



Notice of Meeting

Notice is hereby given that the **Ordinary Council Meeting** of the **Whitsunday Regional Council** will be held at the Council Chambers, 83-85 Main Street, Proserpine on **Wednesday 8 March 2023**, commencing at **9:00 AM** and the Agenda is attached.

Councillors: Julie Hall (Mayor), Jan Clifford, Clay Bauman, John Collins, Michelle Wright, Gary Simpson and Michael Brunker.

Local Government Regulation 2012

254.(C) (1) Notice of each local government meeting or adjourned local government meeting must be given to each councillor or committee member at least 2 days before the day of the meeting, unless it is impracticable to give the notice before that time.

(2) The written notice must state:

- (a) state the day and time of the local government meeting; and
- (b) for a special meeting—state the business to be conducted at the meeting; and
- (c) include the agenda for the local government 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.



Warren Bunker

CHIEF EXECUTIVE OFFICER

Agenda of the Ordinary Council Meeting to be held at
Council Chambers, 83-85 Main Street, Proserpine on Wednesday 8 March 2023
commencing at **9:00 AM**

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

Whitsunday Regional Council
Agenda of the Ordinary Council Meeting held at
Council Chambers, 83-85 Main Street, Proserpine on
Wednesday 8 March 2023 commencing at **9:00 AM**

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1 APOLOGIES/LEAVE OF ABSENCE

This item on the agenda allows Council the opportunity to receive apologies/leave of absence from Councillors unable to attend the meeting.

2.1 - Condolences Report

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Tailah Jensen - Governance and Administration Officer

RESPONSIBLE OFFICER: Warren Bunker - Chief Executive Officer

PRESENTED FOR: Information

ATTACHMENTS

Nil

PURPOSE

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

OFFICER'S RECOMMENDATION

That Council observe one (1) minute's silence for the recently deceased.

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.

3 DECLARATIONS OF INTEREST

This item on the agenda allows Councillors the opportunity to declare a conflict of interest, in accordance with the *Local Government Act 2009* (the Act), in a matter that is to be discussed at this meeting of Council that is not an ordinary business matter.

Any such declarations will be managed during the meeting as required in accordance with the relevant sections of the Act.

This item on the agenda allows the Mayor to introduce, by a signed minute, a matter for consideration at the meeting. In accordance with Council's Standing Orders, such a matter takes precedence over all other matters for consideration at the meeting and may be adopted by a motion moved by the Mayor without the need for the motion to be seconded.

5 MAYORAL UPDATE

A verbal update will be provided.

6.1 - Confirmation of Minutes

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Tailah Jensen – Governance Administration Officer

AUTHORISING OFFICER: Warren Bunker - Chief Executive Officer

PRESENTED FOR: Decision

ATTACHMENTS

Nil

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 Council Meeting held on 22 February 2023 are provided for Councils review and confirmation.

OFFICER'S RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting held on 22 February 2023.

BACKGROUND

In accordance with s272 of the Local Government Regulation 2012, minutes were taken at Council's Ordinary Council Meeting held on 22 February 2023 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.

DISCUSSION/CURRENT ISSUE

Council's options are:

Confirm the Minutes of the Ordinary Council Meeting held on 22 February 2023.

If Council is satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 22 February 2023 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 Council Meeting held on 22 February 2023 with amendments.

If Council is not satisfied that the unconfirmed minutes are an accurate representation of what occurred at the meeting held on 22 February 2023 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.

STATUTORY/COMPLIANCE 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 Council Meeting held on 22 February 2023, the following interests were declared and recorded in the minutes:

Councillor/Officer	Prescribed or Declarable	Report No.	Particulars of the interest
Gary Simpson	Prescribed	13.3.1	<i>Cr Simpson declared a prescribed conflict of interest as per section 150EL of the Local Government Act 2009 as a consequence of the submitter being an adjoining cane farmer and the applicant has referenced land that Cr Simpson has an interest in next door. Cr Simpson left the meeting at 11.34am and did not participate in the discussion or voting on this matter.</i>
Jan Clifford	Prescribed	13.1.1	<i>Mayor Hall advised the following: I believe that Cr Clifford has a prescribed conflict of interest in this matter, since Cr Clifford is the subject of the allegations of this report. Therefore, I would be requesting Cr Clifford to leave the room when Council discusses and decides this matter. Cr Clifford left the meeting at 9.16am and did not take part in any discussion or voting on the following matters.</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 Council Meeting held on 22 February 2023, the following orders were made:

Councillor	Order Made
<i>No orders 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).

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.

TABLED MATTERS

Unresolved Tabled Matters			
Date of Meeting	Resolution Number	Summary	Resolved
25/05/2022	13.1.3 Council Meetings Live Stream Policy	That the item be tabled until we have a full Council.	To be presented to a future Council Meeting.
14/12/2022	13.3.1 - Local Government Infrastructure Plan Amendment	That the item lie on the table to allow Councillors more time to consider the contents of the LGIP.	To be addressed at the 1 March 2023 Briefing Session
25/01/2023	13.2.3 - 20220634 - Development Application for Material Change of Use – Rooming Accommodation (Four (4) Rooms & Communal Facilities) - 37 George Street Bowen - T Tran Vu OM2023/01/25.15	That the item lie on the table pending further information and an on-site inspection to be conducted.	Applicant has 'Stopped the Clock' to 8 May 2023
22/02/2023	13.1.2 - Councillor Conduct Investigation - Councillor Brunker OM2023/02/22.9	That the item to lie on the table to allow Cr Brunker to attend.	
22/02/2023	13.5.2 - Tondara Road seal	That the item lie on the table pending further investigations and costings.	

CONSULTATION

Director Corporate Services
Manager Governance & 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

These minutes from the Ordinary Council Meeting held on 22 February 2023 are therefore submitted for adoption of their accuracy by the Councillors at this meeting of Council.

7 BUSINESS ARISING

This item on the agenda allows Councillors the opportunity to seek clarification or updates on business arising from the minutes of the previous meeting.

8 DEPUTATIONS

This item on the agenda allows persons to make a deputation to Council. Deputations are managed in accordance with Council's adopted Standing Orders.

This item on the agenda allows for the Mayor, Councillors or Council's Chief Executive Officer to present a petition to the meeting. In accordance with Council's Standing Orders, no debate on or in relation to the tabled petition shall be allowed and the only motion which may be moved is that the petition either be received, referred to a Committee or Council officer for consideration and report back to Council, or not be received because it is deemed invalid.

10 NOTICES OF MOTION

In accordance with Council's Standing Orders, Councillors may give notice of any business they wish to be discussed at an Ordinary Meeting by way of a Notice of Motion. This item on the agenda allows Councillors to introduce and move any motions they have submitted to the Chief Executive Officer for inclusion in the agenda.

11 QUESTIONS ON NOTICE

This item on the agenda is for the inclusion of any responses prepared by officers in response to questions taken on notice at previous meetings of Council.

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, act and speak with decorum and frame any remarks in respectful and courteous language.

13 OFFICERS REPORTS

13.1 Office of the Mayor and CEO

13.1.1 - Councillor Conduct Investigation - Councillor Bruner

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Chief Executive Officer – Warren Bruner

AUTHORISING OFFICER: Mayor - Julie Hall

PRESENTED FOR: Decision

ATTACHMENTS

Nil

PURPOSE

To provide the findings of an independent investigation report on allegations made by an external party regarding Councillor Mike Bruner's alleged inappropriate conduct, for Council to make a final determination.

FOR COUNCIL CONSIDERATION

That Council resolve as follows:

1. Pursuant to sections 150AG(1)(a) and 150K(1) of the *Local Government Act 2009* (Qld), and the Councillor Facility and Expenses Policy Part 2.2, that Councillor Bruner [#has/has not] engaged in inappropriate conduct.

If Council resolves that Councillor Bruner has engaged in inappropriate conduct, that Council further resolve as follows:

2. Pursuant to sections 150AG(1)(b) and 150AH of the *Local Government Act 2009*, that Council [#take no action/take the following action] against Councillor Mike Bruner [#insert further action pursuant to section 150AH if applicable].

Whether or not Council resolves that Councillor Bruner has engaged in inappropriate conduct, and whatever action it decides to take, must be recorded in the Councillor Conduct Register.

Council further resolve as follows:

3. To direct the CEO to update the Councillor Conduct Register to appropriately reflect the decision of Council in accordance with section 150DY of the *Local Government Act 2009*.

Note, if Council resolves to take disciplinary action against Councillor Bruner, pursuant to section 150AH of the *Local Government Act 2009*, it may make 1 or more of the orders set out in section 150AH(1)(b). It may consider any previous inappropriate conduct of the councillor and any allegation made in the investigation that was admitted, or not challenged, and that Council is reasonably satisfied is true. The below disciplinary action guideline may assist:

Order	First instance engaging in inappropriate conduct	Second instance engaging in inappropriate conduct	Third instance engaging in inappropriate conduct
No action be taken against the councillor	✓		
The councillor makes a public admission that the councillor has engaged in inappropriate conduct	✓*	✓*	✓*
A reprimand be recorded against the councillor for the conduct	✓#	✓#	✓#
The councillor attends training or counselling addressing the councillor's conduct	✓#	✓#	✓#
The councillor be excluded from a stated local government meeting		✓	✓
The councillor is removed or must resign from a position representing the local government, other than the office of councillor			✓
If the councillor engages in the same type of conduct again, it will be treated as misconduct	✓^	✓	
The councillor reimburses the local government for some of the costs arising from the councillor's inappropriate conduct**		✓	✓

*May be appropriate where there is heightened or particular public interest in the type of conduct or the subject matter relating to the conduct

May be particularly appropriate where the conduct involves bullying or harassment or making inappropriate comments about another person

^ For more serious and deliberate inappropriate conduct by an experienced councillor

** Costs arising from the councillor's inappropriate conduct includes investigative costs, legal costs, and support costs.

BACKGROUND

On 22 August 2022 the Office of Independent Assessor (OIA) referred a complaint to the CEO, Mr Rod Ferguson, for further investigation. The matter alleged misuse of Council resources by Councillor Bruner.

- The Deputy Independent Assessor, Charles Kohn, advised that he reasonably suspected that Councillor Bruner had engaged in inappropriate conduct in breach of Section 150K(1)(b) of the *Local Government Act 2009*.

On 11 November 2022, PKF Integrity was engaged to investigate the allegation, as referred by the OIA.

In accordance with Council's Councillor Conduct Investigations Policy unless otherwise resolved by Council, the Mayor managed the investigation. The external investigation was completed, and recommendations were brought before Council for consideration about

dealing with the conduct. Council at its ordinary council meeting held on 22 February 2023 resolved to lay the matter on the table to allow Councillor Brunker to attend.

Councillor Brunker will be available and present at the Council meeting to be held on 8 March 2023, and the matter is being brought back for Council consideration.

DISCUSSION/CURRENT ISSUE

Extract: PKF Integrity, Whitsunday Regional Council Investigation Report: Councillor Conduct Investigation 9 February 2023.

Note: Personal Identifying information has been removed to protect the identity of employees and members of the public involved in accordance with Information Privacy Act 2009.

Allegation

The information referred by the OIA alleged that Councillor Brunker breached part 2.2 of Council's Facility and Expense Policy by using his Council email address for communication through his candidacy Facebook page during the by-election period of July – August 2022.

- *Unauthorised use of Council resources by using a Council email address for communication through his candidacy Facebook page during an election period*

Facts

July/August 2022 was the by-election period for the role of Mayor of Whitsunday Regional Council. Councillor Brunker was Acting Mayor during a part of this by-election period from 15 July 2022 until his resignation from that role on 20 July 2022. Councillor Brunker was a candidate for Mayor. Councillor Brunker's Council email address appeared on his Facebook page during the by-election period. Councillor Brunker's Facebook page was titled "Michael Brunker – Mayoral Candidate for Whitsundays" from 18 June 2022 – 12 September 2022

Breach

Council Facility and Expenses Policy Part 2.2 and Section 150K(1)(b) of the Local Government Act 2009 (QLD)

Findings

There is sufficient evidence to establish on the balance of probabilities, that the alleged conduct did occur. The allegation is substantiated.

Relevant mitigating

- *Councillor Brunker was forthcoming with his responses during interview.*
- *He advised that if his email was on his Facebook page during the by-election period that it was an oversight on his part.*
- *Councillor Brunker was Acting Mayor during a part of this by-election period from 15 July 2022 until his resignation from that role on 20 July 2022.*
- *He was an authorised spokesperson for Council in relation to a triple murder in Bogie that was report[ed] in the media on 5 August 2022.*
- *It was and is common practice for Councillors to use their Council email address on their Councillor Facebook pages.*

Considerations

Given the administrative nature of the matter and the mitigating circumstances, it is suggested that any consequence should be commensurate with the circumstances. Noting that the Deputy Assessor states in his letter of 22 August 2022: Section 150AG prescribes that after conducting the investigation, the Council must decide

whether the councillor has engaged in inappropriate conduct and what action, if any the Council will take to discipline the councillor. Section 150AG of the Local Government Act 2009 (QLD) requires the local government to make a determination as to whether the councillor has engaged in inappropriate conduct and, if so, decide what action to take. Section 150AH of the Local Government Act 2009 (QLD), as defined at the front of this report, provides a list of actions the local government may take, which includes to make an order to take no action.

Extract: Inappropriate conduct – disciplinary action guideline

Section 150K(1)(a) of the Local Government Act 2009 - What is inappropriate conduct

- (1) The conduct of a councillor is inappropriate conduct if the conduct contravenes—
 - (a) a behavioural standard; or
 - (b) a policy, procedure or resolution of the local government.
- (2) Also, the conduct of a councillor is inappropriate conduct if—
 - (a) the conduct contravenes an order of the chairperson of a local government meeting for the councillor to leave and stay away from the place at which the meeting is being held; or
 - (b) it is part of a course of conduct at local government meetings leading to orders for the councillor's unsuitable meeting conduct being made on 3 occasions within a period of 1 year.
- (3) For subsection (2)(b), the conduct that led to the orders being made, taken together, is the inappropriate conduct.
- (4) However, inappropriate conduct does not include conduct that is—
 - (a) unsuitable meeting conduct, to the extent the conduct is not conduct mentioned in subsection (2); or
 - (b) misconduct; or

150AG of the Local Government Act 2009 - Decision about inappropriate conduct

- (1) After conducting the investigation, the local government must decide—
 - (a) whether or not the councillor has engaged in inappropriate conduct; and
 - (b) if the local government decides the councillor has engaged in inappropriate conduct—what action the local government will take under section 150AH to discipline the councillor.

Note— See section 257(2) or the City of Brisbane Act 2010, section 238(2) which limit delegation of the local government's power to make decisions under this section.
- (2) In deciding what action to take, the local government may consider—
 - (a) any previous inappropriate conduct of the councillor; and
 - (b) any allegation made in the investigation that—
 - (i) was admitted, or not challenged; and
 - (ii) the local government is reasonably satisfied is true.

Section 150AE Local Government Act 2009 (QLD) - 150AH Disciplinary action against councillor

- (1) For section 150AG(1)(b), the local government may—
 - (a) order that no action be taken against the councillor; or
 - (b) make 1 or more of the following orders—
 - (i) an order that the councillor make a public admission that the councillor has engaged in inappropriate conduct;
 - (ii) an order reprimanding the councillor for the conduct;
 - (iii) an order that the councillor attend training or counselling to address the councillor's conduct, including at the councillor's expense;
 - (iv) an order that the councillor be excluded from a stated local government meeting;

(v) an order that the councillor is removed, or must resign, from a position representing the local government, other than the office of councillor;

Example— The councillor is ordered to resign from an appointment representing the local government on a State board or committee.

(vi) an order that if the councillor engages in the same type of conduct again, it will be treated as misconduct;

(vii) an order that the councillor reimburse the local government for all or some of the costs arising from the councillor's inappropriate conduct.

(2) However, the local government may not make an order mentioned in subsection (1)(b)(iii), (iv), (v), or (vi) in relation to a person who is no longer a councillor.

STATUTORY/COMPLIANCE MATTERS

- Section 150K(1)(a) of the *Local Government Act 2009*.
- Section 150AG of the *Local Government Act 2009*.
- Section 150AH of the *Local Government Act 2009*.
- Councillor Conduct Investigations Policy
- Council Facility and Expenses Policy Part 2.2

STRATEGIC IMPACTS

Through strong and open leadership, develop an organisation with a culture of respect, accountability and community service.

FINANCIAL IMPLICATIONS

The Mayor is the investigator of a matter of suspected inappropriate conduct. The Mayor may use section 170A of the LGA to seek assistance during the investigation. The Mayor is authorised by Council to expend money as reasonably needed to engage contractors in accordance with the Council's procurement policy.

Investigation total cost: \$10,567.00 (ex GST).

CONSULTATION/ENGAGEMENT

PKF Integrity

RISK ASSESSMENT

When the Council decides about whether a councillor has engaged in inappropriate conduct, it is required to publish on the website. This process mitigates risks by assisting councillors and other primary stakeholders to better understand the effects of the legislation and provide visibility of decisions. Which is an essential element in building the capacity of councillors to identify and avoid misconduct risks and to achieve general deterrence.

TIMINGS/DEADLINES

Nil

CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare in the preparation of the report for presentation to Council.

HUMAN RIGHTS IMPACT

Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

ALTERNATIVES CONSIDERED

Council has the following options to deal with the matter:

1. Where Council decides a Councillor has engaged in inappropriate conduct, Council must determine the disciplinary action (if any) for the Councillor who is subject of the matter, record the information on its Councillor Conduct Register on its website and inform the Office of Independent Assessor of its decision.
2. Where Council decides a Councillor has not engaged in inappropriate conduct, Council may take no further action against the Councillor, must record the information on its councillor conduct register on its website (but only include the councillor's name if the councillor consents pursuant to section 150DY(3) of the *Local Government Act*), and report its decision to the Office of Independent Assessor.
3. Where Council decides in relation to a course of conduct by a councillor, to take action to discipline the councillor for inappropriate conduct on 3 occasions during a period of 1 year, or if the Council has previously made an order that a particular type of conduct engaged in by a councillor will be dealt with as misconduct and reasonably suspects the councillor has engaged in the same type of conduct again, Council must notify the Office of Independent Assessor for further investigation.
4. Council's Chief Executive Office has an overriding duty, as a 'public official' to notify the Crime and Corruption Commission of information or a matter that involves, or may involve, corrupt conduct as defined in the *Crime and Corruption Act 2001* (Qld).

13.2.1 - Lease - Part of Land - Lot 277 Kelsey Creek Road, Kelsey Creek - Proserpine State High School

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Billie Davis - Senior Commercial Officer

AUTHORISING OFFICER: Jason Bradshaw - Director Corporate Services

PRESENTED FOR: Decision

ATTACHMENTS

1. Lease C - Lot 277 Kelsey Creek Road, Kelsey Creek [**13.2.1.1** - 1 page]
2. Site Plan [**13.2.1.2** - 1 page]

PURPOSE

Proserpine State High School has advised Council that they wish to renew their lease and continue their use of part of the land for agricultural studies at Lot 277 Kelsey Creek Road, Kelsey Creek also known as the Kelsey Creek Landfill.

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into negotiations and execute a five (5) year peppercorn lease with the State of Queensland represented as the Department of Education (Proserpine State School) for part of the land being Lease C on Lot 277 on SP113325 in accordance with Section 236(b)(i) and (c)(iii) of the Local Government Regulation 2012.

BACKGROUND

Council owns the land at Lot 277 Kelsey Creek Road, Kelsey Creek with most of the land being utilised for the purpose of the Kelsey Creek Landfill.

Proserpine State High School has held a lease with Council for over 5 years at a peppercorn rate. They have established an area to conduct their agricultural studies for their students.

DISCUSSION/CURRENT ISSUE

Proserpine State High School's lease is due to expire on 30 June 2023 and in consultation with Council's Waste Management team it has been determined that a further five (5) year lease would be acceptable.

It is recommended to enter into a new lease with Proserpine High School in accordance with Council's community organisation leases for a term of 5 years and at a peppercorn rate.

STATUTORY/COMPLIANCE MATTERS

Local Government Regulation 2012
Land Act 1994

STRATEGIC IMPACTS

Lead and improve the organisation's procurement, property, and fleet functions across the organisation, including managing the centralised and specialised services to enable and achieve the operational and long-term objectives of Council.

FINANCIAL IMPLICATIONS

The lease will be at a peppercorn rate, therefore will not be providing Council with revenue. Taking this cost away from the lessee allow them to invest it back into the activities for their students.

Further in lieu of a peppercorn lease, the lessee is responsible for all general maintenance of the assets and land within their leased area.

CONSULTATION/ENGAGEMENT

Executive Manager Procurement, Property & Fleet
COO Whitsunday Water
Manager Waste & Recycling Services
Principal Engineer – Civil & Environmental Whitsunday Water

RISK ASSESSMENT

Council's community leases have provisions to mitigate Council's risk in relation to land and building condition management, pest management, sub-leasing, and public liability.

Due to the nature of the site being on land fill land, specific conditions outlining the requirement to manage the lease within an environmentally sustainably way will be included.

TIMINGS/DEADLINES

The lease is scheduled to terminate on the 30 June 2023.

CONFLICT OF INTEREST DECLARATION

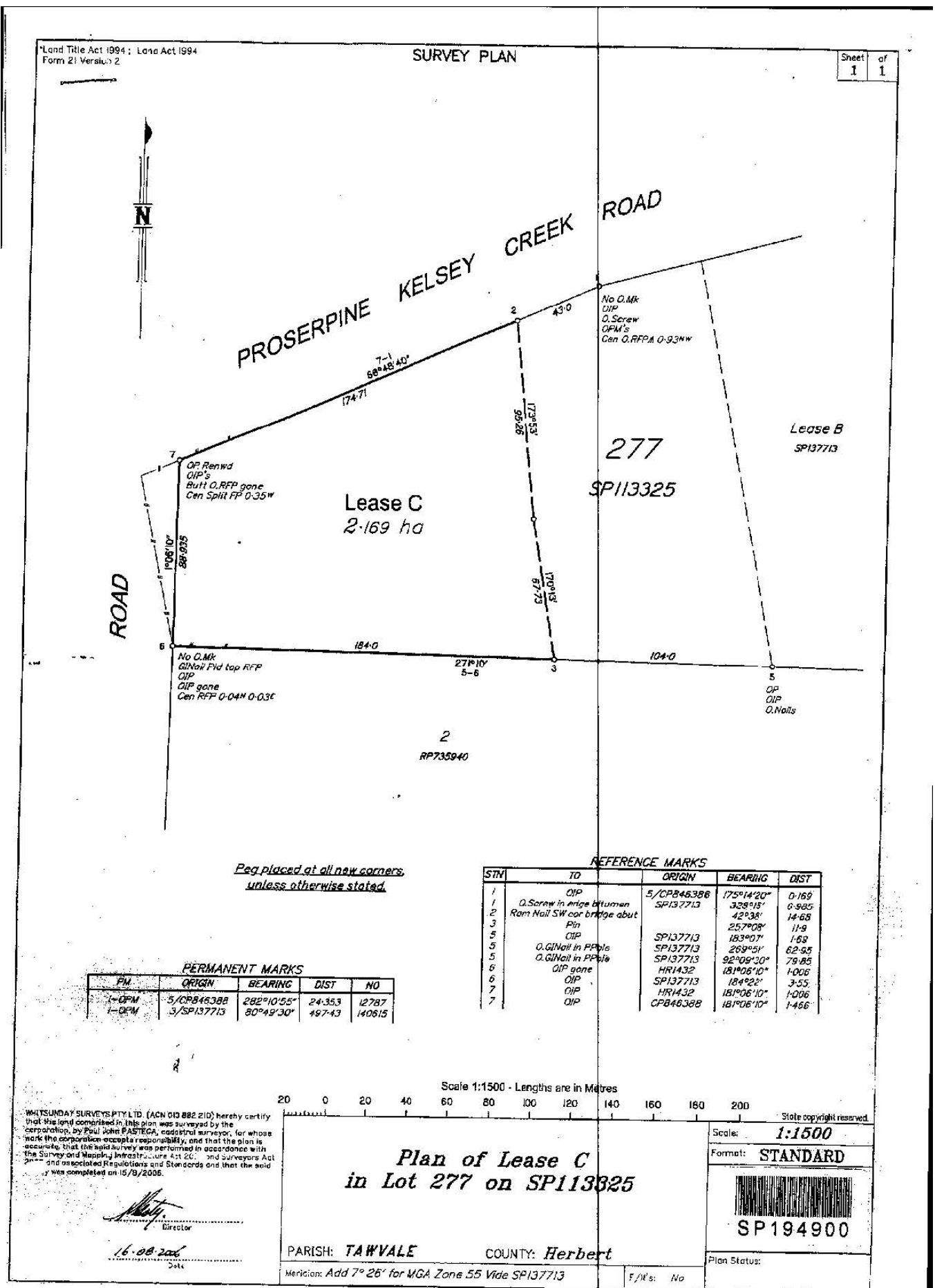
Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

HUMAN RIGHTS IMPACT

No

ALTERNATIVES CONSIDERED

It was reviewed by Council's Waste Management team whether the land was required for the expansion of the Kelsey Creek Landfill. It was determined at this current time and for the duration of the expected renewal the land was not required. Waste was agreeable to a 5-year lease term.



Proserpine State High School - Lease C

14-Feb-2023



Disclaimer

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13.2.2 - Trustee Lease - Lot 38 Thurso Road, Bowen Lot 38 on HR1253 - SJ & DM Norman

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Billie Davis - Senior Commercial Officer

AUTHORISING OFFICER: Jason Bradshaw - Director Corporate Services

PRESENTED FOR: Decision

ATTACHMENTS

1. Site Plan [13.2.2.1 - 1 page]
2. Locality Plan [13.2.2.2 - 1 page]

PURPOSE

The current lessee's of Lot 38 Thurso Road, Bowen have advised Council that they wish to renew their trustee lease that is due to expire on the 30 April 2023.

OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to enter into negotiations and execute a whole of land trustee lease over Lot 38 on HR1253, Thurso Road, Bowen with SJ & DM Norman for a 10-year term in accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012.

BACKGROUND

Council entered into a trustee lease with SJ & DM Norman for a 10-year term for the purpose of agistment in 2013 over the 454-hectare parcel of land known as Lot 38 on HR1253.

The land adjoins the Norman's property known as Mt Aberdeen Station and now forms part of this for rating and land valuation purposes.

DISCUSSION/CURRENT ISSUE

The trustee lease is due to expire 30 April 2023.

The Norman's have advised Council they wish to enter into negotiations and continue the trustee lease for a further 10-years.

STATUTORY/COMPLIANCE MATTERS

Council may enter into a lease without the requirement to go to tender when it is for the purpose of renewing the lease to an existing tenant of the land, In accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012. The Norman's currently hold the lease over the whole of land, this satisfies the legislative requirement.

As this is a trustee lease, options for renewal cannot be included.

STRATEGIC IMPACTS

Lead and improve the organisation's procurement, property and fleet functions across the organisation, including managing the centralised and specialised services to enable and achieve the operational and long-term objectives of Council.

FINANCIAL IMPLICATIONS

The current trustee lease rental amount was based on the unimproved value of the land and there were no provisions of an increase therefore the rental amount as stayed the same over the 10-year period.

It is recommended to commence the new trustee lease on this same value with an annual increase of 3% which is in line with Council's other commercial leases. The trustee lessee is also responsible for all rates and charges if applicable.

CONSULTATION/ENGAGEMENT

Executive Manager Procurement, Property & Fleet

RISK ASSESSMENT

The trustee lease will be in accordance with Council's commercial trustee lease terms for agistments.

Terms are incorporated to ensure that any risks to Council are mitigated and to hold the trustee lessee responsible for the operations and land management occurring within their leased area.

Pest management and animal management terms are also included as this trustee lease allows for the agistment of livestock on the land.

TIMINGS/DEADLINES

The trustee lease expires on the 30 April 2023. The timing of this report and resolution will allow Council to finalise negotiations and execute a trustee lease prior to the expiry of the current one allowing for the continuation of the land use by the current lessees.

CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

HUMAN RIGHTS IMPACT

No

ALTERNATIVES CONSIDERED

Council considered inviting tenders in accordance with section 228 Local Government Regulation 2012 for the parcel of land. However due to the land being an adjoining landowner who has maintained and developed the land with no complaints received by Council over the term of the previous lease, the execution of a new lease would result in the most advantageous outcome.

Lot 38 Thurso Road, Bowen (highlighted Green)

15-Feb-2023

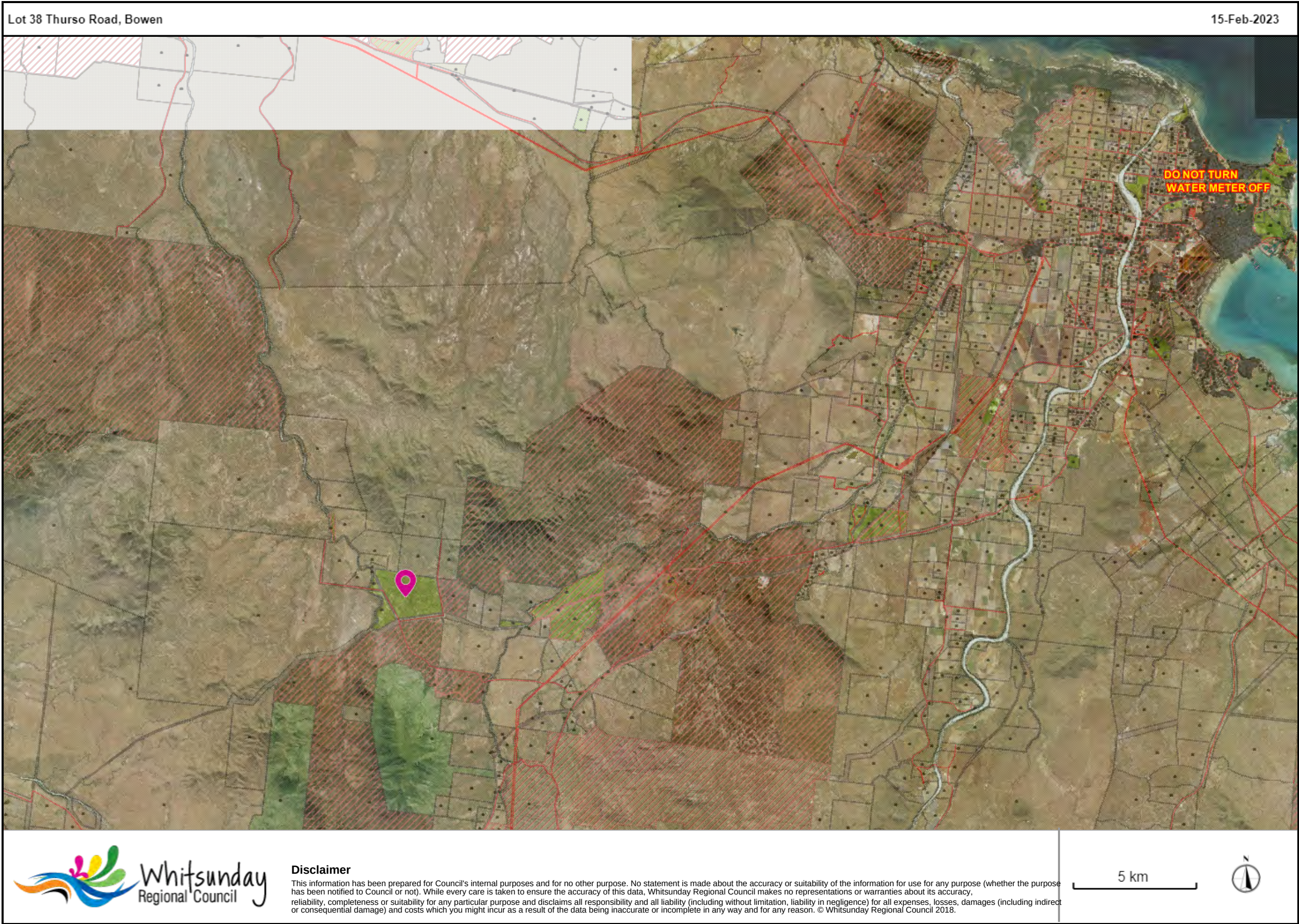


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13.2.3 - Local Government Remuneration Commission – Determination of Levels of Remuneration for Mayors, Deputy Mayors and Councillors

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Rebekah Sinclair - Governance and Legal Coordinator

AUTHORISING OFFICER: Jason Bradshaw - Director Corporate Services

PRESENTED FOR: Decision

ATTACHMENTS

1. local-government-remuneration-commission-report-2022 [13.2.3.1 - 34 pages]

PURPOSE

To inform Council of the Local Government Remuneration Commission review and for Council to decide on recommended maximum remuneration levels for mayors, deputy mayors and councillors commencing 1 July 2023.

OFFICER'S RECOMMENDATION

That Council adopts the recommendations from the Local Government Remuneration Commission for Category 3 Councils for the maximum remuneration levels for the Mayor, Deputy Mayor and Councillors for the period commencing 1 July 2023.

BACKGROUND

On 30 November 2022, the Local Government Remuneration Commission ('the Commission') concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council).

During the 2022 consultation period, Council sought clarification in relation to whether a mechanism may be implemented to ensure that the remuneration of mayors and councillors is suspended when campaigning for Federal political office (not dissimilar to section 160B of the *Local Government Act 2009* for mayors and councillors campaigning for State political office).

Council also requested the introduction of additional remuneration rates for acting mayors and acting deputy mayors for prolonged relief periods (e.g., paid at 80% of the scheduled rate for periods in excess of a four-week vacancy or absence).

These matters were not specifically addressed or resolved by the Commission and may require advocacy and discussion with the Local Government Association to ensure these are given consideration prior to the 2024 Quadrennial Local Government Elections.

Council has historically recognised the role of the Local Government Remuneration Commission and supported the recommendations made on the remuneration levels as set.

DISCUSSION/CURRENT ISSUE

Outcome

The Commission considered that it is unable to issue any determination about the remuneration payable to sitting mayors and councillor who are running for office in Federal

elections as it is a matter outside the Commission's statutory functions; and that it does not have the power to approve remuneration at an amount lower than in the Schedule.

However, as Council has already been advised from the Commission, the submission regarding potential inconsistency between candidates for State elections and Federal elections has been noted, and the Commission will refer this matter back to the Department of State Development, Infrastructure, Local Government and Planning for further consideration.

Remuneration levels

The Commission decided to increase the maximum remuneration levels for mayors, deputy mayors and councillors as follows:

Categories 1, 2 and 3	Increase by 4% from 1 July 2023
Categories 4, 5, 6, 7 and 8	Increase by 3% from 1 July 2023

Remuneration schedule

The following remuneration schedule is to apply from 1 July 2023:

Category	Local governments assigned to categories	Remuneration determined (from 1 July 2023)		
		(\$ per annum; see Note 1)		
		Mayor	Deputy mayor	Councillor
Category 1 (see note 2)	Aurukun Shire Council Balonne Shire Council Banana Shire Council Barcaldine Regional Council Barcoo Shire Council Blackall-Tambo Regional Council Boulia Shire Council Bulloo Shire Council Burdekin Shire Council Burke Shire Council Carpentaria Shire Council Charters Towers Regional Council Cherbourg Aboriginal Shire Council Cloncurry Shire Council Cook Shire Council Croydon Shire Council Diamantina Shire Council Doomadgee Aboriginal Shire Council Douglas Shire Council Etheridge Shire Council Flinders Shire Council Goondiwindi Regional Council Hinchinbrook Shire Council Hope Vale Aboriginal Shire Council Kowanyama Aboriginal Shire Council Lockhart River Aboriginal Shire Council Longreach Regional Council Mapoon Aboriginal Shire Council McKinlay Shire Council Mornington Shire Council Murweh Shire Council Napranum Aboriginal Shire Council North Burnett Regional Council Northern Peninsula Area Regional Council Palm Island Aboriginal Shire Council Paroo Shire Council Pormpuraaw Aboriginal Shire Council Quilpie Shire Council Richmond Shire Council Torres Shire Council Torres Strait Island Regional Council Winton Shire Council Woorabinda Aboriginal Shire Council Wujal Wujal Aboriginal Shire Council Yarrabah Aboriginal Shire Council	\$114,801	\$66,231	\$57,400
Category 2	Mareeba Shire Council Mount Isa City Council Somerset Regional Council	\$132,461	\$79,478	\$66,231
Category 3	Cassowary Coast Regional Council Central Highlands Regional Council Gympie Regional Council Isaac Regional Council Livingstone Shire Council Lockyer Valley Regional Council Maranoa Regional Council Noosa Shire Council Scenic Rim Regional Council South Burnett Regional Council Southern Downs Regional Council Tablelands Regional Council Western Downs Regional Council Whitsunday Regional Council	\$141,294	\$88,308	\$75,061
Category 4	Bundaberg Regional Council Fraser Coast Regional Council Gladstone Regional Council Rockhampton Regional Council	\$166,171	\$109,324	\$96,204

Category 5	Cairns Regional Council Mackay Regional Council Redland City Council Toowoomba Regional Council	\$192,410	\$131,187	\$113,698
Category 6	Ipswich City Council Townsville City Council	\$218,647	\$148,681	\$131,187
Category 7	Logan City Council Moreton Bay Regional Council Sunshine Coast Regional Council	\$244,886	\$169,671	\$148,681
Category 8	Gold Coast City Council	\$271,124	\$188,038	\$161,799

Notes to the remuneration schedule

In its 2014 report the then Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

Note 1 The monetary amounts shown are the per annum figures to apply from 1 July 2023. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are only entitled to a pro rata payment to reflect the portion of the year served.

Note 2 For councillors in category 1 councils, a base payment of \$38,266.67 is payable for the 12 months commencing on 1 July 2023. A meeting fee of \$1,594.44 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.

Whitsunday Regional Council falls in category 3, with recommended remuneration as follows:

- Mayor \$141,294
- Deputy mayor \$88,308
- Councillor \$75,061

STATUTORY/COMPLIANCE MATTERS

Local Government Act 2009 – Section 177 – Functions

Local Government Regulation 2012 – Section 247 - Remuneration payable to councillors.

STRATEGIC IMPACTS

Support the organisation in its decision-making processes and obligations as a local government, and support high levels of compliance, performance, and the remuneration amounts recommended by the Local Government Remuneration Commission.

FINANCIAL IMPLICATIONS

If Council elects not to adopt the recommended maximum levels for the period commencing 1 July 2023, there will be no additional financial implications for Council. These costs form part of the operational budget of Council and will be budgeted in the 2023-2024 budget.

CONSULTATION/ENGAGEMENT

Chief Executive Officer
Director Corporate Services
Manager Governance & Administration

RISK ASSESSMENT

Remuneration payable to councillors - A local government must pay remuneration to each councillor of the local government. The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.

TIMINGS/DEADLINES

A decision must be made prior to 1 July 2023.

CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

HUMAN RIGHTS IMPACT

Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial, or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

Local Government Remuneration Commission

Annual Report 2021-22



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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not consider individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available at www.statedevelopment.qld.gov.au.

Local Government Remuneration Commission

12 December 2022

The Honourable Steven Miles MP
Deputy Premier
Minister for State Development, Infrastructure, Local Government and Planning
1 William Street
Brisbane QLD 4000

Dear Minister

On 30 November 2022, the Local Government Remuneration Commission (Commission) concluded its determination of the levels of remuneration for mayors, deputy mayors and councillors of Queensland local governments (excluding Brisbane City Council) as required by section 177(c) of the *Local Government Act 2009* and Chapter 8, Division 1 of the *Local Government Regulation 2012*.

Our determinations on these matters, together with the Remuneration Schedule to apply from 1 July 2023 are included in the enclosed Report, which we commend to you.

Yours sincerely



Robert (Bob) Abbot OAM
Chair Commissioner



Andrea Ranson
Commissioner



Reimen Hii
Commissioner



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2022 Report key determinations

Determination of maximum remuneration levels

The Commission has decided to increase the maximum remuneration levels for mayors, deputy mayors and councillors as follows:

Categories 1, 2 and 3	increase by 4% from 1 July 2023
Categories 4, 5, 6, 7 and 8	increase by 3% from 1 July 2023

In making its determination, the Commission considered the following:

- Increase in the Consumer Price Index (CPI)¹:
 - o for the period September 2022 Quarter:
 - Weighted average of the eight capital cities: 1.8%; Brisbane: 1.8%
 - o for the 12 months to the September quarter 2022:
 - Weighted average of the eight capital cities: 7.3%; Brisbane: 7.9%
 - o for the period June 2022 Quarter:
 - Weighted average of the eight capital cities: 1.8% per cent; Brisbane: 2.1%
 - o for the 12 months to the June quarter 2022:
 - Weighted average of the eight capital cities: 6.1%; Brisbane: 7.3%
- Increases in the Wage Price Index (WPI) for the financial year ended 30 June 2022 as compared to the financial year ending 30 June 2021²:
 - o (All Industries) Australia: 2.6%; Queensland: 2.9%
 - o (Public Sector) Australia: 2.1%; Queensland: 2.7%
- Average Weekly Earnings for the period of May 2021 to May 2022³:
 - o (All Industries) Australia: 2.0%; Queensland: 3.5%
 - o (Public Sector) Australia: 3.0% Queensland: 5.6%
- As in previous years, the Commission considered the Brisbane City Council's Independent Councillor Remuneration Tribunal (ICRT) remuneration determination as a potentially relevant factor. In March 2022, the ICRT determined that the base rate for a Brisbane City Council Councillor be increased by 2.5% effective from 1 June 2022.

¹ Source: *Consumer Price Index (report), September quarter 2022, Consumer Price Index (report), March quarter 2022*, Queensland Government Statisticians Office, Queensland Treasury.

² Source: *Wage Price Index, Australia, June 2022*, Australian Bureau of Statistics (previously cat 6345.0)

³ Source: *Average Weekly Earnings, Australia, May 2022*, Australian Bureau of Statistics (previously cat 6302.0); *Average weekly earnings, Queensland and Australia, 1981–82 to 2021–22 (table)*, 19 August 2022, Queensland Government Statisticians Office, Queensland Treasury.

- The determination of the Queensland Independent Remuneration Tribunal (QIRT) on 31 May 2021 to increase the Base and Additional Salary rates for members of the legislative assembly by:
 - o 0% with effect on and from 1 September 2019;
 - o 2.0% with effect on and from 1 September 2021;
 - o 2.25% with effect on and from 1 March 2022; and
 - o 2.5% with effect on and from 1 September 2022.
- On 1 March 2021, the Queensland Industrial Relations Commission (QIRC) made Wages Determination: Certification of Salary Schedules (Wages Determination) which varied the State Government Entities Certified Agreement 2019 (the 2019 Certified Agreement) to:
 - o set the salary rate for public service employees under the core agreement at 1 September 2021 as the award rate current at that time (this will be the rate upon which annual increases will be made);
 - o align the salary increase dates for public service employees as follows:
 - 2.5% wage increase from 1 September 2019;
 - 2.5% wage increase from 1 September 2021;
 - 2.5% wage increase from 1 March 2022; and
 - 2.5% wage increase from 1 September 2022.
- Determination of the Salaries and Allowances Tribunal of Western Australia dated 7 April 2022: that remuneration, fees, and annual allowance ranges provided to CEOs and elected members be increased by 2.5%.
- Decision of the New South Wales Local Government Remuneration Tribunal Determination and Annual Report dated 20 April 2022: to apply a 2.0% increase in the minimum and maximum fees applicable in each category and that the current allocation of councils into the current categories of councils is appropriate.
- Decision of the Victorian Independent Remuneration Tribunal dated 7 March 2022: new base levels and increases for 5 years from 18 December 2021, for mayors, deputy mayors and councillors, as set out in tables 1-13 of Allowance payable to Mayors, Deputy Mayors, and Councillors (Victoria) Determination No. 01/2022.
- In Tasmania, the remuneration for local government councillors is automatically increased under the provisions of the Local Government (General) Regulations 2015. The increase, effective 1 November 2022, is an automatic indexation of local government allowances provided for under the Local Government Act 1993 (Tas) by multiplying the allowances for the previous year by the inflationary factor (determined by calculating the current year's June quarter Wage Price Index divided by the previous years' June Wage Price Index).
- In the Northern Territory, the allowances for local government council members are indexed by CPI (Darwin) at 1 July each year.

- The Commission also considered the impact of inflation and relative volatility of CPI in the past twelve (12) months, along with:
 - o the Commission's inability to predict changes in CPI in the short or long term;
 - o the potential differential impact of CPI changes across various parts of Queensland (including rural and remote regions); and
 - o whether in a significantly inflationary environment remuneration should match inflation, and the potentially differential impact on sustainability in different parts of the State.
- The application of principles of consistency and austerity, when reviewing wages in the public sector.
- The continued impact of the COVID-19 pandemic, global trade tensions, and the ongoing impact and disruption caused by extreme or natural weather events impacting many parts of the State.
- The impact on communities of global supply chain shortages and disruption.
- The impact on communities of global transition to renewable energy sources, climate change and sustainability.
- Anecdotal evidence of:
 - o 'communities in transition', changing demographics and population movement, resilience and sustainability challenges and opportunities;
 - o rapid trade and infrastructure diversification, and the potential for disproportionate impact throughout communities;
 - o uncertainty and the cost to communities of ensuring sustainability, trade diversification and investment in infrastructure and innovation; and
 - o the Commission's observation of a generally increasing call for role recognition through remuneration, particularly with regard to attracting and retaining reasonable and diverse mayoral and councillor candidates, along with the desire to foster and keep local talent, by creating competitive career path opportunities.
- The disparity in actual dollar terms between the remuneration paid to Mayors and councillors from the smaller rural, regional, and remote communities versus those residing in the larger or more metropolitan communities as was highlighted for the Commission through written and oral depositions this year.
- The gap between the remuneration (in real dollar/wage terms) payable to Mayors and Councillors in Categories 1 to 3, compared to those Mayors and Councillors in Categories 4 to 8, notwithstanding the work being carried out by local governments generally in Categories 1 to 3 is no less important as those in Categories 4 to 8. This is an issue the Commission will continue to consider as part of its general and category review in 2023.

- The impact of the unforeseen significant rise in inflation, interest rates and CPI, and the disproportionately greater impact it has had on the communities in rural, remote, and regional areas since the start of the 2022 calendar year, as observed and reported to the Commission.
- The current observed volatility and uncertainty regarding inflation, and the impact of this on councils and their constituents.
- The importance of maintaining wages growth in a sustainable and fiscally responsible manner, while measures are being taken by other government authorities to combat inflation.
- The need to ensure financial sustainability of local governments and the diverse communities they serve.
- Local governments' role in Queensland's economic development and innovation.

The Commission gratefully acknowledges the increased number of submissions it received this year which have assisted in its discharge of its statutory obligations.

Councillor advisors

The Commission did not receive any direction or request to make recommendations relating to councillor advisors in the period between 1 December 2021 to 30 November 2022.

Category review and future actions

The Act requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election. The next review of the categories is due in 2023.

In its 2019 report, the Commission determined not to make any category changes to the categories of local government.

In its 2019 and subsequent reports, the Commission stated its intention to undertake an analysis of the categories and category system in the period 2021-2023, with the intention of commencing after the 2021 quadrennial Queensland Local Government Elections. This anticipated analysis was delayed due to the impact of the COVID-19 global pandemic. COVID-19 inevitably resulted in an increased focus on other priorities for Queensland local government. The Commission commends all local government members for their on-going contribution to their communities and the State of Queensland in the recent and consecutively challenging years,

The Commission has advised of its intention to proceed with a general review of categories and the category system during 2023, and will engage with, and invite submissions from, councils and stakeholders commencing in early 2023. The

Commission expects that in addition to the category review due in December 2023, that the Commission will conduct a general review of its methodology in determining its maximum remuneration and categories in early 2023. After the scope of the general review has been formulated, the Commission will also invite submissions from councils and stakeholders to assist it in its general review.

To that end, the Commission intends to issue practice directions to assist councils and stakeholders to engage with, and make relevant submissions, to the Commission to inform and assist in the discharge of the Commission's statutory functions.

2. The Commission

Formation and composition

The Local Government Remuneration Commission (the Commission) is an independent entity established under the *Local Government Act 2009* (the Act). On 1 October 2019, His Excellency the Governor, acting by and with the advice of the Executive Council, approved three new appointees to the Commission for a term of four years.

This is the fourth report of the new Commission, and the sixteenth report including the reports of the former Local Government Remuneration and Discipline Tribunal and the Local Government Remuneration Tribunal.

The current Chair and Commissioners of the Commission are:

Mr. Robert (Bob) Abbot OAM

Chair

Mr. Abbot has extensive experience in the local government sector with 32 years as an elected councillor and mayor. Mr. Abbot has experience working at state and national local government organizations and has held board and panel positions, including Deputy Chair of the South East Queensland Council of Mayors, Director of the Local Government Association of Queensland (LGAQ), and Director of the Australian Local Government Association. Mr. Abbot has been a mentor for newly elected mayors on behalf of the LGAQ, with a particular focus on mentoring Queensland Indigenous mayors.

In the Australia Day 2021 Honours List, Mr. Abbot was the recipient of an Order of Australia (OAM) for his service to local government and to the communities of Noosa and the Sunshine Coast.

Ms. Andrea Ranson

Commissioner

Ms. Ranson is a lawyer experienced in public and private sector business and governance. Ms. Ranson brings substantial legal experience in business and commercial law, industrial relations, dispute resolution, justice, and ethics. Ms Ranson is also passionate about regional development, communities, and sustainability. Ms. Ranson is a Nationally Accredited Mediator currently working with the Queensland Civil and Administrative Tribunal (QCAT) and is a member of the Queensland Department of Justice & Attorney-General Dispute Resolution Panel. Ms. Ranson is also now in her second term as a Non-Executive Director appointed to the Board of North Queensland Bulk Ports Corporation, a government owned corporation. Ms. Ranson is Chair of the Corporate Governance & Planning Committee and a Member of the Audit & Financial Risk Management Committee of that Board. Ms. Ranson holds a Master of Laws (LLM), Bachelor of Laws (Hons) and Bachelor of Arts from Monash University. She is a Graduate of the Australian Institute of Directors (GAICD) and a Fellow of the Governance Institute of Australia (FGIA).

Mr. Reimen Hii

Commissioner

Mr. Hii is a barrister and Nationally Accredited Mediator. He holds the degrees of Bachelor of Laws and Bachelor of Arts. He is a practicing lawyer with extensive knowledge in public administration and community affairs, and a particular interest in civil and commercial law. Mr. Hii is experienced in professional discipline matters, including investigations, public administration, corporate and public governance, public sector ethics and finance. Mr. Hii has a culturally and linguistically diverse background and experience working with diverse communities. Mr. Hii has previously been recognized as Australian Young Lawyer of the Year by the Law Council of Australia, in recognition of his significant contribution to access to justice and diversity advocacy. Mr Hii provides a deep understanding of diversity and brings well respected analytic skill, together with legal and business acumen to the role.

Remuneration responsibilities

Chapter 6, Part 3 of the Act, proclaimed into force on 3 December 2018, established the Local Government Remuneration Commission to assume the remuneration functions of the former Local Government Remuneration and Discipline Tribunal which ceased to exist on 3 December 2018.

Section 177 of the Act provides the functions of the Commission are:

- to establish the categories of local governments, and
- to decide the category to which each local government belongs, and
- to decide the maximum amount of remuneration payable to the councillors in each of the categories, and
- to consider and make recommendations to the Minister about the following matters relating to councillor advisors—
 - (i) whether or not to prescribe a local government under section 197D(1)(a);
 - (ii) the number of councillor advisors each councillor of a local government may appoint;
 - (iii) the number of councillor advisors a councillor of the council under the City of Brisbane Act 2010 may appoint; and
- another function related to the remuneration of councillors if directed, in writing, by the Minister.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the processes of the Commission in deciding the remuneration that is payable to councillors.

The Regulation requires the Commission to review the categories of local governments once every four years, in the year prior to each quadrennial election, to determine whether the categories and the assignment of local governments to those categories require amendment.

After determining the categories of local governments, the Regulation also requires the Commission to decide annually, before 1 December each year, the maximum amount of remuneration to be paid to mayors, deputy mayors and councillors in each category from 1 July of the following year.

In addition, section 248 of the Regulation allows a local government to make a submission to the Commission to vary the remuneration for a councillor, or councillors, to a level higher than that stated in the remuneration schedule where the local government considers exceptional circumstances apply. The Commission may, but is not required to, consider any such submission. If the Commission is satisfied that exceptional circumstances exist, the Commission may approve payment of a higher amount of remuneration.

On 12 October 2021, the *Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2021* and section 197A of the *Local Government Act 2009* came into force. These changes formed part of the Queensland Government rolling reform agenda in the local government sector to further strengthen transparency, accountability and integrity measures that apply to the system of local government in Queensland.

Section 197A of the Act established requirements for councils that wish to employ councillor advisors and councillor administrative support staff to assist councillors complete their duties. The role of councillor advisors is currently restricted to Brisbane City Council and to those councils within category 4 to 8 as prescribed by this Commission.

The requirements in relation to the appointment of councillor advisors include the following:

- must vote to pass a resolution to create councillor advisor positions (except Brisbane City Council)
- appoint advisor, at the discretion of councillors and only until the councillor's term ends, unless re-appointed by a new councillor
- must report the costs of councillor advisors to the community, for example through the council's annual report.

Requirements for councillor advisors include the following:

- they must submit registers of interests and keep them up-to-date
- they must follow a new Code of conduct for councillor advisors in Queensland
- they must comply with the local government principles and can be found guilty of integrity offences.

A dedicated telephone hotline (07 3452 6747) has been established by the Department of State Development, Infrastructure, Local Government and Planning to respond to any questions regarding councillor advisors. The hotline is available between the hours of 8.30am to 5.00pm, Monday to Friday.

Alternatively, email enquiries can be forwarded to lgreforms@dsdilp.qld.gov.au.

The Commission is yet to receive any submissions or enquiries in relation to councillor advisors as at the date of its determination.

3. Remuneration determination

Remuneration determination for councillors

As required by section 246 of the Regulation the Commission has prepared a remuneration schedule for the 2022-2023 financial year, applicable from 1 July 2023 (the Schedule), which appears below.

Arrangements have been made to publish the Schedule in the Queensland Government Gazette and for this Report to be printed and presented to the Minister for Local Government.

Methodology

The Commission had regard to the matters in section 244 and 247 (2), (5) of the Regulation in determining the Schedule. The Commission also noted and had regard to the matters listed on pages 6 to 10 of this Report to determine the appropriate maximum remuneration in each category of local government.

Matters not included in the remuneration schedule

During the 2022 consultation period, the Whitsunday Regional Council sought clarification in relation to whether a mechanism may be implemented to ensure that Mayors and Councillors remuneration is suspended when campaigning for Federal political office, similar to the provisions which are provided for in s.160B of the Act for Mayors and Councillors campaigning for State political office.

Whitsunday Regional Council also requested the introduction of additional remuneration rates for Acting Mayors and Acting Deputy Mayors for prolonged relief arrangements (e.g., paid at 80% of the scheduled rate for periods in excess of a four-week vacancy or absence).

The Commission notes that the submission is not a request for approval for a specific councillor to remunerated at a level more than the maximum amount payable under the Schedule, or in relation to categories of local government generally. The Commission considers that it is unable to issue any determination about the remuneration payable to sitting Mayors or Councillors who are running for office in Federal elections as this is a matter that is outside the Commission's statutory functions. The Commission also does not have the power to approve remuneration at an amount lower than in the Schedule.

The Commission nevertheless notes the submission regarding potential inconsistency between candidates for State elections and Federal elections, and will refer this matter back to the Department for further consideration.

The Commission has informed Whitsunday Regional Council of this determination.

Pro rata payment

Should an elected representative hold a councillor position for only part of a financial year, they are only entitled to remuneration to reflect the portion of the year served.

Remuneration schedule to apply from 1 July 2023

		Remuneration determined (from 1 July 2023)		
		(\$ per annum; see Note 1)		
Category	Local governments assigned to categories	Mayor	Deputy mayor	Councillor
Category 1 (see Note 2)	Aurukun Shire Council Balonne Shire Council Banana Shire Council Barcaldine Regional Council Barcoo Shire Council Blackall-Tambo Regional Council Boulia Shire Council Bulloo Shire Council Burdekin Shire Council Burke Shire Council Carpentaria Shire Council Charters Towers Regional Council Cherbourg Aboriginal Shire Council Cloncurry Shire Council Cook Shire Council Croydon Shire Council Diamantina Shire Council Doomadgee Aboriginal Shire Council Douglas Shire Council Etheridge Shire Council Flinders Shire Council Goondiwindi Regional Council Hinchinbrook Shire Council Hope Vale Aboriginal Shire Council Kowanyama Aboriginal Shire Council Lockhart River Aboriginal Shire Council Longreach Regional Council Mapoon Aboriginal Shire Council McKinlay Shire Council Mornington Shire Council Murweh Shire Council Napranum Aboriginal Shire Council North Burnett Regional Council Northern Peninsula Area Regional Council Palm Island Aboriginal Shire Council Paroo Shire Council	\$114,801	\$66,231	\$57,400

	Pompuraaw Aboriginal Shire Council Quilpie Shire Council Richmond Shire Council Torres Shire Council Torres Strait Island Regional Council Winton Shire Council Woorabinda Aboriginal Shire Council Wujal Wujal Aboriginal Shire Council Yarrabah Aboriginal Shire Council			
Category 2	Mareeba Shire Council Mount Isa City Council Somerset Regional Council	\$132,461	\$79,478	\$66,231
Category 3	Cassowary Coast Regional Council Central Highlands Regional Council Gympie Regional Council Isaac Regional Council Livingstone Shire Council Lockyer Valley Regional Council Maranoa Regional Council Noosa Shire Council Scenic Rim Regional Council South Burnett Regional Council Southern Downs Regional Council Tablelands Regional Council Western Downs Regional Council Whitsunday Regional Council	\$141,294	\$88,308	\$75,061
Category 4	Bundaberg Regional Council Fraser Coast Regional Council Gladstone Regional Council Rockhampton Regional Council	\$166,171	\$109,324	\$96,204
Category 5	Cairns Regional Council Mackay Regional Council Redland City Council Toowoomba Regional Council	\$192,410	\$131,187	\$113,698
Category 6	Ipswich City Council Townsville City Council	\$218,647	\$148,681	\$131,187
Category 7	Logan City Council Moreton Bay Regional Council Sunshine Coast Regional Council	\$244,886	\$169,671	\$148,681
Category 8	Gold Coast City Council	\$271,124	\$188,038	\$161,799

Notes to the remuneration schedule

In its 2014 report the then Tribunal explained the rationale behind the adoption of a system of remuneration which comprised a base payment (of two thirds of the annual remuneration) and a monthly payment based upon attendance at, and participation in, the 12 mandated council meetings.

Note 1 The monetary amounts shown are the per annum figures to apply from 1 July 2023. If an elected representative only serves for part of a full financial year (that is, 1 July to 30 June) they are only entitled to a pro rata payment to reflect the portion of the year served.

Note 2 For councillors in category 1 councils, a base payment of \$38,266.67 is payable for the 12 months commencing on 1 July 2023. A meeting fee of \$1,594.44 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.

4. Matters raised with the Commission during the remuneration review program

A summary table of submissions made to the Commission during the review period and the Commission's determination is provided below.

Meetings and deputations

Local governments were provided with the opportunity to engage with the Commission at the Annual Conference of the LGAQ at the Cairns Convention Centre held from 17 to 19 October 2022.

Central Highlands, Gladstone, Isaac, Somerset, Western Downs and Whitsunday Regional Councils, and Douglas Shire Council, provided the Commission with oral deputations during the 2022 LGAQ Conference in Cairns.

Local governments were also given an opportunity to provide written submissions to the Commission. The Commission determined and advised councils that the date for written submissions would close on 4 November 2022.

Nine written submissions were received by 4 November 2022: from the Northern Peninsula Area Regional Council, Toowoomba Regional Council, Whitsunday Regional Council, Western Downs Regional Council, Fraser Coast Regional Council, Mackay Regional Council, Central Highlands Regional Council, and Somerset Regional Council.

In making its determination, the Commission had regard to all submissions it received, together with the matters on pages 6 to 10 of this report.

Key points raised with the Commission during the 2022 review period included:

- increasing demands on councils in relation to innovation and sustainability;
- increasing demands on councils in relation to trade diversification and industry engagement, particularly in light of the global move towards renewable energy sources;
- role and career recognition, through remuneration, particularly in attracting and retaining diverse and reasonable mayoral and councillor candidates;
- role and career recognition, through remuneration, in order to attract greater diversity in age, and to support regional communities in developing and keeping local talent
- potential recognition of innovation;
- the impact of the sudden increase in inflation over the last 12 months on all local governments, and the disproportionate effect on those on lower wages, as well as those from rural, regional and remote communities.
- the current observed volatility and uncertainty regarding inflation, and the impact of this on councils and their constituents.
- continuing concerns for the future and sustainability of their communities and community constituents, economic growth, development, and sustainability.

especially with global transition to renewables in mind and significant uncertainty around future large infrastructure changes required to meet new demands.

