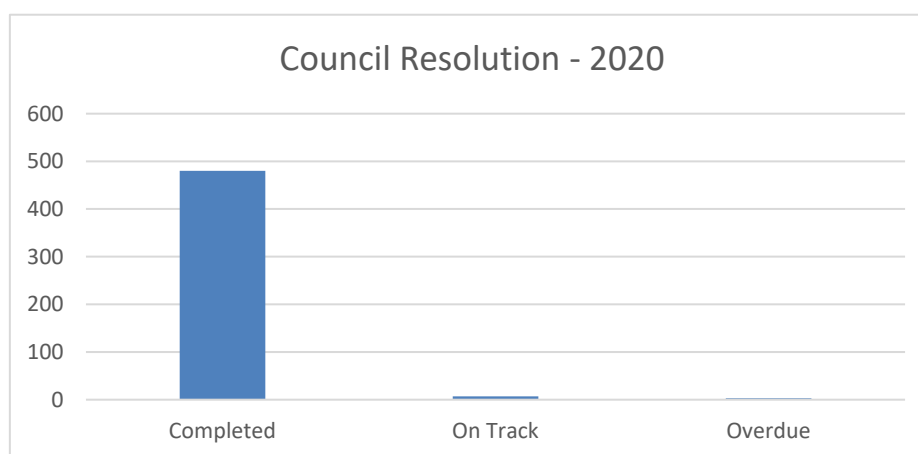


2020 Council Meeting Action Items

Of the 2020 Council resolutions, 480 of the 488 (98.36%) action items have been completed.

The outstanding actions (7) have all been recorded as 'on track', however one of these did not estimate a due date due to applications that are pending outcome as of 14 July 2021. There is currently 1 overdue item listed for 2020.

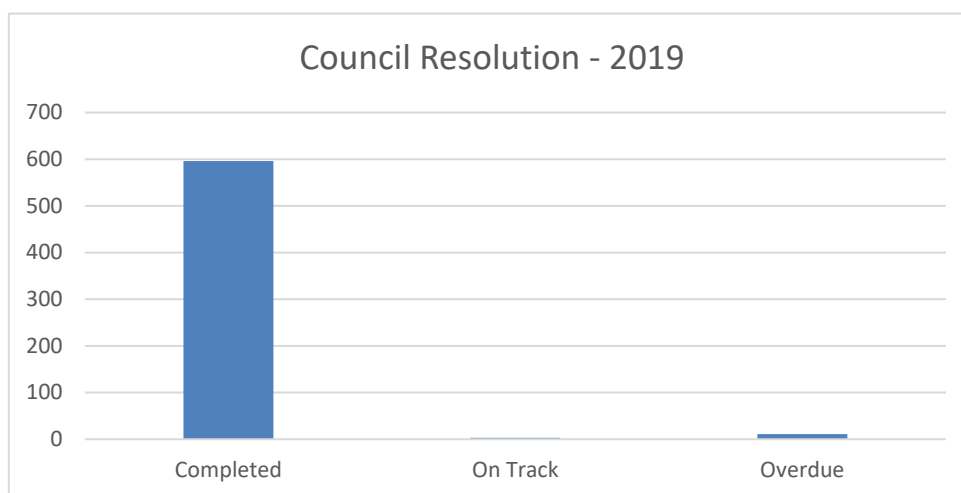
These results are shown graphically below:



2019 Council Meeting Action Items

Of the 2019 Council resolutions, 596 of the 610 (96.7%) action items have been completed. The outstanding actions (3) have all been recorded as 'on track'. There are currently 11 overdue items listed for 2019.

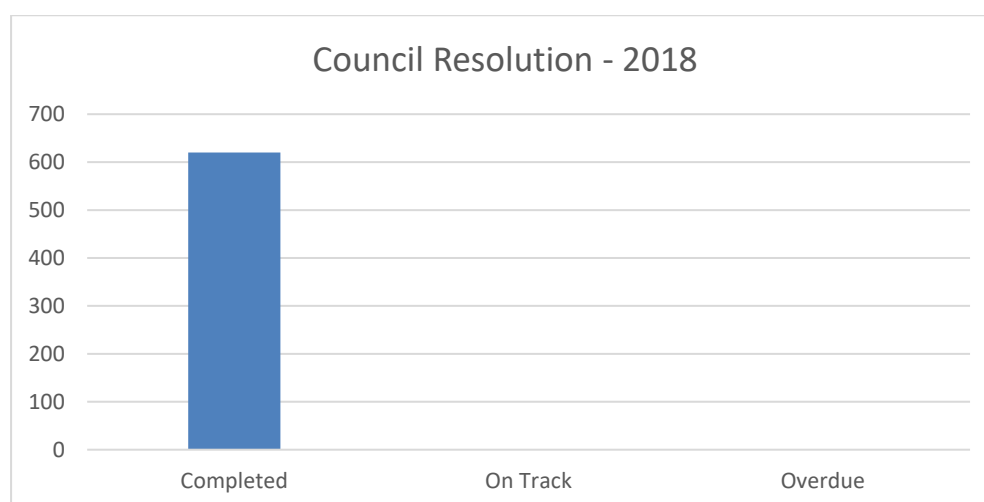
These results are shown graphically below:



2018 Council Meeting Action Items

Of the 2018 Council resolutions, 620 of the 621 (99%) action items have been completed. The outstanding action (1) has been recorded as 'on track'.

These results are shown graphically below:



While there has been significant completion across the Ordinary Council Resolution actions, it is important that these actions be monitored on a regular basis to ensure that work is being completed and that the outcomes are being achieved.

The attachments detail the outstanding and completed actions for the last five years. The process of reporting regularly will be recommenced to ensure ongoing monitoring and review.

STRATEGIC IMPACTS

The role of the operational arm of Council is to give effect to the decisions of Council efficiently and effectively. Failure to take action in a timely manner reflects poorly on the reputation of the organisation and Councillors.

CONSULTATION

James Ngoroyemoto - Manager Governance and Administration

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

Future advice of the status of Council Meeting Actions will be provided on a regular basis.

It is recommended that Council receive the Action Items although additional comments will be taken on board.

ATTACHMENTS

Attachment 1 - Ordinary Council Meeting Action Items 2018 – Overdue (None - Outstanding)

Attachment 2 - Ordinary Council Meeting Action Items 2019 – Outstanding & Overdue

Attachment 3 - Ordinary Council Meeting Action Items 2020 – Outstanding & Overdue

Attachment 4 - Ordinary Council Meeting Action Items 2021 – Outstanding & Overdue

Council Meeting Action Items 2018

OM Date	Item No.	Resolution No.	Report Name	Resolution	Responsible Executive	Action Taken	Due Date	Date Completed	Status
14 November 2018	17.1.4	2018/11/14.36	Lease - Part Of Land - Lot 50 On Cphr 80898	Council resolves to: a)apply the exemption for the disposal of a valuable and non-current asset under the Local Government Regulations 2012 Section 236 Part 1 (vii), being that the interest in the land is that is used by an airport or airport related business; and b)approve the Chief Executive Officer to finalise negotiations and execute the lease with Virgin Australia over part of Lot 50 on CP HR 808298 for a 5-year term.	GM Airports & Commercial Infrastructure	Documents with Virgin for review 01 April 2019: Still awaiting Virgin Virgin have apologised for the delay and have confirmed they are now actioning. Virgin deal is ongoing with a meeting held as recently as Thursday 15 July 2021.	31/01/2019 31-March-2019 31-May-2019 31-August-2019 30-September-2019 30-November-2019 31 December 2021		On Track

Council Resolutions 2019

<u>Meeting Date</u>	<u>Item No.</u>	<u>Resolution No.</u>	<u>Report Name</u>	<u>Resolution</u>	<u>Responsible Executive</u>	<u>Action Taken</u>	<u>Due Date</u>	<u>Date Completed</u>	<u>Status</u>
13 March 2019	7.2	2019/03/13.4	NOTICE OF MOTION – WILSONS BEACH SWIMMING ENCLOSURE	That Council: 1.authorise the CEO to commence the process of applying for the necessary permits and approvals for installation of a crocodile-proof enclosure at Wilsons Beach for swimming; 2.seek quotations for an engineered-design and construction of a crocodile proof and stinger resistant enclosure at Wilsons Beach for swimming; 3.authorise the Chief Executive Officer to seek grant funding from State and Federal governments to fund the construction cost of a crocodile-proof and stinger resistant enclosure at Wilsons Beach for swimming; and 4. seek advice on the Councils ability to take out comprehensive insurance including but not limited to storm surge and public liability.	Director Community & Environment	14/03/2019 - Responsible Executive reassigned from Customer Experience to Community and Environment following recent conversations between Dir. A Hagy and Dir. J Wright 20/03/2019 - • A review of the Wilsons Beach swimming enclosure reports will be undertaken, together with the resolutions. • A project plan will be developed to map the proposed way forward to comply with the council resolutions. The project plan will be discussed and endorsed by ELT. • The Project plan will be submitted to the State government for a pre-lodgement meeting. The pre-lodgement process can be used to request formal notification from the various State and Commonwealth agencies on the permits and approvals required for either a new structure or rehabilitation of the structure. • Once the pre-lodgement advice is gained, then Council can progress the approvals required. 28/03/2019 - Estimated project completion - November 2019. 13/12/2019 - Development Assessment has been lodged. Estimated project completion - March 2020. 15/04/2020 - • RFQs were sent out to approx. 12 local builders – no quotes received. • RFQs were then sent to approx. 15 builders in Mackay – no quotes received. • Quote expected to be received from Peto’s Construction in the Whitsunday’s today. 25/09/2020 - Quote was received from Peto’s Constructions on 1/5/2020 and it was over \$200K which meant a Tender was required. Contracts received documents for this and passed onto Peter Shuttlewood, who has had conversations with Scott Hardy, and Contacts have not heard anymore in regards to this project. Currently, following up with Peter Shuttlewood. 19/02/2021 - Two tenders received, one at \$350K and one at \$750K. Contracts team are currently liaising with both Tenderers. 08/04/2021 – The tenderer who offered the \$350K offer was asked to provide more details to support the offer. When the tenderer who offered the \$350K received the notification from Council for more information the business retracted the offer leaving the single offer of \$750K. It has been decided to re-advertise the tender. 23/06/2021 - No submissions were received. A second tender was re-advertised.	27-March-2019 30-June-2019 30-November-2019 31-March-2020 31-August-2020 31-October-2020 30-April-2021 30 November 2021	On Track	
12 June 2019	7.1	2019/06/12.03	NOTICE OF MOTION - AIRLIE BEACH SHARED ZONE	That the CEO or his delegate commission a traffic study into the Airlie Beach Main Street, Airlie Esplanade and Coconut Grove with the aim of improving pedestrian safety and traffic flow and report the findings to a future Council meeting.	Director Engineering Services	Executive Manager Roads & Drainage advised that following the Notice of Motion, the 'Shared Zone' concept will be put forward for inclusion within the Q2 Budget with design and construction to possibly take place within Q3. Design report is in an advanced stage and will be briefed to Council once reviewed. Propose to submit a budget bid for 20/21; proposal to submit a budget bid for 20/21. 08/04/2021 - To be incorporated into Parking Strategy and Integrated Transport Strategy.Budget bid not yet complete. 16/07/2021 - Briefing Note going to Session on 21/07/2021. 27/07/2021 - Council were advised that a shared zone was not an ideal solution for the Main Street as it would also disallow delivery vehicles to local businesses and furthermore, vehicles having to give way to pedestrians would cause a backing up of excessive vehicles along the stretch of road. Further action to be taken is to investigate how to keep longer vehicles such as those towing boats and caravans out of the Main Street precinct without impeding delivery vehicles and public transport.	30/06/2020 30/06/2021 31/07/2021 30/06/2022	On Track	

Council Resolutions 2019

Meeting Date	Item No.	Resolution No.	Report Name	Resolution	Responsible Executive	Action Taken	Due Date	Date Completed	Status
23 April 2019	17.1.1	2019/04/23.20	WHITSUNDAY AIRPORT SECURITY EQUIPMENT- FLIGHT INFORMATION DISPLAY SYSTEM	Council award the contract to Digital Images International Pty Ltd for \$48,504 (excluding GST) for Smart Display Controllers for the Flight Information Display System (FIDS) as a Sole Supplier in accordance with Section 235 a) Local Government Regulation 2012.	General Manager Airports & Commercial Infrastructure	Equipment has been ordered & waiting for arrival. Update - an issue as arisen with the supplier and this has caused a delay.	08/05/2019 30 May 2019 30 September 2019 30 November 2019		Overdue
13 March 2019	17.1.3	2019/03/13.21	WHITSUNDAY COAST AIRPORT LEASE TO GSL AVIATION	Council resolve to: a)apply the exemption for the disposal of a valuable and non-current asset under the Local Government Regulation 2012 Section 236 Part 1 (vii), being that the interest in the land is that is used by an airport or airport related business; and b)authorise the Chief Executive Officer to enter into negotiations and execute a lease with GSL Aviation over part of Lot 50 on CP HR 808298 for a 2-year term.	General Manager Airports & Commercial Infrastructure	Legal tasked with lease preparation Draft leases prepared and provided to GSL (note: leases were reviewed by Suz Brown) Legal advice still progressing. With GSL for execution Resent as there was an error in the lease. MacKays advised some documentation errors corrected.	27/03/2019 30/04/2019 31/05/2019 30 June 2019 31 August 2019 30 September 2019 31 October 2019 31 January 2020		Overdue
8 May 2019	17.1.2	2019/05/08.30	LEASE IOR PETROLEUM PART OF LOT 50 ON CP HR808298	Council resolve to: 1.Apply the exemption for the disposal of a valuable and non-current asset under the Local Government Regulations 2012 Section 236 (c) (vii), being that the interest in the land is that is used by an airport or airport related business; and 2.Approve the Chief Executive Officer to finalise negotiations and execute the lease with IOR Petroleum over parts of Lot 50 on CP HR 808298, being Lease Area R, for a 2-year term with a 2-year option.	General Manager Airports & Commercial Infrastructure	Lease documentation being prepared by Council legal. With IOR for execution awaiting WRC baseline environment report.	22/05/2019 30/06/2019 31 August 2019 31 October 2019 31 January 2020		Overdue
24 July 2019	17.1.3	2019/07/24.32	TEMPORARY AVIATION RESCUE AND FIRE FIGHTING SERVICE AT WRC	Council approve the allocation of \$300,000 expenditure for the construction of an airport administration building and an equipment storage shed with sources of income coming from \$250,000 via Airservices Australia and \$50,000 from Airport reserve.	General Manager Airports & Commercial Infrastructure	Licence agreement executed and invoice raised Administration building completed. Storage shed to be constructed.	07/08/2019 31 September 2019 30 November 2019		Overdue
11 September 2019	10.1	2019/09/11.03	Acquisition of Lot 54 on HR CP1010	Council resolves to: 1)Cease the acquisition of Lot 54 on HR CP1010, including the acquisition of native and non-native titles; and 2)Allocate the funds returned from DNRME to a value of \$283,115.50 to the Airport Reserve.	General Manager Airports & Commercial Infrastructure	DNRME notified of Council's intention. Awaiting response and refund arrangements.	25/09/2019 30 November 2019		Overdue
13 November 2019	10.2	2019/11/13.05	Airstrip Upgrade Program - Collinsville Aerodrome	That Council: 1.Support the submission to the Remote Airstrip Upgrade Program (RAUP) seeking \$750,000 for the Collinsville Aerodrome Lighting and Certification Upgrade Project; 2.Approve the proposed Council co-contribution, should the funding application be successful, of \$750,000 from the Airport Reserve to deliver the Collinsville Aerodrome Lighting and Certification Upgrade Project and; 3. Notes that the proposed upgrade to the Collinsville Aerodrome is estimated to have increase in operational costs to maintain compliance on a yearly basis. This will be in the order of \$50,000 excluding depreciation. There is no expected increase to income anticipated from this upgrade.	General Manager Airports & Commercial Infrastructure		27 November 2019		Overdue
13 November 2019	10.3	2019/11/13.06	Remote Airports Program - Bowen Aerodrome Runway	That Council: 1.Support the submission to the Regional Airports Program (RAP) seeking \$250,000 for the Bowen Aerodrome project to deliver runway repair options identified as Scope 1 in the report; 2.Approve the proposed Council co-contribution, should the funding application be successful, of \$250,000 from the Bowen Reserve for delivery of the Bowen Aerodrome project; and 3. Notes that the proposed upgrade to the Bowen Aerodrome is estimated to have minimal increases to operational costs with the exception of depreciation in the order of \$25,000pa. There is no expected increase to income anticipated from this upgrade.	General Manager Airports & Commercial Infrastructure		27 November 2019		Overdue
13 November 2019	10.4	2019/11/13.07	Shute Harbour Closure – 30 November 2019 To 30 April 2020	That Council resolves to: 1)Close the Council controlled area marked as 'Construction Zone' on Attachment 1 within the Shute Harbour Transit Facility from 30 November 2019 to 30 April 2020 as specified in Table 1 to public access (other than Council's contractors, agents, authorised personnel and approved persons) in accordance with section 8(1) of the Whitsunday Regional Council Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2014 to facilitate the construction of the redevelopment of the Shute Harbour terminal and works approved under the development approval issued on 12 June 2019 (Council Reference 20190025) and subsequent approvals that may be issued. Table 1 Council Controlled Facility at Shute Harbour Details of Closure Lower Car Park Closed to all public access Fishing Pontoon Closed to all public access unless limited access has been approved by the Chief Executive Officer Shute Harbour Facility Pontoon Closed to all public access Boat Ramp Closed to all public access with the exception of the three existing small tourism operators as follows: •Scamper •Island Transfers •Salty Dog Sea Kayaking, and any other small tourism operators approved by the Chief Executive Officer 2)Close part of Shute Harbour Road (Entrance to the Shute Harbour Transit Facility) from the 'Site Gate' as marked on Attachment 1 to the part of that road within the area marked as 'Construction Zone' on Attachment 1 from 30 November 2019 to 30 April 2020 to all traffic (other than Council's contractors, agents, authorised personnel and approved persons) in accordance with section 69(1) of the Local Government Act 2009 (Qld) in the interests of public safety to support the construction noted in paragraph 1. 3)Delegate to the Chief Executive Officer that in the event that all necessary	General Manager Airports & Commercial Infrastructure		27 November 2019		Overdue

Council Resolutions 2019

<u>Meeting Date</u>	<u>Item No.</u>	<u>Resolution No.</u>	<u>Report Name</u>	<u>Resolution</u>	<u>Responsible Executive</u>	<u>Action Taken</u>	<u>Due Date</u>	<u>Date Completed</u>	<u>Status</u>
13 November 2019	17.1.2	2019/11/13.30	Lease - Part Of Land Lot 50 On Cp Hr808298 (Area Ga)	That Council: 1.Apply the exemption for the disposal of a valuable and non-current asset under the Local Government Regulations 2012 Section 236 Part 1 (vii), being that the disposal is of an interest in the land that is used by an airport or airport related business if: a.It is in the public interest to dispose of the interest in land without a tender or auction; b.The disposal is otherwise in accordance with sound contracting principles; and 2.Approve the Chief Executive Officer to finalise negotiations and execute the lease with GSL Aviation over part of Lot 50 on CP HR 808298 for a 3-year term being location GA.	General Manager Airports & Commercial Infrastructure		27 November 2019		Overdue
27 November 2019	15.1	2019/11/27.17	Regional Recycling Transport Assistance Package Submission	That Council resolves to: 1.Support the submission to the Regional Recycling Transport Assistance Package (RRTAP) seeking: a)\$11,184 for the Household Battery Recovery Scheme project to deliver transport costs to provide a battery recycling service in the Whitsundays region; and b)\$184,739 for the Bowen Concrete Recovery project to deliver transport costs to remove and recycle the existing concrete stockpile at Bowen Landfill. 2.Approve the proposed Council co-contribution, should the funding application be successful: a)\$5,160 from the Waste Services Operational Budget JC 5053-10882-63138 for delivery of the Battery Recycling Scheme project; and b)\$51,945 from the Waste Services Operational Budget JC 5053-10741-63138 for delivery of the Bowen Concrete Recovery project.	Chief Operating Officer Whitsunday Water	29/11/2019 - Grant application submitted. 13/01/2020 - Responsible Executive reassigned to COO Water & Waste in line with reporting changes. 14/04/2020 - Submission of project plans in order for Deed to be drawn up.	14/12/2019 30/04/2020		Overdue

Council Resolutions 2020

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	Responsible Directorate	Action Taken	Due Date	Date Completed	Status
25 November 2020	15.6	2020/11/25.26	Cape Gloucester Open Space Community Projects	That Council: a)Receive the Cape Gloucester Open Space Consultation Report; and b)Seek grant funding to undertake: •the expansion of 1ha of Open Space at the Gloucester Sport & Recreation Facility, and •the proposed 1.4km Coastal Walking Track between Dingo Beach and Hydeaway Bay. c)Forward the projects for consideration in the 2021/22 budget preparation, for inclusion into Councils long term financial plan.	Community Services	27/11/2020 - Awaiting Coordinator NRM to return from S/L 21/12/2020 - Consultation report summary has been provided to participants on 5 November. 19/02/2021 - Currently investigating State Government permissions to clear the 1ha. 08/04/2021 – Gloucester Sports Park update - The permissions for the tree clearing are still being reviewed and the proposed clearing will occur after the wet season and when the permission are resolved. A Council report will be prepared when the permission are resolved and a timeframe for the works can be determined. 08/04/2021 – Coastal walking track – A council report will be prepared with the estimated timelines for this project. The project will require a flora survey and cultural heritage survey before the development application is submitted for approval. Once all the approvals are secured, then the project will be ready for council to apply for grants.	9-December-2020 26-February-2021 31-March-2021 31 August 2021		On Track
12 February 2020	17.5.1	2020/02/12.26	Proposed Transfer of Four Parcels of Land - Glencore	That Council accepts the offer in principle for following parcels of land along Norris Street from Glencore once satisfied with conditions of transfer and authorise the Chief Executive Officer to engross the transfer of land documents: -5 Norris Street, Bowen (Lot 1 on RP 728813) -7 Norris Street, Bowen (Lot 2 on RP 728813) -87 Poole Street, Bowen (Lot 75 on Crown Plan B6620) -128 Powell Street, Bowen (Lot 64 on Crown Plan B6620)	Infrastructure Services	Awaiting legal advice to confirm the condition of the contract prior to proceeding. 01/04/2020 - Legal advice received - some proposed changes to the transfer documentation which has been sent to Glencore for their lawyers review. 23/10/20 - documentation still with Glencore - seeking advice as to whether this matter will procede 27/07/2021 - Glencore have remained silent on the further transfer of land. The matter is still with Legal.	30/08/2020 30/12/2021		On Track
13 May 2020	12.4	2020/05/13.07	20191416 - Development Permit for Material Change of Use - Showroom - 2-12 Central Avenue Cannonvale - Yoogalu Pty Ltd	That the application lie on the table as the applicant has 'Stopped the Clock' for a period of 60 days, to 8 July 2020.	Development Services	Item tabled until application proceeds. To be presented back to Briefing & OM once Stop the clock period expires Applicant has requested a further 'Stop the Clock' period, expiring in September 2020 Stop the Clock extended to 10 October. Update from applicant required at this point before any further extensions will be granted. If no response received, application will be presented at the next available Council meeting with its existing conditions. Further extension of 2 months to 14 December 2020 Council extends its decision making period to 14 March 2021. Applicant has extended decision making period to 14 September 2021.	10/07/2020 Sept 2020 10-October-2020 December-2020 March-2021 July 2021 September 2021		On Track
26 August 2020	12.6	2020/08/26.15	Request to Change the Purposes of Portions of Reserve - Lot 187 SP219978 - Coconut Grove Airlie Beach	That Council supports the change of purposes of four portions of Lot 187 SP 219978 from Recreation Reserve to Road Reserve and recommends to the Minister of Natural Resources, Mines and Energy that the changes be made in terms of the Land Act 1994.	Development Services	Letter sent to McKays - ECM: 5647472 Acknowledgement of Council Advice received by McKays - McKays will be reviewing the community consultation report in preparation of their submission for the application to proceed with DNRME - 17.09.2020 Application lodged with DNRME - 09.12.2020 Discussions with DNRME continue - Feb 2021. June 2021. July 2021	09/09/2020 March-2021 June-2021 July-2021 October 2021		On Track
28 October 2020	15.1	2020/10/28.33	Merinda Drainage Issue	That an on-site visit be arranged at Crompton Street, Merinda regarding drainage to include the Mayor, Councillor Wright and Director of Infrastructure Services.	Corporate Services	Jason is organising an independent assessment to be carried out at the property	30 August 2021		On Track
25 November 2020	13.6	2020/11/25.09	Trustee Lease - 8491 Bowen Developmental Road, Collinsville - Collinsville Horse & Pony Club - Collinsville Rodeo Association	That Council: a)Authorise the Chief Executive Officer to enter into a lease agreement over part of the land at 8491 Bowen Developmental Road, Collinsville known as Lease A (L19 on DK205) & Lease C (L27 on DK46) with the Collinsville Horse & Pony Club, in accordance with Section 236(1)(b) of the Local Government Regulation 2012; and b)Authorise the Chief Executive Officer to enter into a lease agreement over part of the land at 8491 Bowen Developmental Road, Collinsville known as Lease B (L19 on DK205) with the Collinsville Rodeo Association in accordance with Section 236(1)(b) of the Local Government Regulation 2012.	Corporate Services	Waiting for legal advice regarding termination for convenience clauses in leases. Draft leases have been issued to the Clubs. 13/05 Meeting being held with Collinsville Pony Club on the 20/05/2021 with PS and Cr Wright. MOU has been drafted for both parties to review. Pony Club have submitted their comments. Meeting was held with Rodeo Club 9/07/21 to discuss MOU and seek further comments. Meeting will be held once all parties have commented on the MOU--	30 December 2021		On Track
9 December 2020	14.2	2020/12/09.18	Funding Opportunity: Regional Airport Program Round 2	That Council resolves to submit an application to the Regional Airport Program funding opportunity for fencing and lighting safety improvements at Bowen Aerodrome up to an amount of \$300,000.	Development Services	Application submitted. Pending Outcome Outcome is still pending as at 14 July 2021			On Track

Council Resolutions 2020

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	<u>Responsible Directorate</u>	<u>Action Taken</u>	<u>Due Date</u>	<u>Date Completed</u>	<u>Status</u>
14 October 2020	15.1	2020/10/14.21	Letter Of Acknowledgment	That Council write to Mark Connors acknowledging his efforts and commitment to our region as Co-ordinator of the Whitsunday SES Branch.	Corporate Services		28 October 2020		Overdue

Council Resolutions 2021

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	Responsible Directorate	Action Taken	Due Date	Date Completed	Status
27 January 2021	13.6	2021/01/27.09	500.2020.0122 - Lease - Part of Land - 18793 Bruce Highway, Bowen	That Council, subject to relevant development approvals being issued, award contract 500.2020.0122 Lease – Part of Land (Lease Area2 and Lease A2) – 18793 Bruce Highway, Bowen to Mirthill Pty Ltd T/A Pat McDonnell Earthmoving for a 10-year term with no options to renew at a yearly cost of \$2,000.00 (excluding GST) with CPI increase on the anniversary date of the lease.	Corporate Services	Mirthill undergoing Planning approval process	10/02/2021 30/12/2021		On Track
10 February 2021	17.1	2021/02/10.22	Carparking Infringements	That a report be brought back to Council regarding the level of fines applied regards to carparking infringements in the region.	Corporate Services	16/02/2021 - Briefing note submitted on the agenda for briefing after OM on 24/02/2021. 18/03/2021 - Manager Governance and Administration currently seeking legal advice.	24 February 2021 30 April 2021 30 July 2021 30 Aug 2021		On Track
24 February 2021	14.3	2021/02/24.20	Funding Opportunity - Public Transport Infrastructure Grants FY21-22	That Council resolves to support submissions to the Public Transport Infrastructure Grants as follows: 1)Passenger Transport Accessible Infrastructure Program (PTAIP) i)Support the submission of funding applications seeking \$50,000 ii)Approve the proposed \$50,000 Council co-contributions to the projects for consideration in the upcoming 2021/22 budget, should the funding applications be successful. 2)Bus Stop Shelter Program (BSSP) i)Support the submission of funding applications seeking \$95,000.	Development Services	Outcome unknown	March 2021 October 2021		On Track
24 February 2021	14.6	2021/02/24.23	Funding Opportunity - Building Better Regions Fund Round 5	That Council resolves to: 1)Support the submission to the Building Better Regions Fund – Round 5 seeking funding amounts as identified for the following projects: a)\$2.25M for the Lake Proserpine - New Markets Activation (total project cost \$2.5M) b)\$750k for the Choose Collinsville Project (total project cost \$1M) c)\$32,250 for the Whitsunday Arts & Culture Identity Project (total project cost \$64,500) 2)Approve the proposed Council co-contributions, in the event the funding application is successful for consideration in the upcoming 2021/22 budget: a)\$250k for the Lake Proserpine - New Markets Activation b)\$250k for the Choose Collinsville Project c)\$32,250 for the Whitsunday Arts & Culture Identity Project.	Development Services	Outcome unknown	March 2021 October 2021		On Track
10 March 2021	14.2	2021/03/10.13	Funding Opportunity: North Queensland (NQ) Economic Diversification Grants EOI	That Council resolves to support a submission to the North Queensland (NQ) Economic Diversification Grants EOI seeking \$250k for the Whitsunday Coast Airport (WCA) – Domestic & International Freight Project Implementation and, in the event the funding application is successful, support a \$40k cash and \$30k in-kind co-contribution.	Development Services	Outcome unknown	March 2021 October 2021		On Track
10 March 2021	15.7	2021/03/10.28	Decommissioned Cabin on Site 72 - Wangaratta Caravan Park	That Council approves the following in regard to the Cabin on Site 72 at the Wangaratta Caravan Park: i)the cabin be removed from the site and sold at auction, and ii)a replacement cabin to be procured and located on Site 72 for future holiday rental.	Community Services	20/04/2021 - Quotes currently being sourced for the removal. 03/06/2021 - Contractor engaged for removal. PO created. 02/08/2021 - Currently investigating the option to temporarily relocate to Proserpine Swimming Pool for temporary accommodation/office space for the lifeguards.	24 March 2021 30 June 2021 31 July 2021 31 August 2021		On Track
24 March 2021	13.3	2021/03/24.05	Sub-Lease - Collinsville Community Association - Lot 25 on CPC74042	That Council authorise the Chief Executive Officer to enter into negotiations and execute a peppercorn sub-lease with the Collinsville Community Association Inc. for part of land at 87 Garrick Street, Collinsville (Lot 25 on CPC74042) in accordance with Section 236(c)(iii) of the Local Government Regulation 2012.	Corporate Services	Lessee negotiating maintenance terms and conditions	30 August 2021		On Track
24 March 2021	14.5	2021/03/24.14	Planning scheme - Driveway Approval Permits	That Council resolves to include the amendments to the 'Operational Works Table of Assessment' for a Driveway in the Whitsunday Planning Scheme 2017 Major Amendment, including any necessary administrative amendments.	Development Services	Currently sitting with Roads Department to prepare report and investigate resources.	June 2021 September 2021		On Track
12 May 2021	13.3	2021/05/12.06	Electoral Arrangements	That Council consult and engage with the community on becoming 'undivided' or remaining 'divided' for electoral purposes.	Corporate Services	Project consultation plan currently being developed	30 August 2021		On Track
26 May 2021	13.2	2021/05/26.05	Recommendations from the Audit and Risk Committee meeting held 11 May 2021	That Council; 1.receive the minutes of the Audit and Risk Committee of 11 May 2021; 2.approve the revised Risk Framework Policy; 3.endorse the corporate and operational risks and related mitigation actions to be incorporated into the proposed Branch Business Plan Framework for 2021/22; and 4.authorise the Chief Executive Officer explore alternate options for an external peer review of the Audit and Risk Committee operations and activities, with the results of the review to be provided directly to Council.	Corporate Services	1, 2, 3, completed. Risk maturity review completed 4 – Proposal received and signed off for Pacifica to complete external peer review of the Audit and Risk Committee operations and activities in the coming 3 months.	1 October 2021		On Track
9 June 2021	13.3	2021/06/09.05	Trust Accounts for Tourism Operators	That Council note the actions of the Australian Competition and Consumer Commission (ACCC) in concluding its investigation into the owner of online booking platform Website Travel, after they paid approximately \$6.5 million of withheld payments to over 350 Australian tour operators (including those in the Whitsundays region). Furthermore, Council continues to advocate the protection of Tourist Operators of the Whitsundays.	Corporate Services		30 August 2021		On Track
9 June 2021	15.2	2021/06/09.15	Draft Biosecurity Plan 2021-2025 - Community Consultation	That Council: a)approve the Community Consultation for a duration of 30 days, for the Draft Biosecurity Plan 2021-2025, and b)and the Community Consultation results are to be reported back to Council before implementation.	Community Services	23/06/2021 - Community Consultation currently underway. 14/07/2021 - Community Consultation finishes on 23 July 2021. 02/08/2021 - Council report currently being drafted.	30 June 2021 31 July 2021 31 August 2021		On Track

Council Resolutions 2021

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	Responsible Directorate	Action Taken	Due Date	Date Completed	Status
30 June 2021	12.2	2021/06/30.04	Shute Harbour Marine Facility Berthing And Ticketing Booths	That Council authorise the Chief Executive Officer to enter into negotiations and execute part of land leases on Lot 296 HR840154 and Lot 297 on SP184769 with the listed respondents in relation to the Shute Harbour Marine Facility Berthing and Ticketing Booths: •Cruise Whitsundays Pty Ltd •Sojourn Properties Pty Ltd T/as Elysian Eco Resort •Denison Star Pty Ltd T/As Explore Hamilton Island •Island Transfers Pty Ltd •The trustee for Palm Bay Unit Trust T/As Palm Bay Resort •R3 Property Investments Pty Ltd •Neill M M Kennedy & Hayley A Wilson T/As Salty Dog Sea Kayaking •S.J Vickery & T.M Vickery T/As Whitsunday Island Camping Connection	OMCEO	Letters have been forwarded to all respondents with a copy of their draft commercial lease for their review & feedback.	30 September 2021		On Track
30 June 2021	12.3	2021/06/30.05	Organisational structure 2021-22	That Council in accordance with section 196 of Local Government Act 2009, approve the revised Organisational Structure (Attachment 1) and its resourcing by adopting a staff establishment total Permanent Full Time Equivalent count of 371 employees for the 2021-22 financial year and that the Organisational Structure be brought back to Council for discussion.	OMCEO	Full time equivalent count of 371 was adopted. Organisational Structure work is underway.	31 August 2021		On Track
30 June 2021	13.2	2021/06/30.07	LGAQ Conference Registration	That Council: 1.nominate the Mayor Cr Willcox and Cr Brunner as Council's delegates to the LGAQ Annual Conference to be held in Mackay on 25-27 October 2021; 2.nominate Cr Wright, Cr Simpson, Cr Clifford and Cr Grundy as Council observers to the LGAQ Annual Conference to be held in Mackay on 25-27 October 2021; and 3.consider submitting appropriate motions for consideration at the Conference, following briefing session discussion.	Corporate Services	Consultation underway with Executive Leadership Team for Motions. Councillor Consultation to occur through Councillor Briefing in July, and a report will be presented to August Ordinary Council meeting to adopt the motions	30 August 2021		On Track
30 June 2021	16.1	2021/06/30.30	Designated Waste Collection Service Option – Lethebrook Satellite Waste Transfer Station	That Council support the following actions: 1.The permanent closure of the Lethebrook Satellite Waste Transfer Station. 2.The consultation and referral of affected residents in the immediate area to the Maloney Road Satellite Waste Transfer Station as an alternative facility. 3.Undertake a feasibility assessment for the future provision of kerbside services to the Lethebrook area.	Infrastructure Services	2021/06/30 - Received. WW&W representatives met on-site with residents to advise of the closure, letters also sent to impacted residents. 19/07/2021 Community engagement in progress. Awaiting feedback from residents.	15 July 2021 31/08/2021		On Track
30 June 2021	17.2	2021/06/30.41	Transport And Main Roads - Shute Harbour Design Update	That the Chief Executive Officer write to Transport and Main Roads and invite a representative from the marine division to attend a meeting with Council regarding Councils and community's feedback on the design of the boat ramp at Shute Harbour and that TMR be requested to brief the community on the matters relating to the boat ramp at Shute Harbour.	Infrastructure Services	Director to write a letter by end of July 27/07/2021 - Letter drafted and forwarded for CEO review.	30/07/2021 31/08/2021		On Track
30 June 2021	17.3	2021/06/30.42	Planning Scheme Review – Short Term Accommodation & Airbnb's	That a report be brought back to Council on the review of requirements under the Planning Scheme on Short-term accommodation and Airbnb's and the impact these uses have on communities.	Development Services	Report is being prepared.	11 August 2021		On track
15 July 2021	13.2	2021/07/15.05	Tender Evaluation – 500.2021.0045 – Lease Land For Agistment – Collinsville	That Council resolves to award the contract 500.2021.0045 Lease Land for Agistment - Collinsville, authorising the Chief Executive Officer to negotiate and execute lease agreements with the following parties: a)PG & CM Rowe – Whole of Land – L87 Garrick Street, Collinsville (Lot 87 on SP232119); and b)R Plate – Whole of Land – L109 Mount Coolon Road, Collinsville (Lot 109 on DK111)	Corporate Services	Letters and Draft Lease has been sent for signing	28/07/2021 30/08/2021		On Track
15 July 2021	14.4	2021/07/15.09	Removal of Local Heritage Register Items	That Council acknowledges the community feedback and resolves to: a)Remove the Hook Island Underwater Observatory (4 HR1022), the Proserpine War Memorial (208 HR1473), the Palace Hotel (17 RP724069), and the Proserpine Uniting Church (6 RP718842) from the Local Heritage Register; b)Follow the Ministers Guidelines and Rules 2020 to remove the four items from the Whitsunday Planning Scheme 2017 Heritage Overlay Mapping; c)Update the Local Heritage Register on Council's website; and d)Notify the owners and the submitters of the final outcome of the consultation.	Development Services	In progress. Aligns with Major Amendment so changes to external mapping and website cannot be completed until the Major Amendment has been adopted. Letters have been drafted to notify the owners and submitters and will be sent asap	31 December 2021		On track
15 July 2021	15.4	2021/07/15.16	Policy Review - Child Protection Risk Management Policy, Community Grants Policy and Arts & Culture Policy	That Council: a)revoke the following policies: i.Child Protection Risk Management Policy LSP_C&ENV_02 – Adopted 13 June 2018; ii.Community Grants Policy LSP_C&ENV_03 – Adopted 13 June 2018; and iii.Arts & Culture Policy LSP_C&ENV_04 - Adopted 13 June 2018. b)adopt the following policies: i.Child Protection Risk Management Policy; ii.Community Grants Policy; and iii.Arts & Culture Policy.	Community Services	20/07/2021 - Request sent to Comms to upload Policies on the Website. 02/08/2021 - Still awaiting Policies to be uploaded.	28 July 2021 31 August 2021		On Track
15 July 2021	17.1	2021/07/15.18	Review Of Paid Car Parking Hours	That a report be brought back to Council regarding the ramifications to change the paid parking for 1 hour initially followed by 2 hours blocks thereafter.	Community Services	20/07/2021 - Report going to Briefing Session on 21 July 2021. 21/07/2021 - Report pulled, submitted to Briefing Session on 4 August 2021.	28 July 2021 31 August 2021 30 September 2021		On Track
28 July 2021	12.1	2021/07/28.05	Part of Land Lease - Lot 297 on SP184769 - Sealink Travel Group	That Council authorise the Chief Executive Officer to enter into negotiations and execute a lease over part of the land being Lot 297 on SP184769 with Sealink Travel Group in relation to the use of the Shute Harbour Marine Terminal and in accordance with Section 236(e) of the Local Government Regulation 2012.	OMCEO	Letter has been forwarded to Sealink Travel Group with a copy of their draft commercial lease for their review & feedback. ECM # 6444647.	30 September 2021		On Track
28 July 2021	13.1	2021/07/28.06	2022 Show Holidays	That Council seek 'special and show holidays' for the 2022 year as follows: 1. Proserpine, Airlie Beach and Cannonvale districts - 17 June 2022; 2. Bowen district including the localities of: a) Bowen; b) Guthalungra; c) Gumlu; and d) Bogie - excluding the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area - 21 June 2022. 3. Collinsville district, including the area south of the Bogie River from its confluence with the Burdekin River to its source and then easterly by the Clark Range to the eastern boundary of the Council area - 1 November 2022.	Corporate Services		11 August 2021		On Track

Council Resolutions 2021

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	Responsible Directorate	Action Taken	Due Date	Date Completed	Status
28 July 2021	13.3	2021/07/28.08	Change to Meeting Location - Collinsville Miners Memorial	That Council: (1)Revise the adopted Ordinary Council Meeting schedule to provide the opportunity to attend the Collinsville Miners Memorial as follows; a.Ordinary Meeting scheduled for 13th October, 2021 at the Proserpine Council Chambers change the location to Collinsville Community Centre; and b.Ordinary Council Meeting scheduled for 22nd September, 2021 at the Collinsville Community Centre change the location to Proserpine Council Chambers. (2)Give public notice of the amended Ordinary Council meeting venues for the meetings to be held on 13 October and 22 September 2021 accordingly.	Corporate Services		11 August 2021		On Track
28 July 2021	13.4	2021/07/28.09	RFT - Agistment Leases - Collinsville Aerodrome - 8570 Bowen Developmental Road, Collinsville	That Council resolves to go to public tender for a Part of Land Lease for agistment of horses on Lot 26 DK276 8570 Bowen Developmental Road, in accordance with Section 227 of the Local Government Regulation 2012.	Corporate Services		11 August 2021		On Track
28 July 2021	14.1	2021/07/28.12	Funding Opportunity: Black Spot Program	That Council support the submission to the Department of Transport and Main Roads' Black Spot Program to attain \$124,000 in funds for safety upgrade works to Kelsey Creek Road in Proserpine.	Development Services	Application being prepared and will be lodged	1 October 2021		on track
28 July 2021	15.2	2021/07/28.15	Coastal Hazard Adaptation Strategy (CHAS)	That Council resolves to: 1. Receive the Coastal Hazard Adaptation Strategy (CHAS) Community Consultation Report; and 2. Endorse the Coastal Hazard Adaptation Strategy.	Community Services	29/07/2021 1. Report received. No further action required. 2. Request sent to Comms to upload document onto Council's Website.	11 August 2021		On Track
28 July 2021	15.3	2021/07/28.16	Request for Sponsorship - 2021 Xtreme Broncs and Bulls Australia Rodeo - Bowen Pastoral Agricultural Association Inc.	That Council endorse a Gold Sponsorship of \$5,000.00 from budget code JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249), for the Bowen Pastoral Agricultural Association Inc. for hosting the 'Xtreme Broncs and Bulls Australia' Rodeo which was held on Friday, 23 July 2021.	Community Services	02/08/2021 - Approval letter currently being drafted.	11 August 2021		On Track
28 July 2021	15.8	2021/07/28.19	Policy Review - Financial Support for a Junior Elite Athlete	That Council: 1.Revoke the Financial Support for a Junior Elite Athlete Policy LSP_C&ENV_07 adopted 11 July 2018; and 2.Adopt the Financial Support for a Junior Elite Athlete Policy.	Community Services	29/07/2021 - Request sent to Comms to upload Policy onto Council's website.	11 August 2021		On Track
28 July 2021	16.2	2021/07/28.26	Tender Evaluation - 500.2021.0028 Design and Construction of Cannon Valley Reservoir	That Council award contract 500.2021.0028 Design and Construction of Cannon Valley Reservoir to Leed Engineering and Construction Pty Ltd for the amount of \$5,057,980.86 (excluding GST).	Infrastructure Services	02/08/2021 - LOA and contract sent to Supplier 29/07/2021. Awaiting their execution.	11/08/2021 30/09/2021		On Track
28 July 2021	16.3	2021/07/28.27	Tender Evaluation - 500.2021.0027 Stormwater Network CCTV Survey and Condition Assessment	That Council award contract 500.2021.0027 Stormwater Network CCTV Survey and Condition Assessment to Total Drain Cleaning Services Pty Ltd for the amount of \$850,733.52 (excluding GST).	Infrastructure Services	02/08/2021 - LOA and contract sent to Supplier 29/07/2021. Awaiting their execution.	11/08/2021 30/09/2021		On Track
28 July 2021	17.1	2021/07/28.33	Letter To Department Of Housing - Lack Of Affordable Housing In Whitsunday Region	That the Chief Executive Officer write a letter to the Department of Housing expressing concerns at the lack of affordable housing in the greater Whitsunday region.	Development Services		11 August 2021		on track

Council Resolutions 2021

Meeting Date	Item No.	Resolution No.	Report Title	Resolution	Responsible Directorate	Action Taken	Due Date	Date Completed	Status
30 June 2021	17.1	2021/06/30.40	Bins For Blokes	That a report be brought back to Council on the implications (including costings) of introducing a 'Bins for Blokes' facility within public toilets servicing the Whitsunday region.	Infrastructure Services	Report is being prepared due date to be advised.	15 July 2021		Overdue

13. Corporate Services

13.3 AUDIT & RISK COMMITTEE UNCONFIRMED MINUTES

AUTHOR: James Ngoroyemoto - Manager Governance and Administration Services

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council:

- 1. Receive the Unconfirmed Minutes of the Audit & Risk Committee Meeting held on 27 July 2021; and**
 - 2. Endorse the recommendations and approve the actions made at the Audit & Risk Committee Meeting, as identified in the minutes.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Council is required to review and consider the recommendations of the Audit & Risk Committee. The minutes will also be confirmed by this Committee at the next available meeting.

PURPOSE

The Audit & Risk Committee does not have decision-making authority and any recommendations it makes must be endorsed and approved by Council resolution prior to implementation or action.

BACKGROUND

Whitsunday Regional's Council's Audit & Risk Committee met on 27 July 2021. Minutes were recorded from this meeting and are provided to Council to consider and review the Committee's recommendations, in accordance with section 211(1)(c) of the Local Government Regulation 2012.

The primary objective of the Audit & Risk Committee is to promote good corporate governance through the provision of independent assurance, oversight and advice to Council on matters relating to:

- Internal Audit;
- External Audit;
- Financial Reporting;
- Risk Management;
- Internal Controls; and
- Legislative and Organisational Compliance.

STATUTORY/COMPLIANCE MATTERS

The Audit & Risk Committee operates in accordance with the requirements of s105 of the Local Government Act 2009 and s210 of the Local Government Regulation 2012, as well as the Audit & Risk Committee Constitution adopted by Council on 26 June 2019.

ANALYSIS

The main purpose of this meeting was to endorse the unaudited financial statements for release to the external auditors in accordance with the agreed annual audit plan. The other priority being the receipt of the internal audits completed OCM as the first reports under this year's internal audit plan.

Council's options are:

- Support the recommendations. Council can endorse the Committee's recommendations, receive the minutes of the Audit & Risk Committee's 27 July 2021 meeting and approve actions arising from that meeting; or
- Seek to amend the recommendations. If on review, Council require clarification on any of the recommendations or actions arising and wishes to amend them, then this is the appropriate opportunity to address any concerns or issues with the minutes and the recommendations and actions arising therein.

The following items were considered at the meeting:

- Draft (Unaudited) General Purpose Financial Statements and the Financial Sustainability Statement for the Financial Year 2020-21
- Internal Audit Update – Risk Management Maturity, Leasing and Community Contractor Management Internal Audits
- Queensland Audit Office Briefing Paper
- Audit and Risk Committee Priorities Guide
- Internal Audit Recommendations Action update
- Financial report 2020/21 – April 2021
- Insurance Profile Update
- Legislative Compliance Review
- Policy Review
- ICT Disaster Recovery Plan

STRATEGIC IMPACTS

Alignment to Corporate Plan Outcome 1.1: Our Leadership engages with the community and provides open, accountable and transparent local government.

Alignment to Operational Plan KPI: The Mayor and Councillors are provided with relevant, accurate and timely advice and support in accordance with approved levels of service.

Financial Implications Managed within the existing budgets and delegations.

Risk Management Implications Council risks non-compliance with the Audit & Risk Committee Constitution if they do not consider and review the recommendations of the Committee.

CONSULTATION

Audit & Risk Committee
Jason Bradshaw - Director Corporate Services

Graham Webb - Chair Audit & Risk Committee

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

Given the expertise of the members of the Audit & Risk Committee, it is recommended that Council receive the minutes, adopt the recommendations and endorse the actions arising from the meeting of 27 July 2021.

ATTACHMENTS

Attachment 1 - Unconfirmed Audit and Risk Committee Meeting Minutes



๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑๒๐๖๑

U
N
C
O
N
F
I
R
M
E
D

**Whitsunday Regional Council
Audit & Risk Committee Meeting
27 July commencing at 9.00am**

Committee Members Present:

Graham Webb (Chair); Mayor Andrew Willcox; John Finlay

Council Officers Present:

Rod Ferguson (Chief Executive Officer - WRC); Jason Bradshaw (Director Corporate Services - WRC); Stephen Fernando (Chief Financial Officer / Manager, Finance), Julie Moller (Senior Management Accountant - WRC); Katie Coates (Management Accountant); Peter Shuttlewood (Executive Manager Procurement, Property & Fleet) Melanie Douglas - Secretary (Governance and Councillor Support Officer - WRC)

Guests Present:

Matthew Monaghan (William Buck); Wayne Gorrie (O'Connor Marsden); Sabrina Frank (Queensland Audit Office - via teleconference)

Apologies:

Cr John Collins (Whitsunday Regional Council)

Other Details:

The meeting commenced at 8.07am

The meeting closed at 11.20am



Whitsunday Regional Council
Minutes of the Audit & Risk Committee Meeting held on
27 July 2021 commencing at 9.00am

1. APOLOGIES	4
1.1 2021/07/27.01 Apologies	4
2. MINUTES OF PREVIOUS MEETING	4
2.1 2021/07/27.02 Confirmation Of Minutes	4
2.2 2021/07/27.03 Actions Arising from Previous Meeting	5
3. AUDIT & RISK COMMITTEE OPERATIONS	6
3.1 2021/07/27.04 CEO Briefing	6
4. FINANCIAL REPORTING	8
4.2 2021/07/27.05 Draft (Unaudited) General Purpose Financial Statements And The Financial Sustainability Statement For The Financial Year 2020-21	8
5. INTERNAL AUDIT	9
5.1 2021/07/27.06 Internal Audit Update	9
6. EXTERNAL AUDIT	10
6.1 2021/07/27.07 QAO - Briefing Paper	10
3.2 2021/07/27.08 Audit & Risk Committee Priorities Guide	11
3.3 2021/07/27.09 Audit Recommendations Update	12
4. FINANCIAL REPORTING	13
4.1 2021/07/27.10 Financial Report - Fy 20/21 - Period Ending April 2021	13
7. INTERNAL CONTROLS	14
7.1 2021/07/27.11 Insurance Profile Update	14
7.2 2021/07/27.12 Legislative Compliance Review	15
7.3 2021/07/27.13 Policy Review	16
7.4 2021/07/27.14 ICT Disaster Recovery Plan	17



U
N
C
O
N
F
I
R
M
E
D

~~~~~  
It was decided to change the order of business at the beginning of the meeting to allow the Mayor to attend another commitment commencing at 10am.  
~~~~~

1. **Apologies**
1.1 **2021/07/27.01 APOLOGIES**

RESOLUTION

Moved by: **CR A WILLCOX**

Seconded by: **G WEBB**

The committee accepted the apology from Cr John Collins.

MEETING DETAILS:

The motion was carried 2/0

CARRIED

- ~~~~~
2. **Minutes of Previous Meeting**
2.1 **2021/07/27.02 CONFIRMATION OF MINUTES**

SUMMARY

The Audit Committee is required to confirm the minutes of the Audit & Risk Committee Meeting held on 11 May 2021.

RECOMMENDATION

That the Audit and Risk Committee confirms the Minutes from the meeting held on 11 May 2021.

RESOLUTION

Moved by: **CR A WILLCOX**

Seconded by: **G WEBB**

That the Audit and Risk Committee confirms the Minutes from the meeting held on 11 May 2021.

MEETING DETAILS:

The motion was Carried 2/0

CARRIED
~~~~~



U  
N  
C  
O  
N  
F  
I  
R  
M  
E  
D

**2. Minutes of Previous Meeting**

**2.2 2021/07/27.03 ACTIONS ARISING FROM PREVIOUS MEETING**

**SUMMARY**

The actions arising from the previous meeting are submitted for inclusion into this meeting for the Audit & Risk Committees review.

**RECOMMENDATION**

The Audit & Risk Committee receive the update on the status of Actions Arising from the meeting held on 11 May 2021 and any outstanding action items.

**RESOLUTION**

Moved by: **CR WILLCOX**

Seconded by: **G WEBB**

The Audit & Risk Committee receive the update on the status of Actions Arising from the meeting held on 11 May 2021 and any outstanding action items.

**MEETING DETAILS:**

The motion was Carried 2/0

**CARRIED**

~~~~~



3. Audit & Risk Committee Operations
3.1 2021/07/27.04 CEO BRIEFING

MEETING DETAILS:

The Chief Executive Officer commented on the following;

- Adoption on 28th June, 2021 of Corporate Plan, Operational Plan and 2021/22 Budget with special thanks and commendation on the day to Director Corporate Services and the Finance team and acknowledging more confident approach than what was witnessed 12 months ago partly because of the commitment of other staff who provided a much better standard of information to the budget process.
- Operational Plan KPI's will be developed with external assistance. A flow on from the Operational Plan KPI's will be the Personal Performance Plans with a direct link to Operational Plan so there is a correlation between the Corporate Plan and what officers are required to do each year.
- Community satisfaction survey: presentation to Council noting a summary will first be shared with staff and then public release with full report available on line.
- Airlie Beach Lagoon current case hearings now deferred until November awaiting current outcomes of similar matters before the courts.
- Bravus - Stratford Rd still on going, legal advice being sought on clarity of access to bond for the revised roadworks.
- Switch on Safety program has seen 15 sessions held, 188 staff, the Mayor and one Councillor also attended. Completed Bowen/Collinsville staff and now focussing on Proserpine based staff.
- Improving communications across the organisation has been a regular comment so Communications Team have been tasked with developing improved internal communications strategy
- Flood recovery 2021 - Council went to the market inviting tenders for supply of Project Management Services to deal with ongoing disaster recovery works. PDM, providers to Council since 2017 were awarded a further contract.
- Shute Harbour on schedule for September 21 completion but budget has gone from \$55.5 to \$63.9 million with potential funding shortfall. Discussions held with Queensland Reconstruction Authority and further work now required to develop a business case to seek additional funding from state/federal governments.
- PEC building on track to be completed November 21 within budget.
- Flagstaff Hill project construction well underway and expected to be completed within 7 weeks and within budget. Risks in finalising arrangements with external operators of the café.
- Work has commenced on developing new Economic Development Strategy.
- CEO performance review – an external appointment has been made to facilitate the process.
- Enterprise Agreement discussions will start in the next 6 weeks, current agreement expires February 2022.



U
N
C
O
N
F
I
R
M
E
D

RECOMMENDATION

That the Audit & Risk Committee note the verbal briefing from the Chief Executive Officer.

RESOLUTION

Moved by: **J FINLAY**

Seconded by: **CR A WILLCOX**

That the Audit & Risk Committee note the verbal briefing from the Chief Executive Officer.

The motion was Carried 3/0

CARRIED

~~~~~

*John Finlay joined the meeting at 8.15am*

~~~~~



U
N
C
O
N
F
I
R
M
E
D

4. Financial Reporting

4.2 2021/07/27.05

**DRAFT (UNAUDITED) GENERAL PURPOSE
FINANCIAL STATEMENTS AND THE FINANCIAL
SUSTAINABILITY STATEMENT FOR THE FINANCIAL
YEAR 2020-21**

SUMMARY

Present the draft Unaudited 2020-21 Financial Statements for endorsement.

RECOMMENDATION

That the Audit & Risk Committee endorse the draft (unaudited) General Purpose Financial Statements and the Financial Sustainability Statement for the financial year 2020-21 (2020-21 Financial Statements), for submission to the Auditor-General of Queensland for audit as required by Section 212 of the Local Government Regulation 2012 (Qld).

RESOLUTION

Moved by: J FINLAY

Seconded by: CR A WILLCOX

That the Audit & Risk Committee endorse the draft (unaudited) General Purpose Financial Statements and the Financial Sustainability Statement for the financial year 2020-21 (2020-21 Financial Statements), for submission to the Auditor-General of Queensland for audit as required by Section 212 of the Local Government Regulation 2012 (Qld).

MEETING DETAILS:

The motion was Carried 3/0

CARRIED

~~~~~



U  
N  
C  
O  
N  
F  
I  
R  
M  
E  
D

**5. Internal Audit**

**5.1 2021/07/27.06 INTERNAL AUDIT UPDATE**

**SUMMARY**

O'Connor, Marsden have provided a report on their activity since the last Audit and Risk Committee meeting. Providing a status update on the Internal Audit Strategic Plan and presented the following Internal Audits:

1. Risk Management Maturity Review
2. Community Contractor Management
3. Leasing

**RECOMMENDATION**

That the Committee receive the Internal Audit progress update.

**RESOLUTION**

**Moved by: J FINLAY**

**Seconded by: G WEBB**

**That the Committee receive the Internal Audit progress update.**

**MEETING DETAILS:**

Risk management maturity Review - Council has implemented a framework to assist its workforce in understanding their risk management obligations, and outlining how to perform risk assessments, etc. However, this framework has not been effectively implemented resulting in key elements of Council's risk management framework not being performed consistently across Council's operations.

Leasing - While Corporate Services have developed a leasing listing, it is not used a single point of truth across Council. Council has not implemented sufficient controls from a systems or procedural perspective to effectively and efficiently monitor and manage its leases. While Council has commenced improving its overall contract terms and conditions, not all lease contracts were in place or covered all of the relevant contractual requirements for which Council is exposed to. Further, key contract management activities were not always performed in a timely manner. Council was not able to demonstrate appropriately designed or operating controls over its lease invoicing process. Council does not have effective controls in place to monitor the condition and safety of its leased properties. Council has recently improved its processes for offering leased properties to the market in a competitive manner, but further improvements are needed.

Contractor Management - Limited systems and processes to evidence that contractors meet the contract requirements. Improvements are required to formalise, document and retain evidence of performance meetings with contractors. There were no formalised contract management framework, guidance, or training. Further, sample testing identified that Council staff did not always understand and / or perform their contract management roles and responsibilities. Inconsistent processes to record track, manage and review authorised powers





for contractors were observed. Council's review processes did not effectively ensure that services were being provided in accordance with the contract requirements prior to payment. Contract variations, extensions and renewals sample tested were formalised without a demonstration of value for money, business needs, supply market analysis and an evaluation of the supplier's performance. Complaint management processes require improvement to demonstrate that community complaints are being recorded, tracked, assessed, and managed until completed / resolved. Improvements are required to effectively monitor and plan for expiry of contracts.

The motion was Carried 3/0

**CARRIED**

**6. External Audit**

**6.1 2021/07/27.07 QAO - BRIEFING PAPER**

**SUMMARY**

The Queensland Audit Office (QAO) has provided a draft of its 2021 Interim Report to the Mayor, for information.

The report details the results of their interim work performed, where they assessed the design and implementation of Council's internal controls, and whether they are operating effectively. Their work has identified two deficiencies in Council's internal controls. Deficiencies were identified in relation to:

- The review of supplier master-file data changes; and
- Council's Disaster Recovery Plan.

**RECOMMENDATION**

**That the Audit and Risk Committee note the contents of the report.**

**RESOLUTION**

**Moved by: J FINLAY**

**Seconded by: G WEBB**

**That the Audit and Risk Committee note the contents of the report.**

**MEETING DETAILS:**

The motion was Carried 3/0

**CARRIED**

~~~~~

The committee adjourned for a morning tea break at 9.52am and reconvened at 10.07am.

During this time Mayor Willcox left the room to attend the Traffic Advisory Meeting and did not return.



U
N
C
O
N
F
I
R
M
E
D

- ~~~~~
3. **Audit & Risk Committee Operations**
3.2 2021/07/27.08 **AUDIT & RISK COMMITTEE PRIORITIES GUIDE**

SUMMARY

The actions arising from the previous meeting are submitted for inclusion into this meeting for the Audit & Risk Committees review.

RECOMMENDATION

That the Audit and Risk Committee note the current Priorities Guide.

RESOLUTION

Moved by: **G WEBB**
Seconded by: **J FINLAY**

That the Audit and Risk Committee note the current Priorities Guide.

MEETING DETAILS:

It was requested that a report be brought back to the September Meeting providing Council's Annual Spend Analysis

The motion was Carried 2/0

CARRIED

~~~~~  
*Peter Shuttlewood left the meeting at 10.29am*  
~~~~~

U
N
C
O
N
F
I
R
M
E
D

3. Audit & Risk Committee Operations

3.3 2021/07/27.09 AUDIT RECOMMENDATIONS UPDATE

SUMMARY

The Audit & Risk Committee regularly receive updates on Council's progress towards the completion and implementation of recommendations received by Council's internal auditors. At the conclusion of an audit, findings and proposed recommendations are discussed with management and subsequently management action plans are developed to explain how the agreed recommendations will be implemented. Competing priorities, budget limitations and other factors may prevent managers from implementing agreed actions in the agreed timeline or as previously designed to mitigate the risk. The purpose of follow up is to ensure that management has implemented the action, and that it has addressed the issue.

RECOMMENDATION

That the Audit & Risk Committee

- (1) receives an update on Council's progress towards the completion and implementation of recommendations actions received by Council's internal auditors.
- (2) approves the new proposed deadline dates for all overdue actions, and to become the new revised completion dates.
- (3) requests for the Audit Recommendation Actions Update to be a standing item for every Audit and Risk Committee meeting.

RESOLUTION

Moved by: G WEBB

Seconded by: J FINLAY

That the Audit & Risk Committee

- (1) receives an update on Council's progress towards the completion and implementation of recommendations actions received by Council's internal auditors.**
- (2) approves the new proposed deadline dates for all overdue actions, and to become the new revised completion dates.**
- (3) requests for the Audit Recommendation Actions Update to be a standing item for every Audit and Risk Committee meeting.**

MEETING DETAILS:

It was noted that moving forward the report will be provided at each meeting to ensure recommendations are not overlooked.