Table – Summary of 2022 submissions

1	Date received	<u>Written Submission</u> on 10 October 2022 Oral Submission on 17 October 2022 LGAQ Conference
	Received from	<u>Western Downs Regional Council:</u> CEO Jodie Taylor Councillor Paul McVeigh Deputy Mayor Andrew Smith
	Summary of submission	Council is currently identified by the LGRC as a category 3 council. Council submitted that it be elevated to Category 4. The following factors were relied upon in Council's submission: Size, Geographical & Environmental terrain of Western Downs RC is extensive and Council covers >38,000km² and comprises six principal towns – Chinchilla, Dalby, Jandowae, Miles, Tara and Wandoan – with 23 smaller towns and 99 communities. Significant travel is required in order for Councillors to fulfill their duties, and provide Representation across the region, particularly at community and business events. Councillors hold additional portfolio responsibilities linked to key council business functions and the corporate plan, carrying additional responsibilities and constraints on Councillor's time. Population, demographics, spread of population & extent of services provided are important considerations for Council. Council submitted that its population unlike many other regional areas, has expanded rapidly with 56% growth in migration from urban areas in last 12 months. The Region was one of top 5 LGAs in Australia (and only LGA in Qld) achieving this level of migration increase. Managing 6 principle towns, 23 smaller towns and 99 communities creates significant challenges in service delivery, additional budget and financial management complexity, as well as significant asset and infrastructure management outside of the scope of a Category 3 Council, in particularly highlighting that Council has the Largest road network in Qld – 7,500km of local roads and 2,500km of state/federal roads managed by council; 20 water schemes; 7 sewerage schemes; 18 transfer stations and landfills; gas reticulation network; over 1000 buildings; 116,000 hectares of stock routes; large network of parks & open spaces; 8 airport facilities; saleyards business - throughput over 230,000 head per annum. Council submitted these factors require significant time spent on strategic development, building skills, knowledge and understanding the diversity of

	services delivered by council in region. Diverse range of business activities unique for council size. 4. Strong regional economic growth, investment and consistently high employment - GRP (region) grown 34% in 5 years - \$4.31B. 5. High confidence in regional development having approval for 23 solar farms (6 operational and 1 under construction), 3 wind farms (1 operational and 3 approved), approved renewable-based hydrogen plant; and the largest battery plant in Qld (more proposed). 6. Existing and growing trade –coal mines, gas or coal powered plants, strong and growing gas resources sector; intensive agriculture growth (42% of national feed lot capacity; 57 feedlots operating; highly developed and productive agricultural base); 123 manufacturing businesses with total sales volume of \$696M in 2021 = 100% increase in 5 years. Council submitted that continued economic growth places greater responsibilities upon mayor and councillors to understand and manage the diverse development occurring withing region and strategic needs of community. 7. Financial sustainability - Council operates on a financially sustainable basis despite five (5) significant flooding events expected to equate to \$170M in regional flood damage funding to be delivered in 18 months.
Request	Change from category 3 to Category 4.
Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review. The matters raised specifically in the submissions have also been considered by the Commission as part of the 2022 annual review of the maximum remuneration payable to mayors and councillors.
2	
Date received	<u>Written Submission</u> on 10 October 2022
Received from	<u>Individual submission:</u> Cr Tim McMahon, Toowoomba Regional Council
Summary of submission	Council is currently identified by the LGRC as a category 5 council. Council submitted that it be elevated to Category 6. The following factors were relied upon in Council's submission:

		1. Competitive remuneration terms: Councillor McMahon submitted that as a Councillor in his first term, the role has significant challenges, stress, responsibility, and a lack of job security. Councillor McMahon highlighted that the 2022 Queensland Education EBA resulted in there being greater earning capacity in his previous role as a teacher, together with greater job security than as a Councillor. 2. Council doesn't have divisions and therefore Councillor's have significant travel across Toowoomba's large and diverse LGA. Commitments are often 7 days per week, exceeding regular full time job responsibilities. 3. Comparison to other LGA – for example Ipswich Council which has divisions, with Councillor responsibility for 30,000 constituents vs. 100,000 for Toowoomba. Ipswich is Category 6.
	Request	Change from Category 5 to Category 6.
	Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.
3	Date received	<u>Written Submission</u> on 10 October 2022
	Received from	<u>Individual submission:</u> Cr Alison Jones, Mackay Regional Council
	Summary of submission	Local Government councillors are the closest to the community and put in long hours that are no different to a state or federal politician. As a third term councillor, concern that the true value of councillors' work is not being considered. The factors relied upon in Councillor Jones' submission included: 1. Councillor income of \$108,000, while performing an average of 50-80 hours per week. Average 50 hour per week post-tax salary equates to approximately \$66,000 per annum or \$24 per hour. Councillor roles are 24/7, with evening calls, weekend work and no overtime to recompense Councillors for their time. 2. Remuneration should fairly reflect role and responsibilities – using the analogy of Council as a company, Councillors are effectively members of a company board with responsibility for budgets exceeding \$100 million per year.

	Request	Consideration be given to these matters when considering Councillor remuneration.
	Determination	The Commission will give consideration to the matters raised when it commences its review of categories and the category system in 2023. The Council is invited to participate in the 2023 review. The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
4	Date received	<u>Written Submission</u> on 13 October 2022
	Received from	<u>Individual submission:</u> Cr Jade Wellings, Fraser Coast Regional Council
	Summary of submission	Remuneration for a category 4 Deputy Mayor does not fairly compensate or incentivise Councillors for the additional workload of a Deputy Mayor. Category 4 Mayoral roles have full time assistant support, while Councillors (including the Deputy Mayor) share one assistant.
	Request	An increase in the remuneration for the role of Deputy Mayor.
	Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. Council is invited to participate in the 2023 review. The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors. The matters raised specifically in Cr Jones' submissions have been considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
5	Date received	<u>Written Submission</u> on 14 October 2022 <u>Oral Submission</u> on 17 October 2022 LGAQ conference
	Received from	<u>Central Highlands Regional Council:</u> Deputy Mayor Christine Rolfe CEO Sharon Houlihan
	Summary of submission	Remuneration is considered too low to attract high calibre councillor candidates, this ultimately limits the pool of councillor candidates. Query whether remuneration should be based on council categories - mayor and councillors of small councils have just

	as complex a job and similar workload as those in medium councils. Remuneration is not the complete picture for explaining what a councillor role entails and other aspects for example leave entitlements should be taken into consideration. Taxation treatment differs depending on how the role of Councillor is defined. The impact of taking leaves of absence is not currently addressed in setting remuneration, this is a complex area for councils. Councillor roles / criteria should be defined in a similar way to a normal position description, including duties description, remuneration, skills required to undertake role and conditions (for example, leave entitlements, coverage of expenses, access to child-care, vehicle and so on).
Request	Consideration be given by the Commission to the matters raised.
Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. The matters raised specifically in the submission have also been considered by the Commission as part of the 2022 annual review of the maximum remuneration payable to mayors and councillors.
6	Date received <u>Written Submission</u> on 14 October 2022 <u>Oral Submission</u> on 17 October 2022 LGAQ conference
Received from	<u>Somerset Regional Council:</u> Mayor Graeme Lehmann Cr Bob Whalley, Cr Sean Choat, Cr Cheryl Gaedtke, Cr Jason Wendt
Summary of submission	Pre amalgamation Somerset RC was a Category 3 Council. Somerset RC is now a Category 2 Council and should be reinstated to Category 3. The following factors were relied upon: Membership to SEQ Council of Mayors - Somerset is the only Local Government in the South East Queensland (SEQ) area which is also a member of the SEQ Council of Mayors, and categorised as a category two (2) Council.

	Comparison to neighbouring LGR – Councillor participation and workload in fulfilling SEQ duties are the same as neighbouring rural-based councils, for example, Scenic Rim and Lockyer Valley Regional Councils, each of which are category three (3). Existing remuneration metrics require change to reflect effort and participation. Community expectation - there is a high level of community expectation as communities benchmark Council against adjoining densely populated communities, resulting in an increased workload. Councillor remuneration in Somerset has reduced since amalgamation, while Somerset continues to grow, is located in SEQ, and the representation (and workload increased), Changes in legislation have increased scrutiny and burden on elected members. This increased burden needs to be considered.
Request	Reinstate Council from Category two (2) to Category (3).
Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review. The matters raised specifically in the submissions have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
7	
Date received	<u>Written Submission</u> on 14 October 2022 <u>Oral Submission</u> on 17 October 2022 LGAQ Conference
Received from	<u>Whitsunday Regional Council:</u> CEO Rod Ferguson Mayor Julie Hall, Deputy Mayor Gary Simpson
Summary of submission	Consideration is requested to introducing additional remuneration rates for Acting Mayor and Acting Deputy Mayor for prolonged relief arrangements (e.g., paid at 80% of the scheduled rate for periods in excess of a four-week vacancy or absence). Council identified discrepancy in current pay structures with reliance upon the following factors: Acting Mayoral or Acting Deputy Mayoral roles do not currently receive compensation for the higher duties. Acting roles have been for extended periods of time to cover leave of absence, for example, a former Deputy

	Mayor recently performed duties as Acting Mayor for period of four (4) months without additional remuneration. 2. Retention former Mayor and Deputy Mayor resigned to contest Federal and State roles. 3. Local Government Act 2009 – drafted in a way to cater for acting periods of short duration and does not adequately consider longer term acting roles. The current remuneration structure requires flexibility to allow for unplanned and prolonged vacancies and absences. 4. Remuneration consistency during Federal and State election campaigns – there is currently no mechanism to suspend Mayoral or Deputy Mayor remuneration when contesting Federal elections. This appears to be an anomaly. There should be a mechanism that allows for the removal of access to remuneration as per section 160B of the Act that relates to candidates running for office at a State election.
Request	Council seeks clarification as to the remuneration payable to Councillors running Federal election campaigns, and that consideration be given to these matters in the Commission's review.
Determination	The Commission notes that the submission is not a request for approval for a specific councillor to remunerated at a level more than the maximum amount payable under the Schedule, or in relation to categories of local government generally. The Commission considers that it is unable to issue any determination about the remuneration payable to sitting Mayors or Councillors who are running for office in Federal elections as this is a matter that is outside the Commission's statutory functions. The Commission also does not have the power to approve remuneration at an amount lower than in the Schedule. The Commission nevertheless notes the submission regarding potential inconsistency between candidates for State elections and Federal elections and will refer this matter back to the Department for consideration. As to increasing the amount of compensation payable to councillors in acting Mayoral and Acting Deputy Mayoral roles and long term acting roles generally, the Commission notes that it has the power to consider specific request to remunerate a specific councillor at an amount more than the maximum payable under the Schedule if there are exceptional circumstances that exist in relation to such request.
8 Date received	<u>Oral Submission</u> on 17 October 2022 LGAQ Conference

Received from	<u>Gladstone Regional Council:</u> Mayor Matt Burnett Deputy Mayor Kahn Goodluck Councillor Natalia Muszkat CEO Leisa Dowling
Summary of submission	The focus of council's oral submission was recognition of Council roles as full-time, and fair remuneration for full time workload and responsibilities. Councillors advocated the importance of fair remuneration for full time councillor roles and consider there is no long term financial security, including in relation to superannuation or long-service benefits.
Request	Council seeks consideration be given to how remuneration best supports matters such as progression, career recognition and longevity; as well as arrangements for unpaid leave, sick leave, which at the moment it is at the discretion of councillors by resolution
Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
9 Date received	<u>Oral Submission</u> on 17 October 2022 LGAQ Conference
Received from	<u>Isaac Regional Council:</u> Deputy Mayor Kellie Veve Mary-Anne Uren CEO Jeff Stewart-Harris
Summary of submission	Council provided suggestions for changes to the remuneration categories which would explore innovation or amendments. Council representatives relayed the current experience of serving in a councillor role in their local government area. This includes high expectations from the community, industry and other tiers of government to carry out the role. Councillors play a key role in local economic development and yet the role is neither remunerated as a full time role nor at a competitive level with local industry. Added to this is the pressures of lengthy travel time in a dispersed area and the pressures and time commitment of social media as a public figure. There is a distinct lack of incentive for younger community members to enter local government and it is not perceived as a viable career path.

	Request Council requests the Commission instigate change to remuneration categories with new criteria that encourage councillor role as career path and recognise that the role is no longer a part-time vocation. Determination The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.
10 Date received Received from Summary of submission Request Determination	<u>Oral Submission</u> on 17 October 2022 LGAQ Conference <u>Douglas Shire Council:</u> Mayor Michael Kerr Council advocated that category 1 is not the appropriate classification for council. There are a number of reasons why council feels that the role can no longer be treated or remunerated as part-time: 1. COVID era resulted in council having to manage vaccinations, requirements for businesses, council operations/arrangements. 2. Tackling the increased crime rates in the local government area. 3. The population is increasing to above 13,000 and growing rapidly. 4. Impact of social media and digital access and scrutiny on the role of local government. 5. Increasing threat of legal implications on the role of local government. 6. Increasingly broad skill set required for role in modern local government. The Mayor requested that Council be reclassified as category 3 rather than category 1. The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review. The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.

11	Date received	<u>Written Submission</u> on 31 October 2022
	Received from	<u>Toowoomba Regional Council:</u> CEO Brian Pidgeon
	Summary of submission	Toowoomba Regional Council is currently a Category 5 Council and Council observes that the characteristics of Toowoomba RC are currently deemed consistent with Cairns, Mackay and Redland Regional / City councils. Council proposes that Toowoomba is in fact more closely aligned to Ipswich and Townsville City Councils which are both in Category 6. Council relied upon the following factors: 1. Principal Regional Activity Centre - Toowoomba City is vibrant regional capital and regional hub; designated in the South East Queensland Regional Plan 2017 as a Principal Regional Activity Centre. 2. Population Growth - In the next 30 years the population is anticipated to grow by 55,000 with 36,000 new jobs expected to be created. 3. Western Gateway - Toowoomba also functions as the western gateway – with inland port services trade in and out of agricultural areas of Darling Down and South West QLD. 4. Supply Chain significance - Council submitted that the Wellcamp Airport & Toowoomba Bypass has a unique character, role & function. These both service freight to Asian markets; and in the future Melbourne to Brisbane Inland Rail connections to Port of Brisbane. 5. Geographical Area – large area with dispersed population – specifically one city, and 31 independent towns spread across 12,937km². 6. Longer than Average Road Network - Council maintains a road network which is 3 times longer than the average road network compared to other category 5 and 6 councils. 7. Councillor Travel - Councillors are expected to travel extensive distances to meet community expectation. Within its local government area there is approximately 3,350km sealed roads, 3,248km unsealed roads, 162 major structures including 54 ridges; 644km stormwater network, 5,225 cross drains; and 577km of footpaths. 8. Contribution to State Economy - Its work is also diverse and has a significant impact on the State economy. 9. Inland Rail Project - Toowoomba RC will be reviewing many large infrastructure projects in the coming decade (of about \$15M - \$200M). While the full impacts of the Inland Rail project are yet to be determined, it is anticipated to be significant. 10. Annual Capital Expenditure - Council's average annual capital expenditure over the past five years approximately \$163.2M per annum.

	11. Financial Responsibility - it has a significant comparative level of financial responsibility compared to other category 6 councils. Details are contained within Council's written submission. 12. Spillway Improvements - Two of Council's three dams have been identified as requiring a large investment over the coming years at projected cost of over \$200M to improve spillways. Council advocated that these comparisons warrant the Commission's favourable consideration as factors relevant to reclassification of the currently allocated Category 5 level of remuneration. Considerable information and provided comparative data is available in Council's written submission. Request Toowoomba Regional Council be reclassified from category 5 to a category 6 council. Determination The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review.
12 Date received Received from Summary of submission	<u>Written Submission</u> on 31 October 2022 <u>Northern Peninsula Area Regional Council:</u> Acting Chief Executive Officer Kate Gallaway The current remuneration structure does not recognise the additional responsibilities of divisional councillors of amalgamated indigenous councils. Council observed that in 2008, five (5) surrounding Indigenous Community Councils, Seisia Island Council, New Mapoon Aboriginal Shire Council, Bamaga Island Council, Umagico Aboriginal Shire Council and Injinoo Aboriginal Shire council, were amalgamated to form Northern Peninsula Area Regional Council (NPARC), with NPARC being only one of two councils in the region to be amalgamated <u>and</u> hold Deed of Grant in Trust (DOGIT) land. Council submitted that prior to amalgamation, each of the five (5) community councils had a council structure where they had their own chair, deputy and 3 councillors (with the exception of Seisia Island Council, which had a chair and 2 councillors), to make trust and council decisions.

	Council advocated that the structure has been reduced to 1 person to hold the responsibility of these previous 5 communities, leading to a high workload and pressure. Council stated that under the <i>Local Government Act 2009</i>, divisional councillors hold veto rights for decisions relating to trust matters, as the trustee of DOGIT Land. While community forums are established in the legislation for the governance of veto, this has not been practical as it would require a secretary to be funded by NPARC and community members would need to be compensated for their time if expected to be involved in community forums, leading an increased workload on divisional councillors compared to councillors within other Indigenous shire councils. Additionally, Council stated that the current remuneration structure does not empower community members into career pathways into the stream of elected members. Further that there are limited opportunities for the younger population to have career pathways in the space of governance of local government. Council argued that the community used to look forward to the leadership and opportunities that were available.
Request	The Commission review the current remuneration structure to ensure that: (a) Local Government can remain a viable career pathway for the future sustainability of our councils; and (b) the remuneration structure recognises the additional responsibilities of divisional councillors of amalgamated indigenous councils.
Determination	The Commission will commence its review of categories and the category system in 2023 and take into consideration the matters raised. All Councils are invited to participate in the 2023 review. No change to the current category pending the Commission's 2023 review. The matters raised have been also considered by the Commission as part of its annual review of the maximum remuneration payable to mayors and councillors.

5. Other activities of the Commission

Exceptional circumstances submissions (matters raised under Local Government Regulation 2012, section 248):

Nil.

6. Commission's future priorities

The Commission will invite further submissions from all Councils in early 2023 as part of its general review of categories and the category system. The Commission encourages local government to participate and looks forward to engaging with local government and its stakeholders over the next 12 months.

Further information about the Commission can be located at www.statedevelopment.qld.gov.au.

Local Government Remuneration Commission

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13.2.4 - Unconfirmed Minutes - Audit and Risk Committee Meeting

DATE: Wednesday 8 March 2023

TO: Ordinary Council Meeting

AUTHOR: Melanie Douglas - Governance and Councillor Support Officer

AUTHORISING OFFICER: Jason Bradshaw - Director Corporate Services

PRESENTED FOR: Decision

ATTACHMENTS

1. 21 Feb 2023 - Unconfirmed Minutes - Audit Risk Committee Meeting_ [13.2.4.1 - 8 pages]

PURPOSE

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.

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.

OFFICER'S RECOMMENDATION

That Council endorse the Unconfirmed Minutes of the Audit & Risk Committee Meeting held on 21 February 2023.

BACKGROUND

Whitsunday Regional's Council's Audit & Risk Committee met on 21 February 2023. 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.

DISCUSSION/CURRENT ISSUE

The following reports were presented at the meeting of the 21 February 2023 and voted in support by the Committee;

- Audit and Risk Committee Priorities Guide;
- Monthly Finance Reports;

- New Local Government Sustainability Framework;
- Internal Audit Activity Report - February 2023;
- Internal Audit of Business Operations - Whitsunday Coast Airport;
- Queensland Audit Office - Briefing Paper and Annual Audit Plan 2023;
- Workplace Health and Safety Update - February 2023;
- Risk Management Update;
- ICT - Microsoft Foundational Review.

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.

Council has the following options:

- Support the recommendations. Council can endorse the Committee's recommendations, receive the minutes of the Audit & Risk Committee's 21 February 2023 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.

STATUTORY/COMPLIANCE MATTERS

Audit and Risk Committee Charter - clause 3.9.
Local Government Regulation 2012

STRATEGIC IMPACTS

Support the organisation in ensuring appropriate compliance with legislation and to support the elected council in its decision-making processes and obligations as a local government.

FINANCIAL IMPLICATIONS

Financial Implications are managed within the existing budgets and delegations.

CONSULTATION/ENGAGEMENT

Director Corporate Services
Manager Governance & Administration
Audit and Risk Committee Chairman

RISK ASSESSMENT

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

TIMINGS/DEADLINES

Minutes are to be presented to the next available Council Meeting.

CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

HUMAN RIGHTS IMPACT

Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

ALTERNATIVES CONSIDERED

N/A



Minutes of the Audit & Risk Committee Meeting held on Tuesday 21 February 2023 at Council Chambers, 67 Herbert Street, Bowen.

Committee Members Present:

Graham Webb (Chair); Cr Julie Hall; Cr Gary Simpson and John Finlay (via teleconference)

Council Officers Present:

Rod Ferguson (Chief Executive Officer); Jason Bradshaw (Director Corporate Services); James Ngoroyemoto (Manager Governance and Administration Services); Julie Moller (Manager Strategic Finance); Lyndal O'Neill (Human Resources Manager); Lisha Belbin (Information Management and GIS Coordinator) and Melanie Douglas - Secretary (Councillor Support Officer)

Guests via teleconference

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

Meeting Details

The meeting commenced at 9.05am.

There was a delay at the commencement of the meeting due to technical problems with the audio.

The meeting adjourned for morning tea at 10.05am

The meeting reconvened from morning tea at 10.38am

The meeting closed at 12.00pm

1.0.1 Apologies/Leave of Absence

Director Jason Bradshaw acknowledged the absence of the Manager Financial Services, Leah Bradley.

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**2 DECLARATIONS OF INTEREST**

**2.0.1 Declarations of Interest - Agenda**

There were no declarations made for the meeting, however the Chairman advised the Committee of his previous declaration made for transparency:

*"I wish to declare a conflict of interest, in that my son works for McCullough Robertson Lawyers, who do work for Council as part of the legal services panel adopted by Council.*