Discussion on accountability with ELT that this matter needs to be given more emphasis and becoming aware of the risks identified when not being actioned.

The motion was Carried 2/0

~~~~~

**CARRIED**



U  
N  
C  
O  
N  
F  
I  
R  
M  
E  
D

**4. Financial Reporting**

**4.1 2021/07/27.10**

**FINANCIAL REPORT - FY 20/21 - PERIOD ENDING  
APRIL 2021**

**SUMMARY**

This report presents the unaudited financial statements for the period ending March 2021 for the Audit & Risk Committees review and for receipt in accordance with the local government legislation.

**RECOMMENDATION**

That the Audit & Risk Committee receive the financial statements for the period ended March 2021 of the Financial Year 2020/21.

**RESOLUTION**

**Moved by: J FINLAY**

**Seconded by: G WEBB**

**That the Audit & Risk Committee receive the financial statements for the period ended April 2021 of the Financial Year 2020/21.**

**MEETING DETAILS:**

The motion was Carried 3/0

**CARRIED**

~~~~~



U
N
C
O
N
F
I
R
M
E
D

7. Internal Controls

7.1 2021/07/27.11 INSURANCE PROFILE UPDATE

SUMMARY

Council undertakes an annual review of insurance coverage to ensure the right balance of adequacy and affordability. The process is an important part of Council's risk management framework.

As part of this year's review changes to policies and deductibles were contemplated with a view to keep premium rises to a minimum. The Insurance branch consulted with relevant officers to compile information requested by LGM assets for the Property Protection (ISR) insurance. This information was then provided for the Insurer to assess Council's risk profile which was used as a basis for Council's insurance premium for 2021-2022 financial year. The annual insurance review has been completed, and insurance policies have been signed off by the Chief Executive Officer.

RECOMMENDATION

That the Committee receive the insurance coverage update report for the 2021-2022 financial year.

RESOLUTION

Moved by: J FINLAY

Seconded by: G WEBB

That the Committee receive the insurance coverage update report for the 2021-2022 financial year.

MEETING DETAILS:

Process in place to ensure the coverages are in place before the new financial year. Focus to be given to improve accuracy and completeness of Assets base information before the next annual insurance review.

The motion was Carried 2/0

CARRIED

~~~~~



U  
N  
C  
O  
N  
F  
I  
R  
M  
E  
D

7. Internal Controls

7.2 2021/07/27.12

**LEGISLATIVE COMPLIANCE REVIEW**

**SUMMARY**

The Governance team has undertaken a comprehensive review of the Council's compliance with the legislative requirements under the *Local Government Act 2009* (the Act) and Local Government Regulations 2012, and the results are presented in this report.

**RECOMMENDATION**

That the Committee receive the Legislative Compliance review findings.

**RESOLUTION**

Moved by: J FINLAY

Seconded by: G WEBB

That the Committee receive the Legislative Compliance review findings.

**MEETING DETAILS:**

Discussed findings in the compliance review, review validated all the planning, financial management and accountability statutory requirements. Identified three policies that review has been started, and some record management oversight for records of risk and control measures. Council currently manages statutory requirements on spreadsheets, this method obstructive to regulatory compliance unfit for agile business practices. Proposal to develop a Compliance Framework, adopt a Compliance Policy, and investigate compliance and statutory registers tools to manage all legislative requirements.

The motion was Carried 2/0

**CARRIED**

~~~~~



U
N
C
O
N
F
I
R
M
E
D

7. Internal Controls

7.3 2021/07/27.13 POLICY REVIEW

SUMMARY

Council's Priorities Guide for 2021 require a report to address whether appropriate Policies are in place and being upheld. A review of Council's 96 Policies has revealed that 20 Policies had passed their review date, representing 20.83% of all policies. The relevant managers are currently reviewing these documents to ensure their currency, and the policies have been prioritised for presentation to Ordinary Council meetings during 2021 calendar year, with Priority 1 policies being presented within the next 3 months.

RECOMMENDATION

That the Audit and Risk Committee;

- (1) receive the Policy Review update; and
- (2) note the Identified Priority 1 and 2 policies to be presented to future Ordinary Council meetings during 2021 calendar year.

RESOLUTION

Moved by: **G WEBB**

Seconded by: **J FINLAY**

That the Audit and Risk Committee;

- (1) receive the Policy Review update; and
- (2) note the Identified Priority 1 and 2 policies to be presented to future Ordinary Council meetings during 2021 calendar year.

MEETING DETAILS:

The motion was Carried 2/0

CARRIED

~~~~~



U  
N  
C  
O  
N  
F  
I  
R  
M  
E  
D

7. Internal Controls

7.4 2021/07/27.14

ICT DISASTER RECOVERY PLAN

**SUMMARY**

An audit finding from 2019 demonstrated a lack of IT Disaster Recovery Planning (DRP) at Whitsunday Regional Council. This report delivers that plan.

**RECOMMENDATION**

That the Audit and Risk Committee receive the ICT Disaster Recovery Plan.

**RESOLUTION**

Moved by: G WEBB

Seconded by: J FINLAY

That the Audit and Risk Committee receive the ICT Disaster Recovery Plan.

The motion was Carried 3/0

CARRIED

~~~~~

8. General Business

Mr John Finlay confirmed with Director Corporate Services Jason Bradshaw the requested two reports will be provided at the next meeting.

Mr Graham Webb acknowledged the comprehensive plan with all relevant personnel in attendance.

Mr Webb wished Chief Finance Officer, Mr Stephen Fernando all the best with his next chapter and congratulated him on the services he has provided since being involved with the Committee.

~~~~~

The meeting closed at 11.20am

~~~~~

Confirmed as a true and correct recording of this Meeting

G WEBB
CHAIRPERSON

13. Corporate Services

13.4 MOTIONS FOR LGAQ ANNUAL CONFERENCE 2021

AUTHOR: James Ngoroyemoto - Governance and Administration Services

RESPONSIBLE OFFICER: Jason Bradshaw - Director Corporate Services

OFFICER'S RECOMMENDATION

That Council submit the following motions to the LGAQ to be considered for inclusion in the LGAQ Annual Conference 2021 Business Papers:

- a) Motion 1 - Insurance and financing to address coastal hazards risks for community resilience**
- b) Motion 2 - Local Government Rating- application of negative caps**
- c) Motion 3 - Land Revaluations**
- d) Motion 4 - Solutions for housing (accommodation) shortages in the regions**
- e) Motion 5 - Census – Covid Influence on Tourism Populations**
- f) Motion 6 - Transport Main Roads Communication and Engagement**
- g) Motion 7 - Tourism Industry Operators – Liability Insurance caps**

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

The Local Government Association of Queensland have announced that the 125th LGAQ Annual Conference and Annual General Meeting (AGM) will be hosted by the Mackay Regional Council, on 25-27 October at the Mackay Entertainment & Convention Centre (MECC). This Conference provides an opportunity to submit motions for the consideration at the AGM.

PURPOSE

Councils were invited to bring forward for discussion motions which relate to the objectives of the Local Government Association of Queensland for consideration at the 2021 LGAQ Annual Conference. Motions have been drafted and are being presented for adoption by Council for presentation at the LGAQ annual conference.

BACKGROUND

Submissions opened on Wednesday 30 June and close Monday 16 August. The LGAQ has requested member councils to submit motions for discussion at the Annual Conference addressing any subject connected with Local Government. All motions will be assessed by the Agenda Committee to review the submitted motions and provide a Preliminary Agenda for Member Councils four (4) weeks prior to the commencement of Conference.

The Policy Executive has already endorsed 10 critical motions of state-wide significance for consideration at the 2021 Annual Conference. These motions call on the Federal and State Government to:

- Restore Federal Assistance Grants to at least 1% of Commonwealth Taxation Revenue
- Give local government a seat on National Cabinet
- Provide more funding to increase housing supply in remote and discrete Aboriginal and Torres Strait Islander communities and to build targeted disaster mitigation infrastructure
- Amend the Civil Liabilities Act 2003 to address council concerns stemming from the Goondiwindi v Tait case
- Address unintended consequences of current Conflict of Interest requirements
- Maintain Works for Queensland and SEQ Stimulus Funding
- Provide regular data sets for each LGA against Closing the Gap targets
- Work with the Office of the Registrar of Indigenous Corporations to improve accessibility to legislative regulatory and governance changes and performance arrangements.

STATUTORY/COMPLIANCE MATTERS

Councils are invited to bring forward for discussion motions which relate to the objectives of the Association or pertaining to matters of common concern to members. Proposed motions are to be submitted no later than COB 16 August 2021. This will allow the Agenda Committee to review all submitted motions and provide a Preliminary Agenda for Member Councils four weeks prior to the commencement of the Conference.

ANALYSIS

When preparing motions, Councils are asked to give attention to providing succinct but relevant facts and references to inform delegates of the issue raised. It is preferable that matters raised through this process are strategic, relevant to the business of local government and with state-wide impact. Where two or more-member councils bring forward a similar motion, the Agenda Committee is authorised to draft and submit composite motions, in consultation with the submitting councils.

The proposed motions impact on Council operations and meet the criteria. Consideration needs to be given to the following when submitting a motion:

- A motion must contain background information and all relevant facts to ensure other councils can make an informed vote on the issue.
- A motion must be submitted in the provided template. Please refer to attachment 1 to 6
- Consider resolutions on the topic that have been carried at previous annual conferences and what actions have resulted. Please refer to attachment 8
- A motion must be endorsed at a council meeting prior to the deadline.

The following categories are available for selection:

- Community Services and Social Policy
- Connectivity, Communications and Innovation
- Environment and Health
- Finance and Administration
- Governance
- Infrastructure, Economics and Regional Development
- Planning and Development
- Workforce

The attached proposed motions are presented for adoption.

1. The LGAQ lobby State and Commonwealth Governments to develop a comprehensive coastal hazard adaptation framework and actions in consultation with local governments and the finance/insurance industry, that effectively consider, and address insurance and financial implications of coastal hazard risks identified through completed Coastal Hazard Adaptation Strategies; and Commit to ongoing funding for implementation of coastal hazard adaptation initiatives and disaster recovery in the short, medium and long term, given the increasing risk profile predicted with a changing climate to ensure resilience and future viability of our community infrastructure.
2. The LGAQ lobby the State Government for changes to the Local Government Regulation 2012 (Section 116) to allow for rates capping to apply to negative changes in valuations, to limit the amount that general rates can reduce to improve consistency in rating practices.
3. The LGAQ calls on the State Government for changes to the current practices on local government land valuations, to ensure that the maximum period between revaluations should be reduced from five years to three years
4. The LGAQ calls on the State and Federal Governments to implement initiatives to increase new housing numbers through a range of legislative changes, taxation benefits and other incentives that will support increased housing investment in regional areas.
5. The LGAQ calls on the Federal Government to give special consideration in the Census 2021 to the tourism population numbers which will be impacted by current border closures and lockdowns resulting in lower than normal population data being recorded within those communities who are linked to significant tourism destinations like the Whitsundays.
6. The LGAQ establish a communication and engagement protocol with the Department of Transport and Main Roads (TMR) to ensure that there is more open and collaborative engagement with Councils and communities on key construction projects to ensure better informed councils and communities on proposed works in advance of projects commencing.
7. The LGAQ calls on the State and Federal Government to work on a solution for insurance liabilities to support adventure tourism operators in regional locations across Queensland and Australia to maintain and grow this economic base.

Please refer to attachment 1 to 6.

STRATEGIC IMPACTS

KFA11 - Governance Leadership Framework

Good governance and leadership are at the heart of our democratic system. A governance leadership framework will help to guide our elected members with their decision making and actions to reduce risk and achieve the standards expected by our community and other levels of government.

CONSULTATION

Councillors – Councillor briefing session
Executive Leadership Team

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

Council discussed the proposed motions at the latest briefing session and the report seeks to confirm those motions it would like to submit to the LGAQ to be presented to the LGAQ for consideration.

ATTACHMENTS

- Attachment 1 – Insurance and financing to address coastal hazards risks for community resilience
- Attachment 2 – Local Government Rating- application of negative caps
- Attachment 3 – Land Revaluations
- Attachment 4 – Housing Shortage
- Attachment 5 – Census – Covid Influence on Tourism Populations
- Attachment 6 – Main Road Community Consultation
- Attachment 7 – Tourism Operators – Liability Insurance

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsundays Regional Council
Supporting ROC (if applicable)	
Category (required)	Infrastructure, Economics and Regional Development
Council resolution # (required)	
Date of council resolution (required)	Please select the date of resolution here
Title of motion (required)	Insurance and financing to address coastal hazard risks for community resilience
Motion (required)	That the LGAQ lobby State and Commonwealth Governments to: Develop a comprehensive coastal hazard adaptation framework and actions in consultation with local governments and the finance/insurance industry, that effectively consider, and address insurance and financial implications of coastal hazard risks identified through completed Coastal Hazard Adaptation Strategies; and Commit to ongoing funding for implementation of coastal hazard adaptation initiatives and disaster recovery in the short, medium and long term, given the increasing risk profile predicted with a changing climate to ensure resilience and future viability of our community infrastructure.
Background (required) 350 word limit	31 Coastal councils are currently preparing or have completed a Coastal Hazard Adaptation Strategy (CHAS) under the State Government funded QCoast2100 program, delivered through the LGAQ. As part of the project, Councils have mapped coastal hazards (storm tide inundation, erosion and sea level rise) at time increments between now until 2100 to determine the increasing risk of coastal hazards impacts over time. The CHAS projects provide councils with a long-term strategy from now until 2100 on how to plan for and adapt to the impacts of coastal hazards to ensure the resilience of our communities now and in the future.

	Insurance is an annual premium and is based on the likelihood of events occurring and of damage to infrastructure in the policy period. The coastal hazard mapping prepared as part of the CHAS projects under the QCoast program shows that in many cases these impacts will not increase substantially in the short to medium term, however are expected to increase from 2060. Currently when events occur which impact our coastal areas (e.g. storm tide or erosion due to cyclones), councils are reliant on the Queensland Reconstruction Authority to fund the rebuilding of these areas. As risks increase over time, it is anticipated that there may be competing priorities for funding which are a potential future financial risk to coastal councils. More attention is needed to ensure the ongoing sustainability of recovery funding in the short, medium and long term, given the increasing risk profile predicted with a changing climate, to ensure the future resilience and viability of our community infrastructure. The Federal Government recently committed a \$10B reinsurance pool to reduce insurance premiums for residences and businesses, however more needs to be done to prepare, mitigate and adapt to these risks and to consider planning and delivering infrastructure in this area to ensure the ongoing resilience of our communities.
What is the desired outcome sought? (required) 350 word limit	That the State and Federal government support local government in providing insurance and financial mechanisms to ensure the future resilience of our communities against the risk of coastal hazards. This could be achieved by: Developing a framework and investigating options to consider finance and insurance implications of coastal hazards including Council and community assets. Committing to ongoing planning and funding of implementation of initiatives, disaster recovery, resilience and infrastructure to address coastal hazard risks in the short, medium and long term. Insurance companies should be made aware of the findings of the CHAS projects so that they do not increase premiums in the short term. Long term planning and endorsed actions in the CHAS should also be considered by insurance companies in relation to planning for increased resilience of Council and community assets. Additionally, the adaptation options that are proposed to manage coastal hazard risks over time as proposed in the State endorsed Coastal Hazard Adaptation Strategies should be prioritised and implementation supported.

Policy Executive endorsed motions for the 2021 LGAQ Annual Conference

Federal Government

1. The LGAQ calls on the Federal Government to restore Federal Assistance Grants to at least 1% of Commonwealth Taxation Revenue to address the serious financial sustainability issues experienced by all councils.
2. The LGAQ calls on the Federal Government to restore the voice of local communities by giving local government full membership of the National Cabinet and a guaranteed seat in other National Ministerial forums.
3. The LGAQ calls on the Federal Government to provide \$200 million per year for four years for targeted disaster mitigation and to future-proof community infrastructure.
4. The LGAQ calls on the Federal Government to allocate \$100 million per year for five years to increase housing supply in remote and discrete Aboriginal and Torres Strait Islander communities.

State Government

5. The LGAQ calls on the State Government to amend the *Civil Liabilities Act 2003* to strengthen indemnity provisions and address concerns that the Goondiwindi v Tait case has created for councils with RMPCs.
6. The LGAQ calls on the State Government to urgently amend the *Local Government Act 2009* and the *City of Brisbane Act 2010* to address the unintended consequences of current Conflict of Interest requirements that continue to negatively impact the ability of councillors to effectively represent their communities.
7. The LGAQ calls on the State Government to maintain Works for Queensland funding at \$100 million a year for the next four years.
8. The LGAQ calls on the State Government to maintain SEQ Stimulus Funding at \$50 million per year for the next four years.

ILF Motions

9. The LGAQ lobby the state government and the National Indigenous Australians Agency to establish and periodically release to councils the relevant data sets for each local government area against each of the Closing the Gap targets.
10. That the LGAQ lobby the Federal Government to work with the Office of the Registrar of Indigenous Corporations to establish a mechanism for regularly informing and educating Prescribed Bodies Corporate across Australia on any legislation, regulatory changes, governance and performance arrangements, and to ensure that a similar mechanism is in place at state level to inform Deed of Grant in Trust trustees.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Finance and Administration
Council resolution # (required)	
Date of council resolution (required)	Please select the date of resolution here
Title of motion (required)	Changes to Local Government Regulation – Section 116
Motion (required)	The LGAQ calls on the State Government for changes to the Local Government Regulation 2012 (Section 116) to allow for rates capping to apply to negative changes in valuations, to limit the amount that general rates can reduce to improve consistency in rating practices.
Background (required) 350 word limit	The State Valuation Service through the Department of Resources, provide land valuations each year to local government to provide a basis for issuing general rates on the value of the land. There is a Section (116) within the Local Government Regulation 2012 to limit the increase in rates, but no corresponding section on decreases when there are negative movements in the valuation. This year Council received its revaluation for the first time in five years. There were wide ranging and disparate changes in the valuations across the whole region. In essence, a third of the valuations went up, a third went down, and a third remained about the same across most land use types in the region. And these changes were not consistent within similar land uses in different areas of the region. While Council were able to limit the increases (through capping), there was no mechanism to provide a floor – or maximum reduction for consistency. Those general rates dropped

	significantly, and these changes flowed through to real reductions in rate accounts. There was no mechanism to limit (cap) the decrease in valuation.
What is the desired outcome sought? (required) 350 word limit	It is proposed to seek an amendment to the legislation to allow for the limitation to apply to increases and decreases in valuations that flow onto to general rates calculations. This will provide more consistency in rating outcomes for local government and for the equitable treatment of valuation changes.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Finance and Administration
Council resolution # (required)	
Date of council resolution (required)	Please select the date of resolution here
Title of motion (required)	Local Government Land Valuations
Motion (required)	The LGAQ calls on the State Government for changes to the current practices on local government land valuations, to ensure that the maximum period between revaluations should be reduced from five years to three years
Background (required) 350 word limit	The State Valuation Service from the State Government's Department of Resources provides land valuations to local governments as a basis upon which to levy local government rates. These valuations are supplied on an annual basis and are used to calculate general rates for Council's and for state land taxes. It has been custom and practice for these to issue each year, but a revaluation is triggered on a basis of up to five years, which in essence means the values of land for rating purposes may not change for a year period. The revaluations are triggered by sales transactions in the local markets by transactions across the local government area or the broader region. Local Government's are consulted each year on the need for a revaluation, and this is also dependent on the timing and available resources from the State Valuation Service. This year Council received its revaluation for the first time in five years. There were wide ranging and disparate changes in the valuations across the whole region. In essence, a third of the

	valuations went up, a third went down, and a third remained about the same across most land use types in the region. And these changes were not consistent within similar land uses in different areas of the region. This meant significant effort was required to remodel the rating structure to bring some consistency and science into the calculations to ensure consistent and equitable outcomes for all ratepayers. Based on the above experience, it is submitted that five years is too long a period between the revaluations and that the period should be reduced to three years.
What is the desired outcome sought? (required) 350 word limit	Reducing the period between revaluations will provide for more accurate land values for rating purposes and more closely reflect the market movements to avoid the significant fluctuations in values experienced recently. This will provide more opportunity to maintain rate movements and consistency in rating practices.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Infrastructure, Economics and Regional Development
Council resolution # (required)	
Date of council resolution (required)	11/08/2021
Title of motion (required)	Solutions for housing (Accommodation) shortage in the regions
Motion (required)	The LGAQ calls on the State and Federal Governments to implement initiatives to increase new housing numbers through a range of legislative changes, taxation benefits and other incentives that will support increased housing investment in regional areas.
Background (required) 350 word limit	A housing shortage is being experienced in many regional areas to an extent not faced before. This is restricting job opportunities in key areas as new employees are unable to find suitable cost-effective accommodation and so return to capital cities. The initiatives to increase new housing numbers could be through a range of methods that include: offsets against headworks charges for local government, increasing tax benefits for institutional investors, increasing first home owner benefits, increasing tax incentives for negative gearing, offset transport costs for construction materials to regional areas, adopt additional tax incentives for the use of under-occupied housing and legislate to allow development to pay infrastructure charges after sealing and release of plans of subdivision.

**What is the
desired
outcome
sought?
(required)
350 word limit**

The aim is to increase new housing numbers in regional areas that are currently experiencing a housing shortage and restore rental opportunities to an acceptable level. It is acknowledged that the impacts of Covid Pandemic have led to a range of consequences not considered likely in 2019, with one of the impacts being a significant housing shortage in regional areas.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Governance
Council resolution # (required)	
Date of council resolution (required)	11/08/2021
Title of motion (required)	Census – Covid Influence on Tourism populations
Motion (required)	The LGAQ calls on the Federal Government to give special consideration in the Census 2021 to the tourism population numbers which will be impacted by current border closures and lockdowns resulting in lower than normal population data being recorded within those communities who are linked to significant tourism destinations like the Whitsundays.
Background (required) 350 word limit	With the current closure of state and international borders and state imposed lockdowns across the country, there are reduced numbers of tourists in those significant tourist destinations such as Whitsundays, Cairns, than would normally exist. There is a concern that this is not representative of the normal travel seasons and will skew the data that is collected to not represent what are the more normalised population numbers This needs to receive further consideration when this data is collected and how it is compared and used against historical data.

**What is the
desired
outcome
sought?
(required)
350 word limit**

That the census data is reviewed on the basis that the border closures and lockdowns will have an impact on the population data that is recorded through the census which is impacted by reduced tourist populations in significant tourism destinations such as the Whitsundays, Cairns and Gold Coast.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Infrastructure, Economics and Regional Development
Council resolution # (required)	
Date of council resolution (required)	11/08/2021
Title of motion (required)	TMR Community Consultation and Communication with Councils
Motion (required)	The LGAQ establish a communication and engagement protocol with the Department of Transport and Main Roads (TMR) to ensure that there is more open and collaborative engagement with Councils and communities on key construction projects to ensure better informed councils and communities on proposed works in advance of projects commencing.
Background (required) 350 word limit	There are gaps in the current processes for communication and engagement with councils and communities on key projects before these projects commence. A more collaborative and joined up approach to work with councils and communities is needed to reduce confusion and misinformation on key projects that are having an impact on local communities. A distinct lack of communication is occurring within communities as key projects are commenced by TMR with little to no knowledge of council and local communities. There appears to be a disconnect between regional offices and the head office in Brisbane with communities and council having to find out after the fact on construction projects after they commence. To address this disconnect, it is proposed to establish a communication and engagement protocol that would allow councils to work with TMR on that local communication and engagement to

	ensure better information flows to communities and councils prior to construction commencing.
What is the desired outcome sought? (required) 350 word limit	That a formalised arrangement is put in place to ensure better communication and engagement with Councils and communities on key construction projects, so that councils, TMR and communities are better informed before works commence.

2021 Annual Conference - Motions Template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Submitting Council (required)	Whitsunday Regional Council
Supporting ROC (if applicable)	
Category (required)	Finance and Administration
Council resolution # (required)	
Date of council resolution (required)	11/08/2021
Title of motion (required)	Tourism Operators - Liability Insurance
Motion (required)	The LGAQ calls on the Federal Government to work on a solution for insurance liabilities to support adventure tourism operators in regional locations across Queensland and Australia to maintain and grow this economic base.
Background (required) 350 word limit	Many small businesses report being unable to obtain public liability and professional indemnity insurances in the travel and tourism sector in Northern Australia. The open-ended nature of injury claims mean that insurance availability is limited. The Australian Government should take urgent steps to work with each State and Territory Government to ensure that Australia has a functioning civil liability framework to limit inconsistencies. The current framework of fault-based injury compensation only creates uncontrollable risks for both insurers and small business. The National Disability Insurance Scheme (NDIS) that has been rolled out across Australia, and a no-fault National Injury Insurance Scheme (NIIS) to cover lifetime care for acquired catastrophic injuries. This proposal does not cover non-catastrophic care costs or economic loss and pain and suffering for catastrophic injuries. By retaining these risks, businesses would have ample incentive to undertake risk mitigation and continue to hold public liability insurance. Tourism has many pillars from destination events, leisure visitation, and business events, all of which are critical economic drivers to The Whitsundays region. The tourism industry injects over \$790 million

	to the local Whitsundays economy and is the region's biggest employer accounting for approximately 40% of all jobs. The recommendations provided above will keep people employed and businesses open, not just here in The Whitsundays but many affected areas of Australia. These businesses will be critical to the country's recovery once international borders open.
What is the desired outcome sought? (required) 350 word limit	That the State and federal government review the current liability arrangements for tourism operators to introduce liability limits (maximums) for individual claims, similar to those arrangements in New Zealand. Where liability for personal injury be subject to statutory caps. This approach is designed to provide clarity and certainty, rebalance risks for insurers, and allow businesses access to the insurance products to protect themselves for when things go wrong. Australia should adopt the National Injury Insurance Scheme (NIIS) model implemented in New Zealand, creating a similar program for public liability insurance to provide affordable and accessible liability insurance for small and medium businesses, especially those in the travel and tourism sector.

14. Development Services

14.1 20210294 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - SHORT-TERM ACCOMMODATION - 13 WOODWARK CRESCENT CANNONVALE - G & F TURNER C/- WHITSUNDAY HOLIDAY RENTALS

AUTHOR: James McEvoy-Bowe - Planner

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council approve the application for Development Application for Material Change of Use - Short-term Accommodation, made by G J Turner & F R Turner C/- Whitsunday Holiday Rentals, on L: 13 RP: 734591 and located at 13 Woodward Crescent CANNONVALE, subject to the conditions outlined in Attachment 1.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 11 August 2021.

SUMMARY

The proposal is for Short-term Accommodation of an existing dwelling house located at 13 Woodward Crescent, Cannonvale.

The premises is zoned Low Density Residential triggering an impact assessable development application. The applicant has provided all necessary information required by the Short-term Accommodation Guideline.

The development application attracted a total of four (4) submissions during the Public Notification period.

All necessary information has been provided for assessment, which has demonstrated compliance with the relevant planning provisions. It is recommended the development application is given approval subject to reasonable and relevant conditions.

PURPOSE

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration. In this instance submissions have been received.

BACKGROUND

There is no previous Council decision relating to this matter.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

Planning Regulation 2017

ANALYSIS

Council has received the following Development Application, which has been assessed against the provisions of the relevant legislation as reported below.

1. Application Summary

Proposal:	Development Application for Short-term Accommodation
Landowner	G J Turner & F R Turner
Property Address:	13 Woodward Crescent Cannonvale
Property Description:	L: 13 RP: 734591
Area of Site:	874
Planning Scheme Zone:	Low Density Residential
Level of assessment	Impact
Overlays:	Landslide Hazard
Existing Use:	Dwelling House
Existing Approvals:	Nil.
Public Notification:	09/06/2021 / 01/07/2021
Submissions received:	Four (4)
State referrals:	Nil.
Infrastructure charges:	Nil.

2. Site Details

2.1. Location

13 Woodward Crescent, Cannonvale / L: 13 RP: 734591

2.2. Zoning

Low Density Residential

2.3. Site description – topography, vegetation, drainage

Very steep site with dwelling house located at the front of the lot which sharply steepens to the rear. Steep landscaped areas at the rear of the premises.

2.4. Access

Access is gained via a fully constructed concrete driveway from Woodward Crescent. Driveway is narrow and at an incline with a covered area adjoining the house.

2.5. Surrounding uses

- To the North – Residential dwellings
- to the East – Whitsunday Harbour Apartments / Whitsunday Shopping Centre

- to the South – Residential dwellings
- to the West – Residential dwellings

3. Proposal Details

The proposal is for Short-term Accommodation of an existing dwelling house that contains five (5) bedrooms, an entertainment deck and swimming pool.

The site is connected to Council reticulated services. Access is currently gained via a concrete driveway from Woodward Crescent.

The applicant has provided documentation demonstrating compliance with the Short-term Accommodation Guideline, being a Code of Conduct, Property Management Plan, Statutory Declaration and Fire and Evacuation Plan for the proposed use. A statement has been provided by the applicant detailing management measures that have been and will be undertaken to minimise amenity effects on neighbours. This is included as Attachment 5.

Although the premise has five (5) bedrooms, a maximum short-term letting capability of four (4) bedrooms with a maximum of eight (8) persons, is recommended for condition as per the current policy.

Council records indicate that no other Material Change of Use development permits have been issued for the premises.

4. Planning Assessment

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

4.1. State Assessment and Referral Agency (SARA)

The application did not require referral to any State Agencies.

4.2. State Planning Policy - July 2017

The Whitsunday Regional Council Planning Scheme, 2017 has been assessed by the State government to adequately reflect state interests included in the State Planning Policy 2017.

4.3. Mackay Isaac and Whitsunday Regional Plan - February 2012

The proposal is generally consistent with the provisions of the plan.

4.4. Whitsunday Regional Council Planning Scheme, 2017

4.4.1. Strategic Framework

The proposal complies with the relevant items of the Strategic Framework.

4.4.2. Strategic Intent

The proposal complies with the relevant items of the Strategic Intent.

4.4.3. Overlay Codes

4.4.3.1. No overlay codes affect the proposed development.

4.4.4. Low Density Residential Zone Code

- 4.4.4.1. The proposal is an Impact Assessable use in the Low Density Residential Zone. The proposal generally complies with the relevant Overall Outcomes of the Low Density Residential Zone Code and can be conditioned appropriately to be compatible with the prevailing residential character and amenity of the locality.

4.4.5. Development Codes

4.4.5.1. Short-term Accommodation

- Site plan provided;
- Property Management Plan provided;
- Code of Conduct provided;
- Fire and emergency plan provided;
- Statutory declaration has been provided;
- Garage and driveway capable of containing three (3) parking spaces.

5. Public Submissions

The development application was placed on public notification between 09/06/2021 and 01/07/2021 in accordance with the relevant provisions of the Planning Act 2016. The Notice of Compliance was received on 06/07/2021. Four (4) submissions were received during this period of Public Notification.

Submissions have been received and summarised in the below table:

Issue	Comment/Condition Number
1. Large Group occupied the premises prior to Approval	The development will be conditioned to have a maximum of eight (8) persons. The duty of the property manager will be to ensure this is adhered to. The property manager must enforce this requirement in the first place and Council may take enforcement action is required.
2. Parking availability limited on Woodward Crescent	The double garage and one additional parking space on the driveway will be sufficient for the number of persons permitted within the dwelling. The property management plan will ensure that guests are advised where to park.
3. Excessive Noise, intoxicated guests and profanities	If approved, the applicant will be conditioned to have a Code of Conduct for the operational use of the development that includes the prevention of excessive noise after 9pm, in accordance with Schedule 1 or Environment Protection (noise) Policy 2019. Compliance actions will be taken against the premises if found to have breached any conditions of the development permit. Guests will not be given the password to the outdoor inbuilt speakers on the balcony.
4. Visual Pollution due to proximity to adjoining premises.	The applicant has commissioned a local company to make and fit a privacy screen on the northern

	boundary to assist in reducing the 'visual pollution.' The owners have employed a permanent gardener to manage the garden on a fortnightly basis to ensure that the aesthetics of the gardens are maintained to a high standard. Additional plants have been purchased to thicken the adjoining boundary to increase privacy in both directions.
5. Uncontrolled B&Bs are not suitable in a residential area	The applicant is undertaking a development application, and if approved will be controlled.
6. Excess rubbish in bins on the street	Applicant refutes that the bins are left out. Cleaners are instructed to always bring them back in.
7. No sign on the verge for Property Management details	The development will be conditioned to ensure a sign is on the street frontage. The applicant advised the sign is already installed.
8. Property manager not available 24/7 and police should not have to be called to the premises.	The applicant advises: <i>"WHR phone is available 24/7. Should any of these issues/concerns in the submissions had been brought to our attention we would have immediately investigated, shut it down, moved cars, evicted guests or done whatever was needed to ensure a quiet peaceful environment. Our goal at WHR is to have everyone enjoy and feel comfortable where they live. At no time were police called to 13 Woodwark Cres Airrie Beach to address excessive noise."</i>

6. Infrastructure Charges

6.1. Adopted Infrastructure Charges Resolution

The development does not attract an infrastructure charge.

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications - N/A

Risk Management Implications - N/A

Strategic Impacts - N/A

CONSULTATION

Doug Mackay – Manager Development Assessment

Public Notification 15 business days per Planning Act 2016 requirements

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

ATTACHMENTS

Attachment 1 – Conditions of Approval

Attachment 2 – Locality Plan

Attachment 3 – Zoning Plan

Attachment 4 – Submission Map

Attachment 5 – Opposing Submissions in Full

Attachment 6 – Owner's Statement

Attachment 7 – Applicant's Response to Submissions

Attachment 1 - Conditions of Approval

1.0 ADMINISTRATION

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Plan/Document Name	Prepared By	Plan Number	Dated
Code of Conduct	Applicant	N/A	N/A
Property Management Plan	Applicant	N/A	N/A
Fire and Emergency Plan	Applicant	N/A	N/A

- 1.2 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.3 All conditions of this approval must be complied with in full to Council's satisfaction prior to the commencement of the use.
- 1.4 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of commencement of the use.

2.0 ACCESS AND PARKING

- 2.1 A minimum of three (3) car parking spaces must be provided on site prior to commencement of the use.
- 2.2 On-site parking spaces must be located entirely on the site, be safe and practical to use, and enable cars to enter and exit the site without endangering pedestrians or vehicles.

3.0 OPERATING PROCEDURES

- 3.1 A maximum of eight (8) guests (two guests per bedroom) will be permitted to stay in short-term accommodation at any one time.
- 3.2 During operation of the Short-term accommodation use, a sign must be displayed including the name of the property manager and their all-hours contact phone number. The sign is to be no larger than 0.3 square meter in sign face area, professionally made and weather-proof. For a unit, this sign can be displayed on the door of the unit. For a dwelling house, the sign must be displayed where it can be clearly read by the public.
- 3.3 Prior to commencement of the Short-term Accommodation use, the applicant is to establish a Code of Conduct which must be provided to and agreed-to in writing by all adult guests. The Code of Conduct must include as a minimum:
- a) The maximum permitted number of guests on any one day;
 - b) A set of 'good neighbour' rules, including prevention of excessive noise after 9pm, in accordance with Schedule 1 of Environmental Protection (Noise) Policy 2019;
 - c) Information for guests, including the 24-hour contact details of the nominated property manager, on-site carparking and waste bin arrangements.
- 3.4 Prior to commencement of the Short-term accommodation use, the applicant is to establish an accommodation register, recording names and contact details of all guests and duration of stay. The register must also include details of any complaints received and a copy of the signed acceptance of the Code of Conduct document.
- 3.5 Short-term accommodation within the dwelling house will not exceed standards set out within Schedule 1 of Environmental Protection (Noise) Policy 2019.

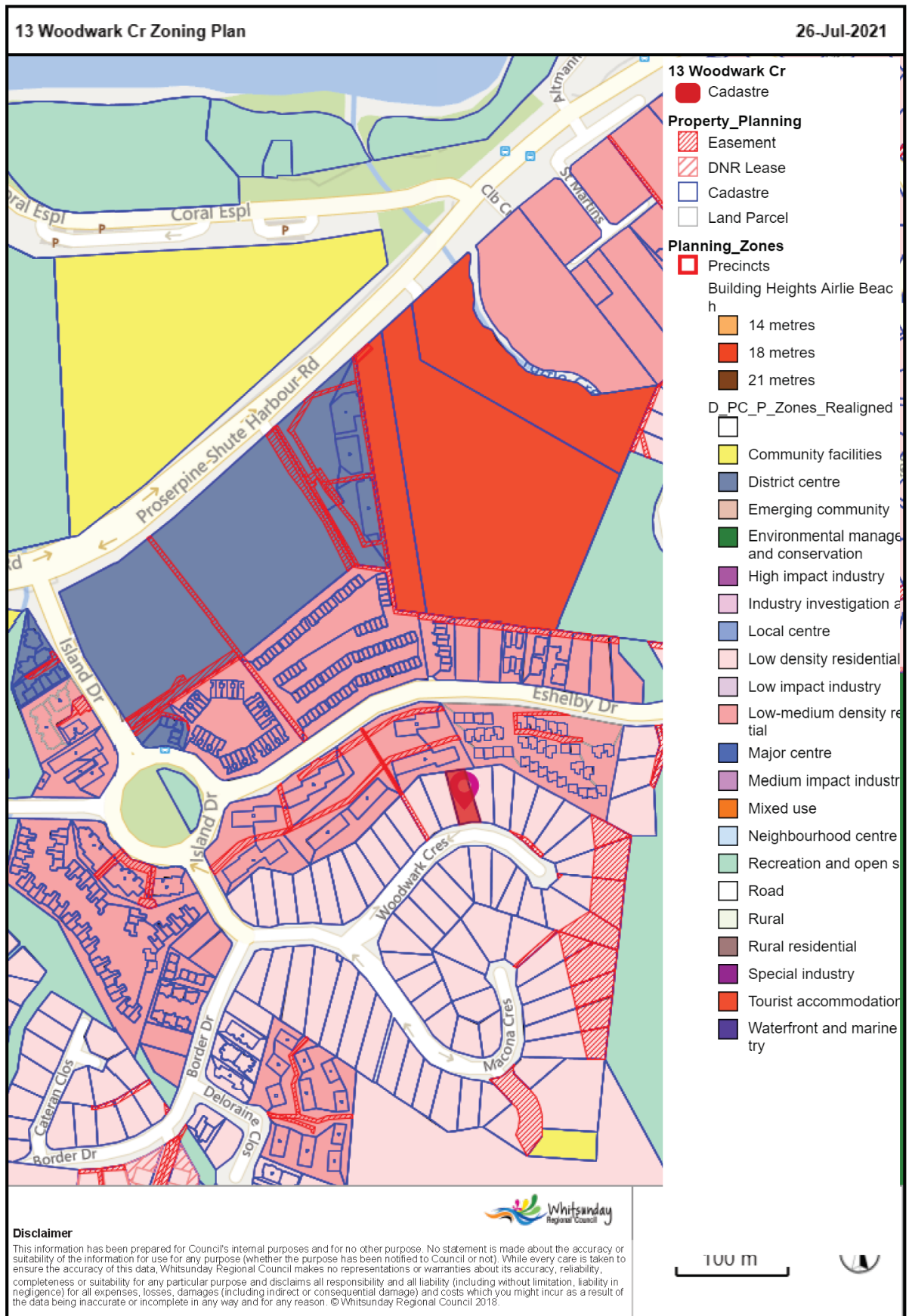
4.0 ADVICE NOTES

- 4.1 This Development Permit does not provide any explicit or implied confirmation that the premises meets the requirements of relevant fire safety legislation, building classification, body corporate rules or insurance policies. The applicant and/or operator of the Short-term Accommodation business is to conduct their own investigations and make the necessary applications and undertake required building modifications to meet their obligations under all relevant legislation
- 4.2 The applicant will lose any Owner/Occupier status attached to a dwelling house or unit approved.

Attachment 2 – Locality Plan



Attachment 3 – Zoning Plan



Attachment 4 – Submission Map



Attachment 5 – Opposing Submissions in Full

Dear Sir,

RE- Material Change of Use, 13 Woodwark Cres. Cannonvale, Application 20210294

I have just received by mail a copy of the above application as is required by the Planning laws. I am objecting to this application on the following grounds:-

1. Inconvenience and disruption caused to the full time residents of this Crescent due to increased vehicular traffic and lack of a safe parking area for the extra vehicles.
2. Noise pollution caused by excessive drinking, foul language, and loud music by the temporary residents who do not have a concern for the full time residents.
3. Visual pollution caused by the temporary residents having no regard for the full time residents and relieving themselves over the handrails, jumping into the small pool provided from the upper balcony which is approx 3.5metres above the pool and the associated noise that this creates.

This residence opened illegally on the 06.03 2021 as a B&B with these first guests. It has had at least 14 groups of people since then creating havoc and disturbance within the neighbourhood.

I have been informed that the maximum number of people is 8. On at least 7 occasions, the number of people has been in excess of this figure, up to 12 on a couple of occasions.

I have also been informed that the noise is to be kept to a minimum, with no noise after 10pm. This ruling has been broken on many occasions.

On two occasions I have submitted a letter to the Council advising that this premise is operating illegally and also complaining of the noise and excessive numbers. Has the Council prosecuted the owners who live in Melbourne and don't care about the pollution? Obviously not.

The question I ask the Council is what has been done to control these disturbances? Obviously nothing has been done.

Operating illegally? The residence is still operating without the required permits.

Excessive numbers? The residence is still operating above the required numbers on occasion.

Excessive noise? It's still happening.

The attitude of the Management company is that if there is excessive noise, then it is ok that I ring them(The Management Company), and ask that the guests quieten down. May I remind the Council that this is after 10.00pm at night. I am trying to sleep at this time and do not appreciate having to make phone calls at this hour. I have had to do this on one occasion, mostly I turn on the airconditioner, close windows etc. and put up with the noise. I do go to work at 6.00am, and I appreciate my sleep.

The loud, foul and alcohol fuelled language around the pool at all hours, day and night, is not appreciated. There is nothing worse than squealing females, testosterone enhanced male voices to disturb the neighbourhood.

May I remind the Council that this is a residential area with mothers, children, grandparents and visitors continually using the area. Uncontrolled B&Bs are not suitable in a residential area. If Managers were living on site, then the situation would not get out of control.

I notice that the majority of Resorts have Managers on site to control this type of behaviour.

B&Bs should be kept to the Commercial area of our town.

DO NOT APPROVE THIS APPLICATION.

Regards,

Allan Robinson

Resident Owner & Ratepayer

11 Woodward Crescent
Cannonvale

Hello Council,

I have read the submission from the owners for 13 Woodward Crescent, Cannonvale to be turned into short term accommodation. Application reference: 20210294

I MUST protest in the strongest form.

The house is a 5 bedroom home. It does not have sufficient parking onsite for the amount of bedrooms.

Since the purchase of this house at Christmas 2020 the owners have rented the home out to whoever and have had no respect to other residents in the street.

Recently they had a 22 seater bus rented from Avis. The bus was so big it could not get down the driveway and sat on the road outside. The male occupants were obviously here for a bucks night and every person in the street listened to their music and loud voices all into the early hours of the morning. Their empty and left over stubbies were abandoned in the street and left for the immediate neighbours to collect and put into their bins as the bin provided was over flowing. They stacked all their rubbish ever so neatly right next to the bin with the scrub turkeys to sift through and for the rubbish to be left on the street prior to the collection.

Our road in the Woodward Crescent is too narrow to excess vehicles to be parked on and no consideration was given from the guests to the others in the street.

Just overnight (last night 29.6.2021) there was four cars at the residence and then a large 4wd with a boat attached on the street parked. I could not pass with my people mover van. I had to park down the street and walk home. This situation is not isolated and has occurred previously as a result of too many cars from this house. To top it off the boat and 4wd continued down to the end of the culdesac where they drove into my driveway and gouged the driveway with their bull bar and then reversed over the edge of the road on the opposite side and fell down the slope. Locals in the street know not to drive down with a trailer on the back as there is not enough room to turn around.

I own a motel in Airlie Beach. I don't live there because of the noise of the main street. Woodward Crescent is a residential street with many business owners who want sleep.

The managing agent does not have a notice containing their contact details on the council verge. Perhaps it is displayed on the wall of the house but who will go down the driveway to the home to read a notice if there are numerous people there all fuelled up with booze onboard.

The owners have operated this house as an Air BNB since it was purchased with no permits in place and no respect was made to the bi laws of the Whitsunday Regional Council.

My ambient living in Woodward Crescent has been totally ruined by this house being run as a short term accommodation house. We dread weekends and live with anxiousness thinking are we going to be bombarded with drunks again this weekend. A number of times we have seen spare mattresses being dragged into the premises. How can this be allowed to occur. I bet the managing agent has no idea how many people are really bunking in at this residence.

This managing agent has no control whatsoever over this property. Perhaps if they were to shift in next door or a couple of houses away they may appreciate what we are complaining about.

I chose to live in Woodward Crescent as there were no Air BnB or holiday let homes. We are a peaceful street and this house is causing a lot of commotion to our quiet living space. Short term accommodation should NOT be allowed in quiet residential streets.

We live at 18 Woodward Crescent, Cannonvale. I can not see the house from my home yet some nights the noise emanating from this residence caused me to have to close all my front and side windows. How the closer neighbours go I have no idea. Some nights I wish I knew where their power box was so I could turn the power off. I can not stress enough to you, this managing agent company has no idea, no interest in what is happening at this house.

I don't feel that it is up to neighbours to be the policing agent on this commercial run business. This should be controlled by council. Perhaps they should be employing a static security guard to monitor the ongoing at the residence. This is what I have to do and I run a commercial business.

Feel free to contact me or visit my residence during the weekends when this house is occupied. I also read the managing agents submission for the application, when you have the property available through all the booking agents you don't know who you are getting ie are they a large extended family or a large group of people here for fun. There is no control. And yes you can write on the description of your property that there is no parties allowed or groups but once the people are in and the party starts the damage is done for the street. And the story goes on and on.

We DO NOT WANT this property approved as a short term accommodation outlet.

Sandy & Richard Mathison
18 Woodward Crescent

Objection to Material Change of Use – Short Term Accommodation - 13 Woodward Crescent, Cannonvale Qld 4802

Hello,
My name is Jackie Bluck and I am the owner/resident at 12 Woodward Crescent.

I am writing to object to 13 Woodward Crescent, Cannonvale being used for Short Term Accommodation. During the past few months there have been multiple guests staying at the house. Most guests arrive in 2 to 3 cars, sometimes even more and lately we have seen boats and a bus and all of these are being parked on the street, which is quite narrow.

The current street parking is quite restricted therefore adding more cars due to the short term accommodation is causing a dangerous and hazardous situation.

We have even had a large bus park on the street to accommodate the 10 men for their buck's weekend. The music was extremely loud and ongoing all weekend.

Our street is very quiet and neighbour friendly and we believe that short term accommodation, is not the right location for this sort of accommodation. Both wheelie bins for number 13, are now permanently located on the street, 7 days a week, and often overflowing with waste.

I object to any licensing of this property as an Air BnB or short term accommodation. We want to know our neighbours as we all look out for each other, and we don't need random strangers staying for a few nights at a time, all year round. There are many hotels and motels that are struggling, who pay for short term accommodation licences, therefore it would make more sense to fill these first before allowing for residential houses to become short term accommodation. There is also very limited residential rental properties available in the Whitsundays, therefore it would make more sense for the owners to list this property as a permanent long term rental.

Your careful consideration in this matter is much appreciated.

Kind Regards

Jackie Bluck
12 Woodward Crescent
Cannonvale

Good morning Neil,

I know there is an address on the board outside 13 Woodward Cres, Cannonvale for us to voice any concerns but I could not read or get near the sign this morning to grab the address (see photos), there was also another ute parked opposite so getting through wasn't easy. The residents of Woodward Crescent who have boats ALWAYS ensure they are not disrupting the traffic and I am sure the Agents responsible for this home really don't care as long as they get bookings.

I just want to reiterate my concerns from my previous email.

Please forward this onto the relative department and I look forward to a positive outcome for the neighbours of Woodward Crescent.

Kind regards,
Trisha Jandt

Attachment 6 – Owner’s Statement

Change of use planning application number 20210294.

13 Woodward Crescent, Cannonvale,

Statement from owners Graham and Fiona Turner

Thank you for considering our application for a change of use for our property in Woodward Crescent. We note the 3 submitted objections to this application and would like to respond to these.

When we purchased the property we purchased it as a long-term investment, somewhere to move to permanently within the next 5-10 years. In the short term, we plan to use the property as a holiday destination for family and hoped to run it as a short-term holiday let through a local managing agent.

Michelle Lange of Whitsunday Holiday Rentals was recommended to us, and we chose her to manage our property as we could see that she has a well-established business managing executive properties like ours. Michelle and her team demonstrated a commitment to looking after our property as if it were their own and for having a strong focus on the type of guest that they allow to stay.

We have put in place the following measures to ensure that our property is booked by clientele suitable for the location and to afford our neighbours as much privacy as possible from our guests.

- Advertising the property as suitable for 8 even though the property comfortably accommodates 12
- Placed an age restriction to group bookings
- Encouraged family bookings in the property description
- Vetted and cancelled bookings of guests who we feel are not appropriate
- Booked Airlie Sail and Shade to make and fit a privacy screen to the left of our balcony deck, to increase the privacy of our neighbour at no 11
- Retained the services of WhitPro Gardening to manage our garden on a fortnightly basis to ensure that the aesthetics of our garden (which our neighbours can see) are maintained
- Purchased additional plants to thicken the border between us and our neighbour at no 11 to increase privacy
- Refrained from giving the password to inbuilt speakers on the balcony deck to our guests

We take our responsibilities as owners very seriously and have immediately responded to any concerns that have been raised by our neighbours and any recommendations that have been made by Michelle. We are committed to ensuring that our house can be enjoyed by visitors to the Whitsundays and that our neighbours can live in a normal residential environment and would be happy to receive any additional recommendations that the Council may have to help us achieve this.

Thank you for considering our response.

Dr Graham and Mrs Fiona Turner

Attachment 7 – Applicant’s Response to Submissions

Whitsunday Holiday Rentals – Response to Submissions – 13 Woodwark Crescent, Cannonvale

Parking: *Extra cars at the property.*

At Meet & Greet conducted by Whitsunday Holiday Rentals (WHR) there have never been extra cars parked on the street. If it has happened, it is without our knowledge nor has it been brought to our attention by any residence in the area. This property has clear instructions around parking. 2 only car spaces are available, an additional car can only be parked in the driveway and NOT on the street. See Clause 5 of our Code of Conduct attached.

In one complaint sent to council from T Jandt Thursday 1st July 2021 it included a photo of a boat parked outside 13 Woodwark Cres. A copy was emailed to WHR and as it turned out this boat was not associated with the current guests as they had no form of transport during their stay choosing to rely on taxis. This street is full of off-street parking by owner-occupiers and visitors who sometimes park where they can, including boats, large work vehicles and a food van.

Noise: *Loud music etc*

WHR has been notified ONE time only of a noise complaint by Alan Robinson on 17th May 2021. (see attached complaints register) WHR called the guests immediately and they turned it down. I contacted Mr Robinson at 10:14pm and advised him they had turned the music down. Mr Robinson’s response was that it is not his responsibility to contact us and Holiday Let properties should not be allowed in a residential area. I have not been contacted by Mr Robinson since nor any other neighbour regarding any concerns they have. If I was contacted, I would have done 1 of 2 things. 1. Shut it down or 2. Issued a 20min vacate instruction. See Clause 2,3 & 4 of our Code of Conduct attached.

The deck area has installed Bluetooth ceiling speakers on the deck area which we have disconnected so guests cannot use them.

A guest is entitled to reasonable peace, comfort and privacy, and must be able to make full use of their property; this is called quiet enjoyment. It does not necessarily mean 'no noise'.

It is an offence for a property manager/owner to interfere with a guests reasonable peace, comfort and privacy.

However, the guest is required to respect their neighbours' right to peace, comfort and privacy.

If a neighbour believes the guest is interfering with their quiet enjoyment of their home we request they contact Whitsunday Holiday Rentals. Our Property Managers will attend the property immediately no matter what time of the day or night it is.

WHR encourages Neighbours to contact them should they be disturbed during the guests stay especially during the “quiet hours” of 9pm 8am” This procedure when used works perfectly and quickly as sometimes guests just need a gentle reminder. We cannot stress enough how important it is to contact us immediately as we can shut this down and everyone gets a good nights sleep. If we are not contacted we are unable to address any issues.

“See attached Whitsunday Holiday Rentals Code of Conduct”

Wheelie Bins: *Left on kerbside*

Cleaners are instructed to put bins out and bring them back in. I do not agree that they are left out for 7 days. One of the cleaners lives in the same street and attends to the bins as they do their own.

Drive-by Surveillance Procedures

Drive-by after 6pm & 10pm of all properties on Fri, Sat & Sun nights

Surveillance Camera

WHR encourages all Owners to install surveillance cameras at the driveway of properties. Guests are advised of cameras that are onsite at time of booking and that they are monitoring the driveways ONLY and NOT recording any area that would be considered "private" Whitsunday Holiday Rentals have reached out to Whitsunday Police in relation to the laws around surveillance cameras

WHR contact - Phone

WHR phone is available 24/7 should any of these issues/concerns in this submission had been brought to our attention we would have immediately investigated, shut it down, moved cars, evicted guests or done whatever was needed to ensure a quiet peaceful environment. Our goal at WHR is to have everyone enjoy and feel comfortable where they live.

At no time were police called to 13 Woodward Cres Airlie Beach to address excessive noise.

At WHR we take our role as Property Managers for Short Term Holiday Let very seriously and have continued to work closely with Whitsunday Regional Council to ensure best practice when it comes to Short Term Accommodation. Over the last 3 years we have continued to improve our procedures and implemented strategies that have kept complaints to a minimum and strengthen our reputation with Owners and the community. We understand that sometimes we are working in a sensitive space and as such will put measures in place that, at the end of the day works for everyone. An example of this is a property we have at Botanica Estate which we consider a sensitive space and as such has its own set of procedures and body corporate rules that we follow to ensure the quiet enjoyment of the neighbours within the estate. Should 13 Woodward Cres come under sensitive space or have special conditions attached to this MCU application we will work within these conditions.

Our objective is to nurture and preserve tourism while ensuring everyone enjoys and feels comfortable where they live. This has clearly been demonstrated through our cancellations list (see attached) showing bookings that we believe have not been a good fit, totalling 11 cancelled bookings valued at \$32,461.17. This is hardly an agency that is just putting in any groups without regard to Council Rules or respecting the Neighbours peaceful environment. I am happy to discuss or expand on any of above should Whitsunday Regional Council require further information or clarification.

Kind Regards
Michelle Lange
Owner/Manager
Whitsunday Holiday Rentals

14. Development Services

14.2 20210184 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - EDUCATION FACILITY (WHITSUNDAY SAILING CLUB MARITIME ACADEMY) - 10 OCEAN ROAD, AIRLIE BEACH - COHA GROUP C/- VERIS

AUTHOR: James McEvoy-Bowe - Planner

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council approves the application for Development Permit for Material Change of Use - Educational Establishment, made by COHA Group C/- Veris, on L: 333 SP: 145063 T: TL232700<40057116> and located at 10 Ocean Road AIRLIE BEACH, subject to the conditions outlined in Attachment 1.

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 11 August 2021.

SUMMARY

This Development Application is for an Educational Establishment to be formally known as the Whitsunday Sailing Club Maritime Academy as an extension to the existing educational facilities at the Sailing Club at 10 Ocean Road, Airlie Beach.

The development includes classrooms, workshops, a lecture theatre, board rooms, meeting rooms, offices and amenities. The development generally complies with the Planning Scheme but has a shortfall of eight (8) parking spaces as required by the Planning Scheme. The applicant undertook a parking study of the adjoining public parking area and advised that it is only full on Saturday mornings up to 12.00pm.

The application is recommended for approval subject to conditions, one of which is that the Academy does not operate between 8.00 am and 12.00 noon on Saturday mornings. The applicant is supportive of this condition.

PURPOSE

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration.

BACKGROUND

There is no previous Council decision relating to this matter.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

Planning Regulation 2017

ANALYSIS

Council has received the following Development Application, which has been assessed against the provisions of the relevant legislation.

1. Application Summary

Proposal:	Educational Establishment (Whitsunday Sailing Club Maritime Academy)
Landowner	The Department of Natural Resources, Mines and Energy (State Government) – Lessee: Whitsunday Sailing Club Limited
Property Address:	10 Ocean Road Airlie Beach
Property Description:	L: 333 SP: 145063 T: TL232700<40057116>
Area of Site:	2.559 hectares
Planning Scheme Zone:	Recreation and Open Space Zone
Level of assessment	Impact Assessable
Overlays:	Acid Sulfate Soils Coastal Protection – Erosion Prone Areas & Storm Tide
Existing Use:	Club
Existing Approvals:	Nil – existing use provisions apply
Public Notification:	23/06/2021 date / 15/07/2021
Submissions received:	Nil
State referrals:	SARA (DTMR) - State transport infrastructure (thresholds)
Infrastructure charges:	\$37,238.70

2. Site Details

2.1. Location

The subject site is located at 10 Ocean Road Airlie Beach, also described as Lot 333 on SP 145063.

2.2. Zoning

The subject site is located within the Recreation and Open Space Zone.

2.3. Site description – topography, vegetation, drainage

The site is in Airlie Beach, with the northern and western boundaries surrounded by Airlie Bay and the southern boundary directly adjoining the Ocean Road carpark.

2.4. Access

Access to the site is provided via the roundabout at the northern end of Ocean Road, with the first exit to the west accessing the car park and building entry and the second exit to the north accessing the internal driveway, storage and boat ramp facilities.

2.5. Surrounding uses

- To the north – Airlie Bay;
- to the east – Residential zoned land;
- to the south – Ocean Road carpark; and
- to the west – Airlie Bay.

3. Proposal Details

The proposal is for an Educational Establishment to be formally known as the Whitsunday Sailing Club Maritime Academy. The development consists of three (3) classrooms, two (2) workshops and amenities on the ground level and a foyer area, lecture theatre, two (2) board rooms, three (3) meeting rooms, four (4) offices and amenities on level 1, with a stairwell and lift to provide access between levels. The Whitsunday Sailing Club operates from the site and provides an educational component within the complex. The proposed Maritime Academy seeks to formalise and expand this existing educational component.

A summary of the proposed development expansion is below:

Development Details	
Gross Floor Area (GFA)	
Existing Club	914m ²
Proposed Club (extent reduced – removal of 2 classrooms)	750m ²
Proposed Building Extension	718m ²
Refurbished Rooms (classrooms associated with academy)	164m ²
Total GFA	1,632 m²
Building height	
Maximum overall building height	Approx. 8.3 m 8.5m limit

Council reticulated water and sewer is already supplied to the site which can be extended to the proposed development and access is proposed to be in the existing arrangement from the Northern most roundabout on Ocean Road. Students using the Ocean Road Public Car Park will gain entrance through the front foyer adjoining the car park and anyone using the on-site spaces will likely gain entry from the rear of the club house area but will have the option to walk to the front foyer entrance.

4. Planning Assessment

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*. The proposal is generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

4.1. State Assessment and Referral Agency (SARA)

The Application was referred to the following Agencies:

The Application was referred to the State Assessment Referral Agency (SARA) for the following:

- The proposed Educational Establishment triggers referral for exceeding the size thresholds listed in Schedule 20 of the Planning Regulation 2017.

No conditions of approval were issued by the State Assessment Referral Agency (SARA).

4.1 State Planning Policy – July 2017

The Whitsunday Regional Council Planning Scheme, 2017 has been assessed by the State government to adequately reflect relevant state interests included in the State Planning Policy 2017.

4.2. Mackay Isaac and Whitsunday Regional Plan – February 2012

The Mackay, Isaac and Whitsunday Regional Plan was established to provide the vision and direction for the region to 2031. The plan provides certainty about where the region is heading in the future and provides the framework to respond to the challenges and opportunities which may arise. The proposal is generally consistent with the provisions of the plan.

4.3. Whitsunday Regional Council Planning Scheme, 2017

4.3.1. Strategic Framework

The proposed development will provide an educational establishment to the region that does not currently exist at this scale. The development will support the region's future growth and could potentially be a significant contributor to the region's economic, educational and tourism capacity.

4.3.2. Strategic Intent

The proposed development does not conflict with any aspect of the Planning Scheme's Strategic Intent.

4.3.3. Overlay Codes

4.3.3.1. Acid Sulfate Soils Overlay Code

The site has some areas that are below 5m AHD, which is a higher risk area for Acid Sulfate Soils. The applicant has not undertaken any soil testing prior to the development application to identify Acid Sulfates. Therefore, prior to Operational Works Stage, an acid sulfate soils assessment report and management plan complying with Planning Policy SC 6.2.3 which includes the results of on-site testing is to be submitted to the satisfaction of Council.

4.3.3.2. Coastal Protection – Erosion Prone Areas Overlay Code

No buildings (habitable or non-habitable) within erosion prone areas are proposed.

4.3.3.3. Coastal Protection – Storm Tide Inundation

No buildings (habitable or non-habitable) within the storm tide inundation areas are proposed.

4.3.4. Recreation & Open Space Zone Code

4.3.4.1. Overall outcomes

The existing Whitsunday Sailing Club is an approved use that currently provides a range of sporting, recreation, leisure, cultural and educational activities. The development proposal seeks to expand and formalise the educational component in the form of a Maritime Academy which will be available to the community. The additional land use is consistent with the existing land use as a Club and that there is limited potential for land use conflicts with the surrounding properties due to the isolated nature of the site. Generally, the proposed development is in alignment with the Overall Outcomes of the Zone, which also seek to provide various educational activities that support the recreational activities in the zone.

The proposed built form is an extension to an existing structure and is sympathetic to the character of the area, not exceeding the maximum building height of 8.5m for the zone. The Maritime Academy will be conditioned so that it is unable to operate on Saturday mornings, avoiding parking conflicts with the Airlie Markets.