*This interest will not impact my role as Chair of the Audit & Risk Committee, but I make the disclosures for openness and completeness."*

~~~~~

3 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes

RESOLUTION 2023/02/21.01

Moved By: Mr J FINLAY

Seconded By: Mayor J HALL

That the Committee confirms the Minutes of the Audit and Risk Committee Meeting held on 22 November 2022.

MEETING DETAILS

The motion was Carried 4/0.

CARRIED

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The Chairman noted that this would be the last Audit and Risk Committee Meeting for the Chief Executive Officer, Mr. Rodney Ferguson and thanked him for his contributions to this Committee and more broadly to local government across Queensland.

There was a change to the order of business in the agenda and item 4.3.1 was brought forward to allow the Internal and External Audit Representatives to attend a prior commitment. The Chair sought to suspend the meeting standing orders to allow the report to be handled at the commencement of the meeting.

#### **4.3 INTERNAL AUDIT**

##### **4.3.1 Internal Audit Activity Report - February 2023**

**RESOLUTION 2023/02/21.02**

**Moved By: Mr J FINLAY**

**Seconded By: Cr G SIMPSON**

**That the Audit and Risk Committee receive the following reports from O'Connor Marsden Associates.**

- a) Internal Audit Activity Report for February 2023; and**
- b) Internal Audit of Business Operations - Whitsunday Coast Airport.**

#### **MEETING DETAILS**

The motion was Carried 4/0.

**CARRIED**

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4.4 EXTERNAL AUDIT

4.4.1 Queensland Audit Office - Briefing Paper

RESOLUTION 2023/02/21.03

Moved By: Mr J FINLAY

Seconded By: Mayor J HALL

That the Audit and Risk Committee receive the Briefing Paper from the Queensland Audit Office dated 21st February 2023.

MEETING DETAILS

The motion was Carried 4/0.

CARRIED

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#### **4.4 EXTERNAL AUDIT**

##### **4.4.2 Queensland Audit Office - Audit Plan 2023**

**RESOLUTION 2023/02/21.04**

**Moved By: Cr G SIMPSON**

**Seconded By: Mr G WEBB**

**That the Audit and Risk Committee endorse the External Audit Plan 2023 from the Queensland Audit Office dated 13<sup>th</sup> February 2023.**

#### **MEETING DETAILS**

The motion was Carried 4/0.

**CARRIED**

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The Committee resumed the Standing Orders and returned to the order of business within the agenda noting that some participants may need to leave before the conclusion of the meeting.

4.1 AUDIT AND RISK COMMITTEE OPERATIONS

4.1.1 Chief Executive Officer Briefing Update

RESOLUTION 2023/02/21.05

Moved By: Mr J FINLAY

Seconded By: Mayor J HALL

That the Audit and Risk Committee receive the verbal update from the Chief Executive Officer.

MEETING DETAILS

The motion was Carried 4/0.

CARRIED

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#### **4.1 AUDIT AND RISK COMMITTEE OPERATIONS**

##### **4.1.2 Audit and Risk Committee Priorities Guide - February 2023**

**RESOLUTION 2023/02/21.06**

**Moved By: Mr J FINLAY**

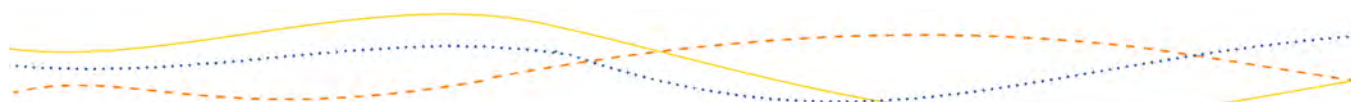
**Seconded By: Mayor J HALL**

**That the Audit and Risk Committee receive the Priorities Guide noting the change made to report on Workplace Health and Safety Updates.**

#### **MEETING DETAILS**

The motion was Carried 4/0.

This is page 5 of the Minutes of Council's Audit & Risk Committee Meeting - 22 November 2022



**CARRIED**

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4.2 FINANCIAL REPORTING

4.2.1 Monthly Finance Report

RESOLUTION 2023/02/21.07

Moved By: Mr J FINLAY

Seconded By: Mayor J HALL

That the Audit and Risk Committee receive the

- a) Monthly Financial Report - December 2022**
- b) Financial statements for the period ended 31 December 2022; and**
- c) Capital Delivery Report as at 31 December 2022.**

MEETING DETAILS

The motion was Carried 4/0.

CARRIED

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**4.2 FINANCIAL REPORTING**

**4.2.2 New Local Government Sustainability Framework**

**RESOLUTION 2023/02/21.07**

**Moved By: Cr G SIMPSON**

**Seconded By: Mayor J HALL**

**That the Audit and Risk Committee receive and note the;**

- a) correspondence from the Director-General of Department of State Development Infrastructure, Local Government and Planning dated 16 November 2022.**
- b) Draft Financial Management (Sustainability) Guideline 2022; and**
- c) Draft Financial Management (Sustainability) Guideline.**

**MEETING DETAILS**

The motion was Carried 4/0.

**CARRIED**



**4.5 INTERNAL CONTROLS/RISK COMPLIANCE**

**4.5.1 Workplace Health and Safety Update - February 2023**

**RESOLUTION:** 2023/02/21.08

**Moved By:** Mr J FINLAY

**Seconded By:** Cr G SIMPSON

**That the Audit and Risk Committee receive the Workplace Health and Safety update and report for the period July 2022 to December 2022.**

**MEETING DETAILS**

The motion was Carried 4/0.

**CARRIED**

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4.5 INTERNAL CONTROLS/RISK COMPLIANCE

4.5.2 Risk Management Update

RESOLUTION 2023/02/21.09

Moved By: Mr G WEBB

Seconded By: Mr J FINLAY

That the committee receive the Risk Management Update Report for the period November 2022 to February 2023.

MEETING DETAILS

The motion was Carried 4/0.

CARRIED

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**4.5 INTERNAL CONTROLS/RISK COMPLIANCE**

**4.5.3 Microsoft Foundational Review**

**RESOLUTION 2023/02/21.11**

**Moved By: Mayor J HALL**

**Seconded By: Cr G SIMPSON**

**That the Audit and Risk Committee review and support the required changes to improve the Microsoft environment from both a security and operational perspective.**

**MEETING DETAILS**

The motion was Carried 4/0.

**CARRIED**

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The meeting closed at 12.00pm

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### 13.2.5 - Update to Community Catch-up Dates

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** James Ngoroyemoto - Manager - Governance and Administration Services

**AUTHORISING OFFICER:** Jason Bradshaw - Director Corporate Services

**PRESENTED FOR:** Decision

#### ATTACHMENTS

1. Council Meeting Briefing Session Dates and Locations 2023 [13.2.5.1 - 2 pages]

#### PURPOSE

The purpose of this report is for Council to consider updating the proposed Community Catch-up locations and dates.

#### OFFICER'S RECOMMENDATION

That Council adopts the following locations for Community Catch-up meetings for the remaining of 2023 calendar year.

1. Mt Coolon
2. Collinsville
3. Conway and Wilson Beach
4. Scottsville
5. Airlie Beach/Shute Harbour
6. Gumlu and Cape Upstart
7. Cannonvale
8. Bowen
9. Proserpine

#### BACKGROUND

Council adopted the Council Meeting, Briefing Session, and Community Catch-up dates & locations schedule for 2023 at the Ordinary Meeting held on 14 December 2022. Further discussions have occurred with Council and the report is brought back for considerations to update the Community Catch up locations.

#### DISCUSSION/CURRENT ISSUE

With discussions held at the Briefing Session on 15 February 2023, it proposed to change the scheduled Mt Coolon Catch-up to the 25 April 2023, instead of the 29 March 2023 to allow divisional councillor to attend and represent their division, as Cr Wright had indicated she would be unavailable to attend Mt Coolon catchup if it were to be held on the 29 March 2023.

Which in turn, means that the 29 of March 2023 is free and available to conduct another community catch up in a different location being Cannonvale. It has been discussed for the need to add more area locations for the community catch up to provide the opportunity for other communities to meet informally with Councillors. To this effect the following areas have recommended for addition for community catch ups:

- Cannonvale
- Proserpine

- Bowen

The following dates are intended for the Community Catch ups, with venues to be confirmed closer to the meetings noting the proposed dates are subject to change.

| <u>Date</u>             | <u>Day</u> | <u>Meeting</u>                          | <u>Location</u>                     |
|-------------------------|------------|-----------------------------------------|-------------------------------------|
| <b>29 March 2023</b>    | Wednesday  | Community Catch Up                      | <u>Cannonvale</u>                   |
| <b>25 April 2023</b>    | Tuesday    | Community Catch Up                      | <u>Mt Coolon</u>                    |
| <b>31 May 2023</b>      | Wednesday  | Community Catch up                      | Collinsville                        |
| <b>5 July 2023</b>      | Wednesday  | Briefing Session and Community Catch Up | Proserpine<br>Conway & Wilson Beach |
| <b>2 August 2023</b>    | Wednesday  | Briefing and Community Catch Up         | Proserpine                          |
| <b>30 August 2023</b>   | Wednesday  | Community Catch up                      | Scottsville                         |
| <b>4 October 2023</b>   | Wednesday  | Briefing Session and Community Catch Up | Proserpine<br>Shute Harbour         |
| <b>19 October 2023</b>  | Wednesday  | Briefing and Community Catch Up         | Bowen                               |
| <b>29 November 2023</b> | Wednesday  | Community Catch up                      | <u>Gumlu &amp; Cape Upstart</u>     |

## STATUTORY/COMPLIANCE MATTERS

Section 254C of the Local Government Regulation 2012

## STRATEGIC IMPACTS

Lead and coordinate of the organisation's corporate governance and risk management, in addition to the delivery of efficient and customer focused administration support for the organisation to ensure high levels of performance and compliance.

Support the organisation in ensuring appropriate compliance with legislation and to support the elected council in its decision-making processes and obligations as a local government.

## FINANCIAL IMPLICATIONS

The community catchups will be funded from existing operational budgets to cover the ancillary costs such as venue hire, and catering as needed.

## CONSULTATION/ENGAGEMENT

Councillors  
Manager Governance and Administration

## RISK ASSESSMENT

Non-compliance as Council would be contravening the *Local Government Act 2009* and Local Government Regulations 2012 if this item was not presented to Council.

## TIMINGS/DEADLINES

A decision regarding the location for the 29 March 2023 Community Catch-up is required to be made at the Ordinary Council Meeting of 22 February 2023 or the 8 March 2023 Ordinary Meeting at the latest.

## **CONFLICT OF INTEREST DECLARATION**

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## **HUMAN RIGHTS IMPACT**

Section 58 of the Human Rights Act 2019 specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the Human Rights Act 2019 identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

## **ALTERNATIVES CONSIDERED**

N/A

### Council Meeting/Briefing Session/Community Catch-up Dates & Locations 2023

| Date              | Day       | Meeting                                 | Location                                 |
|-------------------|-----------|-----------------------------------------|------------------------------------------|
| 18 January 2023   | Wednesday | Briefing Session                        | Bowen                                    |
| 25 January 2023   | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 1 February 2023   | Wednesday | Briefing Session                        | Proserpine                               |
| 8 February 2023   | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 15 February 2023  | Wednesday | Briefing Session                        | Bowen                                    |
| 22 February 2023  | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 1 March 2023      | Wednesday | Briefing Session and Community Catch Up | Proserpine<br>Dingo & Hydeaway Beach     |
| 8 March 2023      | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 15 March 2023     | Wednesday | Briefing Session                        | Bowen                                    |
| 22 March 2023     | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 29 March 2023     | Wednesday | Community Catch Up                      | <del>Mt Coolon</del> Cannonvale          |
| 5 April 2023      | Wednesday | Briefing Session                        | Proserpine                               |
| 12 April 2023     | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 19 April 2023     | Wednesday | Briefing Session                        | Bowen                                    |
| 25 April 2023     | Tuesday   | Community Catch Up                      | Mt Coolon                                |
| 26 April 2023     | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 3 May 2023        | Wednesday | Briefing Session                        | Proserpine                               |
| 10 May 2023       | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 17 May 2023       | Wednesday | Briefing Session                        | Bowen                                    |
| 24 May 2023       | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 31 May 2023       | Wednesday | Community Catch up                      | Collinsville                             |
| 7 June 2023       | Wednesday | Briefing Session                        | Proserpine                               |
| 14 June 2023      | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 21 June 2023      | Wednesday | Briefing Session                        | Bowen                                    |
| 28 June 2023      | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 5 July 2023       | Wednesday | Briefing Session and Community Catch Up | Proserpine<br>Conway & Wilson Beach      |
| 12 July 2023      | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 19 July 2023      | Wednesday | Briefing Session                        | Bowen                                    |
| 26 July 2023      | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 2 August 2023     | Wednesday | Briefing Session and Community Catch Up | Proserpine                               |
| 9 August 2023     | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 16 August 2023    | Wednesday | Briefing Session                        | Bowen                                    |
| 23 August 2023    | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 30 August 2023    | Wednesday | Community Catch up                      | Scottsville                              |
| 6 September 2023  | Wednesday | Briefing Session                        | Proserpine                               |
| 13 September 2023 | Wednesday | Ordinary Council Meeting                | Proserpine                               |
| 20 September 2023 | Wednesday | Briefing Session                        | Bowen                                    |
| 27 September 2023 | Wednesday | Ordinary Council Meeting                | Bowen                                    |
| 4 October 2023    | Wednesday | Briefing Session and Community Catch Up | Proserpine<br>Airlie Beach/Shute Harbour |
| 11 October 2023   | Wednesday | Ordinary Council                        | Proserpine                               |
| 19 October 2023   | Thursday  | Briefing Session and                    | Bowen                                    |



### Council Meeting/Briefing Session/Community Catch-up Dates & Locations 2023

|                  |           |                          |                      |
|------------------|-----------|--------------------------|----------------------|
|                  |           | Community Catch Up       |                      |
| 25 October 2023  | Wednesday | Ordinary Council Meeting | Bowen                |
| 1 November 2023  | Wednesday | Briefing Session         | Proserpine           |
| 8 November 2023  | Wednesday | Ordinary Council Meeting | Proserpine           |
| 15 November 2023 | Wednesday | Briefing Session         | Bowen                |
| 22 November 2023 | Wednesday | Ordinary Council Meeting | Bowen                |
| 29 November 2023 | Wednesday | Community Catch up       | Gumlu & Cape Upstart |
| 6 December 2023  | Wednesday | Briefing Session         | Proserpine           |
| 13 December 2023 | Wednesday | Ordinary Council Meeting | Proserpine           |

**13.3.1 - 20220715 - Development Permit for Reconfiguration of a Lot (Staged) & Staged Material Change of Use (Warehouse & Ancillary uses & Caretakers Accommodation) - 82 Shute Harbour Road, Cannonvale - Middle Pond Pty Ltd C/- Vision Survey (QLD)**

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** James McEvoy-Bowe - Planner

**AUTHORISING OFFICER:** Neil McGaffin - Director Development Services

**PRESENTED FOR:** Decision

**ATTACHMENTS**

1. Planning Assessment Report [**13.3.1.1** - 19 pages]
2. Conditions of Approval [**13.3.1.2** - 6 pages]
3. Locality Plan [**13.3.1.3** - 1 page]
4. Zoning Plan [**13.3.1.4** - 1 page]
5. Aspect 1 (ROL) Proposal Plans [**13.3.1.5** - 2 pages]
6. Aspect 2 (MCU Warehouse) Proposal Plans [**13.3.1.6** - 19 pages]
7. Need and Impact Analysis [**13.3.1.7** - 29 pages]
8. Engineering Reports [**13.3.1.8** - 71 pages]

**PURPOSE**

To present the assessment of the development application.

**OFFICER'S RECOMMENDATION**

That Council part approve, and part refuse the Development Application for Reconfiguration of a Lot in Stages & Material Change of Use for Warehouse (Self Storage Facility) and Ancillary Showroom, Shop, Office and Caretakers Accommodation (Staged), made by Middle Pond Pty Ltd, on Lot 1 RP737399 and Lot 4 RP737339 and located at 82 Shute Harbour Road, Cannonvale, as follows:

Part A.

Approve the Reconfiguration of a Lot in Stages, subject to the conditions in Attachment 2.

Part B.

Refuse the Material Change of Use for Warehouse (Self Storage Facility) and Ancillary Showroom, Shop, Office and Caretakers Accommodation (Staged), for the following reasons:

- The proposal conflicts with the intent of the State Planning Policy (SPP) for Liveable Communities and Housing.
- The proposal conflicts with the Whitsunday Regional Council Planning Scheme 2017(3.7), as follows:
  - o Strategic Intent – Liveable Communities and Housing
  - o Low medium density zone code
- An overriding community need has not been demonstrated.
- The proposal has a significant impact on the supply of land suitable for higher density developments to meet the needs of low to moderate income households.

## BACKGROUND

There is no background to report.

## APPLICATION SUMMARY

Council is in receipt of a development application for the Reconfiguration of a Lot (Staged) and Material Change of Use (Staged) over 82 Shute Harbour Road Cannonvale, formally described as Lot 1 on RP737339. The application consists of two aspects, each staged and best described between the development aspects being applied for:

### Aspect 1 - Reconfiguration of a Lot (Staged)

1. Stage 1 – One (1) lot into two (2) lots and new road. This stage creates two super lots – proposed Lots 100 and 200, for future development and dedicates existing Lot 4 as a road reserve; and
2. Stage 2 – One (1) lot (proposed Lot 200) into six (6) lots and common property in a private community title scheme.

### Aspect 2 - Material Change of Use (Staged)

Warehouse (self-storage facility) and ancillary showroom, shop, and office and Caretaker's accommodation to be developed over two (2) stages and to be owned and run by Storage Choice. The applicant advises that the storage facility is a modern storage product that is supported by a high level of security and an on-site caretaker, separating it from the standard storage product that is primarily available in the southern townships. Stage 1 consists of 250 self-storage units, the caretaker's residence and a showroom/office in Building A. Stage 2 consists of the remaining 300 self-storage units in Building B.

All of Aspect 1 (ROL) is code assessable and is subject to a bounded assessment against the relevant benchmarks of the Planning Scheme. Aspect 2 (MCU Warehouse) is impact assessable and is subject to an assessment against the entirety of the Planning Scheme. Given the above, the application was required to go through 15 business days of Public Notification. During this period the application received thirty-nine (39) development submissions from members of the community. It has been determined the proposal results in an unacceptable loss of Low medium density zoned land when considering the zones importance in providing a diversity of housing opportunities, particularly targeted at medium to low incomes. A detailed assessment is provided in Attachment 1.

## STATUTORY/COMPLIANCE MATTERS

*Planning Act 2016*

Whitsunday Regional Council Planning Scheme 2017

## STRATEGIC IMPACTS

Process all statutory applications within statutory timeframes.

## FINANCIAL IMPLICATIONS

Should the application be appealed Council will be required to fund the defence in the Planning & Environment Court of Queensland.

## **CONSULTATION**

Manager Development Assessment  
Manager Strategic Planning  
Senior Technical Officer Engineering Assessment  
Environment Officer  
Civil Engineer (Network Planning)

## **RISK ASSESSMENT**

The decision may be appealed in the Planning & Environment Court of Queensland.

## **TIMINGS/DEADLINES**

A decision is required by 14 March 2023.

## **CONFLICT OF INTEREST DECLARATION**

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## **HUMAN RIGHTS IMPACT**

Section 58 of the Human Rights Act 2019 specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the Human Rights Act 2019 identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

## 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:               | Reconfiguration of a Lot in Stages & Material Change of Use for Warehouse (Self Storage Facility) and Ancillary Showroom, Shop, Office and Caretakers Accommodation (Staged) |
| Landowner               | Middle Pond Pty Ltd                                                                                                                                                          |
| Property Address:       | 82 Shute Harbour Road Cannonvale                                                                                                                                             |
| Property Description:   | L: 1 RP: 737339 T: N1190/1, L: 4 RP: 737339                                                                                                                                  |
| Area of Site:           | 1.528 ha, 18m2 (access restriction strip)                                                                                                                                    |
| Planning Scheme Zone:   | Low-medium density residential                                                                                                                                               |
| Level of assessment     | Impact Assessable                                                                                                                                                            |
| Overlays:               | Acid Sulfate Soils;<br>Environmental Significance;<br>Infrastructure; and<br>Landslide Hazard.                                                                               |
| Existing Use:           | Vacant                                                                                                                                                                       |
| Existing Approvals:     | Nil                                                                                                                                                                          |
| Public Notification:    | 13/10/2022 - 10/11/2022                                                                                                                                                      |
| Submissions received:   | 39                                                                                                                                                                           |
| State referrals:        | MCU/ROL near a State Transport Corridor                                                                                                                                      |
| Infrastructure charges: | ROL – Stage 1 = \$30,677.65, Stage 2 = \$153,388.25<br>MCU = \$401,068.75                                                                                                    |

### 2. Site Details

#### 2.1. Location

The proposed development is located on the corner of Shute Harbour Road, Tropic Road and Barnes Place in Cannonvale.

#### 2.2. Zoning

The premises is located within the Low-medium Density Residential Zone of the *Whitsunday Regional Council Planning Scheme, 2017 (v3.7)*.

#### 2.3. Site description

The site is a large vacant allotment that has frontage to Shute Harbour Road from Tropic Road to Barnes Place. The land contains some trees but is generally cleared of most vegetation and has gentle slopes along the southern/south-western boundaries up towards the dwellings in Barnes Place that adjoin.

#### 2.4. Access

The development proposes one access location for each element of the proposal. Access to the warehouse part is an 8m two-way commercial access driveway to Tropic Road. Access to the residential subdivision is proposed further along Tropic Road from Shute

Harbour Road via a new T-intersection arrangement. This intersection will give priority to Tropic Road, with a give-way control.

## 2.5. Surrounding uses

North – Shute Harbour Road, residential development, low impact industry and commercial uses beyond

East – Land zoned Low-medium Density Res, Childcare centre and Reece Plumbing.

South – Land zoned Low-density Residential, containing the residential development.

West – Land zoned Low-density Residential, containing the residential development.

## 3. Proposal Details

The development proposal is for the Reconfiguration of a Lot (Staged) and Material Change of Use (Staged). The application consists of two parts, each staged and best described between the development parts being applied for:

### Part 1 - Reconfiguration of a Lot (Staged)

1. Stage 1 – One (1) lot into two (2) lots and new road. This stage creates two super lots – proposed Lots 100 and 200, for future development and dedicates existing Lot 4 (18 sq m; <10 mm wide along Shute Harbour Road) as a road reserve; and
2. Stage 2 – One (1) lot (proposed Lot 200) into six (6) lots and common property in a private community title scheme.

### Part 2 - Material Change of Use (Staged)

Warehouse (self-storage facility) and ancillary showroom, shop, and office and Caretaker's accommodation to be developed over two (2) stages and to be owned and run by Storage Choice. An overview of the development within the proposed stages is shown in the following table:

| MATERIAL CHANGE OF USE             |                                                                                                                       |                                                                            |                     |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------|
|                                    | Stage 1 (Building A)                                                                                                  | Stage 2 (Building B)                                                       | Total               |
| Building height above ground level | 8.4 metres                                                                                                            | 9.5 metres                                                                 |                     |
| Proposed gross floor area (GFA)    | Storage – 3,294m <sup>2</sup><br>Showroom/office – 111m <sup>2</sup><br>Caretaker's accommodation – 113m <sup>2</sup> | Storage – 3,874m <sup>2</sup>                                              | 7,392m <sup>2</sup> |
| Non GFA site use area              | Caretaker's accommodation balcony – 18m <sup>2</sup>                                                                  |                                                                            | 18m <sup>2</sup>    |
| Site coverage                      |                                                                                                                       |                                                                            | 44.3%               |
| Setbacks                           | Front – 11.54 metres<br>Side 11.466 metres<br>Secondary Street – 9.2 metres                                           | Side – 8.466 metres<br>Rear – 15.5 metres<br>Secondary Street – 9.2 metres |                     |
| Car parking                        | 6 spaces                                                                                                              | 8 spaces                                                                   | 14 spaces           |

The applicant advises that the storage facility is a modern storage product that is supported by a high level of security and an on-site caretaker, separating it from the standard storage product that is primarily available in the southern townships. Stage 1 consists of 250 self-storage units, the caretaker's residence and a showroom/office in Building A. Stage 2 consists of the remaining 300 self-storage units in Building B.

All of Part 1 (ROL) is code assessable and is subject to assessment against the relevant benchmarks of the Planning Scheme. Part 2 (MCU Warehouse) is impact assessable and is subject to an assessment against the entire Planning Scheme. Given the above, the



application was required to go through 15 business days of Public Notification. During this period the application received thirty-nine (39) development submissions from members of the community.

#### 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 recommended to be decided as follows:

Part A.

Approve the Reconfiguration of a Lot in Stages, subject to the conditions in Attachment 2.

Part B.

Refuse the Material Change of Use for Warehouse (Self Storage Facility) and Ancillary Showroom, Shop, Office and Caretakers Accommodation (Staged), for the following reasons:

- The proposal conflicts with the intent of the State Planning Policy (SPP) for Liveable Communities and Housing.
- The proposal conflicts with the Whitsunday Regional Council Planning Scheme 2017(3.7), as follows:
  - o Strategic Intent – Liveable Communities and Housing
  - o Low medium density zone code
- An overriding community need has not been demonstrated.
- The proposal has a significant impact on the supply of land suitable for higher density developments to meet the needs of low to moderate income households.

##### 4.1. State Assessment and Referral Agency (SARA)

The Application was referred to SARA for the application being in proximity of a State-controlled Road. Conditions of approval issued by the SARA have been included as **Appendix 1** to this report. Notably, the Material Change of Use part of the development has been conditioned so that no landscaping elements are to be placed within the State-controlled Road corridor, Shute Harbour Road. This means that chain-link fencing will be in the frontage adjoining Shute Harbour Road offering limited softening of the built form by the internal screening shrubs. This may be rectified through Conditions of Approval which could require the building size to be reduced.

##### 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 all of the State's 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 and Housing

The SPP Liveable Communities and Housing theme aims to ensure that planning decisions facilitate appropriate development that supports the housing, employment,

education, infrastructure, and other needs of the community. It requires planning schemes and regional planning decisions to ensure there is a sufficient supply of land for all housing types now and into the future and to guide appropriate development and redevelopment of land, focussing on delivering housing affordability outcomes to Queensland.

It is important to note that the regional housing crisis being experienced throughout Australia places an added emphasis on planning outcomes which cater for all groups in the current and projected demographic, economic and social profile of the local government area, including households on low to moderate incomes.

The subject site is a strategically located low-medium density residential zoned block which through the planning controls in place provides opportunities for higher density accommodation typologies. The regional housing trend over the last decade has seen predominately standard residential allotments delivered to the market.

To support the proposal the applicant has provided a Need and Impact Analysis. The Analysis, amongst other items, reviews the supply of available low-medium density residential zoned land and the impact of the subject land not being developed for residential purposes. A detailed assessment of the Analysis is provided in section 4.5 of this report. In summary, the development proposal will have more than an 'insignificant' impact on the availability of low medium density residential zoned land and in light of current housing supply issues there is a clear conflict with the State interest which requires planning decisions to ensure there is sufficient supply of land for all housing types.

State Interest – Economic Growth

Not Applicable.

State Interest – Environment and Heritage

Not Applicable.

State Interest – Safety and Resilience to Hazards

Not Applicable.

State Interest – Infrastructure

The proposal will not have an impact on the regional transport network.

4.3. Mackay Isaac and Whitsunday Regional Plan – February 2012

**Note: The Mackay Isaac and Whitsunday Regional Plan is not applicable to code assessable development.**

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. An assessment of the Desired Regional Outcomes is provided below:

Strategic directions – Sustainability, Climate Change and Natural Hazards

The site is not at an unacceptable risk to Natural Hazards.

Strategic directions – Environment

The development will have minimal impact on the natural environment.

Strategic directions – Regional Landscapes

Not applicable.

Strategic directions – Natural Resource Management

Not applicable.

Strategic directions – Strong Communities

The region is made up of many local communities, each with its own unique character and identity. The region is growing rapidly, and significant growth is projected to continue. This presents challenges in managing the implications of growth, while continuing to support the prosperity of local communities. A lack of readily available industrial land is placing pressure on expansion opportunities for developments within the industrial activity group. This lack of industrial land is placing pressure on other zones to accommodate these uses which gives rise to land use conflicts and land not being used for its intended purpose.

To determine the suitability of the proposal it is important to recognise that strengthening the region's communities will occur through consolidating and improving built environments, understanding the unique character and identity of place and the needs of individual groups, working in partnership with communities to guide planning and decision-making processes, and ensuring access to key essential community services by all residents. This will ensure that the liveability of the region is retained and improved. There is currently a shortfall of self-storage units of approximately 44 units in the catchment area, this will increase out in 2031 to 369 units. Balanced against this need, the region is facing significant housing pressures and although the proposal would serve a benefit to the community, the limited impact of these benefits on wider community needs does not give rise to grounds which overcome reasons for refusal. In short, the community will not be disadvantaged to an extent which threatens the liveability of the region. Importantly, the supply of industrial zoned land is not fixed and with amendments to the local planning instrument additional supply will be created within the assumption period for which the development aims to meet the total need of the region.

Strategic direction – Strong Economy

Economic viability is a key element in ensuring the region's sustainability and growth. The principal drivers for attaining sustainable economic development include population growth, business and industry opportunities and diversity, a skilled workforce and good environmental management. The proposal is acknowledged to be targeted at meeting demand for self-storage units, a demand which is currently met, however over the next ten years will not be satisfied without the construction of additional units. It is important to weigh the positive economic impact of the development against competing demand for higher density residential developments. When considering other economic benefits of the proposal, the development is not considered to be a use which will activate significant economic growth in comparison to larger employment generating land uses. In contrast, the economic impact in undersupplying adequate land for higher density development results in impacts from worker shortages to strains on social services.

### Strategic direction – Managing Growth

Not applicable.

### Strategic direction – Urban Form

The urban form theme aims to ensure the townships are accessible and build on their heritage, character and liveability through designs that respond to the natural environment. The plan mandates that new development contributes positively to the settlement pattern through compact, well-designed development that integrates with the existing urban structure.

The community expectation for the premises is urban form in the shape of low-medium rise which could be compared to the bulk and scale of the proposed buildings. The proposed development is of a 'big-box' warehouse form, with primary colours of yellow and blue throughout and is of a mass and architecture more suited to centres or industrial zoned land.

### Strategic direction – Infrastructure and Servicing

Any growth in the region will inevitably add pressure to the region's infrastructure. The development will not detrimentally impact on Council's ability to provide infrastructure to the region as the overall demand generated by the development is not considered to be onerous given the type of development.

### Strategic direction – Transport

It is important that the region recognises, protects and manages major transport corridors to enable general vehicular and personal movement, and the safe and continued movement of freight throughout the region. The proposed use has minimal traffic movements and is not likely to impact the region's major transport corridors.

## 4.4. Whitsunday Regional Council Planning Scheme, 2017

### 4.4.1. Strategic Framework

The Strategic framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs in the Planning Scheme area for the life of the Planning Scheme.

**Note: The Strategic Framework is not applicable to code assessable development.**

### 4.4.2. Strategic Intent

The Planning Scheme sets the policy direction to ensure that to 2036 and beyond the Whitsundays is a prosperous, liveable and sustainable region which will be achieved through the integration of the unique attributes and competitive advantages of each township. The Regions townships and communities have a strong and proud social identity linked to its key economic sectors. The promotion and protection of the regions environmental values is significant to the expressed identities, including the unique scenic values, which consist of key urban gateways, views and vistas. An assessment of the development against the key themes of the Strategic Intent is as followed:

### Strategic Intent – Theme 1 - Liveable communities and housing

The Planning Scheme sets out the desired settlement pattern for the region, along with a hierarchy of centres. The site located away from centres used for industrial or commercial uses. The subject site is a strategically located site for low-medium density residential development. The proposal will result in a large portion of the site (55.5%) not being used for any residential purpose. This gives rise to an inconsistency with the liveable communities and housing theme of the Planning Scheme which aims to deliver development in line with the desired settlement pattern.

To support the proposal the applicant has provided a Need and Impact Analysis. As outlined in earlier sections of this report, the Analysis, amongst other items, reviews the supply of available low-medium density residential zoned land and the impact of the subject land not being development for residential purposes. A detailed assessment of the Analysis is provided in section 4.5 of this report. In summary, it is found that the loss of a significant portion of the site for its intended purpose could undermine the liveable community and housing theme to a degree which warrants refusal.

### Strategic Intent – Theme 2 - Economic growth

The economic growth theme aims to protect and enhance the economic resilience, wealth creating and employment generating capacities of the Region's key sectors. The proposal is noted not to be directly associated with a key regional sector of the economy. Notwithstanding, it is accepted the development would have a wealth creating and employment generating impact, however not to a significant level. In providing weight to the economic impact of the development, it is important to consider the economic impact of the site not being used for its intended purpose. It is noted undersupplying land suitable for higher density accommodation uses places economic pressures on the region which are currently being experienced. It is therefore important to make land use decisions which do not add to these pressures which ultimately place the region's economic resilience at risk, specifically by not meeting the employment demands of the regions key sectors.

### Strategic Intent – Theme 3 - Environment and heritage

The environment and heritage theme seeks to protect the region's cultural heritage and environmental values for the future. The proposed development site has no matters of environmental significance or identified cultural heritage values. Although core landscape values may be marginally impinged when viewed from the major scenic corridor of Shute Harbour Road, the proposal achieves compliant setbacks and building height for the zone and is therefore not considered to detrimentally impact the significant visual backdrop to Cannonvale.

### Strategic Intent – Theme 4 - Safety and resilience to hazards

The proposed development is not at an unacceptable risk to natural hazards. Adverse environmental impacts generate by the development could be control through conditions of approval.

### Strategic Intent – Theme 5 – Infrastructure

The proposal will not impact Council's ability to supply infrastructure to the region.

#### 4.4.3. Overlay Codes

##### 4.4.3.1. Acid Sulfate Soils Overlay

The development could be conditioned so that if acid sulfate soils are identified, they are managed in accordance with the Queensland Acid Sulfate Soils Technical manual (Queensland Government, 2014).

#### 4.4.3.2. Environmental Significance Overlay (ESO)

The north-eastern corner of the site is subject to the ESO due to the buffer of a watercourse located on the opposite side of Tropic Road, behind Reece Plumbing. The site contains no matters of environmental significance and is an urban allotment and is therefore subject to exempt clearing capabilities. No further assessment of the overlay is required.

#### 4.4.3.3. Infrastructure Overlay (Road Noise Corridor)

The development site is subject to the Infrastructure Overlay (Road Noise Corridor) due to the site's adjacency to Shute Harbour Road. The only element the overlay is applicable to is the Caretaker's Residence proposed in Part 2 (MCU). The caretaker's residence can be designed in accordance with QDC MP4.4 – Building in in transport noise corridors. No further assessment is required.

#### 4.4.3.4. Landslide Hazard Overlay

A small section of the premises is mapped as landslide hazard in the south-eastern corner of the site. The applicant has supplied a contour and detail survey for the site, which demonstrates that the land does not exceed 15%. No further assessment is required.

#### 4.4.4. Low-medium Density Zone Code

##### Part 1 (ROL)

The ROL parts of the development are considered as generally compliant with the purpose and overall outcomes of the zone. Each stage creates new allotments that meet the minimum required lot size of the zone.

The first stage of the ROL part creates two large allotments that meet the requirements of the zone code and can be appropriately serviced for future development of the land.

The second stage of the ROL part is for a private residential estate consisting of six (6) allotments ranging from 800m<sup>2</sup> to 1,142m<sup>2</sup>. With a mix of lot sizes, the residential part of the development furthers the intent of the zone by providing allotments that are generally capable of receiving uses such as dwelling houses and dual occupancies. Although meeting the minimum lot size for multiple dwelling units, the irregular allotment shape combined with the necessary stormwater easements burdening most lots does not easily lend itself to multi-unit uses as advised by the applicant.

An engineering services report by Premise engineering demonstrates the development can be suitably connected to Council reticulated water and sewer services in a body corporate arrangement. The applicant has nominated the residential part to be within a body corporate due to a non-compliance with the proposed internal road design as it does not conform to the crossfall requirements of Council's Development Manual for an Access Place. The non-compliance is discussed within the Transport and Parking code



assessment but for the purposes of this assessment, it is not considered to be a ground for refusal.

Overall, the residential part will be able to provide for low-medium density accommodation activities in a low to medium-rise format and as such is in compliance with the zone code.

### Part 2 (MCU – Storage Warehouse)

The purpose of the zone code is to facilitate range and mix of dwelling types, including dwelling houses and multiple dwellings supported by community uses and small-scale services and facilities that cater for local residents. This part of the development does not provide any residential elements besides one caretaker's residence that will be used to run the storage facility.

The defined use of a Warehouse is listed as an Industry activity within the Defined Activity Groups of the Scheme. The zone code does not contemplate industrial activities in any circumstance and therefore the development gives rise to conflicts with the purpose and overall outcomes of the code. In response, the applicant proposes that the development is not a typical industrial use and consideration should be assessed against the requirements for Business activities in the zone. To conform with the requirements to provide Business activities with the zone compliance is required with overall outcomes 3 (c). The applicant states that the proposal is acceptable in the zone given it has the capacity to *service the day to day needs of the immediate residential and business communities*. Self-storage units are not considered to be a 'day to day' need when compared with the intended example of business uses in the zone being corner stores, typically aimed at the traditional 'milk and bread sales'. The application material provided to support the development identifies the proposal is positioning to meet the total future self-storage needs of the community between Shute Harbour and Cannon Valley out to 2036. This is well in excess of what is considered to be an immediate area catchment.

In addition, to be consistent with the intent of the zone business activities must be:

- small-scale and low intensity;
- compatible with the local residential character and amenity of the area;
- co-located with similar activities within the zone;

The proposal plans illustrate a development which cannot be described as small-scale due to the size and bulk of the structure. It is acknowledged the intensity of the use of the premises will likely be limited. The proposal is not consistent with the prevailing local residential character and amenity of the area and is not co-located with any other industrial/business uses, although some small-scale uses are located nearby. The premises adjoins residential development, which is the most immediate character to the development site and prevails above the character of structures in excess of 100m away at the closest point to the site and 250m at its furthest.

Given the above, the development is unable to comply with provisions of the zone code that relate to encouraging residential development or the scale, intensity, providing a positive contribution to the streetscape and providing a high level of residential amenity that is compatible with surrounding development for business development and adequate grounds for refusal exist.

### 4.4.5. Development Codes

#### 4.4.5.1. Reconfiguring a Lot Code

The ROL code is only applicable to Part 1 of the development. The ROL part furthers the purpose and overall outcomes of the code. All lots have been designed to meet the minimum lot size of the zone and are generally compliant with the dimension requirements. This means that the development facilitates allotments that are appropriate for their intended use, are responsive to constraints, achieve reasonable access and supports high quality urban design outcomes. It is noted that although the intended use of Lot 100 is for a Warehouse, the lot size is also suitable for low-medium residential uses such as multiple dwellings, which are uses envisaged by the zone.

#### 4.4.5.2. Industry Activities Code

The Industry Activities Code is only applicable to Part 2 (MCU Warehouse). The proposal has been sited and designed for compliance with the relative benchmarks of the code. Site cover is beneath 75% (44.3%) and the boundary setbacks all exceed the minimum requirements. A 2.1m acoustic barrier fence is proposed for the full length of the southern boundary which adjoins residential accommodation, meeting the code's requirement. A supplementary Engineering Services report by Premise Engineering has demonstrated the warehouse development can be suitably connected to reticulated water and sewer services without compromising the infrastructure networks.

In terms of Environmental Performance, the proposed use is not likely to generate any noise, odour and light impacts that create a non-compliance with the Environmental Protection Policy. If the development were to be approved, reasonable and relevant development conditions could be imposed to satisfy the required benchmarks for environmental performance.

An area of issue that has been identified relates to the proposed stormwater management for the warehouse development. The vacant site will be altered to a fully impervious surface. The proposal includes a detention tank and additional stormwater quality improvement devices which will discharge into Tropic Road. The detention basin proposed is 175 cubic metres. No stormwater data or operational plan on the detention tank has been supplied to demonstrate the tank will contain the water generated by the development on-site with no off-property or downstream impacts. Despite this, development conditions could be imposed requiring detailed stormwater design at operational works stage and that necessary infrastructure upgrades may be required to facilitate a 'no worsening effect' scenario on stormwater infrastructure in Shute Harbour Road.

#### 4.4.5.3. Caretakers Accommodation Code

The proposed self-storage facility requires an on-site caretaker as part of the 'premium' component of the use. Caretaker's accommodation is required to be ancillary and subordinate to the main use of the premises. Although exceeding the 70m<sup>2</sup> accepted requirement, the proposed 104m<sup>2</sup> caretaker's residence is still ancillary in size and scale to the storage part. One parking space is designated for the caretaker and only one caretaker's residence is proposed.

#### 4.4.5.4. Advertising Devices Code

The Advertising Devices Code is only applicable to Part 2 (MCU). Any advertising device will be required to comply with the specific requirements of Table 9.4.1.4.2 Requirements for particular advertising devices. A review of the supporting plans of development does not identify any non-compliances with the code. The applicant advises that *'any illumination of signage will be undertaken to not create a nuisance or detract from the amenity of the area and that no moving or variable signage is proposed.'*

#### 4.4.5.5. Excavation and Filling Code

No excavation and filling will be required as part of Stage 1 on the ROL part due to this stage not having any physical construction works. Limited excavation and filling will be required as part of the ROL for Stage 2 to facilitate the construction of the internal roadway, access driveways and lot configuration for the movement of stormwater and provision of services. These construction elements can be facilitated under further operational works approvals, supported by engineering certifications from a Registered Professional Engineer of Queensland (RPEQ).

#### 4.4.5.6. Infrastructure Code

##### Part 1 (ROL)

A supporting Engineering Services report has demonstrated that Part 1 (ROL) can be satisfactorily supplied with Council reticulated water and sewer services to the boundary of the Body Corporate area. To achieve sufficient fire-fighting coverage, a fire hydrant will be installed inside the community title reticulation network. These works will be facilitated under further operational works approvals.

Stormwater will be collected in the form of an open swale drain along the western and northern boundaries of the subdivision. This swale will also provide inter-allotment drainage for any future dwellings. Council's Information Request recommended the swale to be turned into a pit and pipe system to which the applicant did not agree to. As this system will be private infrastructure, the applicant has no obligation to change the system to Council requirements. The swale drain will be placed under easement.

##### Part 2 (MCU)

Water for the proposed warehouse development will be provided from a water main in Shute Harbour Road. Water demand has been calculated within the supporting material and demonstrates that there is sufficient capacity in the network for the warehouse use. The report also advises that an additional hydrant may need to be installed on the existing water main at the site's frontage to achieve fire-fighting coverage to the north-east corner of the site.

An existing sewer connection is located within the property and a sewer manhole at the north-eastern corner of the lot provides the location to discharge wastewater. The applicant proposes to relocate a section of existing gravity sewer main so that proposed Building B does not sit over the top of the infrastructure. The realignment will traverse the western boundary within the hardstand circulation area of the development and the sewer is proposed under a new easement in favour of Council.

As discussed in the Industry Activities Code assessment, there are concerns around the proposed stormwater solution. Council's Town of Whitsunday Drainage Study shows the

proposed stormwater discharge location in Tropic Road to be subject to flooding. Without detailed modelling of the proposed detention basin, there has not been enough detail supplied to determine that the proposed stormwater arrangement will have no downstream impacts on the surrounding road network. Development conditions could be imposed to resolve this issue subject to upgrades in the stormwater infrastructure network.

#### 4.4.5.7. Landscaping Code

##### Part 1 (ROL)

Limited landscaping is proposed in the residential subdivision part. Given the ROL is compatible within the zone, additional landscaping elements are not required as future lot owners will undertake their own landscaping. Additional landscaping may be supplied within the body corporate area to facilitate an attractive façade to the private estate.

##### Part 2 (MCU)

The primary landscaping elements in relation to the warehouse development have been provided to soften the visual development from the major scenic route of Shute Harbour Road. A 1.8m high chain link fence is proposed on the frontages adjoining Barnes Place, Tropic Road and Shute Harbour Road. Screening shrubs were proposed in the road reserve in front of the chain link fence however conditions received from SARA specified no landscaping is permitted in Shute Harbour Road. Therefore, the remaining landscaping elements on Shute Harbour Road consist of medium and large screening shrubs between 3-6m in height within the private property behind the fence. Large screening trees have been avoided to protect underground and above ground infrastructure. Small native trees reaching 8m high are proposed along the Barnes Place road frontage to screen the development from the north. The level of landscaping provided in the Concept Landscaping Plan demonstrates satisfactory compliance with code.

#### 4.4.5.8. Transport and Parking Code

##### Part 1 (ROL)

The development proposal demonstrates general compliance with the transport and parking code through the supplementary engineering report. The internal roadway will be designed to the Access Place standard achieving a 5.5m roadway for two-way traffic and having a cul-de-sac with a 10m radius, which will enable enough space for waste collection vehicles and complies with Council's Development Manual.

The highlighted non-compliance is within the internal road configuration that is unable to meet the required 3% crossfall within the verge. As the development cannot achieve the crossfall requirement, the applicant has elected for the road to remain as a private asset to be maintained by the Body Corporate.