4.3.5. Development Codes

4.3.5.1. Excavation and Filling Code

The proposed development has been designed to step with the slope of the land to minimise earthworks as much as possible. Site cut and fill do not exceed 1.5m and any necessary retaining walls will be structurally adequate and set back in excess of 1.5m from property boundaries.

4.3.5.2. Infrastructure Code

The supplementary engineering report by Premise has sufficiently demonstrated that the development can be supplied with the necessary infrastructure provisions in a safe and efficient manner and that small adjustments to the existing arrangements may be necessary but will not impact Council's infrastructure.

Electrical and telecommunications infrastructure have been identified surrounding the site. Electricity is readily available from three (3) power poles that are located in the Northern car park adjoining the existing club. No NBN has been identified on the site. This infrastructure will be critical for the efficient operation of the maritime academy and is conditioned.

4.3.5.3. Landscaping Code

The applicant has stated that there is little additional landscaping proposed due to the topography of the land, combined with the intent to retain as much of the existing vegetation as possible. It is accepted that in order to retain the character of the area, maintaining the existing vegetation will ensure that the development is sufficiently buffered from the adjoining open space area.

4.3.5.4. Transport and Parking Code

The proposed additional GFA generates a demand for sixteen (16) carparks.

The original application material proposed zero on-site parking spaces on the basis that the club provided a 30% contribution towards the sealing and line-marking in 1991 of the Ocean Road public car park and a perpetual stake in 38 existing public spaces is in place. No evidence of this contribution was presented in the material and no evidence was able to be identified in Council's records.

Additional information in support of a parking reduction was requested. The applicant undertook further analysis of the availability of spaces in the public parking areas adjoining the site. The results of the parking study by the applicant's Traffic Consultant found that the only time the public parking areas were at maximum capacity was Saturday mornings from 8am to 12pm during the Airlie Foreshore Markets. The analysis recorded an average weekday utilisation of 25% and on weekends an average utilisation of 66% (excluding 8am to 12pm Saturdays), which means the public parking area will have sufficient capacity to accommodate the proposed development whilst being able to have sufficient capacity for public usage.

The applicant submitted a revised car parking plan including eight (8) on-site parking spaces for the exclusive use of the Maritime Academy. To remove any doubt that the development will cause parking conflicts on Saturdays, the Maritime Academy is conditioned to not operate between 8am and 12pm on Saturdays.

5. Public Submissions

The development application was placed on public notification between 23/06/2021 and 15/07/2021 in accordance with the relevant provisions of the Planning Act 2016. The Notice of Compliance was received on 16/07/2021. Zero (0) submissions were received during this period of Public Notification.

6. Infrastructure Charges

6.1. Adopted Infrastructure Charges Resolution

The following is a breakdown on the Infrastructure Charges for the development:

	Demand				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Adopted Charge	
MCU	Education Facility	882m2	\$151.15	\$133,314.30	
Total Adopted Charge				\$133,314.30	
	Credit				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Discount	Total Credit
MCU	Club	914m2	\$75.60	100%	\$69,098.40
Total Credit					\$69,098.40
Current Amount of Levied Charge		\$64,215.90			

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications - N/A

Risk Management Implications - N/A

Strategic Impacts - N/A

CONSULTATION

Doug Mackay – Manager Development Assessment

Public Notification 15 business days per Planning Act 2016 requirements

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*.

The proposal is considered to be generally in accordance with the Planning Scheme and is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions (Attachment 1).

ATTACHMENTS

Attachment 1 – Conditions of Approval

Attachment 2 – Locality Plan

Attachment 3 – Zoning Plan

Attachment 4 – Proposal Plan

Attachment 5 – State Agency Referral Agency (SARA) Response

Attachment 1 – Conditions of Approval

1.0 **ADMINISTRATION**

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Plan/Document Name	Prepared By	Plan Number	Dated
Site Plan	Architectural Collaborative	20-0096 DA001 Rev. 3	27/01/2021
Demolition Plans	Architectural Collaborative	20-0096 DA005 Rev. 3	27/01/2021
Ground Floor Plan	Architectural Collaborative	20-0096 DA010 Rev. 3	27/01/2021
First Floor Plan	Architectural Collaborative	20-0096 DA011 Rev. 3	27/01/2021
Elevations	Architectural Collaborative	20-0096 DA020 Rev. 4	27/01/2021
Elevations	Architectural Collaborative	20-0096 DA021 Rev. 2	27/01/2021
Sectional Perspective	Architectural Collaborative	20-0096 DA022 Rev. 4	27/01/2021
Perspective 1	Architectural Collaborative	20-0096 DA030 Rev. 3	27/01/2021
Perspective 2	Architectural Collaborative	20-0096 DA031 Rev. 3	27/01/2021
Perspective 3	Architectural Collaborative	20-0096 DA032 Rev. 3	27/01/2021
Perspective 4	Architectural Collaborative	20-0096 DA033 Rev. 3	27/01/2021
Plan of Proposed Carparking	Veris	401245 PP-01 Rev. A	25/06/2021
Engineering Infrastructure Report	Premise	MIS0798/R01 Rev. B	23/02/2021

- 1.2 The applicant is to comply with the Department of State Development, Infrastructure, Local Government and Planning's advice as outlined in the Department's correspondence dated 8 April 2021.
- 1.3 The following further development permits are required prior to commencement of work on site or commencement of the use:
- Operational Works:
 - Access and Parking
 - Stormwater Infrastructure;
 - Erosion Prevention & Sediment Control
 - Water Infrastructure; and
 - Sewerage Infrastructure.
 - Plumbing and Drainage Works; and
 - Building Works.

All Operational Works, Plumbing and Drainage Works Development Permits must be obtained prior to the issue of a Building Works Development Permit.

- 1.4 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.5 All conditions of this approval must be complied with in full to Council's satisfaction prior to the commencement of the use.
- 1.6 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of the commencement of the use.

2.0 **CLEARING, LANDSCAPING AND FENCING**

- 2.1 Any vegetation removed must be disposed of to the requirements of the Council. Transplanting, chipping or removal from site are the preferred solutions.
- 2.2 All vegetative waste cleared as part of the development of the site is to be either:
- a) stored neatly on site and shredded within sixty (60) days of clearing; or
 - b) removed off the site to an approved disposal location.
- 2.3 Any pruning works must be in accordance with AS 4373-1996 – Pruning of Amenity Tree.
- 2.4 No invasive plants (Biosecurity Act, 2014) or declared local pests (Local Law no.3) shall be planted on the site or allowed to invade the site and the site must be managed and maintained to exclude weeds.

- 2.5 To reduce the spread of weeds, all earthmoving equipment shall be free of soil and seed before being taken to the work site and again on completion of the project.

3.0 BUILDING

- 3.1 Building design, architectural elements and landscaping treatments must block or reduce excessive light and air-conditioning plant noise.
- 3.2 Building and landscaping materials are not to be highly reflective, or likely to create glare, or slippery or otherwise hazardous conditions.
- 3.3 All air-conditioning units are not to be visible from the street or adjoining properties and are to be aesthetically screened.
- 3.4 Buildings are to be finished with external building materials and colours to reduce scale and bulk.

4.0 WATER INFRASTRUCTURE

- 4.1 A Development Permit for Operational Works (Water Infrastructure) must be obtained prior to commencement of work on site. Any application for Operational Works (Water Infrastructure) must be accompanied by RPEQ engineering design drawings and certifications of the design, demonstrating compliance with Whitsunday Regional Council's Development Manual and this Decision Notice.
- 4.2 Prior to commencement of use, the applicant must lodge with Council a RPEQ engineer's design and construction certification. The certification must be addressed to Council and must certify that all Water Infrastructure have been designed and constructed according to the conditions of this Decision Notice and Whitsunday Regional Council's Development Manual.

5.0 SEWERAGE INFRASTRUCTURE

- 5.1 A Development Permit for Operational Works (Sewer Infrastructure) must be obtained prior to commencement of work on site. Any application for Operational Works (Sewer Infrastructure) must be accompanied by RPEQ engineering design drawings and certifications of the design, demonstrating compliance with Whitsunday Regional Council's Development Manual and this Decision Notice.
- 5.2 Prior to commencement of use on the site, the applicant must lodge with Council, a RPEQ civil engineer's design and construction certification. The certification must be addressed to Council and must certify that all Sewer Infrastructure works have been designed and constructed according to the conditions of this Decision Notice and Whitsunday Regional Council's Development Manual

6.0 ACCESS AND PARKING

- 6.1 A Development Permit for Operational Works (Access & Parking) must be obtained prior to commencement of work on site. Any application for Operational Works (Access and Parking) must be accompanied by RPEQ engineering design drawings demonstrating compliance with Whitsunday Regional Council's Development Manual, Australian Standard AS2890, AS1428 and this Decision Notice.
- 6.2 The external access from the pavement of Ocean Road to the property boundary must be designed, constructed and maintained so as to comply with the dimensions, gradients and specifications as indicated on Whitsunday Regional Council's Development Manual and Standard Drawings.
- 6.3 A minimum of eight (8) sealed car parking spaces must be provided on site prior to commencement of the use.
- 6.4 All internal accesses, aisles, parking bays and maneuvering areas are to be provided generally as indicated on Plan of Proposed Carparking 401245 PP-01 dated 26/06/2021 and must be designed to comply with the Whitsunday Regional Council Development Manual, AS2890.1, AS2890.6 and AS1428.
- 6.5 Prior to commencement of use on the site, the applicant must lodge with Council, a RPEQ engineer's design and construction certification. The certification must be addressed to Council and must certify that the external access, parking and maneuvering areas have been designed and constructed according to the conditions of this Decision Notice, AS2890, AS1428 and the Whitsunday Regional Council Development Manual.

7.0 STORMWATER INFRASTRUCTURE

- 7.1 A Development Permit for Operational Works (Stormwater Infrastructure) must be obtained prior to commencement of work on site. Any application for Operational Works (Stormwater Infrastructure) must be accompanied by engineering design drawings, including calculations and certifications of the design, demonstrating compliance with Queensland Urban Drainage Manual, Whitsunday Regional Council Development Manual and this Decision Notice.
- 7.2 The developed flows from the land must be drained to a lawful point of discharge prior to commencement of the use.
- 7.3 All site works must be undertaken to ensure that there is no increase in flood levels and/or flood frequency at any locations where existing landowners are adversely affected by waterway flooding for all events up to and including Q100.
- 7.4 Stormwater for the development must include gross pollutant traps, or other appropriate water quality measures, within the system adequate to ensure stormwater from the site must not cause measurable levels of water pollutants in the receiving waters to fall outside the acceptable ranges specified in the 'Australian Water Quality Guidelines for Fresh and Marine Waters', ANZECC 2000.
- 7.5 Prior to commencement of use on the site, the applicant must lodge with Council, a RPEQ civil engineer's design and construction certification. The certification must be addressed to Council and must certify that all works have been constructed in accordance with the requirements of Queensland Urban Drainage Manual, the Whitsunday Regional Council Development Manual and this Decision Notice and will not cause adverse effects to adjoining or downstream properties or infrastructure.

8.0 ELECTRICITY AND TELECOMMUNICATIONS

- 8.1 Provide electricity and telecommunications connection to the proposed development to the requirements of the relevant authority. The application must submit to Council, either:
- (a) a certificate of supply demonstrating that existing low-voltage electricity supply is available to the newly created lots; or
 - (b) a certificate of supply that the applicant has entered into an agreement with the authorized electricity supplier, Ergon, to provide electricity services to the newly created lots, payment has been received and the connection will be completed at a date in the future.

If low-voltage electricity supply is unavailable to the newly created lots then the applicant must provide a certificate of supply of the proposed electricity connection date to all future property owners prior to entering into a contract of sale for the newly created lots prior to commencement of the use.

9.0 ENVIRONMENTAL MANAGEMENT PLAN (EMP)

- 9.1 A Development Permit for Operational Works (Erosion Prevention and Sediment Control) must be obtained prior to commencement of work on site.
- 9.2 Prior to commencement of any work on the site, the applicant must submit to Council for approval, a site-based Erosion Prevention and Sediment Control Plan. The plan must be prepared in accordance with Council's Development Manual and the Best Practice Erosion & Sediment Control – November 2008 (IECA White Book). The strategy of the plan must be implemented and maintained for the duration of the operational and building works, and until exposed soil areas are permanently stabilised (e.g. turfed, concreted).
- 9.3 Discharges of water pollutants, wastewater or stormwater from the site must not cause measurable levels of water pollutants in the receiving waters to fall outside the acceptable ranges specified in the 'Australian Water Quality Guidelines for Fresh and Marine Waters', ANZECC 2000.
- 9.4 No visible emissions of dust must occur beyond the boundaries of the site during earthworks and construction activities on the site. If, at any time during the earthworks and construction activities the dust emissions exceed the levels specified above, all dust generating activities must cease until the corrective actions have been implemented to reduce dust emissions to acceptable levels or wind conditions are such that acceptable levels are achieved.

10.0 GEOTECHNICAL

- 10.1 Prior to the first Operational Works application being lodged, an Acid Sulfate Soils Assessment Report and Management Plan complying with Planning Policy SC 6.2.3 which includes the results of on-site testing is to be submitted to the satisfaction of Council.
- 10.2 All earthworks and construction activities shall take place in accordance with the Acid Sulfate Soils Assessment Report and Management Plan submitted as part of Condition 11.1 above.

11.0 OPERATING PROCEDURES

- 11.1 The Maritime Academy is not permitted to be operational between the hours of 8am and 12pm on Saturday.

12.0 MISCELLANEOUS

- 12.1 If any item of cultural heritage is identified during site works, all work must cease and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained. The Applicant is reminded of their obligations under the Aboriginal Cultural Heritage Act, 2003 and the Torres Strait Islander Cultural Heritage Act 2003. Further information and databases are available from the Department of Aboriginal and Torres Strait Islander Partnerships at: www.datsip.qld.gov.au
- 12.2 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the developer.
- 12.3 Any building materials, equipment and the like must be appropriately tied down, placed indoors and secured on site at the time of preparation for cyclone events. The on site supervisor is to ensure that all contractors/employees take the necessary steps to secure the construction site in the event of a cyclone.
- 12.4 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Ocean Road or adjoining land unless written permission from the owner of that land and Council is provided.
- 12.5 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean up of any litter or waste that is a result of the subject development.
- 12.6 Any building materials, equipment and the like must be appropriately tied down, placed indoors and secured on site at the time of preparation for cyclone events. The on site supervisor is to ensure that all contractors/employees take the necessary steps to secure the construction site in the event of a cyclone.

13.0 ADVISORY NOTES

- 13.1 Hours of work
It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6.30 pm and 6.30 am from Monday to Saturday and at all times on Sundays or Public Holidays.
- 13.2 Dust Control
It is the developer's responsibility to ensure compliance with the Environmental Nuisance of the Environmental Protection Act 1994 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.
- 13.3 Sedimentation Control
It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994 and Schedule 9 of the Environmental Protection Regulation 2008 to prevent soil erosion and contamination of the stormwater drainage system and waterways.
- 13.4 Noise During Construction and Noise in General
It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994.
- 13.5 General Safety of Public During Construction
It is the project manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the project manager is obliged to ensure construction work is planned and

managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

It is the principal contractor's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work.

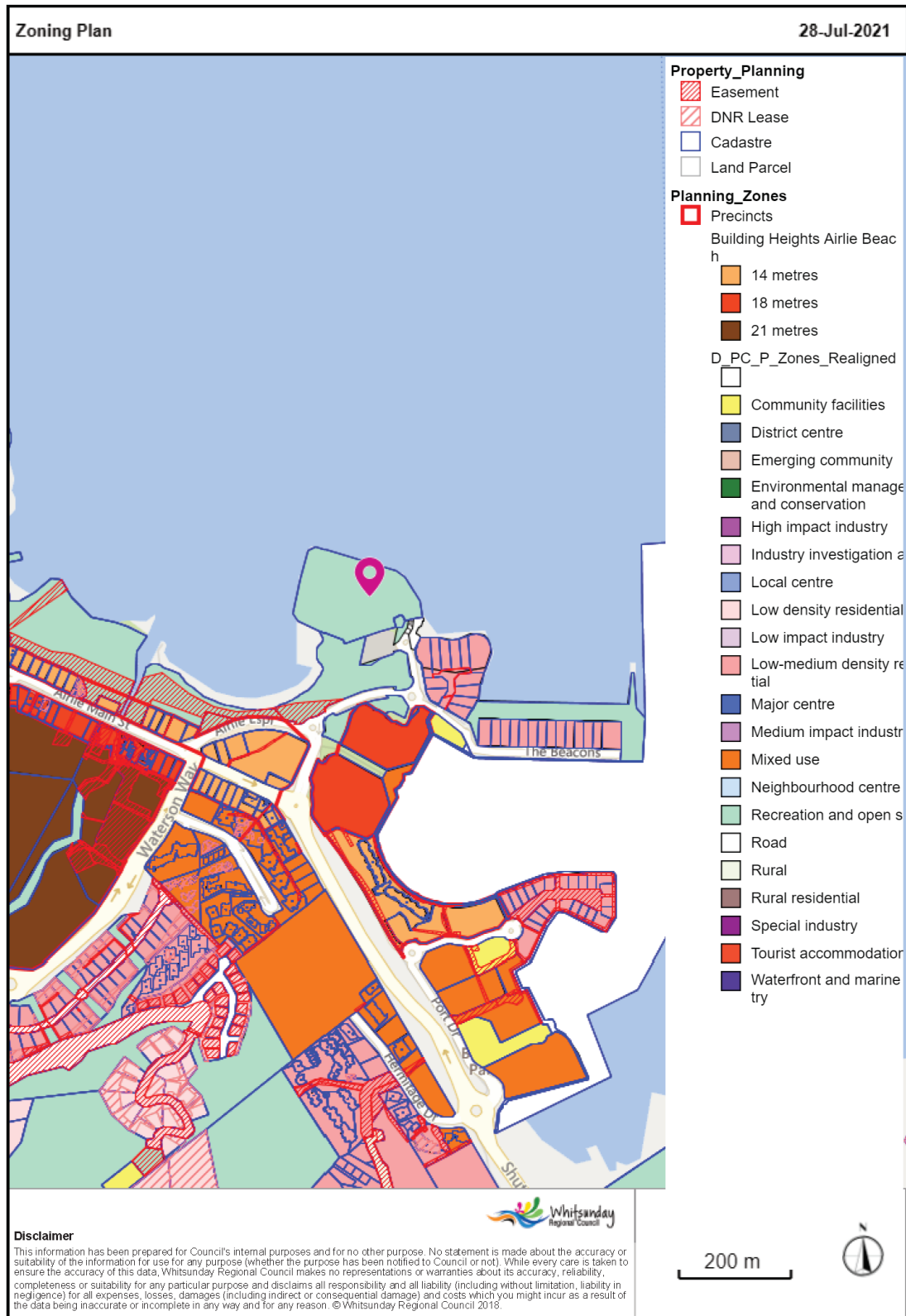
It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

- 13.6 Enquiries relating to the aforementioned conditions should be directed to the Planning and Development Directorate who will direct the enquiry to the relevant officer.

Attachment 2 – Locality Plan



Attachment 3 – Zoning Plan

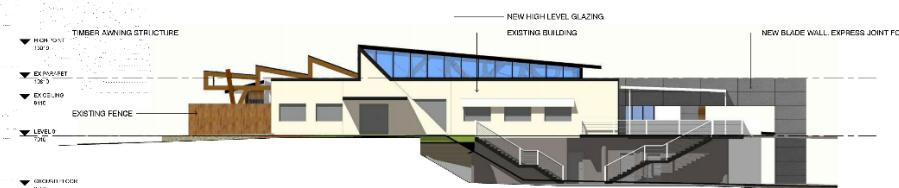


K. COFFINER ET AL.-SOCIETAL COLLABORATION PTY LTD



1 SOUTH ELEVATION

Scale 1:100



2 EAST ELEVATION

Scale 1:100

Architectural Collaborative

COHA GROUP

Project Manager

Whitsunday Sailing Club Ltd

North Australian Maritime College

Ocean Rd

Client Name

ELEVATIONS

Scale 1:100

Sheet 2

Project No

20-0095

DA021

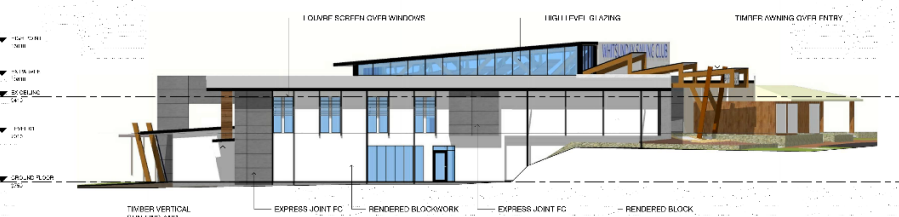
Client Name

ELEVATIONS



3 NORTH ELEVATION

Scale 1:100



4 WEST ELEVATION

Scale 1:100

Architectural Collaborative

COHA GROUP

Project Manager

Whitsunday Sailing Club Ltd

North Australian Maritime College

Ocean Rd

Client Name

ELEVATIONS

Scale 1:100

Sheet 4

Project No

20-0095

DA020

Client Name

ELEVATIONS



NO.	DESCRIPTION	DATE
1	DESIGN DEVELOPMENT	20/08/20
2	DESIGN DEVELOPMENT	20/08/20
3	DESIGN DEVELOPMENT	20/08/20
4	DESIGN DEVELOPMENT	20/08/20
5	DESIGN DEVELOPMENT	20/08/20
6	DESIGN DEVELOPMENT	20/08/20
7	DESIGN DEVELOPMENT	20/08/20
8	DESIGN DEVELOPMENT	20/08/20
9	DESIGN DEVELOPMENT	20/08/20
10	DESIGN DEVELOPMENT	20/08/20



ARCHITECTURAL
COLLABORATIVE

PROJECT MANAGER
COHN
GROUP

CLIENT
WHITSUNDAY SAILING
CLUB LTD

PROJECT
NORTH AUSTRALIAN
MARITIME COLLEGE
OCEAN RD

SHEET NAME
PERSPECTIVE SHEET 1

SCALE @ A1:	DESIGN	APPROVED
	JH	DD

Project No.
20-0096
Sheet No.
DA030
Revision
3

Attachment 5 – State Agency Referral Agency (SARA) Response

RA9-N



SARA reference: 2103-21590 SRA
Council reference: 20210184
Applicant reference: 401245

8 April 2021

Chief Executive Officer
Whitsunday Regional Council
PO Box 104
PROSERPINE QLD 4800
info@whitsundayrc.qld.gov.au

Attention: Mr Doug Mackay

Dear Mr Mackay

SARA response—10 Ocean Road, Airlie Beach

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 23 March 2021.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	8 April 2021
Advice:	Advice to the applicant is in Attachment 1 .
Reasons:	The reasons for the referral agency response are in Attachment 2 .

Development details

Description:	Development permit	Material Change of Use - Educational Establishment (Whitsunday Sailing Club Maritime Academy)
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 1, Table 1 (Planning Regulation 2017) Aspect of development stated in Schedule 20 of the Planning Regulation 2017.	

SARA reference: 2103-21590 SRA
 Assessment Manager: Whitsunday Regional Council
 Street address: 10 Ocean Road, Airlie Beach
 Real property description: Lot 333 on SP145063
 Applicant name: Whitsunday Sailing Club c/o COHA Group,
 Applicant contact details: c/- Veris
 PO Box 177
 PROSERPINE QLD 4800
planning.whitsundays@veris.com.au

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 Development Assessment Rules).

Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Madison Harper-McElean, Planning Officer, on (07) 4898 6812 or via email MIWSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Patrick Ruettjes
 Manager (Planning)
 Mackay Isaac Whitsunday Regional Office

cc Whitsunday Sailing Club c/o COHA Group, C/- Veris, planning.whitsundays@veris.com.au

enc Attachment 1 - Advice to the applicant
 Attachment 2 - Reasons for referral agency response
 Attachment 3 - Representations provisions

Attachment 1— Advice to the applicant

General advice

- | | |
|----|---|
| 1. | Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) [v2.6]. If a word remains undefined it has its ordinary meaning. |
|----|---|

14. Development Services
14.3 COLLINSVILLE MASTERPLAN

AUTHOR: Jonathan Cutting – Strategic Planner

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council:

- 1. Adopt the finalised Collinsville Masterplan;**
 - 2. Adopt Darcy Munro Park as the location for the pump track detailed design;**
and
 - 3. Receive the Community Consultation report.**
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Collinsville Masterplan Consultation and recommended Pump Track location.

PURPOSE

Following consultation, Council is formalising the Collinsville Masterplan and responding to submissions received.

BACKGROUND

At the 14/10/2020 Ordinary Meeting, Council endorsed the proposed Collinsville Masterplan and the commencement of public consultation for 20 business days, in accordance with the Community Engagement Plan.

At the 14/04/2021 Ordinary Meeting, Council agreed to place the draft Collinsville Master Plan on public exhibition for 30 days to allow further community comment, and a report be brought back to Council after the exhibition period has expired. Furthermore, that location options for the proposed pump track be included in the Collinsville Master Plan.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

Council recently completed a second consultation with residents in Collinsville, Scottville and surrounds. The recent consultation period was open for a period of 4 weeks online on Your Say Whitsunday, between Monday 10 May and Friday 11 June 2021, and was promoted through WRC's communication channels and distributed by email to local community groups.

Overall, there were 2 written and 10 online submissions completed during the second consultation period. Key themes and submission analysis are set out within the Consultation Report in **Attachment 2**. A key component of the online surveys was capturing community

sentiment on the location of a pump track in either Darcy Munro Park or the Collinsville Showgrounds, adjoining the skatepark.

Consultation highlights:

- Two 'meet a planner' stalls in Collinsville and one visit to the Collinsville High School;
- 237 Your Say Whitsunday page visits
- 12 submitters – 2 written submissions / 10 online surveys;
 - 90% either 'happy' or 'very happy' with the Masterplan;
 - 70% support a pump track in Collinsville;
 - Preferred pump track location – Darcy Munro Park (58%), Showgrounds (42%)

No changes are proposed to the Masterplan following this consultation, except for Council choosing a preferred location of a pump track. A multi-criteria analysis to guide decision making on the preferred pump track location within Darcy Munro Park or the Collinsville Showgrounds was developed, similar in nature to the framework utilised to select the location of the Proserpine waterpark. It is set out within **Attachment 3**, with the scores summarised below:

- Darcy Munro Park – 125/160; and
- Collinsville Showgrounds – 116/160.

Darcy Munro Park is considered the most suitable location, although it is noted that both locations have benefits and the community would likely be satisfied with either location. The key reasons supporting Darcy Munro Park, detailed in **Attachment 3**, are:

- Pump tracks are suitable for all ages, although more suited to younger age groups. In this respect Darcy Munro Park, located on the proposed Carpet Snake Creek pedestrian circuit, contains a new playground (ages 3-13), significant shade trees, amenities, existing footpaths, BBQ, picnic areas, shelter and exercise equipment, making it more suitable for kids and parents;
- Darcy Munro Park will be accessible from the future Carpet Snake Creek footpath (Masterplan Action 5) and a pump track attraction in the park will increase the use of this footpath and encourage outdoor activity;
- Darcy Munro Park has multiple locations available for the construction of the pump track, refer to **Attachment 3 Appendix A**, and some of these locations have existing contours that would reduce total construction costs;
- The Collinsville Showgrounds location presented a co-location opportunity with the skatepark and Collinsville Youth Coalition, which would benefit teenagers but also raised concerns of older teenagers mixing with younger children on the pump track, including associated anti-social behaviour. There is limited seating and shade available for parents supervising in this location. Additional shelter and seating is recommended if the Showgrounds is the preferred location; and
- There is a concern that the Showgrounds location may limit the use of that site for events.

The pump track being in Darcy Munro Park would increase the use of the future Carpet Snake Creek pedestrian path (Collinsville Masterplan - Action 5), scores the highest on the multi-criteria analysis, provides the most options in detailed design and may be the least cost option, which makes it the most suitable location.

The exact location within Darcy Munro Park would be subject to detailed design, but options are explored within **Attachment 3, Appendix B**.

The Communications Branch were involved with the Consultation Report and the Parks and Gardens Branch contributed to the pump track location assessment and recommendation.

STRATEGIC IMPACTS

The Masterplan clearly defines that project budgets are subject to Council endorsement or future grants and does not specify timeframes. Nonetheless, the Masterplan may create an expectation for Council to deliver all projects over the coming years. The community expectation from this aspirational document may carry reputational impacts if the community perceives that Council has failed to deliver in the long-term.

There are no financial implications associated with adopting the Collinsville Masterplan, however, as each project is planned or developed, operational costs will ensue.

As per the Consultation Report within **Attachment 2**, the community is mostly happy or very happy with the proposed Masterplan, so no reputational impacts are anticipated.

CONSULTATION

- Neil McGaffin – Director Development Services
- Shane Neville – Manager Strategic Planning
- Mark Callaghan – Manager Parks & Gardens
- Joanne Vlismas – Engagement & Marketing Coordinator

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

The community is generally supportive of the Collinsville Masterplan and supportive of a pump track in either the Showgrounds or Darcy Munro Park, albeit technical analysis suggests that Darcy Munro Park may be more marginally more appropriate.

Council will mail or email submitters to provide links to the finalised Masterplan, Consultation Report's Submission Analysis and corresponding submission responses, in accordance with the Collinsville Masterplan - Community Engagement Plan.

ATTACHMENTS

Attachment 1 – Collinsville Masterplan;
Attachment 2 – Consultation Report; and
Attachment 3 – Pump track site selection multi-criteria analysis:
 Appendix A – Indicative pump track locations;
 Appendix B – Site photos;
 Appendix C – Comparable Pump tracks; and
 Appendix D – Selection Criteria.

Collinsville Masterplan 2021





INTRODUCTION

The Collinsville Masterplan sets out several actions to be achieved over the next few years for enhancing liveability, health, wellbeing, beautifying the Town and creating conditions for small business success.

The following strategic themes identified by local community input during the '*Shaping Collinsville's Future*' consultation were utilised to guide Masterplan actions for Collinsville and Scottville:

- Enhancements to public spaces;
- Improvements to infrastructure and services;
- Increasing liveability for residents;
- Improved health and wellbeing; and
- Attracting more families and residents to Collinsville.

Many of the projects and proposed timings are subject to available grant funding for completion, nonetheless, their proposed timing illustrates priorities for delivering on the above objectives.

We invite you to read on and discover the projects that will be delivered in the coming years to enhance resilience and create new opportunities within Collinsville and Scottville.

VERSION 2	Approved SN	01/04/2021
VERSION 3	Approved SN	02/08/2021
VERSION 4	Approved NM	04/08/2021

1

Collinsville Swimming Pool Upgrades & Waterpark

Page 4

2

Playgrounds

Page 5

3

Collinsville Youth Coalition Upgrades

Page 6

4

Cool and Green Collinsville

Page 7

5

Collinsville Shared Circuit

Page 9

6

Collinsville Lookout and Solar Farm

Page 10

7

Town Centre Enhancements

Page 12

8

RV Tourism Hub & Tourism Drive Trails

Page 14

9

Facade Improvement Policy

Page 16

10

Overview

Page 17

A MESSAGE FROM YOUR MAYOR



I am pleased to announce the Collinsville Masterplan that will guide projects within Collinsville and Scottville over the next few years. The projects identified within have been informed by the community during the 'Shaping Collinsville's Future' consultation undertaken in late 2020 and I thank everybody for their valuable inputs.

The Collinsville Masterplan sets out several actions for enhancing health, wellbeing, parkland, town beautification, creating new activities for kids and establishing new offerings to attract visitors to engage with Collinsville small business.

Proposed investments in parkland, activities for kids and town beautification will improve liveability, health and wellbeing. Alongside stable employment, these contributing factors attract permanent residents and families to Collinsville and Scottville. Securing permanent residents provides a feedback loop to support more small businesses, which can create a more active Main Street and help attract more residents to Collinsville.

Proposed new visitor offerings, such as the investigation into drive trails, RV Tourism hub improvements and lookouts helps bring new economic inputs into Collinsville's economy during tourism season, building resilience to mining downturns and strengthening the roots of small business which families living in Collinsville and Scottville rely upon.

Community infrastructure investments including Collinsville Youth Coalition Upgrades and creation of a Waterpark adjoining the Collinsville Swimming Pool and Lions Park will strengthen these essential social hubs for locals to gather while kids play, helping to attract more families to Collinsville.

I am excited by the proposed projects for Collinsville and encourage you to learn more about the exciting projects in the pipeline that will make a big difference to the growth, sustainability and preservation of Collinsville for current and future generations.



COLLINSVILLE SWIMMING POOL UPGRADES AND WATERPARK

Overview

A waterpark was a key community priority within the 'Shaping Collinsville's Future' consultation and is proposed to be located at the Collinsville Swimming Pool. The Collinsville Swimming Pool's central location and position next to Collinsville's Lions Park makes it an ideal space for a future waterpark with the space catering for both parents and kids. Council intends construct a waterpark which bridges the functions of the Collinsville Swimming Pool and the Lions Park where parents may relax. Council are also utilising Works for Queensland grant money to upgrade the existing amenities block.

Amenities Block Timing - 2021

Waterpark Timing: 2021 - 2022

Implementation

Detailed design is underway to deliver the waterpark as a priority project under secured grant funding. Detailed design will include pathways, accesses and waterpark design similar in nature to the Proserpine Waterpark.

EST. COST (Grant \$): \$1,200,000 (Waterpark)

EST. COST (Grant \$): \$142,600 (Amenities)

STATUS: Planning

PROJECT CHAMPION: Infrastructure Services



Figure 1: Example of waterpark in Proserpine.

ACTION

1

PLAYGROUNDS

Overview

Improved playground equipment and more activities for older kids were key priorities of the 'Shaping Collingville's Future' consultation. It is proposed to enhance existing playgrounds within Scottville Lions Park, Darcy Munro Park and create a new Pump track in Collingville.

Pump tracks are similar to BMX tracks and are suitable for kids of all ages, increase outdoor activity and social interaction. Pump tracks may be designed for varying scales of difficulty to challenge older and younger kids. The proposed Pump track will be located within Darcy Munro Park, which is centrally located and adjoining the proposed Collingville Shared Circuit identified in Action 5.

Implementation

Detailed design has commenced and it is anticipated the proposed projects will be constructed in 2021/22 with grant funding from Bravus (Adani) and Works for Queensland.

Detailed design will identify a preferred location of the proposed pump track to ensure sufficient buffer to adjoining residences.

EST. COST (Grant \$): \$631,000

STATUS: Planning

PROJECT CHAMPION: Infrastructure Services

Table 1: Proposed playground upgrades.

PROJECT	DESCRIPTION	COST
Collingville Pump Track Timing: 2021 - 2022	Construct a new pump track within Darcy Munro Park.	\$300,000
Scottville Playground Upgrade Timing: 2021 - 2022	Upgrade existing playground.	\$145,000
Darcy Munro Playground Upgrade Timing: 2021 - 2022	Upgrade existing playground.	\$186,000



Figure 2: Example of pump track within Sutherland Shire Council.
Image source: Sutherland Shire Council.

ACTION

2

COLLINSVILLE YOUTH COALITION UPGRADES

Overview

The Collinsville Youth Coalition (CYC) is a key community hub for the young people of Collinsville. Proposed projects identified in response to the 'Shaping Collinsville's Future' Consultation include:

EST. COST (Grant \$):	\$419,275
STATUS:	Planning
PROJECT CHAMPION:	Infrastructure Services

Table 2: Collinsville Youth Coalition upgrades.

TASK	DESCRIPTION	TOTAL
Amenities Block Upgrade Timing: 2021 Council's role: Plan & construct	Upgrade amenities block.	\$99,000
Car park Timing: 2022 - 2024 Council's role: Plan & construct	Formalise 30 car parks (1,250m ² sealed), including access, lighting and safe pedestrian movement.	\$175,000
Recreation upgrades Timing: 2021 - 2023 Council's role: Plan & construct	- Refurbishment of two tennis courts; - Additional shade trees (7), picnic seat (1) and park bench seating (3) around the skate bowl; and - Shading, seating and beautification of land between tennis courts and Showground oval to better support events.	\$116,000 \$7,570 \$20,000

Implementation

Proposed amenities block upgrade will occur in 2021 under existing Works for Queensland grant funding. Council will undertake detailed design of the proposed car park in-house in preparation for future grant funding applications in 2021/22.

Recreation facility upgrades will be delivered incrementally, with tennis courts to be refurbished in 2021 and additional shaded seating and event space beautification to be facilitated 2021-2023, subject to grant funding.



COOL AND GREEN COLLINSVILLE

Overview

Collinsville has on average 292 sunny days a year, with an average annual temperature of 30 degrees Celsius, therefore, there is a need to provide significant shading throughout the Town to encourage people to get outside and utilise recreational infrastructure. It is proposed to plant 400 native shade trees adjoining existing and proposed footpaths shown in Figure 3 (over page) at a rate of 1 shade tree per 15m to ensure these pathways are well utilised and comfortable for the community.

Timing: 2023 - 2025 (Subject to funding)

Implementation

Council will seek grant funding for the cost of the trees, then facilitate the planting of 400 semi-mature trees and maintain them for 2 years until established. Plantings established prior to proposed footpaths within Action 5 will be sited to ensure space exists for pathway construction.

EST. COST (Grant \$): \$113,200
 EST. COST (Council \$): \$67,340 Maintenance
 STATUS: Planning
 PROJECT CHAMPION: Infrastructure Services

Table 3: Implementation costs for Cool and Green Collinsville program.

TASK	DESCRIPTION	TOTAL
On-ground works	Contractors/employees to project manage and plant the trees.	\$113,200
Year 1 maintenance	Monitoring, watering and fertilising.	\$54,760
Year 2 maintenance		\$10,980
Year 3 + ongoing maintenance		\$1,600 p/a
Total		\$180,540



ACTION

4

The following pathways have been identified for additional native shade trees. Note, Stanley Street greening will occur as part of Action 7: 'Choose Collinsville' Town Centre Enhancements.

1. Scottville Road footpath (3,300m);
2. Proposed Railway Road/Stanley Street to RV Park pedestrian footpath (500m);
3. Sonoma Street footpath to Town Entrance (720m); and
4. Proposed Carpet Snake Creek Pedestrian Footpath (1,400m).



Figure 3: Proposed locations for shaded pathways in the Cool and Green Collinsville action and new pathways to be constructed as part of the Collinsville Shared Circuit Action.





COLLINSVILLE SHARED CIRCUIT

Overview

The proposed Collinsville shared pedestrian and cycle circuit seeks to connect community nodes and residential areas by utilising Carpet Snake Creek linear open space corridor and major roads to formalise a circuit.

The four major areas identified for improvement are outlined below and shown in Table 4 / Figure 3 (left).

EST. COST (GRANT \$): \$ 1,610,000

STATUS: Commenced

PROJECT CHAMPION: Infrastructure Services

Table 4: Collinsville Shared Circuit sections.

FOOTPATH SECTION	DESCRIPTION
1. Scottville Road missing pathway link Cost: \$230,000 Timing: 2021	The proposed 160m pathway will complete pedestrian link of the Scottville pathway to the Town centre, whilst also improving pedestrian access to the Lawn Bowls club from the RV Park and Town Centre.
2. Railway Road Cost: \$400,000 Timing: 2022/23 (Subject to funding)	Lighting and 360m of footpath will be provided to and from the Showgrounds RV park to improve amenity and the perception of safety for visitors.
3. Shared circuit: Sonoma Street, from Aberdeen Street to Sonoma Park Cost: \$300,000 (complete)	This link forms part of the proposed active transport circuit and connects the Hospital to the Main Street. This section of pathway was completed under the 2018-19 Works for Queensland program.
4. Shared circuit: Carpet Snake Creek linear open space corridor Cost: \$680,000 Timing: 2023 - 2026 (Subject to funding)	Carpet Snake Creek provides a natural corridor to link residential areas, recreational parks, Collinsville State School, Collinsville Showgrounds and RV park. 1.7km of proposed footpath will complete the circuit, including water bubblers.

Implementation

The proposed shared pedestrian and cycle circuit will be delivered by Parks and Gardens teams as prioritised by future Council annual budgets or State Government grants. Footpath Section 1 is anticipated to be completed early 2021 under Queensland Principle Cycle Network Funding and Section 3 is completed.

COLLINSVILLE & SOLAR FARM LOOKOUTS

Overview

Lookouts are a tourist attraction, providing an opportunity for visitors to take photos and share their journey, in turn freely promoting a destination to their friends online. In addition to the recently constructed Miller Street Reservoir lookout, an additional lookout is proposed on the corner of Strathmore and Curringa Road, overlooking the Solar farms and the Collinsville Coal Mine as shown by Figure 4 below.

The proposed Solar Farm lookout and recently completed Miller Street lookout will include:

- Formalisation of car parks within the road reserve (solar farm lookout);
- Raised viewing platform and pergola with tables and chairs (solar farm lookout);
- Interpretive placards to provide interesting information about the solar farm at the Curringa Road lookout and Collinsville history at the Miller Street lookout; and

- Improved signage to guide visitors to the Miller Street and Solar farm lookouts.

Implementation

The proposed Solar Farm lookout may require negotiation with the Whitsunday Solar Farm landowner, however, will predominately be located within the road reserve. The Solar Farm lookout will require support from grant funding.

Solar Farm Lookout Timing: 2023 - 2025

EST. COST (Grant \$):	Collinsville Lookout \$329,000
	Solar Farm Lookout \$300,000
STATUS:	Collinsville Lookout complete
	Solar Farm Lookout in planning
PROJECT CHAMPION:	Infrastructure Services

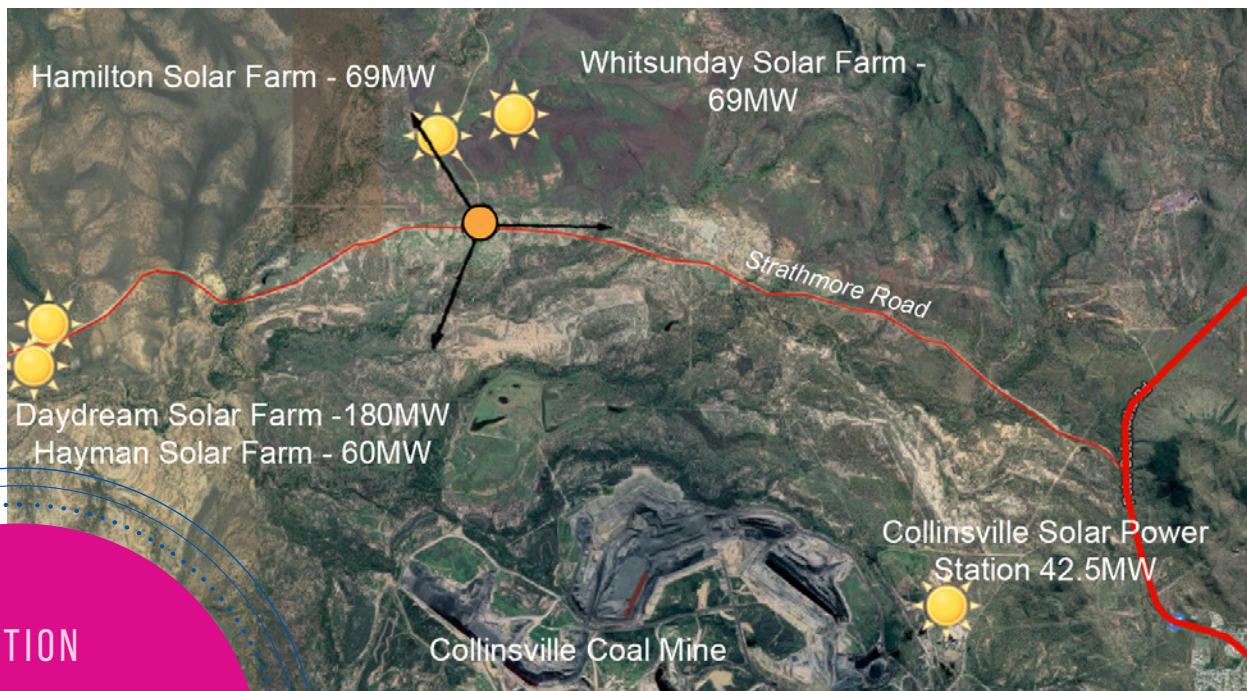


Figure 4: Location of the Solar Farm Lookout.





CHOOSING COLLINSVILLE: TOWN CENTRE ENHANCEMENTS

Overview

The Choosing Collinsville Collinsville Town Centre Enhancement Strategy seeks to create a green oasis by beautifying Sonoma Street, Stanley Street, Conway Street and the Main Street.

The proposed strategy outlined by Table 5 and Figure 5 identifies several town areas that will have improved infrastructure to promote amenity and create an attractive environment.

Upgrades will include significant landscaping, landmark / shade trees, road surface upgrades to signify Main Street entrances, new furniture and footpath upgrades.

EST. COST (GRANT \$): \$2,500,000

STATUS: Planning

PROJECT CHAMPION: Infrastructure Services

Timing: 2023 - 2025 (Subject to funding)

Table 5: Town Centre Enhancement Strategy.

STANLEY STREET/TOWN CENTRE STRATEGY	
1	Future Revegetation Project - Seedling plantings to provide green entrance gateway from Scottville and enhance creek line.
2	Scottville Road Upgrade - Enhance town entry point with landscaping and entry signage; and - New road finish at entrance to Stanley Street.
3	Stanley Street Enhancement - Greening the heart of Collinsville with an avenue of trees and new garden beds; - Enhance pedestrian connectivity and amenity; - New street furniture; and - Upgraded footpath areas.
4	Conway and Stanley Street Intersection - Feature tree in roundabout centre; - Upgraded entry sign or feature in centre of roundabout; and - Upgraded road surface finishes.
5	Sonoma Park and Town Centre Arrival - Enhance as gateway into Stanley Street through landscaping and reduced asphalt width; and - Land mark trees in Sonoma Park as markers.
6	Sonoma Street Enhancement - Shade tree planting along footpath, as per Action 4; and - Reduce the width of the asphalt and soften the road appearance.

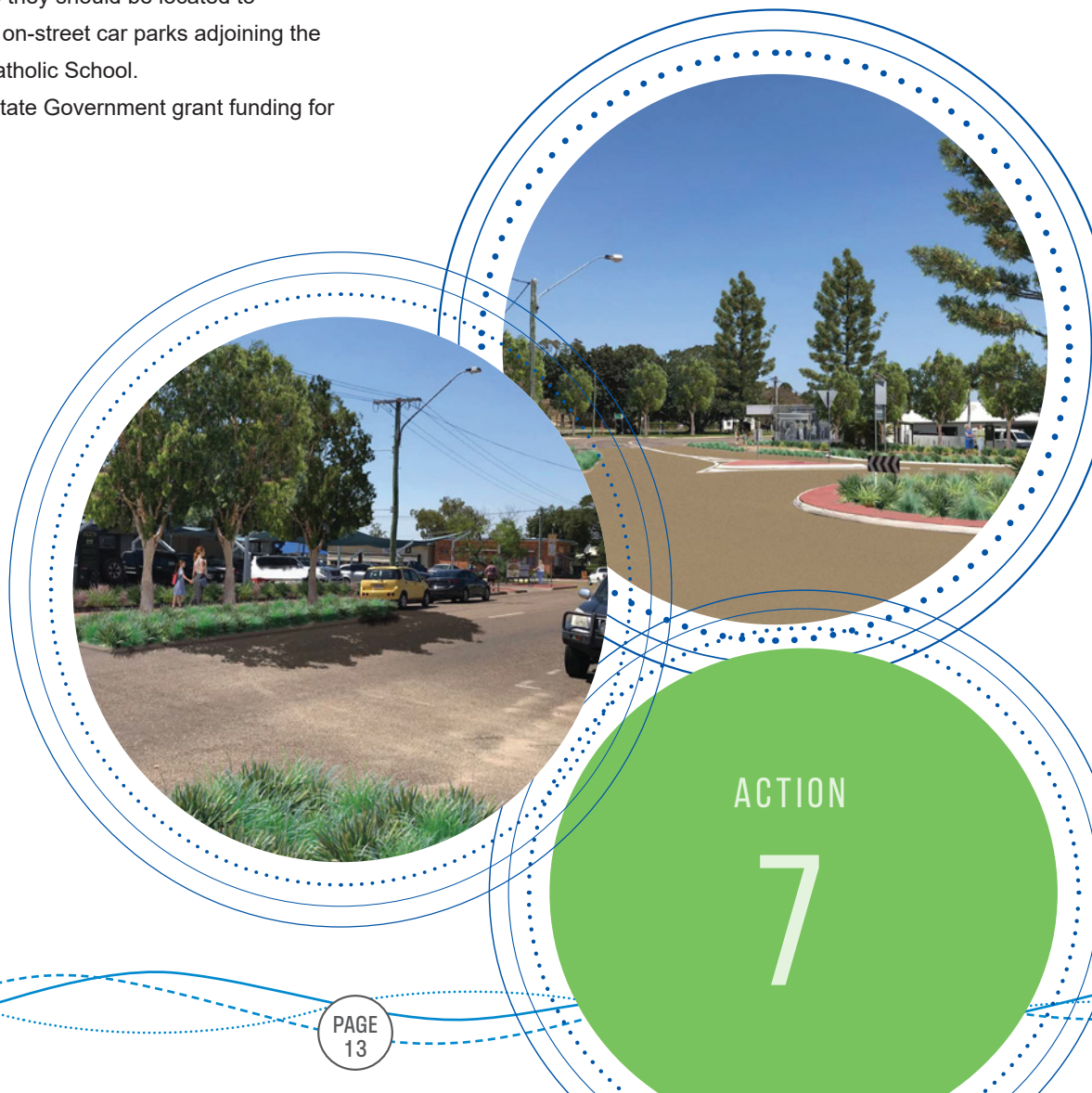


Figure 5: Town Centre Enhancement Strategy

Implementation

Finer detailed design will specify the size of proposed planting beds and where they should be located to minimise the loss of any on-street car parks adjoining the IGA or St John Bosco Catholic School.

This action will require State Government grant funding for completion in full.





RV TOURISM HUB & TOURISM DRIVE TRAILS INVESTIGATION

Overview

Collinsville RV Park Tourism Information Centre is the central hub for tourists in Collinsville and is the primary point of contact for visitors seeking to connect with places to eat, activities to do and local attractions.

Two rooms within the information centre will be enhanced to help visitors connect to Collinsville and promote surrounding tourist trails, through thematic storytelling.

Drive trails and tourist circuits within the broader Collinsville countryside have the potential to connect various heritage sites, creeks, lookouts, cultural tourism

and areas of high scenic amenity, with Collinsville the central node for supplies.

This action seeks to investigate the costs of developing trails as a new tourism attraction and build upon RV park investments, which capture more tourism dollars for small business.

RV Tourism Hub Timing: 2021 - 2022

Drive Trails Investigation Timing: 2022 - 2023

EST. COST (Grant \$): **\$25,000 Drive Trail Investigation**

EST. COST (Grant \$): **\$20,000 RV Tourism Hub**

STATUS: **Planning**

PROJECT CHAMPION: **Economic Development**

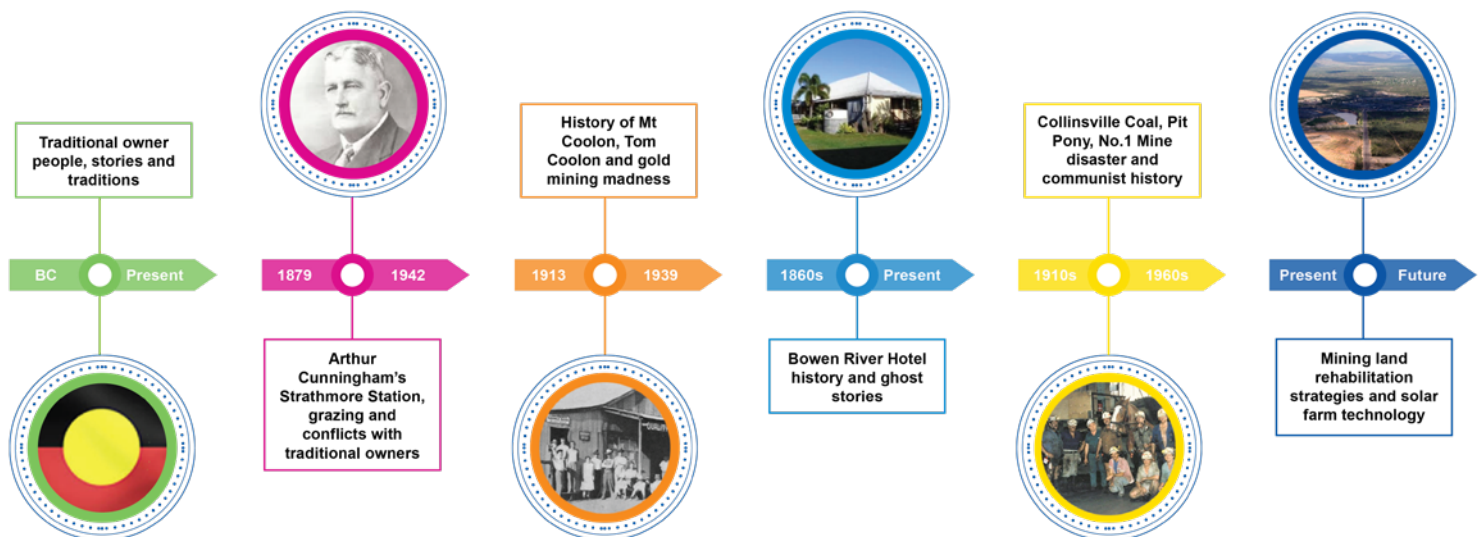


Figure 6: Snapshot of Collinsville Storytelling

Implementation

RV Tourism Hub improvements are proposed to incorporate the Collinsville historical society museum, which is nestled behind the Hospital. Thematic enhancements to the RV Tourism Centre will include the small museum, including enhanced lighting, sound and feature rooms that provide a multi-sensory experience of Collinsville's unique history. Enhancements will complement rather than compete with the adjoining Coalface Museum and link visitors to significant historic components located on future drive trails to be investigated for formalisation and marketing.

Collinsville and surrounds drive trails will be investigated in collaboration with Tourism Whitsunday,

RV Park Manager and local landowners to determine the viability of trails within the broader Collinsville countryside. The development of these circuits and trails is subject to landowner discussions to identify concerns and investigations into crocodile exposure risks. The project will investigate:

- Suitable tourist sites, including but not limited to, Solar farms, Coal mine viewpoints, Burdekin Dam, Bowen River Hotel, Mt Coolon and nearby cultural sites;
- Legibility signage, crocodile safety signage and visitor infrastructure requirements;
- the cost and requirements for acquiring access easements;
- analysis of maintenance and insurance costs; and
- intersection advice where necessary.



Figure 7: Jewels of Collinsville to be marketed within future drive trails under investigation.

FACADE IMPROVEMENT POLICY

Overview

The Façade Improvement Policy offers shop owners within Stanley Street an economic incentive to improve the appearance of their shop front.

This program involves an investment from the shop owner that may be matched by Council and involve anything from a new coat of paint, lighting or architectural improvements.

businesses to fill empty shops.

Subject to available budget, Council will contribute 50% of the works for each shop front to a maximum value, depending on the length of the shopfront:

- 12m long or less, a maximum of \$3,000 is to be contributed; or
- Over 12m long, a maximum of \$5,000 is to be contributed.

Implementation

The Façade Improvement Program was put in place and funded at the 4 September 2019 Council meeting. Improvements to facades aim to support small businesses in re-invigorating Stanley Street and provide an additional incentive for small

EST. COST (COUNCIL \$): \$50,000 (shared Bowen/Airlie/Pros)

STATUS: Ongoing

PROJECT CHAMPION: Developmental Services



Figure 8: Stanley Street, Collinsville.

PROGRAM

9

OVERVIEW

This Collinsville Masterplan seeks to identify a pathway to attract new permanent residents through the creation of family friendly infrastructure, enhancements of public space and investments, which build economic resilience into the future.

The majority of actions proposed will directly benefit the local community as per the general consensus within the *Shaping Collinsville's Future* consultation, with investments in tourism visitation offering indirect benefits to small business owners.

All actions will cultivate an improved outlook for Collinsville and Scottville by providing liveability factors and business conditions to attract permanent residents and families.

Council will endeavour to deliver the identified actions over the next decade, by incorporating projects into annual budgets, preparing detailed designs, creating grant applications and advocating for investments in Collinsville from State and Federal Governments.

Table 6: Summary of Collinsville Masterplan actions.

	PROJECT	COST	ESTIMATED TIMING
1	Collinsville Swimming Pool Upgrades & Waterpark	\$142,600** \$1,200,000**	Amenities upgrade - 2021** Waterpark - 2021/22**
2	Playgrounds	\$300,000** \$145,000** \$186,000**	Pump track - 2021/2022** Scottville playground - 2021/22** Darcy Munro playground - 2021/22**
3	Collinsville Youth Coalition Upgrades	\$99,000** \$175,000* \$116,000** \$7,570 \$20,000*	Amenities upgrade - 2021** Formalised and safe car park – 2022- 2024* Tennis court refurbishment - 2021** Future Recreation upgrades – 2021 – 2023* Event space beautification - 2021 - 2023*
4	Cool and Green Collinsville	\$113,200* \$67,340 (maintenance)	2023 – 2025*
5	Collinsville Shared Circuit	\$230,000** \$400,000* \$300,000 \$680,000*	Footpath Section 1 – 2021/22** Footpath Section 2 – 2022/23* Footpath Section 3 - Complete Footpath Section 4 - 2023-2026*
6	Collinsville Lookout and Solar Farm Lookout	\$329,000 \$300,000*	Collinsville Lookout – Complete Solar Farm Lookout - 2023-2025*
7	Town Centre Enhancements	\$2,500,000*	2022 – 2025*
8	RV Tourism Hub and Tourism Drive Trails Investigation	\$25,000* \$20,000*	Trails investigation - 2022* RV Tourism Hub - 2022 - 2025*
9	Facade Improvement Policy	\$50,000 (shared)	Ongoing
TOTAL		\$7,338,370	
DELIVERED		\$629,000	* Subject to grant funding ** Grant funding allocated
FUNDING ALLOCATED		\$2,468,600	





83 Main Street

PROSERPINE QLD 4800

Phone: 1300 WRC QLD

Email: info@whitsundayrc.qld.gov.au

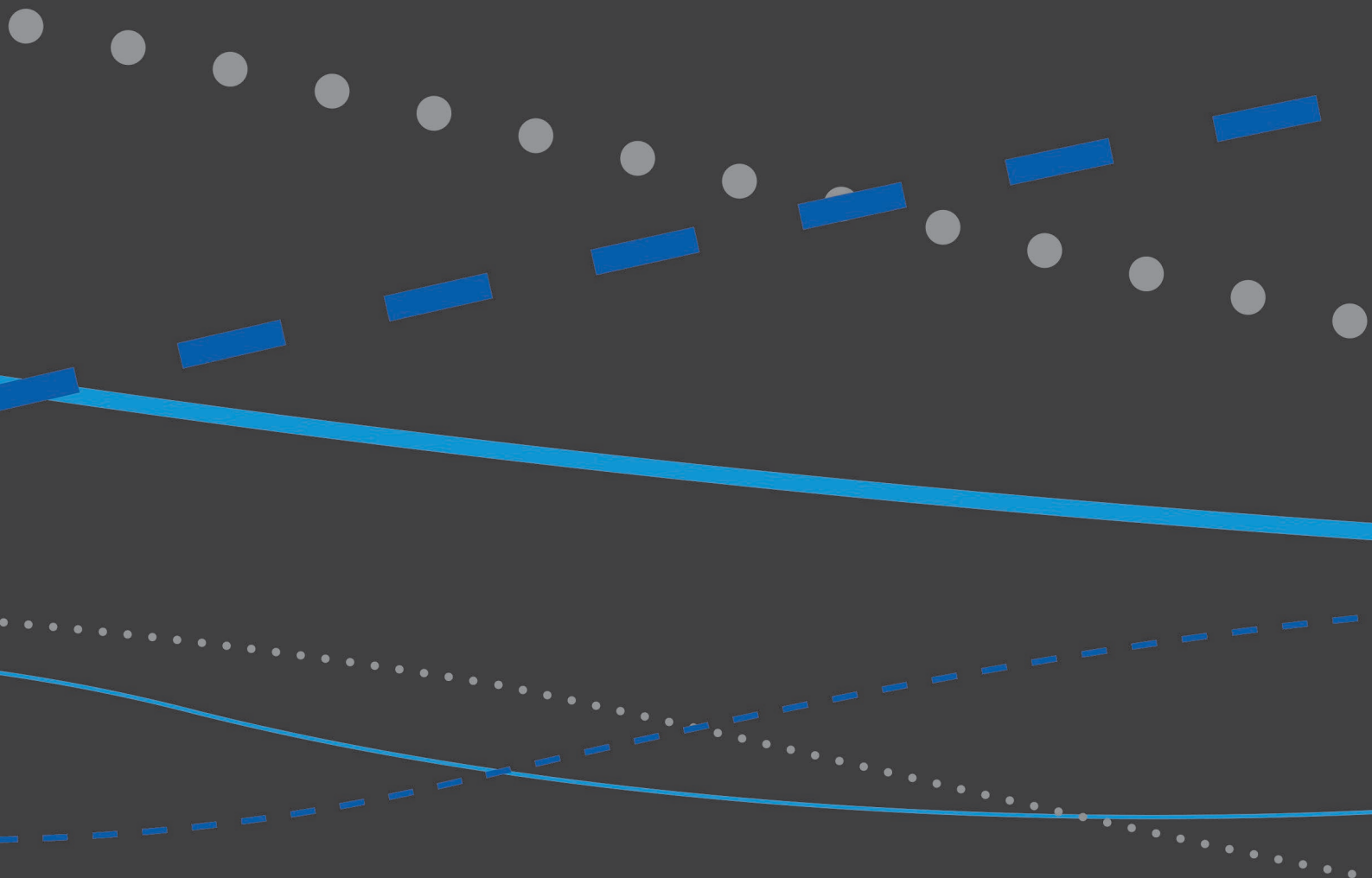
Web: www.whitsundayrc.qld.gov.au



Collinsville Masterplan 2021

Consultation Report

Date: 1 July 2021



Contents

1. Executive Summary.....	3
2. Background.....	3
3. Overview of the Consultation	3
4. Overview of the Responses	5
5. Recommendations.....	6
6. Next Steps	8

Attachment A: All Submissions

Document History

Title	Version No.	Date	Author	Reviewer	Approved by
Report	1.0	1 July 2021	Joanne Vlismas	Jonathan Cutting; Shane Neville; Greg Martin	Neil McGaffin

1. Executive Summary

Whitsunday Regional Council (WRC) recently consulted with residents in Collinsville, Scottville and surrounds on the draft Collinsville Masterplan. The draft document was developed following extensive consultation with the community between October – November 2020.