##### Part 2 (MCU)

Access to the warehouse is proposed from Tropic Road, constructed to the commercial crossover standard RS-051. The applicant advises that the proposed number of carparking is sufficient for the self-storage use. One parking space is provided for the caretaker and 9 spaces for the self-storage facility, providing a total of ten (10) spaces. The Planning Scheme requirement is for 56 parking spaces. It is acknowledged that given the facility type and how it will be used, 56 parking spaces is likely onerous and not

applicable to the development. The applicant has first-hand experience in delivering self-storage facilities and so it is likely that the supplied amount of parking is fit for purpose.

Hardstand circulation areas meet the minimum requirement from Council's Development Manual. A swept-path template of a garbage vehicle demonstrates a 9.8m vehicle can navigate the complex without conflict.

#### 4.5. Other Relevant Matters

The Planning Act 2016 requires the assessment manager may have regard to any other relevant matter, other than a person's personal circumstances, financial or otherwise. Examples of other relevant matters includes:

- A planning need.
- The current relevance of assessment benchmarks in light of changed circumstances.
- Whether the assessment benchmarks or other prescribed matters were based on material errors.

To support approval, the applicant has relied on the findings of the Need and Impact Analysis. The findings of the Analysis that relate to the demand for self-storage facilities is not disputed nor are the findings on the lack of industry zoned land.

The findings which are not supported in the Analysis is the impact of the development on the supply of Low-medium density zoned land (LMDZ). To provide justification for this position, an assessment of the vacant LMDZ land in the catchment is provided below. The assessment reviews the overall supply of vacant LMDZ land in the catchment area, being 134 hectares, and subtracts the available developable area from the overall supply depending on physical constraints and development area subject to an existing approval. The net result of the assessment will provide a true understanding of the availability viable LMDZ land capable of providing affordable housing typologies.

For the purposes of this exercise, only land currently zoned Low-medium density is being reviewed. There are several such sites.

Land on the southern side of Riordanvale Road is subject to a Preliminary Approval which focusses on delivering a premium quality residential subdivision, a mixed-use commercial/residential precinct, a small portion of LMDZ land and a retirement living and health facilities area. This area of land is approximately 95ha and equates to **70.9%** of all LMDZ land within the catchment area. However, of this 95ha only 8.23ha of land is set aside for LMDZ uses equating to a total **8.6%** of land potentially able to deliver housing.

**Total Developable LMDZ Land = 8.23ha**

There is also LMDZ land situated on Valley Drive approximately 500m Shute Harbour Road. This site comes with hard physical constraints due to collecting significant stormwater flows from the adjoining Mandara Rise Estate and is subject to the Bushfire Hazard overlay. These two constraints total 0.9679ha leaving 2.1371ha of developable LMDZ land.

**Total Developable LMDZ Land = 2.137ha**

There is a further LMDZ site 60m from Shute Harbour Road. The site is subject to an ROL approval where the average lot size ranges between 746m<sup>2</sup> and 860m<sup>2</sup>. This site is considered 'tied up' in full and is unable to deliver an LMDZ product.

**Total Developable LMDZ Land = 0ha**

There is a LMDZ site opposite the subject site on the other side of Barnes Place fronting Shute Harbour Road. This lot contains a soft constraint being a small area of Landslide Hazard.

**Total Developable LMDZ Land = 1.063ha**

Land behind Parkside Estate, Cannonvale is subject to numerous hard constraints including flooding, landslide hazard and environmental significance. These constraints equate to taking up 90% of the developable area.

**Total Developable LMDZ Land = 0.4ha**

2-6 Banksia Court Cannonvale is a 0.4ha LMDZ lot in Cannonvale. The site is subject to a Ministerial Designation for the Cannonvale Fire Station and is tied up in full.

**Total Developable LMDZ Land = 0ha**

2-6 Wills Court Cannonvale is a 0.482ha site adjoining Shute Harbour Road and Wills Court. The site is unconstrained and not subject to any hazard overlays.

**Total Developable LMDZ Land = 0.482ha**

2-8 Valley Drive Cannonvale is a 1.96ha site subject to a live Development Permit for a Tourist Park and Short-term Accommodation units. The site is considered tied up in full.

**Total Developable LMDZ Land = 0ha**

6 Pandanus Drive Cannonvale is a 3.632ha LMDZ allotment with a live Development Permit for a Tourist Park and Hotel. The site is considered tied up in full.

**Total Developable LMDZ Land = 0ha**

252 Shute Harbour Road Cannonvale is a 1.017ha LMDZ site with an existing Food & Drink Outlet located on the premises totalling approximately 0.1544ha of use area including parking area. The site is mildly affected by Flood hazard of approximately 0.1ha.

**Total Developable LMDZ Land = 0.7626ha**

256 Shute Harbour Road Cannonvale is a 1.216ha site that has hard constraints from significant drainage flow paths and landslide hazard, totalling 0.3764ha of hard constraint land. Access to the site is also constrained by existing stormwater infrastructure in the DTMR road reserve.

**Total Developable LMDZ Land = 0.84ha**



2554 Shute Harbour Road Jubilee Pocket is a 7.684ha site located just after the Hermitage Drive roundabout. The site is situated on the side a hill and is subject to hard constraints such as landslide hazard, bushfire hazard, environmental significance and flooding totalling 3.764ha.

**Total Developable LMDZ Land = 3.92ha**

2 Plantation Drive Jubilee Pocket is an irregular shaped 2.817ha allotment subject to landslide and bushfire constraints.

**Total Developable LMDZ Land = 1.067ha**

11 Plantation Drive Jubilee Pocket is a 3.533ha site subject to minor flooding, bushfire and landslide hazards.

**Total Developable LMDZ Land = 2.04ha**

34-44 Jubilee Pocket Road Jubilee Pocket is a 2.008ha site subject to a Development Permit for ROL creating 11 allotments ranging from 848m<sup>2</sup> to 3088m<sup>2</sup>. The lot sizes in this location and of this size are not well suited to medium density development and is considered tied up.

**Total Developable LMDZ Land = 0ha**

2586 Shute Harbour Road Jubilee Pocket is the last LMDZ vacant premises in the catchment area and has a size of 3.434ha. The site has hard constraints with steep land and environmental significance.

**Total Developable LMDZ Land = 1.374ha**

82 Shute Harbour Road Cannonvale is a 1.528ha site which is subject to the current Development Application. The site has little to no constraints, is in the centre of Cannonvale with excellent access to public transport and community services.

**Total Developable LMDZ Land = 1.528ha**

Summarising the above assessment, 134ha of vacant LMDZ land exists within the catchment area of Cannon Valley to Jubilee Pocket. When considering the physical constraints and live Development Permits subject to these lands, it reveals a realistic portrait of available land for affordable housing purposes associated with low-medium density development. Out of **134ha** of vacant LMDZ land, **23.8436ha** is capable of being readily developed to achieve a higher density development suitable for moderate to low incomes. This equates to a remaining area of **17.79%** of LMDZ land for 'plug and play' LMDZ uses.

Therefore, it is not accepted that the *'proposed development would represent the loss of just under 1% of vacant lands able to accommodate Low-medium Density Residential uses.'* The above assessment demonstrates that the actual loss of the subject site from the vacant developable LMDZ land supply is **6.4%**. This figure jumps to **13.84%** when considering LMDZ allotments with frontage to Shute Harbour Road like the subject premises. Direct frontage to Shute Harbour Road is critical for housing development as it requires very close access to the public transport network and infrastructure is located very close to the property, minimising the need for infrastructure extensions.

The assessment of key assessment benchmarks provided above identifies the importance of strategically located low medium density zoned land and the limited economic development impact of the development on the region compared to significant employment generators. It is therefore determined that minimal weight be applied to the other relevant matters put forward by the applicant.

## 5. Public Submissions

The development application was placed on public notification between 13 October 2022 and 10 November 2022 in accordance with the relevant provisions of the Planning Act 2016. The Notice of Compliance was received on 11 November 2022. Thirty-nine (39) properly made submissions were received during this period of Public Notification.

Submissions have been received and summarised in the below table:

| Issue                                                                                                                                                    | Comment/Condition Number                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Inappropriate land use within Zone                                                                                                                    | Submissions received raise concern with the Warehouse part of the development, suggesting this part is an inappropriate and incompatible land use within an established low to low-medium density residential area.<br><br>See section 4.4.4 of this report for the assessment of the Warehouse land use within the LMDZ.                                                            |
| 2. Need has not been demonstrated                                                                                                                        | See section 4.5 of this report, which discusses the parts of Need.                                                                                                                                                                                                                                                                                                                   |
| 3. Incompatible built form, loss in amenity of the area and impacts to visual amenity on Shute Harbour Road which is identified as a Major Scenic Route. | Submissions raise concern with the loss of amenity generated by the proposed warehouse development.<br><br>Conditions of approval could be applied to mitigate the potential amenity loss from the 'big-box' style of the development. Given the warehouse part of development is not supported, no further commentary is provided in relation to built form.                        |
| 4. Loss of key and prominent residential land                                                                                                            | See section 4.5 of this report.                                                                                                                                                                                                                                                                                                                                                      |
| 5. Critical shortage of accommodation and housing is required on this site.                                                                              | See section 4.5 of this report.                                                                                                                                                                                                                                                                                                                                                      |
| 6. Surplus storage facilities exist in the region                                                                                                        | It is acknowledged that there is currently a shortfall of self-storage units of approximately 44 units, which will increase out to 2031 to 369 units. However, it is Council's position that the need for self-storage units does not outweigh the need for affordable housing and this site represents one of the most likely sites in Cannonvale to provide the housing shortfall. |
| 7. The site is not an appropriate location for a Warehouse                                                                                               | See section 4.5 of this report.                                                                                                                                                                                                                                                                                                                                                      |

|                                                                                                                                  |                                                                                                                                                                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8. Storage facilities should be located in Industrial zones                                                                      | Noted.                                                                                                                                                                                                                                                |
| 9. Traffic concerns with Shute Harbour Road intersection                                                                         | The development has been supported by a supplementary Traffic Impact Assessment that has been accepted by DTMR / SARA, who have control over the intersection.                                                                                        |
| 10. Warehouse use will generate increased noise                                                                                  | It is unlikely that the proposed development will result in an increase in noise as opposed to an accepted use within the zone. The use is proposed to be operational until 7pm and generally only standard vehicle typologies will utilise the site. |
| 11. Planning Scheme should supply more commercial land                                                                           | Noted.                                                                                                                                                                                                                                                |
| 12. Building height of the warehouse                                                                                             | The height of the proposed development is compliant with the LMDZ height maximum of 12.0m The proposed development has a maximum height of 8.9m.                                                                                                      |
| 13. Safety concerns with adjacent Childcare centre.                                                                              | Parking is provided within the childcare centre.                                                                                                                                                                                                      |
| 14. Access to residential subdivision is in a dangerous location                                                                 | The supplementary engineering report demonstrates the access to the private road complies with the Austroads requirement for sighting distances.                                                                                                      |
| 15. Impacts to property value                                                                                                    | Not a planning consideration.                                                                                                                                                                                                                         |
| 16. Landscaping is misleading                                                                                                    | Additional landscaping could be conditioned on the warehouse development if required.                                                                                                                                                                 |
| 17. Council should disregard the economic need report relating to the loss of Low-medium density residential land.               | See section 4.5 of this report.                                                                                                                                                                                                                       |
| 18. The proposal conflicts with the strategic framework and zone code                                                            | See sections 4.2 and 4.4.4 of this report.                                                                                                                                                                                                            |
| 19. There is available low-impact industrial land for the warehouse development                                                  | It is not disputed that there is an insufficient amount of readily available low-impact industrial land at present.                                                                                                                                   |
| 20. A significant economic and community need was not identified for Stage 1 until after 2031 and between 2036-2041 for Stage 2. | See section 4.5 of this report.                                                                                                                                                                                                                       |
| 21. Submission specifies that Lot 3 RP733405 is low-impact zoned land that could facilitate the development                      | Noted.                                                                                                                                                                                                                                                |
| 22. Public notification signage is misleading.                                                                                   | Public Notification was undertaken in accordance with the requirements of the Act.                                                                                                                                                                    |

|                                                                                                  |                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 23. Lighting at night-time and thermal mass during the day-time will impact adjoining residences | It is not envisaged that the lighting generated by the development will impact nearby residences. Conditions of approval could be imposed requiring lighting to be turned off after certain times. |
| 24. View blocking for rear residential premises                                                  | The structure has a compliant building height.                                                                                                                                                     |

## 6. Infrastructure Charges

### 6.1. 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      |
| ROL Stage 1                       | Residential – 3 or more bedroom dwelling house | 2                 | \$30,677.65                                            | \$61,355.30         |
| ROL Stage 2                       | Residential – 3 or more bedroom dwelling house | 6                 | \$30,677.65                                            | \$184,065.90        |
| MCU Stage 1                       | Industry                                       | 3294m2            | \$54.80                                                | \$180,511.20        |
| MCU Stage 1                       | Residential – 1 or 2 bedroom dwelling house    | 1                 | \$21,912.60 for each dwelling with 2 or less bedrooms. | \$21,912.60         |
| MCU Stage 1                       | Commercial (bulk goods)                        | 111m2             | \$153.40                                               | \$17,027.40         |
| MCU Stage 2                       | Industry                                       | 3874m2            | \$54.80                                                | \$212,295.20        |
| <b>Total Adopted Charge</b>       |                                                |                   |                                                        | <b>\$677,167.60</b> |
| Credit                            |                                                |                   |                                                        |                     |
| Type of Development               | Development Category                           | Demand Unit & Qty | Charge Rate                                            | Total Credit        |
| Existing lawful use – ROL Stage 1 | Residential – 3 or more bedroom dwelling house | 1                 | \$30,677.65                                            | \$30,677.65         |
| Existing lawful use – ROL Stage 2 | Residential – 3 or more bedroom dwelling house | 1                 | \$30,677.65                                            | \$30,677.65         |
| Existing lawful use – MCU         | Residential – 3 or more bedroom dwelling house | 1                 | \$30,677.65                                            | \$30,677.65         |
| <b>Total Credit</b>               |                                                |                   |                                                        | <b>\$92,032.95</b>  |
| <b>Total Levied Charge</b>        |                                                |                   |                                                        | <b>\$585,134.65</b> |

**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           |
|---------------------------------------|------------------------------|----------------------------|-----------------|
| Proposal Plan                         | Vision Surveys (QLD) Pty Ltd | 21647-PP-01 Rev. B         | 10 October 2022 |
| Engineering Infrastructure Report     | Premise Australia            | MIS-0988/R01 Rev B         | 25 July 2022    |
| Site Based Stormwater Management Plan | Premise Australia            | MIS0988/R03 Rev A          | 30 June 2022    |
| Traffic Impact Statement              | Premise Australia            | MIS-0988-R02               | 1 July 2022     |
| Landscape Concept Plan                | John Harper Landscape Design | 22043 LCP01 to LCP05 Rev A | 30 June 2022    |

- 1.2 The applicant is to comply with the Department of State Development, Infrastructure, Local Government and Planning's conditions as outlined in the Department's correspondence dated 6 September 2022.
- 1.3 The following further development permits are required prior to commencement of work on site or commencement of the use:
- Operational Works:
    1. Water;
    2. Erosion Prevention and Sediment Control;
    3. Sewerage Infrastructure;
    4. Stormwater; and
    5. Roadworks.
- 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 sealing of the Survey Plan.
- 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 sealing of the Survey Plan.

**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 WATER INFRASTRUCTURE**

**Stage 1**

- 3.1 Any application for Operational Works (Water Infrastructure) must be accompanied by engineering design drawings, and certifications of the design, demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 3.2 All water infrastructure must be designed and constructed in accordance with Council's Whitsunday Shire Council Development Manual (or equivalent replacement document current at the time of development) prior to signing of the survey plans.
- 3.3 Each lot must be connected to Council's water supply network prior to signing of the Survey Plans.
- 3.4 Prior to commencement of use on the site or signing of Plan of Survey, whichever is sooner, the applicant must lodge with Council a civil engineer's design and construction certification (by an experienced and qualified engineer). The certification must be addressed to Council and must certify that all Water Infrastructure works have been designed and constructed according to the conditions of this Decision Notice and Council's Development Manual.

**Stage 2**

- 3.5 An application for Operational Works (Water Infrastructure) must be accompanied by engineering design drawings, and certifications of the design, demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 3.6 All water infrastructure must be designed and constructed in accordance with Council's Whitsunday Shire Council Development Manual (or equivalent replacement document current at the time of development) prior to signing of the survey plans.
- 3.7 Each lot must be connected to Council's water supply network prior to signing of the Survey Plans.
- 3.8 Prior to commencement of use on the site or signing of Plan of Survey, whichever is sooner, the applicant must lodge with Council a civil engineer's design and construction certification (by an experienced and qualified engineer). The certification must be addressed to Council and must certify that all Water Infrastructure works have been designed and constructed according to the conditions of this Decision Notice and Council's Development Manual.

**4.0 SEWERAGE INFRASTRUCTURE**

**Stage 1**

- 4.1 An application for Operational Works (Sewer Infrastructure) must be accompanied by engineering design drawings, and certifications of the design, demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 4.2 Each proposed new Lot must be connected to Council's sewerage reticulation network, by a provision of a new sewer jump-up on Council's Sewer Main prior to signing of plan of survey.
- 4.3 Sewerage infrastructure must be constructed to comply with S6 "Sewer Reticulation" of Council's Development Manual, Council's Standard Drawings and Water Services Association of Australia Sewerage Code of Australia. Where a discrepancy or conflict exists between Council's Development Manual and the Sewerage Code, the requirements of Council's Development Manual will prevail.
- 4.4 Prior to commencement of use on the site or signing of Plan of Survey, whichever is sooner, the applicant must lodge with Council, a civil engineer's design and construction certification (by an experienced and qualified engineer). 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 Council's Development Manual.

**Stage 2**

- 4.5 An application for Operational Works (Sewer Infrastructure) must be accompanied by engineering design drawings, and certifications of the design, demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 4.6 Each proposed new Lot must be connected to Council's sewerage reticulation network, by a provision of a new sewer jump-up on Council's Sewer Main prior to signing of plan of survey.
- 4.7 Each dwelling within the development must be connected to a sewerage network prior to commencement of the use.
- 4.8 Sewerage infrastructure must be constructed to comply with S6 "Sewer Reticulation" of Council's Development Manual, Council's Standard Drawings and Water Services Association of Australia Sewerage Code of Australia. Where a discrepancy or conflict exists between Council's Development Manual and the Sewerage Code, the requirements of Council's Development Manual will prevail.
- 4.9 Prior to commencement of use on the site or signing of Plan of Survey, whichever is sooner, the applicant must lodge with Council, a civil engineer's design and construction certification (by an experienced and qualified engineer). 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 Council's Development Manual.

**5.0 ACCESS AND PARKING**

- 5.1 Prior to the commencement of Stage 2, any application for Operational Works (Access) must be accompanied by engineering design drawings, including calculations and certifications of the design, demonstrating compliance with Council's Development Manual (current at the time of development) and this Decision Notice.
- 5.2 The external access for the Community Title Scheme from the pavement of Tropic Road to the property boundary must be constructed to comply with the dimensions, gradients and specifications as indicated on Council's Standard Drawing RS-051 prior to signing of the survey plans.

**6.0 STORMWATER AND FLOODING**

- 6.1 Prior to the commencement of Stage 2, an application for Operational Works (Stormwater) must be accompanied by engineering report demonstrating:
  - a) Compliance with the requirements of Whitsunday Regional Council Development Manual and QUDM.
  - b) Drainage modelling and relevant data to support the connection into Council's drainage system facilitating the additional flows.
- 6.2 All stormwater drainage works must be designed and constructed in accordance with the Queensland Urban Drainage Manual current at the time of development and Council's Development Manual (or equivalent replacement document current at the time of development).
- 6.3 The applicant must demonstrate that the developed flows from the land drain to a lawful point of discharge. Natural and Developed Flows from adjoining properties are to be managed through the site and discharged to a lawful point of discharge. Easements will be required over any land to accommodate the flows.
- 6.4 The stormwater design is to provide for the developed flows from the site to be piped to a Legal Point of discharge at the Junction of Tropic Road and Shute Harbour Road.
- 6.5 Each allotment must be designed so as to be self-draining and flood free.
- 6.6 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.

- 6.7 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 and/or users are adversely affected by waterway flooding for all events up to and including Q100.

**7.0 ROADWORKS**

- 7.1 Prior to the commencement of Stage 2, a Development Permit for Operational Works (Roadworks) must be obtained prior to commencement of work on site. Any application for Operational Works (Roadworks) must be accompanied by engineering design drawings, including calculations and certifications of the design, demonstrating compliance with Queensland Urban Drainage Manual (current at the time of development), Council's Development Manual (current at the time of development) and this Decision Notice.
- 7.2 All stormwater drainage works associated with the above roadworks must be designed and constructed in accordance with Council's Development Manual and this Decision Notice.
- 7.3 At completion of construction and prior to Signing of Plan of Survey, the Supervising Engineer must provide certification to Council that all construction complies with this Decision Notice.
- 7.4 The proposed road shall be designed as per Roadworks and Stormwater Drainage Plan C010 Rev. 1 by Premise dated 15/06/2022.

**8.0 ENVIRONMENTAL MANAGEMENT PLAN (EMP)**

- 8.1 Prior to the commencement of Stage 2, a Development Permit for Operational Works (Erosion Prevention and Sediment Control) must be obtained prior to commencement of work on site. Erosion prevention and sediment control measures must be established so as to comply with the requirements of the Whitsunday Regional Council Development Manual and the Best Practice Erosion & Sediment Control – November 2008 (IECA White Book) and the requirements of the Environmental Protection Act. 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 stabilized (e.g., turfed, concreted).
- 8.2 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.
- 8.3 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.
- 8.4 The applicant must ensure that when undertaking any on-site or external works, including any filling and extraction, appropriate dust control measures are implemented in accordance with the Environmental Protection Act 1994 and complies with the relevant air quality objectives defined in the Environmental Protection (Air) Policy 2008.

**9.0 ELECTRICITY AND TELECOMMUNICATIONS**

- 9.1 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 sealing of the Survey Plan.

#### **10.0 MAINTENANCE VALUATION**

- 10.1 The applicant must pay to Council a maintenance valuation fee per lot at the time of sealing of the survey plan at the rate applicable at the time of payment. The current rate is \$39.00 per lot.

#### **11.0 MISCELLANEOUS**

- 11.1 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](http://www.datsip.qld.gov.au)

- 11.2 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.
- 11.3 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.
- 11.4 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 Tropic Road or adjoining land unless written permission from the owner of that land and Council is provided.
- 11.5 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.

#### **12.0 ADVISORY NOTES**

##### **12.1 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.

##### **12.2 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.

##### **12.3 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.

### 12.4 Noise During Construction and Noise in General

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

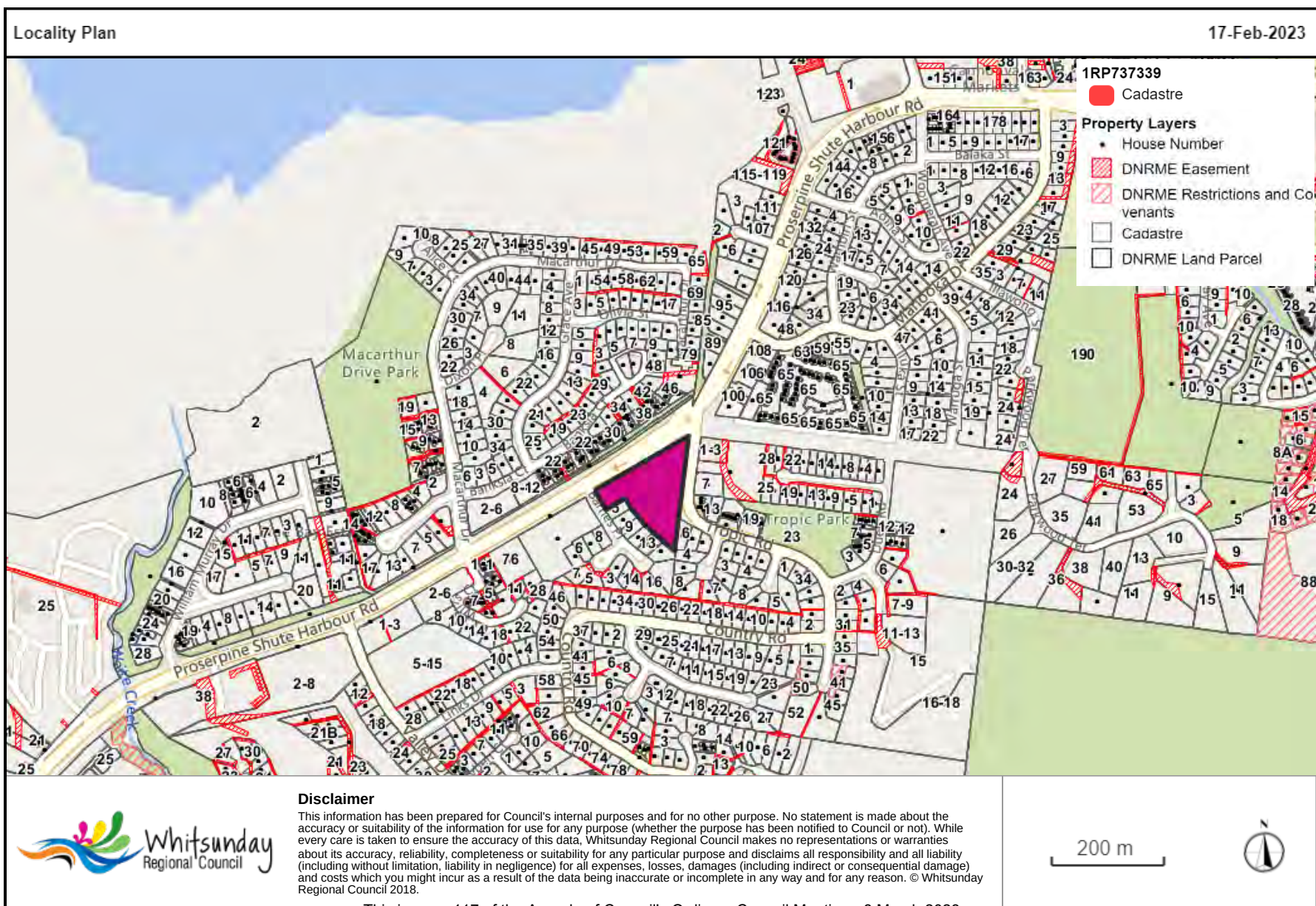
### 12.5 General Safety of Public During Construction

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.

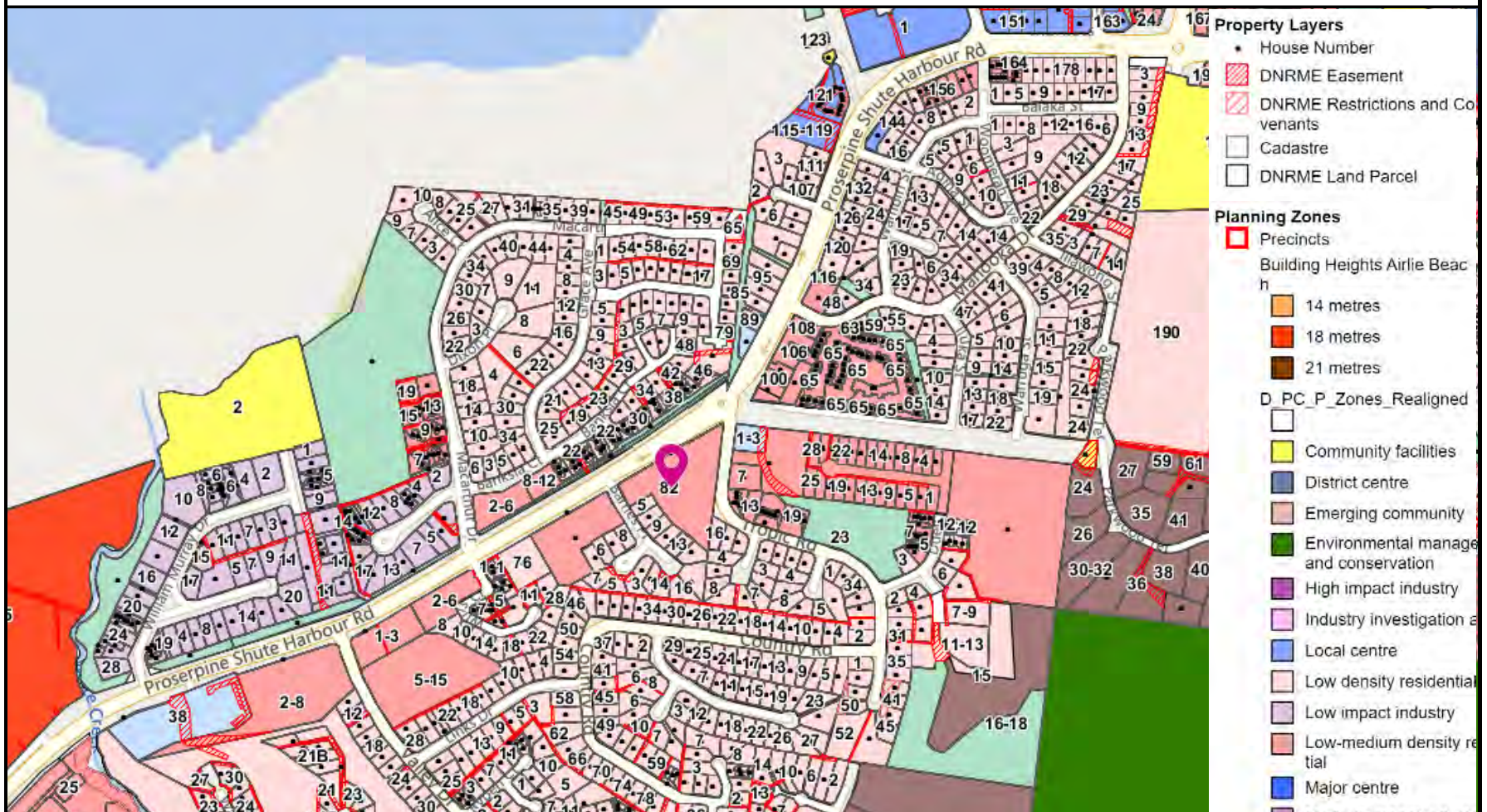
### 12.6 Enquiries relating to the aforementioned conditions should be directed to the Planning and Development Directorate who will direct the enquiry to the relevant officer.





## Zoning Plan

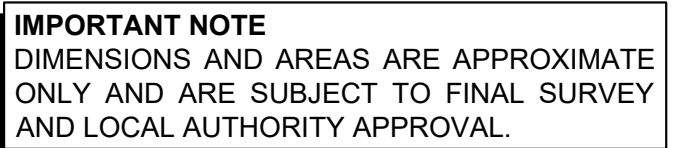
22-Feb-2023

**Disclaimer**

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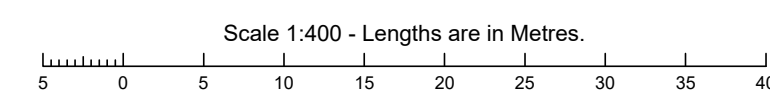
This is page 110 of the Agenda of Council's Ordinary Council Meeting - 8 March 2023





| DEVELOPMENT STAGING                                               |                                                                                                                           |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>STAGE 1</b><br>1 Lot into 2 Lots & 1 Lot dedicated as New Road | Proposed <b>Lots 100 &amp; 200</b> cancelling Lot 1 on RP737339 and proposed <b>New Road</b> cancelling Lot 4 on RP737339 |
| <b>STAGE 2</b><br>1 Lot into 6 Lots & Common Property in CTS      | Proposed <b>Lots 1 - 6 and CP</b> , cancelling proposed Lot 200 ( <i>refer sheet 2</i> )                                  |

1. Road design is indicative only, pending specialist engineering assessment and design.
2. Proposed easement for services to be determined during detailed design phase.
3. For complete contour and detail survey refer to drawing 21674-CD-01.



|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <br><b>Airlie Beach   Mackay   Townsville   Rockhampton   SE QLD</b><br><b>E : admin@visionsurveysqld.com.au P : 13000VISION</b> |  |
|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---------|------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| B                                                                 | Remove lot 201, remove services Emt, revise staging details                                                                                                                                                                                                                                                                                                                                                                                                                             | AD    | LG      | 10/10/2022 |  |                                                                                                                                                                                                                       |  |
| A                                                                 | Issue for approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | AD    | LG      | 8/07/2022  |  |                                                                                                                                                                                                                       |  |
| Rev                                                               | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Drawn | Checked | Date       |  |                                                                                                                                                                                                                       |  |
|                                                                   | This plan was prepared as a proposed subdivision and should not be used for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey and also to the requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealing involving the land. This note is an integral part of the plan. |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>PLAN OF PROPOSED DEVELOPMENT (ROL)</b>                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>PROJECT:</b> PROPOSED SUBDIVISION (STAGED) - 1 LOT INTO 9 LOTS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>LOCATION:</b> 82 SHUTE HARBOUR ROAD, CANNONVALE                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>Real Property Description:</b> LOTS 1 AND 4 ON RP737339        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>CLIENT:</b> MIDDLE POND PTY. LTD.                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  |                                                                                                                                                                                                                       |  |
| <b>Horizontal Datum:</b> MGA (GDA2020) ZONE 55                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Scale:</b> 1: 400 @ A1                                                                                                                                                                                             |  |
| <b>Vertical Datum:</b> AHD VIDE PSM 129924, RL 8.536              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Drawn:</b> AD                                                                                                                                                                                                      |  |
| <b>Local Authority:</b> WHITSUNDAY REGIONAL COUNCIL               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Drawing No:</b> 21674-PP-01                                                                                                                                                                                        |  |
|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Sheet:</b> 1 OF 2                                                                                                                                                                                                  |  |
|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Surveyed:</b> DW - 9/09/2021                                                                                                                                                                                       |  |
|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |       |         |            |  | <b>Revision:</b> B                                                                                                                                                                                                    |  |



BARNES PLACE

LOT 100

LOT 4  
800m<sup>2</sup>

LOT 5  
800m<sup>2</sup>

LOT 6  
800m<sup>2</sup>

LOT 3  
869m<sup>2</sup>

COMMON  
PROPERTY  
1599m<sup>2</sup>

## STAGE 2

LOT 1  
800m<sup>2</sup>

LOT 2  
1142m<sup>2</sup>

9  
SP126388

**STAGE 1**  
1 Lot into 2 Lots & 1 Lot  
dedicated as New Road

Proposed **Lots 100 & 200** cancelling Lot 1 on RP737339  
and proposed **New Road** cancelling Lot 4 on RP737339

**STAGE 2**  
1 Lot into 6 Lots &  
Common Property in CTS

Proposed **Lots 1 - 6 and CP**, cancelling proposed Lot 200

| B   | Remove lot 201, remove services Emt, revise staging details | AD    | LG      | 10/10/2022 |  |
|-----|-------------------------------------------------------------|-------|---------|------------|--|
| A   | Issue for approval                                          | AD    | LG      | 8/07/2022  |  |
| Rev | Description                                                 | Drawn | Checked | Date       |  |

| Rev | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Drawn | Checked | Date |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---------|------|
|     | This plan was prepared as a proposed subdivision and should not be used for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey and also to the requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on this plan for any financial dealing involving the land. This note is an integral part of the plan. |       |         |      |

**PROJECT:** PROPOSED SUBDIVISION (STAGED) - 1 LOT INTO 9 LOTS

|                                                     |
|-----------------------------------------------------|
| <b>LOCATION:</b> 82 SHUTE HARBOUR ROAD, CANNONVALE  |
| Real Property Description: LOTS 1 AND 4 ON RP737339 |

**CLIENT: MIDDLE POND PTY. LTD.**

Horizontal Datum: MGA (GDA2020) ZONE 55

|                  |                               |
|------------------|-------------------------------|
| Vertical Datum:  | AHD VIDE PSM 129924, RL 8.536 |
| Local Authority: | WHITSUNDAY REGIONAL COUNCIL   |



Airlie Beach | Mackay | Townsville | Rockhampton | SE QLD  
E : [admin@visionsurveysqld.com.au](mailto:admin@visionsurveysqld.com.au) P : 13000VISION

Scale: 1: 400 @ A1

|             |             |
|-------------|-------------|
| Drawing No: | 21674-PP-01 |
|-------------|-------------|

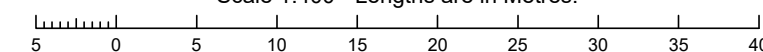
|        |    |
|--------|----|
| Drawn: | AD |
|--------|----|

Sheet: 2 OF 2

|           |                |
|-----------|----------------|
| Surveyed: | DW - 9/09/2021 |
|-----------|----------------|

Revision: **B**

Scale 1:400 - Lengths are in Metres.







# PROPOSED SELF-STORAGE FACILITY 82 SHUTE HARBOUR ROAD, CANNONVALE, QLD

**STORAGE CHOICE**

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

COVER PAGE

DWG N° SC Cannonvale-A00-B by WB  
DATE 25.05.2022

**STEEL STORAGE**

THE LEADER IN SELF STORAGE DESIGN & CONSTRUCTION

25/05/2022 3:44:22 PM

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PART OF LOT 1 RP737339 (PROPOSED LOT 100)  
WHITSUNDAY REGIONAL COUNCIL

|                        |                            |
|------------------------|----------------------------|
| SITE AREA              | 8475m <sup>2</sup>         |
| PROPOSED SITE COVER    | 3756m <sup>2</sup> (44.3%) |
| BUILDING A STORAGE GFA | 3294m <sup>2</sup>         |
| BUILDING B STORAGE GFA | 3874m <sup>2</sup>         |
| SHOWROOM GFA           | 111m <sup>2</sup>          |
| UNIT GROUND FLOOR GFA  | 9m <sup>2</sup>            |
| UNIT LEVEL 1 GFA       | 104m <sup>2</sup>          |
| UNIT BALCONY GFA       | 18m <sup>2</sup>           |
| TOTAL GFA              | 7410m <sup>2</sup>         |
| CARPARKING             | 14(13 REQ.)                |
| LANDSCAPING            | 896m <sup>2</sup> (10.5%)  |



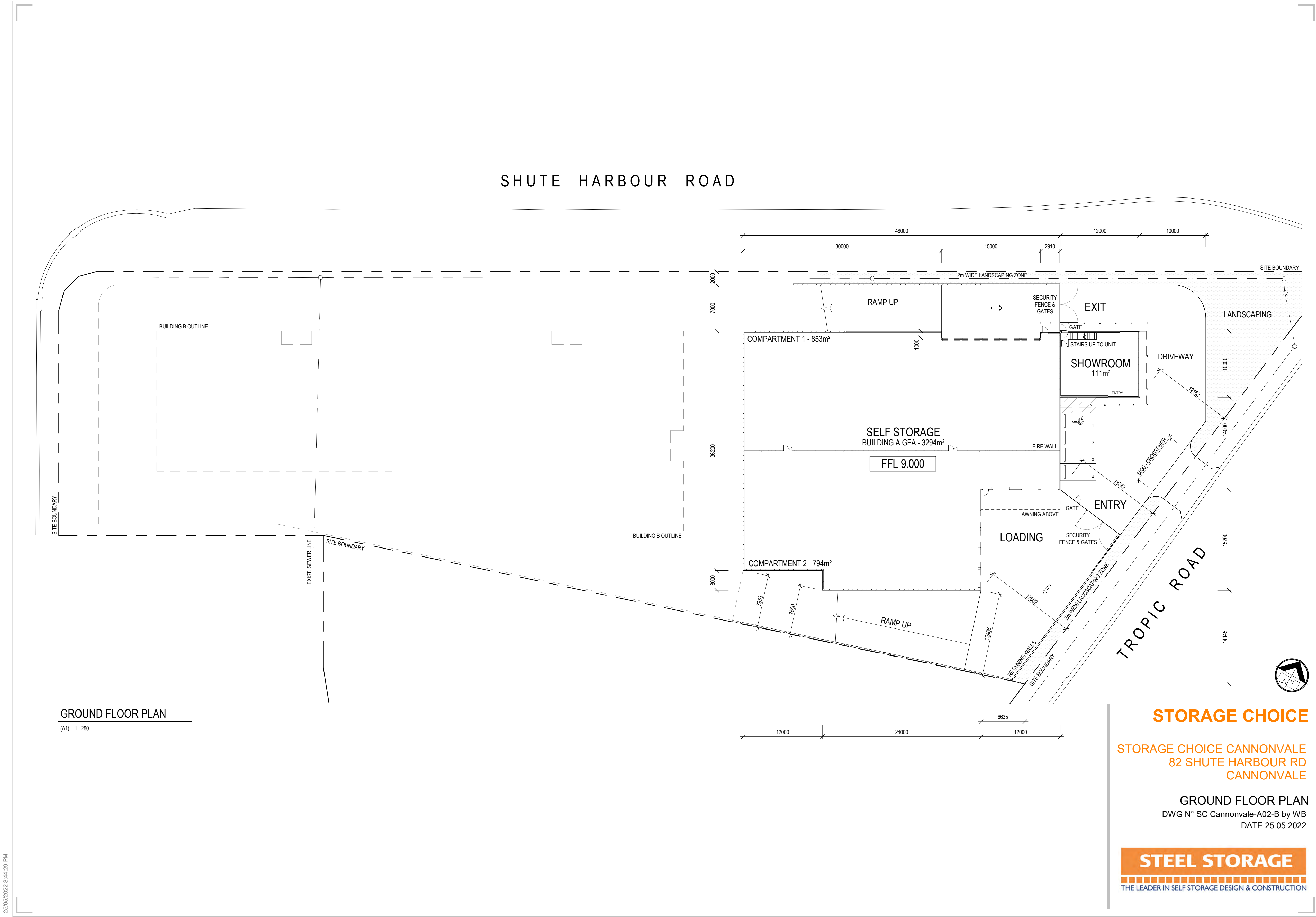
STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

DWG N° SC Cannonvale-A01-B by WB  
DATE 25.05.2022

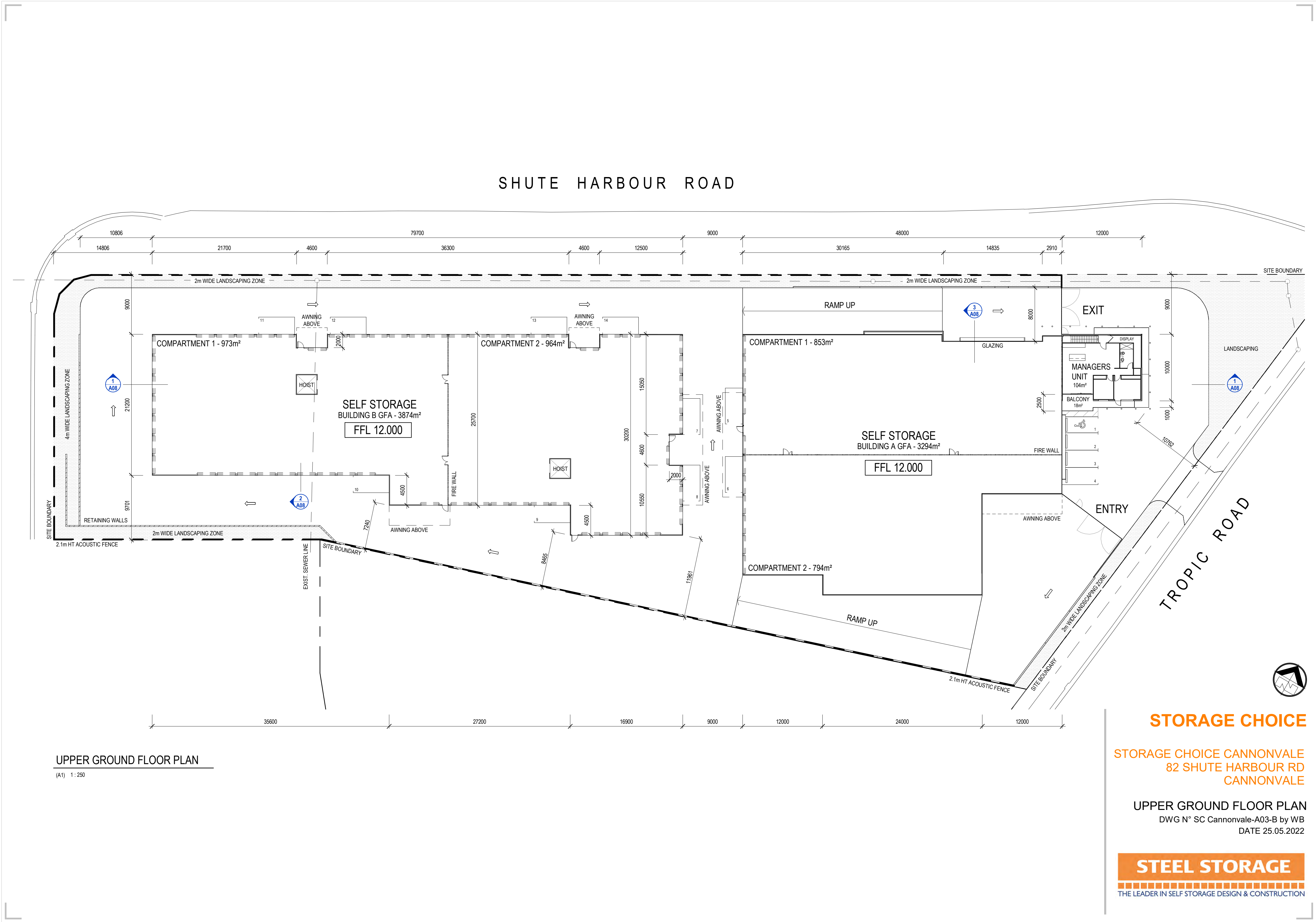
**STEEL STORAGE**

THE LEADER IN SELF STORAGE DESIGN & CONSTRUCTION

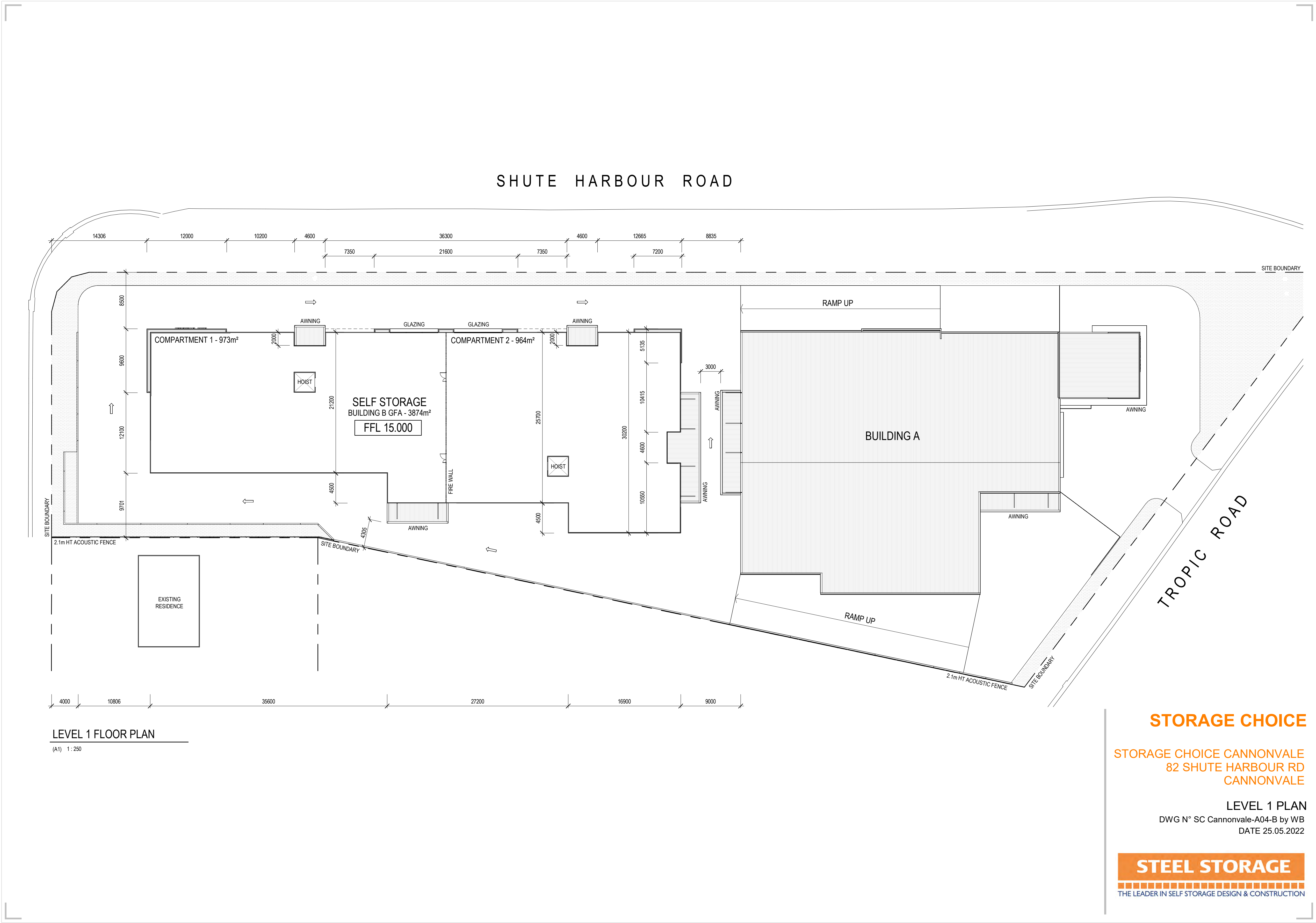








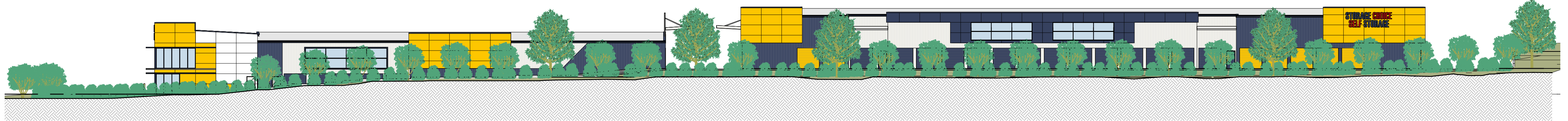




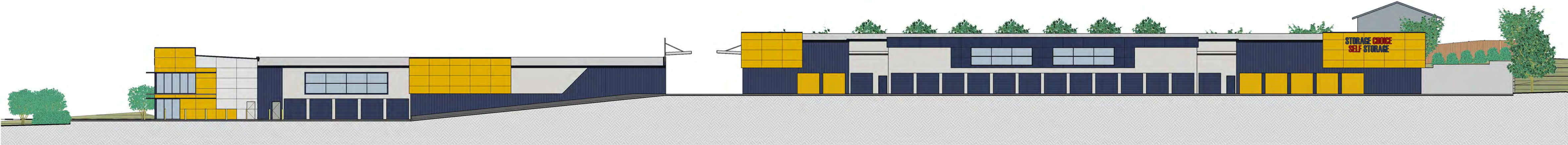
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SHUTE HARBOUR RD  
(A1) 1:250



SHUTE HARBOUR RD  
(A1) 1:250

## STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

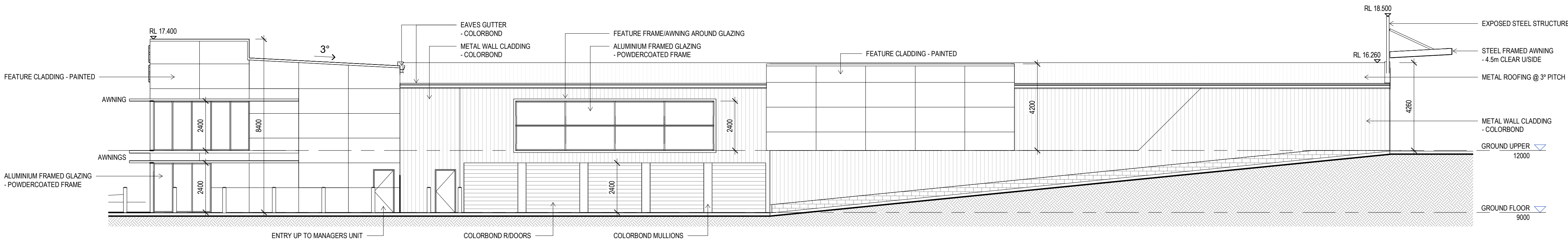
SHUTE HARBOUR RD ELEVATION  
DWG N° SC Cannonnvale-A05-B by WB  
DATE 25.05.2022



25/05/2022 3:46:55 PM

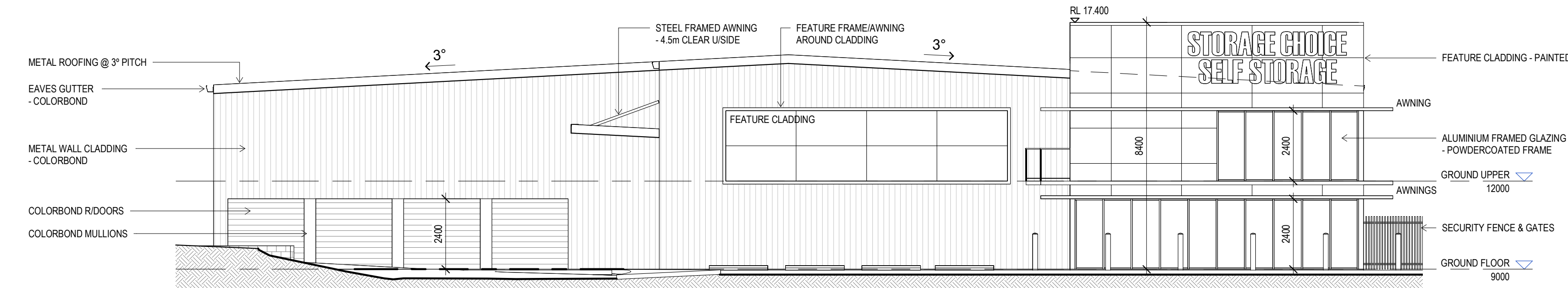
COPYRIGHT © STEEL STORAGE PTY LTD





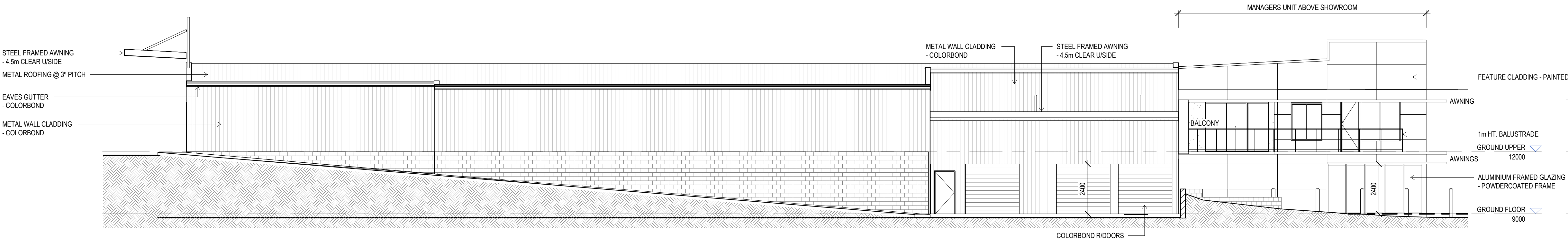
BUILDING A - N/W ELEVATION

(A1) 1 : 100



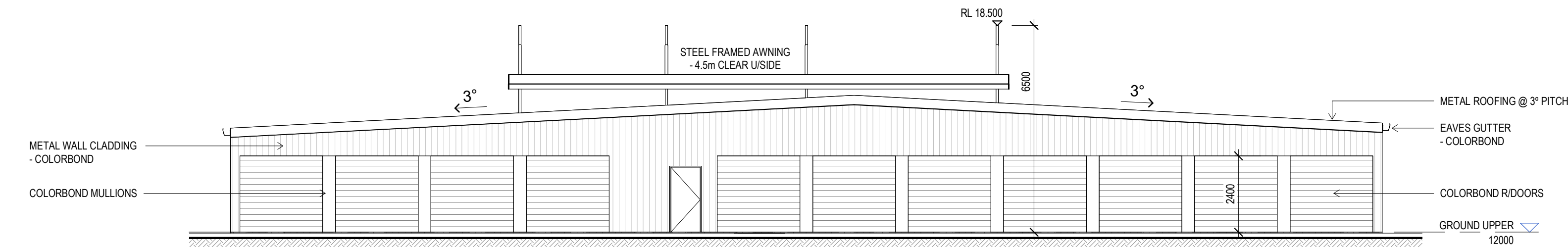
BUILDING A - N/E ELEVATION

(A1) 1 : 100



BUILDING A - S/E ELEVATION

(A1) 1 : 100



BUILDING A - S/W ELEVATION

(A1) 1 : 100

- COLORBOND 'BASALT' CONC. BLOCKWORK (PAINTED)
- COLORBOND 'DEEP OCEAN' WALL CLADDING, RIDOORS, GLAZING FRAMES, EAVES GUTTERS
- COLORBOND 'SHALE GREY' RIDOORS
- COLORBOND 'STORAGE CHOICE YELLOW' FEATURE CLADDING, RIDOORS
- COLORBOND 'SURFMIST' WALL CLADDING

## STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

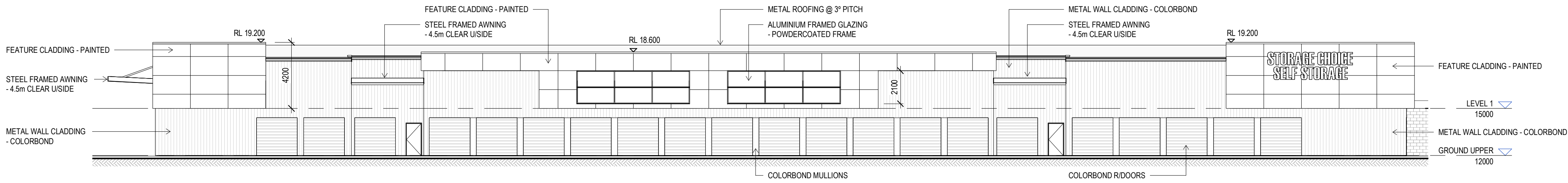
### BUILDING A ELEVATIONS

DWG N° SC Cannonvale-A06-B by WB  
DATE 25.05.2022

## STEEL STORAGE

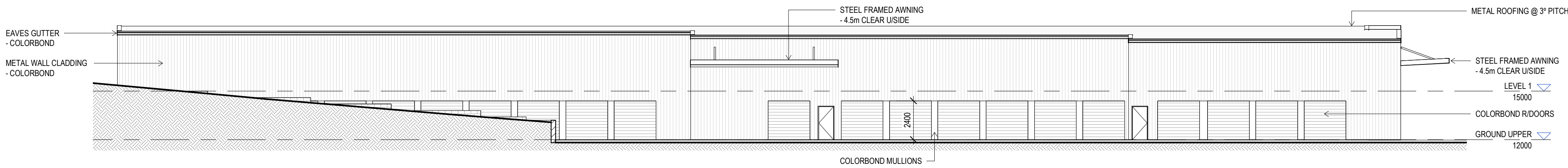
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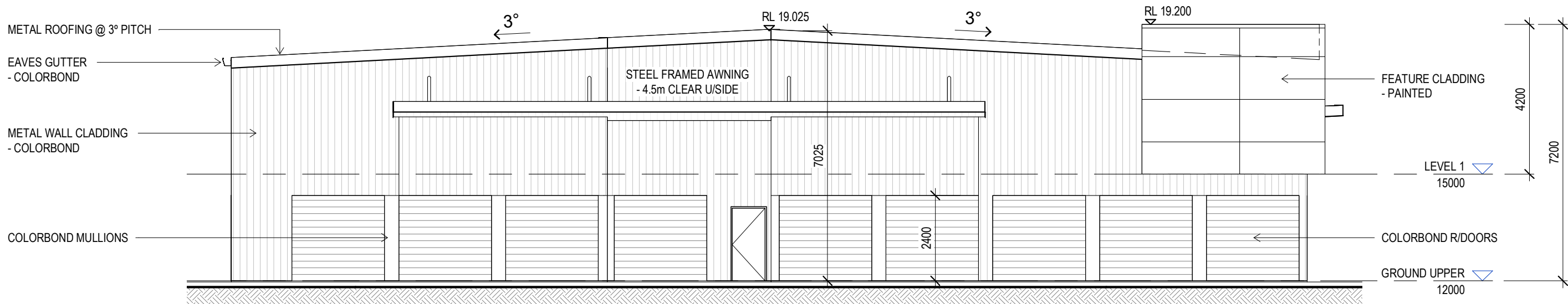
BUILDING B - NW ELEVATION

(A1) 1:150



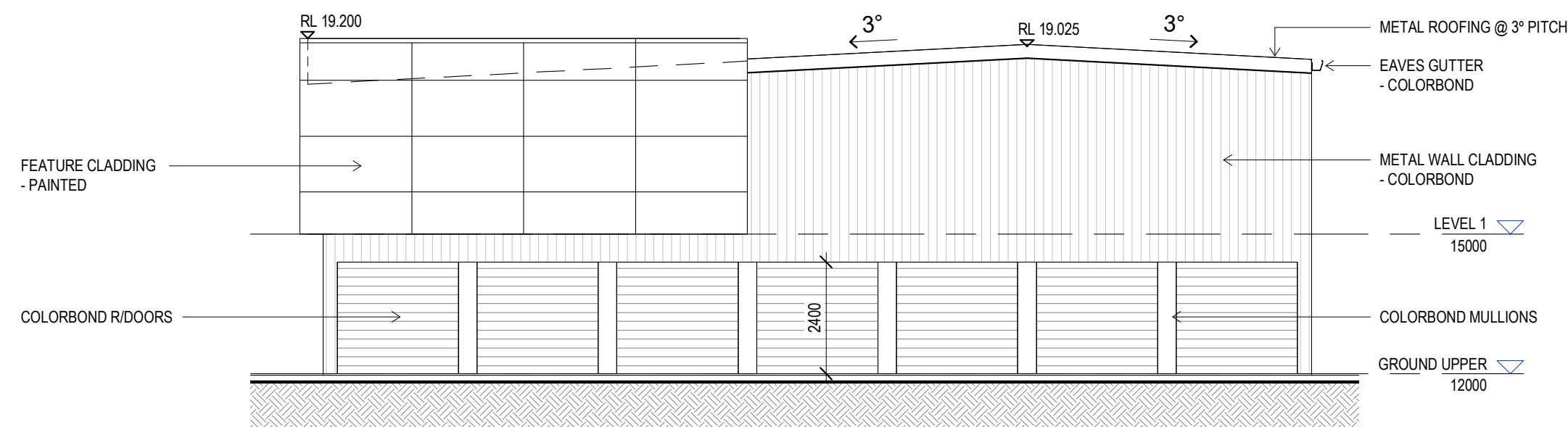
BUILDING B - S/E ELEVATION

(A1) 1:150



BUILDING B - N/E ELEVATION

(A1) 1:100



BUILDING B - S/W ELEVATION

(A1) 1:100

- COLORBOND 'BASALT' CONC. BLOCKWORK (PAINTED)
- COLORBOND 'DEEP OCEAN' WALL CLADDING, RIDOORS, GLAZING FRAMES, EAVES GUTTERS
- COLORBOND 'SHALE GREY' RIDOORS
- COLORBOND 'STORAGE CHOICE YELLOW' FEATURE CLADDING, RIDOORS
- COLORBOND 'SURFMIST' WALL CLADDING

## STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

### BUILDING B ELEVATIONS

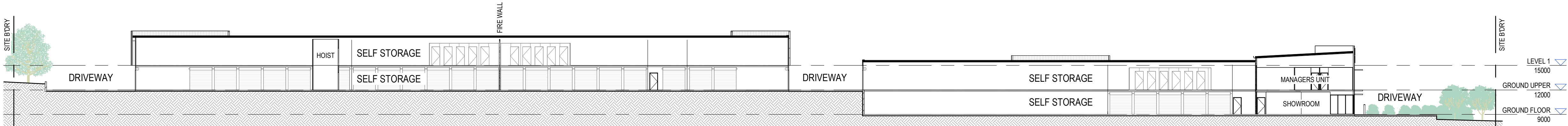
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DATE 25.05.2022

## STEEL STORAGE

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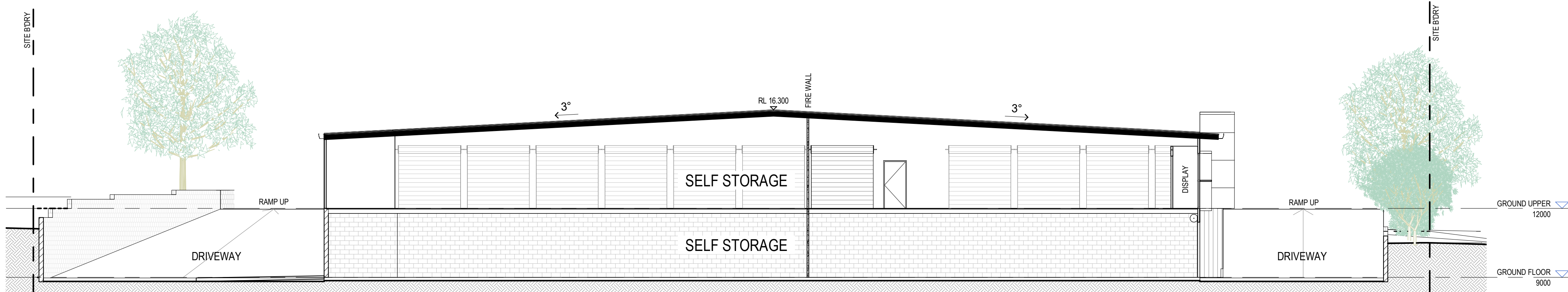
25/05/2022 3:47:12 PM





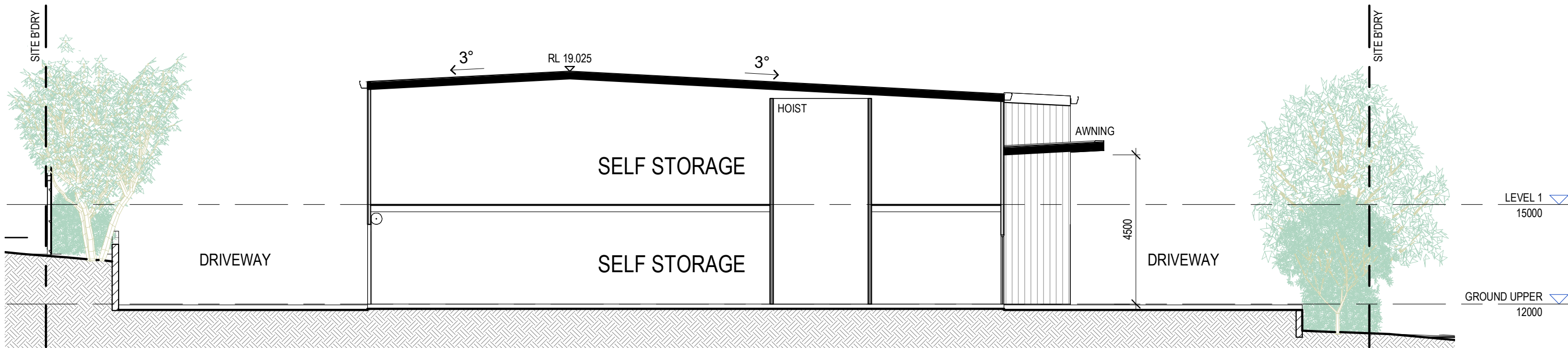
SECTION A

(A1) 1 : 250



SECTION B

(A1) 1 : 100



SECTION C

(A1) 1 : 100

## STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

### SECTIONS

DWG N° SC Cannonvale-A08-B by WB  
DATE 25.05.2022

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**STORAGE CHOICE**

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

3D VIEWS  
DWG N° SC Cannonvale-A09-B by WB  
DATE 25.05.2022

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STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

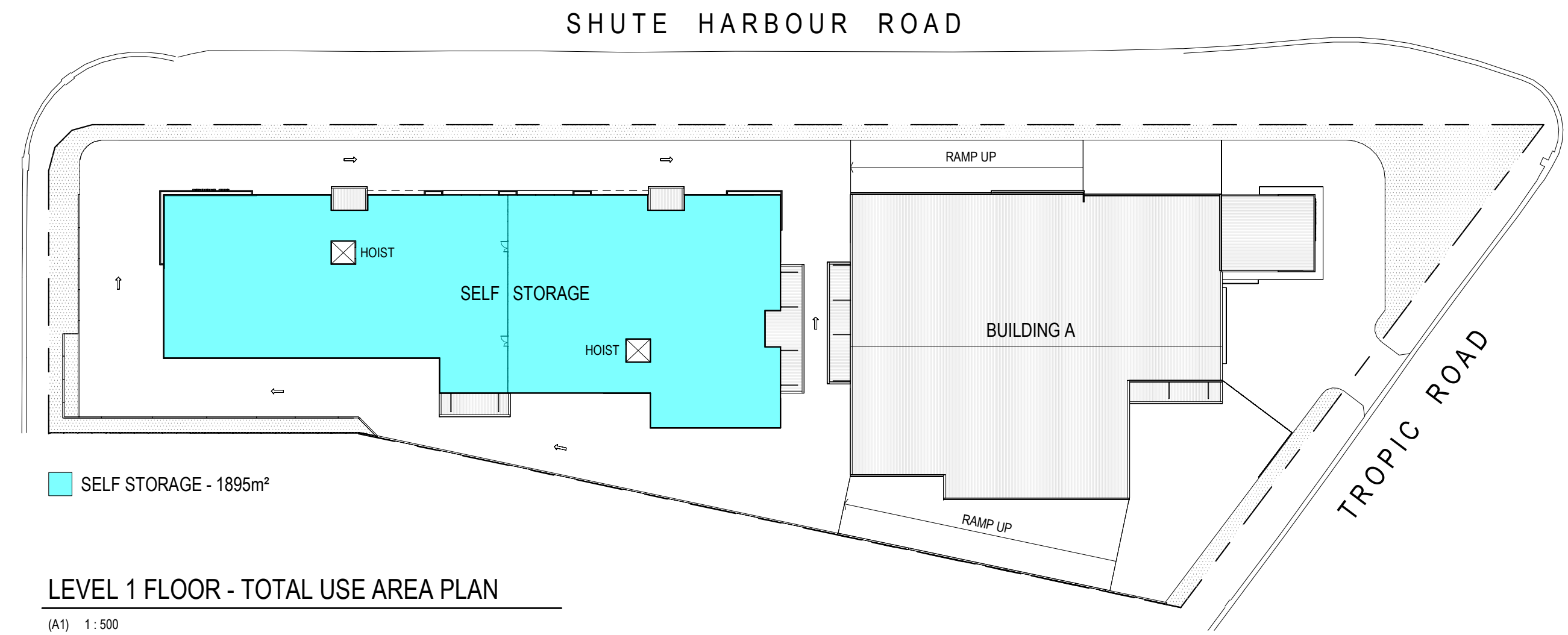
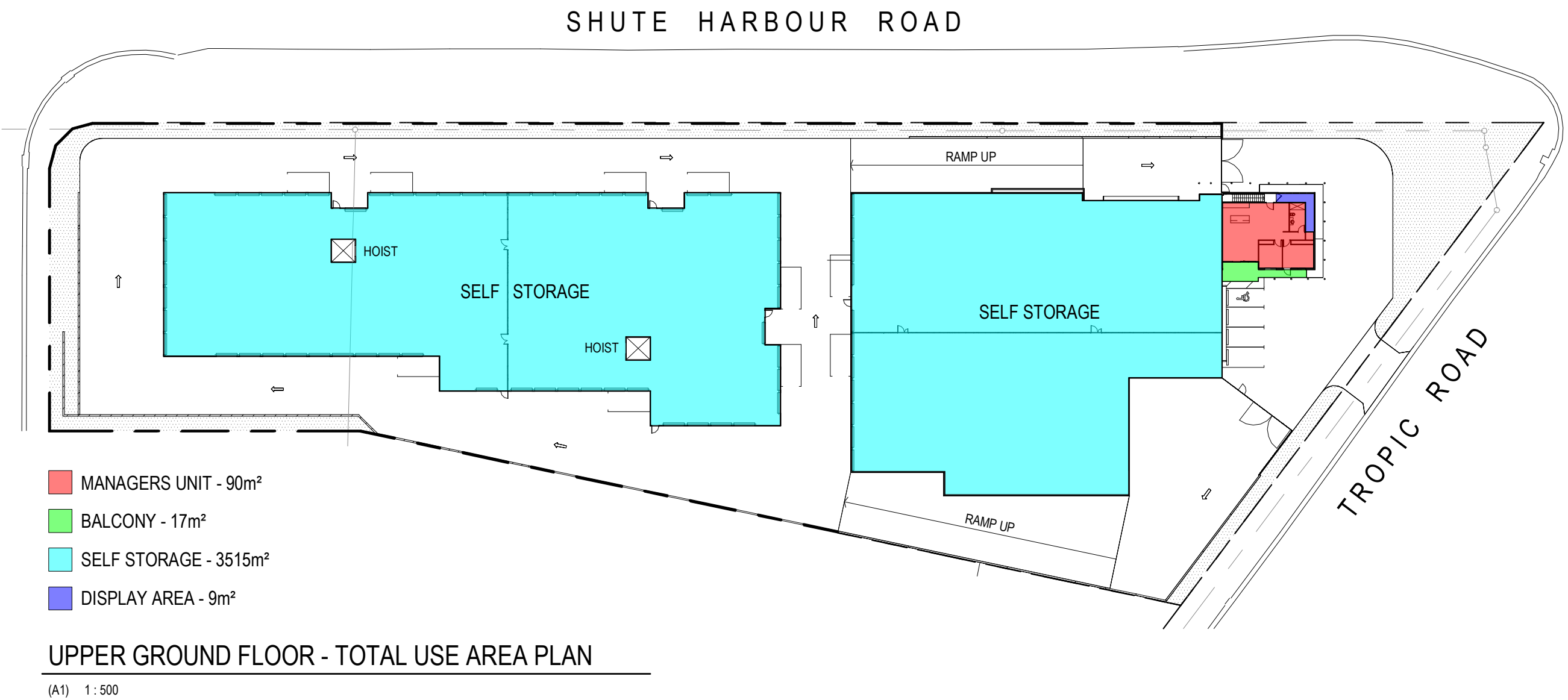
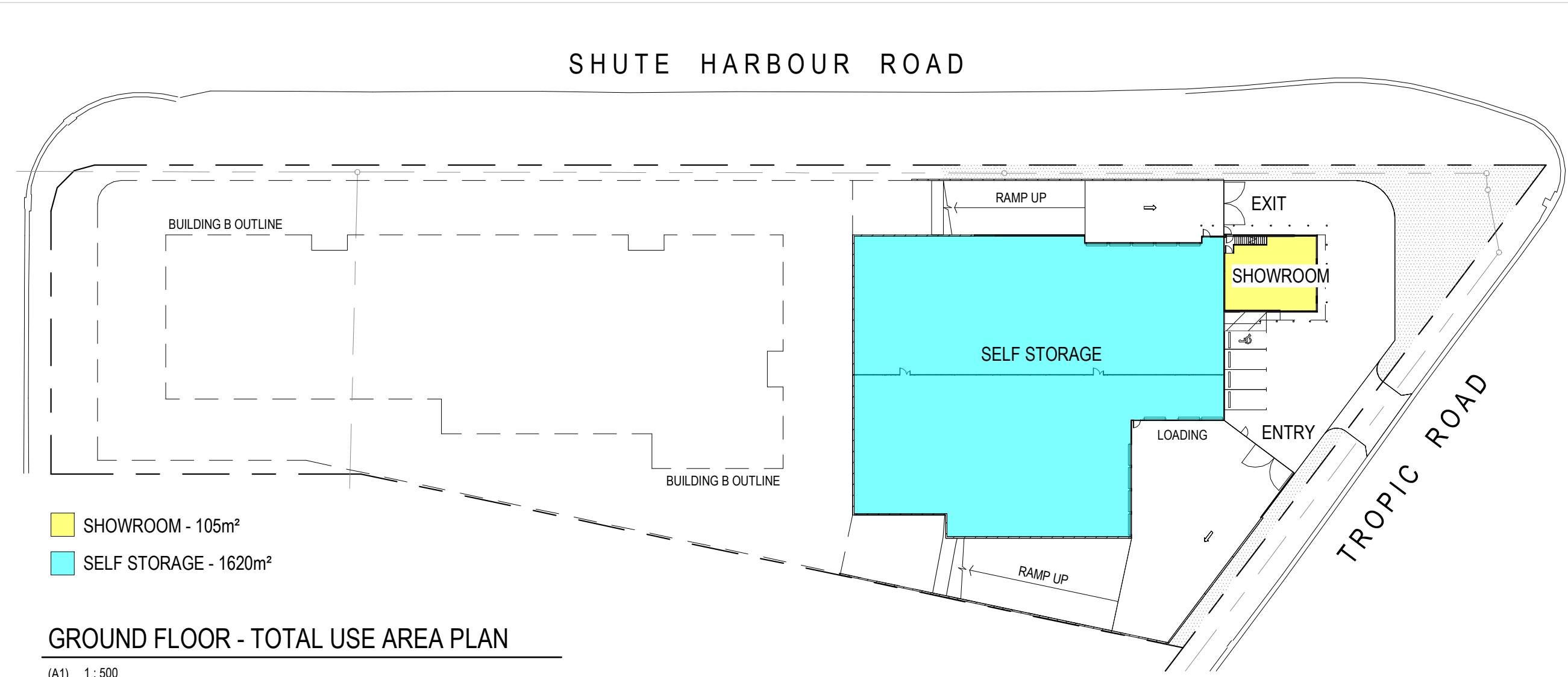
3D VIEWS  
DWG N° SC Cannonnvale-A10-B by WB  
DATE 25.05.2022



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## STORAGE CHOICE

STORAGE CHOICE CANNONVALE  
82 SHUTE HARBOUR RD  
CANNONVALE

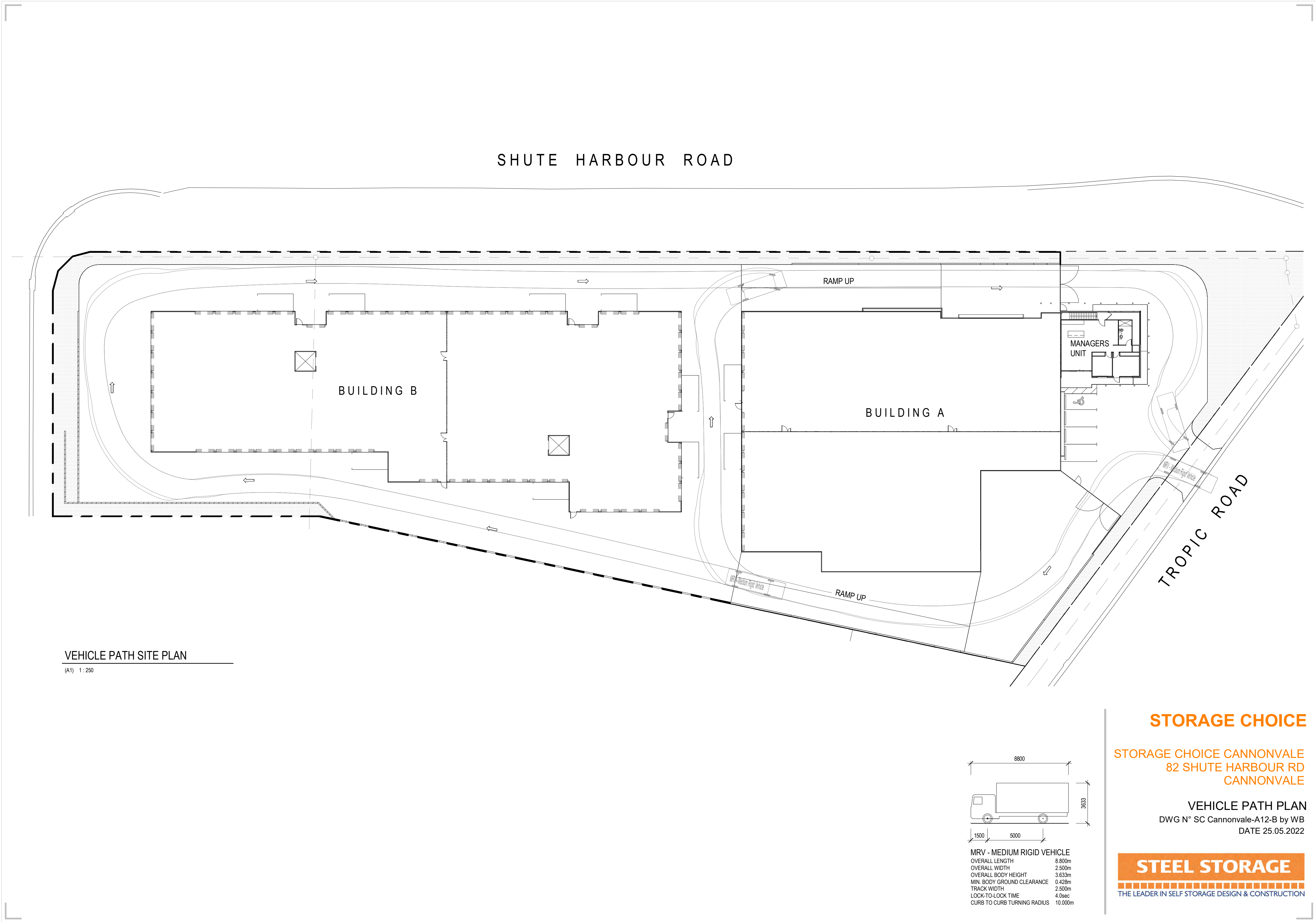
TOTAL USAGE AREA PLANS  
DWG N° SC Cannonvale-A11-B by WB  
DATE 25.05.2022

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COMMERCIAL AND RESIDENTIAL DEVELOPEMNT  
82 SHUTE HARBOUR ROAD, CANNONVALE  
(LOTS 1 & 4 on RP737339)

DESIGNED FOR  
PARKER PROPERTY GROUP PTY LTD

LANDSCAPE CONCEPT PLANS  
FOR ROL & MCU APPROVAL

JOB NUMBER: 22043 30/06/2022

REVISION: A

DRAWING INDEX

| DRG    | TITLE                                 | REVISION |
|--------|---------------------------------------|----------|
| LPC 01 | SITE PLAN & EXISTING CONDITIONS       | A        |
| LPC 02 | SURFACE TREATMENTS - COMMERCIAL SITE  | A        |
| LCP 03 | SURFACE TREATMENTS - RESIDENTIAL SITE | A        |
| LCP 04 | PLANTING CONCEPT - COMMERCIAL SITE    | A        |
| LPC 05 | CONCEPT NOTES                         | A        |



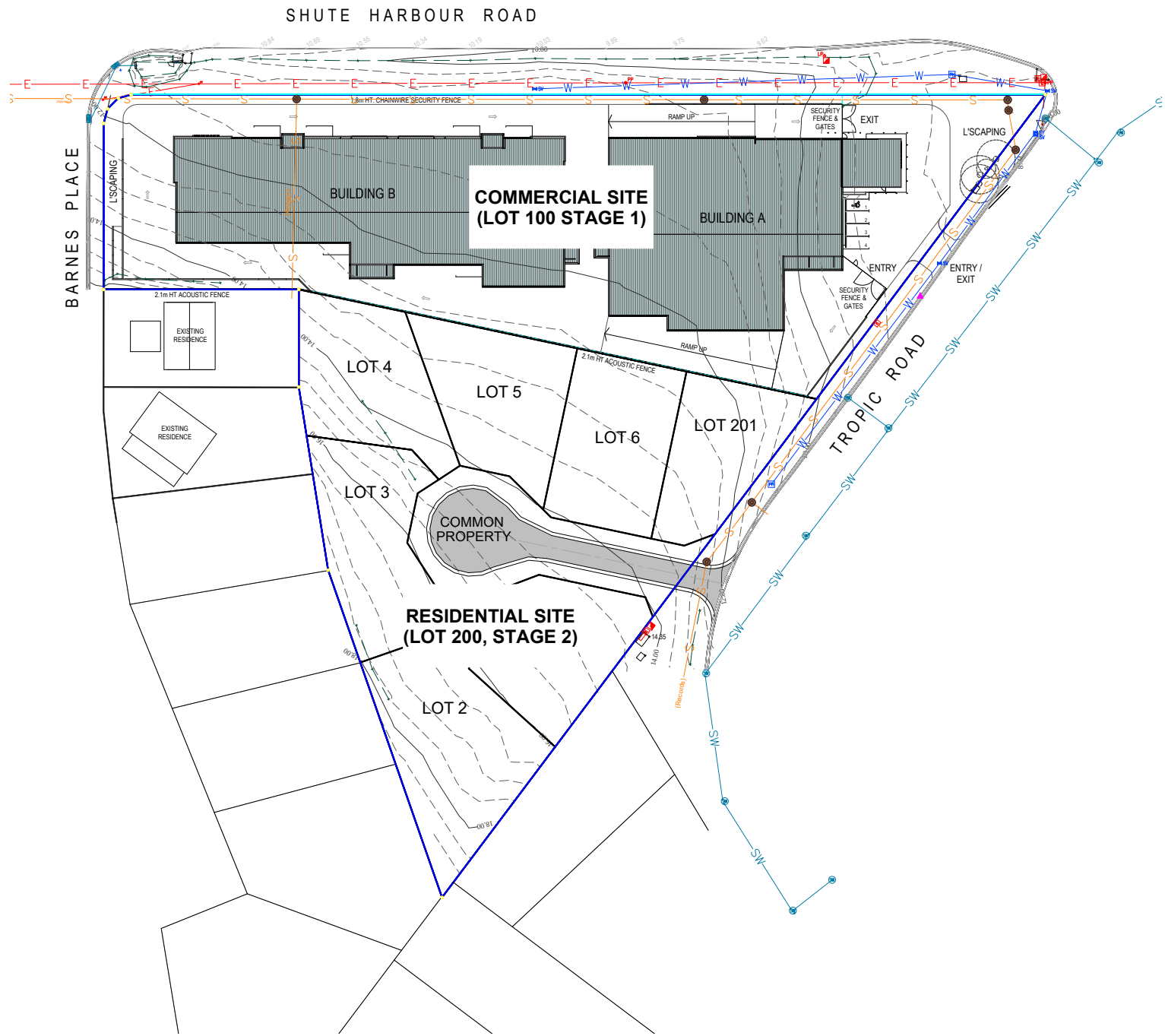
**JHLD**  
JOHN HARPER LANDSCAPE DESIGNS

JHLD PTY LTD  
PO Box 1031,  
Proserpine, QLD, 4800  
M: 0417 195 059  
E: jharper@jhld.com.au  
W: jhld.com.au



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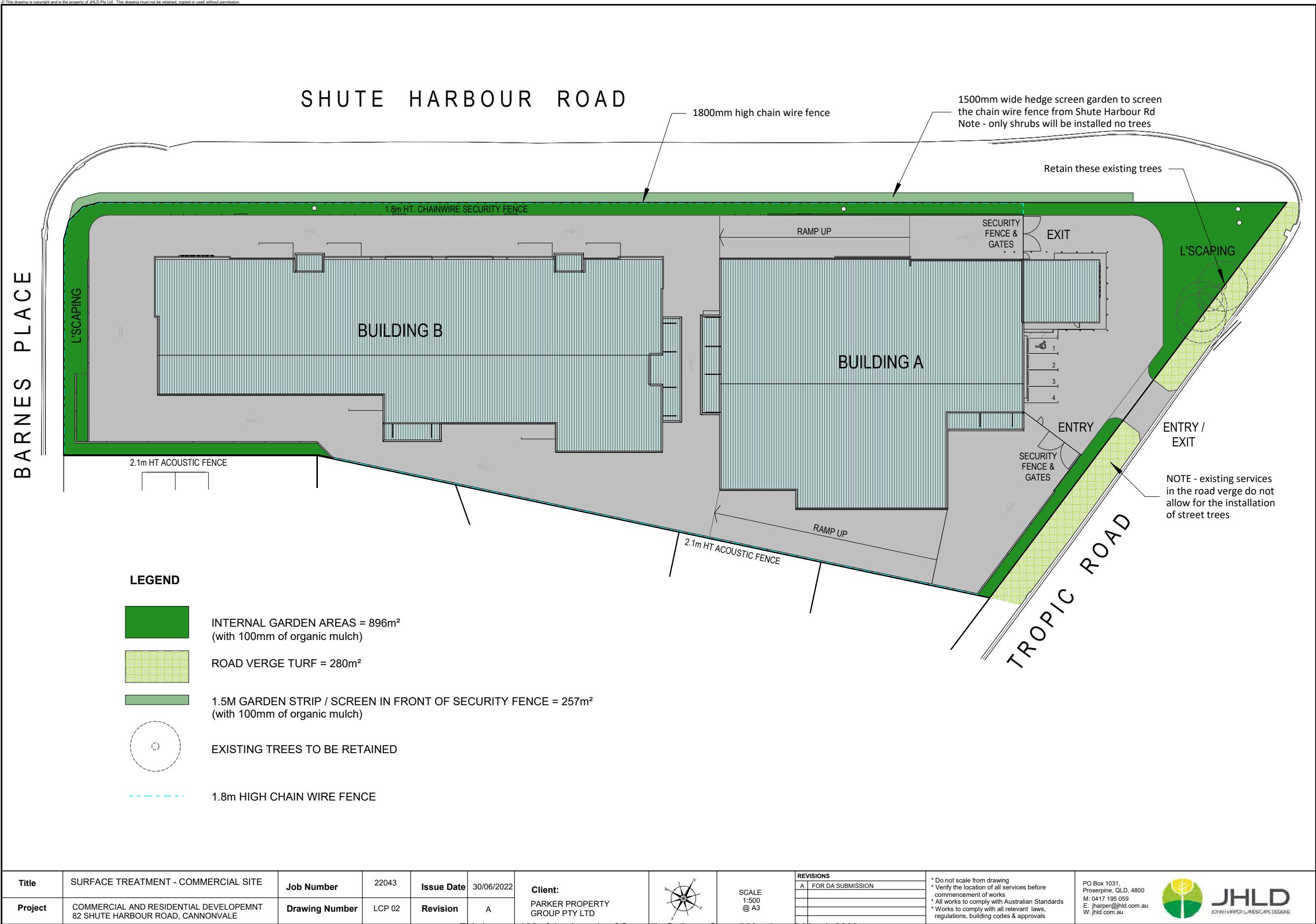
LOCAL CONTEXT - 1:2000

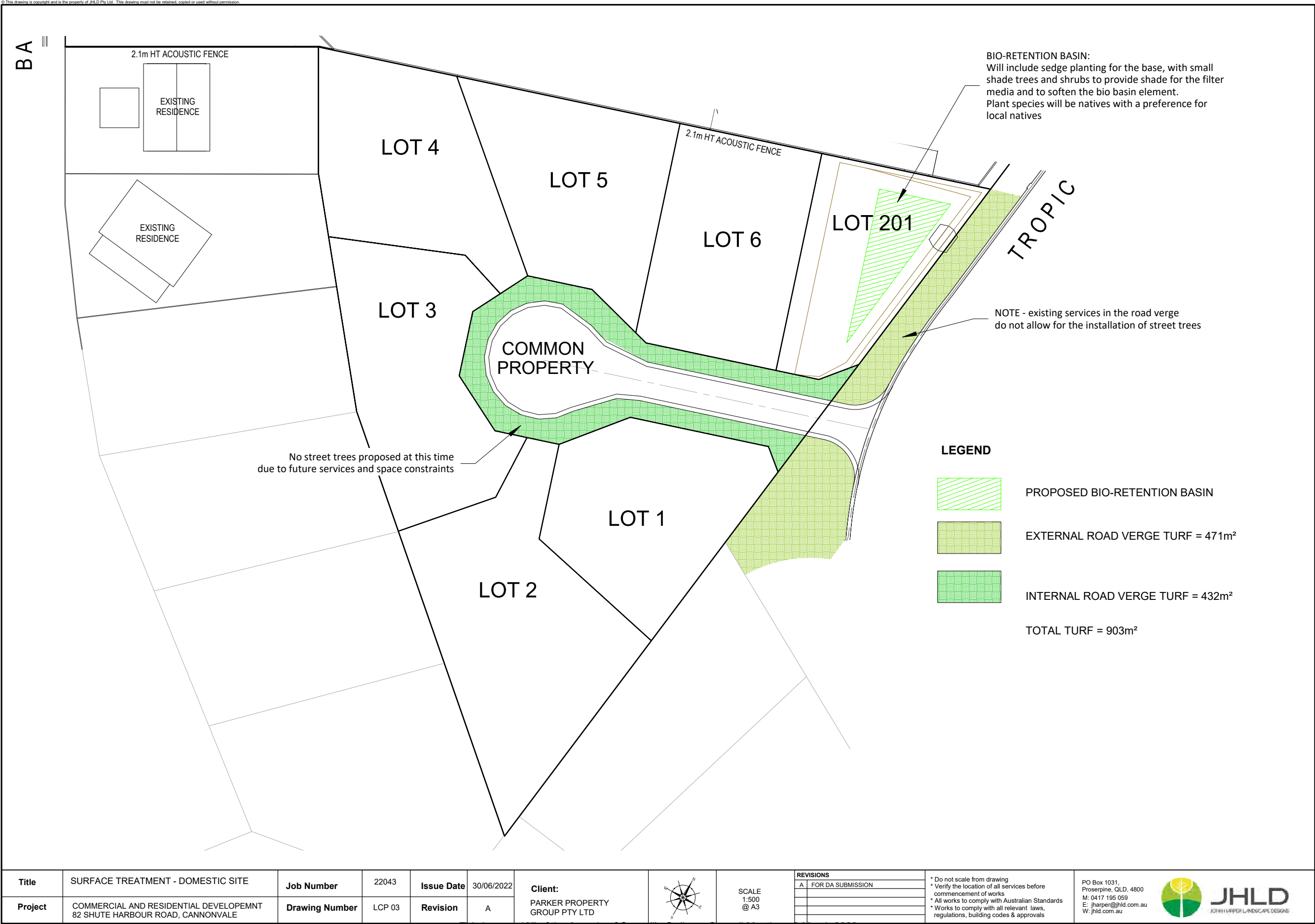


SITE PLAN - 1:1000

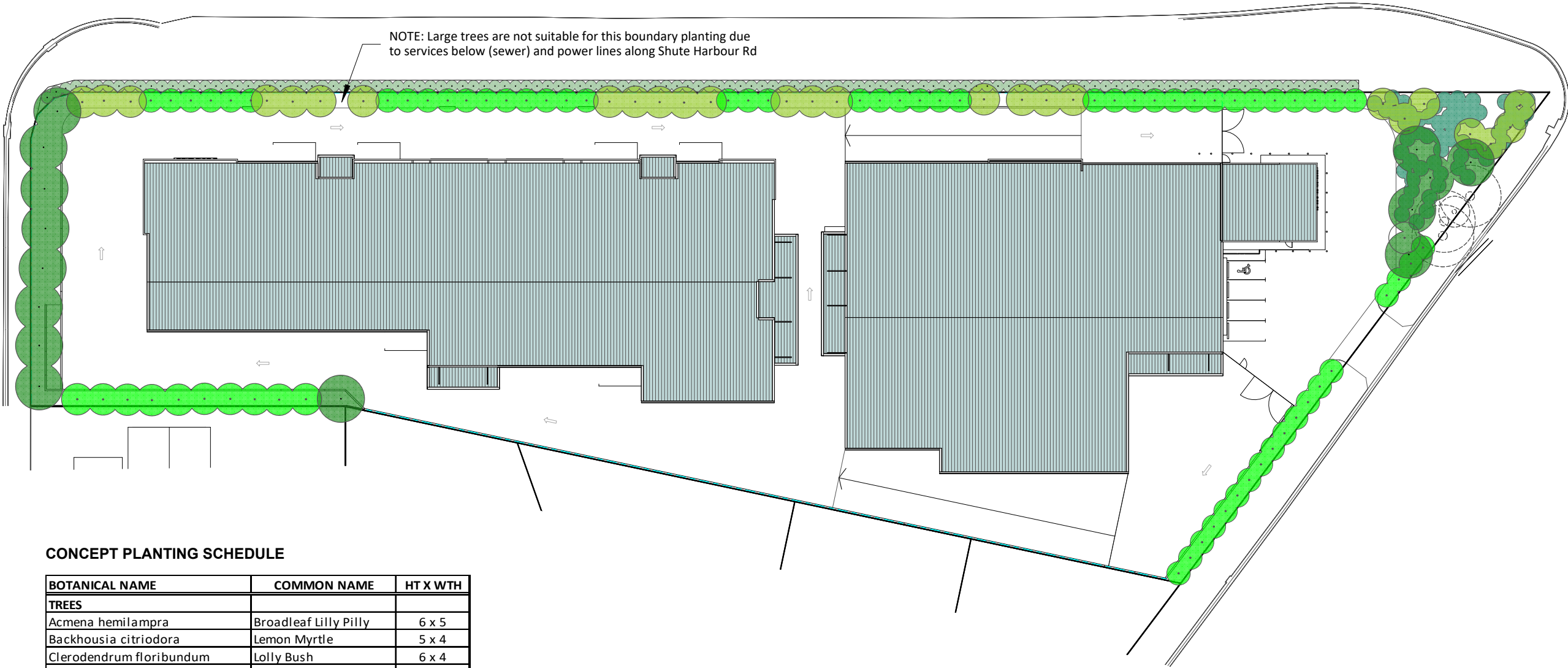
|         |                                                                             |                |        |            |            |                                                 |  |                                  |           |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |
|---------|-----------------------------------------------------------------------------|----------------|--------|------------|------------|-------------------------------------------------|--|----------------------------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|--|
| Title   | SITE PLAN & EXISTING CONDITIONS                                             | Job Number     | 22046  | Issue Date | 06/05/2022 | Client:<br><br>PARKER PROPERTY<br>GROUP PTY LTD |  | SCALE<br>1:1000 & 1:2000<br>@ A3 | REVISIONS | <ul style="list-style-type: none"><li>* Do not scale from drawing</li><li>* Verify the location of all services before commencement of works</li><li>* All works to comply with Australian Standards</li><li>* Works to comply with all relevant laws, regulations, building codes &amp; approvals</li></ul> | PO Box 1031,<br>Proserpine, QLD, 4800<br>M: 0417 195 059<br>E: jharper@jhld.com.au<br>W: jhld.com.au |  |
| Project | COMMERCIAL AND RESIDENTIAL DEVELOPEMNT<br>82 SHUTE HARBOUR ROAD, CANNONVALE | Drawing Number | LCP 01 | Revision   | A          |                                                 |  |                                  | A         |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |
|         |                                                                             |                |        |            |            |                                                 |  |                                  |           |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |
|         |                                                                             |                |        |            |            |                                                 |  |                                  |           |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |
|         |                                                                             |                |        |            |            |                                                 |  |                                  |           |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |
|         |                                                                             |                |        |            |            |                                                 |  |                                  |           |                                                                                                                                                                                                                                                                                                              |                                                                                                      |  |







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CONCEPT PLANTING SCHEDULE

| BOTANICAL NAME            | COMMON NAME           | HT X WTH  |
|---------------------------|-----------------------|-----------|
| TREES                     |                       |           |
| Acmena hemilampra         | Broadleaf Lilly Pilly | 6 x 5     |
| Backhousia citriodora     | Lemon Myrtle          | 5 x 4     |
| Clerodendrum floribundum  | Lolly Bush            | 6 x 4     |
| Elaeocarpus eumundii      | Eumundi Ash           | 6 x 3     |
| Harpullia pendula         | Tulipwood             | 8 x 4     |
| Pittosporum spp           | Pittosporum           | 4 x 3     |
| Waterhousia floribunda    | Weeping Cherry        | 6 x 6     |
| SHRUBS                    |                       |           |
| Acacia spp                | Wattle                | 3 x 2     |
| Callistemon spp           | Bottlebrush           | 2 x 2     |
| Orthosiphon aristatus     | Cat's Whiskers        | 1.5 x 1.5 |
| Phyllanthus cuscutiflorus | Pink Phyllanthus      | 2 x 1.5   |
| Syzygium cultivars        | Lilly Pilly           | 1-3 x 1-3 |
| GROUND COVERS & CLIMBERS  |                       |           |
| Deities spp               | Wild Iris             | 1 x 1     |
| Ficus 'Green Island'      | Green Island Fig      | 1 x 2     |
| Gardenia radicans         | Radicans              | .3 x .75  |
| Hibbertia scandens        | Guinea Gold Vine      | .3 x 1.5  |
| Phyllanthus multiflorus   | Waterfall Plant       | 1 x 1     |

PLANTING LEGEND

- 

SCREENING SHRUBS - (2-3m H x 1.5-2m W)  
One species hedge - Eg species: Phyllanthus, Syzygium
- 

NATIVE & EXOTIC SHRUBS & GROUNDCOVER UNDERSTORY - (1-2m H x 1-2m W)  
Eg species: Callistemon, Grevillea, Acacia, Lomandra, Dianella etc
- 

MEDIUM SCREENING SHRUBS - (3-4m H x 2-3m W)  
Eg species: Phyllanthus, Syzygium, Callistemon, Grevillea, Acacia
- 

LARGE SCREENING SHRUBS - (4-6m H x 3-4m W)  
Eg species: Backhousia, Pittosporum etc
- 

NATIVE SMALL TREES - (5-8m H x 5-6m W)  
Eg species: Waterhousia, Harpulia, Pittosporum

| Title     | PLANTING CONCEPT - COMMERCIAL SITE                                          | Job Number     | 22043  | Issue Date | 30/06/2022 | Client:<br><br>PARKER PROPERTY<br>GROUP PTY LTD |  | SCALE<br>1:500<br>@ A3 | <table><tr><th colspan="2">REVISIONS</th></tr><tr><td>A</td><td>FOR DA SUBMISSION</td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr><tr><td> </td><td> </td></tr></table> | REVISIONS |  | A | FOR DA SUBMISSION |  |  |  |  |  |  | * Do not scale from drawing<br>* Verify the location of all services before commencement of works<br>* All works to comply with Australian Standards<br>* Works to comply with all relevant laws, regulations, building codes & approvals | PO Box 1031,<br>Proserpine, QLD, 4800<br>M: 0417 195 069<br>E: jharper@jhld.com.au<br>W: jhld.com.au |  |
|-----------|-----------------------------------------------------------------------------|----------------|--------|------------|------------|-------------------------------------------------|---------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|--|---|-------------------|--|--|--|--|--|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| REVISIONS |                                                                             |                |        |            |            |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |
| A         | FOR DA SUBMISSION                                                           |                |        |            |            |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |
|           |                                                                             |                |        |            |            |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |
|           |                                                                             |                |        |            |            |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |
|           |                                                                             |                |        |            |            |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |
| Project   | COMMERCIAL AND RESIDENTIAL DEVELOPEMNT<br>82 SHUTE HARBOUR ROAD, CANNONVALE | Drawing Number | LCP 04 | Revision   | A          |                                                 |                                                                                       |                        |                                                                                                                                                                                            |           |  |   |                   |  |  |  |  |  |  |                                                                                                                                                                                                                                           |                                                                                                      |                                                                                       |

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**GENERAL NOTES:**

**GENERAL CAUTION:**

Do not scale off the plan. Verify all areas and length on site prior to commencement of works. Locate all services prior to commencement of works.

**REFERENCES:**

All plans and details included in the project documents shall be read in conjunction with this specification. All structural and civil works components of the landscape design shall be referenced to engineers' details and specifications. Read this specification in conjunction with the plant and materials schedule on this drawing. If in doubt about any detail or if conflicts are found in the documents, seek advice.

**WORKMANSHIP AND MATERIALS:**

The whole of the landscape works shall be carried out by a competent, trained and qualified landscape contractor who is experienced in horticultural practices, landscape construction and planting techniques. The landscape contractor shall hold a current Building Contractors License and/or be a financial member of QLD Landscape Association or equivalent organisations in other states.

**SITE PREPARATION:**

All areas designated for landscaping are to have existing weeds and grass dead wood and rubbish completely removed off site prior to commencing works. The Civil contractor will excavate and store site soil for later reuse and will prepare subgrade to start levels for landscaping, but it is the landscape contractor's obligation to cultivate and prepare the subgrade and site soil for planting and turfing as described below.

**SOFTSCAPE:**

**SOIL:**

*Soil Testing:*

It is recommended to undertake a soil test to determine the suitability of the site soil. A soil test will provide recommendations for the adjust the site soil to achieve appropriate planting medium for successful plant growth.

*Subsoil:*

Excavate all turf areas to bring the subsoil to at least 100mm below finished design levels. Shape the subsoil to fall to subsoil drains where applicable. Do not excavate within the drip line of trees to be retained. Cultivate the subsoil to a further depth of 100mm. Remove stones exceeding 25mm, clods of earth exceeding 50mm, and weeds, rubbish or other deleterious material brought to the surface during cultivation. Do not disturb services or tree roots, if necessary, cultivate these areas by hand. During cultivation, thoroughly mix in materials required to be incorporated into the subsoil, as recommended in the soil testing results and to manufacturer's recommendations. Trim the surface to design levels after cultivation.

*Topsoil:* Use existing site soil where possible and improve with additives as recommended by the soil test to provide a free draining A grade planting medium. Only import topsoil for the garden when a suitable topsoil cannot be provided from material recovered from the site.

**TURF:**

Any damaged road verge turf is to be replaced with a matching product. Purchased from local suppliers were possible to ensure compatibility with local conditions. Finish turf level with the back of curb and roll to ensure an even grade is achieved. Water as required to ensure establishment.

**PLANTS:**

All plant stock is to be A grade free from pest and diseases. All stock is to be sun hardened with root systems that have filled out but not root bound. All plants are to be fertilised at the time of planting with 6-month slow-release fertiliser.

**MULCH:**

Organic - use an A grade organic mulch like Pine Bark, Forest mulch or Hoop pine mulch installed to a depth of 100mm.

Inorganic – place clean river pebble or equivalent around the Ergon transformer. Pebble is to be installed on weed mat and is to be a mixed grade between 20 & 50mm but no larger than 50mm. Installed inorganic mulch to a minimum depth of 75mm. All mulch must be free of weeds, pests, diseases, and rubbish.

**STAKING:**

Shade trees are to be staked with two 2400mm x 50mm x 50mm hardwood stakes and secured with Fernland Elastic Tree ties or equivalent.

**HARDSCAPE:**

**GARDEN EDGING:**

Install garden edging between the gardens and the road verge turf. Preferred edging will be dark grey 25mm x 100mm recycled plastic composite edging board supported by 50mm x 50mm x 450mm long recycled plastic composite pegs at 3m centres which are secured to the edging with 2 x Galvanised batten screws per peg. Ensure all edging is straight and even, with the top of the edging a minimum of 25mm above the surrounding finished surface.

**IRRIGATION:**

All gardens are to be irrigated by an automatic irrigation system. The system is to have the following feature as a minimum:

- The system is to be controlled by an AC powered automatic irrigation controller housed in a lockable outdoor irrigation box.
- Water supply will be via mains supply. A non-return valve suitable for the system (e.g. RPZ) to WRC requirements is to be installed upstream of the irrigation manifold and must comply with Australian Standard AS2845-2010.
- Regulation of water supply is to be via solenoids connected to the auto controller/s.
- Irrigation to garden areas to be via pressure compensating inline drippers. No irrigation to turf areas
- At the end of construction, the contractor is to supply detailed and accurate 'as constructed' irrigation plan/s, showing the location of all irrigation lines, valves, filters, non-return valves, solenoids, pop up sprinklers and irrigation controller/s.

**MAINTENANCE:**

The completed works are to be maintained on an ongoing basis but for a minimum of the first 3 months the landscape is to be maintained by the landscape contractor to the following minimum standards:

- All landscaped areas are to be watered regularly to ensure that plants establish and maintain a health and normal growth rate.
- All areas indicated on these plans are to be kept free of weed species through a program of hand pulling and herbicide spraying.
- All dead plants are to be replaced immediately with the same species.

|                |                                                                             |                       |        |                   |            |                                                    |  |  |  |                   |                                                                                                                                                                                                                                                                                                              |                                                                                                      |                                                                                       |
|----------------|-----------------------------------------------------------------------------|-----------------------|--------|-------------------|------------|----------------------------------------------------|--|--|--|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>Title</b>   | CONCEPT NOTES                                                               | <b>Job Number</b>     | 22043  | <b>Issue Date</b> | 30/06/2022 | <b>Client:</b><br>PARKER PROPERTY<br>GROUP PTY LTD |  |  |  | <b>REVISIONS</b>  | <ul style="list-style-type: none"><li>* Do not scale from drawing</li><li>* Verify the location of all services before commencement of works</li><li>* All works to comply with Australian Standards</li><li>* Works to comply with all relevant laws, regulations, building codes &amp; approvals</li></ul> | PO Box 1031,<br>Proserpine, QLD, 4800<br>M: 0417 195 069<br>E: jharper@jhld.com.au<br>W: jhld.com.au |  |
| <b>Project</b> | COMMERCIAL AND RESIDENTIAL DEVELOPEMNT<br>82 SHUTE HARBOUR ROAD, CANNONVALE | <b>Drawing Number</b> | LCP 05 | <b>Revision</b>   | A          |                                                    |  |  |  | A                 |                                                                                                                                                                                                                                                                                                              |                                                                                                      |                                                                                       |
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## NEED AND IMPACT ANALYSIS CANNONVALE

### PROPOSED SELF STORAGE FACILITY

*Prepared for:* Middle Pond Pty Ltd  
*Date:* September 2022



## NEED AND IMPACT ANALYSIS CANNONVALE

### **PROPOSED SELF STORAGE FACILITY**

*Prepared for:* Middle Pond Pty Ltd

*Date:* September 2022

*Prepared by:* Jon Norling, Director

**DISCLAIMER:**

This report is based upon the most up-to-date and readily available information at the time of writing, to our knowledge. Norling Consulting Pty Ltd has applied due professional care and diligence in accordance with generally accepted standards of professional practice in undertaking the analysis contained in this report. While every effort is made to source data from Government and other reputable sources, Norling Consulting Pty Ltd shall not be liable for damages arising from any errors or omissions that may be contained within these information sources.

If this report involves future market projections, such projections can be affected by a number of unforeseen variables and may not in fact eventuate. Any projections made by Norling Consulting Pty Ltd represent our best possible estimates at the time of writing and no warranty is given that this particular set of projections will be achieved.

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# 1 INTRODUCTION

## 1.1 Background

Storage Choice is the eighth largest Self Storage operator in Australia and the fifth largest operator in Greater Brisbane. It currently has eight premises located in South East Queensland and Gladstone, providing a total of 6,000 storage units. It has identified an opportunity to develop a purpose-built Self Storage Facility in Cannonvale. As part of the town planning assessment process, this Need and Impact Analysis addresses three issues raised by Council.

Following Council's Information Request, this Need and Impact Analysis updates the Need and Impact Analysis dated December 2021 accompanying the Application. It addresses the four issues raised in the Information Request.

Norling Consulting is a specialist economic and market research consultancy for the property industry and has considerable experience in undertaking market feasibility studies, need and economic impact assessments of projects within several property market sectors, including the Self Storage, industrial and residential sectors, across Queensland.

## 1.2 Study Objectives and Methodology

The overall objectives of this Need and Impact Analysis are to:

- (a) Assess the level of need for the Proposed Development and whether the Subject Site is suitable;
- (b) Identify whether industrial zoned lands can accommodate the Proposed Development; and
- (c) Assess the likely impact of the loss of Low-medium Density Residential zoned land.

To achieve these objectives, the following tasks were completed:

- (a) Gained an overall understanding of the Proposed Development;
- (b) Reviewed relevant Planning Scheme provisions;
- (c) Defined a relevant Catchment Area to be served;
- (d) Assessed the historic, current and likely future population of the Catchment Area;
- (e) Assessed the demographic characteristics of the Catchment Area;
- (f) Applied known benchmarks to estimate the current and likely future demand for Self Storage units in the Catchment Area;
- (g) Visited the Cannonvale/Airlie Beach area to identify current and likely future supply of Self Storage facilities in the Catchment Area;
- (h) Identified the extent to which a gap exists in the market for additional facilities;
- (i) Concluded as to the extent to which there is a need for the proposed Self Storage facility;
- (j) Assessed the ability of the Proposed Development to be accommodated in industrial zoned lands;
- (k) Reviewed the development of and demand for medium density residential in the Catchment Area;
- (l) Assessed the current vacant lands contained within the Low-medium Density Residential zone;
- (m) Assessed the likely impact of the Proposed Development on the ability of remaining Low-medium Density Residential zoned lands to deliver affordable medium-density housing products; and
- (n) Documented all of the above in a comprehensive logical report.

## 2 THE SELF STORAGE INDUSTRY

The Australian Self Storage industry commenced in the 1970s. Early facilities comprised a series of sheds operated by small operators. Significant growth in this sector occurred during the 1990s and subsequently, with Australia and New Zealand now boasting more than 2,000 Self Storage facilities and several dominant players leading the industry. The industry has become more mature, with established operators, investors and more savvy consumers.

It is understood that the main drivers for the growth of this industry include greater awareness of the product by consumers, changing living arrangements (including higher density housing and lower home ownership rates) and changing lifestyles and habits.

There are a number of industry publications that assist in understanding this industry, containing relevant benchmarks, performance criteria and the supply of facilities in Australia and Queensland. These include:

- (a) State of the Industry 2020 by the Self Storage Association of Australasia;
- (b) Industry Snapshot 2021 by the Self Storage Association of Australasia; and
- (c) Urbis Storage Index as at June 2021 by Urbis.

Information contained in these publications are effectively summarised as follows:

- (a) A total of 2,060 Self Storage facilities provide more than 6 million m<sup>2</sup> of net storage space across Australian and New Zealand, deriving an annual revenue of \$1.5 billion;
- (b) The existing provision of Self Storage space in Australia has been increasing and is now recorded at 192m<sup>2</sup> per 1,000 residents or 21.5 units per 1,000 residents;
- (c) Storage rates now average \$304/m<sup>2</sup> per annum;
- (d) The industry is still recording expansion, with more than 50 new facilities proposed in 2021;
- (e) Demand has increased significantly during the COVID-19 lockdown period, resulting in most facilities reporting occupancy rates in the order of 90%, compared to previous benchmarks of around 85%;
- (f) 10% of capital city residents used Self Storage facilities in 2020, representing a significant increase from the 6% in 2010;
- (g) Awareness of the Self Storage offer is high, with 92% of Australians being aware;
- (h) Reasons advanced by customers for using Self Storage include:
  - (i) Need more space/lack space at home – 39%;
  - (ii) Decluttering home/apartment – 27%;
  - (iii) Temporary storage while moving home – 27%;
  - (iv) Don't want to throw away sentimental items – 21%;
  - (v) Renovating home – 21%;
  - (vi) Temporary storage during property sale – 16%;
  - (vii) Changing family dynamic – 13%;
  - (viii) Travelling – 12%; and
  - (ix) Downsizing – 12%;
- (i) Main reasons for choosing a particular facility included lowest price, most secure, most convenient location and most accessible;



- (j) Features of successful Self Storage facilities include a convenient location with good access, provision of good service, flexibility and good reputation;
- (k) Household customers account for about 85% of demand, with businesses representing only 15%. Self Storage facilities primarily cater for the needs of nearby residents;
- (l) The average time consumers utilise storage facilities is 1.7 years; and
- (m) Research indicates that the demographic likely to generate the highest levels of demand in the future comprise younger families, those renting, those living in an apartment, higher income earners and those decluttering, renovating or travelling.

Based upon a 2012 Australian Self Storage Almanac, the provision of Self Storage space and units has increased significantly over the past decade, 3.9% per annum. After account is taken of increasing occupancy rates over this period, it is estimated that demand for Self Storage units has been increasing at 4.5% per annum, much greater than the population growth rate.

Storage Choice reports that customers are typically prepared to travel up to 10km to access a Self Storage Facility.

### 3 PROPOSED DEVELOPMENT

The Subject Site is located at 82 Shute Harbour Road, Cannonvale. This 1.528ha vacant site is located on the southern intersection of Shute Harbour and Tropic Roads. The site is slightly elevated above Shute Harbour Road and has excellent exposure to that four-lane Road. With Shute Harbour Road being the only access road into Cannonvale and Airlie Beach, this Road at the Subject Site carried an Average Annual Daily Traffic (AADT) count of 18,600 vehicles in 2020.

The Subject Site is located at the southern end of a small commercial node that has developed in this part of Cannonvale. Other commercial activities within this contiguous node (interrupted by only a single residential house and a vacant allotment) comprise:

- Industrial sewing;
- Service station;
- Showroom (vacant);
- Liquor and Tobacco Merchants;
- Vinnies;
- Interior designers;
- Floor coverings;
- Reece Plumbing;
- Childcare centre;
- Plumbing and gas fitting;
- Auto mechanical; and
- Auto spray painting.

Whilst more of a town planning matter, it is considered that the Proposed Development would complement this neighbouring range of commercial activities.

It is proposed to develop that part of the Site having frontage to Shute Harbour Road (0.847ha) for a Self Storage Facility, with the remainder (0.681ha) being developed for medium density housing.

Plans provide for the Self Storage facility to be built in two stages over two levels. Access would be obtained from Tropic Road, with an office located proximate to the entrance. Stage 1 is to provide 250 units in a 3,650m<sup>2</sup> building and Stage 2 is to provide 300 units in a 3,870m<sup>2</sup> building. The proposed internal layout would provide for the storage of jet skis, small boats and small camper trailers, but not medium to large boats or caravans. For this reason, it is not considered necessary to assess the demand for and supply of boat and caravan storage in the area.

The proposed staging allows for the development to cater for future growth as and when demand is realised. Whilst it is possible that some of the internal storage units (particularly on the upper levels) could be delayed if there was insufficient demand, efficiencies of construction dictate that the proposed staging is necessary to keep building costs per unit down to acceptable levels.

Storage Choice is the eighth largest Self Storage operator in Australia and the fifth largest operator in Greater Brisbane. It currently has eight premises located in South East Queensland and Gladstone, providing a total of 6,000 storage units. This business forms part of the Parker Property Group, with the applicant to be Middle Pond Pty Ltd.

Storage Choice prides itself on providing clean, secure facilities in highly accessible locations with on-site staff and shop available to assist customers with all of their needs. It also offers a best price guarantee. It uses a standardised method of modular steel construction that provides operational and user-friendly efficiencies. Reporting an average occupancy across its network of greater than 90%, it is regarded as a successful business. Its operation is considered to be state-of-the-art and a much more sophisticated model than the unmanned old sheds comprising many of the competitive facilities in the Whitsundays.

It has identified an opportunity to develop a purpose-built Self Storage in the Whitsundays to provide an improved facility and service to residents and businesses of the area.

It is proposed that the balance of the Site would be developed as standard residential lots of about 800m<sup>2</sup> each. The Low-medium Density Residential zone would allow each allotment to contain up to six dwellings. Their ultimate density would depend upon the attitude of subsequent purchasers, with residential density expected to range from 12 to 70 dwellings per hectare. It is expected that a density above 20 dwellings per hectare would provide a more affordable offer than is typically available in Cannonvale.

With the proposed residential development on the site being Code Assessable, this Need and Impact Analysis focuses on issues associated with the proposed Self Storage Facility.

## 4 PLANNING FRAMEWORK

The Whitsunday Regional Council Planning Scheme 2017 defines a Self Storage facility as a Warehouse, which sits within the Industry Activity Group. The definition of Warehouse is as follows:

*“premises used for storing or distributing goods, whether or not carried out in a building. Where ancillary the use may include the wholesale of goods,”*

The Subject Site is located within the Low-medium Density Residential zone. The relevant Code provides that the purpose of the Low-medium Density Residential zone Code *“is to provide for a range and mix of dwelling types, including dwelling houses and multiple dwellings supported by community uses and small-scale services and facilities that cater for local residents.”* It is further intended that a mix of dwelling houses, dual occupancies and multiple dwellings (limited to townhouses, villas, terraces and row houses) be provided in a low- to medium-rise format for permanent residents.

The Low-medium Density Residential Zone Code also provides that development may include limited business, community and other activities that support the day to day needs of the immediate residential community, are small-scale, are accessible to the population they serve and are located on a major road network.

Serving primarily a nearby residential market, the proposed Self Storage facility could be described as supporting the day to day needs of the immediate community, would be highly accessible to the population it serves and would be located on a major road.

A Warehouse is Impact Assessable in the Low-medium Density Residential zone.

A Warehouse is Code Assessable only in the Low Impact Industry, Medium Impact Industry and Waterfront and Marine Industry zones.

It has been claimed that Self Storage Facilities should not be regarded as industrial premises. Norling Consulting is of the view that Self Storage Facilities primarily service the needs of a residential population (85%) rather than businesses. With individual units being very small, these Facilities are not serviced by larger trucks – standard motor vehicles, vans and small rigid trucks are typically attracted to these facilities. Consequently, it should be located in a location that is readily accessible to the residential populations they serve, with locations within Centre Frames or where Showrooms are concentrated considered appropriate.

## 5 CATCHMENT AREA ANALYSIS

This chapter details the Catchment Area for the Proposed Development at Cannonvale in terms of its definition, population, demographics and demand for Self Storage Facilities.

### 5.1 Definition

The Catchment Area for the Proposed Development has been defined as the Statistical Area Level 2 of Airlie – Whitsunday. This Area comprises a discrete urban area, separated from its nearest urban area (Proserpine) by a distance of 18km. The road network is configured such that residents from this Area represent a captured market, with the Subject Site being highly convenient for persons living in this SA2 and not convenient for residents located outside this SA2.

Population and demographic data are also supplied for the Whitsunday Regional local government area for comparative purposes.

### 5.2 Population

The historical population growth of the Catchment Area and Whitsunday Region is outlined in Table 5.1. The Whitsunday Region has obtained a modest growth rate (1.6% per annum) over the past two decades to reach a 2021 population in excess of almost 38,000 persons. In contrast, the Catchment Area has experienced a very strong growth rate of 3.0% per annum, almost double that of the Region. Consequently, the Catchment Area's proportion of the Region's population has increased significantly over this period, from less than 30% to almost 40%. In contrast, the average annual population growth of the balance of the Region has increased at only 0.9% per annum.

The Catchment Area may thus be described as the driver of population growth in the Region.

**Table 5.1: Historical Population Growth**

| Areas             | 2001   | 2006   | 2011   | 2016   | 2021   |
|-------------------|--------|--------|--------|--------|--------|
| Catchment Area    | 8,192  | 9,804  | 10,982 | 13,375 | 14,775 |
| Whitsunday Region | 27,396 | 30,255 | 32,416 | 34,538 | 37,660 |
| Proportion        | 29.9%  | 32.4%  | 33.9%  | 38.7%  | 39.2%  |

Source: ABS Estimated Resident Populations to 2021

Population projections outlined in Table 5.2 are based on ABS data, the latest (2018) medium series population projections released by the Queensland Government Statistician's Office (QGSO), recent building approvals and Norling Consulting analysis. Recent population growth has held up relatively well during the COVID-19 period. Strong current demand for housing is expected to weaken as interest rates continue to rise through 2022 and 2023 and the uncertainty surrounding the COVID-19 pandemic is resolved.



The expected population growth for the Region is expected to remain at modest levels, at 1.2% per annum over the next two decades. Once again, Catchment Area growth, at 1.9% per annum, is projected to drive the growth in the Region. The Catchment Area's share of the Regional population is projected to increase from less than 30% in 2001 to more than 45% by 2041.

Table 5.2: Population Projections

| Areas             | 2021   | 2026   | 2031   | 2036   | 2041   |
|-------------------|--------|--------|--------|--------|--------|
| Catchment Area    | 14,775 | 16,200 | 18,100 | 19,700 | 21,400 |
| Whitsunday Region | 37,660 | 39,900 | 42,500 | 45,000 | 47,500 |
| Proportion        | 39.2%  | 40.6%  | 42.6%  | 43.8%  | 45.1%  |

Source: ABS Census Data, Queensland Government Statistician's Office (QGSO), Norling Consulting

### 5.3 Demographic and Socio-Economic Characteristics

The results of the 2021 and 2016 Australian Bureau of Statistics (ABS) Population and Household Censuses have been analysed to obtain an understanding of the demographic and socioeconomic characteristics of the Catchment Area. Due to the 2021 data released to date not being complete, reliance has been made to the 2016 data to cover the gaps in data. Tables 5.3 and 5.4 show a comparison of these characteristics in comparison to the Region and Queensland.

The Whitsunday Region has a reasonably similar demographic profile to that of Queensland. Exceptions include having:

- (a) A slightly lower proportion of families with children (14% less);
- (b) A slightly higher proportion of households renting (3% more);
- (c) A slightly higher proportion of separate houses (5% more);
- (d) Attained lower educational qualifications;
- (e) A more blue collar workforce; and
- (f) A lower average household income (10% less).

The demographic profile of the Catchment Area is considered to be more differentiated from that of the Region:

- (a) A younger age profile, with the proportion of 20- to 44-year-olds being 12% greater than average;
- (b) Rental accommodation is the predominant tenure of housing (18% above average), with outright home ownership being 26% below average (driven by the younger age profile);
- (c) Flats and units and semi-detached dwellings comprised very significant elements of dwelling structures, with their respective proportions being 129% and 20% above average;
- (d) Workforce participation rates were 8% above average due to the younger age profile;
- (e) A more educated population, with the proportion of persons without qualifications being 21% lower than average;
- (f) Accommodation and food services was the major employer in this Area, accounting for 29% of the total (75% above average), highlighting the importance of tourism to this Area; and
- (g) Average household incomes were 7% above average.

The higher incomes, greater reliance upon higher density housing, greater proportion of rental accommodation and younger age profile tends to support the view that demand by the Catchment Area for Self Storage Facilities is likely to be significantly above average.

Table 5.3: Key Demographic Characteristics

|                                                   | Airlie -<br>Whitsunday SA2 | Whitsunday<br>Region | Queensland       |
|---------------------------------------------------|----------------------------|----------------------|------------------|
| <b>Age Distribution (%)</b>                       |                            |                      |                  |
| 0 - 4                                             | 5.0%                       | 5.1%                 | 5.7%             |
| 5 - 14                                            | 10.6%                      | 12.1%                | 13.0%            |
| 15 - 19                                           | 4.8%                       | 5.2%                 | 6.1%             |
| 20 - 24                                           | 7.6%                       | 5.6%                 | 6.3%             |
| 25 - 34                                           | 19.5%                      | 14.7%                | 13.6%            |
| 35 - 44                                           | 15.1%                      | 12.9%                | 13.3%            |
| 45 - 54                                           | 13.7%                      | 13.7%                | 13.1%            |
| 55 - 64                                           | 12.3%                      | 13.9%                | 11.9%            |
| 65+                                               | 11.4%                      | 16.8%                | 17.0%            |
| <i>Total</i>                                      | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i>    |
| <b>Household Composition (%)</b>                  |                            |                      |                  |
| Couple Only                                       | 30.8%                      | 31.3%                | 28.2%            |
| Couple family with children                       | 25.0%                      | 25.8%                | 29.8%            |
| One parent families                               | 10.2%                      | 10.0%                | 11.9%            |
| Other family                                      | .8%                        | .9%                  | 1.2%             |
| Group Household                                   | 6.6%                       | 4.5%                 | 4.3%             |
| Lone Persons                                      | 26.6%                      | 27.5%                | 24.7%            |
| <i>Total</i>                                      | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i>    |
| <b>Nature of Occupied Dwellings (%)*</b>          |                            |                      |                  |
| Owned outright                                    | 24.2%                      | 32.6%                | 29.5%            |
| Mortgage committed                                | 33.9%                      | 31.0%                | 35.0%            |
| Rented                                            | 40.9%                      | 34.6%                | 33.6%            |
| Other tenure type                                 | 1.0%                       | 1.9%                 | 1.9%             |
| <i>Total</i>                                      | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i>    |
| <b>Structure of Occupied Dwellings (%)*</b>       |                            |                      |                  |
| Separate house                                    | 64.5%                      | 78.9%                | 75.0%            |
| Semi-detached row/terrace/townhouse               | 10.8%                      | 9.0%                 | 11.7%            |
| Flat/unit                                         | 21.5%                      | 9.4%                 | 12.5%            |
| Other Dwelling                                    | 3.3%                       | 2.7%                 | .7%              |
| <i>Total</i>                                      | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i>    |
| <b>Number of Motor Vehicles per Dwelling (%)*</b> |                            |                      |                  |
| No vehicle                                        | 7.0%                       | 5.7%                 | 5.8%             |
| 1 vehicle                                         | 38.7%                      | 36.0%                | 35.8%            |
| 2+ vehicles                                       | 54.1%                      | 58.4%                | 58.4%            |
| <i>Total</i>                                      | <i>99.8%</i>               | <i>100.0%</i>        | <i>100.0%</i>    |
| <b>Average Annual Household Income (\$)*</b>      | <b>\$100,700</b>           | <b>\$94,000</b>      | <b>\$104,400</b> |

Source: 2021 ABS Census, Norling Consulting

\*based on place of enumeration (all other statistics based on place of usual residence)

Table 5.4: Key Socioeconomic Characteristics

|                                                | Airlie -<br>Whitsunday SA2 | Whitsunday<br>Region | Queensland    |
|------------------------------------------------|----------------------------|----------------------|---------------|
| <b>Workforce Status (%)</b>                    |                            |                      |               |
| Male workforce participation rate              | 67.3%                      | 63.5%                | 65.0%         |
| Female workforce participation rate            | 63.8%                      | 57.8%                | 57.2%         |
| Total workforce participation rate             | 65.7%                      | 60.7%                | 61.0%         |
| Unemployment Rate                              | 5.5%                       | 6.7%                 | 7.6%          |
| <b>Highest Qualification Achieved (%)</b>      |                            |                      |               |
| Post graduate qualification                    | 3.3%                       | 2.4%                 | 5.9%          |
| Bachelor degree                                | 12.6%                      | 8.9%                 | 14.6%         |
| Certificate/Advanced diploma                   | 45.3%                      | 39.6%                | 33.7%         |
| No Qualification                               | 38.8%                      | 49.1%                | 45.8%         |
| <i>Total</i>                                   | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i> |
| <b>Occupation of the Workforce (%)</b>         |                            |                      |               |
| Managers/Professionals                         | 27.2%                      | 25.2%                | 32.5%         |
| Technicians and Trades                         | 18.6%                      | 17.2%                | 14.5%         |
| Community, personal services, admin and sales  | 33.3%                      | 30.4%                | 35.3%         |
| Machine operators, drivers and labourers       | 20.9%                      | 27.2%                | 17.7%         |
| <i>Total</i>                                   | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i> |
| <b>Industry of the Workforce (%)</b>           |                            |                      |               |
| Agriculture, forestry and fishing              | .8%                        | 9.8%                 | 3.0%          |
| Mining                                         | 5.8%                       | 6.8%                 | 2.4%          |
| Manufacturing, transport, postal and warehouse | 12.7%                      | 12.3%                | 11.6%         |
| Electricity, gas, water and water services     | .5%                        | .7%                  | 1.2%          |
| Construction                                   | 7.8%                       | 7.9%                 | 9.4%          |
| Wholesale and retail trade                     | 11.2%                      | 11.7%                | 13.1%         |
| Accommodation and food services                | 29.1%                      | 16.6%                | 7.7%          |
| Finance and insurance, property and business   | 14.2%                      | 11.7%                | 16.2%         |
| Public administration and safety               | 2.6%                       | 3.6%                 | 6.9%          |
| Education and training                         | 4.6%                       | 6.5%                 | 9.4%          |
| Health care and social assistance              | 5.2%                       | 7.5%                 | 13.5%         |
| Arts and recreation services                   | 1.7%                       | 1.0%                 | 1.6%          |
| Other services                                 | 3.8%                       | 3.8%                 | 4.1%          |
| <i>Total</i>                                   | <i>100.0%</i>              | <i>100.0%</i>        | <i>100.0%</i> |

Source: 2016 ABS Census, Norling Consulting

\*based on place of enumeration (all other statistics based on place of usual residence)

## 5.4 Demand for Self Storage Facilities

In projecting demand for Self Storage Facilities in the Catchment Area, it is relevant to note the following:

- (a) The current average provision of Self Storage Facilities in Australia is 21.5 units per 1,000 persons. This rate has been increasing significantly over time as more units are being added to supply;
- (b) The provision of Self Storage Facilities has been highest in urban areas and lowest in rural areas;
- (c) The Catchment Area is viewed as a regional urban area, likely to have a slightly below average demand for Self Storage Facilities;
- (d) However, the demographics of the Catchment Area suggest that demand for Self Storage Facilities would be significantly above average; and
- (e) The Catchment Area is a popular tourist destination, with significant demand expected to also be derived by regular visitors to the Catchment Area. These are likely to comprise owners of holiday apartments or other tourists who regularly holiday in apartments or caravan parks in the area.

The following chapter identifies that the current provision of Self Storage Facilities is 612 units. With an estimated occupancy rate slightly in excess of 90% and a current resident population of 14,775 persons, demand equates to 37.8 units per 1,000 residents. This provision is 75% greater than the Australian average, indicating the significant influence of the higher proportion of townhouses, units and flats and the importance of the visitor market to demand for Self Storage Facilities in this Catchment Area. It is also noted that this higher demand is consistent with the higher demand being recorded on the Gold and Sunshine Coasts, which also have high visitor numbers and much higher proportions of townhouses, units and flats in the case of the Gold Coast.

With current occupancy rates reported at in excess of 90% in the Catchment Area and the injection of the Proposed Development, it is reasonable to assume that demand would continue to increase at in the order of 2% per annum, well within the historic growth of this sector in Australia (4.5% per annum).

Existing and projected demand is therefore set out in Table 5.5, below.

**Table 5.5: Demand for Self Storage Facilities**

|                                       | 2021   | 2026   | 2031   | 2036   | 2041   |
|---------------------------------------|--------|--------|--------|--------|--------|
| Catchment Area Population             | 14,775 | 16,200 | 18,100 | 19,700 | 21,400 |
| Demand per 1,000 residents            | 37.8   | 41.7   | 46.1   | 50.9   | 56.2   |
| Number of Units Demanded              | 558    | 676    | 834    | 1,003  | 1,203  |
| Required Supply at 85% Occupancy Rate | 656    | 795    | 981    | 1,180  | 1,415  |

Source: Norling Consulting

Demand for Self Storage Facilities in the Catchment Area is projected to more than double over the next 20 years, reaching 1,200 units in 2041.

After allowing for a long-term average Australian occupancy rate of 85%, there is a need to increase supply in the Catchment Area by an additional 800 units over the next 20 years to more than 1,400 units. This represents an average increase in supply of 40 units per annum.

## 6 SUPPLY OF SELF STORAGE FACILITIES

An inspection of the Catchment Area revealed the presence of eight Self Storage Facilities in the Catchment Area. Two are located in Jubilee Pocket, with the remainder located within Cannonvale. All are located in the Low Impact Industry zone. Relevant details of these Self Storage Facilities are set out in Table 6.1, and illustrated on Figure 6.1.

**Table 6.1: Supply of Self Storage Facilities in the Catchment Area**

| Name                        | Suburb         | No Units   | Comments                           |
|-----------------------------|----------------|------------|------------------------------------|
| Storage World Whitsunday    | Jubilee Pocket | 34         | Secure, standard sheds             |
| StoreLocal Airlie Beach     | Jubilee Pocket | 300        | Modern, secure, on-site management |
| Airlie Beach Storage Sheds  | Cannonvale     | 64         | Old-style sheds, no security       |
| Whitsunday Lockups          | Cannonvale     | 28         | Old-style sheds, no security       |
| Lego Lockups                | Cannonvale     | 12         | Old-style sheds, no security       |
| Delta Park Security Storage | Cannonvale     | 40         | Secure, standard sheds             |
| Airlie Beach Budget Storage | Cannonvale     | 84         | Old-style sheds, no security       |
| Airlie Secure Owner Storage | Cannonvale     | 50         | Secure, standard sheds             |
| <b>Total</b>                |                | <b>612</b> |                                    |

Source: Storage Choice and Norling Consulting site inspections

Only one of these Facilities is considered to offer a standard that is similar to that proposed, StoreLocal Airlie Beach. Its prices also reflect this higher standard, being approximately 30% more than the smaller facilities.

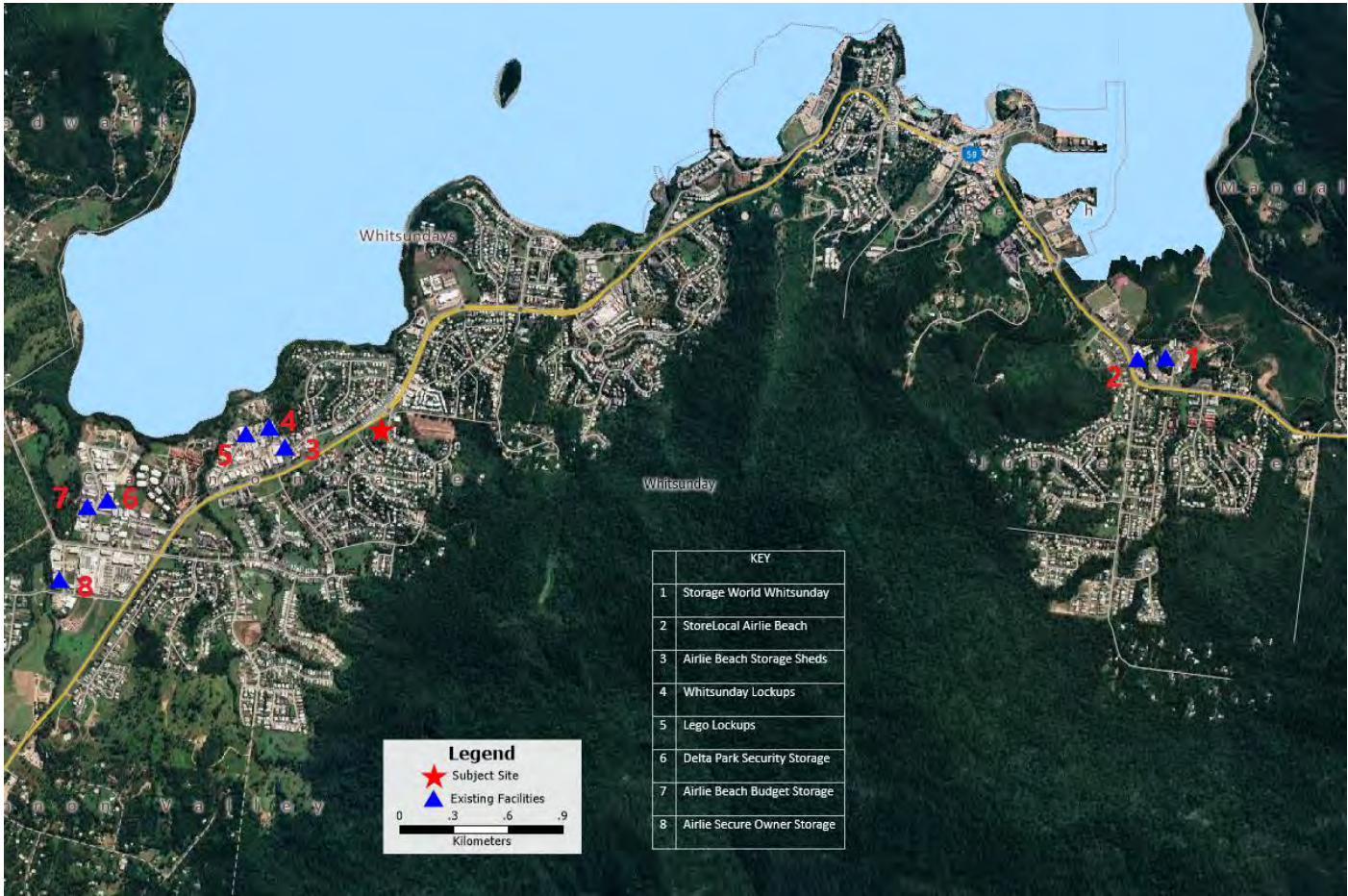
This facility, together with its neighbouring Jubilee Pocket facility, provide 55% of Self Storage Facilities in the Catchment Area. However, they are not considered conveniently located to the majority of Catchment Area residents, being located remote from Cannonvale and Cannon Valley. Recent traffic changes in Airlie Beach, together with increased congestion during the peak tourist season has resulted in long delays in travel between Cannonvale and Jubilee Pocket.

Storage Choice conducted a telephone survey of some of these existing facilities to obtain details of their occupancy rates. Norling Consulting conducted research into the availability of the remaining facilities. In aggregate, the existing facilities averaged an occupancy rate slightly in excess of 90%, indicating that demand is particularly strong in this Area.

It is also relevant to note that Storage World Whitsunday also operate Boatel Trailer Boat Storage on an adjoining site. This provides open air storage for boats and recreation vehicles. It has not been included in the list of existing Facilities on the basis that these types of hardstand storage facilities are not included in the Self Storage industry data from which demand has been based.



Figure 6.1: Supply of Storage Facilities



Source: Maptitude 2021, Norling Consulting

## 7 NEED ANALYSIS

The following Table 7.1 calculates the shortfall in supply, through comparing the required supply to satisfy projected demand at an 85% occupancy rate (from Table 5.5) with the current supply of 612 units.

**Table 7.1: Supply/Demand Analysis**

|                                       | 2021 | 2026 | 2031 | 2036  | 2041  |
|---------------------------------------|------|------|------|-------|-------|
| Required Supply at 85% Occupancy Rate | 656  | 795  | 981  | 1,180 | 1,415 |
| Supply                                | 612  | 612  | 612  | 612   | 612   |
| Shortfall in Supply (-)               | -44  | -183 | -369 | -568  | -803  |

Source: Table 5.5, Norling Consulting

Table 7.1 shows an existing shortfall of 44 units, increasing to 183 units by 2026, 369 units by 2031, 568 units by 2036 and 803 units by 2041.

The Proposed Development provides for a Stage 1 of 250 units and a Stage 2 of 300 units, with a total of 550 units. Based upon Table 7.1 all of Stage 1 would be supported by 2028 and all of Stage 2 would be supported by 2036.

However, in order to provide modern Self Storage facilities with on-site staff, it is necessary to build a minimum number of units to justify and support the initial investment and cover the anticipated operational costs. In this case, Storage Choice has determined that 250 units are required for Stage 1.

Assuming that an approval could be obtained during 2023, and allowing for a two year design and construct process, it is likely that Stage 1 may not be completed until about 2025, by which time the market would support an additional 155 units. If completed during 2025, the average occupancy rate would be 76%.

There is a strong level of economic need for the Proposed Development for the following reasons:

- The Catchment Area has a high propensity to utilise Self Storage Facilities, driven by a high proportion of multiple dwellings, a high proportion of rental accommodation and the presence of tourists;
- Existing Self Storage Facilities are estimated to be achieving a high (slightly in excess of 90%) occupancy rate, indicating that there could be a latent unsatisfied demand;
- Future population growth and the increasing demand for Self Storage Facilities will increase demand at the rate of 40 units per annum – there will be a need for an additional 800 units over the next 20 years.

There is a strong level of community need for the Proposed Development for the following reasons:

- The Proposed Development would provide a standard of facility and service that is superior to all but one of the existing Self Storage Facilities within the Catchment Area;
- The Proposed Development would provide an improved amenity for most consumers by not being located within an industrial area and having to negotiate around large trucks and potentially difficult access arrangements; and
- The Subject Site offers a more accessible location for the majority of Catchment Area residents than the facilities located at Jubilee Pocket.

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There is a strong level of planning need for the Proposed Development to locate on the Subject Site due to there being insufficient vacant and appropriate Low Impact Industry zoned lands within the Catchment Area to accommodate the Proposed Development (see Chapter 8).

## 8 INDUSTRIAL ZONED LANDS

There are four nodes of industrial zoned lands within the Catchment Area. These may be referred to as comprising Jubilee Pocket, William Murray Drive, Paluma Road and Orchid Road. All of these lands are contained within the Low Impact Industry zone. A Warehouse is Code Assessable in this zone.

An audit has been undertaken of these Low Impact Industry zoned lands showing the following vacancies (including under-utilised allotments such as those occupied by a residential house). This audit was undertaken by comparing the Whitsunday Planning Scheme 2017 with aerial photography, followed by site inspections to confirm the status of all allotments. The results are summarised in Table 8.1 and illustrated in Figure 8.1.

With the Proposed Development to occupy 0.847ha of the Subject Site, it has been assumed that a site of at least 0.5ha is needed to provide a modern Self Storage Facility in the Catchment Area. Norling Consulting strongly disagrees with the Information Request where it states that only the building areas of Stages 1 and 2 are to be considered as the minimum site area. This is incorrect. For every industrial building, the Whitsunday Planning Scheme 2017 requires internal roads, car parks, setbacks and landscaping, etc. With the plans clearly showing the Proposed Development occupying a 0.847ha site in a tight manner, it has conservatively been assumed that a minimum area of 0.5ha would be required to provide for a large modern Self Storage facility of the standard proposed by this Application.

**Table 8.1: Supply of Low Impact Industry Zoned Lands in the Catchment Area**

| Node                 | Total Area<br>ha | Vacant Area<br>ha | Vacancy Rate<br>% | Vacant Lots<br># | Vacant Lots >0.5ha<br># |
|----------------------|------------------|-------------------|-------------------|------------------|-------------------------|
| Jubilee Pocket       | 12.23            | 0.91              | 7.4%              | 3                | 0                       |
| William Murray Drive | 9.12             | 0.00              | 0.0%              | 0                | 0                       |
| Paluma Road          | 31.83            | 19.50             | 61.3%             | 9                | 3                       |
| Orchid Road          | 6.02             | 2.00              | 33.2%             | 1                | 1                       |
| <b>Total</b>         | <b>59.20</b>     | <b>22.41</b>      | <b>37.9%</b>      | <b>13</b>        | <b>4</b>                |

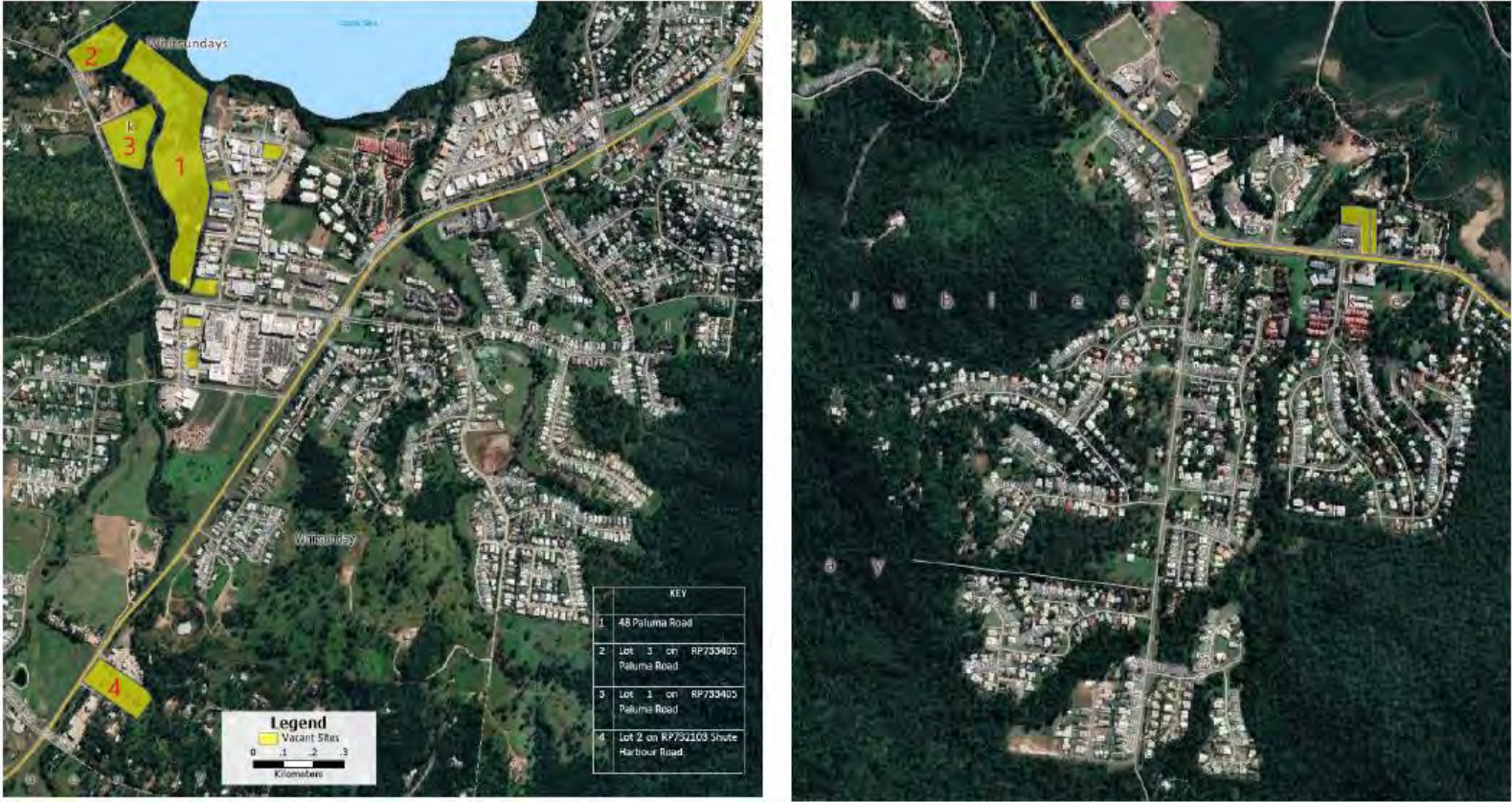
*Source: Whitsunday Planning Scheme 2017, Norling Consulting analysis and site inspections*

Table 8.1 shows that there is a total of 59ha of Low Impact Industrial zoned land within the Catchment Area. 22ha of these lands are vacant, representing a vacancy rate of 38%. The William Murray Drive node was fully occupied, with the largest vacancies located in the Paluma Road node.

There were a total of 13 vacant allotments. However, only four of these allotments exceeded 0.5ha in area and are therefore theoretically capable of accommodating the Proposed Development. These allotments are specifically identified on Figure 8.1.



Figure 8.1: Vacant Industrial Zoned Land



Source: Maptitude 2021, Norling Consulting



Details of these four vacant sites are provided below (with numbers matching those highlighted on Figure 8.1):

- (a) **#1 - 48 Paluma Road** – comprises a large 10.9ha site fronting Galbraith Creek. There is a 2020 approval to develop the southern part of the site for a Medical Centre (frontage to Paluma Road) and a 2021 approval for Outdoor Sport and Recreation (Gel Blasting) on the northern part of the site. There is also a recent 2022 approval to subdivide a total area of 1.8ha into eight lots (the largest of which is 3,173m<sup>2</sup>) for Low Impact Industry in the middle part of the site, with access off Carlo Drive. These lots are all too small for the Proposed Development and five of the eight allotments have already been placed under contract (as at 27 September 2022);
- (b) **#2 - Lot 3 on RP733405 Paluma Road** – this 2.14ha site is subject to flooding, storm surge and environmental constraints. An Operational Works application has recently been lodged to raise the level of this site for future development. However, the site's utility is considered to be problematic;
- (c) **#3 - Lot 1 on RP733405 Paluma Road** – a local builder has purchased this site for use as its depot. However, again, a significant quantity of fill is required to overcome flooding and storm surge constraints. Necessary approvals may not be obtained due to upstream impacts of such action; and
- (d) **#4 - Lot 2 on RP732103 Shute Harbour Road** – this 2ha site was purchased in 2016 by River Church Australia Pty Ltd for the purpose of constructing a church facility. An application is being prepared for lodgement with Council to enable this development.

The quantum of Low Impact Industrial zoned lands in the Catchment Area is severely constrained. Whilst 13 allotments provide a total of 22ha of vacant lands, the majority are too small to accommodate the Proposed Development, with only four sites being of sufficient size. Three of these four sites are heavily impacted by flooding, storm surge and environmental constraints and one of the three has already been granted approval to subdivide into lots that are too small for the Proposed Development. These issues present risks to the security and safety of a Self Storage Facility and are therefore not considered suitable for this use. They are also poorly located to service the local residential population, lacking convenient access and exposure.

Whilst site #4 is otherwise considered suitable to accommodate the Proposed Development, it has already been purchased by an entity that is pursuing a different use and is not available for a Self Storage Facility.

It is therefore concluded that the Proposed Development cannot be located within the Low Impact Industry zone.

## 9 LOW-MEDIUM DENSITY RESIDENTIAL ZONED LANDS

An audit has been undertaken of Low-medium Density Residential zoned lands in the Catchment Area, identified by major use category. This audit was undertaken by comparing the Whitsunday Planning Scheme 2017 with aerial photography, followed by site inspections to confirm the status of all allotments. The results are summarised in Table 9.1 per suburb, with vacant allotments illustrated in Figure 9.1.

The major use categories comprise detached dwellings on standard-sized allotments, dwellings on small lots, multiple dwellings, short-term accommodation (for visitors), other (such as commercial and community uses) and vacant lands (including large lots occupied by a single dwelling).

**Table 9.1: Supply of Low-medium Density Residential zoned Lands by Use in the Catchment Area**

| Suburb         | Standard Lots<br>ha | Small Lots<br>ha | Multiple Dwellings<br>ha | Short-term Accommodation<br>ha | Other<br>ha | Vacant<br>ha  | Total<br>ha   |
|----------------|---------------------|------------------|--------------------------|--------------------------------|-------------|---------------|---------------|
| Mandalay       | 0.00                | 0.00             | 0.00                     | 0.00                           | 0.00        | 0.31          | 0.31          |
| Jubilee Pocket | 3.44                | 0.00             | 3.20                     | 0.00                           | 0.00        | 19.20         | 25.84         |
| Airlie Beach   | 12.07               | 1.12             | 3.72                     | 9.85                           | 0.00        | 4.83          | 31.59         |
| Cannonvale     | 12.14               | 4.08             | 23.50                    | 8.12                           | 2.06        | 26.92         | 76.82         |
| Cannon Valley  | 4.50                | 0.00             | 0.00                     | 0.00                           | 0.00        | 82.32         | 86.82         |
| <b>Total</b>   | <b>32.15</b>        | <b>5.20</b>      | <b>30.42</b>             | <b>17.97</b>                   | <b>2.06</b> | <b>133.58</b> | <b>221.38</b> |

Source: Whitsunday Planning Scheme 2017 and Norling Consulting analysis and site inspections

The Catchment Area provides a total of 221ha of Low-medium Density Residential zoned lands. The largest concentrations of these lands are located in Cannon Valley (39%) and Cannonvale (35%).

Only 40% of Low-medium Density Residential zoned lands in the Catchment Area are occupied by development, with a significant 134ha of undeveloped lands within this zone (60% of the total).

The major uses to which the developed Low-medium Density Residential zoned lands have been applied comprise standard allotments (37%), multiple dwellings (35%), short-term accommodation (20%) and small lots (6%). Predictably, all of this short-term accommodation has been developed in Airlie Beach and the northern part of Cannonvale. The majority of multiple dwellings have also been developed in the northern part of Cannonvale.

Vacant or undeveloped lands are mostly located in Cannon Valley (62%), Cannonvale (20%) and Jubilee Pocket (14%).

The Proposed Development would occupy less than 1ha of this zone, representing only 0.6% of the total undeveloped Low-medium Density Residential zoned land in the Catchment Area. This is not regarded as significant.

Council's Information Request requested that the 134ha of vacant land focus upon lots of greater than 4,000m<sup>2</sup>. As there are only five vacant allotments of less than 4,000m<sup>2</sup>, there is 133ha of vacant Low-medium Density Residential zoned lands of greater than 4,000m<sup>2</sup>, which is not significantly different from the total of 134ha.

Council's Information Request also requested that the 80ha of vacant Low-medium Density Residential zoned land at Whitsunday Green recognise the provisions of the Preliminary Approval that applies to that development.

The latest Preliminary Approval applying to Whitsunday Green provide for a range of precincts within DA1 and DA2 Precincts, with DA1 located entirely within the Low-medium Density Residential zone and DA2 located partly within the Low-medium Density Residential zone and partly within the Low Density Residential zone.

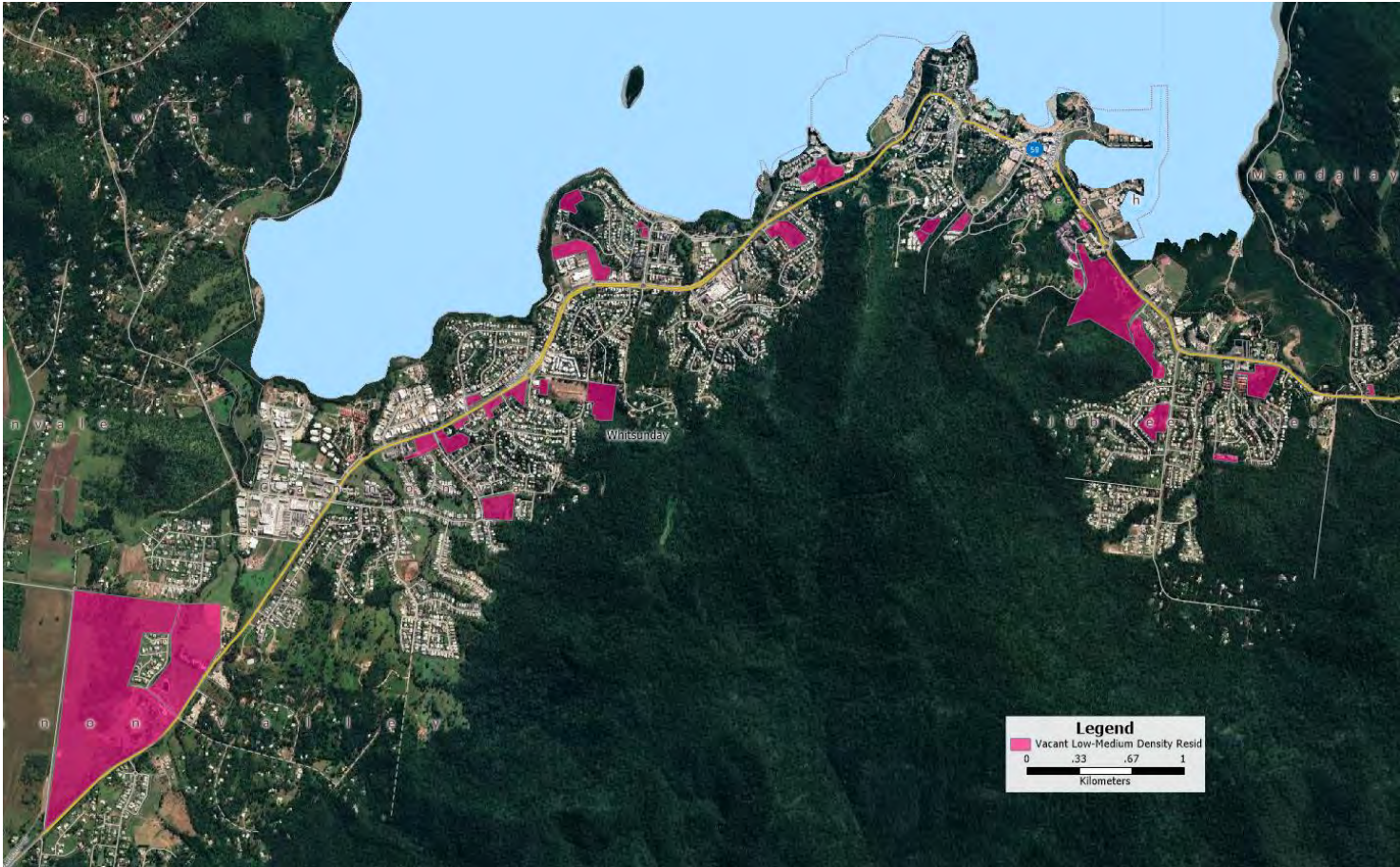
Of relevance to the uses allowed by the Low-medium Density Residential zone, the Preliminary Approval provides for the following:

- (a) Low-medium Density Residential within DA1: 4.50ha;
- (b) Low-medium Density Residential within DA2: 9.12ha;
- (c) Retirement Living within DA2: 16.00ha; and
- (d) Medium Density Residential within DA2: 3.73ha.

Accordingly, if effect is to be given to the Preliminary Approval for Whitsunday Green, the 80ha of vacant land within the Low-medium Density Residential zone should be replaced with 33ha of Low-medium Density Residential uses. On this basis, the 134/133ha of vacant Low-medium Density Residential zoned lands (total/over 4,000m<sup>2</sup>) should be reduced to 87/86ha of vacant land able to accommodate Low-medium Density Residential uses.

On this revised measure of 87/86ha, the Proposed Development would represent the loss of just under 1% of vacant lands able to accommodate Low-medium Density Residential uses.

Figure 9.1: Vacant Low-medium Density Residential Zoned Lands



Source: Maptitude 2021, Norling Consulting

A second method of assessing the significance of this loss is to compare the capacity of these undeveloped lands to the expected demand for these lands.

In estimating the capacity of the 87/86ha of undeveloped lands able to accommodate Low-medium Density Residential uses, the following assumptions have been made:

- (a) Vacant lands within Mandalay would be developed for standard allotments;
- (b) Council does not support the further development of small allotments in the Region;
- (c) Vacant lands within Jubilee Pocket, much of which offer water views, would be developed for a mixture of Multiple Dwellings (50%) and Short-term Accommodation (50%);
- (d) Vacant lands within Airlie Beach would be developed for a mixture of Standard Allotments (20%), Multiple Dwellings (50%) and Short-term Accommodation (30%);
- (e) Vacant lands within Cannonvale, would be developed for a mixture of Standard Allotments (30%), Multiple Dwellings (60%) and Short-term Accommodation (10%);
- (f) Vacant lands within Cannon Valley would be developed for Multiple Dwellings (100%);
- (g) Development for Standard Allotments would achieve a density of 13 dwellings per hectare (taking account of expected site constraints);