The second round of consultation was open for 4 weeks online on Your Say Whitsunday, between Monday 10 May and Friday 11 June 2021. The consultation was promoted via the local papers, website, Facebook and distributed by email to local community groups. A total of 237 aware visitors were recorded on the Your Say Whitsunday page.

Residents had the option of speaking with a planner in person by visiting a public display near the Collinsville Customer Service Centre, held twice during the consultation period. WRC's planner also visited Collinsville State School and presented a workshop to engage students in planning for Collinsville's future.

There were 12 formal submissions received during the consultation process, with a range of feedback and concerns which have been documented in this report. General feedback was also provided by residents at the public displays.

The results from the online survey indicate most participants support the new Collinsville Masterplan, with 90% of participants selecting either 'Happy' or 'Very Happy'. A key component of the online surveys was capturing community sentiment on the location of a pump track in either Darcy Munro Park or the Collinsville Showgrounds, adjoining the skatepark. Overall, 70% of submitters support a pump track in Collinsville, with the location of Darcy Munro Park preferred by a slight majority (58%) of participants.

It is recommended this feedback be considered during the finalisation of the Masterplan. WRC will report back to the community to close the loop and address the concerns raised during consultation.

2. Background

WRC is delivering an aspirational document, the Collinsville Masterplan, to inform the community of future projects within Collinsville and surrounds. The first round of consultation for the Masterplan was undertaken between 16 October – 20 November 2020, to seek comment on potential projects and gather information on key priorities for public investment. This process captured the needs and priorities of the community and led to the development of community projects within the formalised Masterplan.

Within the Collinsville Masterplan \$7.3M of projects have been identified for completion over the next 6 years, of which \$2.46M has been allocated across eight project components for completion by 2022. The Masterplan is an essential tool to secure State and Federal Government funding for the Region.

The document sits alongside other strategic WRC documents including the Corporate Plan, Operational Plans and Economic Development Strategy.

3. Overview of the Consultation

The consultation process occurred over a 4-week period from Monday 10 May through to 5pm, Friday 11 June 2021.

3.1 Purpose of the consultation

To consult with residents in Collinsville, Scottville and surrounds on the draft Collinsville Masterplan. Under the IAP2 Public Participation Spectrum, WRC was seeking to inform and consult the affected communities.

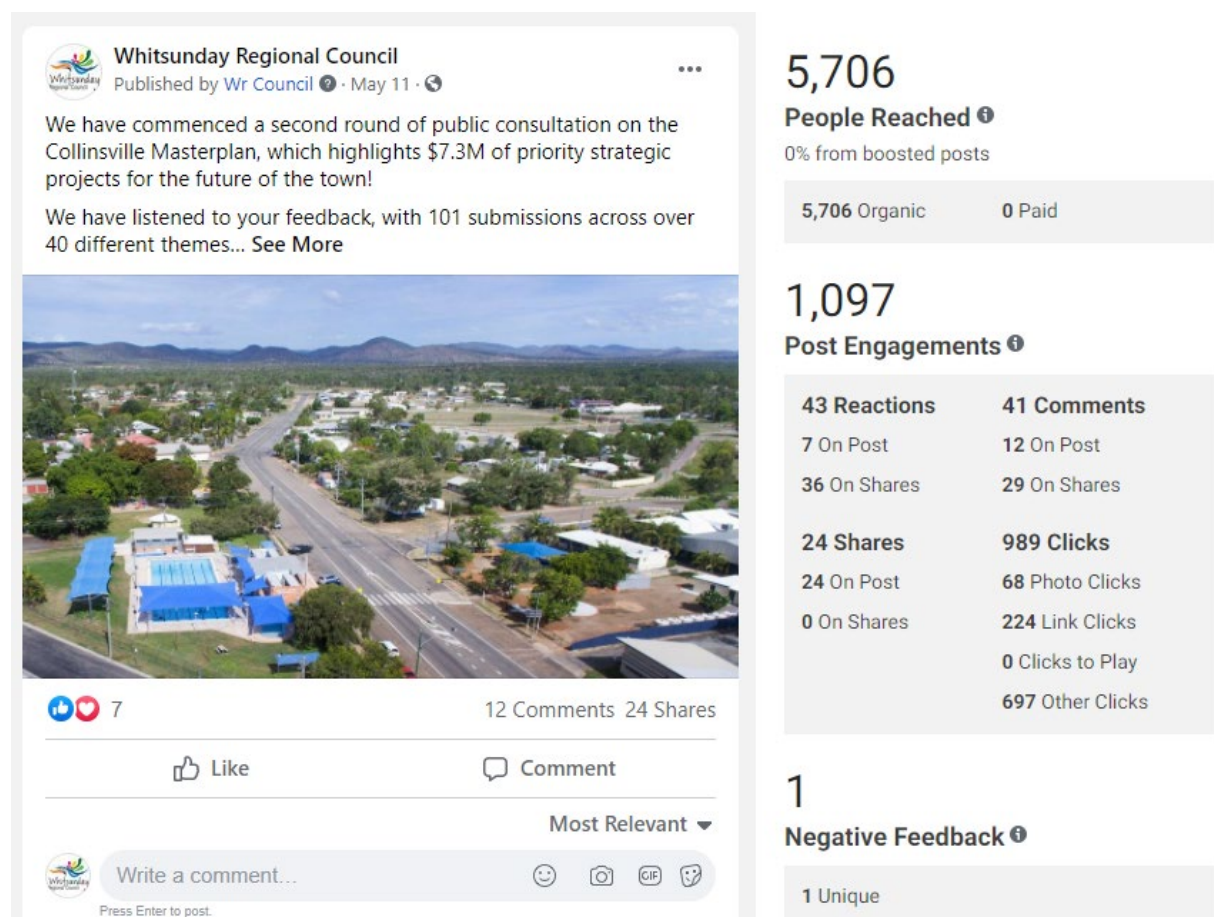
3.2 Who was consulted

The consultation was open to anyone who wished to participate and all residents in the wider Collinsville region were encouraged to complete a survey.

3.3 Advertising and promotional activities

The consultation was promoted on WRC's corporate website and online engagement space Your Say Whitsunday, in the local papers, Facebook and via email to 15 key stakeholders and community groups. Hardcopy surveys were available at Customer Service Centres during the consultation period.

The consultation period was promoted with a Facebook post which included a video on 14 April. A second post at the beginning of the consultation period on 11 May, followed up by reminder posts of 'Meet a Planner' events on 13 May and 27 May. The most successful post from 11 May had a reach of 5,706 people, with 1,097 likes/shares/clicks and 224 link clicks through to Your Say Whitsunday.



Facebook post statistics 11 May

3.4 Chat with a planner opportunities

WRC officers were available to speak with residents in person at a public display in the park near the Customer Service Centre for two Thursdays during the consultation period, between 10am and 3pm. Several residents took advantage of this opportunity and WRC officers spoke to approximately 16 residents over the two days. Several of these residents later submitted surveys after discussing the Masterplan with officers.



3.5 Presentation to Collinsville State School

WRC's planner was invited to present to Year 9 and 10 high school students regarding strategic planning for Collinsville and engage with them on the Masterplan. Planning concepts which are relevant to Collinsville were discussed, including the concept of magnet cities and ideas how to increase liveability to attract residents.

Conversations about additional pop-up events which could support some of the projects in the Masterplan was discussed. The ideas and feedback generated by the students during these discussions helped with the development of the Masterplan. When asked about their preferred location for the pump track, most students preferred the Collinsville Showgrounds.

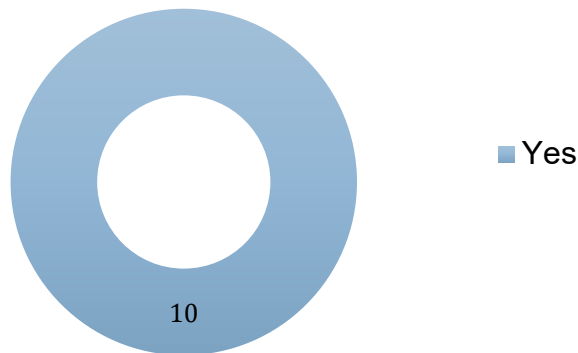
4. Overview of the Responses

Overall, there were 12 submissions received during the consultation period, with a mix of online surveys and submissions received by email. All responses and key themes are detailed in full in **Attachment A: All Submissions**.

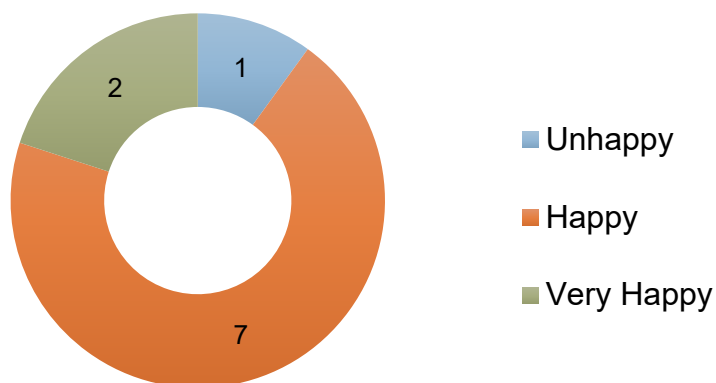
4.1 Analysis of Responses

All feedback has been collated and analysed, with key themes identified from the written comments. The following graphs outline the key results from the online survey:

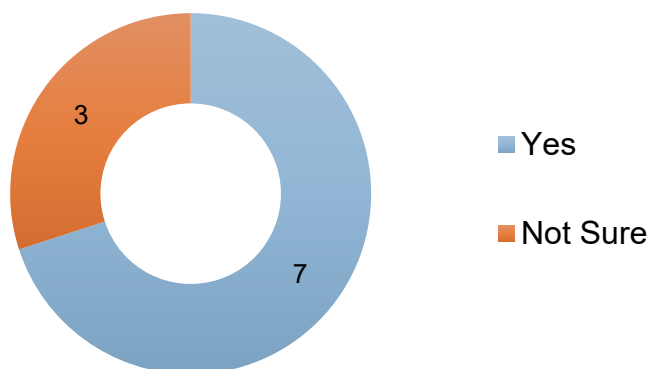
Have you viewed the draft Masterplan?



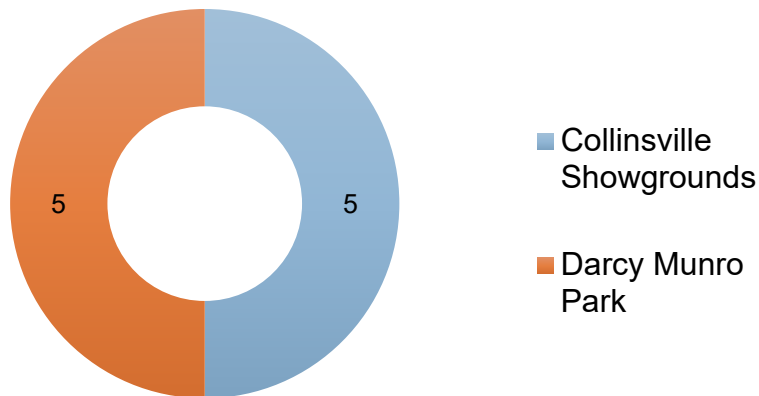
Are you happy with the draft Collinsville Masterplan?



Do you support the construction of a pump track in Collinsville?

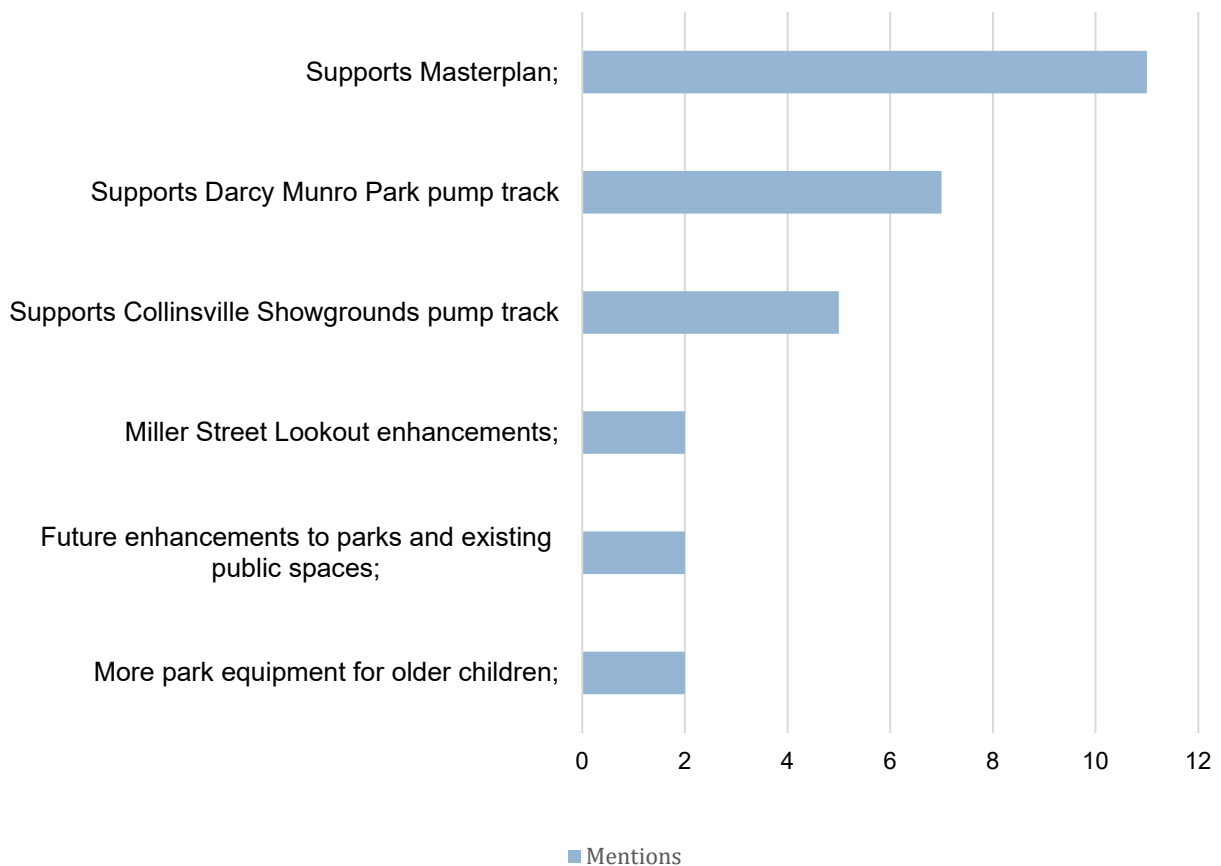


Where is your preferred location for the proposed pump track?



Key themes from all written comments in submissions have been identified during the submission analysis. The top Key Themes (any comment which had more than one mention in the submissions) are outlined below:

Top Key Themes



5. Recommendations

It is recommended this feedback is considered during the finalisation of the draft Masterplan.

Future communications to the public will outline the key results of the consultation and highlight the changes made because of the consultation process. Key messaging to the public will address how WRC plans to deliver the projects listed in the draft Plan, including how the projects will be funded and where that funding will be sourced.

Ongoing communication and engagement about the project will keep the community informed of any updates and demonstrate that WRC has listened to the feedback provided in this report.

6. Next Steps

This report will be considered by WRC officers during the finalisation of the Collinsville Masterplan, and all submissions will be presented to Council at an upcoming meeting.

It is important to close the loop with residents and show how their input has affected the outcome. A Consultation Summary infographic document will be prepared which will be released to the public and distributed via the website and social media. The Summary will show some of the key statistics and outcomes of the consultation process.

A database of participants has been collated during the consultation process and a direct email will be sent to those participants with a copy of the Consultation Summary.

Attachment A – All submissions and submission responses

Content of Submission Analysis Report										
Submission #	Type	Q3: Have you viewed the draft Collinsville Masterplan?	Q4: Are you happy with the draft Collinsville Masterplan?	Q6: Do you support a pump track in Collinsville?	Q7: Where is your preferred location for the proposed pump track?	Q8: Do you have any other comments? (on the pump track)	Written Feedback / Q5: Do you have any comments or suggestions for the draft Masterplan?	Themes	Submission response	Masterplan change proposed
1	Written submission				Darcy Munro Park	At Darcy Munro Park - preferred location for proposed Pump track;	Supportive of plan to make improvements. Further ideas suggested for the future include: At Darcy Munro Park - preferred location for proposed Pump track; - lighting at BBQ and table and general improvements to parks amenity. Climbing net for older children as playground is only for small children. Fully fenced scooter tracks with traffic signs for small kids; At Showgrounds - Fix skatepark's electricity box to make more secure, as kids are accessing it and turning the lights off; Other - Lighting on path to Scottville; - Stairs up hill to the lookout; - exercise equipment on Scottville track of Carpet Snake Creek footpath; - Supportive of Stanley Street upgrade, in line with Proserpine and Airlie, however, concern that a lack of space for trees in the upgrade; and - Greater priority should be had for managing existing assets, i.e. upgrades to the community centre, library and Council office which appear outdated, watering showgrounds for improved use and football field lights.	- Supports Plan; - Darcy Munro Park pump track; - More park equipment for older children; - Future enhancements to parks and existing public spaces; - Miller Street lookout enhancements; - Improve existing assets first;	Thank you for your written response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. - Proposed upgrades in Darcy Munro Park are proposed as part of Action 2 of the Masterplan, including a new playground that will include some climbing components. It is considered a pump track may meet the recreational needs of kids and young teens. - Council will prioritise investigating measures to make the skatepark's lighting electricity box more secure. - Lighting on the footpath to Scottville was identified by 2 of 101 submissions during the 2020 Masterplan consultation. Therefore, it is not considered a priority at this time, but may be considered in future iterations of this plan. - Stairs up the hill to the lookout were considered in the drafting of this plan, however, land tenure challenges and maintenance requirements of a trail on the unstable hillside reduced its priority. - Additional exercise equipment adjoining existing and proposed walking tracks may inform future upgrades in Collinsville and Scottville, following the delivery of priority project in the Masterplan. It is noted that Darcy Munro Park, located on Carpet Snake Creek Park, presently contains some exercise equipment. - Future landscaping to be part of the Town Centre upgrade will be of mindful parking areas, existing building facades and safe traffic movement in siting and tree selection, which ultimately aim to create a cooler Street and more desirable pedestrian experience. - The maintenance of existing assets, particularly the Council office and Library, will be highlighted as community concerns to inform future capital budgets.	No
2	Written submission				Darcy Munro Park	- Darcy Munro Park is preferred location for Pump track, due to skatebowl being popular with unsupervised high school kids. An alternate location for younger kids is preferred away from swearing and smoking older kids; - Recommended further improvements include playground equipment that suits ages 8-12, lights on Scottville walking track, ensuring town pool heater in good working condition and exercise bars along walkways e.g. step-ups.	Supportive of plan. - Darcy Munro Park is preferred location for Pump track, due to skatebowl being popular with unsupervised high school kids. An alternate location for younger kids is preferred away from swearing and smoking older kids; - Recommended further improvements include playground equipment that suits ages 8-12, lights on Scottville walking track, ensuring town pool heater in good working condition and exercise bars along walkways e.g. step-ups.	- Supports Plan; - Darcy Munro Park pump track; - Upgrade pool heater; - More park equipment for older children; - Future enhancements to parks and existing public spaces;	Thank you for your written response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. - As part of playground upgrades in Action 2 in the Masterplan, new playground equipment suitable for ages 8-12 are proposed in Darcy Munro Park and Scottville Lions Park. It is considered that pump tracks, part of Action 2, are also more suited to this age group than older kids. - Exercise equipment adjoining existing and proposed walking tracks may form future park upgrades in Collinsville and Scottville once project priorities in the Masterplan are complete. It is noted that Darcy Munro Park, located on Carpet Snake Creek Park presently contains some exercise equipment. - Lighting on the footpath to Scottville was identified by 2 of 101 submissions during the 2020 Masterplan consultation, so is not considered a priority at this time, but may be considered in future iterations of this plan. - Management of the town pool heater will be identified as a community concern for consideration in ongoing maintenance budgets.	

3	Your Say Whitsunday submission	Yes	Happy	Yes	Darcy Munro Park	This would be such a great thing for the youth in our community.	Supportive of Masterplan, Darcy Munro Park is preferred pump track location. Whilst there are some really exciting & great upcoming projects for the Collinsville & Scottville community it would be great to see a sound shell down at the showgrounds, built between the tennis courts & the showgrounds. This would create so many opportunities for our local schools for awards nights, dance concerts, community events, small live performances & brining the community together. It would also be great to beautify the Miller St Reservoir Lookout with some plants & big rocks, it also needs some soft lighting, at nighttime it is impossible to see the path leading up to the top.	- Supports Plan; Darcy Munro Park pump track; - Showgrounds sound shell; - Miller St lookout enhancements;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. It is acknowledged that a sound shell within the Showgrounds may better support events, however, this infrastructure has not been identified as a community priority during consultation. Council will consider further improvements to Miller St Reservoir lookout, including soft lighting that will not impact upon adjoining residents, within future capital budgets.	No
4	Your Say Whitsunday submission	Yes	Happy	Not Sure	Collinsville Showgrounds		Supportive of Masterplan, Collinsville Showgrounds is preferred pump track location. With respect to the greening part of the plan I would rather see a footpath, lined with shady trees, leading to and from the pool, Lions Park and proposed water park rather than lining a dry creek bed, thus, encouraging residents to walk to these venues.	- Supports Plan; Collinsville Showgrounds pump track; - Shade trees along Conway Road;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Collinsville Showgrounds. The proposal to have a line of shady trees along Conway Street is desirable but may be constrained due to this road being state controlled and current road width leaving limited space for existing footpaths and future trees. Nonetheless, this proposal will be passed onto the Masterplan Action 1 - Waterpark project manager to determine if pathways and accesses adjoining the pool and Lions Park can include new shade trees to enhance the amenity of these Conway Street frontages.	No
5	Your Say Whitsunday submission	Yes	Happy	Yes	Darcy Munro Park		Supportive of Masterplan, Darcy Munro Park is preferred pump track location. Would like to see CYC get a sealed road for access in from the road.	- Supports Plan; Darcy Munro Park pump track; - CYC sealed access;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. Council acknowledges support for Masterplan Action 3, involving the sealing of access and car park within the Collinsville Youth Coalition.	No
6	Your Say Whitsunday submission	Yes	Happy	Not Sure	Collinsville Showgrounds		Supportive of Masterplan, Collinsville Showgrounds is preferred pump track location. Need more money for cheaper water	- Supports Plan; Collinsville; Showgrounds pump track; - Cheaper water;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. Unfortunately, water rates are outside of the scope of this Masterplan, which aims to focus upon capital projects into the future. Nonetheless, this concern will be reported.	No
7	Your Say Whitsunday submission	Yes	Happy	Yes	Collinsville Showgrounds		Supportive of Masterplan, Collinsville Showgrounds is preferred pump track location. 1 I am not sure about the pump track, will it include sections for young and older or all together? If a track for the very young to ride about may I suggest "thinking outside the square" and make it educational, interesting and enjoyable. It would not need to be too long but include curved and straight sections on track. For the young it would not need too much ground. Adding signage, the young can read, or parents can translate till they understand (if very young). Examples that come to mind are: - A Stop sign saying STOP(or a hand sign), count to 5, now GO. - ALSO a Slow sign and a pedestrian walkway sign. - A wonderful Yellow Happy Face saying child is riding well. - I am sure some clever person can elaborate on signs to have it educational instead of just a bland bit of track. 2. With more to look after in the area if all go ahead it would need more work force then we see about town now. Roadsides/parks etc. are now not as well maintained as years ago when Neil Edgerton was in charge in Collinsville. 3. Sadly no mention of a better Council Office in Collinsville is mentioned. Visitors still have the kitchen sink to look at while at the counter and a very overcrowded area. Not forgetting, the heavy door which disabled persons must find hard to open, a self-sliding door would be more appropriate. Better still, an entrance from the main street would be a great improvement.	- Supports Plan; Collinsville Showgrounds pump track; - Pump track to have sections for younger and older children; - Pump track design to include educational elements; - More council staff needed; - Council building maintenance needed;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. - Pump tracks are generally appropriate for all age groups, however, can be more suited to younger kids and teens than comparable to skate parks. Council will consider creative signage to encourage 'real world' thought during use, with proposed layout subject to detailed design once Council decides upon the most suitable location. - The maintenance of existing assets, particularly the Council office and Library, will be highlighted as community concerns to inform future capital budgets.	No

8	Your Say Whitsunday submission	Yes	Very Happy	Yes	Darcy Munro Park	Love what has been put in place	Supportive of Masterplan, Darcy Munro Park is preferred pump track location. I would like to see the Scottville oval have an arena type area filled with sand for horse riding.	- Supports Plan; Darcy Munro Park pump track; - Scottville Oval horse riding;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. In the previous consultation, Council received 5 of 101 submissions in support of horse riding on Scottville Oval. Therefore, the item is not a community priority, particularly with the presence of existing infrastructure within Collinsville to cater for horse riders, at the rodeo grounds.	No
9	Your Say Whitsunday submission	Yes	Happy	Yes	Darcy Munro Park		Supportive of Masterplan, would like to see the pump track built at the on-box track which is at the Darcy Munro Park. More services for medical practitioners as everyone has to travel for doctors as we don't have enough doctors for the locals let alone the tourism side. This includes the emergency department.	- Supports Plan; Darcy Munro Park pump track; - More Health/Medical Resources	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park. Council acknowledges the need for more medical resources within the Region, however, health funding is in the domain of the State Government. Council's Economic Development Branch will continue to lobby the State Government to raise awareness for this issue Regionwide.	No
10	Your Say Whitsunday submission	Yes	Very Happy	Yes	Darcy Munro Park		Supportive of Masterplan, Darcy Munro Park is preferred pump track location.	Supports Plan; Darcy Munro Park pump track	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Darcy Munro Park.	No
11	Your Say Whitsunday submission	Yes	Unhappy	Yes	Collinsville Showgrounds	Like I have always suggested a sports precinct utilising all the unused land around the community centre and CYC	Unhappy with Collinsville Masterplan. Collinsville Showgrounds is preferred pump track location. I would not like to see anymore money wasted on the existing pool. We need a proper competition 50m pool constructed in the area near the CYC and community centre. There is a serious amount of unused land here to create a sports precinct. We have state and club swimmers here already that can't train in a competition length pool. The club meets that we could have would inject huge amounts of money into the community and possibly have an Australian champion. The main question that gets asked why families don't settle here gets answered with there is nothing for the kids to do. The existing pool should be filled in and this is where the childcare centre should of been built. Not on school grounds. Like I have always suggested a sports precinct utilising all the unused land around the community centre and CYC	- Does not support plan; Collinsville Showgrounds pump track; - Sporting precinct at Showgrounds; 50m Swimming Pool to replace existing pool;	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in Collinsville Showgrounds. Council acknowledges your passion to facilitate a high-quality sporting precinct, including 50m pool adjoining the Showgrounds area. Unfortunately, Regional areas lack resources and population density which helps to earn significant investments in sporting infrastructure from State/Federal Government grants, with only two 50m pools presently existing within the Region (Bowen and Proserpine). The project was not identified as a priority by the community in either Masterplan consultation for Council to pursue. Alternate proposed projects within the Collinsville Masterplan aim to create more activities for kids of all ages (Waterpark, pump track and playground upgrades) and improve liveability of the Township for families. This also includes refurbishment of the tennis courts at the CYC.	No

12	Your Say Whitsunday submission	Yes	Happy	Not Sure	Collinsville Showgrounds	I have more comment and am still working on the detail. Not sure of the cut-off time, so submitting form before 5pm 11.6.21 and attachment later. Supportive of Masterplan, Collinsville Showgrounds is preferred pump track location. Comments about tree species and provenance selection, and built heritage issues, include: - weed infestation around Collinsville is growing exponentially – Leucaena introduced as a rehabilitation plant on the Xstrata mine site and planted on a tributary of Carpet Snake Creek in the golf course, is still only limited in its infestation compared to other places like Bowen, Townsville and Mackay. We estimate that the feral Leucaena could be bought under control for around \$100k. There are also growing infestations of Chinese Apple, Rubber Vine, Mimosa Bush and Prickly Acacia etc around Collinsville especially in Pelican Creek and some of its tributaries that are being neglected for want of funding and skills building. - The selection of plants for the projects around Collinsville would benefit from consideration of the issues of local occurrence and provenance – to highlight our ecological heritage and preserve our biodiversity and avoid pollution of our gene pool. Trees such as, Acacia Rhodoxylon, Beef Oak Swain, Brigalow Coolebah Swain and Sandal Box Swain, are recommended. - Is it possible to help fund a plant nursery maybe at a local school and community ecological restoration (Conservation & Land Management) training? - Our area has an endangered ecological community, Semi-evergreen vine thickets, at its northern distribution of the Brigalow Belt; - Preservation of our history and heritage is recognised as a high priority yet it seems that proportionally measures to save heritage buildings and structures receive lower funding. Is it possible to use the Local Heritage Register to gain Qld and Commonwealth Govt funding; - I have a lot of specific examples and suggestions for enhancing and showcasing our rich natural and built heritage, and Traditional owner native plant use. I have copied a photo of the Cattle Yards at the Showgrounds that date from the agricultural shows around the 1950s – I have seen fences that use the same post and rail timber and type of wire that look to be from the early 1900s on cattle stations around the area – it would be good to construct some new fences that showcase our fencing heritage.	- Supports Plan; Collinsville Showgrounds pump track; - Need to address weed infestations around Collinsville; - Consider local plant species for any landscaping works; - Fund a plant nursery for conservation and land management training; - Use local heritage register to gain more funding; - Incorporate heritage in any upgrades	Thank you for your online response to the Collinsville Masterplan 2021 and identification of preferred pump track location in the Collinsville Showgrounds. In response to your additional comments: - Comments regarding weed infestation are noted and will be passed onto Council's Natural Resources Team; - For Action 4 - Cool and Green Collinsville and other projects involving new tree plantings, Council will seek input from the Environment team into the most suitable endemic species that are drought tolerant, provide shade and contribute to the ecosystem. Tree recommendations provided, including Acacia Rhodoxylon, Beef Oak Swain, Brigalow Coolebah Swain and Sandal Box Swain may be considered. - Regarding a local plant nursery, it is considered that these functions are outside of the core business of Council, however, the Bowen and Collinsville Landcare group may be able to support such an idea. - Comments regarding endangered Semi-evergreen vine thicket ecological communities in Collinsville surrounds will be passed onto Council's Environment Team, whom are currently about to undertake a review of locally significant vegetation that may inform future vegetation mapping for recognition and protection; - Regarding Collinsville's heritage, presently seven local heritage places exist around Collinsville and surrounds. The State Government does on occasion release grants for heritage buildings, which extends to management of local heritage places where community benefit is established, albeit none are currently live. - Regarding the Cattle Yards fencing and your idea to showcase these heritage style timber fences throughout the Town. This will be passed onto the Major projects team that will deliver Action 7: Town centre improvements (subject to funding), to consider as a form of placemaking which showcases the 'sense of place' of the country Town and fencing historically utilised.	No
----	--------------------------------------	-----	-------	----------	-----------------------------	--	--	---	----

Attachment 3 – Pump track site selection multi-criteria analysis

Introduction

Pump tracks cater for bikes, scooters and skateboards, suitable for all skill levels and provide a learning environment for kids. Tracks are not noisy, with rubber tires on asphalt generating very little sound. They have been successfully built in urban locations around Australia with no noise issues, nonetheless, location selection is anticipated to increase users of the park.

Criteria informed by the Proserpine Waterpark Options Analysis Report were utilised to support decision making for a suitable location. It is anticipated a track footprint of 50x30m (1,500m²) may be required to support a modest size pump track costing \$300,000, based upon comparable case studies within Appendix C. Criteria are defined and included the following themes:

Table 1: Selection criteria scoring. Detailed explanation of scoring is within Appendix D.

Selection criteria		Showgrounds	Darcy Park	Munro
Location	Compatibility with park users	8	8	
	Compatibility with park facilities	8	9	
	Proximity to residential areas/users	9	9	
	Proximity to CBD and RV Park	8	7	
	Incompatible land uses and amenity	8	6	
Access	Vehicle access and car parking	8	6	
	Active transport options	7	7	
Safety	All abilities access	6	7	
	CPTED	7	9	
Site suitability	Topography and drainage	8	9	
	Shading	6	9	
	Impacts on future use of each park	8	9	
Infrastructure	Water reticulation	8	9	
	Electrical	6	6	
	Waste and bathroom amenities	7	9	
Community preference	Submissions from consultation May - June 2021	4	6	
Total / 160		116	125	

Based upon this multi-criteria analysis, Darcy Munro Park is considered to be more suitable for the pump track. Nonetheless, both scored very high (72.5% and 78%) and Council may value some guiding criteria more than others, which may factor into an alternative choice.

Further information

While the cost of a dirt pump track is relatively low, at approximately \$20,000 it has very high maintenance costs estimated at over \$10,000 per year, with major rebuilds after the wet season and a full make over every 5 – 10 years. An asphalt track requires a much higher initial outlay but has minimal maintenance needs and a life expectancy of 30 years. Using a whole of life cost, the maintenance costs of a dirt track outweigh the build cost of an asphalt track within the first 10 years. An asphalt track can also be used by skateboards, scooters, roller blades and bikes, whereas a dirt track is only suitable for bikes.

While Council has experience in road and trail building, the pump track, especially an asphalt pump track, is more specialised, therefore Council will most likely contract out the project to a company experienced in bike trail design and construction.

Usage risks include the site being used for anti-social behaviours, such as drinking or fighting; track deterioration; and physical injury to users. Anti-social behaviours can be discouraged through surveillance of the site, by other users, CCTV or regular patrols. The risk of track deterioration is a point of difference between the two options: a high risk for a dirt track, but a low risk for the asphalt track.

Option	Indicative Build cost (Appendix C - Douglas Shire case study)	Life	Average maintenance per annum	Whole of life cost	30 year cost
Asphalt pump track	\$125,000	30	\$3,980	\$244,408	\$244,408
Dirt pump track	\$20,000	10	\$12,393	\$143,933	\$431,799

* These values are sourced from Douglas Shire Council, who constructed a pump track that was 250m², shown alongside other case studies in Appendix C.

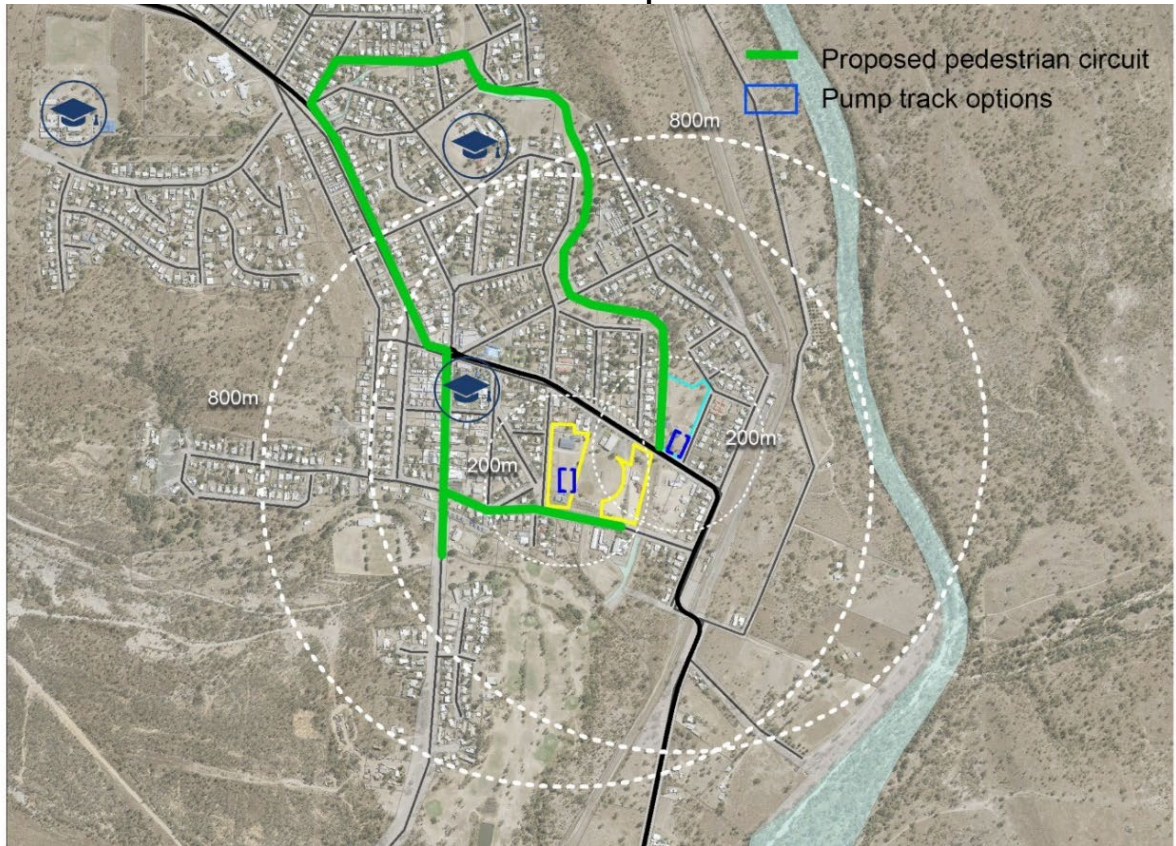
Appendix A – Indicative Pump Track Locations

Appendix B – Site Photos

Appendix C – Comparable Pump Tracks

Appendix D – Selection Criteria

Appendix A – Indicative site location and relationship to Collinsville Town.



Appendix B – Site photos – Indicative 50m x 30m (1,500m²) footprint Collinsville Showgrounds



Darcy Munro Park potential locations



Appendix C – Comparable Pump tracks

Byron Bay – Suffolk Park Pump Track	Footprint: 2,000m ² Estimated cost: \$506,300	
Gladstone – Memorial Park Pump Track (Australia's biggest)	Footprint: 5,000m ² Estimated cost: \$750,000	
Port Douglas - Mossman	Footprint: 250m ² Estimated cost: \$125,000	

Appendix D – Selection criteria

Evaluation scoring guide		
Unacceptable standard (0-3)	Satisfactory standard (4-7)	High standard (8-10)
Location has very limited compliance with selection criteria, resulting in impacts on the user's experience, amenity, safety or construction cost.	Location satisfactorily meets desired selection criteria, albeit there are limitations which may impact on the user's experience, amenity, safety or construction cost.	Location almost entirely meets desired selection criteria and will promote user's experience, amenity, safety or cost-efficient construction.

Selection criteria		Description	Showground s Summary	Darcy Munro Park Summar y
Location	Compatibility with park users	Will the primary park users benefit from a pump track?	- Co-located adjoining a skate park and the Collinsville Youth Coalition (CYC), a school facility with infrastructure for kids and teenagers who would utilise the track. - Limited infrastructure for parents supervising kids or younger kids. Rating - 8	- Darcy Munro has existing infrastructure suitable for parents and kids, but limited infrastructure for teenagers. - Pump track is for all, but best suits learning kids to teenagers. Rating - 8
	Compatibility with park facilities	Do the existing facilities at the location support users of a pump track?	- Pump track will complement skatepark; - only one shelter (1), picnic table (1) and park bench (2) are available for parents supervising younger kids. Rating – 8	- New playground for ages 3-13 and exercise equipment; - Pump track would promote the park to kids and teens, whilst better providing for parents supervising kids than Showgrounds. Rating - 9
	Proximity to residences	Is the location within walking distance 200m to residential neighbourhoods?	- 42 residential dwellings within 200m; - 485 residential blocks within 800m catchment. Rating - 9	- 41 residential dwellings within 200m; - 381 residential blocks within 800m catchment. Rating - 9
	Proximity to CBD and RV Park	Is the location within easy walking distance to the RV Park and CBD?	- Showgrounds is within 300m of the CBD and immediately adjoining the RV Park. Rating - 8	- Darcy Munro Park is within 600m of the CBD and adjoining the RV Park. Rating - 7
	Incompatible land uses and amenity	Will there be visual, noise or social impacts on	- Well buffered from residential areas; - New lighting would be required, as consultation identified	- Limited buffer to immediately adjoining residents, with 7 houses within

		surrounding sensitive uses?	teens often turn skatepark lights off for delinquent behaviour. Rating - 8	100m, albeit noise generated is anticipated to be low; - New lighting may be required for CPTED. Rating - 6
Access	Vehicle access and car parking	What is the car parking capacity?	- On-street parking possible; - Formalisation of CYC car park anticipated with future grant funding within Masterplan. Rating – 8	- On-street parking possible; - No formalised car park proposed. Rating – 6
	Active transport options	Do pathways connect the location to adjoining residential areas and community nodes?	- No existing internal footpaths servicing the site; - Future footpath on Railway Road connecting to CBD and RV Park, subject to grant funding within Masterplan. Rating – 7	- Existing internal footpaths service the site; - Future footpath within Carpet Snake Creek linear corridor, connecting to residential areas and schools anticipated subject to grant funding; Rating – 7
Safety	All abilities access	Is the location able to facilitate prams and people with special needs? Does the location provide safe pedestrian access?	- No existing footpaths servicing the site; - No wheelchair friendly picnic tables; - Limited residential properties south of the Park, that would trigger crossing of HV route, Railway Road. Majority of users to enter via crossing safer local roads. Rating – 6	- Internal footpaths promote disability access; - No wheelchair friendly picnic tables; - Located adjoining linear park, reducing need for crossing of major roads. Rating – 7
	CPTED	Does the location allow for CPTED principles?	- Limited casual surveillance from adjoining residences and traffic on Railway Road; - Casual surveillance provided by users of CYC. Rating - 7	- Adjoining residents and traffic along Conway Street provide casual surveillance. Rating – 9
Site suitability	Topography and drainage	Does the topography of the land suit construction of a pump track and allow for drainage?	- Flat land suitable for earthworks, albeit up to 50m of stormwater pipe may be required to drain to Pelican Street stormwater infrastructure (subject to design); - May require additional fill to build track. Rating - 8	- Various areas suitable for pump track, containing flat and slightly undulating land; - All sites capable of draining to Carpet Snake Creek via overland flow or to immediately adjoining

				stormwater infrastructure on Davidson Street; - historic BMX track 'start box' could support track start. Rating - 9
	Shading	Is there adequate shade to support users and parental supervisors?	- One shelter, but no natural shading for the site. - Soft shade sails or shade trees may be required over track location, adding cost. - Natural shading from plantings and additional seats proposed within Masterplan, subject to grant funding. Rating - 6	- Two shelters and several significant trees providing natural shading around the park; - Soft shade sails or shade trees may be required over track location, adding cost. Rating - 9
	Impacts on future use of each park	Will a pump track impact on future use of the park for events or other strategic park uses/upgrades?	- Would promote the Showgrounds as the premier park for Collingsville, with additional attractions to support kids. - May impact on events reliant upon stock yards. Rating - 8	- No further park upgrades or events that may be impacted by pump track; - Creates Park identity well suited to kids and parents; - Potential sites located away from weed washdown area. Rating - 9
Infrastructure	Water reticulation	Is their suitable infrastructure for irrigation and water bubblers?	- Non-potable water tap within proximity to location for landscaping; - Water bubbler (1) adjoining skate park. Rating - 8	- Several water bubblers and irrigation taps in close proximity to the location. Rating - 9
	Electrical	Is their existing infrastructure present to support lighting?	- No lighting of potential location at present; - Skatepark lighting; - Street lighting at stockyards entrance and servicing the adjoining tennis courts would enable new lights to be easily provided. Rating - 6	- No lighting of site at present; - Power to adjoining BBQ and shelter may enable new lighting to be easily provided. Rating - 6
	Existing parks infrastructure, bins and bathroom amenities	Existing park infrastructure for user needs (anticipated to be kids, teens and parents)? Is their adequate rubbish bins and	- Shelter (1), park seat (2) and picnic table (1) for parents; - Skatepark provides for teens and adults recreation, but not as suited to kids; - Shading of skatepark, but limited shade for other users;	- toilet (1) shelters (1), BBQ (1) and picnic tables (2) providing for parent's needs; - new playground (ages 3-13) and exercise equipment; - various shade trees;

		bathroom amenities nearby?	- Two rubbish bins presently service the skatepark; - Bathroom amenities for the RV park located 130m from location, and at CYC 100m from location. Rating - 7	- Two rubbish bins presently service the park. Rating - 9
Community preference	Submissions from consultation May 2021	What is community sentiment for each location?	- 5 out of 12 submissions supported location; - Preferred location from High School students identified during in person conversations. Rating - 4	- 7 out of 12 submissions supported location. - Preferred location for parents identified during in person conversations. Rating - 6

14. Development Services

14.4 20201087 - PRELIMINARY APPROVAL FOR VARIATION REQUEST (HOOK ISLAND MASTER PLAN) AND DEVELOPMENT APPLICATION FOR DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE (NATURE BASED TOURISM - HOOK ISLAND ECO RESORT STAGE 1 & 2), HOOK ISLAND, WHITSUNDAYS

AUTHOR: Matthew Twomey – Senior Development Assessment Officer

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council:

- 1. Approve the application for Preliminary Approval for Variation Request (Hook Island Master Plan) and Development Application for Development Permit for Material Change of Use Nature Based Tourism - Hook Island Eco Resort Stages 1 & 2, made by Hook Island Eco Resort Pty Ltd As TTE, on L: A HR: 1022 T: SL05/50050 and located at Hook Island Whitsundays, subject to the conditions outlined in Attachment 1; and**
- 2. Delegate its power to the Chief Executive Officer under section 89 of the *Planning Act 2016* to note the development approval on the *Whitsunday Regional Council Planning Scheme 2017* due to the approval including a Preliminary Approval for a Variation Approval given under section 61 of the *Planning Act 2016*; and to give notice of the notation and the premises to which the note relates to the Chief Executive of the State planning authority.**

The following report has been submitted for inclusion into Council's Ordinary Council Meeting to be held on 11 August 2021.

SUMMARY

Council is in receipt of a development application for a Preliminary Approval to vary the effect of the Whitsunday Regional Council Planning Scheme 2017 to implement the Hook Island Master Plan and the construction of Stages 1 and 2. The applicant proposes to re-establish the tourism use of Hook Island in the form of an eco-tourism development. The approval of the development application will give effect to the Hook Island Eco Resort Development Code which will guide the delivery of development on the island. It is recommended Council approves the application, subject to reasonable and relevant conditions.

PURPOSE

Development Applications requiring decisions which are outside the Council officer delegated authority require Council consideration.

BACKGROUND

The first lease obtained over the island was in 1930, before the island was declared a National Park in 1936. In 1959, a lease was approved over a small area of shoreline on the south-east headland of Hook Island, opposite the northern tip of Whitsunday Island, allowing the construction of the Hook Island Underwater Observatory to commence in 1965 (officially opened in 1969). Some expansion of the resort facilities occurred in the 1980s, with the Observatory continuing to be a major tourist attraction, before it was closed in 2010 due to

concerns with aging and general wear and tear. Hook Island was hit by cyclones in 2011 (Cyclone Anthony) and 2017 (Cyclone Debbie), which has seen the resort lie abandoned and dormant for many years. In recent times, a significant clean-up operation was undertaken by the current owner, with the damaged structures and observatory removed due to safety concerns from irreparable cyclone damage.

STATUTORY/COMPLIANCE MATTERS

Planning Act 2016

ANALYSIS

Council has received the following Development Application, which has been assessed against the provisions of the relevant legislation as reported below.

1. Application Summary

Proposal:	Preliminary Approval for Variation Request (Hook Island Master Plan) and Development Application for Development Permit for Material Change of Use (Nature Based Tourism - Hook Island Eco Resort Stage 1 & 2)
Landowner	Hook Island Eco Resort Pty Ltd As TTE
Property Address:	Hook Island, Whitsundays
Property Description:	L: A HR: 1022 T: SL05/50050
Area of Site:	9.31ha
Planning Scheme Zone:	Environmental Management and Conservation; and Tourism Accommodation
Level of assessment	Impact assessment
Overlays:	Acid sulfate soils overlay Coastal environment overlay Environmental significance overlay Landslide hazard overlay
Existing Use:	Demolished resort and densely vegetated island
Existing Approvals:	Nil.
Public Notification:	7 June 2021 – 16 July 2021
Submissions received:	Nil.
State referrals:	Schedule 10, Part 17, Division 3, Table 6, Item 1 - Material change of use involving works in the coastal management District; and Schedule 10, Part 9, Division 4, Subdivision 1, Table 1, Item 1 - Development impacting on state transport infrastructure (threshold exceedance)
Infrastructure charges:	Nil.

2. Site Details

2.1. Location

Hook Island is the second largest island in the Whitsunday group and is approximately 58km². Hook Island Eco Resort leasehold (Lot A) site occupies 9.31 hectares and is the development area for this application.

2.2. Zoning

The leasehold land is dual zoned, being partly located within the Environmental management and conservation zone and Tourism accommodation zone.

2.3. Site description

The area to be developed is sloped, falling from the northern portion downwards towards Stingray Bay and Main Beach. The Headland is also elevated towards the centre. The site is predominantly vegetated, with some cleared areas associated with previous tourism infrastructure.

2.4. Access

Access to the Resort will be via boat or helicopter, either organised through a tour operator or personal vessel. Once fully developed, the Resort will include three main arrival areas, being tender access in Stingray Bay and Main Beach, and jetty access at the Headland.

2.5. Surrounding uses

The proposed site is in proximity to several surrounding islands including Whitsunday Island (adjoining) and Hamilton Island (20km to the south).

3. **Proposal Details**

The application seeks to establish the Hook Island Eco Resort Master Plan which will guide future development on the island.

The applicant advises it is envisaged that the Hook Island Eco Resort will be a quality tourism offering in the Whitsunday region, providing various accommodation options under the banner of nature-based tourism. Capitalising on the desire for nature-based, sustainable and eco experiences, the Hook Island Eco Resort's mixture of accommodation offerings will provide a low impact, light touch development. The 'minimal impact' and 'light touch' underpins the Master Plan.

The Master Plan outlines the development intention for the overall development area, and more specifically for the four distinct precincts, being Stingray Bay, Main Beach, Headland and Treetops. The Master Plan also includes levels of assessment and relevant assessment benchmarks for compatible development within the Development Area with the Hook Island Eco Resort Development Code being the new assessment benchmark.

The Material Change of Use component of this application is to establish the initial stage of the Hook Island Eco Resort. Specifically Stage 1, comprising accommodation in the Stingray Bay precinct, relevant infrastructure and services and Stage 2, comprising a Central Hub in the Main Beach Precinct. Overall, this development provides suitable facilities to cater for 100 persons, being 70 persons in accommodation in Stingray Bay and an additional 30 persons to allow flexibility for day trippers.

Hook Island Eco Report Master Plan

The Resort will accommodate a maximum population of 280 persons, inclusive of day visitors, overnight stays and staff.

Accommodation types on the island will include five different structure types as follows:

- Tent accommodation will consist of a temporary structure located on the ground. All amenities are external to the structure and are shared.

- Glamping accommodation will consist of a temporary structure located on a permanent raised platform. All amenities are external to the structure and are shared.
- Cabin accommodation will consist of a permanent structure located on a permanent raised platform. All amenities are internal and shared.
- Lodge accommodation will consist of a permanent structure with shared rooms, raised with water services located below. All amenities are provided within the self-contained structure.
- Villa accommodation will consist of a permanent structure, similar to a dwelling unit. All amenities are provided within the structure, and it is self-contained.

As part of the Master Plan the development area has been split into four precincts. Development is intended to be contained within each precinct, and each precinct has its own identity through accommodation types, services and scenic amenity, as described below:

Main Beach

It is envisioned that this precinct will contain the main hub of the Resort, amenities building and accommodation. The area is to be developed along the shoreline, aligning with the natural terrains of this area. The main hub is to be in the centre of the Resort to promote accessibility for patrons. The maximum population for this precinct is 80 persons, with a mix of accommodation options (tents, glamping and cabins) provided around the rear of the beach. These accommodation types have been preferred due to their temporary and quick-pack down nature, allowing for preservation of the accommodation during significant weather events. Accommodation in this area is intended to be separated, however not secluded. In the future, any commercial uses such as a café, bar, food and drink outlet and reception office that are associated with resort operations will be located within this precinct.

Stingray Bay

It is envisioned that this precinct will contain accommodation (visitors and staff), storage shed, amenities and barge landing. The precinct includes a large, flat area of land that will be utilised for a variety of low intensity accommodation types. The maximum population for this precinct is 70 persons, with a mix of accommodation options (tents, glamping and cabins) provided around the skirts of the high tide mark. These accommodation types have been preferred due to their temporary and quick-pack down nature, allowing for preservation of the accommodation during significant weather events. Accommodation in this area is intended to be separated, however not secluded.

Headland

It is envisioned that this precinct will contain accommodation, a recreation pavilion and the new jetty access. The maximum population for this precinct is 60 persons, with a mix of accommodation options (glamping, cabins, lodges and villas) provided around the ridge and pathway of the headland. These accommodation types have been preferred due to their ability to be raised and achieve appropriate scenic value. Accommodation in this area is intended to be separated and secluded, with privacy a key consideration with separation distances. Whilst the Headland is heavily vegetated, development will be located sympathetically, within the canopy breaks and where limited impact on the environment is required.

Treetop

It is envisioned that this precinct will contain accommodation and a centralised plant. The maximum population for this precinct is 70 persons, with a mix of accommodation options (glamping, cabins, lodges and villas) provided along the ridge of the precinct. These accommodation types have been preferred due to their ability to be raised and achieve appropriate scenic value. Accommodation in this area is intended to be separated and secluded, however it is acknowledged that this may not always be achieved due to existing vegetation.

4. Planning Assessment

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*. The proposal is consistent with the higher-order outcomes in the Planning Scheme and the historical tourism use of Hook Island. The application is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions.

4.1. State Assessment and Referral Agency (SARA)

The Application was referred to the State Assessment Referral Agency (SARA) for a material change of use involving works in the coastal management district and development impacting on state transport infrastructure (threshold exceedance). Conditions of approval have been included in Attachment 5.

4.2. State Planning Policy – July 2017

The State Planning Policy (SPP) includes interim development assessment requirements to ensure that state interests are appropriately considered by local government when assessing development applications where the local government Planning Scheme has not yet appropriately integrated the state interests in the SPP. As the most recent SPP (July 2017) has not been reflected in the Whitsunday Regional Council Planning Scheme, Part B of the SPP confirms that it applies to the assessment of the development application.

State Interest – Liveable Communities

Not applicable.

State Interest – Water Quality

The provision for water quality improvement measures is accounted for in the Hook Island Resort Development Code which is consistent with the requirements of the Whitsunday Regional Council Planning Scheme. Stages 1 and 2 are not considered to require water quality improvement measures.

State Interest – Natural Resources, Risk and Resilience

The natural hazards identified by the Planning Scheme to impact upon the premises are considered to have been ameliorated by the design of the proposed development.

State Interest – Strategic Airports and Aviation Facilities

Not applicable.

4.3. Mackay Isaac and Whitsunday Regional Plan – February 2012

The Mackay, Isaac and Whitsunday Regional Plan was established to provide the vision and direction for the region to 2031. The plan provides certainty about where the region is heading in the future and provides the framework to respond to the challenges and opportunities which may arise.

Strategic directions – Sustainability, Climate Change and Natural Hazards

Natural and man-made hazards pose a significant threat to the region, including flood, bushfire and coastal hazards. Adapting to and mitigating climate change impacts will mean that communities and supporting infrastructure need to be planned, designed and located to avoid natural hazards where possible. The subject site is unique insofar as it is an isolated tropical

island. The proposal has been designed such that it is responsive to the natural hazard interaction and with the use of an emergency management plan the risk to patrons of the island has been reduced to a tolerable level consistent with remote island tourism.

Strategic directions – Environment

The proposal is not considered to result in an environmental impact significantly beyond what has previously been operated on Hook Island.

Strategic directions – Regional Landscapes

The proposal is not considered to result in an impact upon the regional landscape of Hook Island beyond what existed when the island was an active tourist destination.

Strategic directions – Natural Resource Management

Not applicable.

Strategic directions – Strong Communities

The proposal will achieve an improvement in the liveability of the region through redeveloping a key tourism asset.

Strategic direction – Strong Economy

Diverse employment opportunities will assist in attracting and accommodating current and future residents. It is anticipated upon the full development of the premises significant employment opportunities will have been created which support the tourism sector.

Strategic direction – Managing Growth

Providing a more compact urban settlement pattern focusing on existing towns and cities will provide better levels of accessibility, and cost-effective provision of infrastructure and services. It is acknowledged the proposal is to facilitate further development outside of the urban footprint. It is considered due to the nature of the development the location of such a land use would not occur within the urban footprint.

Strategic direction – Urban Form

The proposed development code is consistent with the built form requirements of the Whitsunday Regional Council Planning Scheme 2017.

Strategic direction – Infrastructure and Servicing

Any growth in the region will inevitably add pressure to existing water supply and wastewater limitations. The development will be privately serviced as necessary consistent with the requirements of an eco-resort development, therefore not impacting upon the regions reticulated infrastructure networks.

Strategic direction – Transport

The subject site is serviced by the region's water transport networks.

4.4. Whitsunday Regional Council Planning Scheme, 2017

The assessment framework for a variation request is set out in section 61(2) of the Planning Act 2016, and must consider the following:

- The result of the assessment of that part of the application that is not the variation request;
- the consistency of the variations sought with the rest of the planning instrument to be varied;
- the effect the variations would have on submitters' rights for later development applications, particularly considering the amount and detail of information included in this application and made available to potential submitters; and
- any other matter prescribed by regulation.

4.4.1. Strategic Framework

Liveable communities and housing

Not Applicable. The proposal is not for a development listed within this element of the strategic framework.

Economic growth

The proposal builds on the region's economic resilience, wealth creating and employment generating capacities. The redevelopment is located on an island identified for tourism development by the strategic framework, providing significant opportunities for economic growth and development.

Environment and heritage

Through design and operation, the Eco Resort proposes the protection and enhancement of the natural and cultural environment of the Hook Island site. An ecological assessment has been provided to support the redevelopment of the island for an eco-tourism purpose. The views through the Whitsunday Islands are identified being part of the key landscape values of the region. The master plan design for the redevelopment of the island incorporates the following elements to ensure the visual impact is mitigated:

- Low rise in height, with the location of buildings responsive to visual impact and natural landscape;
- Buildings are responsive to the natural landscape and topographical features;
- Colour and materials used for any buildings or structures blend in with the natural landscape to soften the visual impact;
- Building design, including form, orientation and articulation promotes sub-tropical design excellence and innovation;
- A high standard of architecture, urban design and landscaping is incorporated throughout the development to enhance the visual and environmental amenity of the development area;
- Safety is considered throughout the development, with any adverse amenity issues relating to light spillage avoided or minimised.

Safety and resilience to hazards

The remote location of the development is acknowledged to be interact with natural hazards. The applicant has demonstrated via the submission of supporting information the risks to people and property have been minimised through design and operational procedures.

Infrastructure

The proposed development is to be privately serviced by all necessary infrastructure to support the eco-resort function.

4.4.2. Overlay Codes

Acid sulfate soils overlay code

The assessment benchmarks contained within the overlay code have been included in the Hook Island Eco Resort Development Code. Should development encounter acid sulfate soils it will be required to be managed in accordance with the Queensland Acid Sulfate Soils Technical manual (Queensland Government, 2014).

Coastal environment overlay code

A coastal hazard assessment report prepared by BMT has been provided to support the development application. The coastal hazard assessment suggests the proposed development and use of the site is not adversely affected by coastal processes to the year 2100. The indicative location for some proposed temporary structures, namely cabins and unpowered camp sites, are within the 2100 coastal hazard area but are readily relocatable, adaptable and/or able to be abandoned.

To avoid damage and minimise disruption associated with a storm tide hazard event, the following minimum finished floor levels (FFL) have been determined:

- FFL 4.09 m AHD (300mm above 2100 future climate storm tide level) for permanent structures
- FFL 3.34 m AHD (300mm above 2050 future climate storm tide) for 'temporary' structures within or partially within the 2100 future climate coastal hazard area and able to be adjusted or relocated
- Unpowered camp sites should be located above 2.51 m AHD (estimated 2050 HAT level).

An Evacuation Plan has been prepared for the site, which will involve removing all guests and staff from the island should a weather and associated coastal hazard warning be issued (i.e. tropical cyclone warning). The recommendations have informed the design of the proposal and Hook Island Eco Resort Development Code.

Environmental significance overlay code

An ecological assessment report prepared by BMT has been provided to support the development application. The report concludes that, subject to mitigation measures being implemented, no significant residual impacts are likely to occur. The recommendations have been incorporated into the design of the proposal and the Hook Island Eco Resort Development Code.

Landslide hazard overlay code

The proposed works in Stages 1 and 2 are located on land with a slope less than 15%, therefore no geotechnical report has been provided. The assessment of slope stability matters has been addressed in the Hook Island Eco Resort Development Code.

4.4.3. Zone Code

The preliminary approval does not require an assessment against the Overall Outcomes of the Environmental Management and Conservation Zone and Tourism Accommodation Zone, as the nature of the preliminary approval is to vary the Planning Scheme Zone Code.

The Hook Island Eco Resort Development Code provides a suitable alternative to the Environmental Management and Conservation Zone and Tourism Accommodation Zone which will allow for the on-going orderly development of the site for an eco-tourism purpose.

4.4.4. Development Codes

The preliminary approval does not require an assessment against the Development Codes as the nature of the Preliminary Approval is to vary the Planning Scheme Development Codes, however an assessment of the necessary infrastructure to service the development is provided.

Water Supply

Hook Island does not have access to potable reticulated water services and therefore the development is required to harvest and store rainwater as the primary source for potable and grey water. The reliability of the water supply will be managed by an operational management plan. To ensure reliability of supply, a secondary water supply source is proposed in the form of imported water via barge or produced from a package desalination plant.

Premise have provided technical reporting to support the water supply strategy. The reporting indicates that whilst the Planning Scheme nominates that daily consumption for a development site should be 500L/EP/day, the proposed development is not typical of mainland development. It is accepted that revised water consumption rates of 81 and 96L/EP/day per guest for each respective precinct. These rates will be provided for by the development, however under the operational plan for the development the resort has a target EP daily use of 30L.

In the masterplan layout, it is proposed that Stingray Bay will be serviced by a 100,000L rainwater harvesting and rain tank for daily potable water use. The Treetops and Main Beach precincts will be serviced by 220,000L tanks and each unit in the Headland precinct will be serviced by standalone 40,000L tanks. In Stage 1, Stingray Bay will be serviced by a 100,000L tanks to cater for 100 EP.

Wastewater

Hook Island does not have access to a recirculated sewerage network and therefore onsite treatment is required. Self-contained waterless composting toilets are proposed to service the Stingray Bay and Main Beach precincts. The Stingray Bay precinct has an anticipated population of 70 people. The Ecoflow CM40 product has a stated capacity for 27-28 people to service 110 daily visits on average. As such, a minimum of 3 systems are required. In the Main Beach precinct, a population of 80 people is anticipated. Accordingly, a minimum of 3 systems are required.

The Treetops and headland precincts are proposed to be serviced by individual centralised wastewater systems with high efficiency, low water use toilets. As the system needs treatment given a sewage capacity greater than 21EP an Environmental Licence is required.

5. Assessment of Variations

The purpose of the Development Code is to detail relevant planning and design provisions that will apply to the future development of the site. The Development Code is generally consistent with the Whitsunday Regional Council Planning Scheme 2017 in terms of definitions, terms used and structure. The following is an assessment of notable variations sought by the applicant:

Tables of Assessment

The applicant has proposed a table of assessment for development which supports land uses consistent with the vision for the island as accepted development or code assessable development. The applicant has provided the following representations to support the proposed table of assessment:

Accommodation Activities:

The overall outcomes of the Hook Island Master Plan speak strongly to the creation of an eco-friendly tourism facility that is characterised by high amenity and ecological protection to ensure the longevity of Hook Island and its natural surrounding resources. This sentiment is reflected in the Development Code and in the implementation of strict population caps for each precinct to development remains compatible and integrated with the surrounding environment, and low intensity. Accordingly, it is expected that future development of the Development Area, where it can comply with these overarching objectives will predominately fall into the category of 'nature-based tourism' or 'resort complex'. Allowances have also been made for a dwelling house in the Treetops and Headland Precincts where separated, more luxury styles of accommodation may lend towards development of private residences, as well as for one caretaker's residence in the Stingray Bay Precinct, if required. All accommodation activities outlined above are code assessable, except for caretaker's accommodation where strict compliance with the specified criteria would allow this use to occur as accepted development.

Business Activities:

The scope of suitable Business Activities where a variation in the level of assessment from impact to code or accepted is limited to Food and Drink Outlet, Office and Shop with strict compliance with the specific provisions in the Development Code required. In summary, where it can be demonstrated that uses are ancillary to the use of the Development Area for nature-based tourism or resort complex, they are supported in the relevant Precincts. Other forms of stand-alone Business Activities are not envisaged to be compatible with the immersive, low impact nature of the intended development and remain impact assessable.

Entertainment Activities:

The scope of Entertainment Activities where a variation in the level of assessment from impact to code or accepted is limited to Bar only, with strict compliance with the specific provisions in the Development Code required. In summary, where it can be demonstrated that uses are ancillary to the use of the Development Area for nature-based tourism or resort complex, they are supported in the Main Beach Precinct. Other forms of standalone Entertainment Activities are not envisaged to be compatible with the immersive, low impact nature of the intended development and remain impact assessable.

Community Activities:

The levels of assessment for the identified Community Activities are as proposed in the Tourist Accommodation Zone and are considered compatible with the development intention of the Development Area.

Other Activities:

The only 'other activities' where variations are sought are those that are directly supportive of the operations of the Hook Island Eco Resort i.e. installation of services/utilities and/or access (landing/air services for helipad). Compliance with the Development Code is still required for code assessment, otherwise impact assessment will apply.

Other Development:

Due to the obligated requirements of the lease, further subdivision is not likely to be supported so impact assessment has been adopted for reconfiguring a lot. Building work is limited to a maximum height of 12m for code assessment to comply. 12m is considered to be a balance between the 14m height limit permitted for development on nearby Hamilton Island and the 8.5-10m limit imposed within the Tourist Accommodation Zone. As the provisions of the Development Code outline, development is required to blend with the natural environment and have a stepped profile following the slope of the site, so it is only expected that dwellings will reach the 12m height limit where allowances are made for developing on steeper topography.

The representations provided by the applicant are acceptable. The proposed land uses support the vision of the development.

Zone Codes

The request is to adopt the Hook Island Eco Resort Development Code which will take the place of the underlying Planning Scheme zones. The Development Code provides a balance between the tourism intentions of the Tourist Accommodation Zone and the environmental conservation objectives of the Environmental Management and Conservation Zone. The Development Code provides a strong focus on ecotourism to facilitate a minimalistic form of tourism product on the island supported by necessary, small scale services.

Overlay Codes and Development Codes

The assessment benchmarks contained within the Planning Scheme overlay code have been included in the Development Codes. The provisions contained within the Development Code adequately address the interaction of the overlay codes with the expected development. Provisions related to infrastructure, landscaping, transport and parking have also been included within the Development Code, therefore overriding the applicable development codes of the Planning Scheme. The site-specific requirements for infrastructure servicing, the limited need for additional landscaping and the onsite and mainland transport requirements have been adequately provided for with the Development Code.

Submission Rights

Section 61(2)(c) of the Planning Act 2016 requires the assessment manager to consider the effect of the variations on submission rights for later development applications. The explanatory notes of the Planning Bill 2015 detail the purpose of s61(2)(c) is to ensure that adequate information is available in the variation request for the public to be able to form a reasonable opinion of the proposed development. The application made to Council clearly details the vision for the site which will guide the future development. The development application contains adequate proposal information via plans of future development and a detailed proposed development code for the public to form an informed view.

6. Assessment of Stage 1 and 2 Hook Island Eco Resort Development Code

The following section provides an assessment of the development application against the local framework, including the applicable assessment benchmarks. As the Material Change of Use (Nature-based Tourism – Hook Island Eco Resort Stage 1 and Stage 2) is proposed within the lease area, the Hook Island Master Plan is the applicable local categorising instrument.

Hook Island Eco Resort Development Code

The proposal for Stages 1 and 2 complies with all applicable acceptable outcomes of the Development Code. The maximum number of persons permitted does not exceed the population density requirements and provides accommodation typologies and built forms

consistent with the precincts in which development is located. Engineering services reporting has been prepared by Premise which demonstrates Stages 1 and 2 are adequately serviced for the population requirements, including necessary onsite water storage for firefighting purposes. Stages 1 and 2 do not involve the development of a habitable building within an area identified as a coastal hazard area. All new permanent structures will have a finished floor level no less than 300mm above the Designated Storm Tide Event. Conditions of approval have been imposed where necessary to ensure physical works carried out onsite are undertaken to the satisfaction of Council.

7. Public Submissions

The development application was placed on public notification between 7 June 2021 and 16 July 2021. The Notice of Compliance was received on 22 July 2021. No submissions were received during this period of Public Notification.

8. Infrastructure Charges

8.1. Adopted Infrastructure Charges Resolution

The following is a breakdown on the Infrastructure Charges for the development:

	Adopted Charge				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Adopted Charge	
MCU	Resort complex (accommodation component)	0*	\$21,590.50 for each suite with 2 or less bedrooms	\$0	
Total Adopted Charge				\$0	
	Credit				
Type of Development	Development Category	Demand Unit & Qty	Charge Rate	Discount	Total Credit
MCU	N/A	N/A	N/A	100%	\$0
Total Credit					\$0
Total Levied Charge					\$0

* No rooms are proposed as part of Stages 1 and 2.

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 3.1: Our built environment is well planned, effectively managed and protects our region's heritage and character

Outcome 3.2: Our Natural environment is valued and sustainable

Outcome 3.3: Our infrastructure supports our region's current and future needs

Alignment to Operational Plan

KPI: Development Applications are decided within statutory timeframes

Financial Implications – Developer contributions are not applicable.

Risk Management Implications – N/A

Strategic Impacts – N/A

CONSULTATION

Doug Mackay – Manager Development Assessment
Public Notification 30 business days per Planning Act 2016 requirements

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

The application has been assessed against the relevant provisions of the *Planning Act, 2016* and the *Whitsunday Regional Council Planning Scheme, 2017*. The proposal is consistent with the higher-order outcomes in the Planning Scheme and the historical tourism use of Hook Island. The application is recommended for approval in accordance with the drawings and documents submitted, subject to reasonable and relevant conditions.

ATTACHMENTS

Attachment 1 – Conditions of Approval
Attachment 2 – Locality Plan
Attachment 3 – Zoning Plan
Attachment 4 – Proposal Plan
Attachment 5 – State Agency Referral Agency (SARA) Response
Attachment 6 – Hook Island Eco Resort Development

Attachment 1 – Conditions of Approval

PART A – PRELIMINARY APPROVAL

1.0 ADMINISTRATION

- 1.1 This is a preliminary approval to vary the effect of the Whitsunday Regional Council Planning Scheme 2017 given under Section 49(2) of the *Planning Act 2016*.
- 1.2 Where not specified within the Hook Island Eco Resort Development Code, all land is considered to be within the Whitsunday Regional Council Planning Scheme 2017 and the category of development and assessment is determined accordingly.
- 1.3 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Plan/Document Name	Prepared By	Plan Number	Dated
Register & Site Precincts	Andrew Burns Architecture	1906-MA100-C	13/10/2020
Precinct Masterplan	Andrew Burns Architecture	1906-MA200-C	13/10/2020
Water Collection & Storage	Andrew Burns Architecture	1906-MA201-E	03/06/2021
Wastewater Treatment	Andrew Burns Architecture	1906-MA203-D	03/06/2021
Access & Mobility	Andrew Burns Architecture	1906-MA300	10/05/2021
Bushfire	Andrew Burns Architecture	1906-MA400-D	03/06/2021
Storm Surge Inundation	Andrew Burns Architecture	1906-MA401-D	03/06/2021
Coastal Environmental Works	Andrew Burns Architecture	1906-MA500-A	03/06/2021
Bushfire Hazard Assessment & Bushfire Management Plan	Blackash Bushfire Consulting	V1.3	03/06/2021
Engineering Services Report	Premise	MIS0589/R01 Rev C	04/06/2021
Operational Management Plan	Hook Island Eco Resort	Rev 01	03/11/2020
Emergency Management Plan	Hook Island Eco Resort	Rev 01	03/11/2020
Hook Island Resort Ecological Assessment	BMT Commercial Australia Pty Ltd	R.A10158.001.01.Ecological Assessment.docx	12/11/2020
Hook Island Resort Coastal Hazard Assessment	BMT Commercial Australia Pty Ltd	R.A10158.002.02.Coastal Assessment.docx	03/11/2020

- 1.4 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.5 All conditions of this approval must be complied with in full to Council's satisfaction prior to the release of the survey plan or the commencement of the use, whichever is the sooner, unless an alternate timeframe is provided within a specific condition or the condition is intended to be on-going.
- 1.6 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development

- approvals as a result of this development approval have been complied with at the time of sealing the survey plan or commencement of the use, whichever is the sooner.
- 1.7 A copy of this decision notice and the stamped, approved plans/drawings must be retained onsite at all times. This decision notice must be read in conjunction with the stamped, approved plans to ensure consistency in construction, establishment and maintenance of approved works.
- 2.0 CONCURRENCE AGENCY CONDITIONS**
- 2.1 The applicant is to comply with the full set of conditions set out in Attachment 1 of the Department of State Development, Manufacturing, Infrastructure and Planning's Conditions dated 25 January 2021 attached to this Decision Notice.
- 3.0 OTHER DEVELOPMENT PERMITS**
- 3.1 Other development permits which may be required to allow the development to be undertaken are listed below and these conditions do not affect the need to obtain such permits, namely:
- Development Permit(s) for Material Change of Use;
 - Development Permit(s) for Building Works;
 - Development Permit(s) for Reconfiguring a Lot;
 - Development Permit(s) for Operational Works
 - Plumbing and Drainage Works
- 3.2 The developer must also obtain all other permits, approvals and authorities required by other legislation.
- 4.0 CURRENCY PERIOD**
- 4.1 In accordance with section 85 of the Planning Act 2016, the Variation Approval has a currency period of ten (10) years.
- 5.0 COMPLETION PERIOD**
- 5.1 In accordance with section 88 of the Planning Act 2016, The Variation Approval lapses to the extent the development is not completed within twenty (20) years from the date of the decision notice.
- 6.0 MISCELLANEOUS**
- 6.1 If any item of cultural heritage is identified during site works, all work must cease and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.
- 6.2 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the developer.
- 6.3 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean-up of any litter or waste that is a result of the subject development.
- 7.0 ADVISORY NOTES**
- 7.1 Hours of work
It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6.30 pm and 6.30 am from Monday to Saturday and at all times on Sundays or Public Holidays.
- 7.2 Dust Control
It is the developer's responsibility to ensure compliance with the Environmental Nuisance of the Environmental Protection Act 1994 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.
- 7.3 Sedimentation Control

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994 and Schedule 9 of the Environmental Protection Regulation 2008 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

7.4 Noise During Construction and Noise in General

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994.

7.5 General Safety of Public During Construction

It is the project manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the project manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

It is the principal contractor's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work.

It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

7.6 Development infrastructure required to be provided in implementing this development approval is non-trunk development infrastructure as described under section 145 of the *Planning Act 2016*.

7.7 Should any change to the Variation Approval be sought and achieved, consideration by the applicant should also be had to the consequences on the related approvals (and the potential need to make subsequent changes to these related approvals).

7.8 Enquiries relating to the aforementioned conditions should be directed to the Planning and Development Directorate who will direct the enquiry to the relevant officer.

8.0 Liability for structures and property in the coastal erosion area

Acceptance of these conditions acknowledges that no liability attaches to Council for any future loss or damage to structures and property located with the coastal erosion prone area.

8.0 HOOK ISLAND ECO RESORT DEVELOPMENT CODE

PART B – MATERIAL CHANGE OF USE

- 1.1 The approved development must be completed and maintained generally in accordance with the approved drawings and documents:

Plan/Document Name	Prepared By	Plan Number	Dated
Register/ Site Plan/ Staging Plan	Andrew Burns Architecture	1906-DA100-D	04/06/2021
Access & Mobility - Stage 1 & 2	Andrew Burns Architecture	1906-DA101	10/05/2021
Stage 1 Site Plan	Andrew Burns Architecture	1906-DA200-D	04/06/2021
Stage 2 Site Plan	Andrew Burns Architecture	1906-DA201-C	10/05/2021
Cooking/ Dining Pavilion Plan & Elevations	Andrew Burns Architecture	1906-MA300-B	13/10/2020
Cooking/ Dining Pavilion Elevation & Section	Andrew Burns Architecture	1906-MA301-B	13/10/2020
Stingray Bay Amenities Plan	Andrew Burns Architecture	1906-MA310-B	13/10/2020
Stingray Bay Amenities Elevations & Section	Andrew Burns Architecture	1906-MA311-B	13/10/2020
Stingray Bay Amenities Elevations & Section	Andrew Burns Architecture	1906-MA312-B	13/10/2020
Main Hub Plan	Andrew Burns Architecture	1906-MA320-B	13/10/2020
Main Hub Elevations	Andrew Burns Architecture	1906-MA321-B	13/10/2020
Main Hub Side Elevation & Section	Andrew Burns Architecture	1906-MA322-B	13/10/2020
Storage Shed Plan & Elevations	Andrew Burns Architecture	1906-MA330-A	13/10/2020
Storage Shed Elevations	Andrew Burns Architecture	1906-MA331-A	13/10/2020
Material Palette	Andrew Burns Architecture	1906-MA400-B	13/10/2020
Engineering Services Report	Premise	MIS0589/R01 Rev C	04/06/2021
Stages 1 and 2 Wastewater Management Plan	Premise	MIS0589/R02 Rev A	04/06/2021
Operational Management Plan	Hook Island Eco Resort	Rev 01	03/11/2020
Emergency Management Plan	Hook Island Eco Resort	Rev 01	03/11/2020

- 1.2 Where a discrepancy or conflict exists between the written conditions of this approval and the approved plans, the requirements of the written condition(s) will prevail.
- 1.3 All conditions of this approval must be complied with in full to Council's satisfaction prior to the release of the survey plan or the commencement of the use, whichever is the sooner, unless an alternate timeframe is provided within a specific condition or the condition is intended to be on-going.
- 1.4 The applicant shall demonstrate and provide evidence that compliance with all conditions of this development approval and any other subsequent development approvals as a result of this development approval have been complied with at the time of sealing the survey plan or commencement of the use, whichever is the sooner.
- 1.5 A copy of this decision notice and the stamped, approved plans/drawings must be retained onsite at all times. This decision notice must be read in conjunction with the stamped, approved plans to ensure consistency in construction, establishment and maintenance of approved works.
- 1.6 The development is approved to be completed in two stages as referenced on drawing number 1906-DA100-D dated 04/06/2021.
- 1.7 Unless otherwise expressly stated, the conditions must be read as being applicable to all stages.

2.0 CONCURRENCE AGENCY CONDITIONS

- 2.1 The applicant is to comply with the full set of conditions set out in Attachment 1 of the Department of State Development, Manufacturing, Infrastructure and Planning's Conditions dated 25 January 2021 attached to this Decision Notice.

3.0 OTHER DEVELOPMENT PERMITS

- 3.1 The following further development permits are required prior to commencement of work on site or commencement of the use:
 - Operational Works
 - Earthworks (Retaining Walls)
 - Erosion Prevention and Sediment Control:
 - Building Works; and
 - Plumbing and Drainage Works.

All Operational Works, Plumbing and Drainage Works Development Permits must be obtained prior to the issue of a Building Works Development Permit.

4.0 WATER INFRASTRUCTURE

- 4.1 Prior to the commencement of the use of Stage 1 a potable water supply generating at least 5,670 litres per day must be available for use with a storage capacity of 95kL of for potable water and an additional storage capacity of 22.5kL for firefighting purposes.
- 6.2 Prior to the commencement of the use of Stage 2, a potable water supply generating at least 6,480 litres per day must be available for use.

7.0 SEWERAGE INFRASTRUCTURE

- 7.1 Prior to the commencement of Stages 1 and 2 the applicant must design and construct the onsite sewerage treatment system in accordance with the findings and recommendations of the Stages 1 and 2 Wastewater Management Plan prepared by Premise dated 04/06/2021.

8.0 ACCESS AND PARKING

- 8.1 All accesses, driveways, circulation roads, aisles, parking bays and maneuvering areas must be designed and constructed so as to comply with the Council's Development Manual and with the criteria described in AS2890 and AS1428.
- 8.2 Prior to the commencement of the use the barge area indicated on 1906-DA200-D dated 04/06/2021 is to be operational.

9.0 STORMWATER AND FLOODING

- 9.1 All stormwater must be discharged to a lawful point of discharge.

10.0 EARTHWORKS

10.1 Prior to commencement of the use of Stage 1 and Stage 2 an Operational Works development permit must be obtained in relation to Earthworks (Retaining Wall) to reinstate the existing retaining walls.

10.2 Any application for Operational Works for Earthworks (Retaining Wall) must be accompanied by engineering design drawings.

Prior to commencement of use on the site, the applicant must lodge with Council, a engineer's certification of the works. The certification must be addressed to Council and must certify that the works have been constructed according to the design and are stable and will remain so over the long term.

Note: The applicant is advised the proposed works may constitute prescribed tidal works.

12.0 EROSION AND SEDIMENT CONTROL

12.1 A Development Permit for Operational Works (Erosion Prevention and Sediment Control Management Plan) must be obtained prior to commencement of work on site.

12.2 Prior to commencement of any work on the site, the applicant must submit to Council for approval, a site-based Erosion Prevention and Sediment Control Plan for the site.

12.3 The plan must be prepared in accordance with Council's Development Manual and the Best Practice Erosion & Sediment Control – November 2008 (IECA White Book).

12.4 The strategy of the plan must be implemented and maintained for the duration of the operational and building works, and until exposed soil areas are permanently stabilised (e.g. turfed, concreted).

12.5 Discharges of water pollutants, wastewater or stormwater from the site must not cause measurable levels of water pollutants in the receiving waters to fall outside the acceptable ranges specified in the 'Australian Water Quality Guidelines for Fresh and Marine Waters', ANZECC 2000.

12.6 No visible emissions of dust must occur beyond the boundaries of the site during earthworks and construction activities on the site. If, at any time during the earthworks and construction activities the dust emissions exceed the levels specified above, all dust generating activities must cease until the corrective actions have been implemented to reduce dust emissions to acceptable levels or wind conditions are such that acceptable levels are achieved.

13.0 ELECTRICITY

13.1 Prior to the commencement of the use of Stage 1 and Stage 2 a solar array and battery storage facility is to be provided.

13.2 Prior to the commencement of the use of Stages 1 and 2, certification is to be provided from a suitably qualified person/s which demonstrates sufficient energy storage is available to meet the needs of the development.

13.3 Prior to the commencement of Stages 1 and 2, a secondary power supply in the form of a diesel generator is to be provided.

14.0 CONSTRUCTION MANAGEMENT PLAN

14.1 Prior to the commencement of work a Construction Management Plan is to be provided which addresses, at a minimum, the following:

- a) Containment and mitigation of dust and any other airborne emissions;
- b) an erosion and sediment control plan, prepared and supervised by an RPEQ engineer;
- c) protection of existing infrastructure;
- d) waste management and recycling;
- e) mitigation of acoustic and lighting emissions;
- f) limitations on days and hours of operation; and
- g) a system of construction vehicular access, circulation, parking and traffic management.

15.0 OPERATING PROCEDURES

15.1 The population density for Stages 1 is not to exceed 70 persons within accommodation and an additional 30 persons for day trip purposes.

15.2 A Food Licence from Council's Environmental Health Department will be required if the applicant undertakes any food preparation and cooking for guests.

15.3 Waste and recycling storage facilities must be provided in accordance with the following provisions:

- a) Adequate waste containers must be provided to contain the volume and type of waste and recyclable matter generated by the development;
- b) Waste storage area for waste containers must be constructed of a solid concrete base or acceptable equivalent; and
- c) Waste storage area must be designed and constructed so it can be easily cleaned whilst ensuring that no waste or recyclable matter is released to the stormwater system or any waterway.

15.2 Maintenance and cleaning of waste containers must be carried out in an area where contaminants cannot be released into stormwater drainage, a roadside gutter, water or onto unsealed ground.

15.3 All reasonable and practicable measures are to be taken to ensure that the waste storage area is kept to a standard of cleanliness where there is no accumulation of;

- a) Waste, except in waste containers;
- b) Recycled matter, except in containers;
- c) Grease; or
- d) Other visible matter.

15.4 All commercial waste (i.e., non-compostable waste) is to be removed from the island via an accredited waste management contractor and disposed of at an approved waste collection facility.

16.0 FUEL STORAGE AND OPERATION

16.1 Prior to the commencement of the use certification must be provided to Council certifying the design and installation of the tanks has been carried out in accordance with AS 1692.

16.2 A documented Emergency Spillage Response Plan (ESRP) for spilt fuels and other hazardous materials shall be developed and implemented on-site. The ESRP will establish procedures to respond to identified hazards and to contain and dispose of spilt chemicals. All spilt materials must be contained to prevent the spread of the material, the affected area cleaned, and the material recycled, reused or disposed in a manner which prevents further contamination of surface, ground waters, or soil. The ESRP should include, but not be limited to the following matters:

- a) all actions to be taken by staff upon discovery of an incident
- b) activation of emergency shut-off systems
- c) use of spill clean-up kits
- d) covering of drain entrances and bunding of impacted waterways
- e) notification of emergency services where necessary
- f) an accurate set of drainage plans which identify all containment and treatment systems and all potential points of access to Council stormwater infrastructure. Drainage plans shall clearly trace the flow of any potential spillage and shall identify the location of the outlet point (e.g. creek, river, etc.). A copy of the drainage plan shall be placed in the HAZMAT Box for the use of emergency responders
- g) a flow chart providing an overview of actions to be taken in the event of a spill shall be prepared and posted in a clearly visible location. It shall include a list of emergency telephone numbers
- h) notification of Council as soon as practicable where a spill presents actual or potential environmental harm (e.g. a spill that leaves the site and enters stormwater or natural drainage systems).

16.3 All flammable and combustible liquids must be contained within an on-site containment system and controlled in a manner that prevents environmental harm and maintained in accordance with the current edition of AS 1940 – Storage and Handling of Flammable and Combustible Liquids.

17.0 MISCELLANEOUS

17.1 If any item of cultural heritage is identified during site works, all work must cease and the relevant State Agency must be notified. Work can resume only after State Agency clearance is obtained.

- 17.2 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the developer.
- 17.3 It is the developer's responsibility for the full rectification of any damage caused to neighbouring public infrastructure (such as footpaths, driveways, fences, gardens, trees and the like) caused by contractors, including clean-up of any litter or waste that is a result of the subject development.

18.0 ADVISORY NOTES

18.1 Hours of work

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6.30 pm and 6.30 am from Monday to Saturday and at all times on Sundays or Public Holidays.

18.2 Dust Control

It is the developer's responsibility to ensure compliance with the Environmental Nuisance of the Environmental Protection Act 1994 which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks and construction.

18.3 Sedimentation Control

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994 and Schedule 9 of the Environmental Protection Regulation 2008 to prevent soil erosion and contamination of the stormwater drainage system and waterways.

18.4 Noise During Construction and Noise in General

It is the developer's responsibility to ensure compliance with the Environmental Protection Act 1994.

18.5 General Safety of Public During Construction

It is the project manager's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the project manager is obliged to ensure construction work is planned and managed in a way that prevents or minimises risks to the health and safety of members of the public at or near the workplace during construction work.

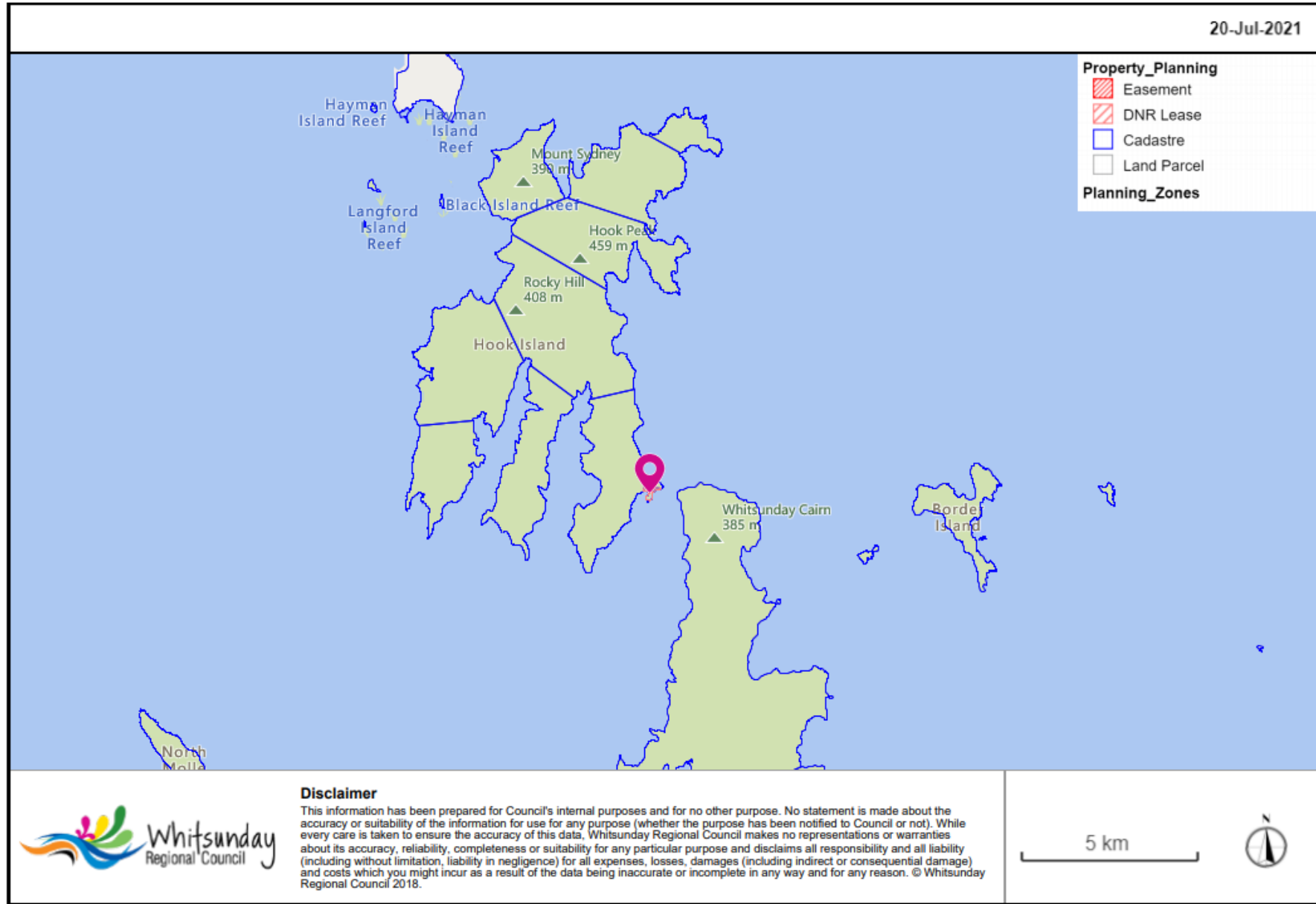
It is the principal contractor's responsibility to ensure compliance with the Work Health and Safety Act 2011. It states that the principal contractor is obliged on a construction workplace to ensure that work activities at the workplace prevent or minimise risks to the health and safety of the public at or near the workplace during the work.

It is the responsibility of the person in control of the workplace to ensure compliance with the Work Health and Safety Act 2011. It states that the person in control of the workplace is obliged to ensure there is appropriate, safe access to and from the workplace for persons other than the person's workers.

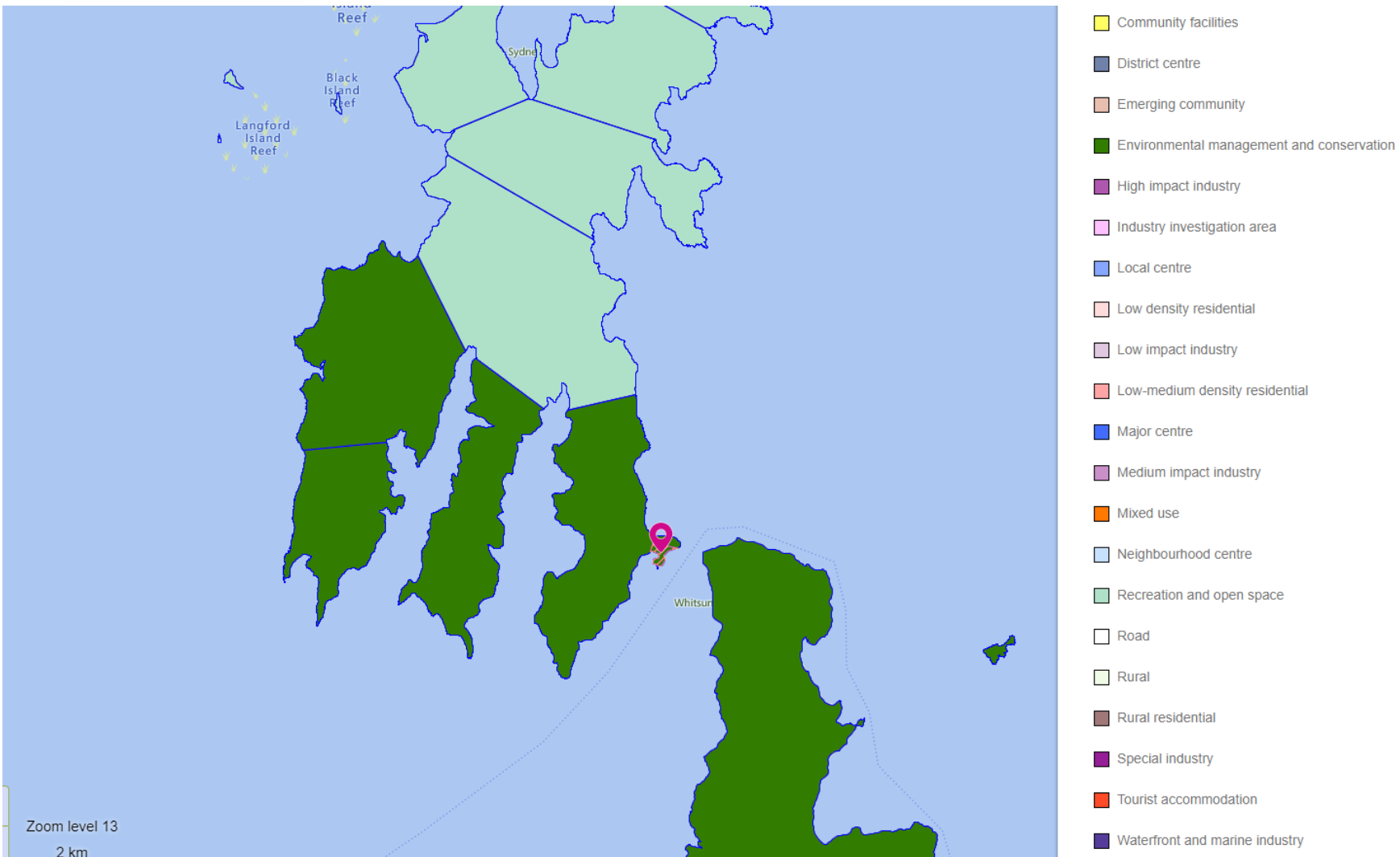
18.6 Liability for structures and property in the coastal erosion area

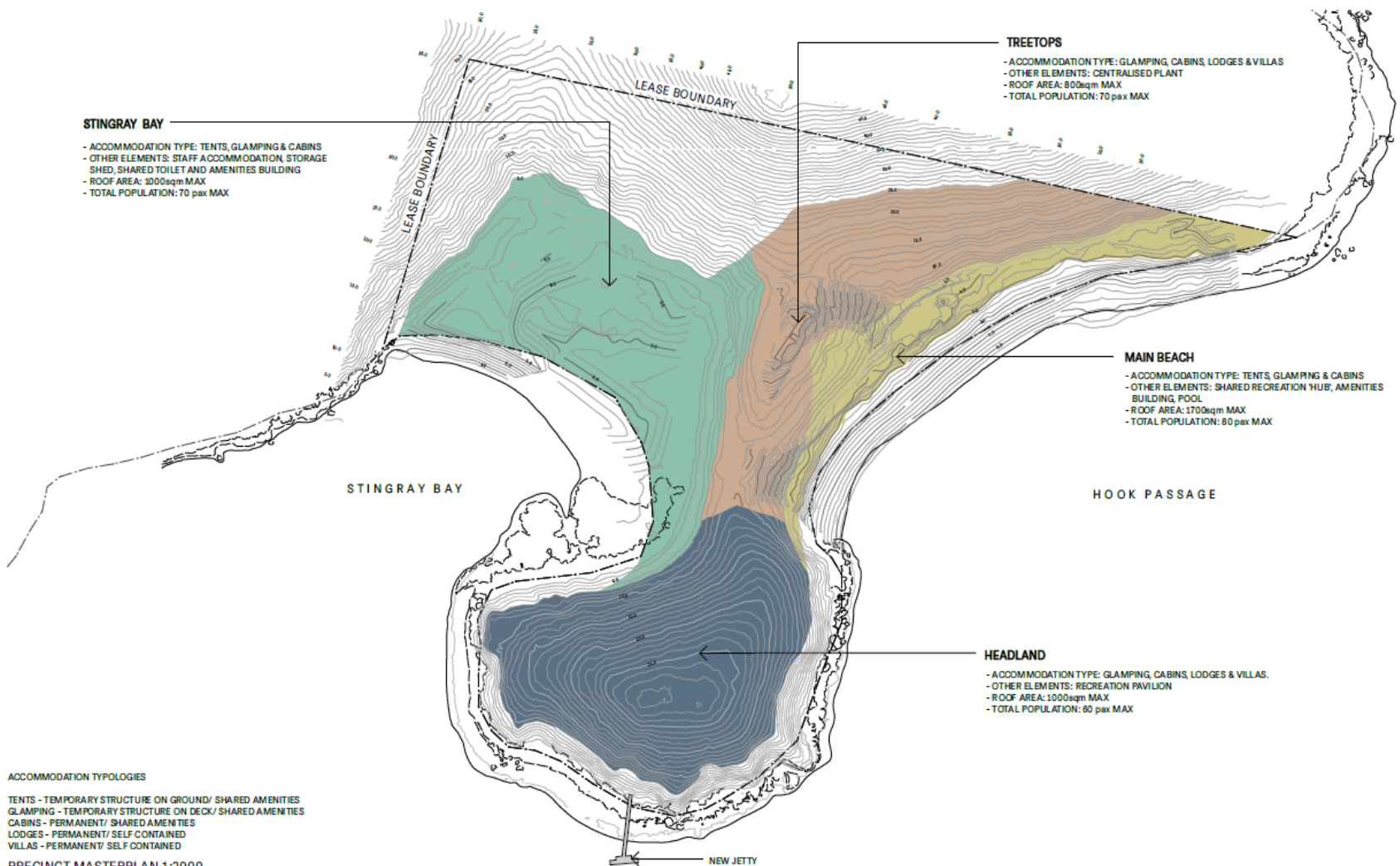
Acceptance of these conditions acknowledges that no liability attaches to Council for any future loss or damage to structures and property located with the coastal erosion prone area.

20-Jul-2021



Attachment 3 – Zoning Plan





ACCOMMODATION TYPOLOGIES

TENTS - TEMPORARY STRUCTURE ON GROUND/ SHARED AMENITIES
 GLAMPING - TEMPORARY STRUCTURE ON DECK/ SHARED AMENITIES
 CABINS - PERMANENT/ SHARED AMENITIES
 LODGES - PERMANENT/ SELF CONTAINED
 VILLAS - PERMANENT/ SELF CONTAINED

PRECINCT MASTERPLAN 1:2000

KEY

ISSUE	DATE	DESCRIPTION
-	20.08.20	ISSUE FOR CONSULTANT REVIEW
A	26.08.20	ISSUE FOR REVIEW
B	11.09.20	ISSUE FOR CLIENT REVIEW
C	13.10.20	ISSUE FOR SUBMISSION

CLIENT
 HOOK ISLAND ECO RESORT

STATUS
 MASTERPLAN PHASE

DRAWN
 JL, DL

CHECKED
 AB

SCALE AT A3
 1:2000

NORTH

PROJECT NUMBER
 1906

DRAWING
 PRECINCT MASTERPLAN

DRAWING NUMBER
 1906-MA200-C

ANDREW BURNS ARCHITECTURE

Registered Architect #19447 Telephone: (02) 9212 1141
 2/1519 Elizabeth Street www.andrewburns.net.au
 Redfern NSW 2016

PROJECT
 HOOK ISLAND ECO RESORT

HOOK ISLAND ECO-RESORT

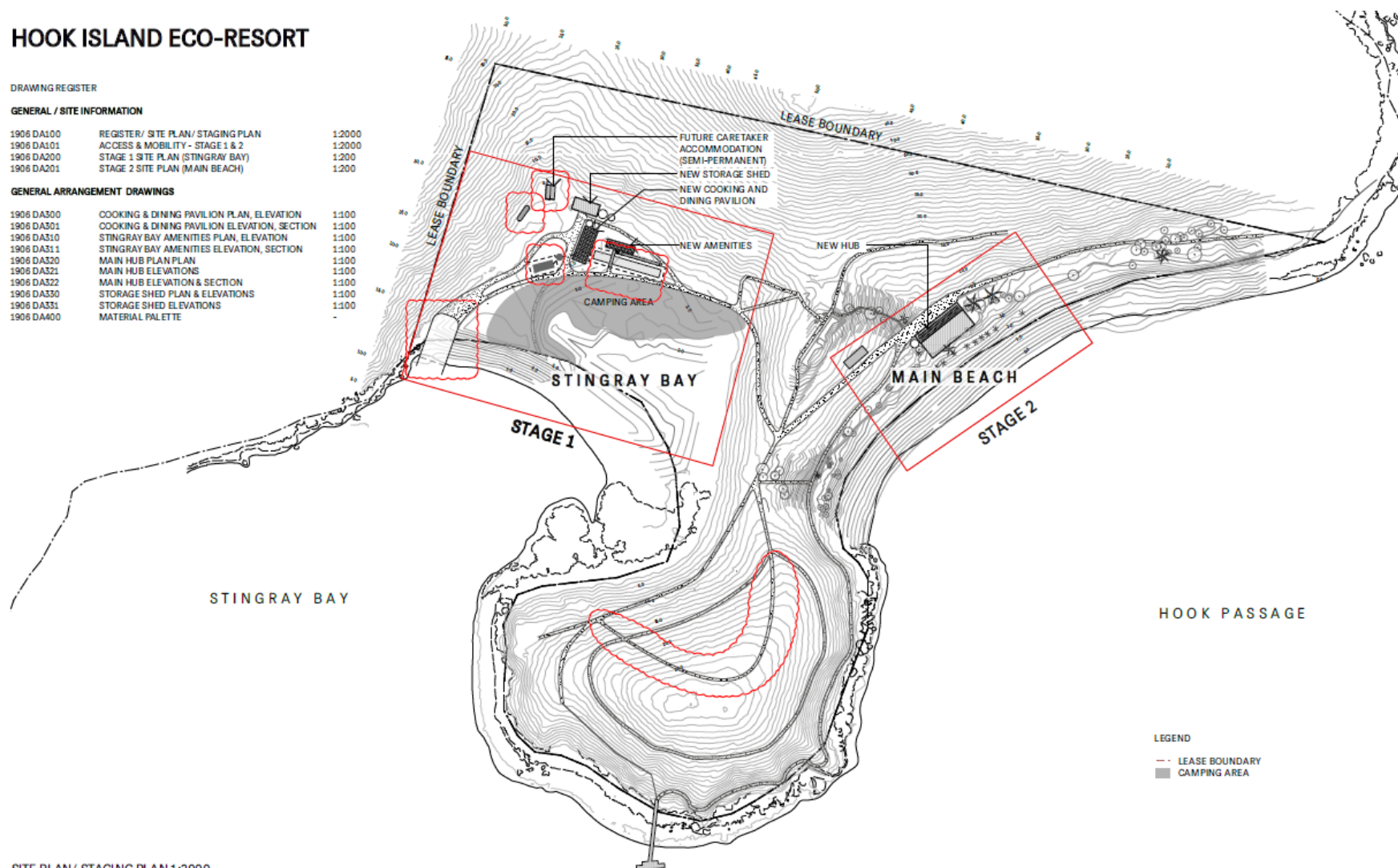
DRAWING REGISTER

GENERAL / SITE INFORMATION

1906 DA100	REGISTER/ SITE PLAN/ STAGING PLAN	1:2000
1906 DA101	ACCESS & MOBILITY - STAGE 1 & 2	1:2000
1906 DA200	STAGE 1 SITE PLAN (STINGRAY BAY)	1:200
1906 DA201	STAGE 2 SITE PLAN (MAIN BEACH)	1:200

GENERAL ARRANGEMENT DRAWINGS

1906 DA300	COOKING & DINING PAVILION PLAN, ELEVATION	1:100
1906 DA301	COOKING & DINING PAVILION ELEVATION, SECTION	1:100
1906 DA310	STINGRAY BAY AMENITIES PLAN, ELEVATION	1:100
1906 DA311	STINGRAY BAY AMENITIES ELEVATION, SECTION	1:100
1906 DA320	MAIN HUB PLAN PLAN	1:100
1906 DA321	MAIN HUB ELEVATIONS	1:100
1906 DA322	MAIN HUB ELEVATION & SECTION	1:100
1906 DA330	STORAGE SHED PLAN & ELEVATIONS	1:100
1906 DA331	STORAGE SHED ELEVATIONS	1:100
1906 DA400	MATERIAL PALETTE	-



SITE PLAN/ STAGING PLAN 1:2000

KEY

1906 DA100	REGISTER/ SITE PLAN/ STAGING PLAN
1906 DA101	ACCESS & MOBILITY - STAGE 1 & 2
1906 DA200	STAGE 1 SITE PLAN (STINGRAY BAY)
1906 DA201	STAGE 2 SITE PLAN (MAIN BEACH)
1906 DA300	COOKING & DINING PAVILION PLAN, ELEVATION
1906 DA301	COOKING & DINING PAVILION ELEVATION, SECTION
1906 DA310	STINGRAY BAY AMENITIES PLAN, ELEVATION
1906 DA311	STINGRAY BAY AMENITIES ELEVATION, SECTION
1906 DA320	MAIN HUB PLAN PLAN
1906 DA321	MAIN HUB ELEVATIONS
1906 DA322	MAIN HUB ELEVATION & SECTION
1906 DA330	STORAGE SHED PLAN & ELEVATIONS
1906 DA331	STORAGE SHED ELEVATIONS
1906 DA400	MATERIAL PALETTE

ISSUE	DATE	DESCRIPTION
A	04.09.20	ISSUE FOR CONSULTANT REVIEW
B	11.09.20	ISSUE FOR CLIENT REVIEW
C	11.09.20	ISSUE FOR SUBMISSION
D	11.09.20	ISSUE FOR CONSULTANT REVIEW
E	04.09.21	ISSUE FOR REVISED SUBMISSION

CLIENT
HOOK ISLAND ECO RESORT

STATUS
DA PHASE

DRAWN
JL

CHECKED
AB

SCALE AT A3
1:2000

NORTH



PROJECT NUMBER
1906

DRAWING
REGISTER/ SITE PLAN/ STAGING PLAN

DRAWING NUMBER
1906-DA100-D

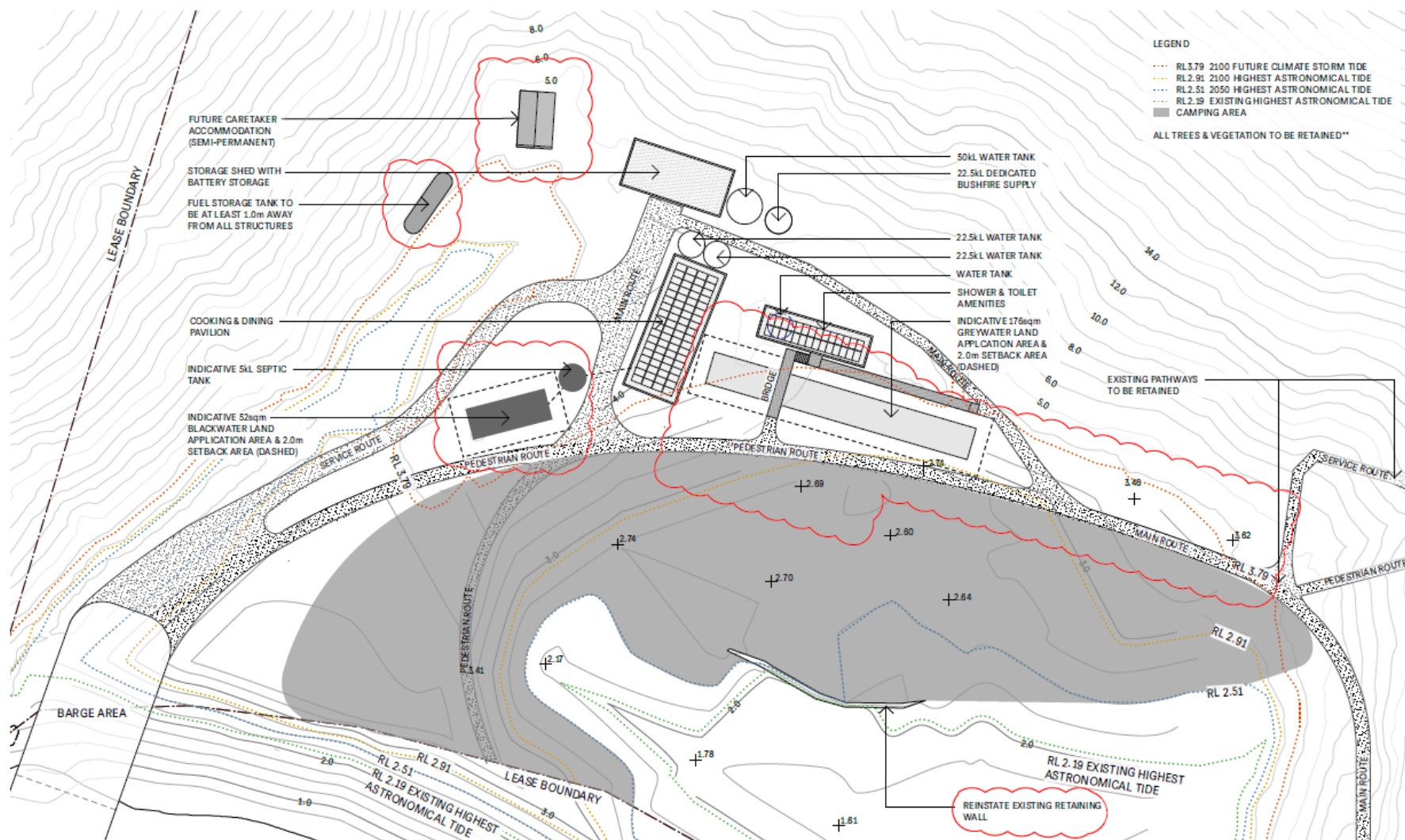
LEGEND

--- LEASE BOUNDARY
■ CAMPING AREA

ANDREW BURNS ARCHITECTURE

Registered Architect 19747 Telephone: (02) 9212 1561
27/558 E St Albans Street
Rudfords NSW 2058

PROJECT
HOOK ISLAND ECO RESORT



STAGE 1 SITE PLAN - STINGRAY BAY 1:500

KEY	ISSUE	DATE	DESCRIPTION
1.00	A	04.08.20	ISSUE FOR CONSULTANT REVIEW
2.00	B	11.08.20	ISSUE FOR CLIENT REVIEW
3.00	C	15.08.20	ISSUE FOR SUBMISSION
4.00	D	16.08.20	ISSUE FOR CONSULTANT REVIEW
5.00	E	04.08.21	ISSUE FOR REISED SUBMISSION

CLIENT
HOOK ISLAND ECO RESORT

STATUS
DA PHASE

DRAWN
JL

CHECKED
AB

SCALE AT A3
1:500

NORTH

PROJECT NUMBER
1906

DRAWING
STAGE 1 SITE PLAN

DRAWING NUMBER
1906-DA200-D

ANDREW BURNS ARCHITECTURE

Registered Architect #7947
2/619 Elizabeth Street
Redfern NSW 2016

PROJECT
HOOK ISLAND ECO RESORT

Attachment 5 – State Agency Referral Agency (SARA) Response

RA6-N



SARA reference: 2011-19946 SRA
Council reference: 20201087

25 January 2021

Chief Executive Officer
Whitsunday Regional Council
PO Box 104
PROSERPINE QLD 4800
info@whitsundayrc.qld.gov.au

Attention: Matthew Twomey

Dear Mr Twomey

SARA response—Hook Island Eco Resort, Whitsundays

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 18 December 2020.

Response

Outcome:	Referral agency response – with conditions relating to the preliminary approval AND Under section 56(2)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements for the variation request
Date of response:	25 January 2021
Conditions:	The conditions in Attachment 1 must be attached to any development approval
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Material Change of Use for Nature Based Tourism (Hook Island Eco Resort Stage 1 & 2)
	Preliminary approval that includes a variation request	Material Change of Use to establish the Hook Island Master Plan

Mackay Isaac Whitsunday regional office
Level 4, 44 Nelson Street, Mackay
PO Box 257, Mackay QLD 4740

Page 1 of 7

SARA role: Referral agency

SARA trigger: Schedule 10, Part 9, Division 4, Subdivision 1, Table 1, Item 1 (10.9.4.1.1.1)—Development impacting on state transport infrastructure (threshold exceedance) (Planning Regulation 2017)

Schedule 10, Part 17, Division 3, Table 6, Item 1 (10.17.3.6.1)—Material change of use involving works in the coastal management district (Planning Regulation 2017)

SARA reference: 2011-19946 SRA

Assessment Manager: Whitsunday Regional Council

Street address: Hook Island

Real property description: Lot A on HR1022

Applicant name: Hook Island Eco Resort Pty Ltd C/ Tract Consultants

Applicant contact details: Level 2, 127 Creek Street
BRISBANE QLD 4000
mhartigan@tract.net.au

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 *Development Assessment Rules*). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Javier Samanes, Principal Planning Officer, on (07) 4037 3237 or via email MIWSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Susan Kidd
Manager (Program Improvement)

cc Hook Island Eco Resort Pty Ltd C/ Tract Consultants, mhartigan@tract.net.au

enc Attachment 1 - Referral agency conditions
Attachment 2 - Advice to the applicant
Attachment 3 - Reasons for referral agency response
Attachment 4 - Representations about a referral agency response provisions
Attachment 5 - Approved plan

Attachment 1—Referral agency conditions

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (A copy of the plan referenced below is found at Attachment 5)

No.	Conditions	Condition timing
Preliminary Approval – Material Change of Use		
10.17.3.6.1—Material change of use involving work in the coastal management district—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Environment and Science to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	Development must be undertaken generally in accordance with the Precinct Masterplan prepared by Andrew Burns Architecture, dated 13.10.20, Drawing Number 1906-MA200-C (as amended in red by SARA on 25 January 2020).	At all times
2.	The development must only use clean materials and ensure that the works do not cause contamination. To achieve this only use materials which are free from contaminants as defined under section 11 of the <i>Environmental Protection Act 1994</i> .	For the duration of works subject of this approval
3.	Erosion and sediment control measures which are in accordance with <i>Best Practice Erosion and Sediment Control (BPESC)</i> guidelines for Australia (<i>International Erosion Control Association</i>), are to be installed and maintained to prevent the release of sediment to tidal waters.	For the duration of works subject of this approval
4.	Should any infrastructure fail or otherwise suffer structural consequences which impact their integrity or ability to function as intended, the works must be: (a) reinstated in accordance with this development approval; or (b) removed and disposed of at an appropriate licensed facility.	As soon as reasonably practicable subsequent to the damage
5.	(a) In the event that development causes disturbance or oxidation of acid sulfate soil, the affected soil must be treated and thereafter managed (until the affected soil has been neutralised or contained) in accordance with the current <i>Queensland Acid Sulfate Soil Technical Manual: Soil management guidelines</i> , prepared by the Department of Science, Information Technology, Innovation and the Arts, 2014. (b) Certification by a an appropriately qualified person, confirming that the affected soil has been neutralised or contained, in accordance with (a) above is to be provided to palm@des.qld.gov.au or mailed to: Department of Environment and Science Permit and License Management Implementation and Support Unit GPO Box 2454 Brisbane Qld 4001 Note: <i>Appropriately qualified person</i> means a person or persons who	(a) Upon disturbance or oxidation until the affected soil has been neutralised or contained (b) At the time the soils have been neutralised or contained

	has professional qualifications, training, skills and experience relevant to soil chemistry or acid sulfate soil management and can give authoritative assessment, advice and analysis in relation to acid sulfate soil management using the relevant protocols, standards, methods or literature	
--	---	--

Attachment 2—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the <i>State Development Assessment Provisions (SDAP)</i> , version 2.6. If a word remains undefined it has its ordinary meaning.

Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for the SARA's decision are:

The development complies with *State code 6: Protection of state transport networks* and *State code 8: Coastal development and tidal works*. Specifically, the development:

- provides public passenger transport infrastructure to enable development to be serviced by public passenger transport
- provides safe and direct access to public passenger transport infrastructure, including access by cycling and walking
- is appropriately designed and located to:
 - maintain and conserve coastal processes
 - maintain appropriate public use of, and access to and along, state coastal land
 - account for the projected impacts of climate change
 - avoid or minimise impacts on Matters of State Environmental Significance.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- *Planning Regulation 2017*
- the SDAP (version 2.6)
- the *Development Assessment Rules*
- SARA DA Mapping system

Attachment 4—Representation about a referral agency response provisions

(page left intentionally blank)

Hook Island Eco Resort Master Plan

Tract



Preliminary Approval for Variation Request

Prepared for Hook Island Eco Resort Pty Ltd



Contents

1	Introduction	4
1.1	Land to Which the Variation Approval Applies	4
1.2	Relationship to the Planning Act 2016	6
1.3	Time Limit for Development	6
1.4	Interpretation and Definitions	6
2	Tables of Assessment	7
2.1	Preliminary	7
2.2	Determining the Category of Development and the Category of Assessment for Assessable Development	7
2.3	Determining the Requirements for Accepted Development, Assessment Benchmarks and Other Matters for Assessable Development	7
2.4	Categories of Development and Assessment	7
3	Hook Island Eco Resort Development Code	13
3.1	Application	13
3.2	Purpose and Overall Outcomes	13
3.3	Precinct Intents	14
3.4	Hook Island Eco Resort Development Code Assessment Benchmarks	15
Map 1	Development Area Parameters	36

Figures

Figure 1 Hook Island Eco Resort Development Area	5
Figure 2 Hook Island Eco Resort Precincts	5
Figure 3 Maximum building height on slopes less than 15%	33
Figure 4 Maximum building height on slopes less than 15%	33
Figure 5 Maximum building height on slopes more than 15%	34
Figure 6 Accommodation Typologies	34
Figure 7 Access & Mobility Plan	35

Tables

Table 1 Hook Island Master Plan – Material Change of Use	8
Table 2 Hook Island Master Plan – Reconfiguring a Lot	12
Table 3 Hook Island Master Plan - Building Work	12
Table 4 Hook Island Master Plan - Operational Work	12
Table 5 Performance Outcomes and Acceptable Outcomes	15

1 Introduction

Pursuant to Section 50 of the *Planning Act 2016* ('Planning Act'), a preliminary approval (variation request) is sought to vary the effect of the local planning instrument, the *Whitsunday Planning Scheme 2017* ('Planning Scheme').

The Hook Island Eco Resort Master Plan ('Master Plan'), approved by way of the variation approval overriding the planning scheme, facilitates the coordinated development of an eco-tourism resort on Hook Island.

The paramount objectives of the Master Plan are the creation of:

- a. an eco-tourism facility characterised by high amenity and ecological protection;
- b. a unique tourism offering, fostering cultural understanding, appreciation and conservation; and
- c. an accessible, pedestrian friendly and sustainable development, ensuring the longevity of Hook Island and its natural surrounding resources.

The Master Plan consists of the following parts:

- a. Tables of Assessment;
- b. Hook Island Eco Resort Development Code ('Development Code'); and
- c. Master Plan Drawings.

As the approval of this Master Plan is the first in a series of future approvals, it will be necessary for the next layer of approvals to contain a greater level of detail. This will be achieved through the submission of more detailed development applications to accompany subsequent development stages, which will further guide development as it relates to more specific parts of the Hook Island Eco Resort Development Area ('Development Area').

It is expected that future development applications for subsequent stages of the Development Area will typically reflect the approved Master Plan. The Master Plan will allow Council to assess the development proposed in terms of:

- Whether it is consistent with the objectives and strategies outlined in the Master Plan;
- Whether it is consistent with the Development Code;
- Whether it is consistent, in the context of the overall pattern, form and density of development, with the Development Plan's provisions and mapping;
- Whether it is consistent with the submitted common material; and
- Whether appropriate infrastructure and services can be provided.

1.1 Land to Which the Variation Approval Applies

The Master Plan applies to land formally described as Lot A on HR1022, being the 'Hook Island Eco Resort Development Area' ('Development Area') as shown in Figure 1 below.

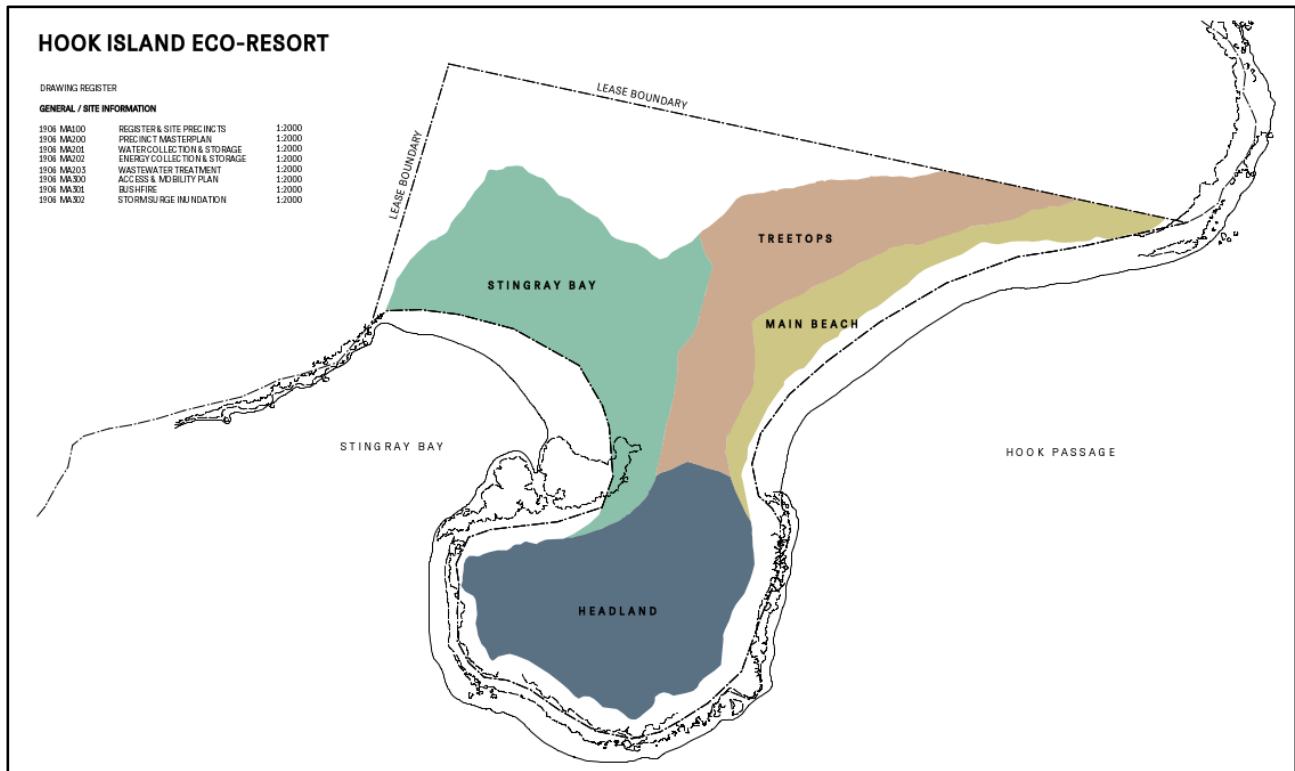


Figure 1 Hook Island Eco Resort Development Area

The land within the Master Plan area is further separated into precincts, as shown in Figure 2 below.