- (h) Development for Multiple Dwellings would achieve a density of 40 dwellings per hectare (taking account of expected site constraints);
- (i) Standard Allotments would attract an average occupancy of 2.70 persons; and
- (j) Multiple Dwellings would attract an average occupancy of 1.90 persons.

Application of these assumptions to the 87/86ha of undeveloped lands capable of accommodating the Low-medium Density Residential uses results in an estimated resident population capacity of 5,000 persons.

It is also considered necessary to estimate the capacity of other relevant residential zoned lands within the Catchment Area in order to compare capacity with demand. This brief exercise assumes that all future population growth would be accommodated in just the Low and Low-medium Density Residential zoned lands (with Mixed Use, Rural Residential, Centre and Tourist Accommodation zoned lands assumed not to accommodate new resident population growth).

The vacant and underdeveloped Low Density Residential zoned lands are estimated to comprise 400ha in the Catchment Area. Most of these lands are located within Cannon Valley (53%), Jubilee Pocket (26%) and Cannonvale (14%). Assuming an average density of 13 dwellings per hectare (taking account of expected site constraints) and an average dwelling occupancy of 2.70 persons per dwelling, this 365ha has the capacity to accommodate an additional 14,000 persons.

The Low and Low-medium Density Residential zoned lands in the Catchment Area therefore have the capacity to accommodate an additional 19,000 persons.

Table 5.2 projects that the Catchment Area would attract an additional 6,625 persons over the next 20 years. On this basis, it would take a total of about 57 years for the Residential zoned lands within the Catchment Area to be exhausted. At current projected growth rates, these lands would not become exhausted until about 2078.



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Consequently, it is concluded that the loss of less than 1ha of Low-medium Density Residential zoned land from the Catchment Area would have no significant impact upon the capacity of the Catchment Area to accommodate future growth or for the Catchment Area to provide an appropriate range and choice of residential dwelling forms, including affordable housing.

## 10 CONCLUSION

The Self Storage industry is a relatively new service being provided to consumers and businesses in Australia. It is an industry that is becoming more sophisticated and is still growing strongly, with demand and supply outstripping population growth. This is due to a number of factors, including smaller dwellings and lot sizes, a more mobile population and greater levels of rental accommodation.

Whilst most planning schemes include Self Storage Facilities as a Warehouse and therefore as an industrial use, the modern Self Storage Facility caters predominantly to residential consumers (85%) and small businesses. Its presentation and clientele base are quite different from the majority of facilities encountered in industrial estates. They are not serviced by large trucks.

Successful Self Storage Facilities are highly accessible to a residential population living within 10km and have significant exposure to passing motorists. They need to offer high levels of security and safety, as well as the protection of customer's valuable assets – they must be free from flood and storm surge risks.

The proposed 550-unit Self Storage Facility is to be operated by Storage Choice, the fifth-largest Self Storage operator in Greater Brisbane. The standard proposed is significantly above that provided by most of the existing operators in the Catchment Area, being a purpose-built facility with on-site staff, high levels of security and a high level of accessibility to its customer base.

Sharing a number of features with the Gold and Sunshine Coasts, demand for Self Storage Facilities in the Catchment Area is significantly higher than average and projected to continue to increase.

There is a strong level of community, economic and planning need for the Proposed Development.

There are insufficient vacant flood-free Industrial zoned lands within the Catchment Area to accommodate the Proposed Development. Lands located at Proserpine are considered to be located too far away to properly service the needs of the Catchment Area.

The Proposed Development would involve the loss of 0.847ha of land located in the Low-medium Density Residential zoned lands. Given that there are 134ha vacant lands contained within this zone and 87ha of vacant lands able to accommodate Low-medium Density Residential uses (after taking account of the Whitsunday Green Preliminary Approval), the loss of this land is considered to be insignificant. Given that the combination of vacant Low-medium and Low Residential Density zoned lands in the Catchment Area has the capacity to accommodate projected population for almost the next 60 years, the loss of less than 1ha is also not considered to be significant.

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NEED AND IMPACT ANALYSIS

September 2022

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**Premise**

MIDDLE POND PTY LTD

**Lot 1 on RP737339 Shute  
Harbour Road, Cannonvale**

**ENGINEERING INFRASTRUCTURE REPORT**

Report No: MIS-0988/R01

Rev: B

25 July 2022

MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
ENGINEERING INFRASTRUCTURE REPORT



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| Prepared By            |               | Reviewed By                         |    | Authorised By |                                                                                       |
| Lawrence Mills         | LM            | Lauren Lord                         | LL | Chris Porter  |  |



MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
ENGINEERING INFRASTRUCTURE REPORT



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## APPENDICES

APPENDIX A DETAILED SITE SURVEY

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MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
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## 1. INTRODUCTION

Premise Australia Pty Ltd (here within referred to as "Premise") has been commissioned by Middle Pond Pty Ltd to prepare an Engineering Infrastructure Report (EIR) in support of a development application to introduce a self-storage facility and community title residential development on Lot 1 on RP737339 (approx. 1.5 ha).

It is understood that the development proposal will incorporate a Reconfiguration of Lot (ROL) and a Material Change of Use, over a two-step application process. Firstly, the lot shall be divided into two, with the northern lot undergoing a Change in Use to allow the construction of a new 'warehouse' self-storage facility (with care-takers residence). In the second step, the southern lot will then be subdivided into six (6) community title residential allotments.

This report intends to address the Civil Engineering Infrastructure for the proposed development including earthworks, sewer reticulation, water reticulation, access and parking.

Note that Premise have prepared a separate Traffic Impact Statement report (Ref MIS-0988-R02 dated 1 July 2022) to cover all traffic and transport matters pertaining to the site, including proposed access and egress, parking, sight distance and service vehicle access.

Furthermore, a separate Site Based Stormwater Management Plan (SBSMP) has also been prepared by Premise, (Ref MIS-0988-R03 dated 30 June 2022) in order to appropriately address on-site stormwater management.

Refer to **Figure 1** below for an overview of the site.



**Figure 1 - Subject Site (Source: Queensland Globe)**

Civil & Structural activities generally expected as a result of this development include:

- Earthworks;
- Underground services installation;

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- Construction of new buildings, parking and hardstand areas and retaining walls as per the Development Proposal;
- Final detailed works; and
- Landscaping establishment.

## 1.1 Proposed Development

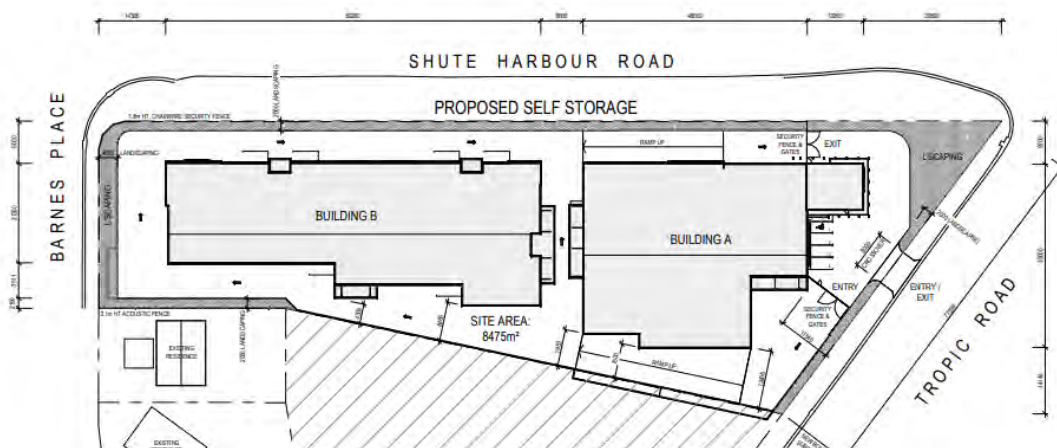
### 1.1.1 WAREHOUSE DEVELOPMENT

**Figure 2** below shows a general overview of the proposed warehouse development, intended to be constructed in the northern portion of the subject site.

The proposed self-storage site will consist of two (2) warehouse buildings titled Building A (3,294 m<sup>2</sup>) on the eastern side and Building B (3,874 m<sup>2</sup>) on the west side, generating a combined Gross Leasable Floor Area (GLFA) of 7,168 m<sup>2</sup>.

A caretaker's residence is proposed to be incorporated into the site, with the intent being for the site to be permanently occupied.

Access to and from the site will be provided via a single entry/exit point on Tropic Road, as shown in **Figure 2**.



**Figure 2 – Proposed Warehouse Development Layout**

### 1.1.2 RESIDENTIAL DEVELOPMENT

As previously mentioned, it is intended that the southern portion of the subject site be developed as six (6) residential lots, to be managed under a community title scheme. **Figure 3** below shows the proposed lot layout.

The development will include construction of one new internal (private) roadway, gaining access via a new T-intersection with Tropic Road.

Generally, lots shall fall towards the North, in-keeping with the sites natural grading and reducing earthworks fill where possible. The development will be serviced internally, mostly with private services infrastructure, with connections to the existing Council service infrastructure networks at the boundary.

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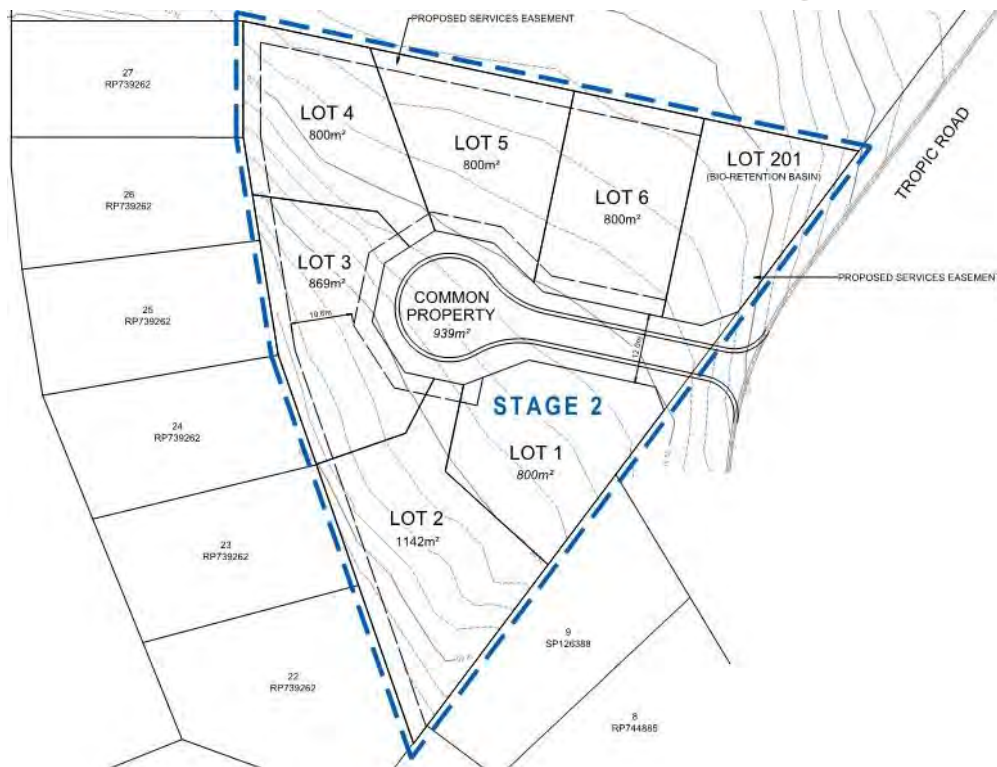


Figure 3 – Proposed Residential Development Layout

## 2. CIVIL WORKS & INFRASTRUCTURE

### 2.1 Earthworks

The site is currently vacant, generally vegetated with well-maintained grass and few trees along the western border. Based on the survey provided by Vision, the site generally grades from the southwest to the northwest corner, initially at an approximate slope of 7.5%, flattening out across the northern portion of the site to around 2.5%.

Minor earthworks regrading for the residential site is anticipated, in order to meet a suitable profile for each of the new residential allotments and to accommodate the new roadway. Generally, lots are intended to fall to the north as per the natural surface, with a swale drain constructed along the rear property boundary to intercept the runoff. This will also facilitate typical Level III drainage for the inter-allotment drainage design, and collection of runoff from the existing lots to the west of the site. In the north-eastern corner of the development, stormwater shall outlet into a bio retention basin for treatment, therefore site grading will need to ensure that sufficient fall is present to direct all runoff from the site towards this basin.

For the warehouse development, some cutting and filling activity will be required in order to meet the desired finished floor levels. The warehouse development is proposed to be constructed over two levels connected by a ramp, therefore some retaining walls may be required for configuration purposes.

The proposed Finished Floor Level (FFL) of Building A (lower ground level) is 9 m AHD which may require up to 2.0 metres of cut in some parts of the northern lot. The proposed Finished Floor Level for Building B (upper ground level) is 12 m AHD which is closer to the natural surface level in this location.



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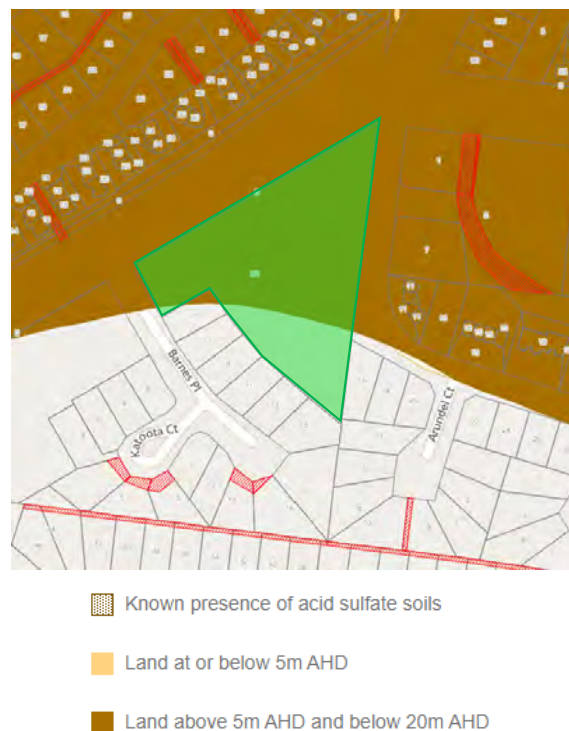


Refer to Site Based Stormwater Management Plan (MIS-0988-R03 dated 30 June 2022) for further commentary on minimum building floor levels due to flood data.

## 2.2 Geotechnical

Generally speaking, all proposed new pavements and structures (slabs, footings, retaining walls, etc) are intended to be constructed in cut scenario. It is recommended that a geotechnical investigation is undertaken at the detailed design phase to confirm the in-situ conditions, which will inform pavement, slab, driveway crossover and structural footings designs.

Additionally, as parts of the site reside below RL 20m AHD, Whitsunday Regional Council's Overlay Mapping system has identified the potential for acid sulphate soils to be present on site. Therefore it is recommended that geotechnical testing of the site also consider presence of these contaminated soils, such that a suitable management plan can be developed if required. It is noted that excavation below 5m AHD is not anticipated as part of these works, which reduces the likelihood of encountering contaminated soils.



**Figure 4 – Whitsunday Regional Council Acid Sulphate Soils Hazard Overlay**

Detailed survey of the site confirms that grades steeper than 15% exist in a small section of the lot intended for residential use. Generally, no significant regrading works are required in this area, and it is not considered likely that slope stability will pose a concern for the proposed development and its associated infrastructure.

## 2.3 Access & Traffic

As stated above, both portions of the development are intended to gain access from Tropic Road.

A single commercial crossover shall be installed to provide ingress and egress to the proposed warehouse development. This crossover will be designed and constructed as per Council's Standard Drawing RS-051.



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To service the residential development, a new private internal roadway is proposed, gaining connection to Tropic Road via a new T-intersection arrangement. This intersection will give priority to Tropic Road, with a give-way control. Intersection geometry shall be as per Section DG1 of Council's Development Manual.

The internal roadway, although private, shall be generally as per the requirements of a standard Access Place. The Cul-de-sac head has been shown preliminarily to have a 10 metre radius, in accordance with clause DG1.13 of the Development Manual and in order to accommodate Council's standard waste collection vehicles. The road shall incorporate mountable kerb and channel, with a minimum carriageway width of 5.5 metres.

The development is in proximity to a State Controlled Road (Shute Harbour Road), therefore analysis is required to ensure that the development will have no worsening effect on the state-controlled road network. Refer to Premise's Traffic Impact Statement (MIS-0988-R02 dated 1 July 2022) for further commentary in relation to this. It is also noted that a northern portion of the site is located within the Traffic Noise corridor for Shute Harbour road, however this is not anticipated to affect the intended use of the lot.

## 2.4 Stormwater

The existing site generally falls to the north-eastern corner, with catchments splitting the site's runoff towards existing table drain in Shute Harbour Road reserve, and the existing piped stormwater network within Tropic Road reserve. Ultimately, the site's stormwater discharge appears to converge at an existing stormwater pit on the eastern side of Tropic Road, which could be considered the ultimate lawful point of discharge (LPD) for the existing site.

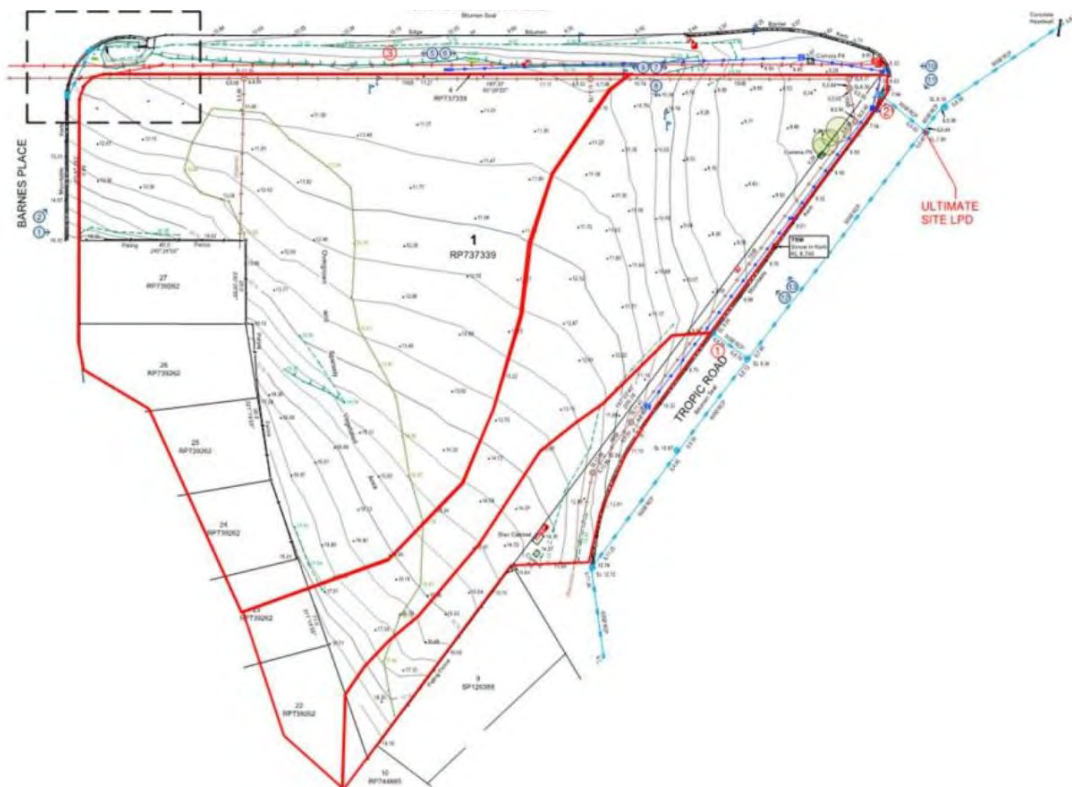


Figure 5 – Approximate Existing Stormwater Catchments and LPD

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As shown, the site's catchment includes some runoff from the existing residential allotments that border the site to the west, as these lots currently fall towards the subject lot.

The proposed strategy will ensure that the development imposes no worsening affect for the receiving waterways and drainage network. For further detail, refer to Premise's Site Based Stormwater Management Plan (MIS-0988R03 dated 30 June 2022).

### 2.4.1 RESIDENTIAL DEVELOPMENT STORMWATER STRATEGY

Stormwater collection strategy for the residential development shall include a swale drain along the western and northern perimeters, with view to intercept these external flows from the east and to prevent any runoff from the residential site entering the warehouse site. This swale will also provide opportunity for inter-allotment drainage, such that the natural fall direction for the lot can be generally maintained. This inter-allotment and channelised flow will be directed towards the north-eastern corner of the development for water quality treatment, prior to being discharged to existing stormwater roadway pit within Tropic Road.

Collection pits will also be installed within the kerb and channel of the proposed new private residential roadway, to capture flows and direct them to the basin for stormwater quality treatment, before being discharged to Council's drainage network.

It is intended that all stormwater infrastructure within the site (with the exception of the bio-retention basin) shall be owned and maintained privately by the Community Title scheme, with the connection to Council's pit to be strictly in accordance with Section DG4 of Council's Development Manual. Further. Any required upgrades to this pipework would need to be undertaken by the developer, at the developer's cost.

It is recommended that easements are provided over the internal stormwater drainage system as they form the existing residential lots to the west's 'lawful point of discharge'.

Refer to **Appendix B** for proposed service layouts for the site.

### 2.4.2 WAREHOUSE DEVELOPMENT STORMWATER STRATEGY

Internal to the warehouse site, it is intended that stormwater will be collected through a series of grated field inlet pits and pipes, providing suitable drainage of the driveways and collection of roofwater. As the site is intended to be developed from a vegetated field to a fully paved surface, the fraction impervious will increase. Therefore, it is understood that the runoff quantity produced by this site will increase also. To manage this increase in runoff, as well as to manage the stormwater quality for the site, all flows from the site are proposed to be discharged into a quality improvement device and detention tank in the north-eastern corner of the site, prior to being outlet to Council's stormwater drainage network.

For further detail, refer to Premise's Site Based Stormwater Management Plan (MIS-0988R03 dated 30 June 2022).

Refer to **Appendix B** for proposed service layouts for the site.

## 2.5 Water Reticulation

An enquiry lodged through (DBYD) on 28<sup>th</sup> May 2022 shows an existing water main that runs along Shute Harbour Road, adjacent the northern boundary. This pipeline services connections to two (2) additional water mains located on Tropic Road and Barnes Place, adjacent the eastern and western borders respectively. The existing water mains accessible to the site are illustrated in **Figure 6**.

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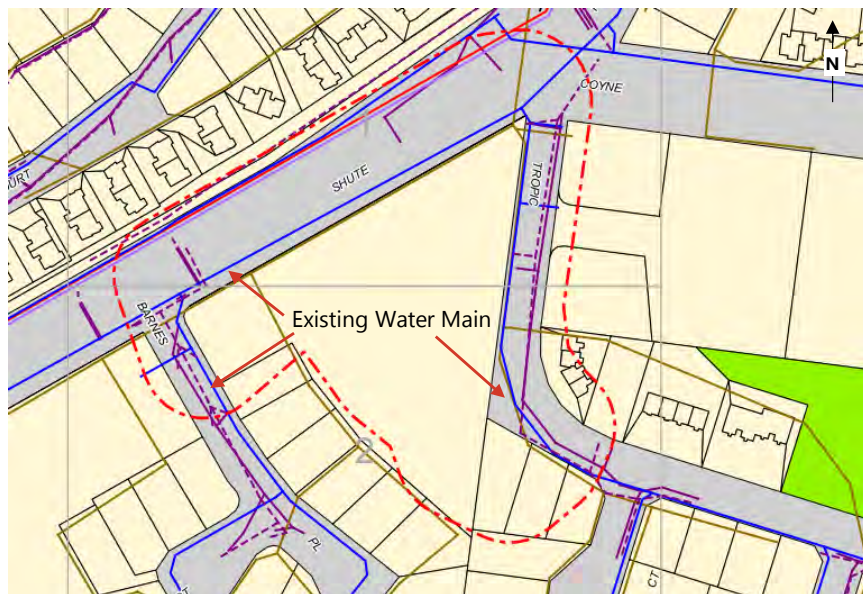


Figure 6 – Existing Water Infrastructure (Source: DBYD)

### 2.5.1 WATER DEMAND

Given that the proposed northern lot, where the storage facility and caretaker's residence is located will undergo a material change of use from 'medium density residential' to 'warehouse', the water demand for the site will also be subject to change accordingly.

Clause 5.7.1 stipulates an Average Daily Consumption rate of 500 litre/person/day, with the number of equivalent persons (EP) being determined in accordance with the Equivalent Demands for each land use type in Table 6.1. The recommended demand for Shops/Offices of 1.0 EP per 90m<sup>2</sup> GFA is considered excessive for a Self-storage Facility which will have very few inhabitants on-site at any given time.

Premise also consulted *Table A – Indicative average demands/flows from commercial/institutional developments (litres/day)* of the Department of Energy and Water *Supply's Planning Guidelines for Water Supply and Sewerage April 2010* which recommends adoption of 10,000-35,000L/day per hectare for 'Light Industry', which would also not appear to be reflective of the storage facilities use as a purpose built self-storage centre.

As such, Premise propose a 'first principals' approach to determining the daily water demand for the Self-storage facility.

While not detailed on the plans, it is anticipated that each of the (2) buildings will likely have a toilet (most likely a unisex ambulant wash closet) in addition to the amenities constructed as a part of the caretaker's two (2) bedroom unit.

The water demand of these facilities is expected to be:

- toilet - 4L/flush (Australian government report for an average 3star WELS dual flush toilet);
- hand washing - based on tap rates advised by AS3500, for 30 seconds;
- irrigation 25mm/m<sup>2</sup>/week as advised by the Landscape Designer; and
- General cleaning (domestic and commercial).

Assumptions regarding the frequency of these activities:

- toileting – every two – three hours;

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- cleaning toilets, showers, etc. (commercial) – daily;
- irrigation (landscape buffers) – 25mm/m<sup>2</sup>/week applied by drippers at 400mm centres over ~896m<sup>2</sup> of landscape buffer is equivalent to 15-25kL/week applied over 2-3 days spread evenly throughout the week;
- Caretakes residence:
  - hydration – 2L per day
  - dishwasher (domestic) – once a day;
  - cleaning toilets, showers, etc. (domestic) - once a week; and
  - laundry (domestic) – once a week.

As is apparent from the above breakdown, it is the irrigation of the landscape buffers that will likely dictate daily water demand (AD) for the site which equates to 2,100-3,600L or 4.2 – 7.2 EP (adopt 7 EP).

As for the community title residential development, given the 'medium density' zoning of the site, and the proposed lot areas, which are generally greater than 800m<sup>2</sup>, it is likely each proposed lot would be development as a duplex. Therefore assuming (conservatively) that each lot may be developed for two, three bedroom duplexes, and adopting the Equivalent Demands set out in Table 6.1 of Council's Development Manual suggest a total average day water demand of 26.4 EP or 13.2 kL/day.

A summary of the estimated demands for each of the subdivided lots is presented in Table 1:

**Table 1 - Estimated Water Demands**

| <b>Description</b>                           | <b>Average Day Demand (l/s)</b> | <b>MDMM Demand (l/s)<br/>(1,2)</b> | <b>Peak Day Demand (l/s) <sup>(3)</sup></b> | <b>Maximum Hour Demand (l/s) <sup>(4)</sup></b> |
|----------------------------------------------|---------------------------------|------------------------------------|---------------------------------------------|-------------------------------------------------|
| Estimated Demand for Residential Lots        | 0.153                           | 0.230                              | 0.344                                       | 0.028                                           |
| Estimated Demand for Self-Storage Facility   | 0.041                           | 0.061                              | 0.092                                       | 0.008                                           |
| Total Combined Estimated Demand for the site | 0.194                           | 0.291                              | 0.436                                       | 0.036                                           |

Notes: 1. MDMM = Mean Day Maximum Month  
 2. MDMM Demand = 1.5 x Average Day Demand (AD)  
 3. Peak Day Demand (PD) = 2.25 x AD  
 4. Maximum Hour Demand = PD/12

## 2.5.2 FIRE FIGHTING

In addition to the demand for potable water usage, the WRC development manual also advises a minimum fire flow requirement of 15 L/s for a duration of two hours for residential lots and 30 L/s for 4 hours for commercial land uses. It should be confirmed as part of detailed design (prior to operational works phase) that sufficient pressure exists within the network to achieve these flows. However, given Premise's history of development investigations within the area, it is not anticipated that this will be a significant issue.

To achieve appropriate fire-fighting coverage to the north-western corner of the warehouse development, an additional hydrant may need to be installed on existing water main at the site's frontage. This could be undertaken either within the Shute Harbour Road verge or within Barnes Place verge, as both contain existing reticulation mains. These works will need to be undertaken by Council, at the developer's expense.

Additionally, to achieve sufficient fire-fighting coverage of the residential development lots, a fire hydrant will be installed inside the community title reticulation network, likely at the top of the proposed cul-de-sac head.

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### 2.5.3 WAREHOUSE DEVELOPMENT WATER RETICULATION

Based on detailed survey, it is believed that Lot 1 on RP737339 does not have an existing metered water supply provided by Council. This should be confirmed via enquiry with Council's water department. In this case, a new connection point and commercial water meter arrangement should be installed within the Tropic Road verge, at the north-eastern frontage of the lot. A proposed location for this connection is shown in **Appendix B**.

Internal water reticulation for the warehouse site will be designed prior to operational works phase by a qualified Hydraulic Engineer. Further, any additional fire fighting requirements internal to the site to compliment the intended use and configuration of the storage facility shall be confirmed by a suitably qualified Building Certifier during the detailed design phase.

### 2.5.4 RESIDENTIAL DEVELOPMENT WATER RETICULATION

In order to obtain supply from Council's water network, it is proposed that the existing watermain within Tropic road is extended as shown in **Appendix B**. This watermain extension must be designed in accordance with Section DG5 of Council's Development Manual, with all connection works undertaken by Council and at the developer's expense. At the site's boundary, a dual property connection (water and fire-fighting supply) and above ground meter arrangement should be installed, generally as per WRC standard drawing W-0094. From this connection, infrastructure within the site will then be considered privately owned, with Community Title to monitor usage using their own metering arrangement inside the development.

Generally, the six (6) residential lots will be serviced by an internal reticulation looped main, as shown in **Appendix B**. This main is anticipated to be a 100mm diameter PVC arrangement with a 63mm poly loop connection.

## 2.6 Sewer Reticulation

The DBYD search indicated that there are sewer gravity mains that run along the northern and eastern frontages of the site. Additionally, along the western side of the property, there is an existing sewer line that traverses northwest through the neighbouring lots and through a small portion of the site, to connect to the gravity sewer main on Shute Harbour Road.

The WRC planning scheme does not currently maintain an easement for this sewer line. The existing sewer mains accessible to the site are illustrated in **Figure 7**.



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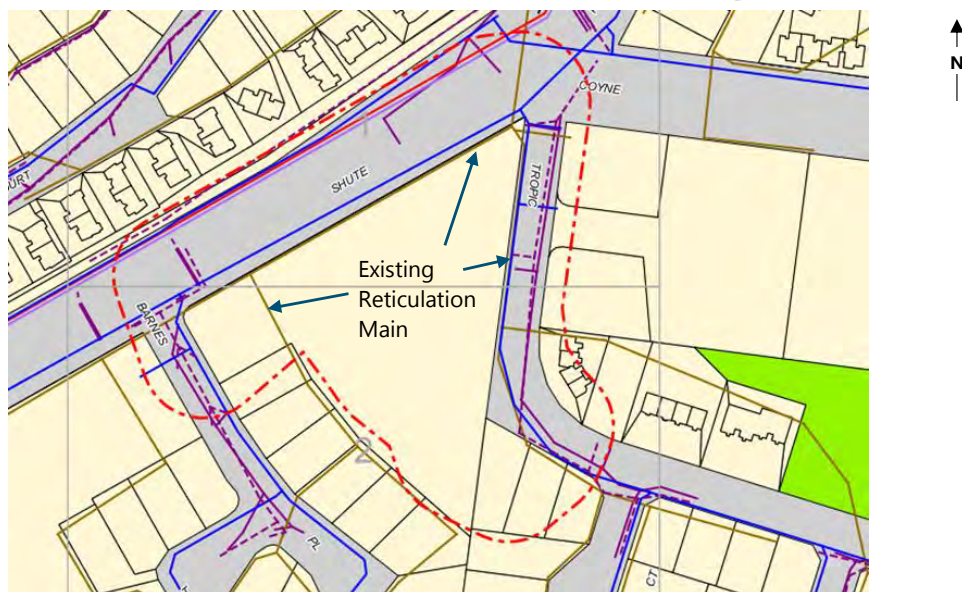


Figure 7 – Existing Sewer Infrastructure (Source: DBYD)

### 2.6.1 SEWER DEMAND

The MCU for the proposed northern lot would mean that the sewerage generation rates should similarly be reviewed down from 'medium density residential' to 'warehouse' as per the WRC Development Manual. However, similar to the potable water demand estimation, the rates included in Development Manual and *Table A – Indicative average demands/flows from commercial/institutional developments (litres/day)* of the Department of Energy and Water *Supply's Planning Guidelines for Water Supply and Sewerage April 2010* are not considered representative of a purpose built Self-storage Facility.

Using the same 'first principals' approach adopted above for estimating sewerage generation from the site suggests total effluent generated from the 'warehouse' uses over the site would equate to 500 L/day (predominately driven by visitor use of the amenities) in addition to the caretaker's residence. This would infer an ADWF of 500 L/day (2 EP) + 1.6 EP for the caretaker's residence (Source, Table 6.1 WRC Development Manual) or 3.6 EP (adopt 4 EP).

For the Community Tidal Subdivision, adopting two, three-bedroom duplexes on each of the proposed new six (6) residential lots each would generate approximately 26.4 EP. A summary of the estimate sewerage loading required for the proposed development is provided in Table 2 below.

Table 2 - Estimated Sewer Demands

| Description                           | Average Dry Weather Flow (l/d) | Peak Wet Weather Flow (l/d) <sup>(1,2)</sup>                 | Peak Dry Weather Flow (l/d) <sup>(3)</sup> |
|---------------------------------------|--------------------------------|--------------------------------------------------------------|--------------------------------------------|
| Unit demand (per EP))                 | 270                            | 5 x ADWF or 15 x (EP) ^(-0.1587) x ADWF whichever is Greater | 4.7 x (EP) ^(-0.105 x ADWF                 |
| Estimated Demand for Residential Lots | 7,128                          | 63,599                                                       | 23,757                                     |

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| Description                                  | Average Dry Weather Flow (l/d) | Peak Wet Weather Flow (l/d) <sup>(1,2)</sup> | Peak Dry Weather Flow (l/d) <sup>(3)</sup> |
|----------------------------------------------|--------------------------------|----------------------------------------------|--------------------------------------------|
| Estimated Demand for Self-Storage Facility   | 1,080                          | 13,000                                       | 4,388                                      |
| Total Combined Estimated Demand for the site | 8,208                          | 76,899                                       | 28,145                                     |

It is currently not confirmed whether the existing sewer network in this vicinity has sufficient capacity for this increase, therefore the existing boundary conditions will need to be confirmed with WRC during the operational works phase. However, based on Premise's experience with similar developments in the nearby area, it is not anticipated that this will present an insurmountable obstacle.

## 2.6.2 WAREHOUSE DEVELOPMENT SEWER RETICULATION

Detailed survey shows that an existing sewer property connection exists within the bounds of the proposed warehouse development lot. An existing sewer manhole at the north-eastern corner of the lot provides a stub pipe, to which the site may discharge wastewater. This connection is approximately 3 metres deeper than the proposed building floor level for the lower ground level, therefore it is expected that achieving sufficient fall internally to the site to utilise this connection will not be an issue.

The internal sanitary drainage arrangement shall be designed by a suitably qualified Hydraulic Engineer at the Building Works phase, with connections to be in accordance with Section DG6 of Council's Development Manual.

Additionally, a section of existing gravity sewer main intersects the lot, with Building B intended to be constructed above. Building of significant structures over sewer is generally not permitted, therefore in order to allow the building works to occur, it is proposed that the existing sewer main is realigned through the lot to a more convenient location, closer to the western boundary. Refer to **Appendix B** for detail. This sewer main reconstruction will need to be designed in accordance with Section DG6 of Council's Development Manual, with all cut-in works to be undertaken by Council at the contractor's expense. A dedicated access easement (minimum 3.0 metres wide) will need to be established over this sewer main to ensure Council is able to maintain the asset into the future.

## 2.6.3 RESIDENTIAL DEVELOPMENT SEWER RETICULATION

Refer to **Appendix B** for a preliminary sewer reticulation layout of the residential development site. It is intended that all sewer infrastructure internal to the site will be privately owned and maintained, however will still be designed and constructed generally in accordance with Council's standards for continuity.

The internal sewer reticulation will connect to Council's existing Tropic Road sewer main at two (2) locations as shown on the preliminary sketch plans. These connections shall be made by Council at the cost of the developer. The invert level of this existing Tropic Road sewer line is approximately 2-3 metres deeper than existing surface. As a result of the natural fall of the site, it is anticipated that this depth will be sufficient to provide grading opportunities for all internal sanitary drainage.

## 2.7 Electrical and Telecommunications

Existing overhead electrical infrastructure is located within the vicinity of the subject site in the road reserves along Shute Harbour. There are also existing underground electrical assets (LV) adjacent the site on Barnes Place and Tropic Road. Refer to **Figure 8** below for the plan of existing underground electrical assets relevant to the site. There appears to be several possible points of connection available for service of these developments, with the likely points of connection being the existing pillars within the Tropic Road reserve.

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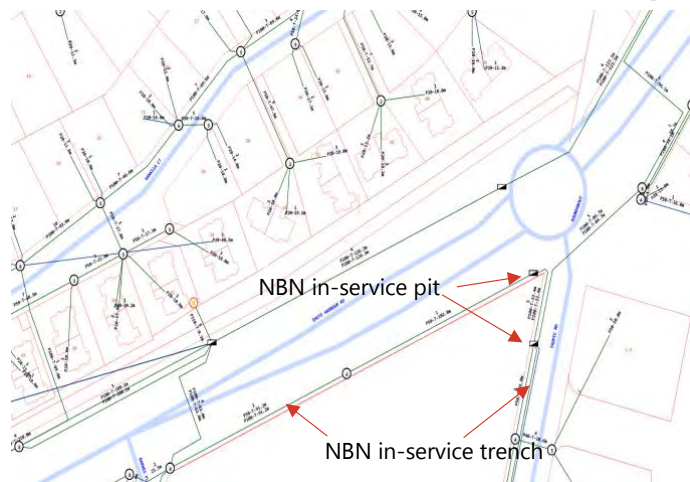


Similarly, existing telecommunications infrastructure is also located within the vicinity of the subject site. Both NBN and Telstra maintain in-service trenches and joining pits adjacent all site boundaries along Shute Harbour Road, Tropic Road, and Barnes Place. Refer to **Figure 9**, **Figure 10** and **Figure 11** for the NBN and Telstra Services plans respectively.

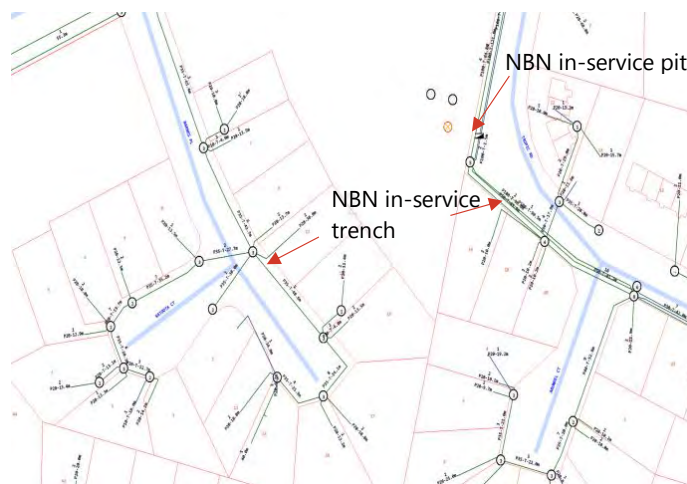


Figure 8– Ergon Energy Services Plan (Source: DBYD)

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**Figure 9– NBN Services Plan for Northern Site Boundary (Source: DBYD)**



**Figure 10– NBN Services Plan for Southern Site Boundary (Source: DBYD)**

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Figure 11 – Telstra Services Plan (Source: DBYD)

Any electrical and telecommunications reticulation design for the proposed internal works will be completed by a suitably qualified Engineer during the detailed design phase, and all appropriate approvals sought from the relevant authority.

### 3. CONCLUSION

A review of all available data has not revealed any insurmountable engineering constraints that would prevent the successful development of Lot 1 on RP737339, for the intended uses as outlined in this report. It is expected that the development can be adequately serviced by the existing water, sewer, electrical and telecommunications networks, due to the infrastructure already available within the vicinity of the site. Overall, Premise's has identified no major obstacles which would prevent the approval of this development by Council, at this stage.

This recommendation is subject to further confirmation from Council with regards to the existing water, sewer and stormwater network capacities and boundary conditions, to ensure no adverse impact to the surrounding services. The design strategy shown in the attached sketches (**Appendix B**) provide a potential configuration for the site's internal civil infrastructure which would support the development in line with Council's standards and guidelines where applicable.

If you should have any questions regarding this report, please do not hesitate to contact the Premise Office in Mackay (07 4829 3660).

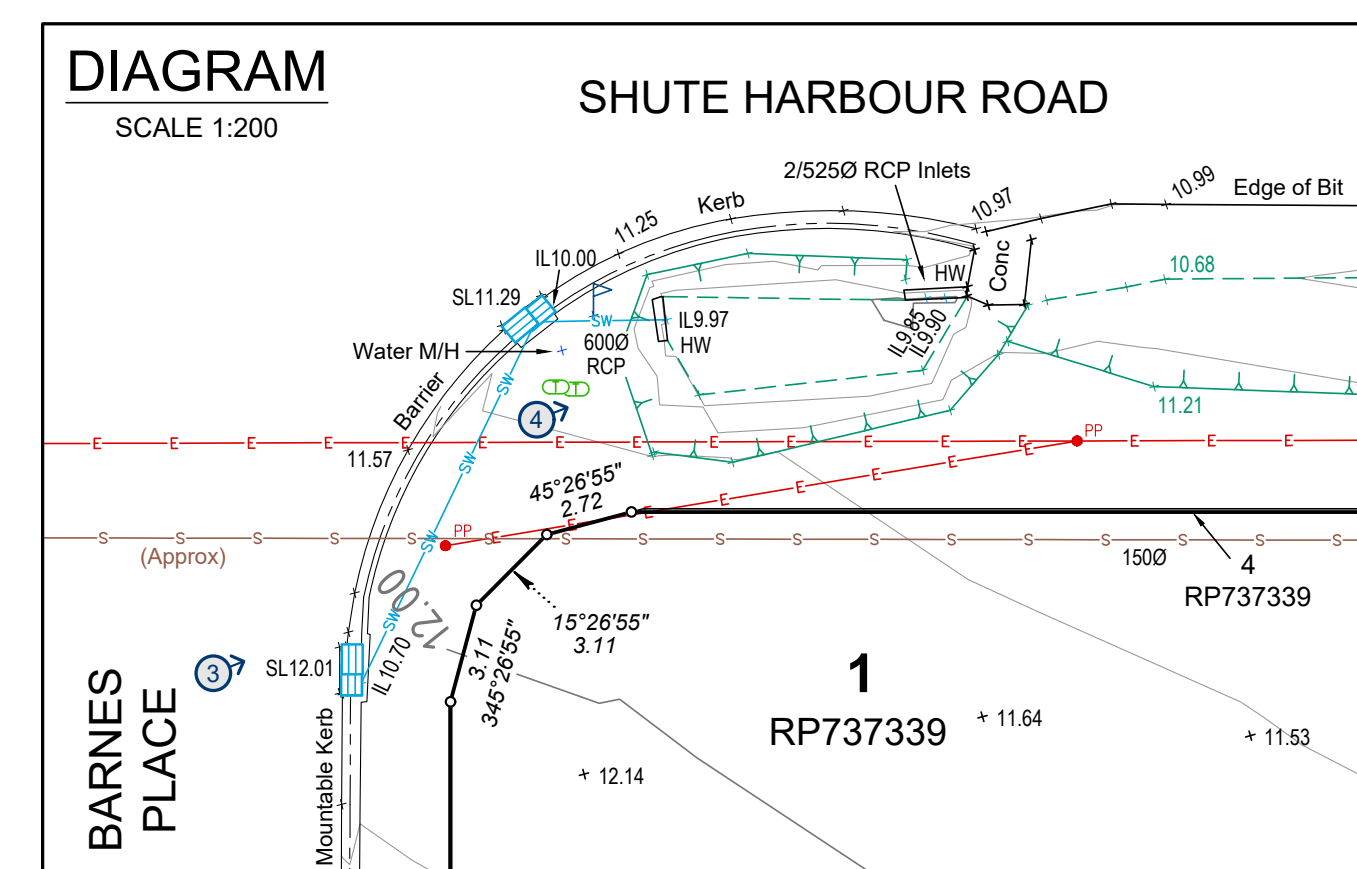
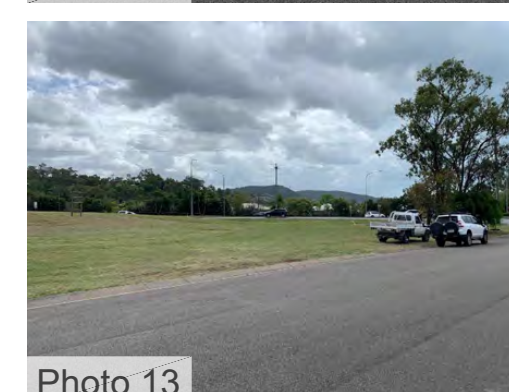
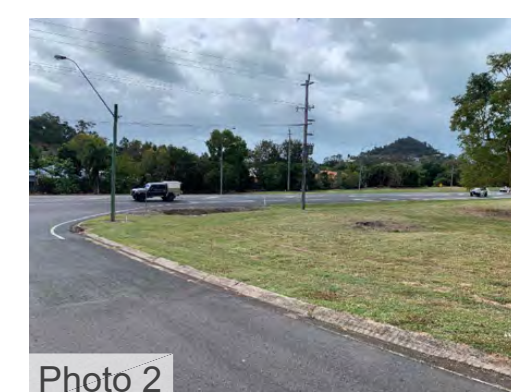
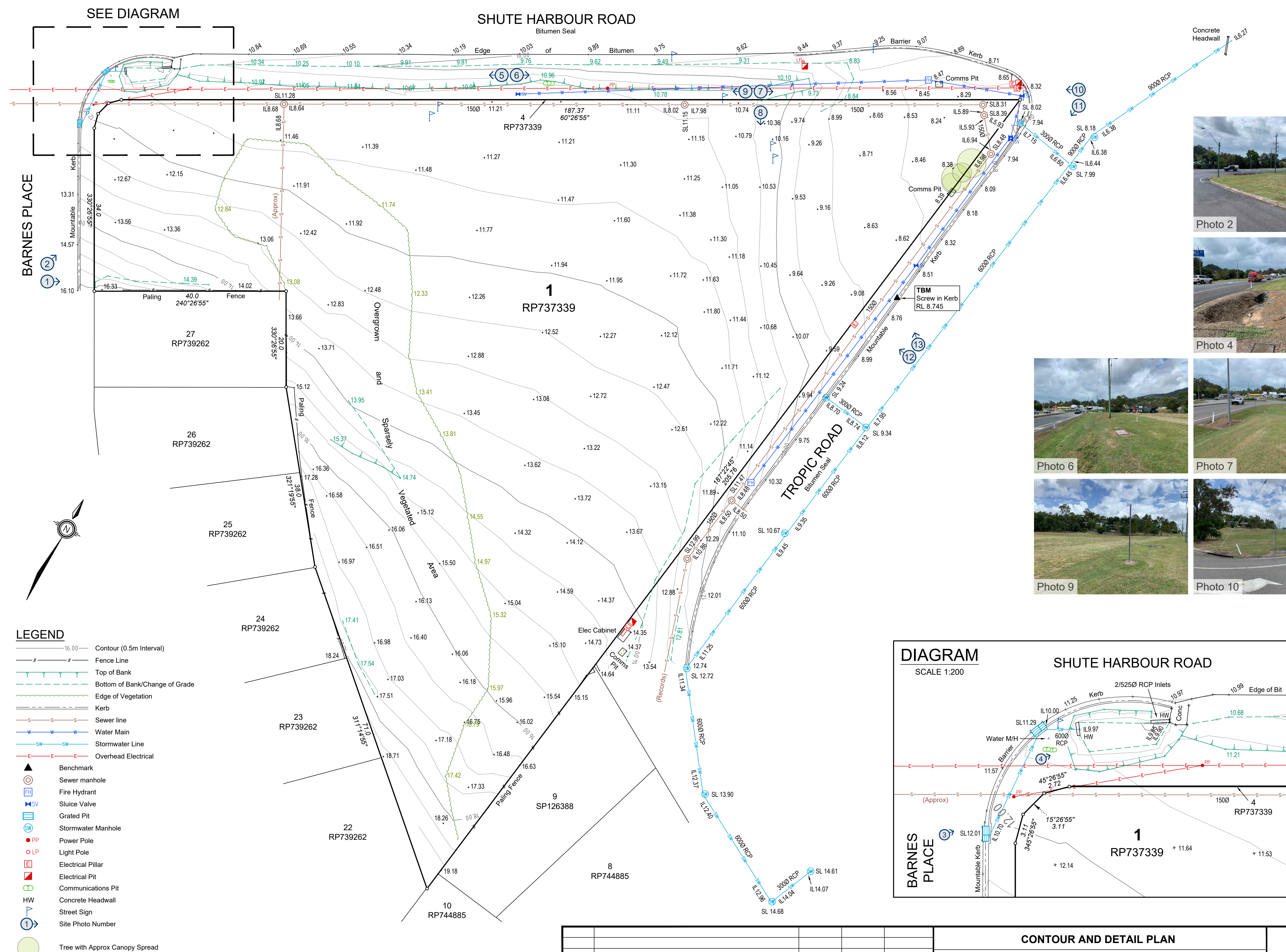




# **APPENDIX A**

## **DETAILED SITE SURVEY**





|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |       |         |            |                                                    |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------|---------|------------|----------------------------------------------------|--|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |       |         |            | <b>CONTOUR AND DETAIL PLAN</b>                     |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |       |         |            | <b>PROJECT: SITE FEATURE SURVEY</b>                |  |
| B                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Additional stormwater survey | AD    | DW      | 18/05/2022 | <b>LOCATION: 82 SHUTE HARBOUR ROAD, CANNONVALE</b> |  |
| A                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Original issue               | AD    | DW      | 16/09/2021 | Real Property Description: LOT 1 ON RP737339       |  |
| Rev                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Description                  | Drawn | Checked | Date       | <b>CLIENT: MIDDLE POND PTY. LTD.</b>               |  |
| <p>This plan is prepared from a combination of field survey and existing records for the purpose of designing new constructions on the land and should not be used for any other purpose. The title boundaries shown herein were not marked by the author at the time of survey and have been determined by plan dimensions only and not by field measurement. Services shown herein have been located where possible by field survey. If not able to be located, services may have been plotted from the records of relevant authorities where available. Prior to any demolition, excavation or construction on the site, the relevant authority should be contacted for possible location of further underground services and detailed locations of all services. This note is an integral part of this plan.</p> |                              |       |         |            |                                                    |  |
| Horizontal Datum:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                              |       |         |            | MGA (GDA2020) ZONE 55                              |  |
| Vertical Datum:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                              |       |         |            | AHD VIDE PSM 129924, RL 8.536                      |  |
| Local Authority:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                              |       |         |            | WHITSUNDY REGIONAL COUNCIL                         |  |



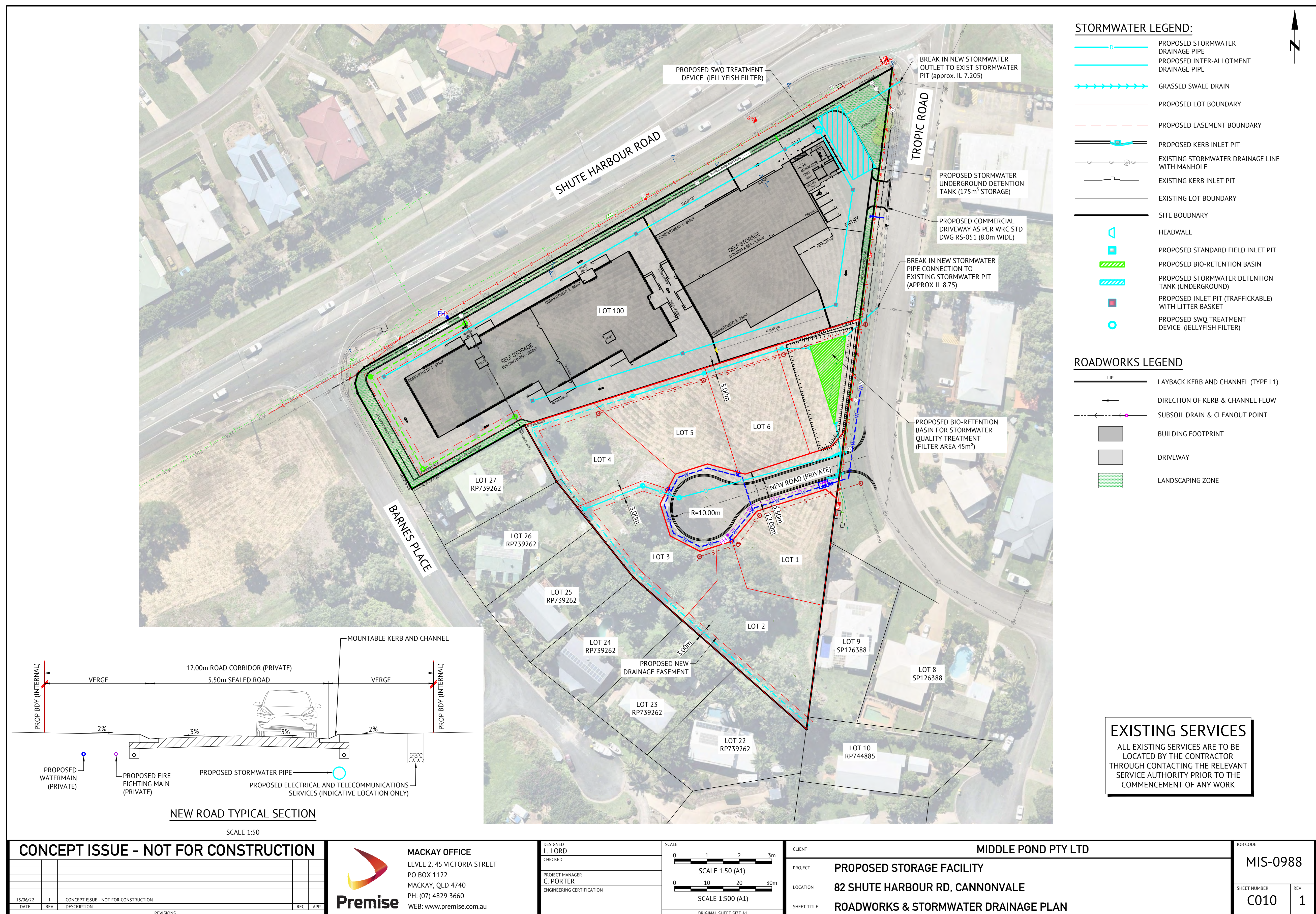




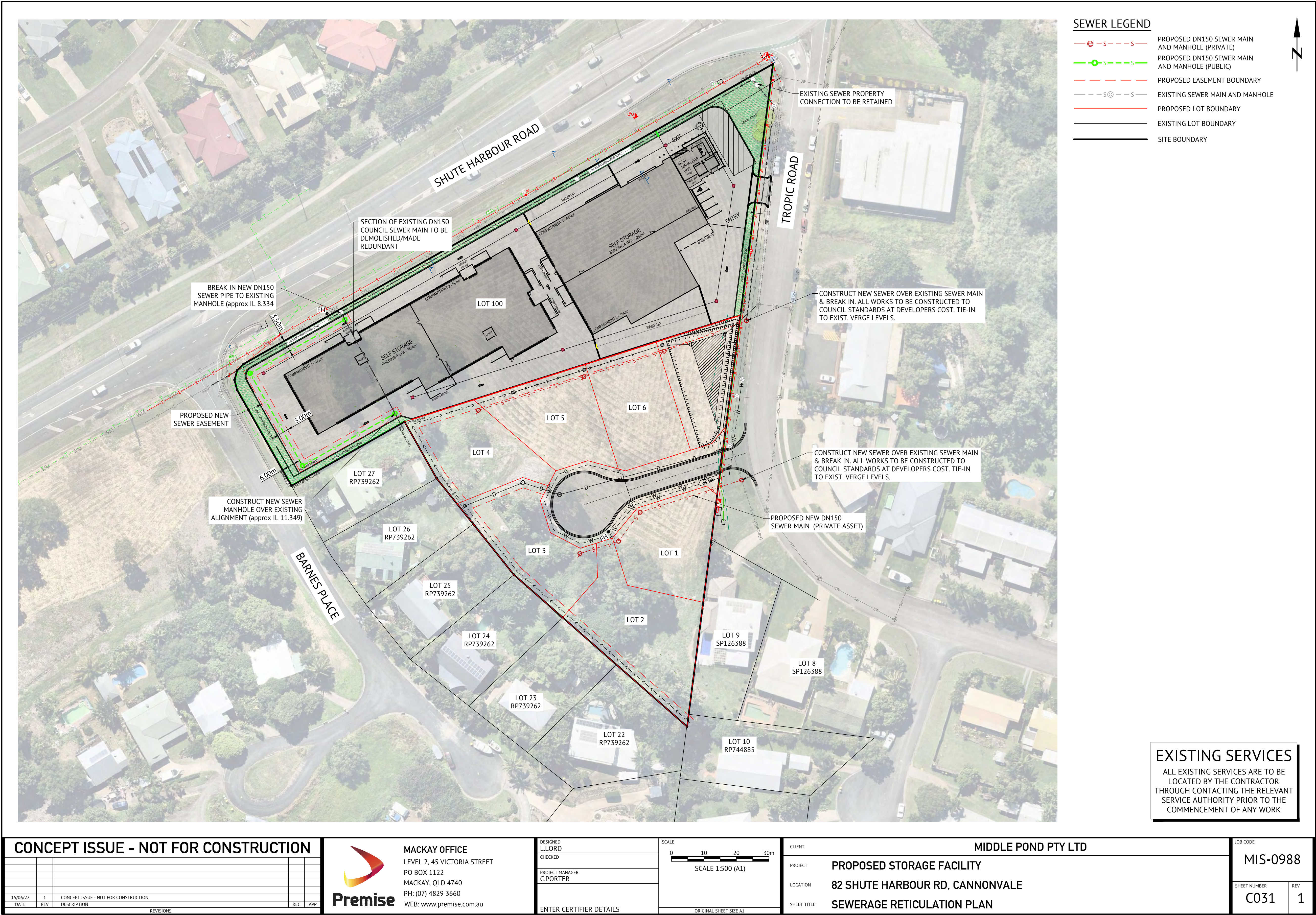
# **APPENDIX B**

## **CONCEPT INFRASTRUCTURE PLANS**

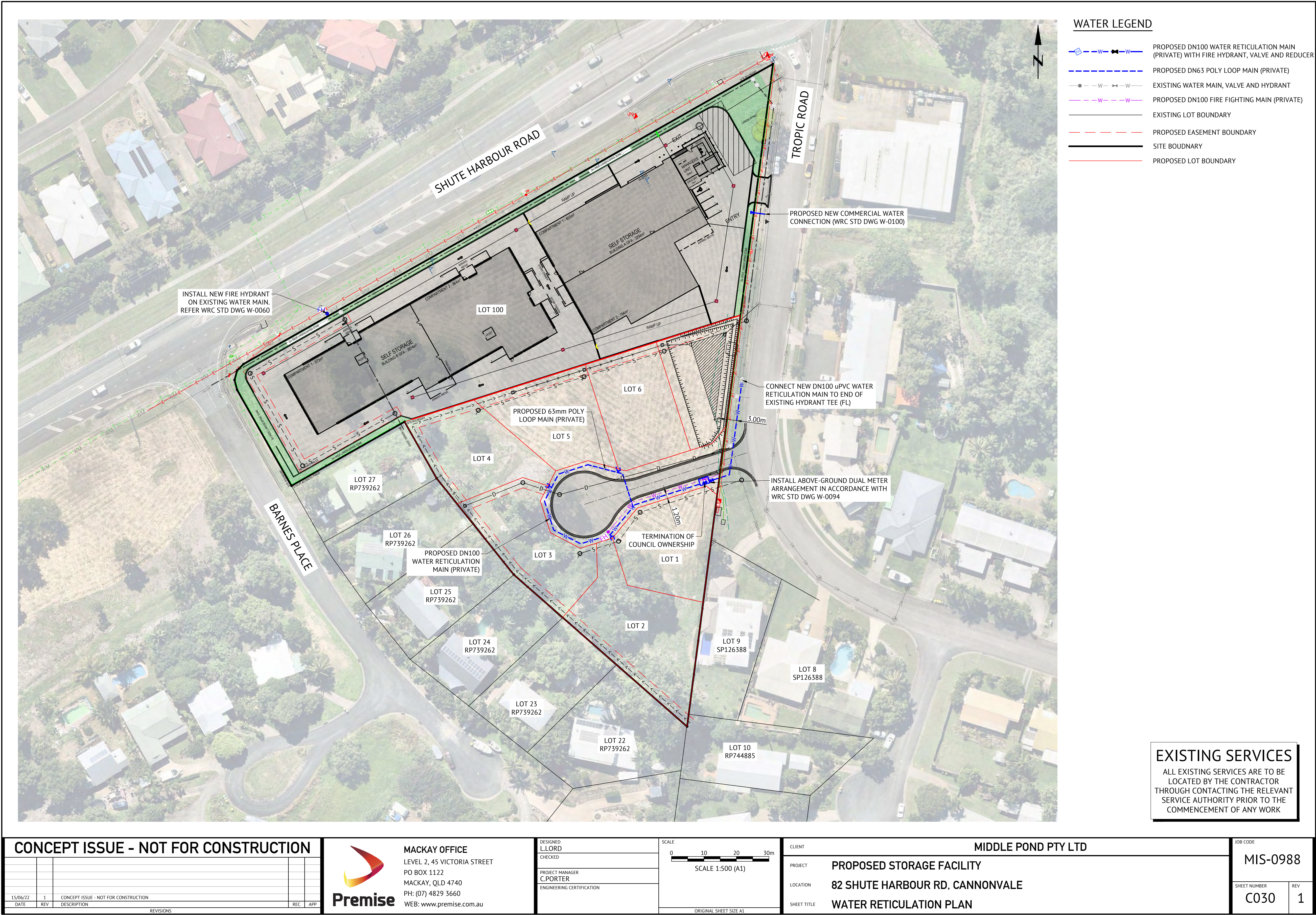




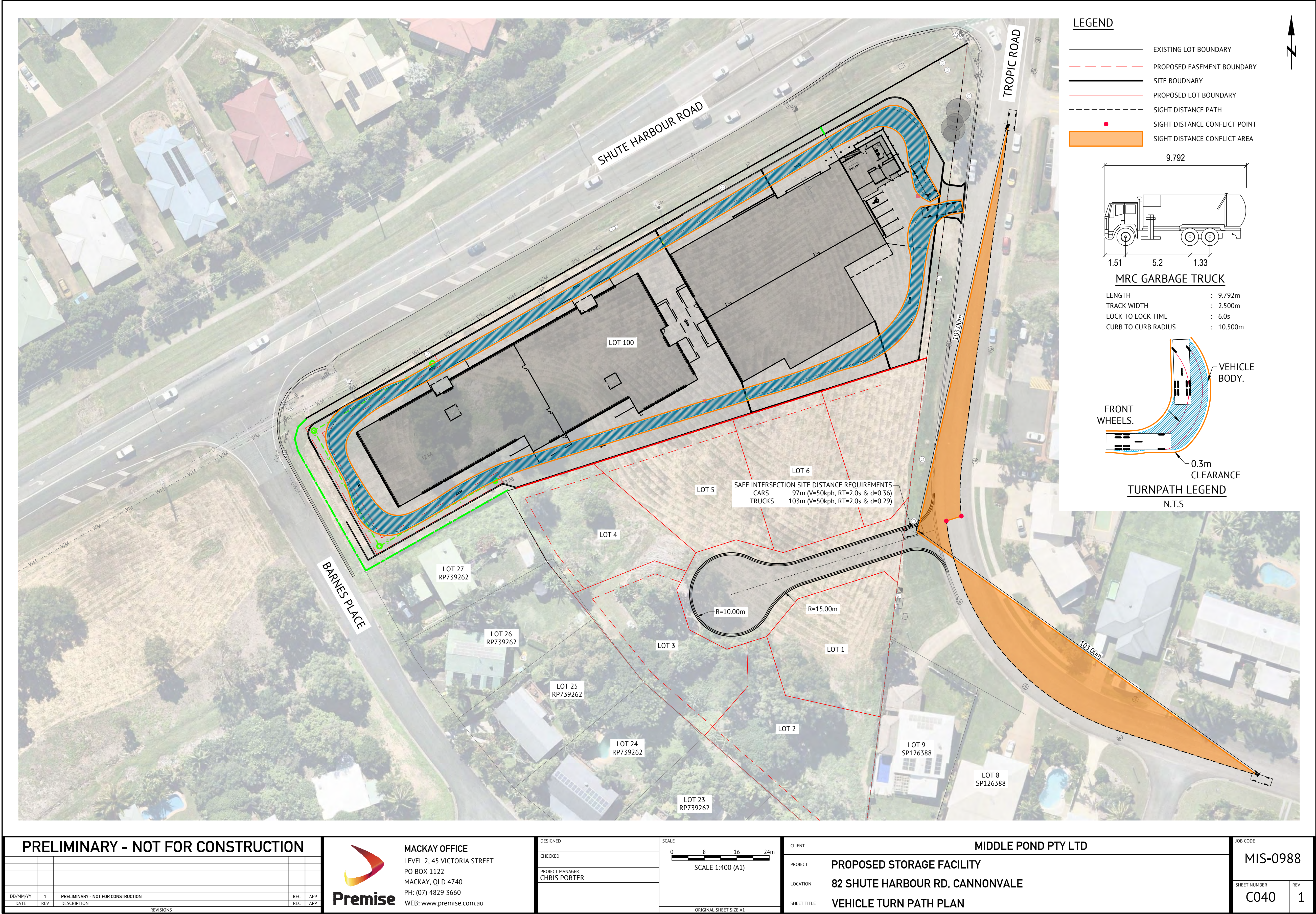
















**Premise**

MIDDLE POND PTY LTD

**Lot 1 on RP737339 Shute  
Harbour Road, Cannonvale**

**SITE BASED STORMWATER MANAGEMENT  
PLAN**

Report No: MIS0988/R03

Rev: A

30 June 2022

MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
SITE BASED STORMWATER MANAGEMENT PLAN



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| DOCUMENT AUTHORISATION |               |                                       |                                                                                     |               |                                                                                       |
|------------------------|---------------|---------------------------------------|-------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------------|
| Revision               | Revision Date | Report Details                        |                                                                                     |               |                                                                                       |
| A                      | 30/06/22      | Site Based Stormwater Management Plan |                                                                                     |               |                                                                                       |
|                        |               |                                       |                                                                                     |               |                                                                                       |
|                        |               |                                       |                                                                                     |               |                                                                                       |
| Prepared By            | Initial       | Reviewed By                           | Initial                                                                             | Authorised By | Signature                                                                             |
| Lewis Hamilton         | LH            | Chris Porter                          |  | Jeremy Cox    |  |



MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
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## 1. INTRODUCTION

Premise Australia Pty Ltd (here within referred to as "Premise") has been commissioned by Middle Pond Pty Ltd to prepare a Site Based Stormwater Management Plan in support of a development application to construct a storage facility. The subject lot is described as Lot 1 on RP737339, which is located on the corner of Shute Harbour Road and Tropic Road.

The applicant intends to develop the subject site and reconfiguration of the lot to use it for commercial and residential purposes. The remaining portion of the lot to the south of the storage facility is expected to be further divided into six (6) residential lots.

This report addresses the requirements of the site in order to comply with Whitsunday Regional Council Stormwater Quality Guidelines, QUDM, the SPP, and any other relevant planning and design guidelines.

Refer to **Figure 1** below for a Road Map Image of the site and its locality.



**Figure 1: Aerial Imagery of the site (Source: Queensland Globe)**



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## 2. DATA

Data in the preparation of this report, information about the site was gathered from the following sources:

- Aerial LiDAR data by Department of Natural Resources and Mines;
- Proposed Site Layout provided by Veris;
- Rainfall and Meteorological Data by the Australian Bureau of Meteorology;
- Aerial Imagery by Nearmap (Accessed May 2022); and
- Whitsunday Regional Councils Town of Whitsunday Drainage Study – BMT WBM 2019

## 3. SITE CHARACTERISTICS

### 3.1 Site Area and Location

The subject site has an area of 1.53ha and is located approximately 3km south-west of Airlie Beach, Queensland. The site has a road frontage to Shute Harbour Road, Tropic Road and Barnes Place, and is bounded by low-density residential allotments to the south. Shute Harbour Road is a state-controlled road. The site is currently unoccupied and consists of a bare patch of land and light-medium density vegetation in the south-western portion.

### 3.2 Existing Drainage and Topography

There is currently underground infrastructure in Barnes Place and Tropic Road corridors adjacent to the site. Runoff is discharged from the site as sheet flow to the table drain in Shute Harbour Road, and to the kerb and channel in Tropic Road. Road flow is discharged across Tropic Road to a bank of culverts crossing Shute Harbour Road, to an open channel that eventually leads to Pioneer Bay.

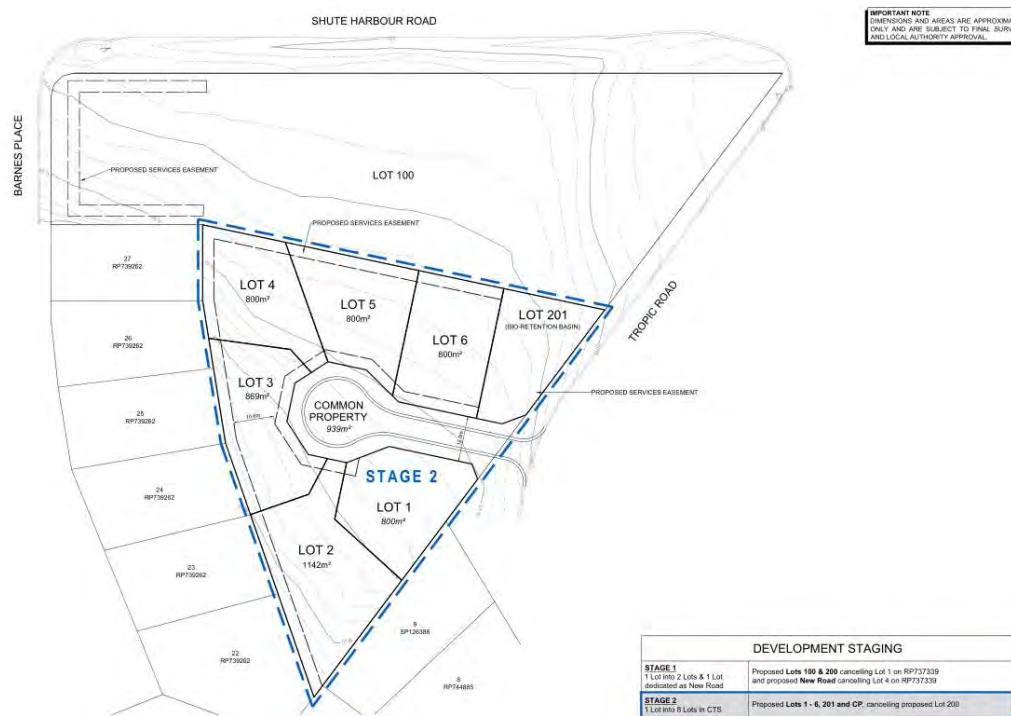
Runoff on the site will generally flow from south to north with grades ranging from approximately 1% to 16%. Elevations range from the highest point onsite of approximately RL 20.18 metres AHD (southern corner of the site) and RL 8.18 metres AHD (northern corner of the site).

### 3.3 Proposed Development

The proposed development is illustrated in **Figure 2**. The layout will consist of six (6) residential lots and one balance lot on the northern portion of the site, in which the self-storage facility and caretakers' residence will be located. The proposed self-storage site will consist of two (2) buildings titled Building A (3,294 m<sup>2</sup>) on the eastern side and Building B (3,874 m<sup>2</sup>) on the west side, generating a combined Gross Leasable Floor Area (GLFA) of 7,168 m<sup>2</sup>. Access to and from the site will be provided via a single entry/exit point on Tropic Road.

The residential lots will be part of a community title scheme, with a common property area for access and services, as well as a bioretention area adjacent to Tropic Road.

MIDDLE POND PTY LTD  
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**Figure 2: Proposed Development Layout**

The proposed development plan has been attached in **Appendix A** of this report.

### 3.4 Proposed Drainage

Surface and roofwater runoff will be discharged to the stormwater infrastructure in Tropic Road. A pit and pipe system will be constructed to convey minor flows to a stormwater quality and quantity treatment system in the north-eastern corner of the storage facility site and adjacent to Lot 6 of the residential development. Runoff from the upstream Lots 22-27 on RP739262 will be collected in an open channel along the rear of Lots 2-4 and conveyed to Tropic Road. The proposed drainage layout can be seen on Premise drawings in **Appendix A**.

### 3.5 Flooding Summary

Whitsunday Regional Council's Planning Scheme has identified the site as being affected by a Flood hazard area. WBM BMT completed a Flood Study for the Cannonvale Catchment (2019), and it can be seen from the council flood mapping that the development is largely unaffected by the 1% AEP flood event and no further hydraulic modelling has been undertaken.

An output from the Cannonvale Flood Study results has been provided in **Appendix D** showing the extent and water surface elevations within and adjacent to the site. Finished floor levels of all habitable buildings shall be determined at the Building approval phase, and derived from the building services design with appropriate freeboard to comply with the Flood Hazard Overlay Code.

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Provided that there are no earthworks proposed within the current day 1% AEP event and Climate Change inundation area, it is anticipated there will be no actionable nuisance to the Cannonvale catchment or receiving drainage corridor as a result of the development.

## 4. STORMWATER QUANTITY MANAGEMENT

### 4.1 Lawful Point of Discharge

In accordance with Queensland Urban Drainage Manual (QUDM 2017) section 3.9, lawful discharge of stormwater is required. A Lawful Point of Discharge Test (LPD Test) is outlined in Section 3.9.1 to ensure the stormwater is discharged from the site lawfully and at a lawful location in addition to needing to meet other statutory requirements such as the SPP and Planning Act.

The test in Section 3.9.1 of QUDM is in sequential order. If a condition can be met, then subsequent items need not be tested. This should be read in full but is summarised here to provide context for this site. It can be summarised as:

- Test 1:* Will the proposed development alter the site's stormwater discharge characteristics in a manner that may substantially damage a third-party property? (if yes go to Test 2, if not then LPD is satisfied)
- Test 2:* Is the location of the discharge from the development site under the lawful control of the local government or other statutory authority from whom permission to discharge has been received?
- Test 3:* An authority to discharge over affected properties will be necessary.

The lawful point of discharge has been identified as the existing stormwater infrastructure in Tropic Road in accordance with section 7.13.14 of QUDM. This is considered appropriate as this infrastructure currently receives runoff from a portion of the site, and runoff will be mitigated to ensure peak flows are not in excess of pre-development levels. Appropriate scour and erosion protection measure will be implemented to minimise impacts on external infrastructure.

### 4.2 Stormwater Runoff

Peak discharges from the site were calculated using the Rational Method. The Rational Method calculations were undertaken in accordance with the Queensland Urban Drainage Manual (QUDM 2017) assuming that the proposed works are undertaken as planned for a range of storm events.

Peak discharge calculations were undertaken for the identified discharge points in Tropic Road, consistent with the topography discussed in **Section 3.2**.

The catchment delineation can be seen in **Appendix B**. A fraction impervious of 0.0 was adopted for the site, and 0.60 for the upstream catchment assuming ultimate development conditions according to the Low-Density Residential zoning. A summary of the assumptions for the rational method calculation are shown in the following tables, with the full calculations shown in **Appendix C**



MIDDLE POND PTY LTD  
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 SITE BASED STORMWATER MANAGEMENT PLAN



Table 1: Pre-Development Catchment Details

| Catchment | Catchment Area (ha) | Fraction Impervious | Runoff Coefficient | Time of Concentration (min) |
|-----------|---------------------|---------------------|--------------------|-----------------------------|
| Site      | 1.529               | 0                   | 0.70               | 12.0                        |
| Upstream  | 0.531               | 60                  | 0.82               |                             |

### 4.3 Hydrology

The XP-RAFTS runoff routing model was used to assess pre and post-development peak discharges at the relevant discharge locations. XP-RAFTS uses “the Laurenson non-linear runoff routing procedure to develop a stormwater runoff hydrograph from either an actual event (a recorded rainfall time series) or a design storm utilising Intensity-Frequency-Duration data together with dimensionless storm temporal patterns, as well as standard AR&R 2019 data and methods.

The Laurenson runoff routing procedure used in XPRAFTS has the following advantages:

- It offers a model to simulate both rural and urban catchments.
- It allows for non-linear response from catchments over a large range of event magnitudes.
- It considers time-area and sub-catchment shape.
- It offers an efficient mathematical procedure for developing both rural, urban and mixed runoff hydrographs at any sub-catchment outlet.” (XPRAFTS V2009, XPSolutions)

The contributing catchments were modelled as sub-catchments in XPRAFTS. Catchment and link characteristics were entered into the model for the sub-catchments within the study area. The catchment storage/lag coefficient Bx was set to 0.75. Initial and continuing losses stated on the ARR data hub for the site were stated as 60mm and 4.6mm respectively. Pre-burst rainfall was included in the hydrologic model using the median pre-burst depth of 38.6mm. Discharges from the XPRAFTS model were compared to the rational method for the existing catchment to check for gross errors in the modelling.

The full ensemble of storms was modelled consistent with current AR&R 2019 methodologies and the mean temporal pattern/maximum duration were selected as the “critical” storm to be used for design. A comparison of the XP-RAFTS model and Rational Method peak discharges is shown in **Appendix C** for pre-development peak discharges. This comparison shows that the XPRAFTS model is adequately validated.

MIDDLE POND PTY LTD  
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#### 4.4 Pre-Development Peak Discharges

**Table 2** shows the peak discharges for under pre-developed conditions for the catchment.

**Table 2: Peak Stormwater Discharges – Pre-Development XP-RAFTS**

| Annual Exceedance Probability (AEP) | Peak Discharge (m <sup>3</sup> /s) | Critical Duration (min) | Temporal Pattern |
|-------------------------------------|------------------------------------|-------------------------|------------------|
| 63.2%                               | 0.302                              | 45                      | 3                |
| 50%                                 | 0.366                              | 45                      | 5                |
| 20%                                 | 0.518                              | 45                      | 6                |
| 10%                                 | 0.696                              | 30                      | 7                |
| 5%                                  | 0.749                              | 20                      | 9                |
| 2%                                  | 0.983                              | 25                      | 3                |
| 1%                                  | 0.979                              | 25                      | 4                |

#### 4.5 Post-Development Peak Discharges

In the post-development scenario, it is proposed that the site will maintain discharge to Tropic Road as described in **Section 3.4**. From the preliminary site layout plan it has been determined that the storage facility area within the site will increase from 0% impervious to 80%. The residential portion of the development has been modelled with an increase to 60% impervious in accordance with Table 4.5.1 of QUDM. Post-development catchment characteristics are shown in **Table 3**.

**Table 3: Post-Development Catchment Details**

| Catchment        | Catchment Area (ha) | Fraction Impervious (%) | Pervious Manning's Roughness (n) | Impervious Manning's Roughness (n) |
|------------------|---------------------|-------------------------|----------------------------------|------------------------------------|
| Storage Facility | 0.848               | 80                      | 0.04                             | 0.022                              |
| Residential Lots | 0.681               | 60                      | 0.04                             | 0.022                              |
| Upstream-1       | 0.249               | 60                      | 0.04                             | 0.022                              |
| Upstream-2       | 0.282               | 60                      | 0.04                             | 0.022                              |

The XP-RAFTS model for the post-development catchments is the same as the pre-development model aside from the increase in impervious fraction for the site catchments.

**Table 4** shows the peak discharges for under post-developed conditions for the catchment.

MIDDLE POND PTY LTD  
 LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
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**Table 4: Peak Stormwater Discharges – Post-Development XP-RAFTS**

| Annual Exceedance Probability (AEP) | Peak Discharge m <sup>3</sup> /s |
|-------------------------------------|----------------------------------|
| 63.2%                               | 0.356                            |
| 50%                                 | 0.425                            |
| 20%                                 | 0.589                            |
| 10%                                 | 0.759                            |
| 5%                                  | 0.814                            |
| 2%                                  | 1.037                            |
| 1%                                  | 1.284                            |

## 4.6 Discussion of Expected Peak Discharges

Peak discharges for pre and post-development have been assessed for local runoff from the storage facility site and the proposed residential allotments, and a comparison is shown below. The upstream catchments have been omitted from the comparison as they remain unchanged in the post-development scenario.

**Table 5: Storage Facility Peak Discharge Summary**

| Annual Exceedance Probability (AEP) | Peak Discharge (m <sup>3</sup> /s) |       | Impact              |     |
|-------------------------------------|------------------------------------|-------|---------------------|-----|
|                                     | Pre                                | Post  | (m <sup>3</sup> /s) | %   |
| 63.2%                               | 0.123                              | 0.152 | 0.029               | 24% |
| 50%                                 | 0.139                              | 0.177 | 0.038               | 27% |
| 20%                                 | 0.204                              | 0.247 | 0.043               | 21% |
| 10%                                 | 0.285                              | 0.319 | 0.034               | 12% |
| 5%                                  | 0.297                              | 0.360 | 0.063               | 21% |
| 2%                                  | 0.396                              | 0.430 | 0.034               | 9%  |
| 1%                                  | 0.401                              | 0.555 | 0.154               | 38% |

**Table 6: Residential Allotments Peak Discharge Summary**

| Annual Exceedance Probability (AEP) | Peak Discharge (m <sup>3</sup> /s) |       | Impact              |     |
|-------------------------------------|------------------------------------|-------|---------------------|-----|
|                                     | Pre                                | Post  | (m <sup>3</sup> /s) | %   |
| 63.2%                               | 0.100                              | 0.114 | 0.014               | 14% |
| 50%                                 | 0.116                              | 0.138 | 0.022               | 19% |
| 20%                                 | 0.165                              | 0.191 | 0.026               | 16% |
| 10%                                 | 0.230                              | 0.246 | 0.016               | 7%  |
| 5%                                  | 0.246                              | 0.262 | 0.016               | 7%  |
| 2%                                  | 0.321                              | 0.340 | 0.019               | 6%  |
| 1%                                  | 0.328                              | 0.403 | 0.075               | 23% |

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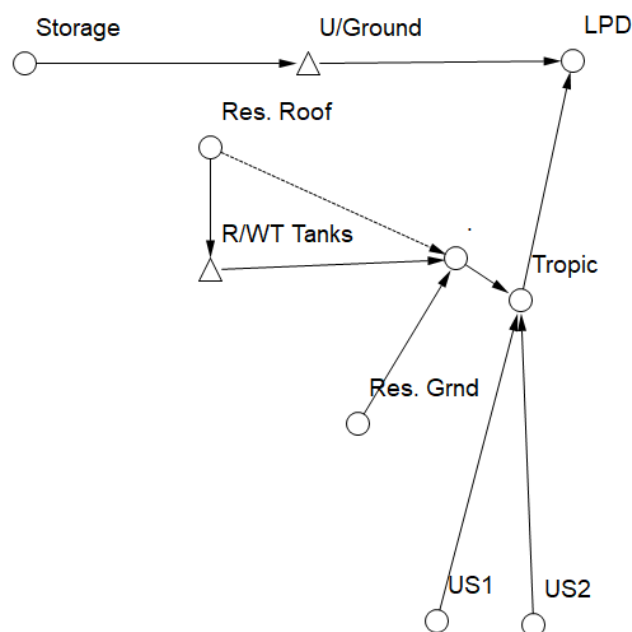