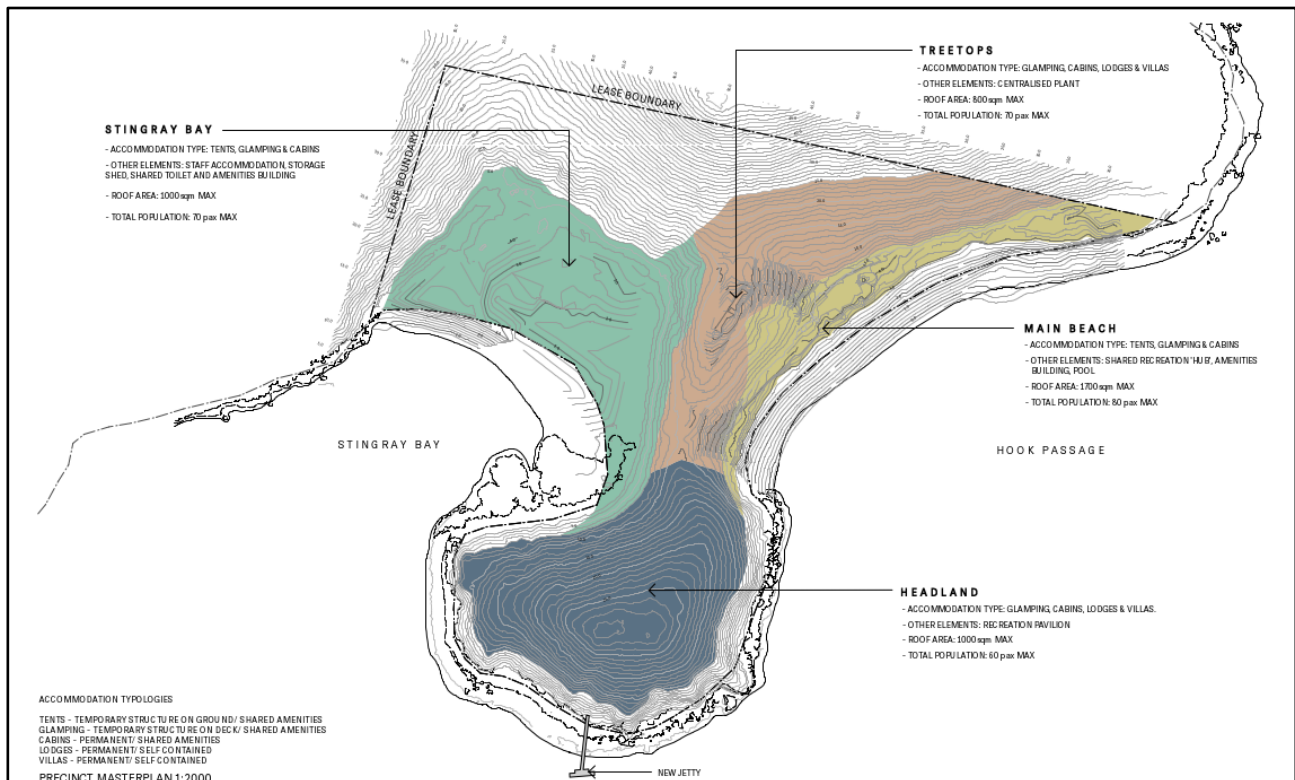


Figure 2 Hook Island Eco Resort Precincts

1.2 Relationship to the Planning Act 2016

Once approved, this document will be a local categorising instrument, in accordance with Section 43(3)(c) of the Planning Act.

In accordance with Section 43(1) of the Planning Act and the *Planning Regulation 2017* ('Planning Regulation'), this variation approval:

- a. Categorises development as either assessable or accepted development;
- b. Specifies the categories of assessment requirement for different types of assessable development; and
- c. Sets out the matters (the assessment benchmarks) that an assessment manager must assess assessable development against.

A form of development that is not specifically mentioned in the Master Plan will revert to the level of assessment provisions and specified assessment benchmarks within the Planning Scheme.

Notwithstanding, where the Master Plan conflicts with the requirements set out in the Planning Scheme, the Master Plan will prevail.

Any reference in this approval to Planning Scheme is, unless otherwise explicitly stated, a reference to the planning scheme in effect at the time an application is made to the Council.

1.3 Time Limit for Development

In accordance with Section 88(2) of the Planning Act, this variation approval will lapse to the extent it is not completed within twenty (20) years after the approval starts to have effect.

1.4 Interpretation and Definitions

Terms including land use definitions, thresholds and administrative definitions in the Master Plan have the meaning given in the Planning Scheme, unless otherwise specified.

2 Tables of Assessment

2.1 Preliminary

The tables in this part identify the category of development, the category of assessment and assessment benchmarks for development within the Development Area.

2.2 Determining the Category of Development and the Category of Assessment for Assessable Development

In determining the category of development and category of assessment for development within the Development Area, the following is specifically noted:

- a. Categories of development are as defined in the Planning Regulation;
- b. For a Material Change of Use, establish the use by reference to the use definitions in the Planning Scheme; and
- c. Determine the initial category of assessment by reference to Table 1 or Table 2.

2.3 Determining the Requirements for Accepted Development, Assessment Benchmarks and Other Matters for Assessable Development

Accepted development does not require a development approval and is not subject to assessment benchmarks, however certain requirements may apply to some types of development for it to be accepted development. Where nominated in Table 1 or Table 2 below, accepted development must comply with the requirements identified as acceptable outcomes in the relevant parts of the Development Code.

Accepted development that does not comply with one or more of the nominated acceptable outcomes in the relevant parts of the applicable code(s) trigger code assessment, unless otherwise specified.

Code assessable development is to be assessed against all the assessment benchmarks identified in the assessment benchmarks column.

2.4 Categories of Development and Assessment

The following tables identify the categories of development and assessment, as well as the corresponding assessment benchmarks for assessable development and requirements for accepted development, for development in the Development Area. As all relevant requirements for overlays within the Development Area have been incorporated into the Development Code, there is no separate table or assessment requirements for overlays.

Table 1 Hook Island Master Plan – Material Change of Use

Use	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
All Uses		
	Impact assessment if exceeding a maximum building height of: (a) 12.5 metres above natural ground level; or (b) 15 metres above natural ground level where located on slopes exceeding 15%. Refer to Figures 3-5.	Hook Island Eco Resort Development Code
	Impact assessment if exceeding density population allocation in Map 1.	Hook Island Eco Resort Development Code
Accommodation Activities		
Caretaker's accommodation	Accepted if complying with specific provisions for Caretaker's accommodation within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code
	Otherwise code assessment	Hook Island Eco Resort Development Code
Nature-based tourism	Code assessment	Hook Island Eco Resort Development Code
Dwelling House	Code assessment if located within the Headland and Treetops Precinct	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Resort Complex	Code assessment	Hook Island Eco Resort Development Code
All other Accommodation Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Business Activities		
Food and drink outlet	Code assessment if: (a) ancillary to Nature-based Tourism; AND (b) located within the Main Beach Precinct; AND (c) complying with the specific provisions for Food and drink outlet within the Hook Island Eco	Hook Island Eco Resort Development Code

	Resort Development Code	
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Office	Accepted if: (a) ancillary to Nature-based Tourism; AND (b) located within the Main Beach Precinct; AND (c) complying with the specific provisions for Office within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Shop	Accepted if: (a) ancillary to Nature-based Tourism; AND (b) located within the Main Beach Precinct; AND (c) limited to a maximum Gross Floor Area of 100m ² ; AND (d) complying with the specific provisions for Shop within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code
	Code assessment if: (a) located within the Main Beach Precinct; AND (b) limited to a maximum Gross Floor Area of 100m ² ; AND (c) complying with the specific provisions for Shop within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
All other Business Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Entertainment Activities		
Bar	Code assessment if: (a) ancillary to Nature-based Tourism; AND (b) located within the Main Beach Precinct; AND (c) complying with the specific provisions for Bar within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code

	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
All other Entertainment Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Industry Activities		
All Industry activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Community Activities		
Community use	Accepted development if undertaken by or on behalf of the Council	
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Emergency Services	Accepted development if undertaken by or on behalf of the Council	
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
All other Community Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Recreation Activities		
Environment facility	Code assessment	Hook Island Eco Resort Development Code
All Recreation Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Rural Activities		
All Rural Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code

Other activities		
Air Services	Self assessable if reinstating an existing helipad	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Utility installation	Accepted development if: (a) undertaken by or on behalf of the Council; OR (b) if ancillary to Nature-based Tourism or Resort Complex; AND (c) complying with the specific provisions for Utility installation within the Hook Island Eco Resort Development Code	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Landing	Code assessment if located generally in the location specified in the Master Plan	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Telecommunications Facility	Accepted development if upgrading an existing facility	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
All Other Activities	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code
Undefined uses		
Any undefined use or other use not specifically listed in this table.	Impact assessment	The Planning Scheme Hook Island Eco Resort Development Code

Table 2 Hook Island Master Plan – Reconfiguring a Lot

Development Type	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Reconfiguring a Lot	Code assessment if for Subdivision by Lease	Hook Island Eco Resort Development Code
	Otherwise impact assessment	The Planning Scheme, as relevant to Reconfiguring a Lot Hook Island Eco Resort Development Code

Table 3 Hook Island Master Plan - Building Work

Development Type	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Building work	Impact assessment if exceeding a maximum building height of: (a) 12.5 metres above natural ground level; or (b) 15 metres above natural ground level where located on slopes exceeding 15%. Refer to Figures 3-5.	The Planning Scheme

Table 4 Hook Island Master Plan - Operational Work

Development Type	Categories of development and assessment	Assessment benchmarks for assessable development and requirements for accepted development
Operational work	In accordance with the Planning Scheme	The Planning Scheme

3 Hook Island Eco Resort Development Code

3.1 Application

This code includes benchmarks for accepted and assessable development within the Development Area.

3.2 Purpose and Overall Outcomes

The purpose of the Hook Island Eco Resort Development Code is:

1. to provide a framework for the sustainable and ecologically sound development of the Development Area; and
2. to provide for short-term tourist accommodation, supported by community uses and small-scale services and facilities.

The purpose will be achieved through the following overall objectives:

- a. development provides visitors and the public the opportunity to access and appreciate the natural attractions of the Whitsunday National Park and the surrounding Great Barrier Reef Marine Park;
- b. development addresses the need for quality eco-tourism in the Whitsunday region and creates a world class environmental experience, immersing guests in the unique World Heritage Area;
- c. development offers high quality architecture, sensitive to the landscape context;
- d. development provides Hook Island with an Eco Resort that complements the existing short-term accommodation types in the Whitsunday Region by providing a unique offering and aligning with the strategic objectives of the region;
- e. development provides for the protection of land to maintain biological diversity, ecological processes, coastal processes, water quality, landscape character, scenic amenity, cultural heritage significance and community wellbeing;
- f. development maintain and protect the scenic values and landscape character of Hook Island, particularly coastal views and vistas, prominent ridgelines, escarpments, foreshores, coastal landforms and significant landmarks that are in both public and private ownership;
- g. development provides for infrastructure and services that are commensurate with the very limited range of small scale and low-key activities that are expected to occur on Hook Island. Such infrastructure and services are designed and operated to avoid negative impacts on the natural environment and ensure maintenance of public safety and health;
- h. development provides predominately short-term residential accommodation in the form of nature-based tourism or a resort complex, with limited opportunities for long-term residential dwellings, commercial activity and necessary utility installation;
- i. development incorporates a high level of residential amenity, personal health and safety and protection for property;
- j. development demonstrates an appropriate level of transport infrastructure is available, both on Hook Island and from the mainland, without unreasonably interfering with the safe and efficient operation of the surrounding transport network;
- k. development is reflective of, and responsive to, the environmental constraints of the land; and
- l. Development avoids or mitigates any adverse impacts on areas of cultural heritage significance or environmental significance (including creeks, gullies, waterways, wetlands, coastal areas, habitat and vegetation) that form the basis of the resort. Any unavoidable impacts are minimised through sensitive location, design, operation and management.

3.3 Precinct Intents

The Hook Island Eco Resort Master Plan identifies four primary precincts within the Development Area. The predominant land uses and activities envisaged for each precinct are identified on Map 1. In addition to the predominant uses and activities envisaged, a variety of other uses are expected to be developed in each Precinct subject to *Table 1 - Hook Island Master Plan – Material Change of Use*. A detailed breakdown of the development intent for each precinct is outlined below:

Main Beach Precinct

The Main Beach precinct comprises of a gentle crescent shaped beach punctuated by a foreshore tree-line and backed by the rising topography of the island. Main Beach contains deep water, suitable for boat mooring, and enjoys an outlook onto the activity of the passage. The intent for this precinct is to:

- a. provide low scale accommodation, central hub building, amenities building and pool;
- b. provide low scale accommodation along the skirts of the vegetation on semi-permanent raised platforms and separated from the hub building to maintain amenity for guests; and
- c. accommodate the main hub building, pool and amenities building to be located within areas of cleared vegetation to ensure limited impact on the flora existing on the island and easy accessibility to all accommodation.

Stingray Bay Precinct

The Stingray Bay precinct comprises a shallow tidal beach with an inlet, forming a secondary 'back beach'. By contrast to Main Beach, Stingray Bay contains a large, relatively flat area of land, held within the steep topography of the island and enjoying a sense of containment. The intent for this precinct is to:

- a. provide low scale accommodation and ancillary facilities, including larger storage (for maintenance and equipment), restroom facilities and BBQ facilities and various picnic tables in an open undercover area;
- b. provide accommodation that will be located within areas around the skirts of the vegetation on a semi-permanent raised platform; and
- c. locate all structures within areas of cleared vegetation to ensure limited impact on the flora existing on the island.

Treetops Precinct

The Treetops precinct contains a number of distinctive areas, set behind Main Beach and located at elevated topography, which is characterised by a tranquil and intimate forest setting. Existing clearings are provided behind the south-western end of the beach and behind the mid-point of the beach. Further to the north-east is an elevated bushland area, suitable for sensitively located accommodation structures. The intent for this precinct is to:

- a. provide medium scale, secluded accommodation that is scattered amongst the treetops that captures natural views over Hook Island Passage;
- b. minimise visual impact and prevent buildings from dominating the natural landscape; and
- c. protect and enhancing vegetation cover where possible and ensuring building designs preserve the existing natural landform and complement the vegetated 'treetop' character.

Headland Precinct

The Headland precinct is characterised by steep slopes and native vegetation cover, containing a pronounced land form located between Main Beach and Stingray Bay. The headland's proximity to both forest and steep gradients offer an opportunity to create serene tree-houses nestled in tree canopies. Heavily forested, the projection of the headland benefits from views back across both Main Beach and Stingray Bay, whilst also maintain extensive views through the opening of the passage. The intent for this precinct is to:

- a. protect, maintain and enhance the natural and scenic values of the identified ridgeline and significant headland;
- b. provide low scale, secluded accommodation that is scattered around the headland, accessed by a pathway comprising a combination of boardwalk and gravel; and
- c. provide secluded accommodation that will be situated in areas of the headland that allows for natural views of the surrounding landscape

3.4 Hook Island Eco Resort Development Code Assessment Benchmarks

This Development Code seeks to ensure that the scale, intensity, design, use, and built form appearances are consistent with the intents for the individual Precincts. The Development Code also seeks to ensure a development framework that facilitates growth to sustain and strengthen the eco-tourism offering on Hook Island, while retaining its valuable natural assets.

The following development controls represent the benchmarks for accepted and assessable development, required to achieve the overall objectives of the Development Code and Precinct intents.

Table 5 Performance Outcomes and Acceptable Outcomes

Performance Outcomes	Acceptable Outcomes
General	
PO1 Population density in the Development Area does not exceed that shown on Map 1.	No acceptable outcome is prescribed.
PO2 Development is of a scale and form that: (a) complies with the limitations within the Precinct in which is located; (b) improves the amenity of the Development Area and contributes to a cohesive built form character; and (c) is designed to be compatible and cohesively integrated with the surrounding natural environment.	AO2.1 Development complies with the specific Precinct provisions for the total maximum roof area and total maximum number of people within a precinct.
PO3 Development provides for predominately accommodation activities predominately in the form of nature-based tourism and resort complex uses, with accommodation types designed and located to make a positive contribution to the intended scale and character of individual precincts.	AO3.1 Development is designed in accordance with specific accommodation typologies identified on Map 1 and in Figure 6 – Accommodation Typologies for the Precinct in which the development is located.
PO4 Development may provide for limited non-residential uses, including food and drink, bar, community uses, air services (Helipad), emergency services and utility installations.	AO4.1 Development that is for a non-residential purpose: (a) is provided to directly support the day to day needs of the immediate visitors; (b) is small-scale and low intensity; (c) is co-located with similar activities within the eco-resort area; and (d) does not have a significant detrimental impact on the amenity of nearby residential uses.
Built Form and Design	
PO5 Building and structure height is low rise and location-responsive to minimise visual impact and prevent	AO5.1 Building height does not exceed: (a) 12.5 metres above natural ground level; or

dominating built form in the natural landscape.	(b) 15 metres above natural ground level where located on slopes exceeding 15%. Refer to Figures 3-5.
	AO5.2 Where development is located within a vegetated area the structure does not exceed the canopy line.
	AO5.3 Where development is located outside of a vegetated area: (a) the building height is to reflect the surrounding vegetation canopy height; and (b) a Visual Impact Assessment is to be submitted.
PO6 Buildings are sited to minimise the impact on the natural landscape and topographical features and to avoid skyline intrusion and any unnecessary removal of vegetation.	AO6.1 Buildings on sloping locations: (a) are orientated so that the longer axis is parallel to the contours; or (b) have a stepped profile following the slope of the site.
	AO6.2 Buildings and structures consist predominately of lightweight and framed construction material.
PO7 Building colours blend in with the natural landscape to soften the visual impact of buildings.	AO7.1 All buildings, structures, roofs and trims, where they are painted, use neutral colours that are not obtrusive to the natural landscape.
PO8 Building form, orientation and articulation promotes sub-tropical design excellence and innovation, through: (a) optimising orientation to the north; (b) privacy and utility of open space; (c) building articulation and ventilation; and (d) shading and climate protection.	No acceptable outcome is prescribed.

PO9 The development enhances the visual and environmental amenity of the Development Area through incorporating a high standard of architecture, urban design and landscaping.	AO9.1 The development is designed, detailed and supervised by a qualified and registered architect to ensure: (a) All building materials are of a high-quality specification and durability to withstand Category 5 cyclone weather conditions; (b) Construction and material detailing are designed so that elements are clearly articulated; (c) Building material junctions and conditions are designed as a suite of visually compatible details; and (d) Site landscaping maximises the conservation of water by directing natural runoff to adjoining landscaped areas.
PO10 The development utilises appropriate low level lighting for the security of all users, so as to not adversely impact on the amenity of surrounding natural landscape and fauna.	AO10.1 Glare conditions, excessive light spill into adjacent accommodation units or unreasonable impact on vegetated areas is avoided, or minimised through measures such as: (a) the use of architectural elements and/or landscaping treatments to block or reduce excessive light spill to locations where it would cause nuisance; and (b) all access points, building entrances, footpaths and communal areas are provided with adequate illumination that is consistent with (a) above.
Landscaping	
PO11 Landscaping is established on within the Development Area to maintain the amenity enjoyed by guests visiting the Island.	AO11.1 Development provides for landscaping that contributes to and creates a commensurate quality landscape character for the Development Area, by: (a) promoting the unique character of Hook Island as a tropical environment; (b) being sensitive and complementary to site conditions, natural landforms and landscape characteristics; (c) protecting and enhancing native vegetation, wildlife habitat and ecological values; (d) protecting and framing significant views, vistas and areas of appropriate scenic quality; and (e) being of an appropriate scale to integrate successfully with development.
PO12 Development is sited and designed to: (a) provide amenity for visitors of the island through preserving existing vegetation that will adequately buffer proposed buildings and structures; (b) allow for landscaping to be provided between buildings and structures; and (c) maintain the visual continuity, pattern of buildings and	AO12.1 The integrity of natural vegetation and ground is retained and left predominantly undisturbed.

landscape elements within the individual precincts.	
PO13 Development provides for landscaping that protects and enhances the character and amenity of the Hook Island Eco Resort Development Area.	AO13.1 Built form is softened and integrated with the broader landscape by structured landscape planting.
PO14 Development provides for landscaping, which incorporates plant species that are: (a) fit for the intended purpose; (b) suited to local environmental conditions; (c) non-toxic; and (d) not declared environmental weeds.	AO14.1 Landscaping planting utilises locally endemic and/or other native species prevalent on Hook Island.
	AO14.2 Species that have the potential to become an environmental weed or are known to be toxic to people or animals are not used in any landscaping works.
PO15 Development provides landscaping that assists in passive solar access, the provision of shade, microclimate management and energy conservation.	AO15.1 Landscaping elements are positioned to shade walls, windows and outdoor areas from summer sun.
PO16 Development provides for landscaping that promotes the efficient and sensitive use of water through appropriate plant selection, layout and by maximising opportunities for water infiltration.	AO16.1 Landscaping maximises the infiltration and conservation of water by: (a) selecting locally endemic and/or other native plant species and appropriate turf species that require minimal irrigation after establishment; (b) grouping plants and street trees, where appropriate, in mulched beds; (c) minimising impervious surfaces; (d) incorporating semi-porous pavement surfaces as an alternative to impervious surfaces; and (e) draining hard surface areas to landscaped areas and water sensitive urban design devices.
PO17 Landscaping complements the existing or desired character of the Development Area, contributing to the amenity, accessibility and safety of public areas and is well integrated with the natural landscape.	AO17.1 Where buildings with elevated or pole construction are proposed, the open ground beneath and immediately surrounding the building is extensively revegetated where light penetrates.
	AO17.2 Existing trees are retained where removal is not required to site new buildings or structures
	AO17.3 Where significant and established vegetation is removed, replacement vegetation is to contribute to the character of the surrounding area.

	AO17.4 Existing remnant vegetation and native non-remnant vegetation is retained and integrated within the landscaping concept of new development.
	AO17.5 Site landscaping includes suitable feature lighting for illumination of footpaths, feature trees, buildings and structures.
	AO17.6 Landscaping must not impede any identified Asset Protection Zone for bushfire purposes.

Traffic management and car parking

PO18	AO18.1																						
Development provides adequate on-site car parking on the Airlie Beach mainland for the demand anticipated to be generated by the development on Hook Island Eco Resort.	Development provides car parking spaces on the Airlie Beach mainland at the minimum car parking rates outlined below:																						
	<table><tr><th>Land Use</th><th>Car Parking rate</th></tr><tr><td>Caretaker’s Accommodation</td><td>Nil</td></tr><tr><td>Dwelling House</td><td>Nil</td></tr><tr><td>Nature Based Tourism</td><td>0.1 spaces per equivalent person (including staff and guests)</td></tr><tr><td>Food and Drink Outlet</td><td>Nil</td></tr><tr><td>Office</td><td>Nil</td></tr><tr><td>Shop</td><td>Nil</td></tr><tr><td>Bar</td><td>Nil</td></tr><tr><td>Resort Complex</td><td>To be determined by Traffic Impact Assessment</td></tr><tr><td>All other land uses</td><td>In accordance with the Planning Scheme</td></tr><tr><td colspan="2">Note—where the calculated number of spaces is not a whole number, the required number of parking spaces is the nearest whole number.</td></tr></table>	Land Use	Car Parking rate	Caretaker’s Accommodation	Nil	Dwelling House	Nil	Nature Based Tourism	0.1 spaces per equivalent person (including staff and guests)	Food and Drink Outlet	Nil	Office	Nil	Shop	Nil	Bar	Nil	Resort Complex	To be determined by Traffic Impact Assessment	All other land uses	In accordance with the Planning Scheme	Note—where the calculated number of spaces is not a whole number, the required number of parking spaces is the nearest whole number.	
	Land Use	Car Parking rate																					
	Caretaker’s Accommodation	Nil																					
	Dwelling House	Nil																					
	Nature Based Tourism	0.1 spaces per equivalent person (including staff and guests)																					
	Food and Drink Outlet	Nil																					
	Office	Nil																					
	Shop	Nil																					
	Bar	Nil																					
	Resort Complex	To be determined by Traffic Impact Assessment																					
	All other land uses	In accordance with the Planning Scheme																					
Note—where the calculated number of spaces is not a whole number, the required number of parking spaces is the nearest whole number.																							
AO18.2																							
A Traffic Impact Assessment report, prepared by a suitability qualified traffic engineer, in accordance with PSP SC6.7 Growth Management is required for any stage of																							

	development if the Hook Island Eco Resort exceeds a total of 100 persons approved (inclusive of total staff and guests).
Access, Parking & Mobility	
PO19 The design, type and location of access and mobility routes maintains appropriate connectivity and amenity of the Development Area.	AO19.1 Access routes throughout the development are provided generally in accordance with the Access & Mobility Plan (refer to Figure 7 – Access & Mobility Plan).
	AO19.2 Access, parking and circulation areas are designed: a) in accordance with Whitsunday Regional Council Development Manual; or b) suitable equivalent for vehicle movements on the island, certified by an RPEQ.
Servicing and Infrastructure	
PO20 Development is provided with: (a) a safe and reliable water supply; and (b) a sewerage disposal system, which maintains acceptable public health and environmental standards.	AO20.1 (a) Accommodation is connected to a rainwater harvesting system, reticulated potable and firefighting water supply, and sewerage infrastructure networks. (b) Unless otherwise demonstrated by a suitably qualified professional, the site has access to: - a potable water supply of adequate quantity and quality, capable of generating at least; - Stingray Bay (70EP): 5,670 litres per day - Treetops (70EP): 6,720 litres per day - Main Beach (80EP): 6,480 litres per day - Headland (60EP): 5,760 litres per day, at 100% occupancy; and (c) an effective on-site effluent disposal system capable of accommodating anticipated maximum demand at 100% occupancy, in accordance with the Plumbing and Drainage Act 2018.
PO21 Development is provided with power infrastructure appropriate to its location and setting and commensurate with its needs.	AO21.1 Except where electricity services are provided at communal precinct facilities, each accommodation typology site is connected to solar generated (PV) electricity (excluding tent and glamping accommodation types).
PO22 Accommodation sites are provided with adequate access to amenities for overnight stays or day tripping.	AO22.1 Except where private facilities are provided to each accommodation site, toilet and shower amenities are located within each precinct area accommodating anticipated maximum demand at 100% occupancy.
PO23 On-site facilities for the storage and collection of refuse are:	AO23.1 Development provides, unless otherwise advised by a

(a) located in convenient and unobtrusive positions; and (b) capable of being serviced by a nominated collection contractor or facility operator.	suitability qualified expert: (a) a central waste collection area provided within each precinct; or (b) a central waste storage facility provided for the entire development; or (c) where accommodation sites provide refuse collection, then storage and collection of refuse is at each accommodation site.
PO24 Development is to provide adequate management of post-development stormwater runoff and mitigate development impact in terms of: (a) stormwater quality; and (b) stormwater quantity.	AO24.1 Development provides: (a) runoff from impervious roof areas for each accommodation typology is to be harvested and stored in rainwater tanks for reuse as a safe potable water supply; and (b) overflow from the rainwater harvesting network at the point(s) of discharge, is to be managed with downpipe spreaders, or similar suitable fixtures to mitigate concentrated overland flows and reduce scour potential.
Barge Access and Serviceability	
PO25 Adequate provision for service vehicle access to the barge, loading and unloading facility is provided to enable safe transfer of goods, services and pedestrians (subject to tidal influence) to and from the barge loading facility to and from the island facilities (via designated pathways).	AO25.1 A boat ramp for vehicle use has: (a) a minimum width of 3.6 metres and a gradient between 1 in 7 and 1 in 10; or (b) as deemed appropriate by the certifying RPEQ.
	AO25.2 The boat ramp work area located and designed to: (a) allow safe public access to, over, under or around the structures; and (b) ensure emergency vehicles can access the area.
	AO25.3 The work is capable of being certified by an RPEQ that the work has been designed in accordance with these code provisions related to structural integrity and safety.
Signage and Wayfinding	
PO26 The design, size, frequency and location of wayfinding signage does not detract from the character and amenity of the Development Area.	AO26.1 Signage complements the architecture of the development and natural landscape setting.
	AO26.2 Building names and other property identification markers are prominently displayed and illuminated at night.
	AO26.3

	Future development must not hinder the establishment of a heritage sign required in accordance with Condition 2.1 of Development Approval 20190734.
Construction Management	
PO27 The construction of development on the Island is managed to minimise impacts on local amenity to a reasonable and acceptable level, and so as not to cause any environmental nuisance or impact.	AO27.1 A construction management plan, including or addressing the following matters as a minimum, is prepared and issued to Council for monitoring purposes: (a) Containment and mitigation of dust and any other airborne emissions; (b) an erosion and sediment control plan, prepared and supervised by an RPEQ engineer; (c) protection of existing infrastructure; (d) waste management and recycling (e) mitigation of acoustic and lighting emissions; (f) limitations on days and hours of operation; and (g) a system of construction vehicular access, circulation, parking and traffic management.
Bushfire	
PO28 Development: (a) is located, sited and designed to respond to the risk of the bushfire hazard; (b) minimises risk to personal safety and property; (c) avoids an unacceptable increase in the severity of the bushfire hazard and does not significantly increase the potential for damage; (d) is designed to include evacuation procedures; and (e) provides ready access to water supplies.	AO28.1 (a) all permanent accommodation is constructed in accordance with the BAL level on the Bushfire Attack Levels Map, or as otherwise advised in a bushfire hazard assessment report and bushfire hazard management plan; (b) the main hub accommodation building is constructed to BAL29; (c) leafless gutters systems are to be used for all permanent structures; (d) a 22kL dedicated tank is provided for water storage solely for fire fighting purposes; and (e) the storage and handling of chemicals is undertaken in accordance with PSP SC6.5.4 of the Whitsunday Planning Scheme, if the required storage of hazardous chemicals is not satisfactorily addressed by the Hook Island Eco Resort Master Plan Bushfire Hazard Assessment and Bushfire Management Plan.
Environmental Significance, Management & Protection	
PO29 All matters of environmental significance on and adjacent to the Development Area are identified and protected.	AO29.1 Development avoids impacts on essential habitat, while any removal of existing vegetation is minimised to the greatest extent possible.
	AO29.2 If development requires clearing or earthworks outside the currently cleared footprint, the following is to be provided:

	(a) a pre-clearing ecological survey; and (b) design details to consider noise and lighting impacts on sensitive fauna.
	AO29.3 Amenity impacts caused by noise, dust, light or other pollution issues, do not have a significant impact on wildlife habitat values of protected fauna.
	AO29.4 Development: (a) does not result in a significant impact on identified environmental values; or (b) is located, designed and operated to avoid or mitigate significant impacts on the identified environmental values.
PO30 Development does not result in the short or long-term degradation of ecological values of Protected areas due to edge effects.	AO30.1 Development provides for buffer(s) of: (a) not less than 25m width, between the development and Protected areas; or (b) dimensions and characteristics that protect the long-term viability of matters of environmental significance located on and/or adjacent to the site.
PO31 Development protects and enhances ecological connectivity and/or habitat extent.	AO31.1 Development retains vegetation in areas large enough to maintain ecological values, functions and processes.
PO32 Development avoids significant impacts to essential habitat and prescribed regional ecosystems.	AO32.1 Development will not have a significant impact on: (a) essential habitat or prescribed regional ecosystem; and (b) is setback 25m from the edge of essential habitat or a prescribed regional ecosystem.
PO33 Development avoids adverse impacts to watercourses.	AO33.1 Development: (a) maintains hydrological processes and the physical integrity of watercourses and existing drainage patterns; (b) ensures that impacts from works on the long-term sustainable use of the water course area avoided; and (c) maintains the stability of beds and banks of watercourses and the condition and natural function of the water body.
Coastal Management & Protection	

PO34 Development involving a building is: (a) located and designed to ensure the safety of all buildings from coastal hazards; and (b) located to minimise amenity impacts, disruptions to residents, recovery time, rebuilding and restoration costs after a coastal hazard event.	AO34.1 Development of a habitable building: (a) is not located on land identified in a Coastal hazard area; (b) ensures the finished floor level of a new building is located at a minimum 300mm above the defined storm tide event (DSTE) for all habitable rooms; or (c) is not less than the floor level of existing habitable room(s) where involving an extension for no greater than 75m² to an existing building. AO34.2 Permanent buildings are only located within a Coastal hazard area, if a registered professional engineer Queensland (RPEQ) certifies that the development is structurally designed to be able to resist hydrostatic and hydrodynamic loads associated with the flooding up to and including DSTE. OR Temporary and/or relocatable accommodations are located within a Coastal hazard area. AO34.3 Development on land identified within a Coastal hazard area ensures storage of hazardous materials is located above DSTE.
PO35 Buildings are sited to protect property from coastal hazards and avoid the need for additional coastal environment works.	AO35.1 Where adjacent to or fronting the coastline, all buildings are located within the marked precinct areas on Map 1.
PO36 Development: (a) maintains dune crest height; or (b) where a reduction in dune crest heights cannot be avoided, mitigates risk to development from wave overtopping and storm-tide inundation.	AO36.1 Development avoids, or where this is not feasible, minimises reductions in dune crest height.
PO37 Development maintains or enhances coastal ecosystems and natural features, such as mangroves and coastal wetlands, between development and tidal boulders, where they protect or buffer communities and infrastructure from sea level rise and coastal inundation impacts.	AO37.1 Development ensures that: (a) existing natural environmental features, such as mangroves and wetlands, are maintained as much as possible; or (b) where changes to these natural features cannot be avoided, alternate methods are used to mitigate risks to development from coastal hazards.

PO38 Development maintains or enhances the scenic amenity and natural character of the coastal landscape, views and vistas from the foreshore or significant viewpoints.	AO38.1 Development is located, scaled and designed to be sympathetic to the coastal scenic amenity: (a) maintaining or restoring vegetation buffers between development and coastal waters; or (b) where impacts on the coastal scenic amenity cannot be avoided, alternative methods are used to maintain the natural character of the coastal landscape.
PO39 Development avoids the release of hazardous materials into floodwaters.	AO39.1 Development ensures: (a) buildings used for the storage of hazardous materials are designed to prevent the intrusion of waters; (b) the exposure of floodwaters to hazardous materials is prevented; and (c) emergency planning and contingency measures are appropriately developed and managed.
PO40 Development maintains the safety of people living and working on the premises from a DSTE.	AO40.1 Development is carried out in accordance with the Emergency Management Plan and ensures: (a) a safe refuge is available for people within the development site during a DSTE; or (b) that at least one evacuation route remains passable for emergency evacuations during a DSTE. Note—This may be demonstrated by undertaking a Coastal hazard assessment report in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme.
PO41 Development does not negatively impact the flood characteristics of the DSTE outside of the subject site.	AO41.1 Buildings are only located within the Coastal hazard area if a registered professional engineer Queensland (RPEQ) certifies that the development does not change the flood characteristics of the DSTE outside of the subject site.
PO42 Development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	AO42.1 Development does not: (a) increase the number of people calculated to be at risk from the coastal hazard event; (b) increase the number of people likely to need evacuation; (c) impact on the ability of traffic to use evacuation routes; or (d) unreasonably increase traffic volumes on evacuation routes. Note—This may be demonstrated by undertaking a Coastal hazard assessment report in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme.

PO43 Development involving community infrastructure remains functional to serve community needs during and immediately after a coastal hazard event.	AO43.1 Community infrastructure: (a) is designed, sited and operated to avoid adverse impacts on the community facilities, access and egress routes and the environment; (b) retains essential site access during a coastal hazard event; and (c) is able to remain functional, even when other infrastructure or services may be compromised in a coastal hazard event. Note—This may be demonstrated by undertaking a Coastal hazard assessment report in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme.
PO44 Except in limited circumstances, development does not occur within a non-urban area that is subject to storm tide hazard.	AO44.1 Development within a non-urban area that is subject to storm tide hazard is for tourist attractions and tourist accommodation, the development: (a) locates accommodation activities outside the high hazard storm tide area; or (b) is located, designed, constructed and operated to avoid adverse storm tide hazard impacts, including impacts on the development's ongoing operation, as demonstrated by a Coastal hazard assessment report to support the development proposal. Note—This may be demonstrated by undertaking a Coastal hazard assessment report in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme.
PO45 Except in limited circumstances, development is located outside of an Erosion prone or Permanent inundation area.	AO45.1 Development is situated wholly outside of an Erosion prone or Permanent inundation area, except where the development is: (a) temporary and/or relocatable development; or (b) redevelopment that intensifies the use of a site in an urban area, if the development mitigates any increase in risk to people and property from adverse coastal erosion impacts.
	AO45.2 Development is situated wholly outside of an Erosion prone or Permanent inundation area except where: (a) community infrastructure; or (b) able to be abandoned and/or temporary and/or relocatable development; and (c) demonstrates that: (i) it is not feasible to locate the development outside an Erosion prone or Permanent inundation area; or (ii) buildings and structures are located as far landward as practicable.

PO46 Redevelopment reoccurring within an Erosion prone or Permanent inundation area mitigates any increase in risk to people and property from adverse coastal erosion or permanent inundation impacts.	AO46.1 Redevelopment relocates buildings and structures: (a) outside of Erosion prone or Permanent inundation area; or (b) relocates buildings and structures landward of the alignment of adjacent habitable buildings; or (c) where it is demonstrates that item (b) is not reasonable, buildings are structures are located as far landward as practicable; and (d) provides sufficient space seaward of the development within the premises to allow for the construction of erosion control structures, such as a sea wall. AO46.2 Redevelopment in an Erosion prone or Permanent inundation area that results in an intensification of a use, mitigates the coastal erosion or permanent inundation threat to the development, having regard to the: (a) layout of the development, minimising the footprint of the development within the Erosion prone or Permanent inundation area and locating the development as far landward as possible; (b) ability of buildings or structures to be decommissioned, dissembled or relocated either on the site or to another site; (c) use of appropriate foundations for the building or structure; and (d) installation and maintenance of site erosion control structures Note—This may be demonstrated by undertaking a Coastal hazard assessment report in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme.
Acid Sulfate Soils	
PO47 Where acid sulfate soils are identified, development: (a) does not disturb acid sulfate soils; or (b) is managed to avoid or minimise the release of acid and metal contaminants, where disturbance of acid sulfate soils is unavoidable.	AO47.1 Acid sulfate soils are: (a) not identified on site; or (b) avoided or managed in accordance with the Queensland Acid Sulfate Soils Technical Manual (Queensland Government, 2014). Note—This may be demonstrated by undertaking an Acid Sulfate Soils Assessment Report in accordance with PSP SC6.2 (Environmental Features) of the Planning Scheme.
Landslide Hazard	
PO48 Development maintains the safety of people, property and hazardous materials, manufactured or stored in bulk, from the risk of landslide hazard.	AO48.1 Development ensures: (a) the long-term stability of the site, including associated buildings and infrastructure; (b) that the site will not be adversely affected by landslide activity originating from other land, including land about the site; and

	(c) that filling and excavation does not redirect the flow of, or concentrate surface water or groundwater on, the site or neighbouring sites. Note—This may be demonstrated by undertaking a site specific Landslide hazard (geotechnical) assessment report in accordance with PSP SC6.5 (Natural hazards) of the Planning Scheme. The building assessment provisions must address the stability of buildings and structures in relation to landslide hazard.
PO49 Community infrastructure maintains the safety of people and property and is not adversely affected by a landslide hazard.	AO49.1 Development of community infrastructure within an identified Landslide hazard area ensures: (a) the long-term stability of the site, including associated building and infrastructure; (b) that access to the site will not be impeded by a landslide event; (c) that the site will not be adversely affected by landslides originating from other land, including land above the site; and (d) the primary function of the community infrastructure is maintained during a landslide event. Note—A site-specific landslide hazard (geotechnical) report is required to demonstrate compliance with PO47. The Landslide hazard (geotechnical) assessment report is to be prepared in accordance with PSP SC6.5 (Natural hazards) of the Whitsunday Planning Scheme. The building assessment provisions must address the stability of buildings and structures in relation to landslide hazard.
Requirements for Caretaker Accommodation	
PO50 Caretaker's accommodation operates as an independent self-contained dwelling to house a person employed in a caretaker role.	AO50.1 The caretaker's accommodation is occupied by a person or persons having responsibility for the security, maintenance or management of the development and non-residential activities conducted on the same site.
	AO50.2 The provision of a caretaker within caretaker's accommodation is included in the total population count for a precinct.
	AO50.3 No more than one caretaker's accommodation is established within each precinct within the Development Area.
	AO50.4 The design of the caretaker's accommodation achieves an acceptable level of residential amenity for residents of the caretaker's accommodation.
	AO50.5

	The caretaker's accommodation does not conflict with the environmentally sensitive nature of the development, or result in a building design that does not complement the development.
Requirements for an Office	
PO51 An office use is ancillary to development on Hook Island.	AO51.1 Development for an office must: (a) be conducted within a building designed to appear as a cabin (including a caretakers accommodation building or accommodation building); (b) be limited in size and scale so that the existing amenity of the development is protected; (c) have hours of operation so not to cause a nuisance or detrimental impact on the Eco Resort's amenity; (d) include signage that is limited to one small, unobtrusive sign with a maximum sign face area of 0.3m² and is located appropriately; (e) not detrimentally impact on the capacity of infrastructure services; and (f) no more than one office is constructed within the Development Area.
Requirements for a Shop, Bar or Food and Drink Outlet	
PO52 Development mitigates impacts on visitor amenity adjoining accommodations buildings.	AO52.1 The use must directly support the day to day needs of immediate visitor and residents on the island.
	AO52.2 The use must not have a significant detrimental impact on the amenity of surrounding residents, having regard to the following: (a) Hours of operation are limited to 6:30am to 10:00pm; and (b) Generation of odours, noise, waste products, electrical interference, lighting and visual impacts are considered.
	AO52.3 If the use provides for external dining or entertainment areas, they must be: (a) located in or directly adjacent to the Community Hub building; AND (b) visually and acoustically screened from adjoining accommodation dwellings.

	AO52.4 If the use contains outdoor or semi-enclosed non-residential spaces, they must be: (a) sited to promote an attractive central core or entrance space; and (b) contain plantings and seating arrangements that foster their function as a desirable meeting or resting point for residents and visitors to the island.
Requirements for a Utility Installation	
PO53 A utility installation may be provided where such activity is located, design and operated to avoid significant impacts on environmental systems and processes.	AO53.1 The utility installation must be a necessary and ancillary requirement for the development, and be designed to be indistinguishable from the surrounding natural environment and built form, where possible.
If in the Main Beach Precinct	
PO54 Development within Main Beach is compatible with the Precinct's natural features and assets, which include: (a) gentle crescent shaped beach punctuated by a foreshore; (b) deep water suitable for boat mooring; and (c) an outlook to Hook Island Passage.	AO54.1 Development may include: (a) low scale accommodation in the form of Tents, Cabins and Glamping (refer to Figure 6 – Accommodation Typologies); (b) central hub building; (c) amenities building; (d) separate bar; and/or (e) pool.
	AO54.2 Development is to be provided along the edge of the vegetation, within areas of cleared vegetation as much as possible.
	AO54.3 The main hub building is to be separated from accommodation uses to limit impacts on amenity and be centrally located such that it is easily accessible to accommodation.
	AO54.4 The total maximum number of people that can be accommodated within the Precinct is 80.
	AO54.5 The total maximum roof area for all development within the Precinct is 1,700m².
If in the Stingray Bay Precinct	

PO55 Development within Stingray Bay is compatible with the Precinct's natural features and assets, which include: (a) a shallow tidal beach with an inlet, forming a secondary 'back beach'; (b) large relatively flat area; and (c) steep topography bordering the precinct, providing a sense of containment.	AO55.1 Development may include: (a) low scale accommodation in the form of Tents, Cabins and Glamping (refer to Figure 6 – Accommodation Typologies); (b) staff accommodation (c) storage buildings; and/or (d) amenities building.
	AO55.2 Development is to be provided along the edge of the vegetation, within areas of cleared vegetation as much as possible.
	AO55.3 The storage building is to be separated from accommodation uses to limit impacts.
	AO55.4 The total maximum number of people that can be accommodated within the Precinct is 70.
	AO55.5 The total maximum roof area for all development within the Precinct is 1,000m².
If in the Treetops Precinct	
PO56 Development within Treetops is compatible with the Precinct's natural features and assets, which include: (a) an elevated topography, within a forest setting; and (b) existing clearings in the following locations: (i) south-western to middle of Main Beach; and (ii) north-eastern bushland area.	AO56.1 Development may include: (a) low scale accommodation in the form of Glamping, Cabins, Lodges and Villas (refer to Figure 6 – Accommodation Typologies); and/or (b) centralised utility installations.
	AO56.2 Development for accommodation is: (a) provided in a secluded and separated manner; (b) captures natural views over Hook Island Passage; (c) located within areas of cleared vegetation as much as possible; and (d) minimises visual impact and reduces the appearance of buildings from the natural landscape.
	AO56.3 Any utility installation is to be separated from accommodation uses to limit impacts on amenity.
	AO56.4

	The total maximum number of people that can be accommodated within the Precinct is 70.
	AO56.5 The total maximum roof area for all development within the Precinct is 800m ² .
If in the Headland Precinct	
PO57 Development within Headland is compatible with the Precinct's natural features and assets, which include: (a) an elevated topography, with steep slopes and native vegetation cover; and (b) clear ridgelines and significant headland.	AO57.1 Development may include: (a) low scale accommodation in the form of Glamping, Cabins, Lodges and Villas (refer to Figure 6 – Accommodation Typologies); and/or (b) recreation pavilion.
	AO57.2 Development for accommodation is: (a) provided in a secluded and scattered manner; (b) captures natural views of the surrounding landscape; (c) located within areas of cleared vegetation as much as possible; and (d) minimises visual impact and reduces the appearance of buildings from the natural landscape.
	AO57.3 The recreation pavilion is to be separated from accommodation uses to limit impacts on amenity and be centrally located such that it is easily accessible to accommodation.
	AO57.4 The total maximum number of people that can be accommodated within the Precinct is 60.
	AO57.5 The total maximum roof area for all development within the Precinct is 1,000m².

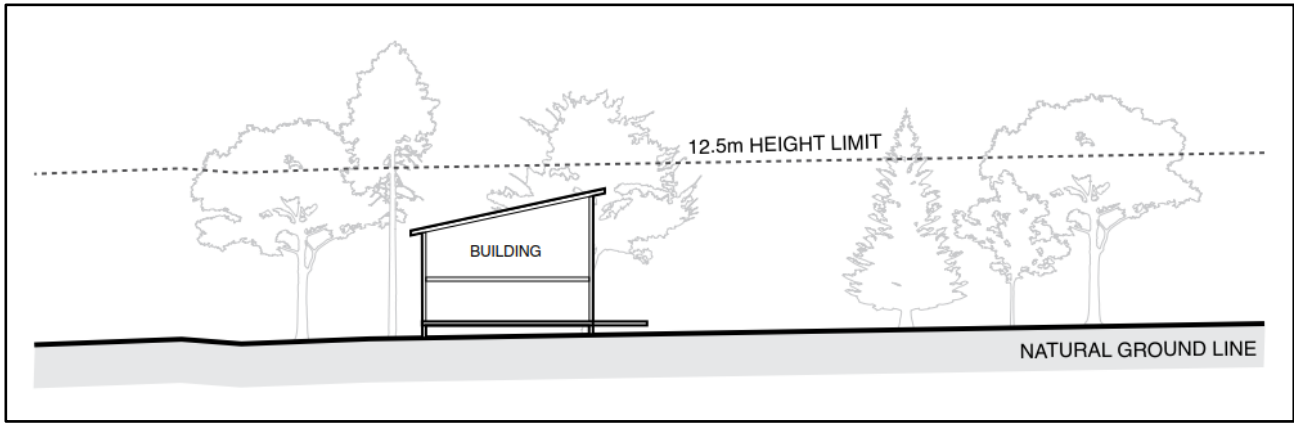


Figure 3 Maximum building height on slopes less than 15%

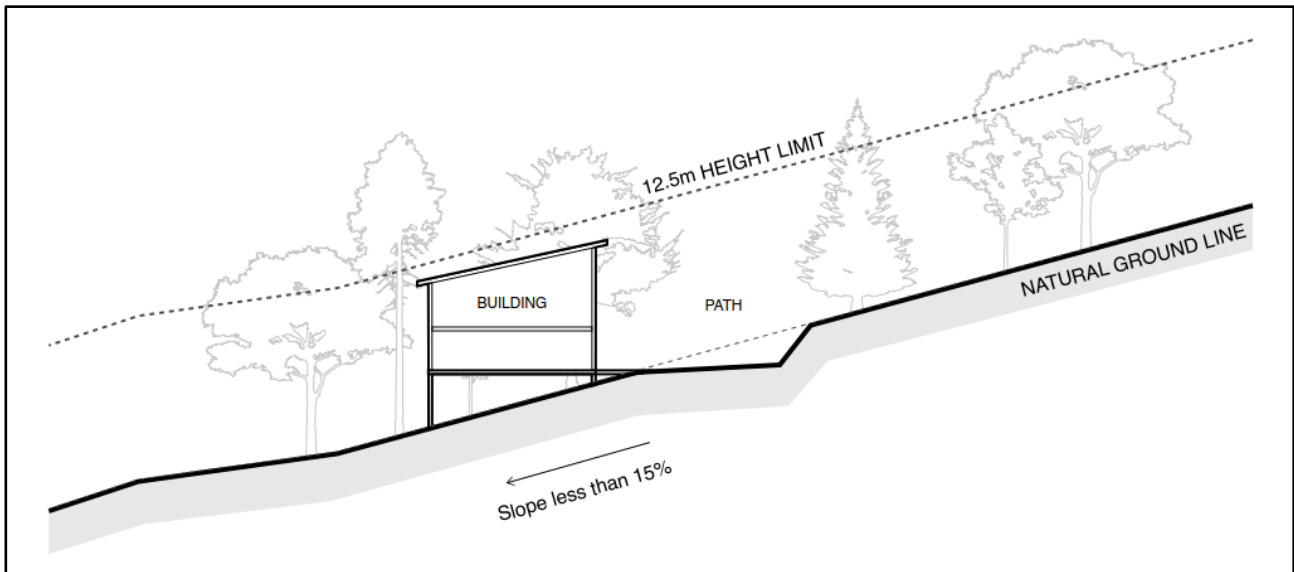


Figure 4 Maximum building height on slopes less than 15%

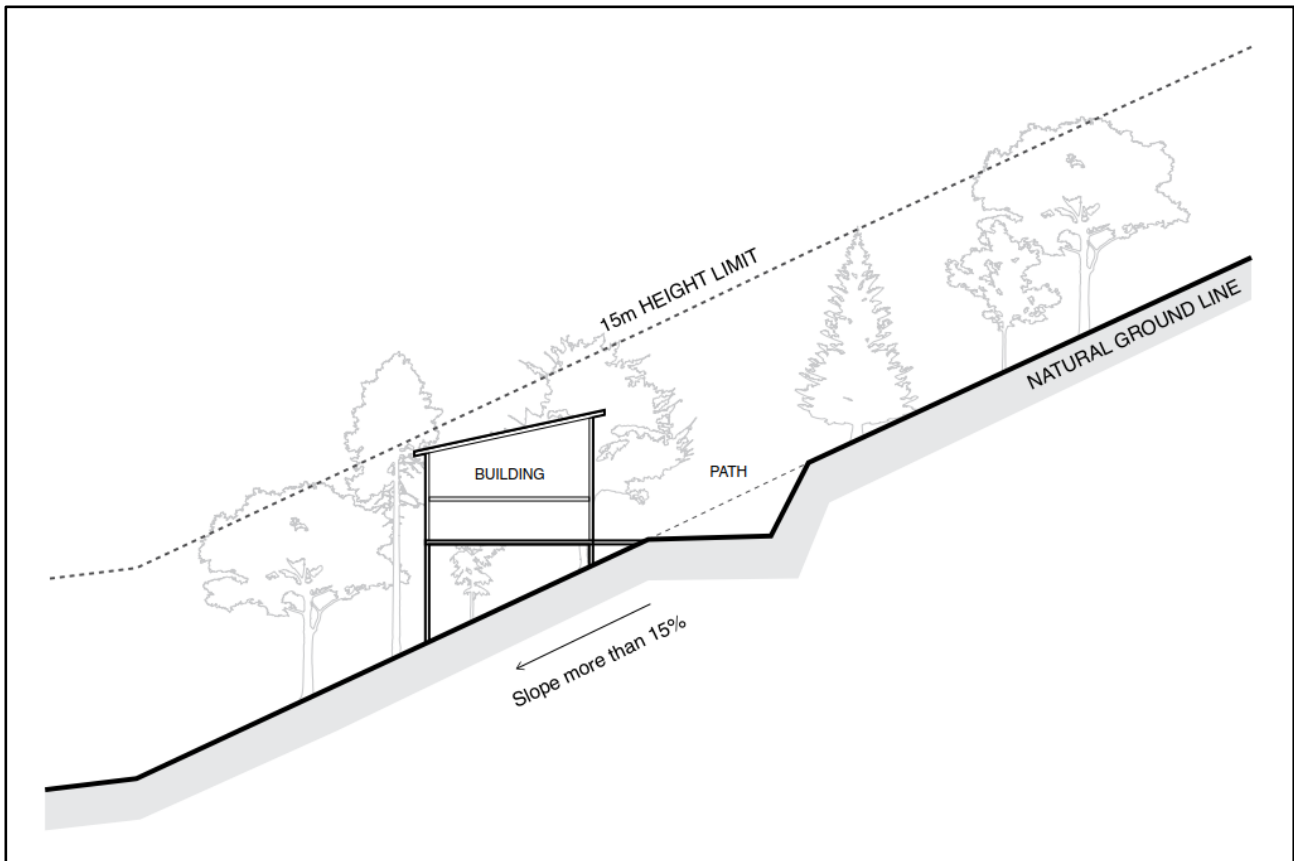


Figure 5 Maximum building height on slopes more than 15%

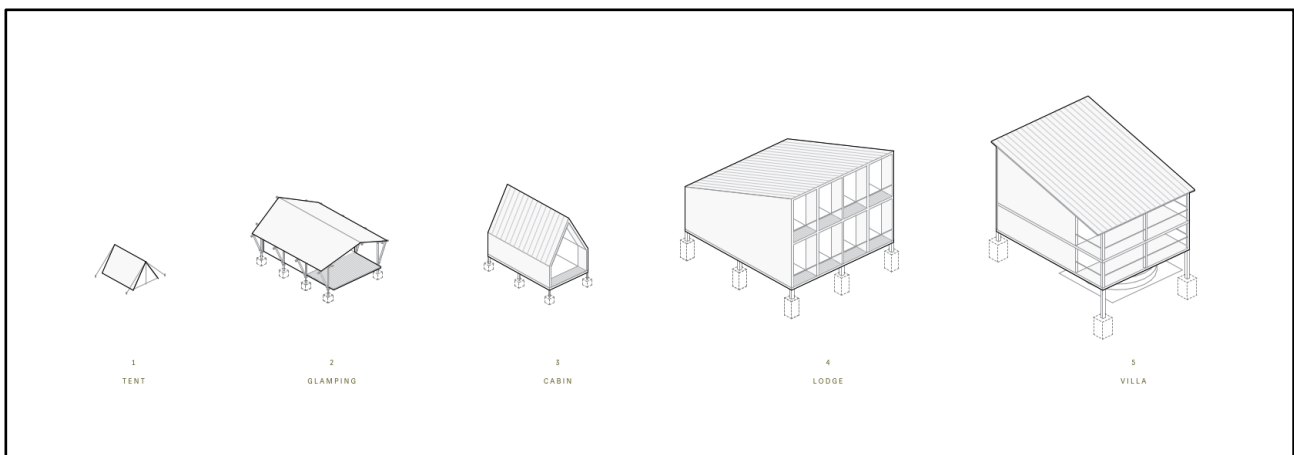


Figure 6 Accommodation Typologies

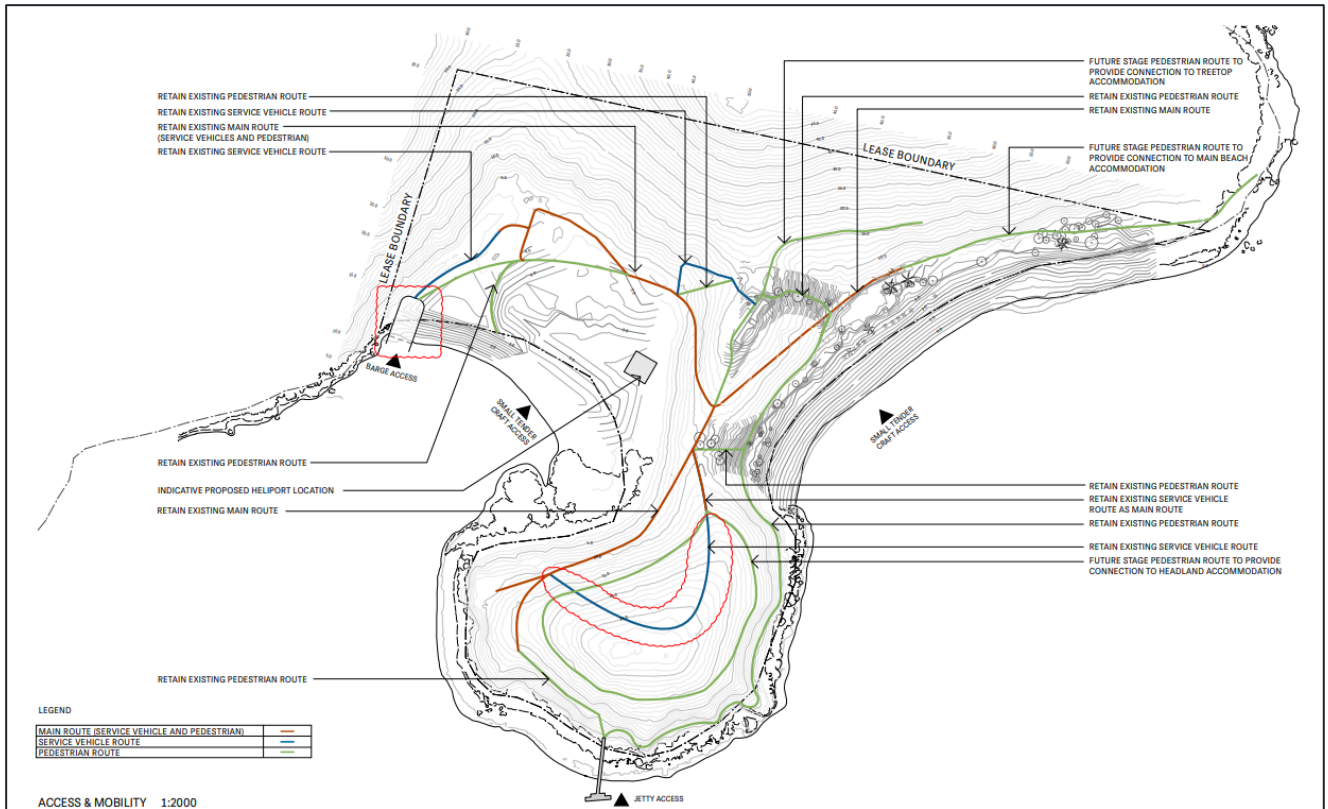
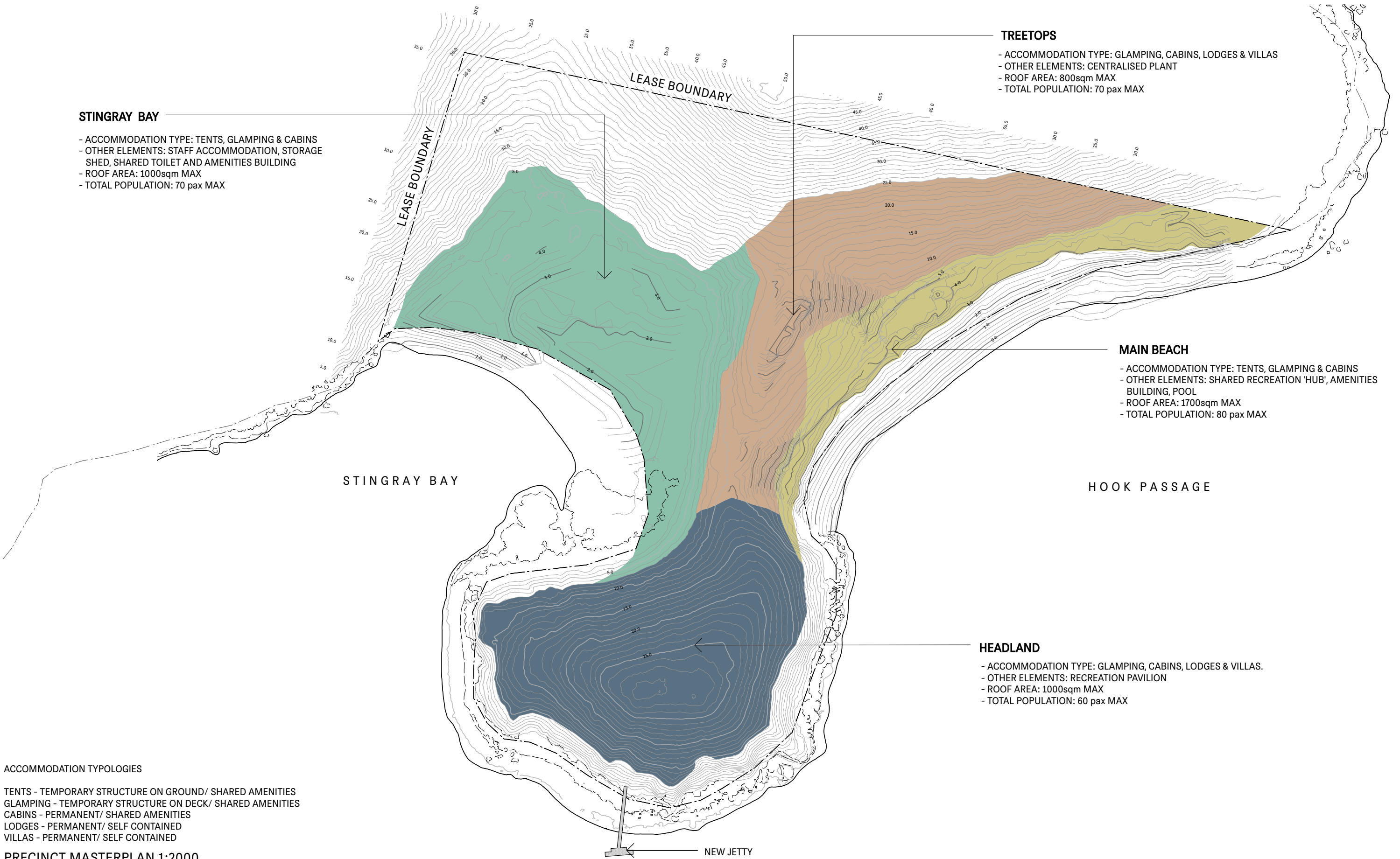


Figure 7 Access & Mobility Plan

Map 1 Development Area Parameters



STINGRAY BAY

- ACCOMMODATION TYPE: TENTS, GLAMPING & CABINS
- OTHER ELEMENTS: STAFF ACCOMMODATION, STORAGE SHED, SHARED TOILET AND AMENITIES BUILDING
- ROOF AREA: 1000sqm MAX
- TOTAL POPULATION: 70 pax MAX

TREETOPS

- ACCOMMODATION TYPE: GLAMPING, CABINS, LODGES & VILLAS
- OTHER ELEMENTS: CENTRALISED PLANT
- ROOF AREA: 800sqm MAX
- TOTAL POPULATION: 70 pax MAX

MAIN BEACH

- ACCOMMODATION TYPE: TENTS, GLAMPING & CABINS
- OTHER ELEMENTS: SHARED RECREATION 'HUB', AMENITIES BUILDING, POOL
- ROOF AREA: 1700sqm MAX
- TOTAL POPULATION: 80 pax MAX

HEADLAND

- ACCOMMODATION TYPE: GLAMPING, CABINS, LODGES & VILLAS.
- OTHER ELEMENTS: RECREATION PAVILION
- ROOF AREA: 1000sqm MAX
- TOTAL POPULATION: 60 pax MAX

ACCOMMODATION TYPOLOGIES

- TENTS - TEMPORARY STRUCTURE ON GROUND/ SHARED AMENITIES
- GLAMPING - TEMPORARY STRUCTURE ON DECK/ SHARED AMENITIES
- CABINS - PERMANENT/ SHARED AMENITIES
- LODGES - PERMANENT/ SELF CONTAINED
- VILLAS - PERMANENT/ SELF CONTAINED

PRECINCT MASTERPLAN 1:2000

KEY	ISSUE	DATE	DESCRIPTION
	-	20.08.20	ISSUE FOR CONSULTANT REVIEW
	A	26.08.20	ISSUE FOR REVIEW
	B	11.09.20	ISSUE FOR CLIENT REVIEW
	C	13.10.20	ISSUE FOR SUBMISSION

CLIENT
HOOK ISLAND ECO RESORT

STATUS
MASTERPLAN PHASE

DRAWN
JL, DL

CHECKED
AB

SCALE AT **A3**
1:2000

NORTH



PROJECT NUMBER
1906

DRAWING
PRECINCT MASTERPLAN

DRAWING NUMBER
1906-MA200-C

ANDREW BURNS ARCHITECTURE
Registered Architect #7447
2/619 Elizabeth Street
Redfern NSW 2016

Telephone: (02) 9212 1141
www.andrewburns.net.au

PROJECT
HOOK ISLAND ECO RESORT

14. Development Services

14.5 DEVELOPMENT SERVICES MONTHLY REPORT - JULY 2021

AUTHOR: Neil McGaffin – Director Development Services

RESPONSIBLE OFFICER: Neil McGaffin – Director Development Services

OFFICER'S RECOMMENDATION

That Council receives the Development Services Monthly Report for July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Development Services Monthly Report – July 2021

PURPOSE

To provide an overview of Whitsunday Regional Council's Development Services Directorate for the 2021/2022 Financial Year, with focus on the month of July 2021.

BACKGROUND

The Development Services Directorate has a departmental vision of a prosperous, liveable and sustainable Whitsundays.

The Directorates purpose is to lead the delivery of economic, social and environmental outcomes for the Whitsundays through services in partnership with stakeholders.

The Directorates vision is delivered by bringing together the functions of Economic Development, Strategic Land Use and Infrastructure Planning, Development Assessment, Building and Plumbing Assessment and Compliance.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

This report represents the activity within the Directorate for the month of July 2021.

STRATEGIC IMPACTS

Alignment to Corporate Plan

Outcome 1.1: Out leadership engages with the community and provides open, accountable and transparent local government.

Alignment to Operational Plan

Strategy 1.1.1: Provide sound, competent leadership as to maximise the organisation's operational performance, productivity and efficiency.

Financial Implications N/A

Risk Management Implications Regular reporting on the Directorate's progress and achievements ensures accountability and fosters a positive culture.

CONSULTATION

Doug Mackay – Manager Development Services
Shane Neville – Manager Strategic Planning
Elouise Lamb – A/ Economic Development Coordinator
Kelvin Stephens – Team Leader Plumbing
Tamara Danise – Administration Coordinator

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

That Council receives the Development Services Monthly Report for July 2021.

ATTACHMENTS

Attachment 1 – Development Services Monthly Report – July 2021.

Development Services

Strategic Planning
Development Assessment
Building, Plumbing & Compliance
Economic Development

Monthly Report – July 2021

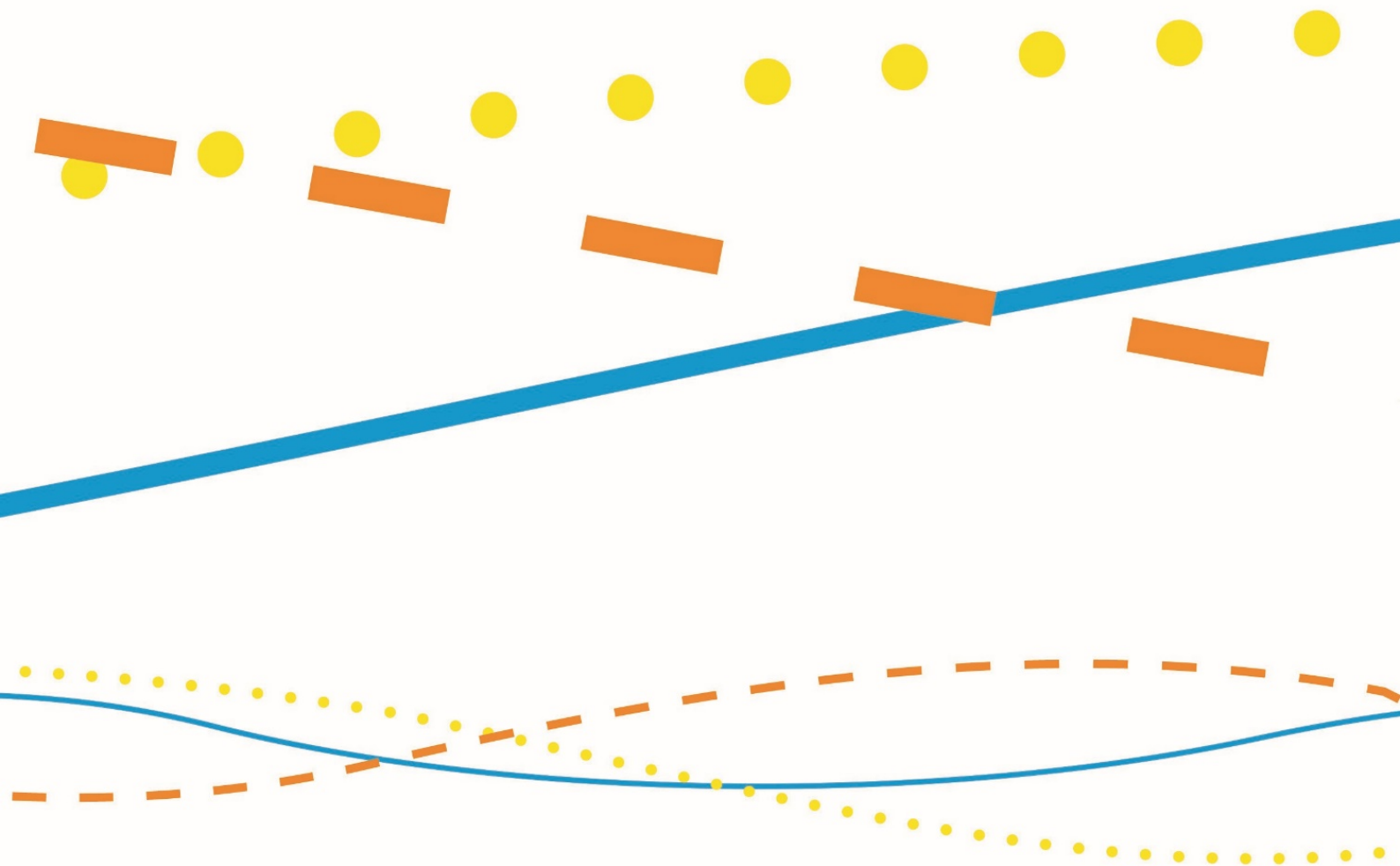


TABLE OF CONTENTS

Directors Report.....	3
Strategic Planning	5
Operational Activities	5
Development Assessment.....	6
Development Statistics	6
Summary of Applications approved under Delegated Authority	6
Summary of Applications approved by Resolution	8
Building, Plumbing & Compliance	9
Economic Development	11

Directors Report

STRATEGIC PLANNING

In July Council adopted the Bowen Masterplan and was also briefed on outcomes of the Collinsville Masterplan resulting in further community consultation being undertaken. Council resolved to remove four items from the Local Heritage Register, reflect the removal in the Planning Scheme 2017 and communicate with submitters to close the consultation loop.

Further consultation with State agencies has been necessary regarding the Planning Scheme Major Amendment (V4.0) culminating in a workshop to discuss outstanding issues. In particular, the proposed erosion mapping was identified for re-evaluation. Consultants have now been engaged to undertake the additional work. Unfortunately, this will mean that some time delays are inevitable for this project.

Other activities in July included a 'Matters of Local Environmental Significance' Workshop, an Abbott Point Port Master Planning Workshop with the Department of Transport and Main Roads, joined the Healthy Heart Steering Committee set up by the Climate Hub in Community Services and held regular meetings with the Independent Reviewers of the Local Government Infrastructure Plan (V2).

DEVELOPMENT ASSESSMENT

Lodgement of new development applications continued strongly in July, with MCU and subdivision applications exceeding the monthly average of the previous year. This resulted in increased workloads to meet statutory deadlines. Requests for planning certificates increased significantly, reflecting the buoyant property market. These certificates can take 40 – 100 hours of research and site investigations, depending on the number of previous development approvals over a site.

The public notification of the proposed multi-story building at Shingley Beach ended in July, requiring over 1,200 letters to be sent to individual submitters. A similar number was received in June in response to the luxury hotel and conference centre in Port of Airlie. All submissions are being collated to determine the geographic location of submitters by (1) immediate locality, (2) 4802 postcode and (3) beyond.

BUILDING, PLUMBING & COMPLIANCE

Building

Private Building Certifier lodgements were the highest they have been all year with 85 received in the month of July. There has been a variety of lodgements received with the majority being for new residential dwellings.

Plumbing

This month saw the highest number of plumbing applications lodged so far this year and this look set to be reflected in increased inspections with the majority of applications being new residential dwellings.

The Shute Harbour Terminal redevelopment works are progressing well, the internal sanitary plumbing and water supply was completed this month and the water and sewerage mains are currently being installed.

The Proserpine Entertainment Centre is also progressing well with all the internal pipework having been recently completed.

Some of the other larger approvals currently under way are:

1. Whitsunday Sports Park Clubhouse redevelopment
2. AFL Change Room (Sports Park)
3. Bowen Pool amenities building replacement
4. Collinsville Pool amenities
5. Proserpine Pool kiosk and office redevelopment.

Compliance

Due to the lack of rain, stormwater complaints have reduced drastically but these are expected to increase as soon as the rain returns. The team is currently working through the Form 57 Lapsing Notices and a large number of lapsed Building Applications have been added to the register. In turn, the next few months will undoubtedly see an influx of 'unapproved' structures being added to the compliance register and result in an increase of inspections being required.

ECONOMIC DEVELOPMENT

The team has been busy working to identify projects for funding opportunities announced recently in the State and Federal Budgets. Projects are currently being prepared to submit for the Resources Community Infrastructure Fund, Blackspot and Community Action Plan funding opportunities and the project with Whitsunday Coast Airport team to attain additional resources to support airfreight has been submitted. The new Economic Development Strategy for the region is under preparation with Lucid Economics engaged to work closely with Council and stakeholders over the coming months to create a roadmap to strategically direct our efforts towards regional prosperity.

Strategic Planning

The Strategic Planning Branch is responsible for developing and maintaining land use and infrastructure plans and policies, such as the Planning Scheme, as well as reviewing various planning related State planning instruments and legislation, including the Mackay, Isaac, Whitsunday Region Plan.

Operational Activities

The Strategic Planning Branch is undertaking several projects, including;

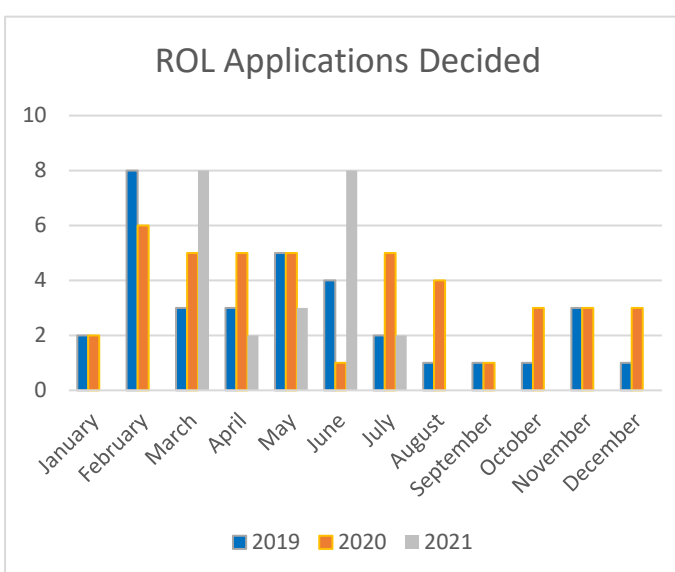
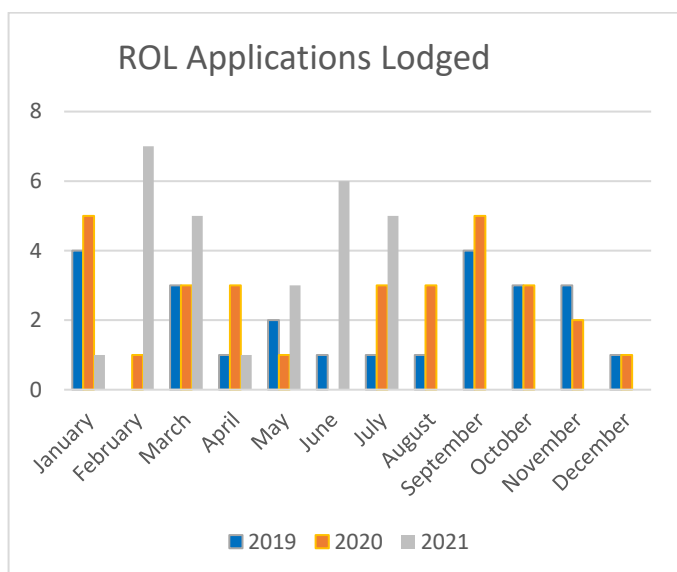
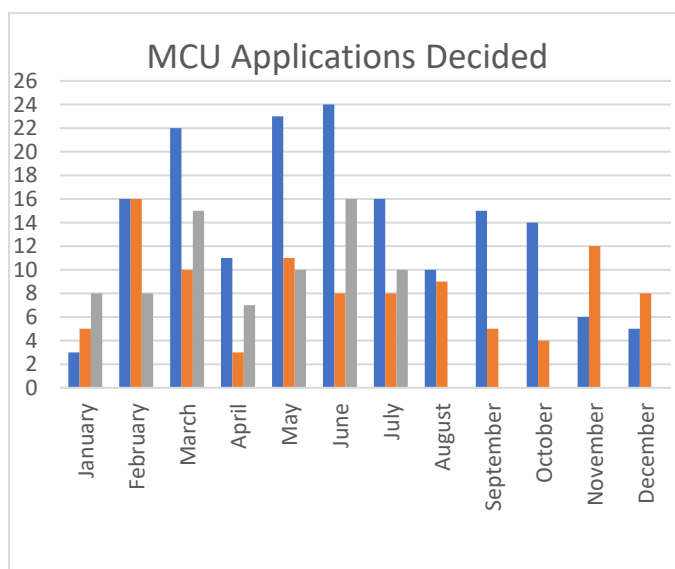
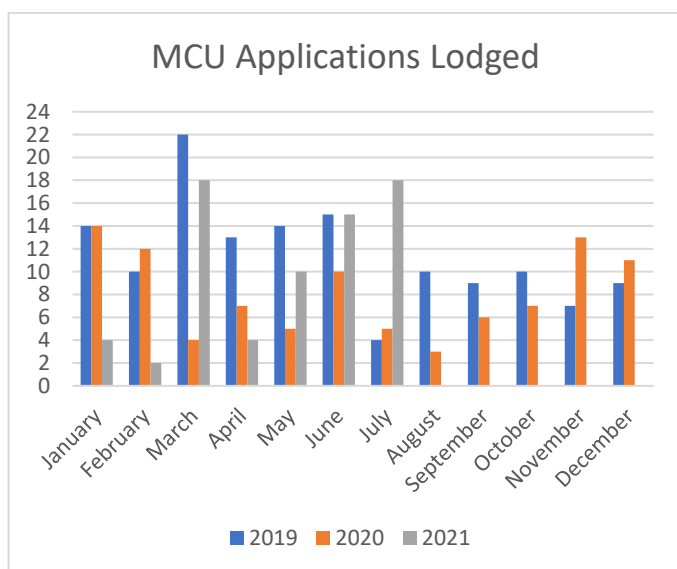
- Presenting the Proposed Major Amendment of the Planning Scheme to the Department of State Development, Infrastructure, Local Government & Planning;
- Council adoption of the Collinsville Master Plan;
- Council adoption of draft Bowen Master Plan;
- Council adoption and Consultation of the draft Proserpine Master Plan V2;
- Submission of the Airlie Beach Land Management Plan to the Department of Resources;
- Review of the Local Heritage Register;
- Review of the Greater Airlie Beach Area Master Plan;
- Review of the Cannon Valley Growth Study;
- Preparation of the Cannon Valley Structure Plan;
- Preparation of the Cannon Valley Schools Needs Analysis;
- Preparation of the Open Space Standards (Development Manual);
- Research Affordable Housing Strategy;
- Research Smart City Strategy; and
- Assessment of Façade Improvement Policy Applications.

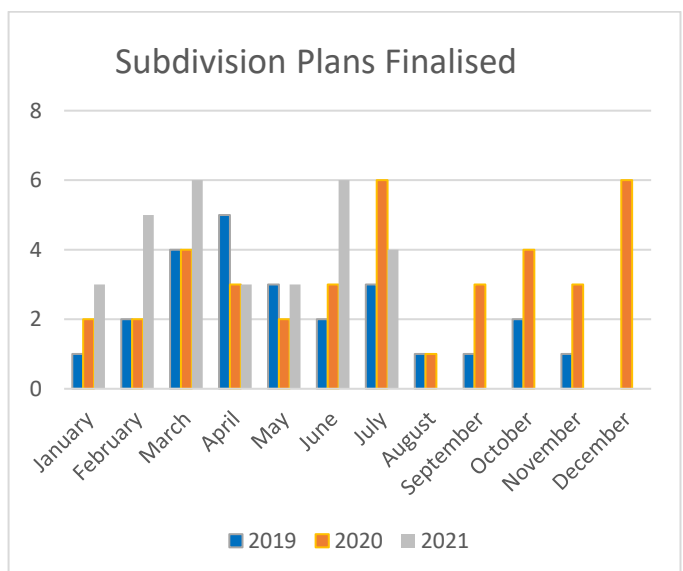
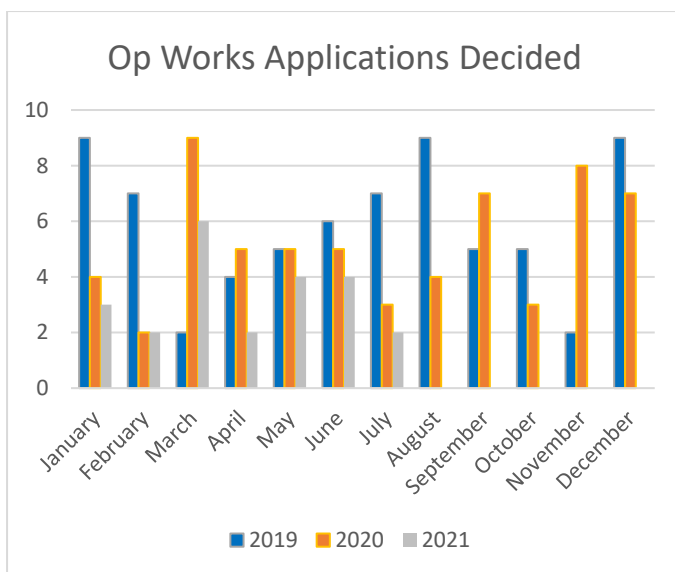
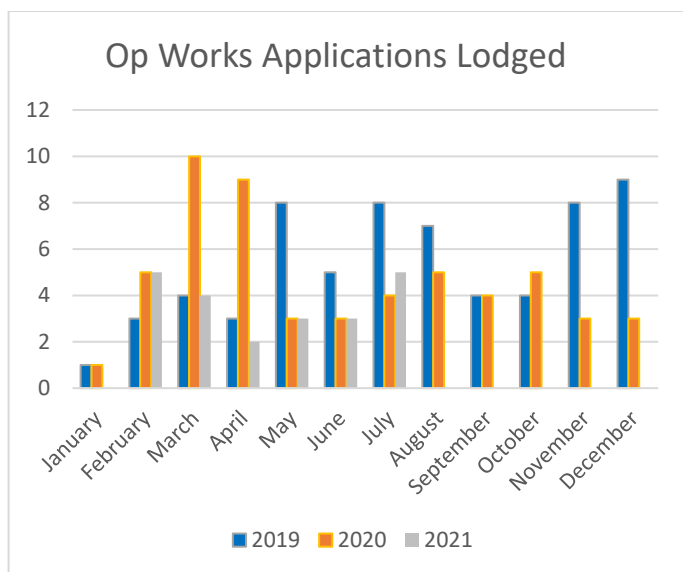
Development Assessment

The Development Assessment Unit is responsible for assessing development applications, reviewing referrals for state land, environmental impact statements and other material for coordinated projects, activities, preparing planning and development certificates and inspecting developments for compliance with development approvals and other planning requirements.

Development Statistics

Aside from a surge in March, the number of new MCU applications has risen steadily since the start of the calendar year, with 18 MCUs lodged in July. Five new subdivision applications were received, close to the monthly average of 7 this calendar year. Last year the monthly average was 2.5 applications. All statutory time limits were met or exceeded for the month. There was a significant surge in request for Planning Certificates which usually signifies a lift in the property economy. This is borne out by increased housing prices and rental rates across the region.





Summary of Applications approved by Council

Application #	Applicant & Location	Approval Details
20210453	GF Parnell & WN Parnell 37 Ashton Road Gregory River	Development Permit for Reconfiguring a Lot - One (1) Lot Into Two (2) Lots
20210331	Belmour Pty Ltd As TTE 91 Forestry Road, Brandy Creek	Development Permit for the Reconfiguration of a Lot (One (1) Lot into Three (3) Lots and Access Easement)
20210018	Meridien Airlie Beach Pty Ltd (Receivers & Manager) 20-24 Port Drive, Airlie Beach	Development Permit for Development Permit - Material Change of Use (Parking Station, Food & Drink Outlet, Shop, Office)

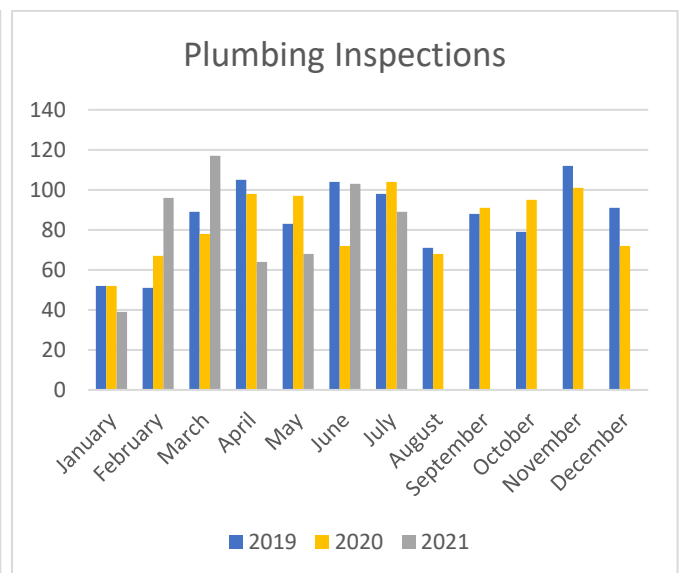
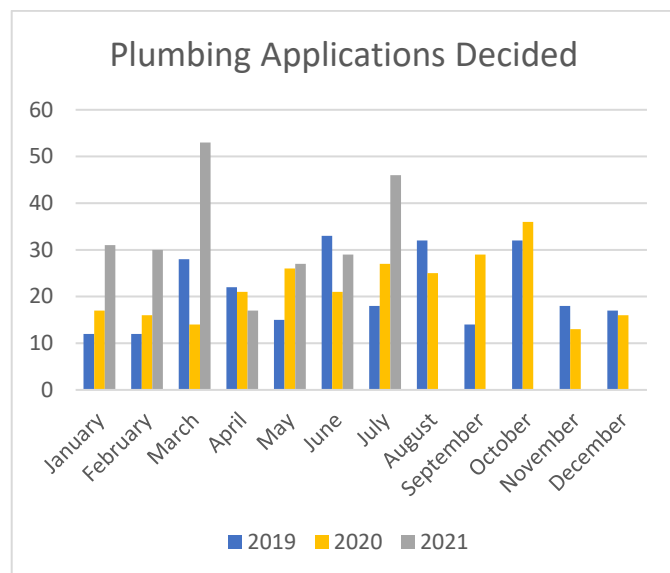
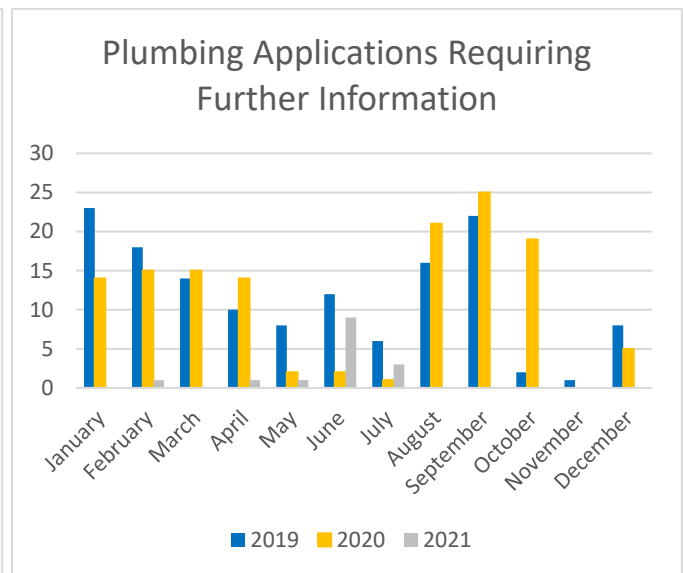
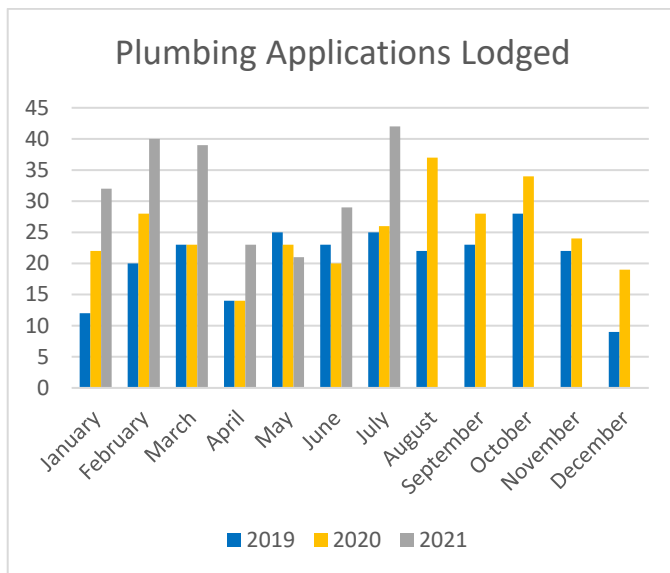
Summary of Applications approved under Delegated Authority

Application #	Applicant & Location	Approval Details
20190025	Whitsunday Regional Council Jetty Carpark Shute Harbour Road, Shute Harbour	Development Permit for Material Change of Use (Port Services)
20201212	TL Tennant & PW Tennant 5 Don Street Bowen	Development Permit for Development Permit - Reconfiguration of a Lot - One (1) Lot into Two (2) Lots
20210199	Molongle Creek Boat Club Inc Molongle Creek Caravan Park	Development Permit for Material Change of Use (Club House & Caretakers Residence)
20210464	L K Cromb 19 Parkside Court, Cannonvale	Development Permit for Material Change of Use (Dwelling House)
20210516	DM Sala 6 Olive Street, Dingo Beach	Development Permit for Material Change of Use (Dwelling House)
20210525	MJG 23 Pty Ltd as TTE 12 Waterson Way, Airlie Beach	Development Permit for Material Change of Use (Short-term Accommodation)
20210544	AR McLoughlin & MC McLoughlin 133 Brandy Creek Road, Brandy Creek	Development Permit for Material Change of Use (Shed)
20210563	A Falzon 65 Whyte Avenue, Heronvale	Development Permit for Material Change of Use (Shed)
20210583	MR Beal 21-23 The Cove Road, Airlie Beach	Development Permit for Material Change of Use (Dwelling House)
20210531	PG Hunt – 18289 Bruce Highway, Bowen	Development Application for Operational Works (Earthworks)
20210418	NQ Dry Tropics – Molongle Beach Road, Gumlu	Development Application for Operational Works (Tidal Works)

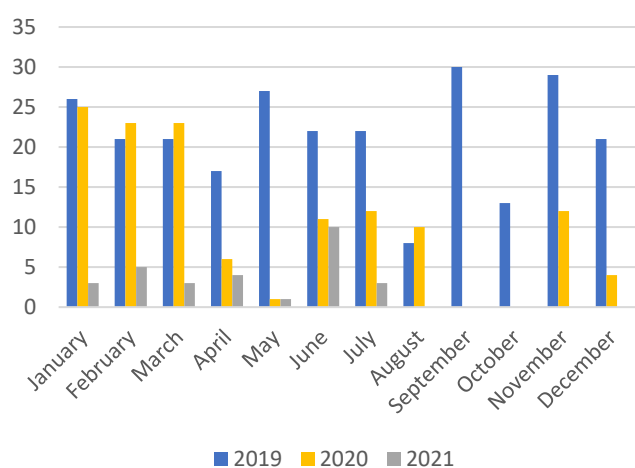
Building, Plumbing & Compliance

The Building, Plumbing & Compliance branch is responsible for assessing/reviewing building and plumbing applications, developing and maintaining various building and plumbing related policies and registers; carrying out Building regulatory functions; and manage and regulate enforcement and compliance procedures.

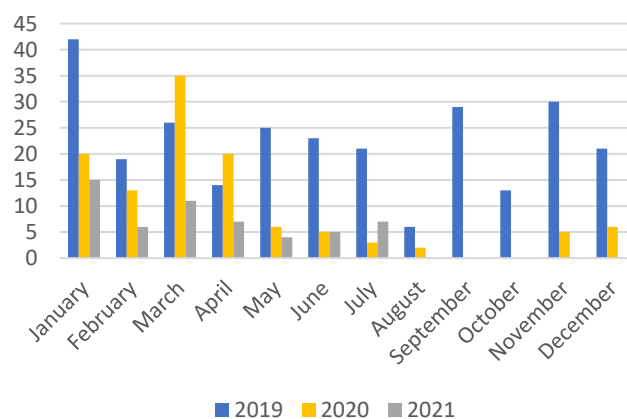
Building, Plumbing & Compliance Statistics



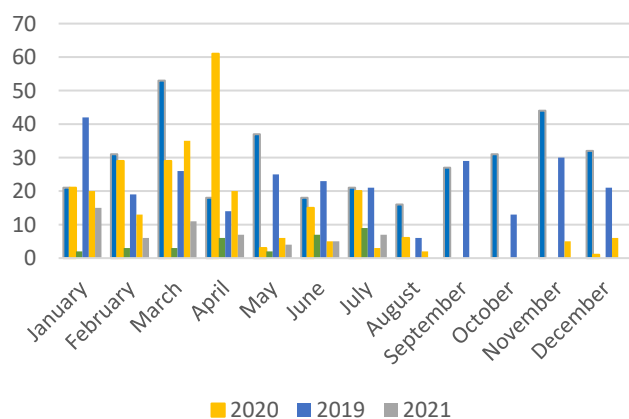
Compliance Complaints Received



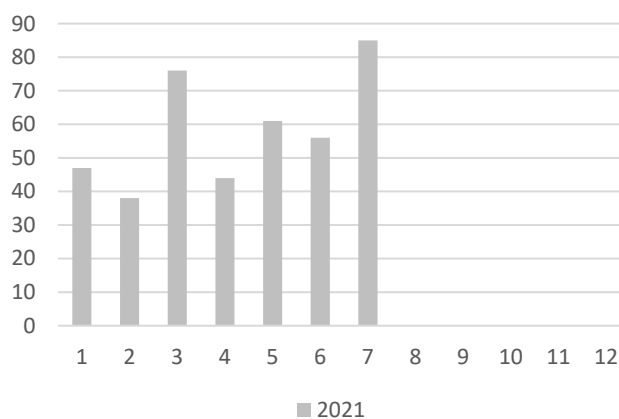
Compliance Complaints Investigated



Compliance Complaints Investigated



Private Certifier Applications Lodged



Economic Development

The Economic Development branch undertakes actions that progress the growth and overall prosperity of the region. This includes the provision of support to local businesses, delivery of actions contained within the Economic Development Strategy, stakeholder engagement, facilitation and development of investment enquiries and business cases for targeted investment, advocacy towards issues of regional economic and social importance, and development of research and reports on the economy.

Current Projects

- Economic Development Strategy Development
- Marine Centre of Excellence
- Annual Investment Prospectus
- Affordable Housing

Stakeholder Meetings

- Chamber of Commerce Queensland
- GW3 - Regional Connectivity Forum
- Tourism Whitsundays
- LGAQ – Country University Centres
- MIW RDA – Economic Road Map
- Bowen Gumlu Growers Association

Funding Submissions

Program	Project	Amount Requested
NQ Economic Diversification	WCA Freight Hub Implementation Project	\$250,000
Blackspot	Kelsey Creek Road Safety Upgrade Project	\$124,500
TOTAL		\$374,500

Funding Attained

Project	Amount Granted
Regional Airports Program – Bowen Aerodrome Lighting	\$285,175
NQ Telecommunications & Energy Improvements – WRC Solar Resilience Program	\$493,000
TOTAL	\$778,175

Unsuccessful Applications

- VHF Radio Solution Replacement project \$1M

15. Community Services

15.1 REQUEST FOR SPONSORSHIP - 2021 CENTRAL RODEO COWBOYS ASSOCIATION AIRLIE BEACH 4B'S RODEO - CENTRAL RODEO COWBOYS ASSOCIATION INC.

AUTHOR: Elizabeth Youd – Events and Community Sponsorship Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve an 'Open Bull Ride' event sponsorship of \$3,000.00 from budget code JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249), to the Central Rodeo Cowboys Association Inc. for assistance with hosting the '2021 Central Rodeo Cowboys Association Airlie Beach 4B's' Rodeo on Saturday, 2 October 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Council is approached from time to time to support events or activities via sponsorship.

PURPOSE

Council to approve a request for sponsorship from the Central Rodeo Cowboys Association Inc. for the 2021 Central Rodeo Cowboys Association Airlie Beach 4B's Rodeo to be held on Saturday, 2 October 2021.

BACKGROUND

The Central Rodeo Cowboys Association Inc. will be hosting its inaugural Central Rodeo Cowboys Association 4B's Rodeo in Airlie Beach.

The event will consist of Open Bull Ride, Open Saddle Bronc, Open Bareback, Ladies Barrel Race, Rookie Bull Ride, Rookie Saddle Bronc, Rookie Bareback, Junior Bull Ride, 11-15 Mini Bull Ride, 11-15 Steer Ride, Under 11 Poddy Ride and Pee Wee classes, providing a safe and enjoyable event for the entire community.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

LSP_C&ENV_11 - Sponsorship Agreement Policy

ANALYSIS

Council has received a request for sponsorship from the Central Rodeo Cowboys Association Inc.

In return for the 'Open Bull Ride' \$3,000.00 event sponsorship, Council will be recognised as follows:

- 5 VIP family passes
- Food and drink vouchers
- Announced advertising
- Advertising in the Central Rodeo Cowboys Association Newsletter & Facebook Page
- Council signage placed around arena

Council has the following options:

Option 1 – That Council approve the event sponsorship request of \$3,000.00.

Option 2 – That Council decline the sponsorship request.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by range of social, cultural, and recreational opportunities.

Strategy 2.2.6 – Support community groups in facilitating a variety of cultural, community sporting and recreation activities, events and programs.

Operational Plan

Action 2.2.6.1 – Support the Whitsunday community through the facilitation of the community grants and donation programs.

Financial Implications – The funds were taken from JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249).

Description	Amount
2021/22 Budget	\$150,000.00
Actual + Commitment Spend	\$4,545.45
YTD Remaining Budget	\$145,454.55

Risk Management Implications – Reputational Risk - Providing funding support to events post the COVID-19 events will provide an incentive that will increase tourism and assist local business.

CONSULTATION

Rod Cousins – Manager Community Development & Libraries

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

That Council approve a sponsorship of \$3,000.00 from budget code JC: 2967.10249 – Community Donations (2967) / Sponsorship (10249), for the Central Rodeo Cowboys



Association Inc. to assist with the hosting of the '2021 Central Rodeo Cowboys Association Airlie Beach 4B's' Rodeo, to be held on Saturday, 2 October 2021.

ATTACHMENTS

Attachment 1 – Sponsorship Request - Central Rodeo Cowboys Association Inc.

CENTRAL RODEO COWBOYS ASSOCIATION INC.



P.O BOX 1484

Proserpine QLD 4800

PH: [REDACTED]

E: [REDACTED]

ABN:99558 779461

To Whom It May Concern,

My name is [REDACTED] and on behalf of the Central Rodeo Cowboys Association Inc. (CRCA), I am helping to co-ordinate sponsorship for the 2021 CRCA Airlie Beach 4B's Rodeo.

The Rodeo will be on Saturday 2nd October 2021, on Oval opposite Centro.

The Events we will be having are Open Bull Ride, Open Saddle Bronc, Open Bareback, Ladies Barrel Race, Rookie Bull Ride, Rookie Saddle Bronc, Rookie Bareback, Junior Bull Ride, Junior Barrel Race, 11-15 Mini Bull Ride, 11-15 Steer Ride, Un 11 Poddy Ride and Pee Wee Barrel Race. Something for all ages!

We would greatly appreciate it if you would consider becoming a Sponsor of our Rodeo. By becoming a sponsor, you will be enabling our committee to achieve our goal of running a safe and enjoyable event for the Community.

Attached is a range of Sponsorship Packages for you to choose from.

I would like to Thank You for taking the time to read this letter and hope that you will come on board as one of our 2021 Airlie Beach 4B's Rodeo Sponsors.

Kind Regards,

[REDACTED]

CENTRAL RODEO COWBOYS ASSOCIATION INC.



P.O BOX 1484

Proserpine QLD 4800

PH: [REDACTED]

E: [REDACTED]

ABN:99558 779461

CRCA Management Committee:

President: [REDACTED]

Vice President: [REDACTED]

Stock Contractor Rep: [REDACTED]

Rough Stock Rep: [REDACTED]

Junior Event Rep: [REDACTED]

Bull Riding Director: [REDACTED]

Mini Bull Riding Director: [REDACTED]

Barrel Racing Director: [REDACTED]



SPONSORSHIP OPTIONS



DIAMOND SPONSORSHIP \$ 5000

RODEO IS NAMED AFTER YOUR BUSINESS

- 5 VIP Passes - each pass includes a Family Pass, Seating, Food & Drink Vouchers
- Signage (supplied) placed around Arena.
- Naming rights of Rodeo
- Trade Site
- Announced Advertising throughout the Event
- Advertising in our CRCA Rodeo Newsletter & Facebook Page

CHUTE SPONSORSHIP \$ 1000

- 2 VIP Passes - each pass includes a Family Pass, Seating, Food & Drink Vouchers
- Banner above Chutes.
- Announced Advertising throughout the Event
- Advertising in our CRCA Rodeo Newsletter & Facebook Page



BULLFIGHTERS OR PICKUP MAN SPONSORSHIP \$ 1000

- 2 VIP Passes - each pass includes a Family Pass, Seating, Food & Drink Vouchers
- Banner around the Arena.
- Announced Advertising throughout the Event
- Advertising in our CRCA Rodeo Newsletter & Facebook



ARENA SPONSORSHIP \$ 500

- 1 VIP Pass - each pass includes a Family Pass, Seating, Food & Drink Vouchers.
- Banner around the Arena.
- Announced Advertising throughout the Event
- Advertising in our CRCA Rodeo Newsletter & Facebook Page



EVENT SPONSORSHIP

OPEN BULL RIDE \$ 3000

- 5 VIP Family Passes
- Food & Drink Vouchers
- Announced advertising throughout the Event.
- Advertising in our CRCA Rodeo Newsletter & Facebook Page
 - Supplied Signage placed around Arena.

OPEN SADDLE BRONC \$ 1500

- 3 VIP Family Passes
- Food & Drink Vouchers
- Announced advertising throughout the Event.
- Advertising in our CRCA Rodeo Newsletter & Facebook Page
 - Supplied Signage placed around Arena.

LADIES BARREL RACE \$ 1500

- 3 VIP Family Passes
- Food & Drink Vouchers
- Announced advertising throughout the Event.
- Advertising in our CRCA Rodeo Newsletter & Facebook Page
 - Supplied Signage placed around Arena.

OPEN BAREBACK \$ 1000

- 2 VIP Family Passes
- Food & Drink Vouchers
- Announced advertising throughout the Event.
- Advertising in our CRCA Rodeo Newsletter & Facebook Page
 - Supplied Signage placed around Arena.

+EVENT SPONSORSHIP

ROOKIE SADDLE BRONC \$ 500

ROOKIE BULL RIDE \$ 500

ROOKIE BAREBACK \$ 500

JUNIOR BULL RIDE + PODDY RIDE \$ 500

JUNIOR BARREL RACE + PEE WEE BARREL RACE \$ 500

11-15 STEER RIDE + 11-15 MINI BULL RIDE \$ 500

ALL \$ 500 SPONSORSHIP INCLUDE:

- 1 VIP Pass - each pass includes a Family Pass, Seating, Food & Drink Vouchers
- Supplied Signage placed around Arena.
- Announced Advertising throughout the Event
- Advertising in our CRCA Rodeo Newsletter & Facebook Page

15. Community Services
15.2 SPORT & RECREATION CLUBS GRANTS - AUGUST 2021

AUTHOR: Jacqueline Neave – Arts & Community Programs Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the payment of a Sport & Recreation Club Grant, from budget code JC: 2967.10250 – Community Donations (2967) / Club Grants (10250), to the following recipients:

1. Gloucester Sports & Recreation Association Inc. – Band 2 - \$3,000.00
2. Music Evolution Project Inc. – Band 2 - \$3,000.00
3. Club Outrigger Whitsunday Inc. – Band 3 - \$1,500.00
4. Bowen-Collinsville Rifle Club Inc. – Band 4 - \$1,000.00
5. Bowen Woodworkers & Woodturners Inc. – Band 4 - \$1,000.00
6. Proserpine Hack & Pony Club Inc. – Band 4 - \$1,000.00
7. Whitsunday Triathlon Club Inc. – Band 4 - \$1,000.00

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Council offers funding to grass roots sport & recreation clubs across the region to support the general functions of the club.

PURPOSE

Council to consider the payment of the Sport & Recreation Club Grants for August 2021 in accordance with Council's Sport & Recreation Grants Guidelines.

BACKGROUND

To be eligible for the sport & recreation grant a club must meet the following criteria:

- Is incorporated and meets its obligations with the Office of Fair Trading
- Is covered with the appropriate level of public liability insurance (\$20 million); and
- Provides membership data (as defined by Council) to the Council on an annual basis

The level of funding available to clubs will be based on a progressive scale, the large the participation rate, the large the support to the club. Participation is defined as being the total number of active members within the club.

The Sport & Recreation Club Grants are allocated based on the following:

Band Level	No. of Active Participants	Grant Allocation (\$)
Band 1	> 250	\$5,500.00
Band 2	101 - 250	\$3,000.00

Band 3	51 - 100	\$1,500.00
Band 4	4 - 50	\$1,000.00

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

LSP_COMM_03 – Community Grants Policy

ANALYSIS

Organisation Name	Junior Members	Senior Members	Total Members	Grant Type/ Band	Amount Requested
Gloucester Sports & Recreation Association	10	140	150	Club / 2	\$3,000.00
Music Evolution Project Inc.	34	70	104	Club / 2	\$3,000.00
Club Outrigger Whitsunday Inc.	4	57	61	Club / 3	\$1,500.00
Bowen-Collinsville Rifle Club Inc.	0	16	16	Club / 4	\$1,000.00
Bowen Woodworkers & Woodturners Inc.	0	25	25	Club / 4	\$1,000.00
Proserpine Hack & Pony Club Inc.	3	8	11	Club / 4	\$1,000.00
Whitsunday Triathlon Club Inc.	5	22	27	Club / 4	\$1,000.00
Total					\$11,500.00

Council has the following options:

Option 1 – That Council approve the payment of the Sport & Recreation Club grants.

Option 2 – That Council decline the Sport & Recreation Club Grants and defer the decision to a later date.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.

Strategy 2.2.6 – Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events, and programs.

Operational Plan

Action 2.2.6.1 – Support the Whitsunday community through the facilitation of the community grants and donations programs.

Financial Implications – The funds will be taken from budget code JC: 2967.10250 – Community Donations (2967) / Club Grants (10250).

Description	Amount
2021/22 Budget	\$150,000.00
Actual + Commitment	\$0
YTD Remaining Budget	\$150,000.00

Risk Management Implications – Reputational Risk – Providing funding support to the community and recognising the efforts of local Sport & recreational Clubs is a positive outcome for Council.

CONSULTATION

Rod Cousins – Manager Community Development & Libraries

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

That Council approve the payment of Sport & Recreation Club Grants, from budget code JC: 2967.10250 – Community Donations (2967) / Club Grants (10250).

ATTACHMENTS

N/A

15. Community Services

15.3 FINANCIAL SUPPORT FOR A JUNIOR ELITE ATHLETE - JULY 2021

AUTHOR: Emily Hart – Community Development Officer

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve financial support of \$250.00 from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074), to Harper Henderson-Feldman for representing North Queensland in 11-12 years Rugby Union State Championships in Brisbane.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

In accordance with Council's Community Grants Policy for Financial Support for a Junior Elite Athlete, financial support is available for athletes aged 18 years or younger who are participating in a representative competition at regional, state or national level. The grant is provided by Council to assist in meeting the costs associated with participating in a representative sports program.

PURPOSE

For Council to consider the approval of the submitted applications for Financial Support for a Junior Elite Athlete.

BACKGROUND

At the Ordinary Council Meeting held on 28 July 2021, Council resolved to adopt a policy to provide Financial Support for a Junior Elite Athlete. The level of funding available to individual Junior Elite Athletes is calculated on a progressive scale, the higher the level of representation the greater the financial support, as outlined below:

Level of Representation	Allocation (\$)
Representing North Queensland in State level competition	\$250.00
Representing Queensland within Queensland	\$500.00
Representing Queensland Interstate	\$1,000.00
Representing Australia Overseas	up to \$2,000.00

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

LSP_COMM_05 – Financial Support for a Junior Elite Athlete Policy

ANALYSIS

Name	Age	Competition	Competition Level	Sport	Amount
Harper Henderson-Feldman	12	11-12 years State Championships	Representing North Queensland	Rugby Union	\$250.00
Total					\$250.00

- Harper Henderson-Feldman was selected by Northern Regional School Sport to represent North Queensland in the 11-12 years Rugby Union State Championships which were held in Brisbane from 22-25 July 2021.
Harper has previously been awarded funding through a Junior Elite Athlete grant in May 2021 when he represented North Queensland in the 10-12 years AFL State Championships in Cairns.

Council has the following options:

Option 1 – That Council approve the Financial Support for a Junior Elite Athlete applications for the athlete outlined above.

Option 2 – That Council decline the Financial Support for a Junior Elite Athlete application.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.

Strategy 2.2.6 – Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events, and programs.

Operational Plan

Action 2.2.6.1 – Support the Whitsunday community through the facilitation of the community grants and donations programs.

Risk Management Implications – The financial assistance given shows Council's commitment to providing support to local junior elite athletes chosen to compete in a regional, state or national level competition.

Financial Implications – The funds will be taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074).

Description	Amount
2021/22 Budget	\$100,000.00
Actual + Commitment Spend	\$7,762.50
YTD Remaining Budget	\$92,237.50

CONSULTATION

Rod Cousins – Manager Community Development & Libraries

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

It is recommended that Council approve financial support for a Junior Elite Athlete from budget code JC: 2967.11074 – Community Donations (2967) / Donations (11074).

ATTACHMENTS

The applications for the athletes are not included in this report as they contain personal information relating to a minor.

15. Community Services

15.4 DONATION ON COUNCIL FEES - JULY 2021

AUTHOR: Meredith Davis – Administration Officer Community Development

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council approve the donation on Council fees, from budget code JC: 2967.11074. Community Donations (2967) / Donations (11074), for the following applicants:

- a) Great Barrier Reef Festival – Class 1 Event Application Fee - \$946.00
 - b) Whitsunday Counselling and Support – Class 3 Event Application Fee - \$407.00
 - c) Bravehearts – Local Law Licence Application Fee - \$270.00
 - d) Music Evolution Project Inc – Planning Application Fee - \$978.00
-

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

Community groups are invited to apply for a Donation on Council Fees when submitting applications to Council prior to the event or works commencing.

PURPOSE

Council to consider providing financial support for Not-for-Profit organisations to enable their events and facilities to continue to be an invaluable resource to our local communities.

BACKGROUND

Donations on Council Fees are only available for Not-for-Profit organisations and only apply to:

- Planning, Building and Event Applications,
- Local Law Licence Applications,
- Local Law Licence Annual Renewals, and
- Green Waste Disposal Fees.

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009

Local Government Regulation 2012

ANALYSIS

Organisation	Event/Description	Application Type	Amount
Great Barrier Reef Festival	Great Barrier Reef Festival Fairy Tree Park and Airlie Beach Foreshore 6-8 August 2021	Class 1 Event Application Fee	\$946.00

Whitsunday Counselling and Support Inc.	Mindfulness Scavenger Hunt Bowen Foreshore near Soundshell 11 September 2021	Class 3 Event Application Fee	\$407.00
Bravehearts	Fundraising for Bravehearts Proserpine, Cannonvale & Airlie Beach 29 July to 2 August 2021	New Licence Application Fee	\$270.00
Music Evolution Project Inc.	Development Application for an MCU Music Studio 63 Fuljames Street, Proserpine	Planning Application Fee	\$978.00
		Total	\$2,601.00

Council has the following options:

Option 1 – That Council approve the payment of fee donations for July 2021.

Option 2 – That Council decline the request for fee donations.

STRATEGIC IMPACTS

Corporate Plan

Outcome 2.2 – Our region is inclusive and motivated by a range of social, cultural and recreation opportunities.

Strategy 2.2.6 – Support community groups in facilitating a variety of cultural, community, sporting and recreation activities, events and programs.

Operational Plan

Action 2.2.6.1 – Support the Whitsunday community through the facilitation of the community grants and donations programs.

Financial Implications – The funds will be taken from JC: 2967.11074 – Community Donations (2967) / Donations (11074).

Description	Amount
2021/22 Budget	\$100,000.00
Actual + Commitment Spend	\$7,762.50
YTD Remaining Budget	\$92,237.50

Risk Management Implications – The donation of Council fees for activities undertaken by community groups shows Council is committed to investing in the community, while recognising the work done by our local, Not for Profit community groups.

CONSULTATION

Rod Cousins – Manager Community Development & Libraries

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

That Council approves the donation on fees requests, from budget code JC: 2967.11074 - Community Donations (2967) / Donations (11074), received in the month of July 2021.

ATTACHMENTS

- Attachment 1 – Donation on Council Fees Application – Great Barrier Reef Festival
- Attachment 2 – Donation on Council Fees Application – Whitsunday Counselling & Support
- Attachment 3 – Donation on Council Fees Application – Bravehearts
- Attachment 4 – Donation on Council Fees Application – Music Evolution Project (MEP)

Attachment 1 – Donation on Council Fees Application – Great Barrier Reef Festival



Donation on Council Fees Application Form

Community Development

Donation on Council Fees Application Form

Please complete this application in **BLOCK LETTERS** and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to info@whitsundayrc.qld.gov.au or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

[Clear Form](#)

Applicant Name	Great Barrier Reef Festival	Contact Person	[REDACTED]
Postal Address	PO Box 352 Cannonvale Qld 4802		
Phone Number		Mobile Number	[REDACTED]
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☒ Class 1 Application Fee: \$ 946.00 ☐ Class 2 Application Fee: \$ 677.00 ☐ Class 3 Application Fee: \$ 407.00 ☐ Category 1 Food Licence Fee: \$ 536.00	☐ Local Law Licence Fee: \$ ☐ Building Application Fee: \$ ☐ Planning Application Fee: \$ ☐ Other: \$
---	--

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Great Barrier Reef Festival 2021	Location	Fairy Tree Park
------------	----------------------------------	----------	-----------------

Please Note:
 *If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.
 *If you are in receipt of an invoice, please attach a copy to this application.

Signature	Date
[REDACTED]	27/07/2021

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

OFFICE USE ONLY:

☐ Approved	☐ Declined	Number: 215.2021.64/262.2021.40	Date:
-----------------------------------	-----------------------------------	---------------------------------	-------

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
 P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4805

Proserpine
83-85 Main Street
Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets
Collinsville QLD 4804

Cannonvale
Shop 23, Whitsunday Plaza
Shute Harbour Road, Cannonvale QLD 4802

Application created 30/06/2021

Attachment 2 – Donation on Council Fees Application – Whitsunday Counselling & Support

262-2021-43
215-2021-43



Donation on Council Fees Application Form

2021/2022

Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to info@whitsundayrc.qld.gov.au or in person at any of Council's Customer Service Centres.

Clear Form

Section 1 – Applicant Details

Applicant Name	Bravehearts	Contact Person	[REDACTED]
Postal Address	PO Box 575, ARUNDEL QLD 4214		
Phone Number	[REDACTED]	Mobile Number	
Email Address			

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 946.00	☒ Local Law Licence Fee:	\$ 270-
☐ Class 2 Application Fee:	\$ 677.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 407.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 536.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Claude Harvey fundraising for Bravehearts	Location	Prsoperpine, Cannonvale, Airlee Bea
------------	---	----------	-------------------------------------

Please Note:
 *If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.
 *If you are in receipt of an invoice, please attach a copy to this application.

Signature	Date
[REDACTED]	05/07/2021

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

OFFICE USE ONLY:

☐ Approved	☐ Declined	Number:	Date:
-----------------------------------	-----------------------------------	---------	-------

Submit Form

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4805

Prsoperpine
83 B5 Main Street
Prsoperpine QLD 4800

Collinsville
Cnr Stanley & Conary Streets
Collinsville QLD 4804

Cannonvale
Shop 23, Whitsunday Plaza
State Harbour Road, Cannonvale QLD 4802

Attachment 3 – Donation on Council Fees Application – Bravehearts



Donation on Council Fees Application Form

Community Development

Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to info@whitsundayrc.qld.gov.au or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Clear Form

Applicant Name	Music Evolution Project Inc	Contact Person	[REDACTED]
Postal Address	63 Fuljames St, Proserpine QLD 4800		
Phone Number	[REDACTED]	Mobile Number	[REDACTED]
Email Address	[REDACTED]		

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 946.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 677.00	☐ Building Application Fee:	\$
☐ Class 3 Application Fee:	\$ 407.00	☒ Planning Application Fee:	\$ 978
☐ Category 1 Food Licence Fee:	\$ 536.00	☐ Other:	\$

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Location
------------	----------

Please Note:

*If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.

*If you are in receipt of an invoice, please attach a copy to this application.

Signature	[REDACTED]	Date	14/07/2021
-----------	------------	------	------------

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

OFFICE USE ONLY:

☐ Approved	☐ Declined	Number:	Date:
-----------------------------------	-----------------------------------	---------	-------

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4806

Proserpine
83-85 Main Street
Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets
Collinsville QLD 4804

Cannonvale
Shop 23, Whitsunday Plaza
Shute Harbour Road, Cannonvale QLD 4802

Application created 30/06/2021

Attachment 4 – Donation on Council Fees Application – Music Evolution Project (MEP)



Donation on Council Fees Application Form Community Development

Donation on Council Fees Application Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

Application Information

Community groups are required to complete this form to apply for a Donation on Council Fees prior to the event or application. Donations on Council Fees are only available for Not for Profit organisations and only apply for Application Fees, Licence Fees and Disposal of Green Waste Fees.

On receiving the completed form, it will be processed and presented to Council at the next available meeting for consideration. Once a decision has been made, formal notification will be made to the listed applicant.

Forms can be emailed to info@whitsundayrc.qld.gov.au or in person at any of Council's Customer Service Centres.

Section 1 – Applicant Details

Applicant Name	Whitsunday Counselling and Support Inc	Contact Person	[REDACTED]
Postal Address	PO Box 65 Cannonvale Qld 4802		
Phone Number	[REDACTED]	Mobile Number	[REDACTED]
Email Address	[REDACTED]		

Clear Form

Section 2 – Details of Donation on Council Fees

☐ Class 1 Application Fee:	\$ 946.00	☐ Local Law Licence Fee:	\$
☐ Class 2 Application Fee:	\$ 677.00	☐ Building Application Fee:	\$
☒ Class 3 Application Fee:	\$ 407.00	☐ Planning Application Fee:	\$
☐ Category 1 Food Licence Fee:	\$ 536.00	☐ Other: Class 5 Event Application	\$ 137.00

Section 3 – Linked Applications

Is this Donation on Council Fees linked to an Event Application? If yes, please complete below:

Event Name	Mind Fullness Scavenger Hunt - Child Protection	Location	Mullers Lagoon
------------	---	----------	----------------

Please Note:

*If the fee has been paid, please attach the receipt and complete Council's EFT Form for a refund.

*If you are in receipt of an invoice, please attach a copy to this application.

Signature	[REDACTED]	Date	29/07/2021
-----------	------------	------	------------

Privacy Statement: Your information is being collected for the purpose of processing your application. Your information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission to or the disclosure is required by law.

OFFICE USE ONLY:

☐ Approved	☐ Declined	Number:	215.2021.78/262.2021.46	Date:	29/07/2021
-----------------------------------	-----------------------------------	---------	-------------------------	-------	------------

Correspondence: Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800
P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: info@whitsundayrc.qld.gov.au www.whitsundayrc.qld.gov.au

Bowen
Cnr Herbert & Powell Streets
Bowen QLD 4805

Proserpine
83-85 Main Street
Proserpine QLD 4800

Collinsville
Cnr Stanley & Conway Streets
Collinsville QLD 4804

Cannonvale
Shop 23, Whitsunday Plaza
Shute Harbour Road, Cannonvale QLD 4802

Application created 30/06/2021

15. Community Services

15.5 COMMUNITY SERVICES - MONTHLY REPORT - JULY 2021

AUTHOR: Julie Wright – Director Community Services

RESPONSIBLE OFFICER: Julie Wright – Director Community Services

OFFICER'S RECOMMENDATION

That Council receive the Community Services Monthly Report for July 2021.

The following report has been submitted for inclusion into Council's Ordinary Meeting to be held on 11 August 2021.

SUMMARY

To provide an overview of the Community Services Directorate for the month of July 2021.

PURPOSE

The purpose of the report is to set out an account of statistics pertaining to the functions of each branch within Community Services.