It can be seen from the tables above that the proposed development results in up to a 38% increase from the storage facility, and an increase of up to 23% from the residential allotments for the 1% AEP storm event. The strategy for managing the impact of the development on the existing stormwater pipe network is discussed below.

#### 4.7 Management of Increased Runoff

It is proposed that onsite detention be constructed as part of the stormwater quantity management system. The basins have been designed to maximise the volume of storage and attenuation of flow. It is proposed that the runoff generated from the storage facility and residential lots are captured in separate systems to attenuate runoff from each stage of the development. This scheme is designed to meet the LPD Test referenced in Section 4.1 and ensure no increase in peak discharges downstream of the site.

Attenuation of runoff from the storage facility site will be via an underground tank, while rainwater tanks will be installed for the residential development. **Figure 3** shows the XPRAFTS model layout incorporating the detention basin for the mitigated catchment conditions model.



**Figure 3: XPRAFTS mitigated model**

It is considered appropriate to utilise rainwater tanks for individual dwellings, as the residential lots are to be part of a community title scheme and reasonable for implementation to be conditioned as part of the Development Approval. Characteristics of the proposed detention system can be seen on **Table 7**, while the basin stage-storage-discharge relationship can be seen on **Table 8** and **Table 9**.



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Table 7. Detention Characteristics

|                                     | Storage Facility Tank  | Rainwater Tanks |
|-------------------------------------|------------------------|-----------------|
| <b>Location</b>                     | NE Corner              | Lots 1-6        |
| <b>Basin Type</b>                   | Underground            | Rainwater Tanks |
| <b>Depth (m)</b>                    | 1.0                    | 1.8             |
| <b>Surface Area (m<sup>2</sup>)</b> | 175                    | 5               |
| <b>Volume (m<sup>3</sup>)</b>       | 175                    | 10              |
| <b>Lower Outlet</b>                 | 330mm Orifice Plate    | 90mm Pipe       |
| <b>Lower Outlet Level</b>           | Invert                 | Invert          |
| <b>Upper Outlet</b>                 | 350 x 500mm Weir       | -               |
| <b>Upper Outlet Level</b>           | 650mm from tank invert | -               |

Table 8. Basin Stage-Storage-Discharge Relationship – Storage Facility

| Annual Exceedance Probability (AEP) | Stage (m) | Volume (m <sup>3</sup> ) | Basin Discharge (m <sup>3</sup> /s) |
|-------------------------------------|-----------|--------------------------|-------------------------------------|
| 63.2%                               | 0.405     | 70.8                     | 0.118                               |
| 50%                                 | 0.497     | 87.0                     | 0.137                               |
| 20%                                 | 0.666     | 116.6                    | 0.167                               |
| 10%                                 | 0.844     | 147.8                    | 0.263                               |
| 5%                                  | 0.886     | 155.0                    | 0.293                               |
| 2%                                  | 1.000     | 175.0                    | 0.387                               |
| 1%                                  | 0.994     | 174.5                    | 0.389                               |

Table 9: Basin Stage-Storage-Discharge Relationship – Rainwater Tanks

| Annual Exceedance Probability (AEP) | Stage (m) | Volume (m <sup>3</sup> ) | Basin Discharge (m <sup>3</sup> /s) |
|-------------------------------------|-----------|--------------------------|-------------------------------------|
| 63.2%                               | 0.744     | 25                       | 0.012                               |
| 50%                                 | 0.874     | 29                       | 0.013                               |
| 20%                                 | 1.269     | 42                       | 0.016                               |
| 10%                                 | 1.441     | 48                       | 0.017                               |
| 5%                                  | 1.421     | 47                       | 0.017                               |
| 2%                                  | 1.763     | 59                       | 0.019                               |
| 1%                                  | 1.766     | 59                       | 0.019                               |

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The XPRAFTS model was then run for the post-development case including the detention as the mitigated scenario. Results for the mitigated model can be found on Table 10 and Table 11 below.

**Table 10: Storage Facility Peak Stormwater Comparison – Mitigated**

| Annual Exceedance Probability (AEP) | Peak Discharge m <sup>3</sup> /s |           | Change            |      |
|-------------------------------------|----------------------------------|-----------|-------------------|------|
|                                     | Existing                         | Mitigated | m <sup>3</sup> /s | %    |
| 63%                                 | 0.123                            | 0.118     | -0.005            | -4%  |
| 50%                                 | 0.139                            | 0.137     | -0.002            | -1%  |
| 20%                                 | 0.204                            | 0.167     | -0.037            | -18% |
| 10%                                 | 0.285                            | 0.263     | -0.022            | -8%  |
| 5%                                  | 0.297                            | 0.293     | -0.004            | -1%  |
| 2%                                  | 0.396                            | 0.387     | -0.009            | -2%  |
| 1%                                  | 0.401                            | 0.389     | -0.012            | -3%  |

**Table 11: Residential Peak Stormwater Comparison – Mitigated**

| Annual Exceedance Probability (AEP) | Peak Discharge m <sup>3</sup> /s |           | Change            |      |
|-------------------------------------|----------------------------------|-----------|-------------------|------|
|                                     | Existing                         | Mitigated | m <sup>3</sup> /s | %    |
| 63%                                 | 0.100                            | 0.093     | -0.007            | -7%  |
| 50%                                 | 0.116                            | 0.116     | 0                 | 0%   |
| 20%                                 | 0.165                            | 0.156     | -0.009            | -5%  |
| 10%                                 | 0.23                             | 0.201     | -0.029            | -13% |
| 5%                                  | 0.246                            | 0.222     | -0.024            | -10% |
| 2%                                  | 0.321                            | 0.29      | -0.031            | -10% |
| 1%                                  | 0.328                            | 0.311     | -0.017            | -5%  |

**Table 10** and **Table 11** show that the proposed detention basin attenuates the post-development peak discharges to below the pre-development levels. It has therefore been demonstrated that the detention basin is adequately sized to offset the impacts from the development on the downstream catchment.

## 4.8 Management of Upstream Catchment Runoff

The upstream catchment in Lots 22-27 on RP739262 discharges localised overland flow towards the site from an area of approximately 0.531ha under existing conditions. The development is required to manage the flows from the upstream catchment and provide immunity for the lots subject to external flows in accordance with QUDM. It is proposed to convey the flows from the upstream catchment in an open drain along the western large mirrorboundary of Lots 2-4, then along the northern boundary of Lots 5-6 into the stormwater infrastructure within Tropic Road. The drain has been sized using manning's equation for open channel flow, and details can be seen on Premise civil drawings in **Appendix A**.

Minor runoff from Lot 22-25 is to be intercepted within the channel and conveyed to the Lawful Point of Discharge via a pit and pipe system, therefore the peak flow within the open channel is calculated as 0.232m<sup>3</sup>/s (1% AEP discharge for whole upstream catchment minus the 10% AEP discharge from catchment US2). The following table provides a summary of the peak discharges from the upstream catchment contributing to the development estimated by the RAFTS model for all storm events up to and including the 1% AEP event.

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Table 12: Discharges from Upstream Catchment

| Annual<br>Exceedance Probability<br>(AEP) | Peak Discharge<br>(m <sup>3</sup> /s) |              |
|-------------------------------------------|---------------------------------------|--------------|
|                                           | US1                                   | US2          |
| 63.2%                                     | 0.043                                 | 0.049        |
| 50%                                       | 0.052                                 | 0.058        |
| 20%                                       | 0.071                                 | 0.080        |
| 10%                                       | 0.092                                 | <b>0.104</b> |
| 5%                                        | 0.100                                 | 0.112        |
| 2%                                        | 0.125                                 | 0.142        |
| 1%*                                       | <b>0.158</b>                          | <b>0.178</b> |

\*1% AEP Peak discharge in the open channel:  $0.158 + 0.178 - 0.058 = 0.232\text{m}^3/\text{s}$

#### 4.9 State Code 1

In order to protect state transport infrastructure from adverse impact of development and maintain operational performance of the transport network, consideration has been given to ensuring the development does not result in a worsening of the physical condition or operating performance of the adjacent state transport infrastructure being Shute Harbour Road. PO12 and PO13 of State Code 1 require developments to discharge runoff in a lawful manner and safeguard state-controlled roads from actionable nuisance or worsening of stormwater and drainage impacts.

Under pre-development conditions, a portion of the site and upstream catchment totalling an area of approximately 0.959ha discharges to the Shute Harbour Road corridor as sheet flow over the north-western boundary. Runoff up to the 1% AEP event within the storage facility will be conveyed to the proposed detention tank and discharged directly to the lawful point of discharge in Tropic Road. Runoff from the upstream catchment is to be captured and conveyed within an open drain through the residential lots to the lawful point of discharge further upstream in Tropic Road. It is considered that this approach achieves compliance with both PO12 and PO13 of State Code 1. It is not anticipated that the runoff from the development site will be discharged Shute Harbour Road during construction, in accordance with AO14.1.

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## 5. STORMWATER QUALITY

### 5.1 Construction phase

During the construction phase various pollutants are generated which can find their way into the stormwater runoff. These pollutants can affect the quality of the stormwater runoff and hence pollute both the site and the downstream receiving environment. **Table 13** below outlines the major sources of pollutants.

**Table 13: Typical Construction Phase Pollutants**

| Construction Phase Pollutants                                               |
|-----------------------------------------------------------------------------|
| Litter from construction packaging, paper, food packaging, off cuts, etc.   |
| Sediment from erosion of exposed soils and stockpiles.                      |
| Hydrocarbons - from fuel and oil spills, leaks from construction equipment. |
| Toxic Materials - cement slurry, solvents, cleaning agents, wash waters.    |
| pH altering substances - cement slurry, wash waters.                        |

Erosion and sediment control measures used during the construction phase of the development will be designed and installed in accordance with International Erosion Control Association (Australasia) - "Best Practice Erosion & Sediment Control – for building and construction sites" November 2008 and Whitsunday Regional Council's requirements for Erosion and Sediment Control.

### 5.2 Temporary Sediment Basins

Temporary sediment basins are recommended for construction in the location of the proposed bio retention basins, to cater for runoff from disturbed areas during construction. It is recommended that High Efficiency Sediment (HES) basins are sized based on the maximum disturbed area within each basin's catchment at any one time during construction. Alternative treatment methods can be utilised at the Operational Works Phase, provided that the State Planning Policy 2017 objectives are met.

The State Planning Policy 2017 (SPP) introduces a new stormwater management design objective for sediment control on construction sites. The design objective by the SPP states that all exposed areas greater than 2500 m<sup>2</sup> must be provided with sediment controls which are designed, implemented and maintained to a standard which would achieve at least 80% of the average annual runoff volume of the contributing catchment treated (i.e. 80% hydrologic effectiveness) to 50mg/L Total Suspended Solids (TSS) or less, and pH in the range (6.5–8.5).

### 5.3 Whitsunday Regional Council- Stormwater Quality Guideline

As per Table 1 of Whitsunday Regional Council Stormwater Quality Guideline, percentage reduction in mean annual loads of the following pollutants compared to unmitigated development is detailed in **Table 14** below.

**Table 14: WRC Stormwater Quality Objectives**

| Pollutant        | Reductions in mean annual load from unmitigated development (%) |
|------------------|-----------------------------------------------------------------|
| Suspended Solids | 75                                                              |
| Total Phosphorus | 60                                                              |
| Total Nitrogen   | 40                                                              |
| Gross Pollutants | 90                                                              |



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## 5.4 Stormwater Quality Modelling

Stormwater Pollutant modelling for the development has been generated using the modelling program 'Model for Urban Stormwater Improvement Conceptualisation' (MUSIC), version 6.3.0, adhering to the Whitsunday Regional Council Stormwater Quality Guidelines and supplemented with Water by Design MUSIC modelling guidelines Version 1.0, 2010 (WBDMG). A split catchment approach has been adopted for the following typical site areas:

- Roof Catchment;
- Ground; and
- Road Catchment (including verge)

Values for typical Impervious Fractions used in Split-catchments have been adopted from Table 3.6 in the Water by Design MUSIC Modelling Guidelines Version 1.0, 2010 and the Whitsunday Regional Council Stormwater Quality Guideline. Details of Catchment parameters are listed in **Table 15**.

**Table 15: MUSIC Model Catchment Parameters**

| Catchment ID    | Node Type  | Total Area (ha) | Fraction Impervious |
|-----------------|------------|-----------------|---------------------|
| Roof            | Commercial | 0.399           | 100%                |
| Ground          | Commercial | 0.095           | 15%                 |
| Road            | Commercial | 0.354           | 70%                 |
| Roof            | Urban      | 0.140           | 100%                |
| Ground          | Urban      | 0.416           | 15%                 |
| Road            | Urban      | 0.094           | 70%                 |
| Upstream Roof   | Urban      | 0.090           | 100%                |
| Upstream Ground | Urban      | 0.441           | 15%                 |

Further assumptions associated with the model involve:

- The rainfall-runoff parameters have been based on Rainfall runoff parameters for the Whitsunday Regional Council area for Proserpine, Airlie Beach and surrounds - Table 11 of Whitsunday Regional Council's Stormwater Quality Guideline
- The pollutant export parameters for lumped-catchment residential land use has been adopted from WBDMG Table 3.9;
- Default routing (No flow routing or translation between nodes);
- No seepage/exfiltration (0 mm/hr); and
- All other parameters used within the modelling were based on Water by Design MUSIC Modelling Guidelines Version 1.0, 2010.

The development was split accordingly to the proposed development. The MUSIC model setup can be seen below, and the catchment delineation can be seen in **Appendix B**.

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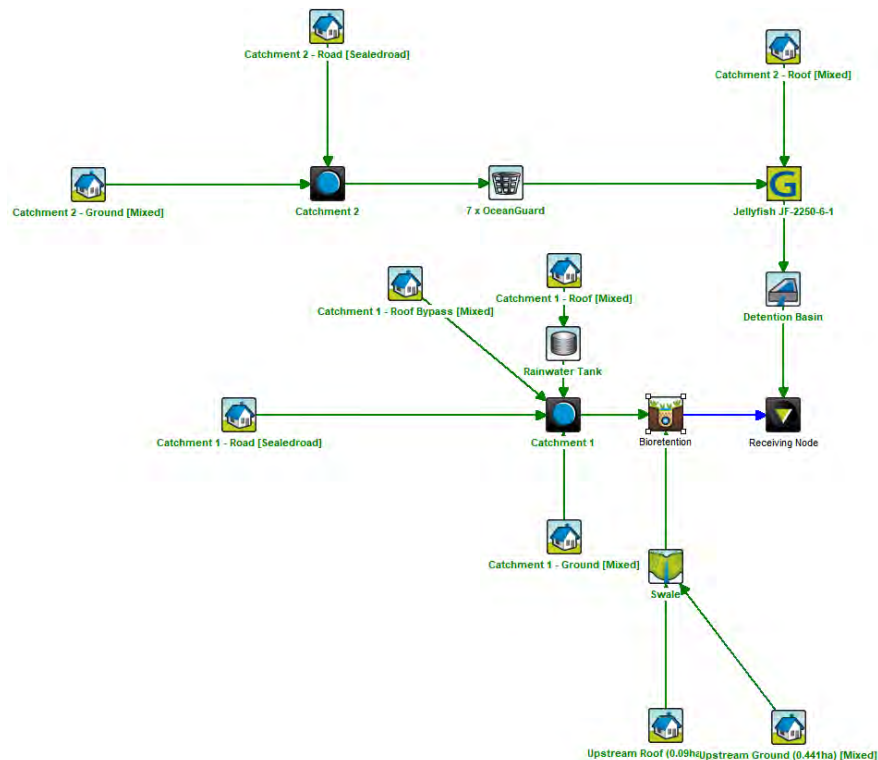


Figure 4: MUSIC Model Schematic (Source: eWater MUSIC)

## 5.5 Bioretention Basin

A bioretention basin is proposed to provide tertiary treatment of stormwater runoff. The proposed bioretention basin was modelled with an extended detention depth of 300mm, hydraulic conductivity of 200mm/hr and a filter depth of 500mm. The parameters for the treatment system are provided in the table below. The bioretention basin will be located adjacent to Lot 6 on Tropic Road. Civil drawings prepared by Premise shows the location and details of the bioretention basin and can be found in **Appendix A**.

Table 16: Treatment Device parameters - Bioretention

| Component                                      | Bioretention Basin |
|------------------------------------------------|--------------------|
| High Flow By-pass (m <sup>3</sup> /s)          | 100                |
| Extended Detention Depth (m)                   | 0.3                |
| Surface Area (m <sup>2</sup> )                 | 45                 |
| Filter Area (m <sup>2</sup> )                  | 45                 |
| Unlined Filter Media Perimeter (m)             | 29                 |
| Saturated Hydraulic Conductivity (mm/hr)       | 200                |
| Filter Depth (m)                               | 0.50               |
| TN Content of Filter Media (mg/kg)             | 400                |
| Orthophosphate Content of Filter Media (mg/kg) | 40                 |
| Exfiltration Rate (mm/hr)                      | 0                  |
| Overflow Weir Width (m)                        | 6                  |

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## 5.6 OceanGuard and Jellyfish Filter

Proprietary stormwater quality treatment devices are proposed as the stormwater quality treatment system for the storage facility due to spatial constraints. It is proposed to install OceanGuard gully pit inserts on all grated inlets within the storage facility lot, with a Jellyfish filter system as an end of line treatment device. A total of 7 OceanGuard filters have been modelled, as well as the Jellyfish JF-2250-6-1 device with a maximum treatment rate of 32.5L/s.

## 5.7 Grassed Swale

A grassed swale is proposed to convey runoff from the upstream catchment to the Lawful Point of Discharge in Tropic Road. The maximum velocity in the swale is less than 1.0m/s and is not anticipated to have any impact on the performance or maintenance of the bioretention basin.

**Table 17: Treatment Device parameters – Grassed Swale**

| Component             | Swale  |
|-----------------------|--------|
| Length (m)            | 215    |
| Base Width (m)        | 0.0    |
| Top Width (m)         | 3.0    |
| Batter Slope (Z:Y)    | 1:3.75 |
| Depth (m)             | 0.4    |
| Slope (%)             | 3.0    |
| Vegetation Height (m) | 0.15   |
| Infiltration (mm/hr)  | 0.0    |

## 5.8 Results

**Table 18** outlines the effectiveness of the MUSIC Model Treatment Train in achieving the set Stormwater Management Design Objectives (SMDO's) for pollutant reduction for the proposed development.

**Table 18: Treatment Train Effectiveness at Receiving Node**

| Pollutant              | Unmitigated Load (kg/yr) | Mitigated Load (kg/yr) | Reduction (%) | Reduction Target (%) | Reduction Target Achieved? (Y/N) |
|------------------------|--------------------------|------------------------|---------------|----------------------|----------------------------------|
| Suspended Solids (TSS) | 2980                     | 492                    | 83.5          | 75                   | Y                                |
| Total Phosphorus (TP)  | 6.35                     | 2.32                   | 63.5          | 60                   | Y                                |
| Total Nitrogen (TN)    | 43.7                     | 22.4                   | 48.6          | 40                   | Y                                |
| Gross Pollutants > 5mm | 344                      | 0                      | 100           | 90                   | Y                                |

The table above shows that the reduction targets are met for the entire development. The reduction targets are also met for each stage of the development.

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## **6. CONSTRUCTION AND ESTABLISHMENT OF THE BIORETENTION SYSTEMS**

There are many risks both during the Construction and Building Phase of the development which can affect the performance of bioretention systems. During the subdivision construction, typical civil works such as earthworks, road and services construction activities can generate large sediment loads which can smother vegetation and clog bio retention filter media. Likewise, the allotment building phase, which is effectively an “uncontrolled” phase due to the number of contractors and subcontractors present on the sites, represents a phase where bioretention system establishment can be at great risk. Due to the above risks, a Staged Establishment Method will be adopted for the bioretention basin proposed for the development. The Staged approach will be in accordance with Option 4 of the Healthy Waterways Construction and Establishment Guidelines 2010.

### **Stage 1 – Civil Construction**

Stage 1 involves the civil works excavation and building construction of the full basin depth to create the form of the bio retention system following which the system operates as a temporary sediment basin.

### **Stage 2 – Landscape Establishment**

Once the civil works and building construction phase is complete, the system is cleaned out of sediment. The various bio retention system treatment layers are constructed and landscaped in accordance with Healthy Waterways Construction and Establishment Guidelines 2010 Forms A – H.

The Basin will be protected during the commercial lot’s construction phase with erosion and sediment control measures.

### **Filter Media Specification**

The filter media used within the proposed bio retention systems shall be selected and tested in accordance with the Facility for Advancing Water Biofiltration’s (FAWB) “Guideline Specifications for Soil Media in Bio retention Systems Update June 2009”.

### **Landscaping**

Landscaping to the bio retention basin will be undertaken in accordance with Appendix ‘A’ of the WSUD Technical Design Guidelines for South East Queensland – Version 1 June 2006.



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## 7. STORMWATER QUALITY MAINTENANCE

Key stormwater quality treatment devices requiring maintenance during the operational works phase of the project are the specified bio retention systems.

Maintenance required for bio retention systems consists of:

- Regular and storm event inspections to ensure:
  - Sufficient vegetation is still established;
  - No erosion has occurred; and
  - Any clean-up required is undertaken.
- Regular mowing/ harvesting to ensure vegetation is maintained at acceptable levels.
- Removal of litter.

### MAINTENANCE PLAN DETAILS - BIORETENTION SYSTEMS

| SCHEDULE OF SITE VISITS       |           |   |   |   |   |   |   |   |   |   |   |   |   |
|-------------------------------|-----------|---|---|---|---|---|---|---|---|---|---|---|---|
| Purpose of Visit              | Frequency | J | F | M | A | M | J | J | A | S | O | N | D |
| Routine inspection            | Monthly   | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Annual inspection             | 1/year    |   |   |   | ✓ |   |   |   |   |   |   |   |   |
| Routine maintenance           | 2/year    |   |   |   | ✓ |   |   |   |   |   | ✓ |   |   |
| Routine clean out of sediment | 1/2 year  |   |   |   | ✓ |   |   |   |   |   |   |   |   |

The above schedule is a guideline only. Routine clean out and maintenance should be scheduled based on the outcome of routine inspection.

| INSPECTION |                                                                                                                                                                             |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b>  | <b>Routine Inspection</b>                                                                                                                                                   |
| 1.1        | Routine inspection should be carried out on a regular monthly basis. The purpose of the inspection is to indicate when maintenance of the Bio retention system is required. |
| 1.2        | Inspections should consider erosion, condition of vegetation, ponded water.                                                                                                 |
| 1.3        | Complete appropriate Maintenance Form. Maintenance is required if failure of the above sediment.                                                                            |
| <b>2.</b>  | <b>Annual Inspection</b>                                                                                                                                                    |
| 2.1        | Once a year, the condition of the bio retention system should be closely inspected. Any damage or problems should be noted on the Maintenance Form for action.              |

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| ROUTINE MAINTENANCE  |                                                                                                                                                                                                                                                                  |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b>            | <b>Purpose</b>                                                                                                                                                                                                                                                   |
| 1.1                  | Routine maintenance of the bio retention system involves weed control and the collection of any litter, removal of dead or diseased vegetation, and mulch replacement.                                                                                           |
| <b>2.</b>            | <b>Weed Management</b>                                                                                                                                                                                                                                           |
| 2.1                  | If weeds have been observed during routine inspection, these weeds should be removed from the bio retention system. Weeding generally involves manual removal of perennial species.                                                                              |
| 2.2                  | The aim is to remove the weed including the roots when the weeds are less than 3 months old; otherwise weeds infestation rapidly occurs and is difficult to control.                                                                                             |
| 2.3                  | Herbicides should not be used, as they would contaminate the water in the creek.                                                                                                                                                                                 |
| 2.4                  | The weed should be disposed offsite at appropriate waste management facility.                                                                                                                                                                                    |
| 2.5                  | Replant appropriate plant species, where necessary, in areas that have been extensively weeded.                                                                                                                                                                  |
| <b>3.</b>            | <b>Litter Management</b>                                                                                                                                                                                                                                         |
| 3.1                  | Remove and dispose of litter that may be visible around the bio retention system.                                                                                                                                                                                |
| <b>4.</b>            | <b>Dead or Diseased Vegetation</b>                                                                                                                                                                                                                               |
| 4.1                  | Remove or dispose of any dead or diseased vegetation within system                                                                                                                                                                                               |
| <b>5.</b>            | <b>Mulch Replacement</b>                                                                                                                                                                                                                                         |
| 5.1                  | Mulch replacement is recommended when erosion is evident, or system looks unattractive.                                                                                                                                                                          |
| CLEANOUT OF SEDIMENT |                                                                                                                                                                                                                                                                  |
| <b>1.</b>            | <b>Setup and Prepare site for Cleanout</b>                                                                                                                                                                                                                       |
| 1.1                  | Notify adjacent residents at least three days prior to date of cleanout.                                                                                                                                                                                         |
| 1.2                  | Setup equipment onsite                                                                                                                                                                                                                                           |
| <b>2.</b>            | <b>Cleanout of Sediment – Bio retention basin</b>                                                                                                                                                                                                                |
| 2.1                  | The preferred method of cleanout of the bio retention system is replacing the clogged medium.                                                                                                                                                                    |
| 2.2                  | Position the equipment on the side of the system to allow easy access into the bio retention system and transfer of material into adjacent tipper truck. The truck should be positioned so that water from the truck body drains into the bio retention systems. |
| 2.3                  | Drain waste in the truck thoroughly before proceeding to the disposals point.                                                                                                                                                                                    |
| <b>3.</b>            | <b>Cleanout of Sediment – Sediment Forebays</b>                                                                                                                                                                                                                  |
| 3.1                  | Cleanout of forebays should be undertaken periodically by shovelling out accumulated sediment and conveying to maintenance truck via wheelbarrow or by similar means.                                                                                            |

Bio retention Construction and Maintenance should also be undertaken in accordance with Healthy Waterway's Bio-Retention Construction and Maintenance Checklists.

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## 8. CONCLUSION

This Site Based Stormwater Management Report details the proposed stormwater design and infrastructure for the project in accordance with the Queensland Urban Drainage Manual, Australian Rainfall & Runoff 2016, Whitsunday Regional Council Guidelines and the State Planning Policy's Stormwater Management Design Objectives (SMDO's).

The stormwater quantity system proposed include an underground detention tank for the storage facility, and individual rainwater tanks on Lots 1-8 for the residential portion. Each system has sufficient capacity to attenuate peak discharges to pre-development levels independently, ensuring no actionable nuisance external to the site for each stage of the development.

The Stormwater Quality Improvement Devices (SQID's) proposed for the development are a bioretention basin and proprietary devices manufactured by OceanProect, including the OceanGuard gully pit inserts and Jellyfish filter system. The modelling of the proposed treatment system achieved the SPP's Pollutant Load SMDO's for a the site. As such, by implementing the SQIDs into the proposed development, stormwater runoff from the site will be treated to the satisfaction of Whitsunday Regional Council.

The broader Cannon Valley Flood study (2019) indicates that the site is largely unaffected by flooding in the 1% AEP 2100 Climate Change event. Additional hydraulic modelling was not undertaken as the development is not anticipated to have any significant impact on flooding characteristics external to the site.

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## 9. QUALIFICATIONS

Our analysis and overall approach have been specifically catered for the requirements of Middle Pond Pty Ltd and may not be applicable beyond this scope. For this reason, any other third parties are not authorised to utilise this report without further input and advice from Premise.

Premise has relied on the following information as outlined in **Section 4** of this Report.

While Premise's report accurately assesses peak flows from design storms in accordance with current industry standards and guidelines, the sites future observed flows may vary from that predicted. For these reasons appropriate freeboards should be adopted.



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## 10. RPEQ CERTIFICATION

As Registered Professional Engineer of Queensland (RPEQ) for this project, on behalf of Premise Australia Pty Ltd, I certify that the modelling undertaken as part of this assessment has been undertaken in accordance with current engineering best practice as recommended in the QUDM, ARR16 and Whitsunday Regional Council Guidelines.

Name: Jeremy Cox

RPEQ No: 14732

Date: 30<sup>th</sup> June 2022

Signature: \_\_\_\_\_

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## 11. REFERENCES

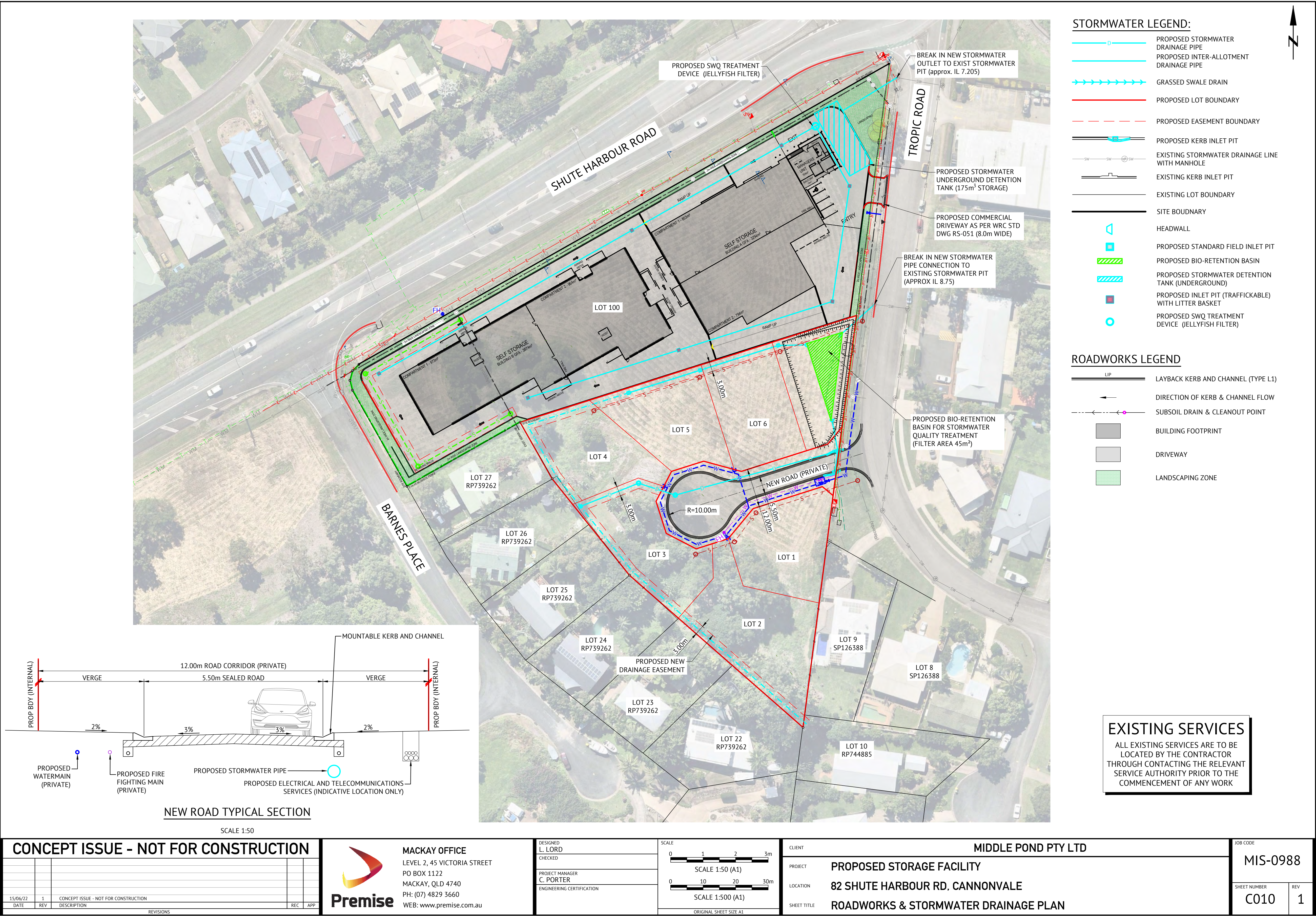
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4. Ball J, Babister M, Nathan R, Weeks W, Weinmann E, Retallick M, Testoni I, *Australian Rainfall and Runoff: A Guide to Flood Estimation*, Commonwealth of Australia (Geoscience Australia), 2016, Canberra.
5. Bureau of Meteorology, 2016 *IFDs – Rainfall Data*. Available at: <http://www.bom.gov.au/water/designRainfalls/revised-ifd/?year=2016>
6. Department of Infrastructure, Local Government and Planning, July 2017. *State Planning Policy (SSP)*, Brisbane.



# **APPENDIX A**

## **PROPOSED LOT LAYOUT AND CIVIL PLAN**







MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
SITE BASED STORMWATER MANAGEMENT PLAN



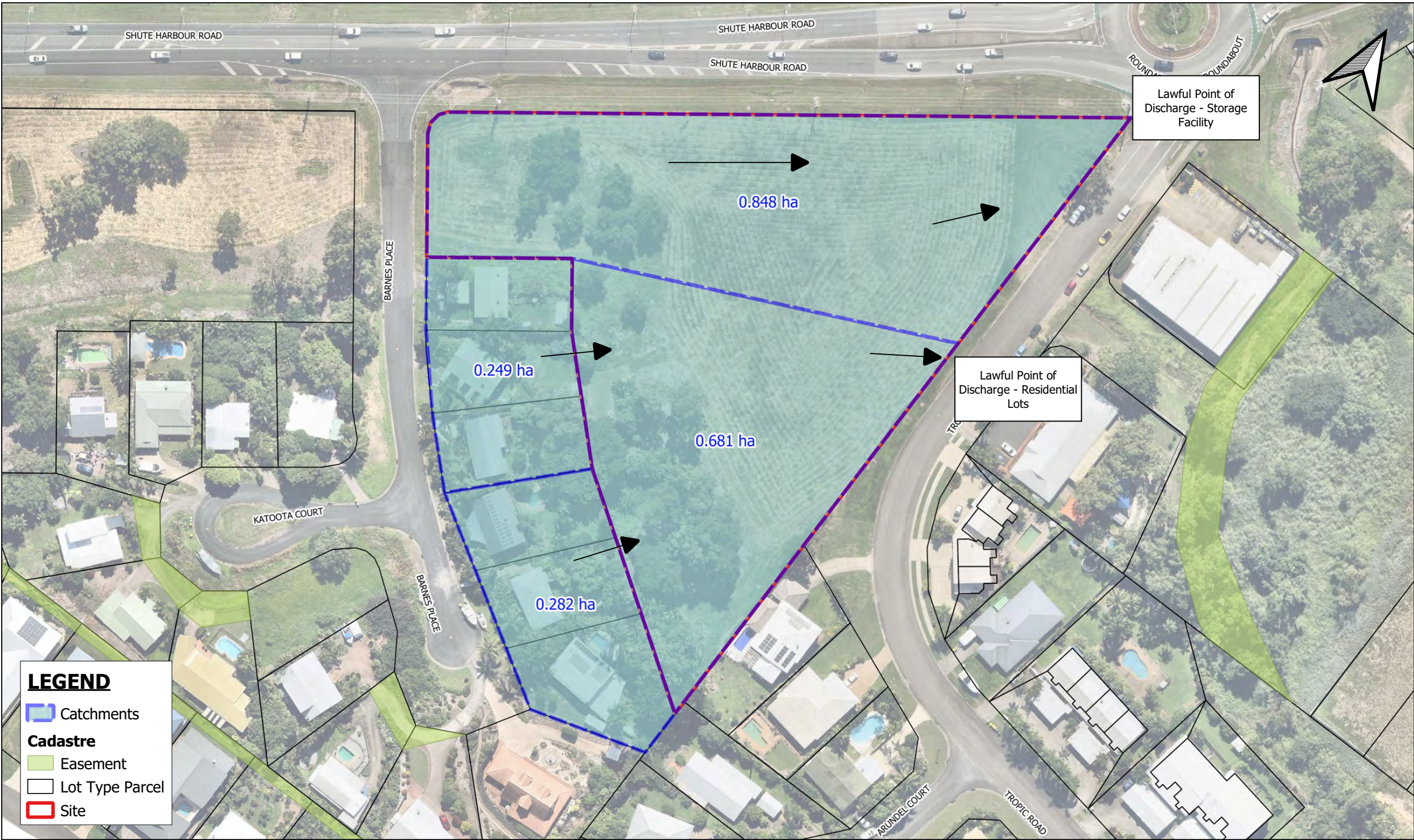
# **APPENDIX B**

## **CATCHMENTS**











MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
SITE BASED STORMWATER MANAGEMENT PLAN



# **APPENDIX C**

## **RATIONAL METHOD CALCULATIONS**



## RATIONAL METHOD CALCULATIONS

**Project:** 82 Shute Harbour Road, Cannonvale

**Location of Discharge:** Tropic Road

**Catchment Condition:** Existing Site/Developed upstream

**Other Comments:**

|                                   |                     |              |  |              |           |
|-----------------------------------|---------------------|--------------|--|--------------|-----------|
| <b>Time of Concentration</b>      | <b>14.3 minutes</b> |              |  |              |           |
|                                   | <b>Upstream</b>     | <b>Site</b>  |  | <b>Total</b> |           |
| <b>Sub-Catchment Areas</b>        | <b>0.531</b>        | <b>1.529</b> |  | <b>2.06</b>  | <b>ha</b> |
| <b>C10 Runoff Coefficients</b>    | <b>0.820</b>        | <b>0.70</b>  |  |              |           |
| <b>10yr 1hr Intensity (mm/hr)</b> | <b>71.90</b>        |              |  |              |           |

| ARI<br>(years) | Rainfall             |               | Fy   | Runoff Coefficients |      |      | Discharges<br>(cumecs) |       |       |              |
|----------------|----------------------|---------------|------|---------------------|------|------|------------------------|-------|-------|--------------|
|                | Intensity<br>(mm/hr) | Depth<br>(mm) |      | Upstream            | Site | 0    | Upstream               | Site  | 0     | TOTAL        |
| 1              | 91.3                 | 22            | 0.80 | 0.66                | 0.56 | 0.00 | 0.088                  | 0.217 | 0.000 | <b>0.305</b> |
| 2              | 102                  | 24            | 0.85 | 0.70                | 0.60 | 0.00 | 0.105                  | 0.258 | 0.000 | <b>0.363</b> |
| 5              | 133                  | 32            | 0.95 | 0.78                | 0.67 | 0.00 | 0.153                  | 0.376 | 0.000 | <b>0.528</b> |
| 10             | 154                  | 37            | 1.00 | 0.82                | 0.70 | 0.00 | 0.186                  | 0.458 | 0.000 | <b>0.644</b> |
| 20             | 173                  | 41            | 1.05 | 0.86                | 0.74 | 0.00 | 0.220                  | 0.540 | 0.000 | <b>0.760</b> |
| 50             | 197                  | 47            | 1.15 | 0.94                | 0.81 | 0.00 | 0.274                  | 0.674 | 0.000 | <b>0.948</b> |
| 100            | 215                  | 51            | 1.20 | 0.98                | 0.84 | 0.00 | 0.312                  | 0.767 | 0.000 | <b>1.079</b> |

|                                 |            |
|---------------------------------|------------|
| Upper Catchment Slope           | 6.7%       |
| Overland Flow                   | 11.3 min   |
| Channel Travel Length           | 200 metres |
| Channel Fall                    | 20 metres  |
| Travel Time                     | 5.0 min    |
| Delta for                       | 3.0        |
| Time of Concentration @ u/s bdy | 14.3       |

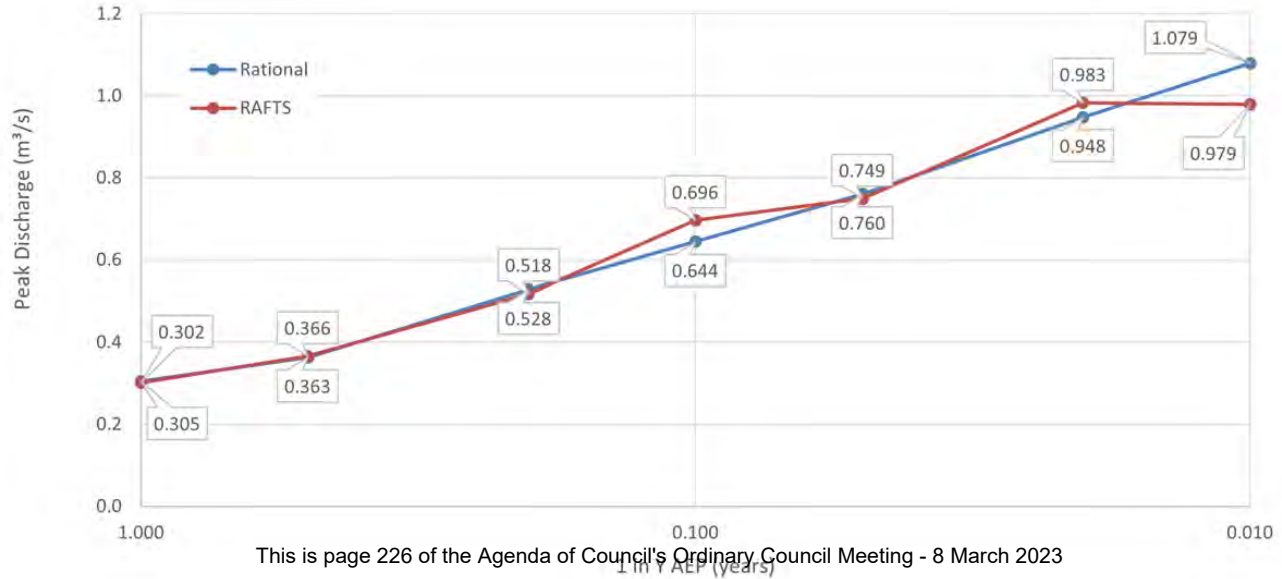
Equiv Travel Velocity

0.22 m/s

**Table C1**

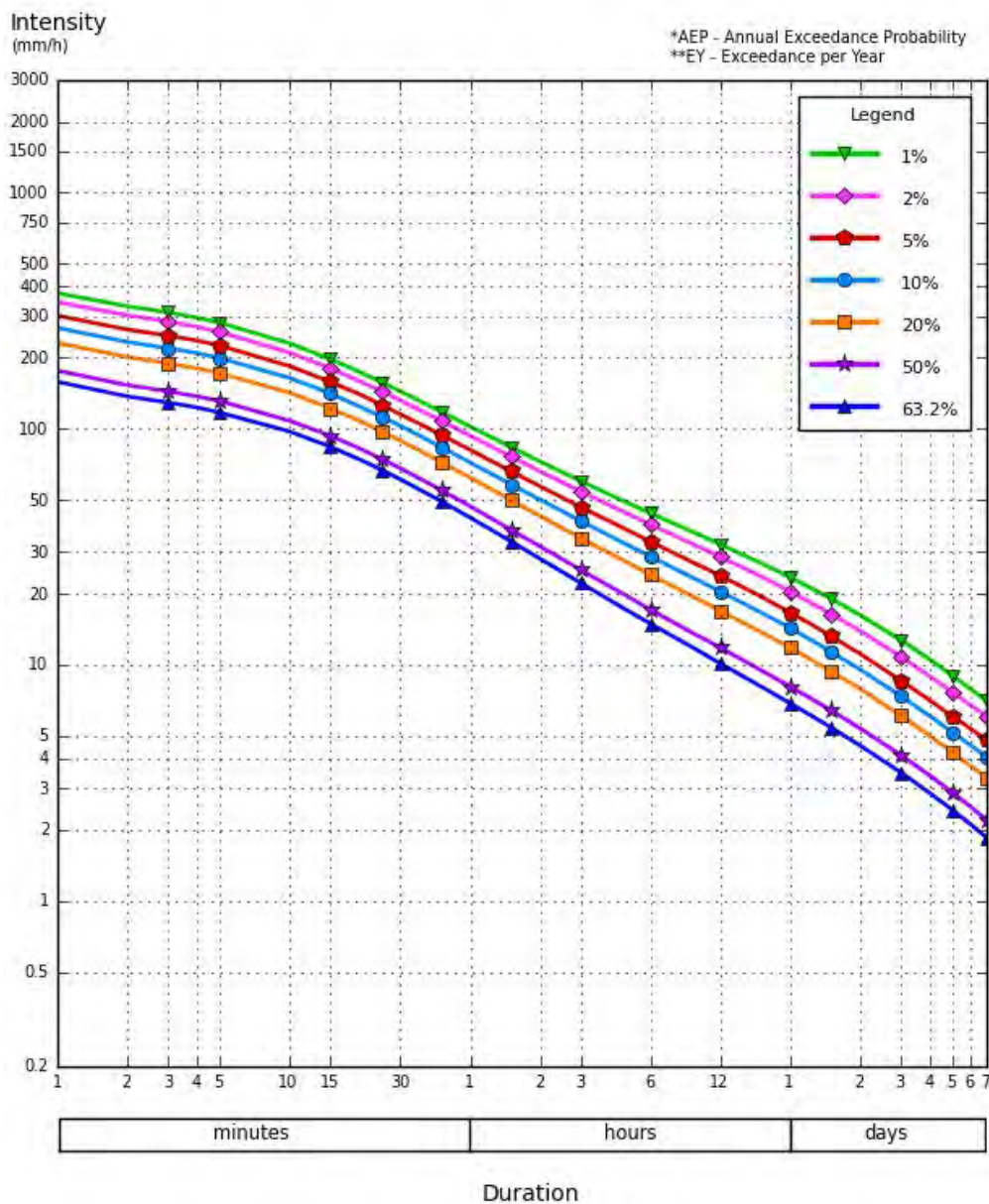
# Attachment 13.3.1.8 Engineering Reports

## Rational vs. RAFTS - Pre-Development



This is page 226 of the Agenda of Council's Ordinary Council Meeting - 8 March 2023

## Attachment 13.3.1.8 Engineering Reports





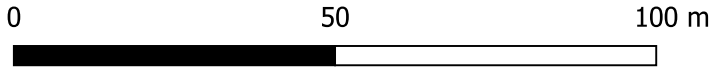
MIDDLE POND PTY LTD  
LOT 1 ON RP737339 SHUTE HARBOUR ROAD, CANNONVALE  
SITE BASED STORMWATER MANAGEMENT PLAN



# **APPENDIX D**

## **CANNONVALE FLOOD STUDY MAP**





Scale 1:1,000

30.06.2022

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MIDDLE POND PTY LTD

82 SHUTE HARBOUR ROAD, CANNONVALE

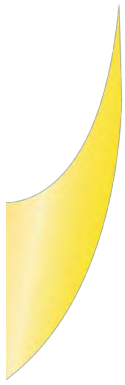
1% AEP Flood Elevation - Town of Whitsunday Drainage Study

Jun 2022

MIS-0988

D001





**Premise**

[premise.com.au](https://premise.com.au)





**Premise Australia Pty Ltd**  
ABN: 82 620 885 832  
Lvl 2, 45 Victoria St, Mackay Qld 4740  
PO Box 1122, Mackay Qld 4740  
07 4829 3660  
mackaymail@premise.com.au  
**premise.com.au**

Our Ref: MIS-0988-R02

1 July 2022

Middle Pond Pty Ltd

C/ - Vision Surveys

PO Box 103

**Airlie Beach QLD 4802**

Via email: [lee@visionsurveysqld.com.au](mailto:lee@visionsurveysqld.com.au)

Dear Lee,

Premise Australia Pty Ltd (here within referred to as "Premise") has been commissioned by Middle Pond Pty Ltd to prepare an Engineering Infrastructure Report (EIR) in support of a development application to introduce a storage facility and community title residential development on Lot 1 on RP737339 (approx. 1.5 ha).

The site is currently zoned as 'Low Medium Density Residential' on the Whitsunday Regional Council (WRC) Planning Scheme.

The existing site is illustrated in **Figure 1**.



*Figure 1 – Site Location (Aerials from Queensland Globe)*

### **Proposed Development**

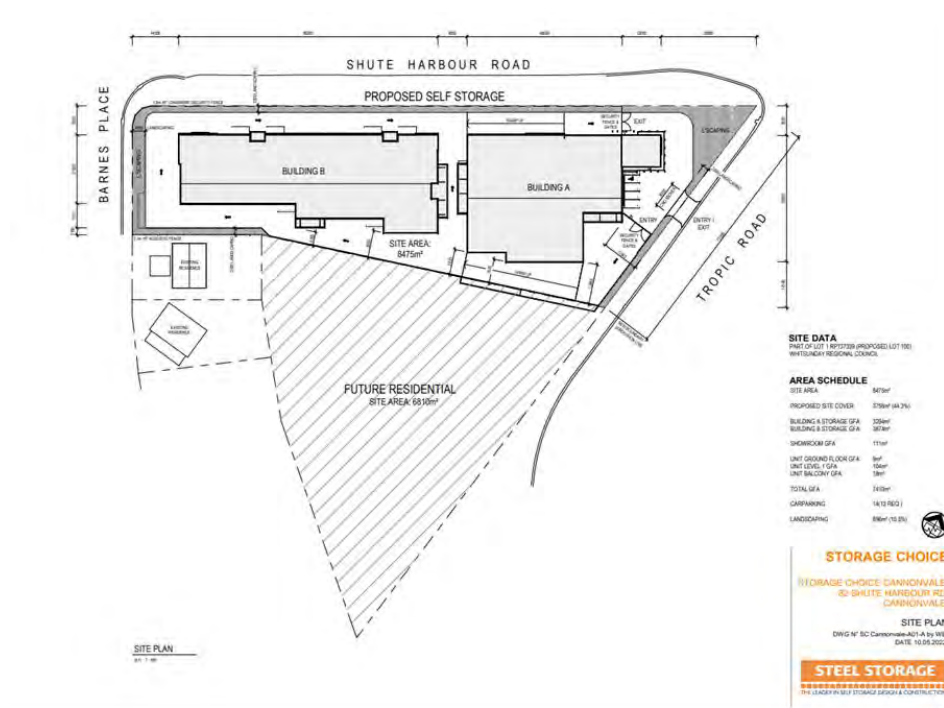
It is understood that the development proposal will incorporate a Reconfiguration of Lot (ROL) and a Material Change of Use, over a two-step application process. Firstly, the lot shall be divided into two, with the northern



lot undergoing a Change in Use to allow the construction of a new storage facility (with care-takers residence). In the second step, the southern lot will then be subdivided into six (6) community title residential allotments.

The proposed development layout is shown in **Attachment 1**.

An MCU application is for the development of a Self-Storage Facility and caretaker's residence over the northern portion (approx 8,475m<sup>2</sup>) following the initial lot reconfiguration. Refer to **Figure 2** below. The total Gross Leasable Floor Area (GLFA) is estimated to be 7,168 m<sup>2</sup>. The purpose of this traffic impact statement is to demonstrate that increases to traffic volumes arising from the proposed development, will not have an adverse impact on existing traffic flows on Shute Harbour Road.



*Figure 2 – Site Layout (Sourced from Parker Property Group)*

### Existing/Background Traffic Conditions

Based on observations of the cadastral layout in proximity to the site, it has been estimated that approximately 221 lots are most likely to utilise the Shute Harbour Road / Tropic Road roundabout. This equates to daily traffic generation of 2,221 Trips per day (adopting 10 vpd per dwelling), of which 10% is assumed to occur during the peak hour. Observations of the subject site in relation to the wider urban layout, suggest a 50/50 directional split between traffic bound for Airlie Beach and Cannonvale respectively. Furthermore, Premise has adopted a conservative tidal split of 80% outbound / 20% inbound and 20% outbound / 80% inbound for the morning and evening peak hours respectively. A summary of the estimate traffic generation rates is shown in **Table 1** below:



Table 1 – Summary of Traffic Estimates for Shute Harbour Road / Tropic Road Roundabout – Existing

|                                                         | Peak Hour Traffic - AM | Peak Hour Traffic - PM | Combined |
|---------------------------------------------------------|------------------------|------------------------|----------|
| <b>Tropic Road – Right Turn</b>                         | 88                     | 22                     | 110      |
| <b>Tropic Road – Left Turn</b>                          | 88                     | 22                     | 110      |
| <b>Shute Harbour Road – Right Turn into Tropic Road</b> | 22                     | 88                     | 110      |
| <b>Shute Harbour Road – Left Turn into Tropic Road</b>  | 22                     | 88                     | 110      |
| <b>Shute Harbour Road – East Bound Traffic</b>          | 395                    | 375                    | 770      |
| <b>Shute Harbour Road – West Bound Traffic</b>          | 284                    | 238                    | 522      |

The Traffic Analysis and Reporting System (TARS) provides an Average Annual Daily Traffic (AADT) Segment Report for Site #83222 which is the segment of Shute Harbour Road between Paluma Road and Riordanvale Road. This report quantified that the Average Annual Daily Traffic (AADT) for Shute Harbour Road is 12,292 vehicles per day, of which 7.9% occurs during the peak hour on a Sunday morning. This results in a peak traffic flow of 971 vehicles per hour (vph).

Traffic generation rates for the proposed development are similarly based on an assumption of 10 vpd per dwelling, however for conservatism Premise has assumed all six (6) proposed lots are developed as duplex sites, in keeping with the lot's 'medium density' zoning. As such, a total of 120 vpd, with 10% (12 vph) assumed to occur in the peak hour has been adopted for the residential subdivision component of the development.

Traffic generation rates for the proposed storage facility are based on the *Self-Storage Facility Traffic and Parking Study: Study Results and Findings* compiled by Aurecon (2009) for the Self-Storage Association of Australia (SSAA). Findings from this report indicated a peak traffic volume during the weekend business hour of 20 to 40 trips for sites with a GLFA of 6,000 m<sup>2</sup> to 9,500 m<sup>2</sup>. Therefore, Premise have adopted an estimate of 30 vehicles per hour for the proposed storage facility (including caretaker's residence). All assumptions on directional split and tidal split, remain the same for as for the existing case. A summary of the total traffic estimated to occur during the post development is shown in **Table 2**.





Table 2 - Summary of Traffic Estimates for Shute Harbour Road / Tropic Road Roundabout – Post-Development

|                                                         | Peak Hour Traffic - AM | Peak Hour Traffic - PM | Combined |
|---------------------------------------------------------|------------------------|------------------------|----------|
| <b>Tropic Road – Right Turn</b>                         | 88+12+5=105            | 22+3+1=26              | 131      |
| <b>Tropic Road – Left Turn</b>                          | 88+12+5=105            | 22+3+1=26              | 131      |
| <b>Shute Harbour Road – Right Turn into Tropic Road</b> | 22+3+1=26              | 88+12+5=105            | 131      |
| <b>Shute Harbour Road – Left Turn into Tropic Road</b>  | 22+3+1=26              | 88+12+5=105            | 131      |
| <b>Shute Harbour Road – East Bound Traffic</b>          | 395                    | 375                    | 770      |
| <b>Shute Harbour Road – West Bound Traffic</b>          | 284                    | 238                    | 522      |

The *Guide to Traffic Impact Assessments* (GTIA) specifies the following two (2) stage process for assessment of road safety impacts:

1. Road Safety Risk Assessment to determine the change in risk profile associated with existing road safety issues as a result of the development; and
2. Road Environment Safety Assessment to determine if changes to infrastructure require either a road safety audit by an accredited road safety auditor (RSA) or a road safety assessment by either an RSA or a registered professional engineer of Queensland (RPEQ).

#### Road Safety Assessment

A road safety risk assessment was conducted in accordance with the risk assessment process specified by the GTIA, the risk assessment process involves the following steps for each risk item:

- Evaluate potential consequences based on accident severity from 1, property damage only, to 5, fatality;
- Evaluate potential likelihood from 1, rare, to 5, almost certain; and
- Sum the potential consequence and likelihood values to determine the risk score with scores up to and including 4 considered low risk, 5 to 7 medium risk, and 8 or greater high risk.

From available crash data, a total of seven (7) incidents have been recorded at the intersection since 2003, noting that one (1) incident, an adjacent approach incident, occurred prior to the current roundabout's construction, and hence has been eliminated from the following analysis. The remaining six (6) incidents are summarised as follows:

- Opposite Approach (U-turn) - One (1) Property Damage
- Rear end collision - Two (2) Minor Injury
- Off path on Curve (hit object) – One (1) Minor Injury, One (1) Medical Treatment and One (1) Hospitalisation



Of noteworthy significance is the two (2) Rear end collisions occurred within a matter of weeks of one another in the first quarter of 2018, as well as the fact that no incidents have been recorded since the lane reconfiguration on the western leg of the roundabout in ~2019.

Table 3 summarises the road safety risk assessment with further detail provided in the following sections.

**Table 3 – Road safety risk assessment**

| Risk item                      | Without development |             |            | With development |             |            |
|--------------------------------|---------------------|-------------|------------|------------------|-------------|------------|
|                                | Likelihood          | Consequence | Risk Score | Likelihood       | Consequence | Risk Score |
| Opposite approach (U-turn)     | 1                   | 1           | L          | 2                | 1           | L          |
| Rear end Collision             | 2                   | 2           | L          | 3                | 2           | M          |
| Off path on Curve (hit object) | 1                   | 4           | M          | 2                | 4           | M          |

To provide an objective assessment of the potential likelihood, Premise uses the average recurrence interval / frequency criteria listed in **Table 4**. These criteria are more conservative than those suggested by TMR's "Guide to Traffic Impact Assessment: Frequently Asked Questions (December 2017)" but are consistent with other TMR guidelines that three (3) fatal or serious injury (potential consequence 4) accidents in five (5) years (potential likelihood 4) is high risk and should be mitigated.

**Table 4 – Potential Likelihood Evaluation Criteria**

| Potential Likelihood | Average Recurrence Interval | Accidents over 16 years |
|----------------------|-----------------------------|-------------------------|
| Almost Certain (5)   | ≤ 1 year                    | 16 or more              |
| Likely (4)           | ≤ 2 years                   | 8 to 15                 |
| Moderate (3)         | ≤ 4 years                   | 4 to 7                  |
| Unlikely (2)         | ≤ 8 years                   | 2 or 3                  |
| Rare (1)             | > 8 years                   | 1                       |

In accordance with the GTIA, there are no existing high-risk items that require mitigation.

To provide an objective assessment of the potential likelihood increase, Premise uses the volume ratio of with development traffic and without development traffic ("with development" traffic divided by "without development" traffic) listed in Table 5 – Potential Likelihood Increase Criteria.

**Table 5 – Potential Likelihood Increase Criteria**

| Potential Likelihood Increase | Volume Ratio (R)  |
|-------------------------------|-------------------|
| +4 bands                      | $8 < R$           |
| +3 bands                      | $4 < R \leq 8$    |
| +2 bands                      | $2 < R \leq 4$    |
| +1 band                       | $1.05 < R \leq 2$ |
| No increase                   | $R \leq 1.05$     |



The volume ratio of 'with development traffic' to 'without development traffic' is calculated to by dividing the combined post-development traffic volume (**Table 2**) by the Existing Traffic Volume (**Table 1**). This results in a volume ratio of 1.19 which equates to a potential likelihood increase of 1 band according to Table 5 – Potential Likelihood Increase Criteria.

As shown in **Table 3**, the increase in likelihood for most risk items will not increase the overall risk rating.

In considering whether the potential increase in with development risk score for rear end collisions requires mitigation, the following should be considered:

1. There are no 'high' risk items resulting from the development;
2. The only risk item that may potentially increase, is the occurrence of rear end collisions however it's not clear which maneuver this risk primarily relates to. Regardless, this item moved from a 'Low' to "Medium' risk rating with development;
3. Despite the increase in risk rating for rear end collisions with development (medium), the risk of Off path, on curve (hit object) incidents was higher in the without development, and will be higher again in the with development scenarios, however because it's overall risk rating (medium) has not increased in the above assessment, mitigation is not recommended;
4. The reconfiguration of this intersection over the period of the available crash data makes it difficult to identify any trends, or draw any definitive conclusions as to the likely cause of incidents that are occurring;
5. The lack of any incidents since the most recent reconfiguration in circa 2019, could lead one to form the opinion that the safety issue at the root of rear end collisions may have been resolved; and
6. The intersection forms part of the planned Shute Harbour Road duplication project scheduled for construction in the second half of 2022, and so it is reasonable to assume that any identified safety issues at the intersection will have been considered by the Department in design of that upgrade.

On the balance of the above assessment, it is not considered reasonable to require the developer to mitigate of the increase in risk of rear end collision.

#### **Road Environment Safety Assessment**

In accordance with the GTIA, the segment of Shute Harbour Road relative to the site, is assessed as having a medium road environment risk rating based on an AADT greater than 8,000 vpd and a posted speed limit of 60 km/h. Tropic Road is assessed as having a low environment risk rating based on an estimated AADT of less than 8,000 vpd and a posted speed limit of 50 km/h.

The proposed development is a Planning Act Development as defined by the GTIA and therefore, any changes to the road environment do not require a road safety audit but should be subject to a road safety assessment. A road safety assessment may be conducted by either an accredited road safety auditor or a Registered Professional Engineer of Queensland (RPEQ). This requirement would be satisfied by safety reports prepared in accordance with Section 295 of the Work Health and Safety Regulation 2011 as part of the design process.

#### **Conclusion**

Based on the road safety risk assessment and the road environment safety assessment, Premise does not consider that the proposed development on Lot 1 on RP737339 will result in an adverse impact to existing traffic conditions at the Shute Harbour Road / Tropic Road roundabout.





Should you have any queries, in relation to the above, please do not hesitate to contact our Mackay office on (07) 4829 3600.

Yours sincerely

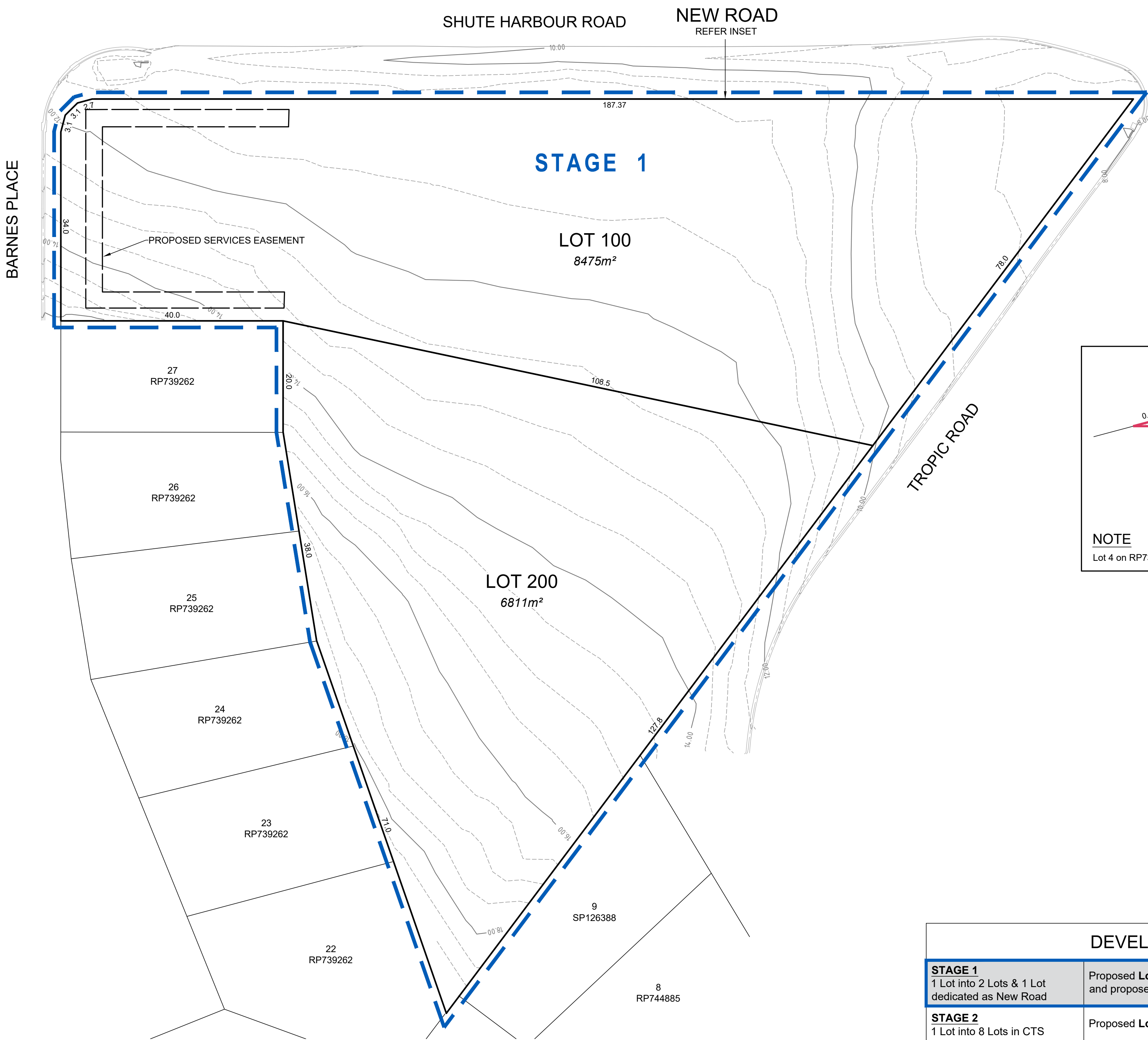
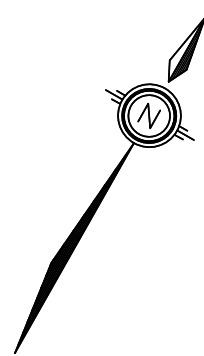
A handwritten signature in black ink, appearing to read "Chris Porter".

**CHRIS PORTER**

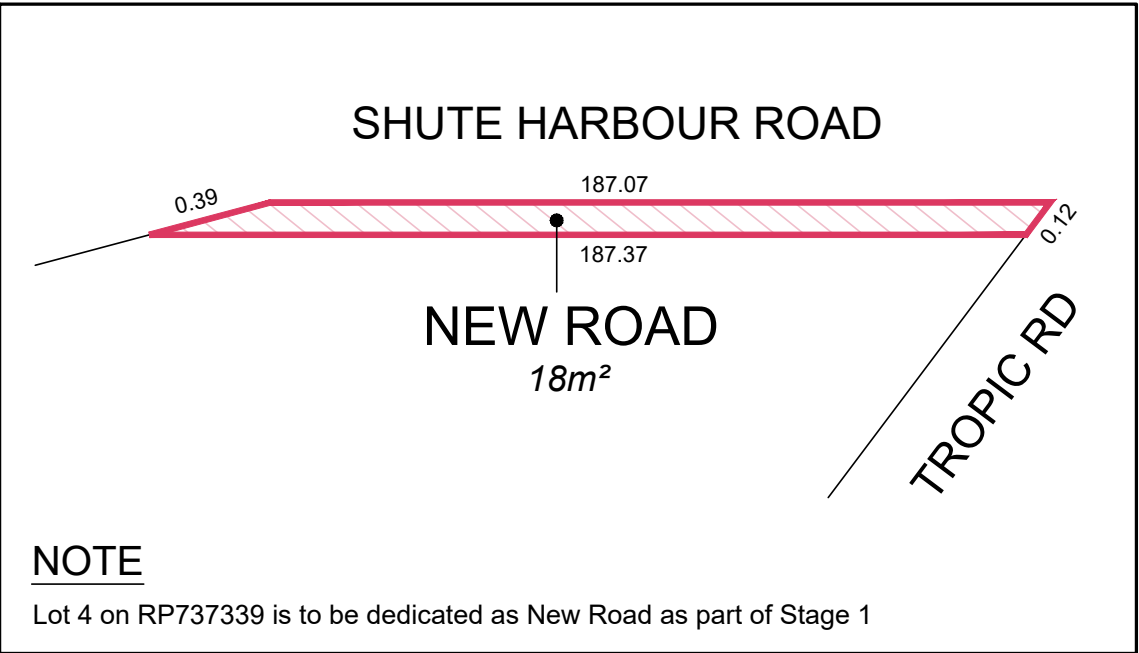
Regional Manager – North QLD & Pacific

**Attachments:**

Attachment 1 – Development Proposal Plans



**IMPORTANT NOTE**  
DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO FINAL SURVEY AND LOCAL AUTHORITY APPROVAL.



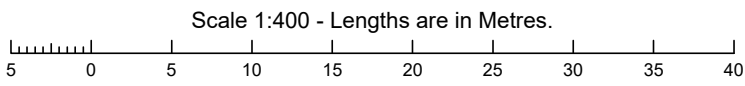
**INSET**  
NOT TO SCALE

**DEVELOPMENT STAGING**

|                                                                   |                                                                                                                           |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>STAGE 1</b><br>1 Lot into 2 Lots & 1 Lot dedicated as New Road | Proposed <b>Lots 100 &amp; 200</b> cancelling Lot 1 on RP737339 and proposed <b>New Road</b> cancelling Lot 4 on RP737339 |
| <b>STAGE 2</b><br>1 Lot into 8 Lots in CTS                        | Proposed <b>Lots 1 - 6, 201 and CP</b> , cancelling proposed Lot 200 ( <i>refer sheet 2</i> )                             |

**NOTES**

1. Road design is indicative only, pending specialist engineering assessment and design.
2. Proposed easement for services to be determined during detailed design phase.
3. For complete contour and detail survey refer to drawing 21674-CD-01.



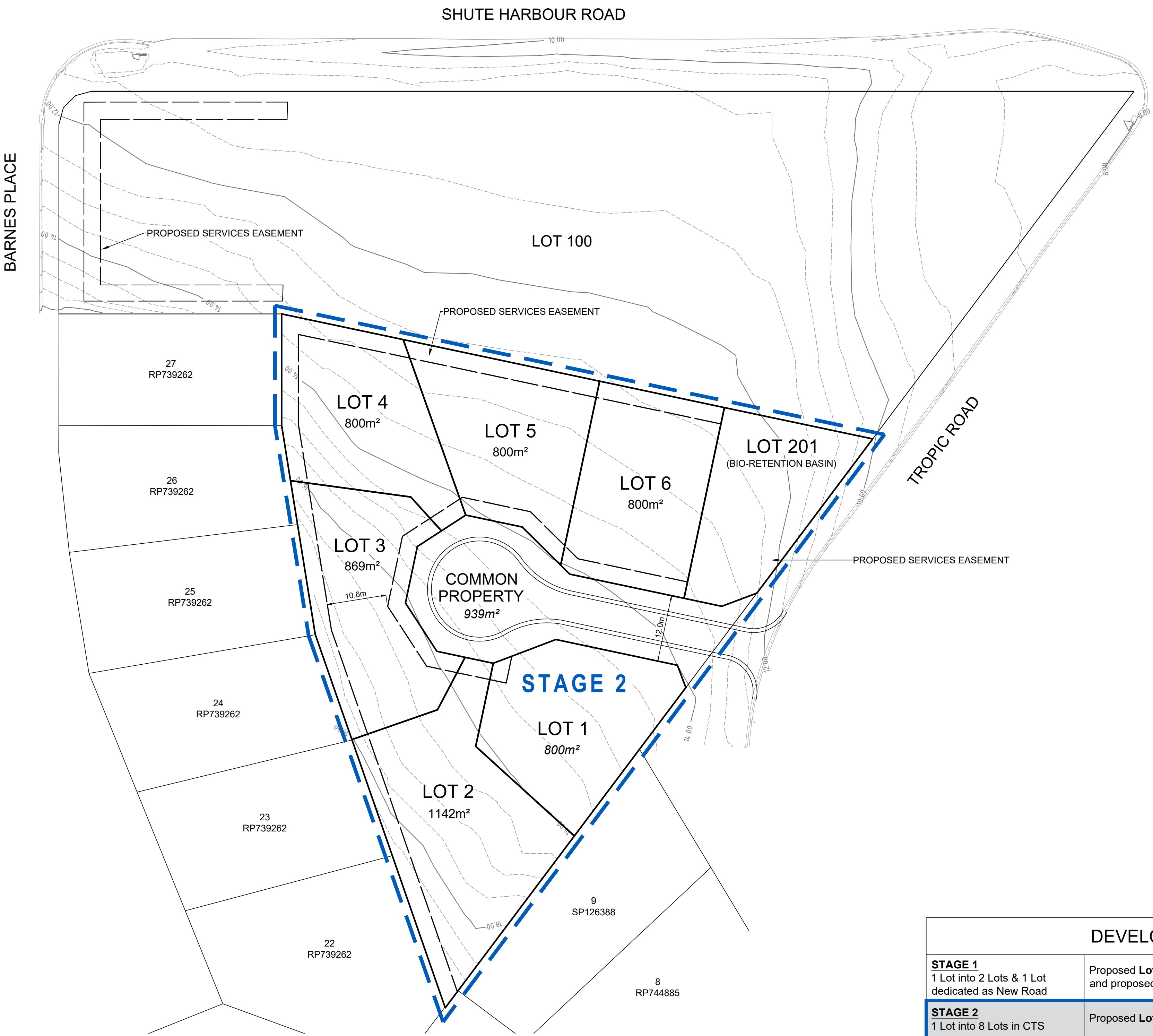
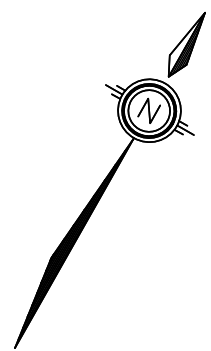