BACKGROUND

The Community Services Directorate has a departmental vision of a prosperous, liveable, and sustainable Whitsundays. The directorate's purpose is to lead the delivery of economic, social, environmental, and recreational outcomes for the Whitsundays through services in partnership with stakeholders.

The directorate's vision is delivered by bringing together the functions of Community Development & Libraries, Aquatic Facilities & Caravan Parks, Environmental Health & Local Laws, Natural Resource Management & Climate, Customer Service, Cultural Heritage and Proserpine Entertainment Centre.

STATUTORY/COMPLIANCE MATTERS

N/A

ANALYSIS

This report provides an overview of Whitsunday Regional Council's Community Services Directorate for the 2021/2022 financial year with particular focus on the month of July 2021.

Council has the following options:

Option 1 – Receive the Community Services Monthly Report.

Option 2 – Decline the Community Services Monthly Report.

STRATEGIC IMPACTS

Corporate Plan

Outcome 1.1 – Our leadership engages with the community and provides open, accountable, and transparent local government.

Strategy 1.1.1 – Provide sound, competent leadership as to maximise the organisation's operational performance, productivity, and efficiency.

Operational Plan – N/A

Financial Implications – N/A

Risk Management Implications – Regular reporting on the Directorate's progress and achievements ensures accountability and fosters a positive culture.

CONSULTATION

Rod Cousins – Manager Community Development & Libraries
Shane Douglas – Manager Customer Service
Scott Hardy – Coordinator Natural Resource Management & Climate
Milton Morsch – Coordinator Environmental Health & Local Laws
Katie Boyd – Manager Proserpine Entertainment Centre
Monique Stevens – Administration Coordinator Community Services

DISCLOSURE OF OFFICER'S INTERESTS

No officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the Local Government Act 2009 or the Staff Code of Conduct.

CONCLUSION

It is recommended that Council receive the Community Services Monthly Report for July 2021.

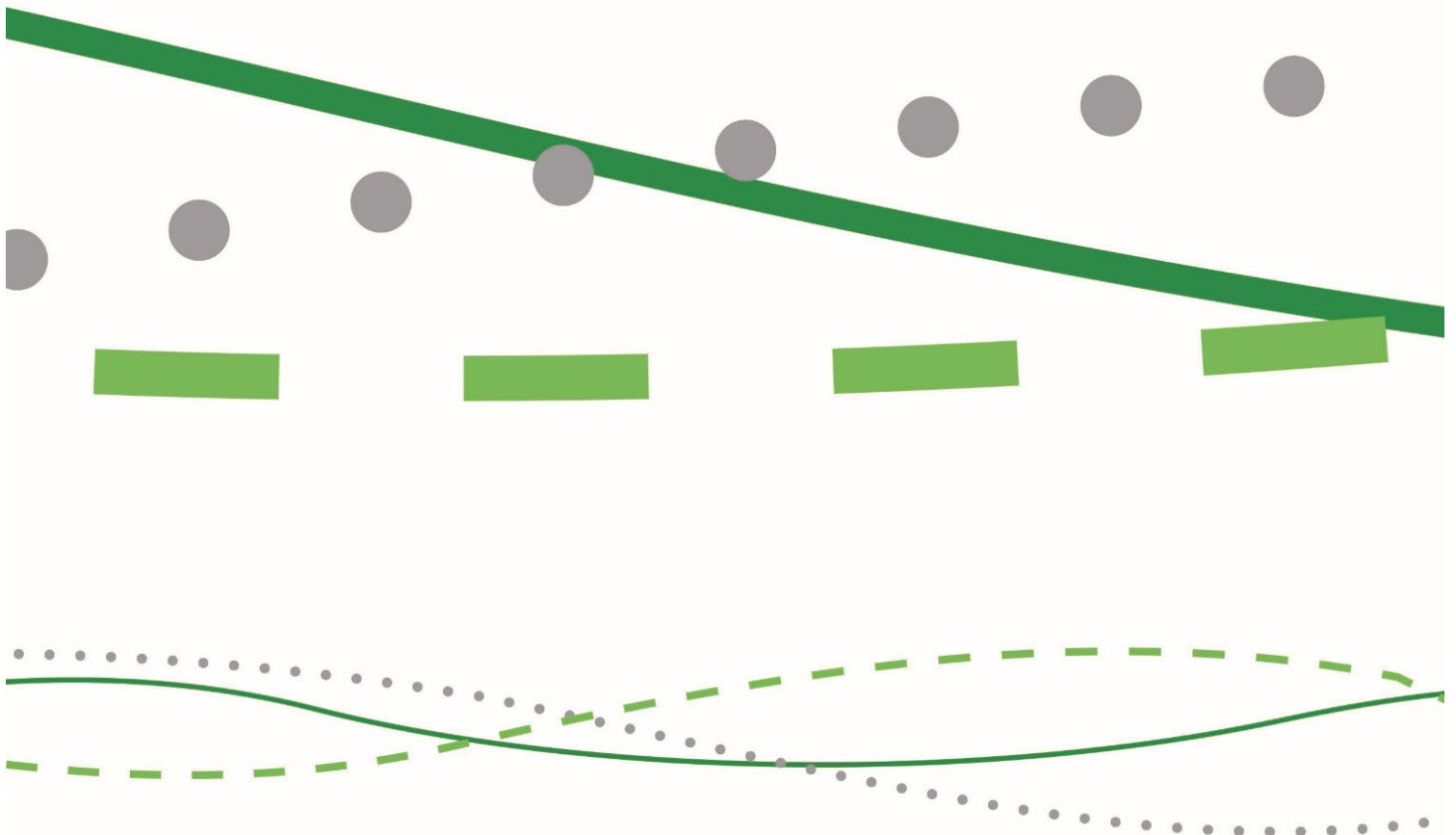
ATTACHMENTS

Attachment 1 – Community Services Monthly Report - July 2021

Community Services

Community Development & Libraries
Aquatic Facilities & Caravan Parks
Environmental Health & Local Laws
Natural Resource Management & Climate
Customer Service
Cultural Heritage

Monthly Report | July 2021



Director's Report

July 2021 saw the Community Services Team undertake several events, activities and projects.

Exercise Talisman Sabre 2021 was held in the Bowen area from 18-31 July 2021. The concept of the Exercise was two opposing forces attempting to take control of the mystical Bowen Island with the utilisation of amphibious landings, maritime operations, space operations and cyber-attack activities. The exercise operated in 3 phases being Deployment, Combat & Re-deployment.

The Exercise culminated with a display of the various types of land and maritime crafts and armoured vessels used for the activity at a Community Day held at Front Beach Bowen with approximately 800 attendees throughout the afternoon. The two week Exercise saw over 500 defence personnel stationed in and around the Bowen region including over 300 Australian + 158 US Marines and 27 Japanese personnel before being shipped further north on board HMAS Canberra to continue the exercise.

In July there was one sponsorship approved for \$5,000 for the 2021 Xtreme Broncos and Bulls Australian Rodeo held in Bowen on Friday 23rd July.



Photo 1: Tongan Performance - 2021 Whitsunday Multicultural Festival

The inaugural Whitsunday Multicultural Festival held on Friday 30 July, at the Bowen Soundshell was a huge success with approximately 500 people in attendance. This event consisted of a variety of performances showcasing the diverse culture that the Whitsunday region has to offer.

In conjunction, the 160th Anniversary of the Bowen township was celebrated with history shared by the Bowen Historical Society and a cake cutting ceremony.

Many community groups with market and information stalls, food vendors participated on the night and plenty of fun activities for the children to enjoy including a lantern making workshop and parade with Cr Brunker undertaking MC duties for the festival's proceedings.

The night finished off with a fireworks display sponsored by NQBP.



Photo 2: Lantern - 2021 Whitsunday Multicultural Festival

Local Artist, Tammy Burgis engaged with Murroona Gardens residents to make lanterns for the Multicultural Festival, and on the day invited children to decorate the lanterns. Tammi was appointed to facilitate the lantern making and workshops from a successful RADF application. The feedback was very positive.



Photo 3: Lantern Making Workshop - Murroona Gardens



Photo 4: Lantern Making Workshop - 2021 Whitsunday Multicultural Festival

The Bowen, Proserpine and Collinsville Pools continue to be closed due to W4Q Projects – Upgrade to Amenities to commence. Urgent maintenance works were conducted at Airlie Beach Lagoon to ensure the facility remained open including the following:

- Blocked sink in Lifeguards Quarters
- Replace 2 out of 12 chlorinator cells (remaining cells will be purchased throughout the year)
- Drainage pit upgrade
- Kids Pool Saltwater Chlorinator Cell replacement
- Additional wave added to no diving signage
- Electrical assessment of 3 phase connections
- Conduct site inspection and provide rectification plan from defect report
- Backwash not working - rectified
- Confined Space entry – Backwash Tank
- Valve maintenance

Total = \$29,229.96



Photo 5: Painted Fence - Bowen Swimming Pool

The Bowen Swimming Pool fence has been painted to give the immediate area an uplift. There has been a lot of positive feedback from the community.



Photo 6: Painted Fence - Bowen Swimming Pool

The following are the average monthly occupancy rates at each of Council's Caravan Parks:

- Proserpine Tourist Park – 82.76 a 35.03% increase from July 2020.
- Wangaratta Caravan Park – 97.5% a 44.29% increase from July 2020.

Due to the upgrade of facilities at the Bowen Work Camp, the ladies have returned to the Townsville Correctional Facility and are due to return in August.

The Community Services Team received 338 CRMs for July an increase of 3% (280 completed) with the Environmental Health and Local Law units receiving 305 complaints/requests for the month.

Council's Off-Street Carparks generated \$101,268 for the month with 13,974 transactions, an increase of 589.73% from July 2020 (Carparks closed for part of month).

The Community Services Administration Officers' statistics for July 2021 include the following:

- Correspondence Generated – 2,093 items
- Civica & ECM Registrations – 3,262 tasks
- 1,772 Telephone Calls (internal and external).

Customer Service saw 2,817 visitors through the service centres, an increase attendance to the previous month. The main enquiries were Rates Searches and Receipts, Animal Tag Renewal (2,885 dogs + 387 cats) and Infringements.

Telephone calls received increased by 51% from the previous month to 7,106 calls, with 88.32% resolved at the first point of contact. The After Hours Call Centre fielded 256 calls for the month of July, an increase of 5.3% from the previous month.

Customer Requests submitted across the organisation for July 2021 was 988, an increase of 7.74% from June 2021.

All of the region's library branches participated in their first live Virtual Children's Author show with Chris Collins, author of *The things you can do with blue whale poo*. The hilarious show was heaps of fun for 46 children and their families and explored the importance of whale poo to the environment.



Photo 7: Virtual Children's Author Show - Bowen Library

July saw 158 attendees at Proserpine Library's Click & Collect at the Proserpine Administration Building and there were 44 additional home library service members with 251 items delivered.

The Region's Libraries monthly attendance and borrowings have increased from June 2021 including e-Library.

- Attendance 7,760 – 35.7% increase
- Borrowings 19,975 – 37.7% increase
- e-Library 6,175 – 155% increase

The Climate Hub Facebook Page continues to increase with a reach of 2,003 for July + 403 Facebook Followers and 154 Website Unique Visitors.

Climate Hub Staff attended the Coast-to-Coast Conference in Cairns where Olivia Brodhurst chaired a session plus had an exhibit stand promoting Council's Climate Change Innovation Hub.

Natural Resource Management's Pest Management Projects for July 2021 include:

- The commencement of the first round of the 2021/22 Feral Animal Aerial Control Program in the Bogie, Birralea, Goorganga and Rocky Ponds Feral Animal Management Area – 568 feral pigs were destroyed.
- Three turtle protection devices have been set and are being trialled at Abbott Point as part of the Nest to Ocean Turtle Protection Program.
- The new washdown facility in Collinsville is to be officially opened on Thursday, 19 August 2021.
- Council along with Biosecurity Queensland and the Bowen Collinsville Landcare Group have been awarded a grant to undertake studies of the biocontrol of Chinese Apple in our region. This study is part of a State-wide research program to undertake genetic analysis of Chinese Apple.

A Jangga Consultative Committee Meeting was held on Monday, 19 July 2021 at the Collinsville Community Centre. The purpose of the meeting was to provide updates regarding the current ILUA (Indigenous Land Use Agreement). The attendees included representatives from Whitsunday & Isaac Regional Council's and Jangga Operations.

Julie Wright
Director Community Services

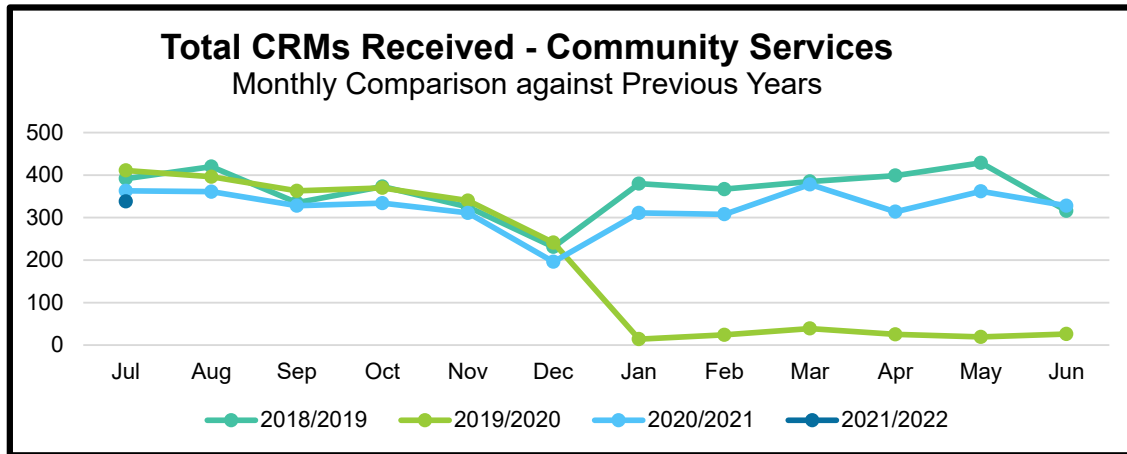
General

The Community Services Directorate has a departmental vision of a prosperous, liveable, and sustainable Whitsundays. The directorate's purpose is to lead the delivery of economic, social, environmental, and recreational outcomes for the Whitsundays through services in partnership with stakeholders.

The directorate's vision is delivered by bringing together the functions of Community Development & Libraries, Aquatic Facilities & Caravan Parks, Environmental Health & Local Laws, Natural Resource Management & Climate, Customer Service, Cultural Heritage & Collinsville Independent Living Facility.

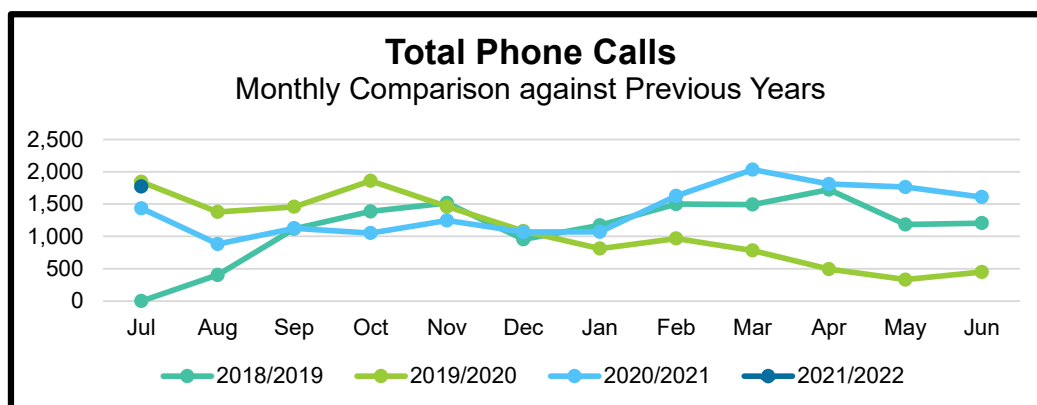
Customer Request Management (CRM)

Service	YTD	Jul	Aug	Sep	Monthly Trend
Community Development					
CRM Received	3	3			–
CRM Completed	3	3			–
Library Services					
CRM Received	0	0			–
CRM Completed	0	0			–
Aquatic Facilities					
CRM Received	0	0			–
CRM Completed	0	0			–
Caravan Parks					
CRM Received	2	2			–
CRM Completed	1	1			–
Environmental Health & Local Laws					
CRM Received	305	305			–
CRM Completed	256	256			–
Parking					
CRM Received	5	5			–
CRM Completed	5	5			–
NRM & Climate					
CRM Received	18	18			–
CRM Completed	11	11			–
Customer Service / E-Services					
CRM Received	5	5			–
CRM Completed	4	4			–
Total CRMs for Community Services					
CRM Received	338	338			–
CRM Completed	280	280			–



Administration Officers

Service	YTD	Jul	Aug	Sep	Monthly Trend
Correspondence Generated	2,093	2,093			–
ECM Task List	693	693			–
Civica Registers	879	879			–
Data Input	786	786			–
CRMs Generated	62	62			–
CRMs Closed	201	201			–
Phone Calls - Internal	1,138	1,138			–
Phone Calls - External	634	634			–
Phone Calls - Total	1,772	1,772			–
ECM Registering	904	904			–
Purchase Orders	86	86			–
Receipt Invoices	89	89			–
Reports	81	81			–



Community Development

The Community Development branch is responsible for assessing and acquitting community grants, developing and maintaining various community development related policies and registers, developing, and implementing various community programs such as cultural and recreational programs as well as maintaining various community facilities.

Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Grant Applications					
Facility Management - Approved	0	0			–
Facility Management - Approved (\$)	0	0			–
Junior Elite Athlete - Approved	5	5			–
Junior Elite Athlete - Approved (\$)	600	600			–
RADF - Received	1	1			–
RADF - Approved	1	1			–
RADF - Approved (\$)	2,920	2,920			–
RADF - Acquittals	0	0			–
Special Projects - Received	0	0			–
Special Projects - Approved	0	0			–
Special Projects - Approved (\$)	0	0			–
Special Projects - Acquittals	0	0			–
Sport & Rec Club - Received	7	7			–
Sport & Rec Club - Approved	9	9			–
Sport & Rec Club - Approved (\$)	15,000	15,000			–
Donation & Sponsorship Requests					
Donation Requests - Received	1	1			–
Donation Requests - Approved	7	7			–
Donation Requests - Approved (\$)	11,500	11,500			–
Fee Waivers - Approved	3	3			–
Fee Waivers - Approved (\$)	1,725	1,725			–
Sponsorships - Received	2	2			–
Sponsorships - Approved	1	1			–
Sponsorships - Approved (\$)	1	1			–
Sponsorships - Approved (in kind)	0	0			–
Sponsorships - Acquittals	0	0			–
Events					
Council Events - External - Completed	1	1			–
Council Events - External - Participants	500	500			–
Council Events - Internal - Completed	0	0			–
Council Events - Internal - Participants	0	0			–

Competition Results for Junior Elite Athlete Recipients:

- Nil

Events:

External:

- 2021 Whitsunday Multicultural Festival

Internal:

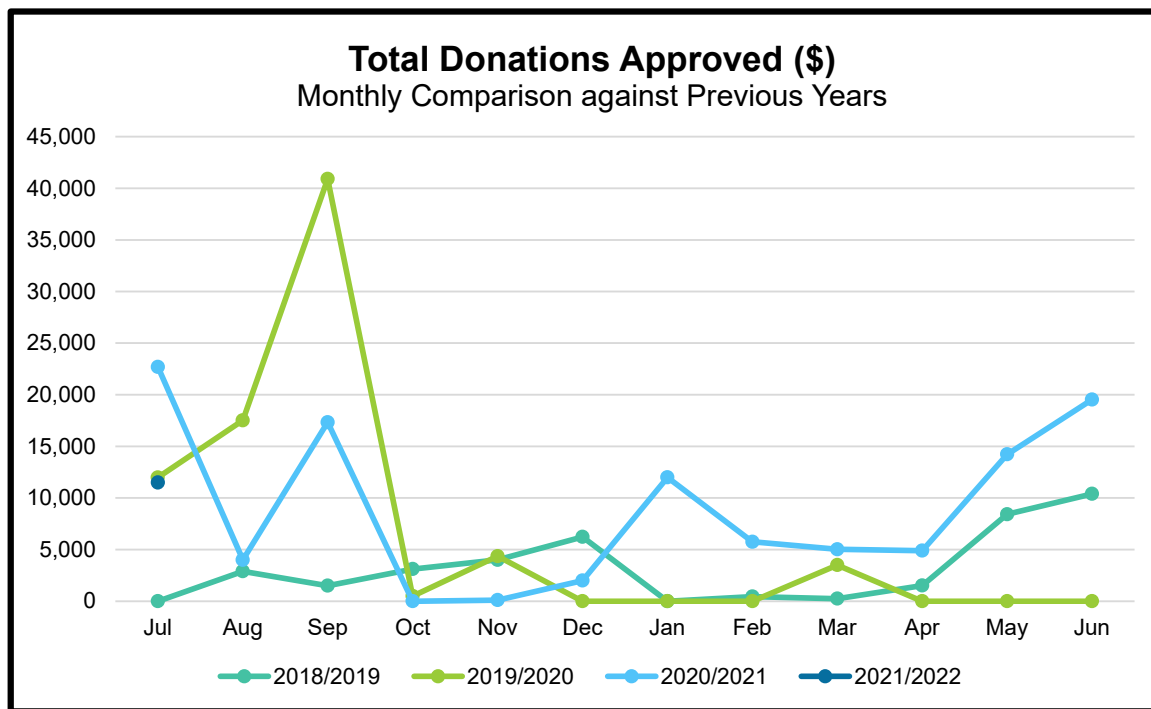
- Nil

Event Postponed due to COVID-19:

- Nil

Special Project Grants Successful Recipients:

- Round 1 opened 12 July 2021 – closes 15 October 2021

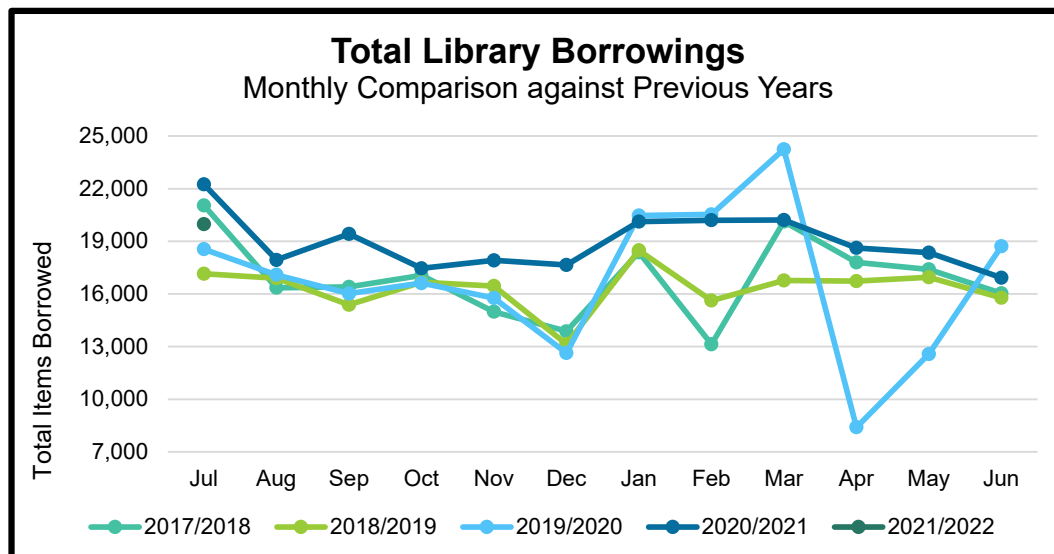


Library Services

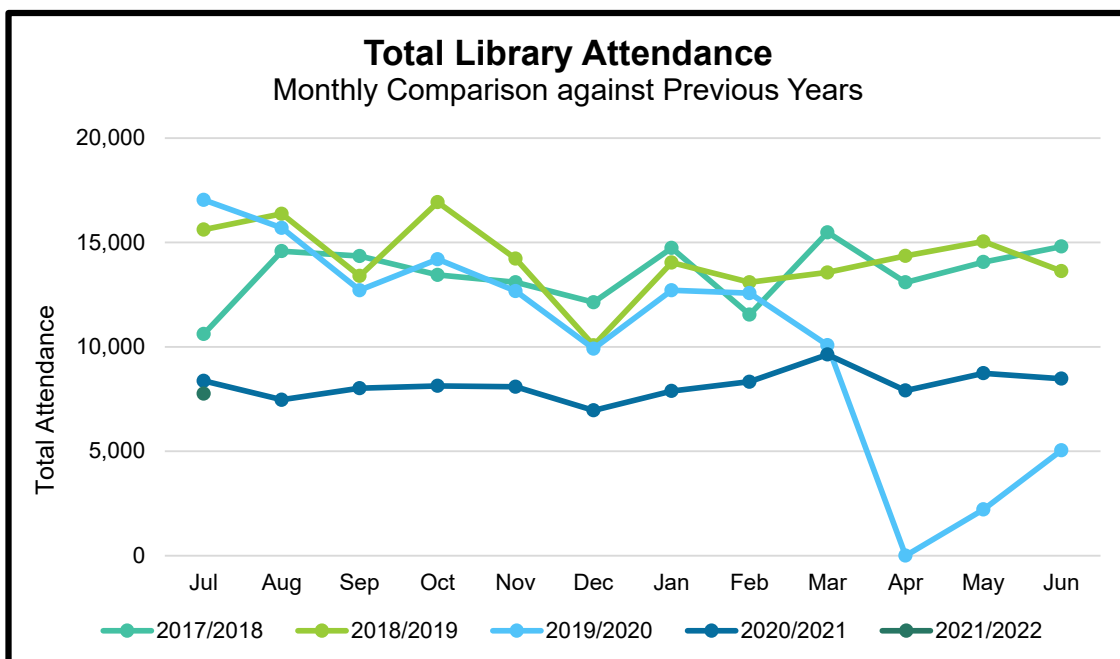
The Library Services branch is responsible for the provision of customer-centric services and resources to meet the information, recreation, cultural and lifelong learning needs of individuals and groups within the Whitsundays. The branch responsibilities include the design and delivery of library programs, promotion and marketing, collection development and maintenance, information/digital literacy opportunities, outreach, and service extension.

Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Library Resources Acquired					
Bowen & Collinsville Libraries	360	360			–
Cannonvale Library	391	391			–
Proserpine Library	59	59			–
e-Library	50	50			–
Library Resources Borrowed					
Bowen Library	3,851	3,851			–
Cannonvale Library	7,477	7,477			–
Collinsville Library	567	567			–
Proserpine Library	1,905	1,905			–
e-Library	6,175	6,175			–
Mobile Library	0	0			–
Library Attendance					
Bowen Library	2,987	2,987			–
Cannonvale Library	4,205	4,205			–
Collinsville Library	568	568			–
Proserpine Library	0	0			–
Library Website					
Website Visits	2,497	2,497			–



Service	YTD	Jul	Aug	Sep	Monthly Trend
First 5 Forever (F5F)					
Resources - Acquired	9	9			—
Resources - Borrowed by Branches	24	24			—
Community Partnership Interactions	22	22			—
Toolkits Distributed	17	17			—
F5F In Library - Activities Held					
Bowen Library	6	6			—
Cannonvale Library	9	9			—
Collinsville Library	3	3			—
Proserpine Library	9	9			—
F5F In Library - Activities Attendance					
Bowen Library	53	53			—
Cannonvale Library	148	148			—
Collinsville Library	9	9			—
Proserpine Library	87	87			—
F5F Community Outreach - Events Held					
Bowen Library	0	0			—
Cannonvale Library	1	1			—
Collinsville Library	0	0			—
Proserpine Library	1	1			—
F5F Community Outreach - Events Attendance					
Bowen Library	0	0			—
Cannonvale Library	775	775			—
Collinsville Library	0	0			—
Proserpine Library	28	28			—



Service	YTD	Jul	Aug	Sep	Monthly Trend
In Library Programs - Events Held					
Bowen Library - Adults	0	0			–
Bowen Library - Children	9	9			–
Cannonvale Library - Adults	2	2			–
Cannonvale Library - Children	15	15			–
Collinsville Library - Adults	0	0			–
Collinsville Library - Children	5	5			–
Proserpine Library - Adults	0	0			–
Proserpine Library - Children	1	1			–
In Library Programs - Events Attendance					
Bowen Library - Adults	0	0			–
Bowen Library - Children	82	82			–
Cannonvale Library - Adults	14	14			–
Cannonvale Library - Children	169	169			–
Collinsville Library - Adults	0	0			–
Collinsville Library - Children	14	14			–
Proserpine Library - Adults	0	0			–
Proserpine Library - Children	14	14			–
Community Outreach - Events Held					
Bowen Library - Adults	5	5			–
Bowen Library - Children	0	0			–
Cannonvale Library - Adults	4	4			–
Cannonvale Library - Children	0	0			–
Collinsville Library - Adults	0	0			–
Collinsville Library - Children	0	0			–
Proserpine Library - Adults	4	4			–
Proserpine Library - Children	0	0			–
Community Outreach - Events Attendance					
Bowen Library - Adults	25	25			–
Bowen Library - Children	0	0			–
Cannonvale Library - Adults	28	28			–
Cannonvale Library - Children	0	0			–
Collinsville Library - Adults	0	0			–
Collinsville Library - Children	0	0			–
Proserpine Library - Adults	43	43			–
Proserpine Library - Children	0	0			–
Public Computer Usage					
Bowen Library	515	515			–
Cannonvale Library	814	814			–
Collinsville Library	16	16			–
Proserpine Library	0	0			–

Bowen Work Camp

Council partners with Queensland Corrective Services to provide beneficial works projects for the community and rehabilitate offenders with their return to society. They perform a multitude of tasks including maintenance of fences, cemeteries, sportsgrounds and showgrounds, propagation of plants and they also participate in many restoration and general maintenance projects.

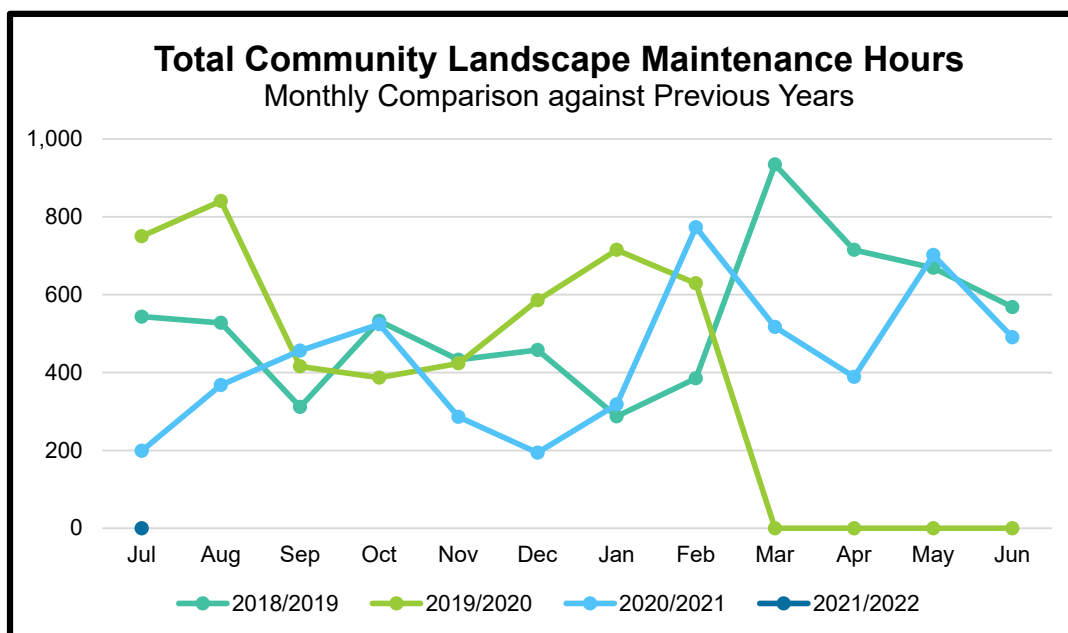
Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Community Landscape Maintenance Hours	0	0			–
Community Indoor Tasks Hours	0	0			–
New Project Assessment Hours	0	0			–
WRC Landscape Maintenance Hours	0	0			–
WRC Nursery Maintenance/Propagation Hours	0	0			–
WRC Indoor Tasks Hours	0	0			–
QCS Compound Duties Hours	0	0			–

Note: Due to the upgrade of facilities at the Bowen Work Camp, the ladies have returned to the Townsville Correctional Facility and are due to return in August.

Projects

Project	Status	% Complete	Budget
Whitsunday Moto Sports Club	In Progress	25%	✓



Aquatic Facilities & Caravan Parks

The Recreation Services branch is responsible for delivering recreation and youth programs that activate our public and open spaces, supporting recreation groups to secure funding for projects, maintaining Council's caravan parks and aquatic facilities, and master planning for future sport and recreation assets.

Aquatic Facilities – Operations

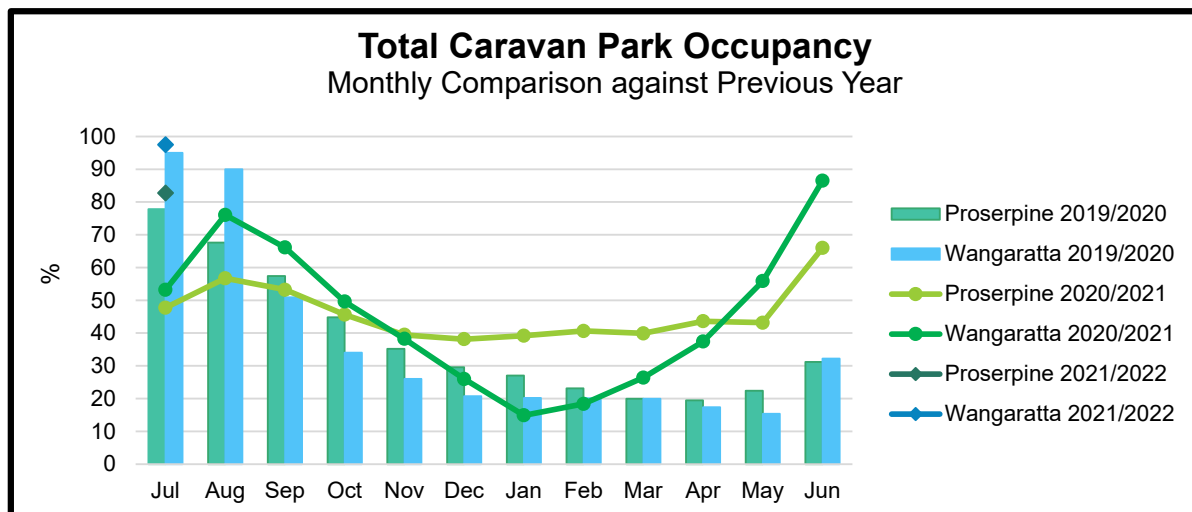
Service	YTD	Jul	Aug	Sep	Monthly Trend
Airlie Beach Lagoon – Total Users	11,907	11,907			–
Airlie Beach Lagoon – Total Offences	757	757			–
Pool Attendance – Bowen	0	0			–
Pool Attendance – Collinsville	0	0			–
Pool Attendance – Proserpine	0	0			–

Caravan Parks – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Proserpine Tourist Park					
Occupancy (%)	82.76	82.76			–
Revenue (\$)	44,396	44,396			–
Accumulated Revenue - Laundry Service (\$)	1,254	1,254			–
Wangaratta Caravan Park					
Occupancy (%)	97.5	97.5			–
Revenue (\$)	115,382	115,382			–
Accumulated Revenue - Laundry Service (\$)	901	901			–

Caravan Parks Occupancy – Yearly Comparison for July

Service	2018	2019	2020	2021	Yearly Trend
Occupancy (%)					
Proserpine Tourist Park	60.1	77.8	47.7	82.76	–
Wangaratta Caravan Park	95.3	95.0	53.2	97.50	–

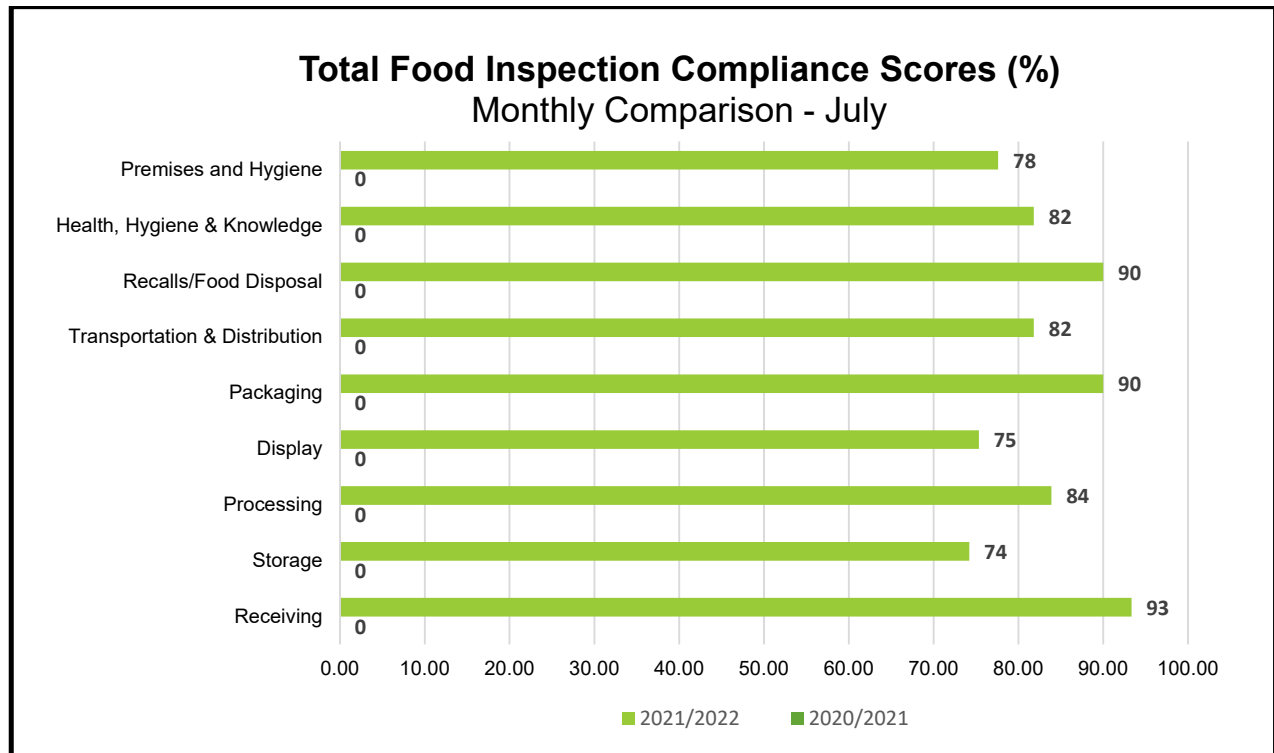


Environmental Health & Local Laws

The Environmental Health & Local Laws branch is responsible for regulation of all local laws and laws associated with Environmental Protection and Public Health. The Environmental Health Unit is responsible for licensing and inspection of food and accommodation premises, assessment of liquor licensing referrals, provides development conditions and the protection of the environment and public health. The Local Laws unit licenses prescribed activities and addresses all breaches of Local Laws including animal control and property compliance involving vegetation, accumulation and temporary homes. Local Laws is also responsible for maintaining the animal impoundment facility, on/off-street car parking compliance and commercial parking operations. The branch is active in development, review and maintenance of related policies and registers.

Environmental Health – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Environmental Health					
Environmental Health – Plan Approval Applications Received	10	10			–
Environmental Health Applications Received	10	10			–
Food Safety Programs Received	0	0			–
Liquor Licence Referrals Received	0	0			–
Food Business - Inspections	31	31			–
Food Business - Re-Inspections	17	17			–
Food Safety Programs Audit Reports Reviewed	4	4			–
Personal Appearance Services - Inspections	2	2			–
ERAs - Inspections	0	0			–
Development Applications Referrals Received	1	1			–
Accommodation - Inspections	7	7			–
Accommodation - Re-inspections	1	1			–
Erosion Sediment Control - Inspections	3	3			–
Complaints Received - Asbestos	1	1			–
Complaints Received - Litter & Dumping	0	0			–
Complaints Received - EH General	14	14			–
Event Application Assessment	4	4			–
Food Inspection Compliance Categories					
Receiving (%)	93.33	93.33			–
Storage (%)	74.19	74.19			–
Processing (%)	83.89	83.89			–
Display (%)	75.34	75.34			–
Packaging (%)	90.00	90.00			–
Transportation & Distribution (%)	81.82	81.82			–
Recalls/Food Disposal (%)	90.00	90.00			–
Health, Hygiene & Knowledge (%)	81.82	81.82			–
Premises and Hygiene (%)	77.61	77.61			–

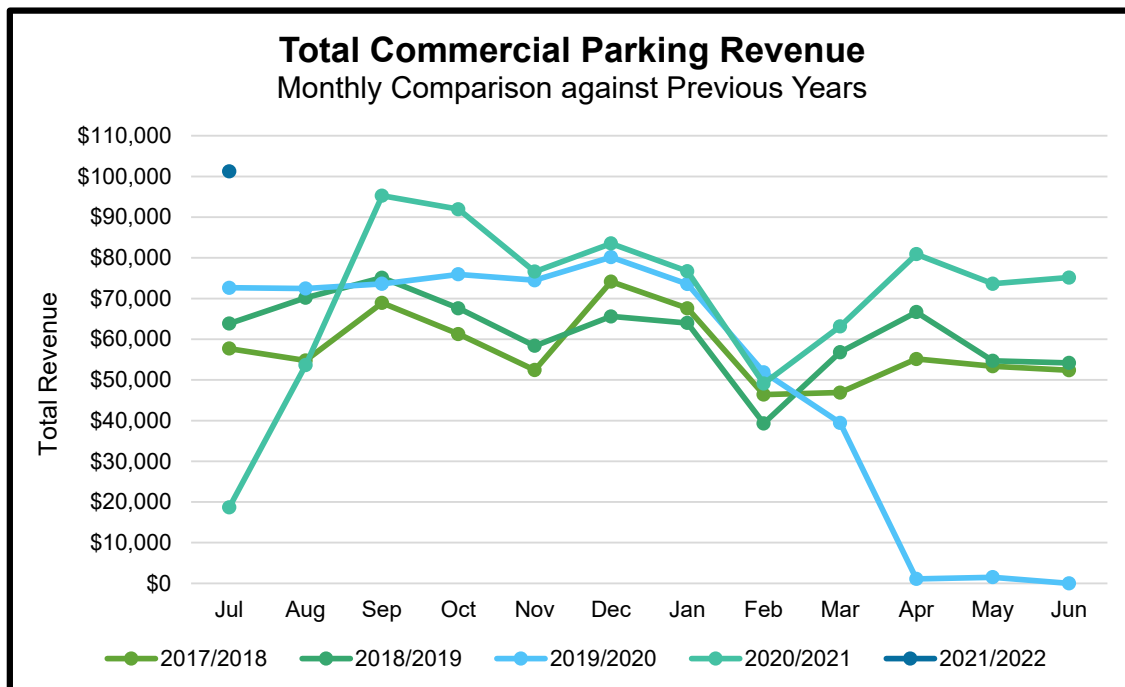


Local Laws – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Local Laws					
Local Law Applications Received	111	111			–
Complaints Received - Animal Management	131	131			–
Complaints Received - Other Local Law	125	125			–
Compliance Notices Issued	33	33			–
Renewal/Reminder/Final Notices	75	75			–
Infringement Responses	131	131			–
Dog Registrations	2,885	2,885			–
Cat Registrations	387	387			–
Parking Infringements - Issued	419	419			–
Parking Infringements - Waived	62	62			–
Other Infringements - Issued	156	156			–
Other Infringements - Waived	42	42			–
Infringement Reminder Notices Sent	231	231			–
COVID-19 Inspections	478	478			–
Lake Proserpine & RV Park Inspections	1,800	1,800			–

Commercial Parking – Operations

Car Parks	YTD	Jul	Aug	Sep	Monthly Trend
Heart of the Reef Transit Facility					
Occupancy (no.)	0	0			–
Revenue (\$)	0	0			–
Port of Airlie					
Average Spend (\$)	11.49	11.49			–
Tariff (most selected)	12-24hr	12-24hr			–
No. of tickets purchased	3,413	3,413			–
Revenue (\$)	39,217	39,217			–
Airlie Lagoon Precinct					
Average Spend (\$)	5.10	5.10			–
Tariff (most selected)	4-12hr	4-12hr			–
No. of tickets purchased	6,151	6,151			–
Revenue (\$)	31,387	31,387			–
Abell Point Marina					
Average Spend (\$)	8.04	8.04			–
Tariff (most selected)	4-12hr	4-12hr			–
No. of tickets purchased	2,338	2,338			–
Revenue (\$)	18,805	18,805			–
Coconut Grove					
Average Spend (\$)	5.72	5.72			–
Tariff (most selected)	4-12hr	4-12hr			–
No. of tickets purchased	2,072	2,072			–
Revenue (\$)	11,859	11,859			–



Natural Resource Management & Climate

The Natural Resource Management & Climate branch is responsible for developing and implementing various environmental and community health and safety programs such as pest, weed and water quality programs as well as maintaining stock routes and implementing the Biosecurity Plan.

Natural Resource Management – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Complaints Received - Pest & Weed	11	11			–
Complaints Received - Environmental	7	7			–
Property Pest Management Plan (PPMP) Implemented/Reviewed	2	2			–
PPMP Annual Reviews Completed	5	5			–
Notices Issued - Biosecurity	0	0			–
Notices Issued - Penalty Infringement	0	0			–
Landholder Access - Herbicide Rebate	2	2			–
Landholder Access - Mechanical Rebate	0	0			–
Letters/Emails to Landholders - Weeds	72	72			–
Property Visit/Inspections - Weeds	66	66			–
Property Visit/Inspections - Feral Animals	7	7			–
Feral Animals - Traps Set	2	2			–
Feral Animals - Trapped	2	2			–
Aerial Shooting - Flights	4	4			–
Aerial Shooting - Feral Animals Shot	568	568			–
Properties Baited	0	0			–
Baits Laid (kg)	0	0			–
Length of Road Reserve Sprayed (km)	0	0			–
No. of Council Lots Sprayed/Inspected	3	3			–
Mixed Chemicals Used (L)	600	600			–
Pest Workshops	0	0			–
Field Days Run/Involved	0	0			–
Landholder Contacts	0	0			–
Project Reports - not to Council	5	5			–
Briefing / Council Reports	2	2			–
Bushfire Hazard Reduction Burns	0	0			–
Environmental Planning Projects Completed	0	0			–
DA's Assessed (including RFI & Conditions & Advice) Completed	9	9			–

Projects

Project	Status	% Complete	Budget	Time
Bushfire Management Program	In Progress	50%	✓	✓
Reef Guardian Council Action Plan	Complete	100%	✓	✓

Climate Hub – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Media Releases	0	0			–
Facebook Post Reach	2,003	2,003			–
Facebook Followers	403	403			–
Instagram Post Reach	0	0			–
Instagram Followers	113	113			–
Website Unique Visitors	154	154			–
Projects Underway	10	10			–
Projects in Developments	11	11			–

Update

Pest Management Projects:

- Bren commenced his first round of the 2021/22 Feral Animal Aerial Control Program where he shot in the Bogie, Birralea, Goorganga and Rocky Ponds FAMA.
- 3 turtle protection devices have been set and are being trialled at Abbott Point as part the of the Nest to Ocean Turtle Protection Program.
- The new washdown facility in Collinsville has been installed and is operational and will be officially opened on 19 August 2021.
- Council along with Biosecurity Queensland and the Bowen Collinsville Landcare Group have been awarded a grant to undertake studies of the biocontrol of Chinese Apple in our region. This study is part of a State-wide research program to undertake genetic analysis of Chinese Apple.

Other Natural Resource Management Projects:

- Coastal Hazard Adaptation Strategy (CHAS) has been finalised.

Environment Projects:

- MLES project is underway
- Turtle Project well underway with a trial starting early August

Climate Hub Projects – Underway/Completed:

- Whitsunday Healthy Heart Project (GBRF)
- Attended the Coast-to-Coast Conference in Cairns where Olivia Brodhurst chaired a session and interviewed Charlie Veron. They also had an exhibit stand promoting the Climate Change Innovation Hub.

CCAT Projects:

- Nature-based Solutions Benchmark Assessment Finalisation of the Report to commence.
- CCAT officer also attended the Coast-to-Coast Conference in Cairns

NRM & Environment Project Updates:

No	Project Title	Theme	Status	Estimated Finish	Grant	Budget	Comments
1	Coastal Hazard Adaptation Strategy (CHAS)	Climate Change	Nearing Completion	July 2021	LGAQ/State \$520,000		
2	WRC Greenhouse Gas Reduction Plan	Climate Change	Project Planning	Dec 2021		\$20,000 (estimated)	Aim for consultant
3	Review of Carbon Offset Opportunities	Climate Change	Completed			\$0	
4	WRC Carbon Offset Opportunities	Climate Change	Project Planning			\$10,000 (Estimated)	Aim for consultant
5	Review of Biosecurity Plan	Pest	Underway			\$0	
6	Matters of Local Environmental Significance (MLES)	Environmental Planning	Underway	Sept 2021		\$45,000	BMT consultant
7	Dingo Beach to Hydeaway Bay Walking Track	Coastal	Project Planning	June 2022		\$20,000 for planning/ studies/ approval (estimated)	
8	Community Bushfire Plan - Conway	Bushfire	Implementation	June 2021		\$0	
9	Community Bushfire Plan - Shute Harbour	Bushfire	Implementation	June 2021		\$0	
10	Community Bushfire Plan - Mango Tree Estate	Bushfire	Implementation	June 2021		\$0	
11	Community Bushfire Plan - Woodwark	Bushfire	Implementation	June 2021		\$0	
12	Community Bushfire Plan - Pauls Pocket-Dittmer	Bushfire	Implementation	June 2021		\$0	
13	Community Bushfire Plan - Airlie Beach	Bushfire	Project Planning	Nov 2021			
14	Community Bushfire Plan - Whitsunday Paradise	Bushfire	Project Planning	Nov 2021			
15	Collinsville Flying Fox roost management plan	Fauna	Project Planning	Sept 2021		\$30,000 (Estimated)	
16	Frog Rock Foreshore Reserve Plan	Coastal	Implementation	June 2022	Will try and seek a grant	\$15,000 initial	Total cost may be \$150,000 including toilet block
17	Coastal Council Adaptation Taskforce (C-CAT)	Climate Change	Implementation	March 2022	\$50,000 LGAQ		Will mesh into QCoast 2100 Phase 2 in March 2022
18	Rural Roads Erosion and Sediment Loss Project	Environmental Planning	Completed	June 2021	\$40,000 NQDT	\$0	Report to LGAQ and QDES
19	Marine Turtle Nest Protection - Signage	Coastal	Implementation	August 2021	\$90,000	\$0	Signs go in early August
20	Whitsunday Paradise Reserve - Stage 2	Environmental Planning	Project Concept	June 2022			
21	Galbraith Park Master Plan	Environmental Planning	Project Planning	June 2022		\$25,000 (estimate)	Aim to engage contractor
22	Dingo Beach Foreshore Reserve Plan	Coastal	Not Commenced	June 2022		\$0	In house

23	Wilson Beach Foreshore Plan	Coastal	Not Commenced	June 2022		\$0	In house
24	LGAQ Legal Advice CHAS – Report to Council	Climate Change	Project Planning	August 2021		\$0	
25	Twin Creek Revegetation Project – Stage 2	Environmental Planning	Completed	June 2021	\$13,000 Reef Trust	\$12,000	
26	Bushfire Management - Firebreak Grant 2020-2021	Bushfire	Completed	July 2021	\$45,000	\$0	
27	Bushfire Management - Training 2021-2022	Bushfire	Project Planning	June 2022	\$50,000	\$0	
28	Feral Animal Control (Aerial) QFPI	Pest	Implementation	June 2022	\$136,000		Finish next year
29	Yellow Crazy Ant Eradication (QFPI)	Pest	Implementation	June 2023	\$137,000		
30	WRC Pest Surveillance Program	Pest	Implementation	Ongoing			
31	WRC RMPC Declared Weed Program	Pest	Implementation	Ongoing	\$80,000		
32	Shute Harbour Street Scape Plan	Environmental Planning	Underway	Sept 2021			In house
33	Urban Catchment Stormwater Plans	Environmental Planning	Project Planning	June 2022		\$20,000 (Estimate)	Contractor
34	Urban Stormwater Stewardship Project	Environmental Planning	Underway	Nov 2021			Coordinated by Reef Catchments – Healthy Rivers to Reef
35	Review Of WRC Coastal Management Projects 2005-2021	Coastal	Completed	July 2021			Good reference report
36	WRC Nature Based Solutions - Case Studies (C-CAT)	Coastal	Completed	July 2021			
37	WRC Erosion and Sediment Control Program	Environmental Planning	Implementation	Ongoing			Review underway
39	WRC Biosolids Application on Farmland Plan	Environmental Planning	Underway	On hold?			Project on hold
40	Reef Guardian Council Action Plan	Environmental Planning	Underway	Aug 2021			
41	Collinsville Weed Washdown Facility	Pest	Underway	August 2021	\$14,000 NQDT	\$12,000	
42	Landholders Driving Change - NQDT Gully Erosion	Environmental Planning	Underway	Ongoing		\$0	Council as stakeholder
43	Wilson Beach Swimming Enclosure	Environmental Planning	Project Planning	June 2022		\$350,000 estimated	Tenders
44	Whitsunday Water Quality - Offshore Sediment	Environmental Planning	Project Planning	June 2022			Driven through Rivers to Reef
45	Potential Whitsunday Walking Tracks	Environmental Planning	Project Planning	Nil			Concepts
46	WRC Feral Animal Control Program	Pest	Underway	Ongoing			
47	WRC Weed Management Program	Pest	Underway	ongoing			

Climate Hub Updates:

No	Project Title	Theme	Status	Estimated finish	Budget	Grant	Comments
1	Proserpine Heat Study		Completed	July 2021			
2	Whitsunday Healthy Heart - Decarbonising Tourism		Underway	June 2024		\$320,000 GBR Foundation	Project committee formed
3	Case Study – Wilson Beach Adapting to Sea Level Rise (Funding and Financing Adaptation)		Underway	Nov 2021			Griffith Uni and Kingsborough
4	Urban Street Tree Project - Whitsunday Green Streets		Project Planning	June 2022			Implementation of Proserpine heat study Evolution mining may be able to provide \$
5	Eco Boat Show		Project Planning	?			
6	Whitsunday Industry Resilience Project		Underway	Nov 2021			With JCU
7	Enabling Mitigation to Reduce Losses from Disasters		Underway	Nov 2021			With JCU
8	Whitsunday Water Treatment and Pumping Optimisation (Masters Student Started)		Underway	?			With JCU
9	Regional Biodiversity Assessment for Prioritised Conservation Investment Under Climate Change		Underway	June 2022			With JCU – biodiversity adaptation over time
10	Developing Local Carbon Offsets Options Assessment		Project Planning	June 2022			Link with Council interests in this area
11	Hub Communications and Media		Underway	July 2022			
12	Hub ToR and Business Plan Review		Underway	Sept 2022			

Customer Service

The Customer Service branch is responsible for providing excellence to Council's customers and stakeholders in their interactions with Council.

Call Centre – Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Business Hours Call Centre					
Calls Received – Total	7,106	7,106			↑
Calls Received – 1300 WRC QLD	3,877	3,877			↑
Calls Answered	3,516	3,516			↑
Calls Overflowed	227	227			↑
Calls Abandoned	110	110			↑
Calls Abandoned (%)	2.83%	2.83%			↑
Untracked Calls	24	24			↑
*ASL - Average Service Level (%)	78.9%	78.9%			↓
*ASA - Average Speed of Answer	20	20			↑
*AHT - Average Handle Time/Secs	198	198			↓
After Hours Call Centre					
Calls Received– Total	256	256			↑
Calls Answered– (Charged)	239(99)	239(99)			↑
Calls Abandoned (%)	6.64%	6.64%			↓
*ASL - Average Service Level (%)	80.86%	80.86%			↓
*ASA - Average Speed of Answer	19	19			↑
*AHT - Average Handle Time/Secs	87	87			↓

Customer Transactions

Service	YTD	Jul	Aug	Sep	Monthly Trend
Receipts	10,441	10,441			↑
eServices Receipts	211	211			↑
eServices Receipts (%)	2.02%	2.02%			↑
CRMs	988(947)	988			↑
eServices CRMs	4	4			↑
eServices CRMs (%)	.40%	.40%			↑

Payments:

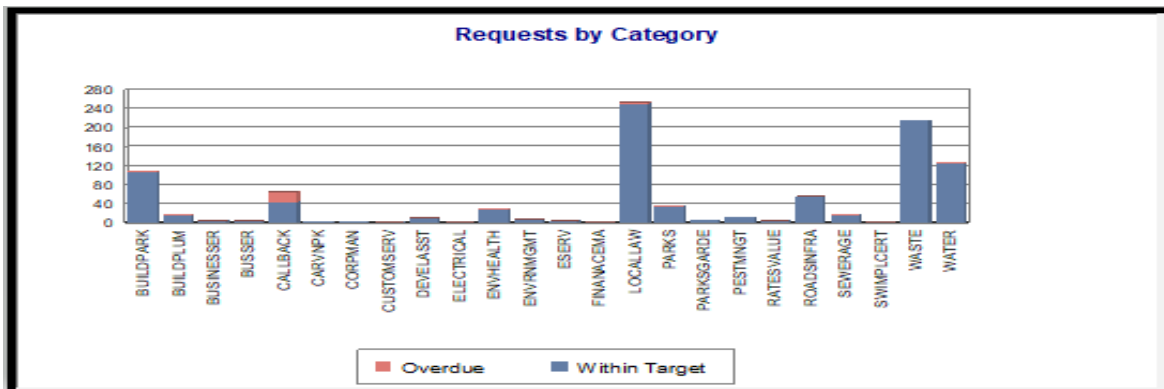
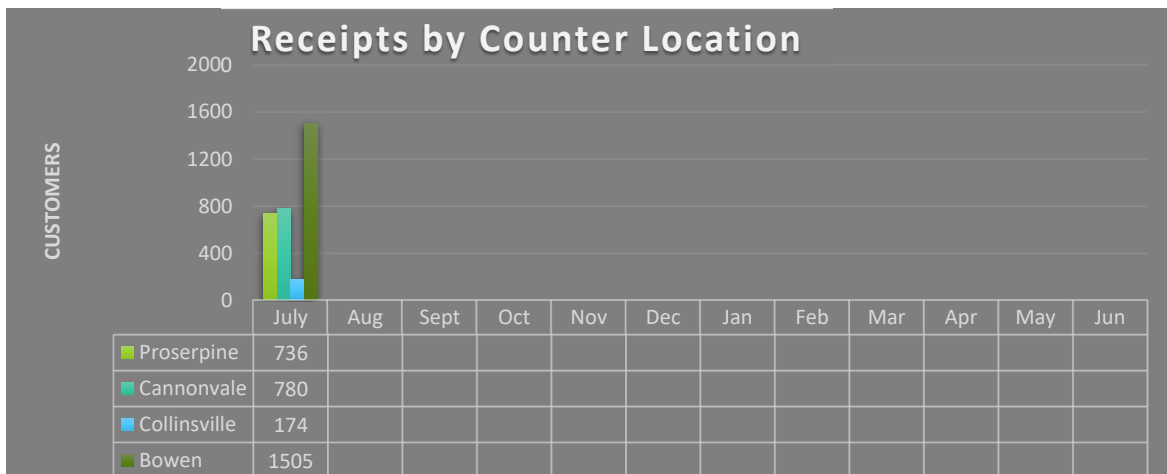
- Total BPay, Austpost, Direct Deposits & EServices payments at **53.25%** of total payments.

Incoming Calls & Requests:

- CRM completion was **97.9%** (**95.9%** including call backs).
- Total of **2,817** visitors through the service centres.
- WRC Call Statistics at **78.9%** of calls answered in 25 seconds.
- First Point of Contact (FPOC) resolution was at **88.32%** for **July**.

Top Issues

Service	YTD	Jul	Aug	Sep	Monthly Trend
Counter Receipts					
Animal Tag Renewal	1,426	1,426			↑
Rates Search	225	225			↑
New Animal Registrations	182	182			↑
Rates Receipt	150	150			↑
Infringements	114	114			↓
Telephone (First Point of Contact)					
Rates/Water Billing	233	233			↑
General Information	152	152			↓
Local Laws/Compliance and Environment	124	124			↓
Waste (Bins/Recycling/Refuse Centres)	69	69			↑
Building/Plumbing/Planning & Develop	56	56			↑
After Hours					
Roaming Stock	11	11			↑
Wandering Animals	9	9			↓
Water Supply Issue	7	7			↓
General Information	7	7			↓
Sewerage/Septic	4	4			↓



Cultural Heritage

Our Cultural Heritage includes all the elements of our cultural way of life which have gone before us, and which exist now. Cultural Heritage is an expression of the ways of living developed by a community and passed on from generation to generation, including customs, practices, places, objects, artistic expressions, and values.

Cultural Heritage includes the Reconciliation Act Plan (RAP) for increased recognition of the Indigenous People in the Whitsunday Region and the Indigenous Land Use Agreement (ILUA) sets out activities and communications with all Traditional Owners in the region. The ILUA will ensure Council is compliant and provide the community with knowledge on the Traditional Owners within our region.

Operations

Service	YTD	Jul	Aug	Sep	Monthly Trend
Meetings with Traditional Owners	1	1			–

Projects

Project	Status	% Complete	Budget	Time
Reconciliation Action Plan (RAP)	Complete	100%	✓	✓
Indigenous Land Use Agreements (ILUA)	In Progress	80%	✓	✓

Update

- A Jangga Consultative Committee Meeting was held on Monday, 19 July 2021 at the Collinsville Community Centre. The purpose of the meeting was to provide updates regarding the current ILUA (Indigenous Land Use Agreement). The attendees included representatives from Whitsunday & Isaac Regional Council's and Jangga Operations.

16. Infrastructure Services

No agenda items for this section.

17. Matters of Importance

No agenda items for this section.