**PRELIMINARY**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                             |       |         |            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------|---------|------------|
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary: revise bio-retention lot                       | AD    | LG      | 27/06/2022 |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary: revise stage 2 lot layout                      | AD    | LG      | 21/06/2022 |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary: Lot 4 on RP737339 (new road to be added)       | AD    | LG      | 31/03/2022 |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary: services easement, sheet configuration/staging | AD    | LG      | 31/03/2022 |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary: revised lot layout                             | AD    | LG      | 14/12/2021 |
| 0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Preliminary issue for comment                               | AD    | DW      | 8/12/2021  |
| Rev                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Description                                                 | Drawn | Checked | Date       |
| This plan was prepared as a proposed subdivision and should not be used for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey and also to the requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealing involving the land. This note is an integral part of the plan. |                                                             |       |         |            |

|                                                                   |                               |
|-------------------------------------------------------------------|-------------------------------|
| <b>PLAN OF PROPOSED DEVELOPMENT (ROL)</b>                         |                               |
| <b>PROJECT:</b> PROPOSED SUBDIVISION (STAGED) - 1 LOT INTO 9 LOTS |                               |
| <b>LOCATION:</b> 82 SHUTE HARBOUR ROAD, CANNONVALE                |                               |
| Real Property Description: LOTS 1 AND 4 ON RP737339               |                               |
| <b>CLIENT:</b> MIDDLE POND PTY. LTD.                              |                               |
| Horizontal Datum:                                                 | MGA (GDA2020) ZONE 55         |
| Vertical Datum:                                                   | AHD VIDE PSM 129924, RL 8.536 |
| Local Authority:                                                  | WHITSUNDAY REGIONAL COUNCIL   |

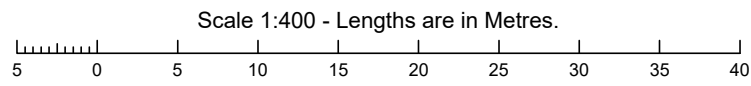
|                                                                                                                                                                                                         |                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <br>Airlie Beach   Mackay   Townsville   Rockhampton   SE QLD<br>E : admin@visionsurveysqld.com.au P : 13000VISION |                |
| Scale:                                                                                                                                                                                                  | 1: 400 @ A1    |
| Drawn:                                                                                                                                                                                                  | AD             |
| Surveyed:                                                                                                                                                                                               | DW - 9/09/2021 |
| Drawing No:                                                                                                                                                                                             | 21674-PP-01    |
| Sheet:                                                                                                                                                                                                  | 1 OF 2         |
| Revision:                                                                                                                                                                                               | 5              |





**IMPORTANT NOTE**  
DIMENSIONS AND AREAS ARE APPROXIMATE  
ONLY AND ARE SUBJECT TO FINAL SURVEY  
AND LOCAL AUTHORITY APPROVAL.

| DEVELOPMENT STAGING                                               |                                                                                                                           |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>STAGE 1</b><br>1 Lot into 2 Lots & 1 Lot dedicated as New Road | Proposed <b>Lots 100 &amp; 200</b> cancelling Lot 1 on RP737339 and proposed <b>New Road</b> cancelling Lot 4 on RP737339 |
| <b>STAGE 2</b><br>1 Lot into 8 Lots in CTS                        | Proposed <b>Lots 1 - 6, 201 and CP</b> , cancelling proposed Lot 200                                                      |



**PRELIMINARY**

|     |                                                             |       |         |            |
|-----|-------------------------------------------------------------|-------|---------|------------|
| 5   | Preliminary: revise bio-retention lot                       | AD    | LG      | 27/06/2022 |
| 4   | Preliminary: revise stage 2 lot layout                      | AD    | LG      | 21/06/2022 |
| 3   | Preliminary: Lot 4 on RP737339 (new road to be added)       | AD    | LG      | 31/03/2022 |
| 2   | Preliminary: services easement, sheet configuration/staging | AD    | LG      | 31/03/2022 |
| 1   | Preliminary: revised lot layout                             | AD    | LG      | 14/12/2021 |
| 0   | Preliminary issue for comment                               | AD    | DW      | 8/12/2021  |
| Rev | Description                                                 | Drawn | Checked | Date       |

This plan was prepared as a proposed subdivision and should not be used for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey and also to the requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealing involving the land. This note is an integral part of the plan.

| PLAN OF PROPOSED DEVELOPMENT (ROL)                  |                                                   |
|-----------------------------------------------------|---------------------------------------------------|
| <b>PROJECT:</b>                                     | PROPOSED SUBDIVISION (STAGED) - 1 LOT INTO 9 LOTS |
| <b>LOCATION:</b>                                    | 82 SHUTE HARBOUR ROAD, CANNONVALE                 |
| Real Property Description: LOTS 1 AND 4 ON RP737339 |                                                   |
| <b>CLIENT:</b>                                      | MIDDLE POND PTY. LTD.                             |

|                   |                               |
|-------------------|-------------------------------|
| Horizontal Datum: | MGA (GDA2020) ZONE 55         |
| Vertical Datum:   | AHD VIDE PSM 129924, RL 8.536 |
| Local Authority:  | WHITSUNDAY REGIONAL COUNCIL   |

|                                                                                                                                                                                                         |                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <br>Airlie Beach   Mackay   Townsville   Rockhampton   SE QLD<br>E : admin@visionsurveysqld.com.au P : 13000VISION |                |
| Scale:                                                                                                                                                                                                  | 1: 400 @ A1    |
| Drawn:                                                                                                                                                                                                  | AD             |
| Surveyed:                                                                                                                                                                                               | DW - 9/09/2021 |
| Drawing No:                                                                                                                                                                                             | 21674-PP-01    |
| Sheet:                                                                                                                                                                                                  | 2 OF 2         |
| Revision:                                                                                                                                                                                               | 5              |



### 13.4.1 - Sponsorship Request - Miles Wood

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Hayley Borg - Events and Community Sponsorship Officer

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Decision

#### ATTACHMENTS

1. Sponsorship Request [13.4.1.1 - 1 page]
2. Miles Wood Blokart Image [13.4.1.2 - 1 page]

#### PURPOSE

Council to consider a request for sponsorship assistance for Miles Wood to compete in the North American Blokart Association National Championships held in Lake Ivanpah, Nevada and 2024 World Blokart Championships.

#### OFFICER'S RECOMMENDATION

That Council approve a cash sponsorship of \$3,000 to assist Miles Wood compete in the North American Blokart Association National Championships held in Lake Ivanpah, Nevada and 2024 World Blokart Championships.

#### BACKGROUND

Miles Wood is an experienced Blokart competitor representing the Whitsunday region. In the most recent competitive events, Miles has ranked third twice and second place three times and received one first-place ranking.

Miles will compete in the North American Blokart Association national championships in Lake Ivanpah, Nevada 31 March to 7 April 2023. This event attracts international competitors from all over the world. This event is presented as a lead up event to the 2024 world championships which will be held at the same venue.

Council has not provided financial support for Miles Wood previously.

#### DISCUSSION/CURRENT ISSUE

Council has received a request for sponsorship for Miles Wood to compete in the North American Blokart Association national championships in Lake Ivanpah, Nevada 31 March to 7 April 2023 and 2024 World Blokart Championships.

For Miles Wood to attend the competitions he requires financial support for transport of excess baggage for his kart, sails and mast. The current airline excess baggage costs are \$250 per item one way.

The request for sponsorship is for \$3,000 it is recommended that Council provide a cash sponsorship for the full amount.

In return for sponsorship, Council may have its logo on panels of the sails on the mast.

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*

Local Government Regulation 2012

LSP\_COMM\_11 - Council Sponsorship Policy

## STRATEGIC IMPACTS

Facilitate, foster and encourage region wide activities and programs that engage our community.

## FINANCIAL IMPLICATIONS

The funds will be taken from JC: 2967.10249.63150 – Community Donations (2967) / Sponsorship (10249).

| Description                 | Amount (\$)   |
|-----------------------------|---------------|
| 2022/23 Budget              | 100,000       |
| Actual + Commitment         | 33,336        |
| <b>YTD Remaining Budget</b> | <b>66,664</b> |

## CONSULTATION/ENGAGEMENT

Director Community Services

## RISK ASSESSMENT

Reputational - Providing financial assistance to support local residents in pursuing endeavours while promoting the region reinforces Council's commitment to supporting the local community.

## TIMINGS/DEADLINES

Sponsorship to be paid within one month of approval.

## CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## HUMAN RIGHTS IMPACT

This decision does not limit the above identified human rights.

## ALTERNATIVES CONSIDERED

| Options  | Description         | Positives          | Negatives                                              |
|----------|---------------------|--------------------|--------------------------------------------------------|
| Option 2 | Not provide support | Save up to \$3,000 | Negative public comment from organisers and community. |

## Attachment 13.4.1.1 Sponsorship Request

3 February 2023

[REDACTED]

Whitsunday regional council

Dear [REDACTED]

I am planning to attend the North American Blokart Association national championships, to be held at Lake Ivanpah, Nevada 31 March to April 7, 2023 representing Australia and the Whitsundays.

The event attracts both North American and international competitors from around the world. This event is billed as a tune up event for the 2024 world championships, to be held at this venue.

I am requesting travel assistance in the area concerning transport of my kart, sails and mast as excess baggage. The current airline excess baggage costs are \$250 per item one way. I can reduce the number of items by combining elements of the kart, sails and mast.

I am more than happy to include branding on my sails from either or both Qantas and Whitsunday tourism. As you know, I would be a great brand ambassador for our region. I would include the branding on domestic events through the end of June, 2023. I would also like to entertain discussions on a 12 month program to include participation at the 2024 world championships. Having organized and hosted the 1998 Hobie 16 World championships in Airlie Beach, and years as the Hog's Breath Café marketing manager here for Australia and New Zealand, I fully understand the value and importance of a strong brand ambassador. I do have a strong international social media presence due to my Hobie cat days as a competitor and worldwide director of the Hobie class association.

I look forward to the opportunity to discuss this project with you and any other stakeholders.

Sincerely,

[REDACTED]

[REDACTED] Australian Blokart Association

PS In my last five competitive events, I have accumulated 2 third place finishes, 2 second place finishes and one first overall.

I





**Blokart Image**

### 13.4.2 - Sponsorship Request - Weetalaba Campdraft

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Brooke Newell - Community Development Officer

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Decision

#### **ATTACHMENTS**

Nil

#### **PURPOSE**

Council to consider a request for sponsorship from the Weetalaba Campdraft Association Inc. for the Campdraft event to be held on 26, 27 and 28 May 2023.

#### **OFFICER'S RECOMMENDATION**

That Council approve a sponsorship of \$2,000 to assist with the success of the Weetalaba Campdraft Association.

#### **BACKGROUND**

The Weetalaba Campdraft is run by a small committee that oversees all organisation and preparation of both the area and the grounds/amenities and the donation/transportation of cattle used for the event. The draft takes place within the grounds of Weetalaba station approximately 70kms south of Collinsville. The event has been running for 17 years and is considered to be a fantastic family orientated event.

If this sponsorship request were to be approved, Council will receive the following recognition:

- Announced advertising throughout the event.
- Advertising in the Weetalaba Campdraft Newsletter & Facebook Page.
- Council signage placed around Campdraft arena.
- Council logo placement in the 'recognition of sponsors' on the event program and in the sponsors area on the day of the event.

#### **DISCUSSION/CURRENT ISSUE**

The Weetalaba Campdraft relies heavily on sponsorship for the successful running and continuation of the event. Council previously donated \$2,000 in May 2022 and it is recommended that the request of a \$2,000 sponsorship for the 2023 Campdraft is approved.

#### **STATUTORY/COMPLIANCE MATTERS**

*Local Government Act 2009*

Local Government Regulation 2012

LSP\_COMM\_11 - Council Sponsorship Policy

#### **STRATEGIC IMPACTS**

Facilitate, foster and encourage region wide activities and programs that engage our community.

## FINANCIAL IMPLICATIONS

The funds will be taken from JC: 2967.10249.63150 Donations and Sponsorships

| Description                 | Amount (\$)   |
|-----------------------------|---------------|
| 2022/23 Budget              | 100,000       |
| Actual + Commitment         | 33,336        |
| <b>YTD Remaining Budget</b> | <b>66,664</b> |

## CONSULTATION/ENGAGEMENT

Director Community Services

## RISK ASSESSMENT

There is a financial cost to Council, however the assistance provided will support the activities for a remote community in the Whitsunday region.

## TIMINGS/DEADLINES

To be paid within one month of the approval date.

## CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## HUMAN RIGHTS IMPACT

Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

## ALTERNATIVES CONSIDERED

| Options  | Description         | Positives    | Negatives                                             |
|----------|---------------------|--------------|-------------------------------------------------------|
| Option 2 | Not provide support | Save \$2,000 | Negative public comment from organisers and community |



### 13.4.3 - National Sorry Day Tree Proposal - Feros Care

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Brooke Newell - Community Development Officer

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Decision

#### ATTACHMENTS

1. Feros Care - Project Proposal [13.4.3.1 - 2 pages]
2. Proposed tree location [13.4.3.2 - 1 page]

#### PURPOSE

Council to consider a proposal from Feros Care seeking approval to install a permanent fabricated commemorative tree and plaque for the First Nations People at the Front Beach, Bowen.

#### OFFICER'S RECOMMENDATION

That Council approve the proposal to install a permanent fabricated tree and plaque at the Front Beach in Bowen, to commemorate the First Nations People and National Sorry Day.

#### BACKGROUND

The 2021-2026 Corporate Plan notes that Whitsunday Regional Council's vision is to be a sustainable and progressive region achieved by unified and innovative leadership for benefit of our diverse community, visitors and the environment. Council's support in promoting this event and approving the space for the tree will be supporting and promoting First Nations space and taking part in Closing the Gap and promoting reconciliation.

#### DISCUSSION/CURRENT ISSUE

The project proposal is centred around the mental health and wellbeing of our indigenous community, particularly the families of the Stolen Generation. Trees are a symbol to stand strong and branch out or reach out to someone you trust for help. The roots symbolise connection and belonging to country. With the approval of the project Council will be supporting the First Nations People of the Whitsunday Region and demonstrate to the community that Council has an understanding of the history along with remembering those past and present survivors of the stolen generation.

A letter of support has been received from Girudala Community Co-Operative Society Ltd.

Following the installation of the structure it is intended to hold a commemorative opening and ceremony on 26 May 2023, National Sorry Day.

#### STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*

Local Government Regulation 2012

Community Donations Policy 2021

## **STRATEGIC IMPACTS**

Connect with Traditional Owners within the region to recognise and support each group's rights and interests.

## **FINANCIAL IMPLICATIONS**

Installation of the proposed structure is at no cost to Council however, an ongoing maintenance program may incur an annual minimal cost to Council due to the possibility of vandalism to a public art asset.

## **CONSULTATION/ENGAGEMENT**

Director Community Services  
Manager Parks and Gardens  
Girudala Community Co-Operative Society Ltd

## **RISK ASSESSMENT**

If Council does not support the recommendations in this report, it will be taking a step back from the 10 Year Community Plan (2022-2032) whilst also being non inclusive towards the communities First Nations People.

## **TIMINGS/DEADLINES**

This proposal is a 3 Stage Project. There are 3 stages that have been pre-booked pending Council's approval. The first stage is anticipating a start date of 30 March 2023.

Is it proposed that Stage 1 will consist of Cross Cultural Awareness Training Workshop that is open to businesses, organisations, schools, allied health services and providers, other mainstream services and the general community. The workshop is to be held at Bowen PCYC.

The workshop will be held with the intent to improve knowledge of community and mainstream organisations around the importance of understanding the Educational and Cultural Experience of First Nations People through their stories, histories, struggles and triumphs.

It is proposed that Stage 2 will consist of integrating knowledge and understandings into workplace policies and procedures through a workshop open to businesses, organisations, schools, allied health services and providers, other mainstream services and the general community. The workshop is to be held at Bowen PCYC.

The workshop will be held with the intent to provide an increased understanding of how to integrate knowledge into the policies, procedures and practices of organisations, schools and businesses.

It is proposed that Stage 3 will consist of the Ceremonial Opening of the Tree with Traditional Owners, Mayor, Councillors and MP present. There will be traditional dancers performing, live entertainment, kids' amusement and a sausage sizzle.

The intent of the Community Day will include all other services and providers to promote their services in the region. This will give the opportunity for the community to have an insight into how Aboriginal and Torres Strait Islanders manage social and emotional wellbeing through different forms of healing practices.

## CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## HUMAN RIGHTS IMPACT

Section 58 of the *Human Rights Act 2019* specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the *Human Rights Act 2019* identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.
- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

## ALTERNATIVES CONSIDERED

| Options  | Description      | Positives | Negatives                                                           |
|----------|------------------|-----------|---------------------------------------------------------------------|
| Option 2 | Decline proposal | None      | Negative feedback from the First Nations People of the Whitsundays. |





## *Project Proposal*

To whom it may concern,

Firstly, I would like to introduce, my name is Jean Andersen, I have lived in Bowen for the past 37 years. I am with Feros Care, an all-inclusive, not-for-profit organisation where our work is an aged care provider and NDIS Local Area Coordinator (LAC) services. I am currently employed as a First Nations Community Developer Coordinator.

### It is Reconciliation Week 27th May 2023- 3rd June 2023 and the 2023

This project proposal I am submitting before you today centres around mental health awareness in our community.

Good mental health matters because it's fundamental to our sense of wellbeing. Without it, it's harder to stay healthy, and to live as long and as well as we can.

The project aim is to have a permanent fabricated commemorative tree and plaque at the Front Beach. We have Public Liability Certificate, and the project proposal is as follows:

- A Community Event Day family orientated
- Commemorative Opening and Ceremony of the Tree and Plaque.
- Special keynote and guest speakers, would love to see VIP attendance's such as the Mayor, Federal MP, Councillors, and other stakeholders all on May 26th, 2023.

### **Why have I chosen a tree? The date? The plaque?**

Trees are a symbol to stand strong like a tree and branch or reach out to someone you trust or a health professional, hotline, or other reputable resource for help. The roots, symbolises connected and belonging to Country.

Please see link for further information and inspiration from The Blue Tree Project.

<https://www.bluetreeproject.com.au/our-story>

The date, National Sorry Day is an annual event in Australia that is on 26 May. Its meaning reflects the mistreatment of the country's indigenous peoples. The event reflects the continuous process of healing and remembrance between the Indigenous peoples and the settler population. It also resembles a time of healing for the Stolen Generations, their families, and their communities. It is not a public holiday, but people across the country hold special activities and events to commemorate the day.

How can Whitsunday Regional Council help support this proposal?

We need your support to promote this event, seek permission to hold a community day and a space to put a tree and plaque. It is important for the Council to get on board not only you will be promoting mental health issues, but you are also supporting and promoting First Nations space, taking part in Closing the Gap, and promoting Reconciliation; understanding history, acknowledging, and remembering those past and present survivors.

I would love to organise a meeting to talk further, please do not hesitate to contact me in an email on [REDACTED]

Thank you  
[REDACTED]

Feros Care  
[REDACTED]

# *National Sorry Day Tree Proposal*



*Jeanon Andersen*

*Feros Care*

*First Nation Community Development Coordinator*

Attachment 13.4.3.2 Proposed tree location



**Proposed tree location – Bowen Soundshell**

### 13.4.4 - Donation on Council Fees February 2023

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Meredith Davis - Administration Officer - Community Development

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Decision

#### ATTACHMENTS

Nil

#### PURPOSE

Council to consider providing financial support for Not-for-Profit organisations to enable their event and facilities to continue to be an invaluable resource to our local communities.

#### OFFICER'S RECOMMENDATION

That Council approve the donation on Council fees for the following applicants.

1. Little Diggers Day Care – Trade Waste Disposal Fee - \$104
2. Whitsunday Running Club Inc. – Class 3 Event Application - \$415
3. Whitsunday Counselling and Support Inc. – Class 3 Event Application - \$415
4. Whitsunday Running Club Inc. – Class 2 Event Application - \$691
5. Bowen RSL Sub-Branch – Class 2 Event Application - \$691

#### BACKGROUND

Donation 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

#### DISCUSSION/CURRENT ISSUE

| Organisation                 | Event/Description                                                                                | Application Type              | Amount |
|------------------------------|--------------------------------------------------------------------------------------------------|-------------------------------|--------|
| Little Diggers Day Care      | Trade Waste Permit Renewal<br>8 Devlin Street Collinsville<br>Permit 100.2022.0019               | Trade Waste Fee Renewal       | 104.00 |
| Whitsunday Running Club Inc. | Tassal Group AB Marathon Festival<br>Airlie Beach Foreshore<br>Saturday 15 – Sunday 16 July 2023 | Class 2 Event Application Fee | 691.00 |
| Bowen RSL Sub-branch         | Anzac Day Dawn March & Service<br>RSL and Bowen Cenotaph<br>Tuesday 25 April 2023                | Class 2 Event Application Fee | 691.00 |
| Whitsunday Counselling and   | DV Candle Lighting Ceremony<br>Bowen Town Square                                                 | Class 3 Event Application Fee | 415.00 |



|                              |                                                                                               |                                  |                 |
|------------------------------|-----------------------------------------------------------------------------------------------|----------------------------------|-----------------|
| Support Inc.                 | Wednesday 3 May 2023                                                                          |                                  |                 |
| Whitsunday Running Club Inc. | ANQ Cross Country Championship<br>Galbraith Park Estate<br>Saturday 18 - Sunday 19 March 2023 | Class 3 Event<br>Application Fee | 415.00          |
|                              |                                                                                               |                                  |                 |
|                              |                                                                                               | <b>Total</b>                     | <b>2,316.00</b> |

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*

Local Government Regulation 2012

LSP\_COMM\_08

## STRATEGIC IMPACTS

Facilitate, foster and encourage region wide activities and programs that engage our community.

## FINANCIAL IMPLICATIONS

The funds will be taken from JC:2967.11074 – Community Donations (2967) / Donations (11074)

| Description                 | Amount \$     |
|-----------------------------|---------------|
| 2022/23 Budget              | 100,000       |
| Actual + Commitment Spend   | 87,700        |
| <b>YTD Remaining Budget</b> | <b>12,300</b> |

## CONSULTATION/ENGAGEMENT

Director Community Services

## RISK ASSESSMENT

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.

## TIMINGS/DEADLINES

30 June 2023

## CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## HUMAN RIGHTS IMPACT

Section 58 of the Human Rights Act 2019 specifies required conduct for public entities when acting or making a decision. Sections 15-37 of the Human Rights Act 2019 identifies the human rights a public entity must consider in making a decision. The human rights relevant to this decision are as follows:

- Section 19 – Freedom of movement.

- Section 21 – Freedom of expression.
- Section 24 – Right to own property and not be arbitrarily deprived of property.
- Section 27 – Cultural rights – generally – all persons with a particular cultural, religious, racial or linguistic background have the right to enjoy their culture, to declare and practice their religion and use their language.
- Section 28 – Cultural rights – Aboriginal peoples and Torres Strait Islander peoples.

This decision does not limit the above identified human rights.

#### ALTERNATIVES CONSIDERED

| Options  | Description         | Positives          | Negatives                                             |
|----------|---------------------|--------------------|-------------------------------------------------------|
| Option 2 | Not provide support | Save up to \$2,316 | Negative public comment from organisers and community |

### 13.4.5 - Sport & Recreation Club Grants - March 2023

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Jacqueline Neave - Arts & Community Programs Officer

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Decision

#### ATTACHMENTS

Nil

#### PURPOSE

For Council to consider the payment of the Sport & Recreation Club Grants for March 2023 in accordance with Council's Sport & Recreation Grant Guidelines.

#### OFFICER'S RECOMMENDATION

That Council approve the payment of a Sport & Recreation Club Grants to the following recipients:

1. Proserpine Golf Club Inc – Band 1 - \$5,500
2. Bowen Touch Football Association Inc. – Band 2 - \$3,000
3. Proserpine Veteran Golfers Inc. – Band 3 - \$1,500
4. Collinsville Scottville Amateur Swimming Club Inc. - Band 4 - \$1,000
5. Bowen Collinsville Lapidary Club Inc. - Band 4 - \$1,000
6. Bowen Collinsville Rifle Club Inc. - Band 4 - \$1,000

#### BACKGROUND

To be eligible for the Sport & Recreation Grant a club must meet the following criteria:

- Is incorporated and meets the obligations with the Office of Fair Trading
- Is covered with the appropriate level of public liability insurance (20 million)
- Provides membership data (as defined by Council) to Council on an annual basis

The level of funding available to clubs will be based on a progressive scale, the larger the participation rate, the larger the support to the club. Participation is defined as being the total number of active members within the club.

The Sport & Recreation Clubs Grants are allocated based on the following:

| Band Level | No. of Active Participants | Grant Allocation (\$) |
|------------|----------------------------|-----------------------|
| Band 1     | >250                       | 5,500                 |
| Band 2     | 101 – 250                  | 3,000                 |
| Band 3     | 51 – 100                   | 1,500                 |
| Band 4     | 4 - 50                     | 1,000                 |

#### DISCUSSION/CURRENT ISSUE

The following applications were submitted:

| Organisation Name | Junior Members | Senior Members | Total Members | Band | Public Liability | Amount Requested (\$) |
|-------------------|----------------|----------------|---------------|------|------------------|-----------------------|
|-------------------|----------------|----------------|---------------|------|------------------|-----------------------|

|                                                    |    |     |     |   |              |               |
|----------------------------------------------------|----|-----|-----|---|--------------|---------------|
| Proserpine Golf Club Inc.                          | 30 | 278 | 308 | 1 | Yes          | 5,500         |
| Bowen Touch Football Association Inc.              | 96 | 121 | 217 | 2 | Yes          | 3,000         |
| Proserpine Veteran Golfers Association Inc.        | 0  | 60  | 60  | 3 | Yes          | 1,500         |
| Collinsville Scottville Amateur Swimming Club Inc. | 0  | 38  | 38  | 4 | Yes          | 1,000         |
| Bowen & Collinsville Lapidary Club Inc.            | 0  | 23  | 23  | 4 | Yes          | 1,000         |
| Bowen Collinsville Rifle Club Inc.                 | 1  | 15  | 16  | 4 | Yes          | 1,000         |
|                                                    |    |     |     |   | <b>Total</b> | <b>13,000</b> |

## STATUTORY/COMPLIANCE MATTERS

*Local Government Act 2009*

Local Government Regulation 2012

LSP\_COMM\_ - Community Grants Policy

## STRATEGIC IMPACTS

Facilitate, foster, and encourage region wide activities and programs that engage our community.

## FINANCIAL IMPLICATIONS

The funds will be taken from budget code: JC:2967.10250 – Community Donations (2967) / Club Grants (10250).

| Description                 | Amount (\$)   |
|-----------------------------|---------------|
| 2022-2023 Budget            | 150,000       |
| Actual + Commitment         | 99,345        |
| <b>YTD Remaining Budget</b> | <b>50,654</b> |

## CONSULTATION/ENGAGEMENT

Director Community Services

## RISK ASSESSMENT

Reputational Risk – Providing funding support to the community and recognising the efforts of local Sport & Recreational Clubs is a positive outcome for Council.

## TIMINGS/DEADLINES

Payment will be made within one month of approval.



## CONFLICT OF INTEREST DECLARATION

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

## HUMAN RIGHTS IMPACT

This decision does not limit the identified human rights.

## ALTERNATIVES CONSIDERED

| Options  | Description  | Positives                | Negatives                                                |
|----------|--------------|--------------------------|----------------------------------------------------------|
| Option 2 | Not approved | Save money in the budget | Negative impact for Council not showing support to clubs |

## **13.4.6 - Community Services Monthly Report - February 2023**

**DATE:** Wednesday 8 March 2023

**TO:** Ordinary Council Meeting

**AUTHOR:** Erin Finau - Administration Coordinator Community Services

**AUTHORISING OFFICER:** Julie Wright - Director Community Services

**PRESENTED FOR:** Information

### **ATTACHMENTS**

1. Community Services Monthly Report - February 2023 [13.4.6.1 - 23 pages]

### **PURPOSE**

The purpose of the report is to set out an account of statistics pertaining to the functions of each branch within the Community Services Directorate for the month of February 2023.

### **OFFICER'S RECOMMENDATION**

That Council receive the Community Services Monthly Report for February 2023.

### **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 & Associated Venues.

### **DISCUSSION/CURRENT ISSUE**

This report provides an overview of Whitsunday Regional Council's Community Services Directorate for the 2022/2023 financial year with particular focus on the month of February 2023.

### **STATUTORY/COMPLIANCE MATTERS**

N/A

### **STRATEGIC IMPACTS**

Through strong and open leadership, develop an organisation with a culture of respect, accountability and community service.

### **FINANCIAL IMPLICATIONS**

Manage within existing budget allocation.

### **CONSULTATION/ENGAGEMENT**

Coordinator Natural Resource Management & Climate  
Manager Community Development & Libraries

This is page 258 of the Agenda of Council's Ordinary Council Meeting - 8 March 2023



Manager Customer Service  
Manager Proserpine Entertainment Centre

### **RISK ASSESSMENT**

Regular reporting on the Directorate's progress and achievements ensures accountability and fosters a positive culture.

### **TIMINGS/DEADLINES**

N/A

### **CONFLICT OF INTEREST DECLARATION**

Council officers contributing to the preparation and approval of this report have no conflicts of interest to declare.

### **HUMAN RIGHTS IMPACT**

No

### **ALTERNATIVES CONSIDERED**

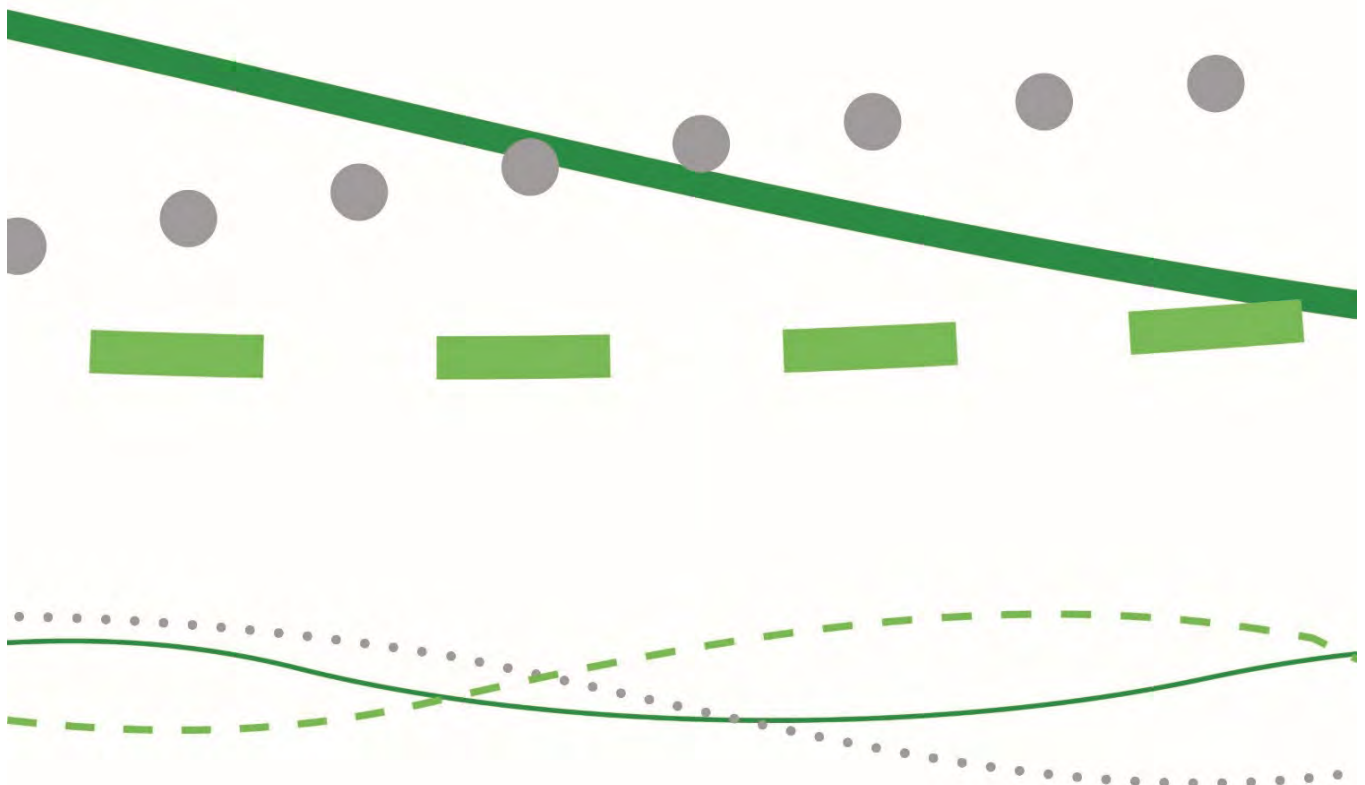
N/A



## Community Services

Community Development & Libraries  
Aquatic Facilities & Caravan Parks  
Proserpine Entertainment Centre  
Environmental Health & Local Laws  
Natural Resource Management & Climate  
Customer Service  
Cultural Heritage

### Monthly Report | February 2023





## Director's Report

February 2023 saw the Community Services team undertake events along with activities, projects and compliance issues.

Following 3 failed attempts due to wet weather the movie 'How to Train Your Dragon' was successfully screened at the Airlie Beach Foreshore on Friday 17 February 2023 with 143 in attendance. The next movie 'Sing' is scheduled for Friday 10 March 2023.

The PEC team facilitated 1 performance for the month of February due to the venue being closed whilst repairs were undertaken pertaining to the defect list.

- Morning Melodies – Lovely Day held at the Bowen PCYC.

Ticket sales for the month totalled 702 with PEC Website hits decreasing to a reach of 9,542 with an increase in the Facebook reach to 11,985 for the month.

My Community Directory + Diary searches totalled 5,132 an increase of 29.4% from January 2023. The top five searched categories for February are Health Services, Sport, Community Clubs & Interest Groups, Recreation & Leisure, Environment & Conservation and Recreation & Leisure.

Top ten health services searches for February are: -

- Allied Health
- Mental Health Services
- Dental & Oral Health
- Hospitals
- General Health Services
- General Practice/Doctor
- Child Youth & Family Health
- Pharmacies
- Specialists
- Emergency Departments

Local author Natalie Stockdale toured the region's libraries to promote "Campfire for the Heart", the first book in her new series about resilient Australians. The talks proved very popular with requests for Natalie to return when the second book in the series is published later in the year.

Parent Medic sessions were held in Proserpine and Bowen Libraries with very high attendance numbers, reflecting the importance of baby first aid, health & safety parent education sessions within the community.

Bowen Library donated a number of deleted children's books to Merinda School. The students were extremely thankful.

Proserpine Library partnered with Bunnings to present a fun Dinosaur theme Storytime where "I'm a Dirty Dinosaur" by Janeen Brian and Ann James was read followed by an air-dry fossil activity which proved popular with the children.

The First 5 Forever team visited the Bowen and Whitsunday PCYC library stations, Proserpine State School playgroup for Storytime, Scottville and Collinsville Kindergarten and attended the Bowen and Whitsunday Early Years network meetings during the month.

Splash and Rhyme sessions commenced in Bowen; however, the wet season saw the first session being relocated to the Bowen library where 8 adults and 6 babies enjoyed rhymes and songs and joined by Anna from the pool who gave the participants ideas for practising water safety and awareness at home.

The Region's Libraries monthly borrowings, attendance increased however website visits and e-Library both decreased from February 2022.

- Attendance 13,277 – 2.9% increase
- Borrowings 9,650 – 39.67% increase
- e-Library 1,597 – 4.99% decrease
- Library Website Visits 2,252 – 22.79% decrease.



Photo 1 - Author Talk - Natalie Stockdale

Natural Resource Management's Projects for February 2023 include:

- An investigation is underway in an attempt to determine the source of the new Woodward Yellow Crazy Ant (YCA) infestation. It is suspected that the YCA have been inadvertently brought into the area via building material.
- Planning is underway for a Feral Deer Management Project near Collinsville.
- The Flying Fox at the Pelican Park roost site was approximately 150 individuals in early February and then increased to approximately 1,200 by the end of February. Council staff

## Community Services Monthly Report | February 2023

conducted a smoking action on the 21<sup>st</sup> of February 2023. The smoking action did move most of the Flying Fox out of the park, however many moved to nearby residential properties.

- Whitsunday Bushfire Resilience Project has 10 approved plans to date with another 12 bushfire plans underway.
- A Community meeting on 15<sup>th</sup> of February 2023 with approximately 52 residents attending to discuss the Whyte Avenue Foreshore Reserve Management Plan.
- A Community meeting on the 8<sup>th</sup> of February with approximately 8 residents attending to discuss the Coral Esplanade Foreshore Plan
- Wilsons Beach swimming enclosure refurbishment is now a three-stage project; with stage 1 dismantling the frame, stage 2 purchasing new material for the new frame and stage 3 re-assembling the frame.
- Whitsunday Healthy Heart project.
- Staff met with Earth Check to further discuss the draft Sustainable Destination Policy. Currently approximately 36 businesses have signed up to the project with 15 businesses now completing the carbon calculator.

The following are the average monthly occupancy rates at each of Council's Caravan Parks:

- Proserpine Tourist Park – 45% a 5.07% increase from February 2022.
- Wangaratta Caravan Park – 21% a 2.29% decrease from February 2022.
- Proserpine RV Park currently closed.

The Bowen Work Camp returned to Townsville throughout February however have now returned with 4 ladies and another two expected to arrive early March 2023.

The Community Services Team received 307 CRMs for February (221 completed) with the Environmental Health and Local Law Units receiving 276 (206 completed) complaints/requests for the month.

Council is currently conducting mosquito surveys across the Region to determine if and where the Dengue Mosquito is breeding. This involves property inspections, with occupier consent, to inspect properties externally and sample any mosquito larvae present for identification under a microscope. Project is ongoing, however so far 212 properties have been visited, with 107 surveyed (able to locate occupier for consent to enter). Out of these 107 properties, 24 were positive for mosquito larvae with 11/24 positive for the Dengue Mosquito – *Aedes aegypti*.

The Cannonvale/Airlie inspections included some inspections and sampling with the Dengue Action Response Team (DART) at Magnums, Nomads and Beaches in December 2022. They were all positive for the Dengue Mosquito.



**Photo 2 - Mosquito Inspections - Collinsville**

Council's Off-Street Carparks generated \$53,038 for the month with 7,721 transactions, a decrease of 19.48% from the previous month.

The Community Services Administration Officers' statistics for February 2023 include the following:

- Correspondence Generated – 427 items
- Civica & ECM Registrations – 1,719 tasks
- 729 Telephone Calls (internal and external).

Customer Service saw 2,071 visitors through the service centres an increase of 37% attendance to the previous month

Total BPay, Austpost, Direct Deposits & eServices payments for the month is 72.08% of total payments received.

Telephone calls increased to 5,108 from 4,120 a rise of 23.9% from the previous month.

After hours calls generated 89 tasks to be actioned for February 2023 a 46.38% decrease.

Aquatic Facility user statistics for February 2023 in comparison to February 2022 are listed below:

- Airlie Beach Lagoon increased by 162% to 30,961
- Bowen Pool – increased by 5.75% to 8,422
- Proserpine Pool – increased by 226% to 3,955
- Collinsville Pool – increased by 32% to 2,888

February 2023 saw the region host 8 Cruise Ships with a total of 10,469 passengers on board. 7,288 passengers and crew passed through the marina to enjoy tours offered throughout the area plus a visit to Airlie Beach.

**Julie Wright**  
Director Community Services

## Community Services Monthly Report | February 2023

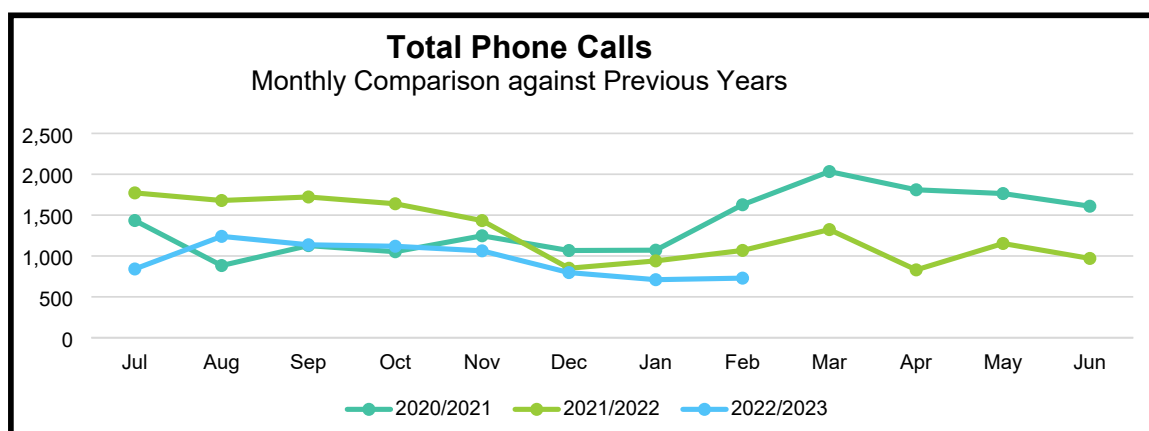
# General

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.

## Administration Officers

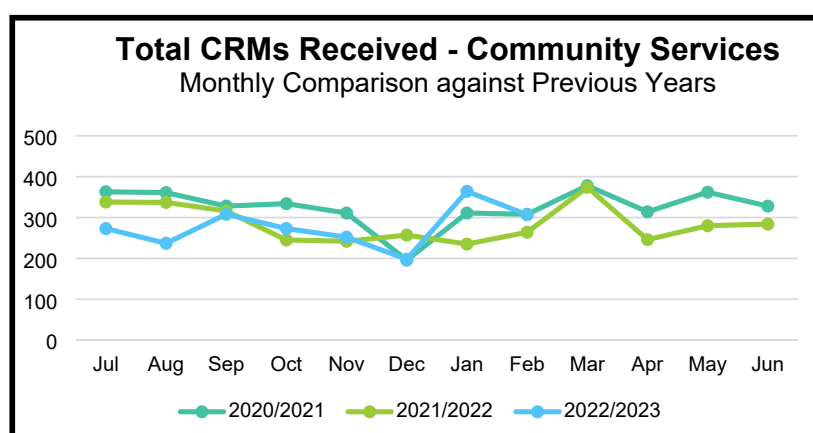
| Service                  | YTD   | Dec | Jan | Feb | Monthly Trend |
|--------------------------|-------|-----|-----|-----|---------------|
| Correspondence Generated | 7,401 | 861 | 697 | 427 | ▮             |
| ECM Task List            | 4,386 | 347 | 389 | 445 | ▮             |
|                          |       |     |     |     |               |
| Civica Registers         | 6,650 | 457 | 480 | 586 | ▮             |
| Data Input               | 2,598 | 245 | 248 | 189 | ▮             |
|                          |       |     |     |     |               |
| CRMs Generated           | 383   | 36  | 69  | 69  | —             |
| CRMs Closed              | 580   | 37  | 79  | 151 | ▮             |
|                          |       |     |     |     |               |
| Phone Calls - Internal   | 5,038 | 553 | 531 | 616 | ▮             |
| Phone Calls - External   | 2,598 | 244 | 179 | 113 | ▮             |
| Phone Calls - Total      | 7,636 | 797 | 710 | 729 | ▮             |
|                          |       |     |     |     |               |
| ECM Registering          | 4,643 | 501 | 497 | 430 | ▮             |
|                          |       |     |     |     |               |
| Purchase Orders          | 600   | 77  | 87  | 53  | ▮             |
| Receipt Invoices         | 606   | 64  | 90  | 63  | ▮             |
|                          |       |     |     |     |               |
| Reports                  | 233   | 17  | 27  | 37  | ▮             |



## Community Services Monthly Report | February 2023

### Customer Request Management (CRM)

| Service                                      | YTD   | Dec | Jan | Feb | Monthly Trend |
|----------------------------------------------|-------|-----|-----|-----|---------------|
| <b>Community Development</b>                 |       |     |     |     |               |
| CRM Received                                 | 45    | 4   | 6   | 4   | ▮             |
| CRM Completed                                | 26    | 3   | 1   | 3   | ▮             |
| <b>Library Services</b>                      |       |     |     |     |               |
| CRM Received                                 | 47    | 0   | 27  | 0   | ▮             |
| CRM Completed                                | 47    | 0   | 27  | 0   | ▮             |
| <b>Aquatic Facilities</b>                    |       |     |     |     |               |
| CRM Received                                 | 31    | 8   | 3   | 1   | ▮             |
| CRM Completed                                | 20    | 6   | 0   | 0   | —             |
| <b>Caravan Parks</b>                         |       |     |     |     |               |
| CRM Received                                 | 3     | 1   | 0   | 0   | —             |
| CRM Completed                                | 3     | 1   | 0   | 0   | —             |
| <b>Environmental Health &amp; Local Laws</b> |       |     |     |     |               |
| CRM Received                                 | 1,880 | 168 | 282 | 276 | ▮             |
| CRM Completed                                | 1,450 | 131 | 187 | 206 | ▮             |
| <b>Parking</b>                               |       |     |     |     |               |
| CRM Received                                 | 11    | 1   | 4   | 0   | ▮             |
| CRM Completed                                | 11    | 1   | 4   | 0   | ▮             |
| <b>NRM &amp; Climate</b>                     |       |     |     |     |               |
| CRM Received                                 | 160   | 13  | 35  | 18  | ▮             |
| CRM Completed                                | 52    | 6   | 3   | 5   | ▮             |
| <b>Customer Service / E-Services</b>         |       |     |     |     |               |
| CRM Received                                 | 35    | 3   | 7   | 8   | ▮             |
| CRM Completed                                | 31    | 2   | 7   | 7   | —             |
| <b>Total CRMs for Community Services</b>     |       |     |     |     |               |
| CRM Received                                 | 2,212 | 198 | 364 | 307 | ▮             |
| CRM Completed                                | 1,640 | 150 | 229 | 221 | ▮             |





## 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    | Dec    | Jan    | Feb    | Monthly Trend |
|--------------------------------------------|--------|--------|--------|--------|---------------|
| <b>Grant Applications</b>                  |        |        |        |        |               |
| Facility Management - Approved             | 1      | 0      | 0      | 0      | —             |
| Facility Management - Approved (\$)        | 20,000 | 0      | 0      | 0      | —             |
| Junior Elite Athlete - Approved            | 54     | 3      | 6      | 5      | □             |
| Junior Elite Athlete - Approved (\$)       | 44,000 | 2,250  | 6,000  | 3,250  | □             |
| RADF - Received                            | 13     | 0      | 3      | 4      | □             |
| RADF - Approved                            | 5      | 2      | 0      | 0      | —             |
| RADF - Approved (\$)                       | 17,791 | 6,490  | 0      | 0      | —             |
| RADF - Acquittals                          | 3      | 0      | 0      | 0      | —             |
| Special Projects - Received                | 11     | 1      | 0      | 3      | □             |
| Special Projects - Approved                | 7      | 0      | 0      | 0      | —             |
| Special Projects - Approved (\$)           | 93,210 | 0      | 0      | 0      | —             |
| Special Projects - Acquittals              | 0      | 0      | 0      | 0      | —             |
| Sport & Rec Club - Received                | 35     | 2      | 4      | 9      | □             |
| Sport & Rec Club - Approved                | 41     | 5      | 2      | 8      | □             |
| Sport & Rec Club - Approved (\$)           | 91,000 | 13,500 | 4,500  | 11,000 | □             |
| <b>Donation &amp; Sponsorship Requests</b> |        |        |        |        |               |
| Donation Requests - Received               | 50     | 3      | 3      | 7      | □             |
| Donation Requests - Approved               | 47     | 3      | 2      | 7      | □             |
| Donation Requests - Approved (\$)          | 42,230 | 2,600  | 1,100  | 6,958  | □             |
| Fee Waivers - Approved                     | 28     | 0      | 0      | 0      | —             |
| Fee Waivers - Approved (\$)                | 11,581 | 0      | 0      | 0      | —             |
| Sponsorships - Received                    | 18     | 1      | 0      | 3      | □             |
| Sponsorships - Approved                    | 11     | 0      | 1      | 1      | —             |
| Sponsorships - Approved (\$)               | 85,800 | 0      | 50,000 | 5,000  | □             |
| Sponsorships - Approved (in kind)          | 33,030 | 0      | 0      | 0      | —             |
| Sponsorships - Acquittals                  | 0      | 0      | 0      | 0      | —             |
| <b>Events</b>                              |        |        |        |        |               |
| Council Events - External - Completed      | 13     | 2      | 1      | 1      | —             |
| Council Events - External - Participants   | 3,428  | 1,230  | 450    | 143    | □             |
| Council Events - Internal - Completed      | 10     | 6      | 0      | 0      | —             |
| Council Events - Internal - Participants   | 344    | 218    | 0      | 0      | —             |
| External Event Applications Received       | 59     | 5      | 8      | 5      | □             |

## Community Services Monthly Report | February 2023

### Cruise Ship Statistics

| Statistics                 | YTD     | Dec    | Jan    | Feb    | Monthly Trend |
|----------------------------|---------|--------|--------|--------|---------------|
| Total Ships                | 57      | 9      | 7      | 8      | ▮             |
| Total Passengers           | 115,530 | 15,200 | 16,391 | 10,469 | ▮             |
| Off Ship Passengers & Crew | 90,830  | 11,800 | 14,065 | 7,288  | ▮             |
| Through Marina             | 90,830  | 11,800 | 14,065 | 7,288  | ▮             |
| Town Visits                | 69,796  | 8,500  | 11,890 | 2,832  | ▮             |
| Local Tours                | 21,034  | 3,300  | 2,175  | 4,456  | ▮             |

\*1 ship cancelled due to weather (Silver Muse)

### Junior Elite Athlete Recipients for February:

- Kai Draper, Shailee Mewha, Alexander Yuskan, Axel Yuskan and Don Vinh Algie.

### Events:

#### External:

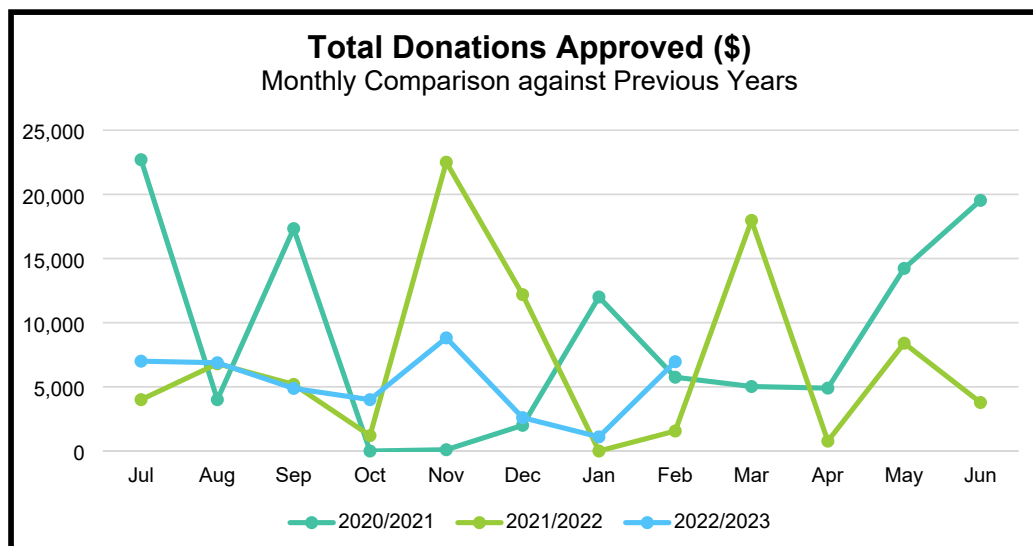
- Movie Night – How to Train Your Dragon – Friday, 17 February 2023 – 143 Participants.

#### Internal:

- N/A

### Special Project Grants Successful Recipients:

- N/A



## Community Services Monthly Report | February 2023



The report from My Community Directory + Diary is currently unavailable while they install upgrades to the software. My Community Directory + Diary have supplied the following stats for the month of February:

| Year | Month    | Listing Views | Results Views | Users | Events |
|------|----------|---------------|---------------|-------|--------|
| 2022 | December | 1,061         | 4,782         | 2,351 | 73     |
| 2023 | January  | 1,478         | 7,273         | 3,149 | 68     |
| 2023 | February | 1,422         | 5,132         | 2,901 | 45     |

Top categories viewed for the month of February:

| Rank | Category                          | Listing Views |
|------|-----------------------------------|---------------|
| 1    | Health Services                   | 386           |
| 2    | Sport                             | 162           |
| 3    | Community Clubs & Interest Groups | 122           |
| 4    | Environment & Conservation        | 113           |
| 5    | Recreation & Leisure              | 103           |

List of Health Services searched:

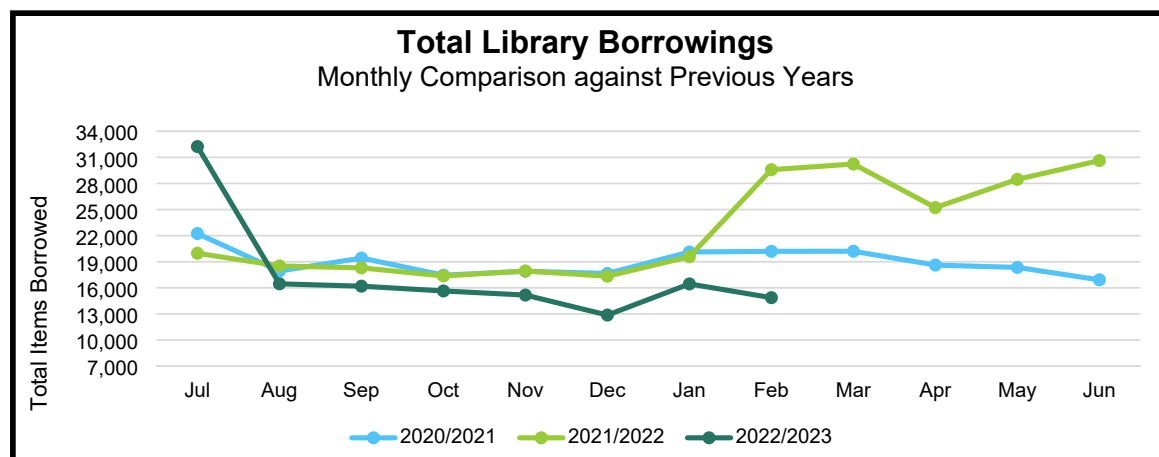
| Rank | Service                     |
|------|-----------------------------|
| 1    | Allied Health               |
| 2    | Mental Health Services      |
| 3    | Dental & Oral Health        |
| 4    | Hospitals                   |
| 5    | General Health Services     |
| 6    | General Practice/Doctor     |
| 7    | Child Youth & Family Health |
| 8    | Pharmacies                  |
| 9    | Specialists                 |
| 10   | Emergency Departments       |

## 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

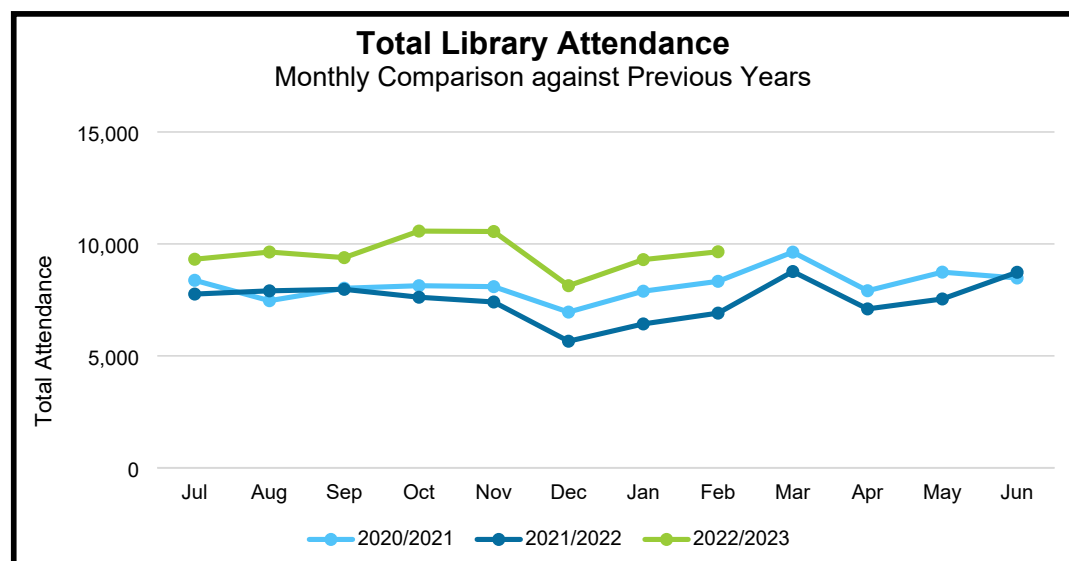
| Service                                   | YTD    | Dec   | Jan   | Feb   | Monthly Trend |
|-------------------------------------------|--------|-------|-------|-------|---------------|
| <b>Library Resources Acquired</b>         |        |       |       |       |               |
| <b>Bowen &amp; Collinsville Libraries</b> | 1,896  | 185   | 261   | 163   | ▯             |
| <b>Cannonvale Library</b>                 | 3,302  | 326   | 447   | 481   | ▯             |
| <b>Proserpine Library</b>                 | 1,910  | 213   | 240   | 228   | ▯             |
| <b>e-Library</b>                          | 1,347  | 146   | 159   | 195   | ▯             |
| <b>Library Resources Borrowed</b>         |        |       |       |       |               |
| <b>Bowen Library</b>                      | 26,881 | 2,849 | 3,696 | 3,082 | ▯             |
| <b>Cannonvale Library</b>                 | 52,068 | 5,187 | 7,175 | 6,403 | ▯             |
| <b>Collinsville Library</b>               | 3,368  | 311   | 431   | 477   | ▯             |
| <b>Proserpine Library</b>                 | 24,776 | 2,467 | 3,103 | 3,315 | ▯             |
| <b>e-Library</b>                          | 32,825 | 2,060 | 2,048 | 1,597 | ▯             |
| <b>Mobile Library</b>                     | 0      | 0     | 0     | 0     | —             |
| <b>Library Attendance</b>                 |        |       |       |       |               |
| <b>Bowen Library</b>                      | 21,155 | 2,099 | 2,519 | 2,573 | ▯             |
| <b>Cannonvale Library</b>                 | 31,228 | 3,210 | 4,065 | 4,037 | ▯             |
| <b>Collinsville Library</b>               | 4,645  | 600   | 533   | 585   | ▯             |
| <b>Proserpine Library</b>                 | 19,523 | 2,225 | 2,182 | 2,455 | ▯             |
| <b>Library Website</b>                    |        |       |       |       |               |
| <b>Website Visits</b>                     | 20,656 | 2,472 | 2,585 | 2,252 | ▯             |





## Community Services Monthly Report | February 2023

| Service                                           | YTD   | Dec | Jan | Feb | Monthly Trend |
|---------------------------------------------------|-------|-----|-----|-----|---------------|
| <b>First 5 Forever (F5F)</b>                      |       |     |     |     |               |
| Resources - Acquired                              | 100   | 0   | 0   | 12  | ▯             |
| Resources - Borrowed by Branches                  | 586   | 32  | 11  | 85  | ▯             |
| Community Partnership Interactions                | 136   | 3   | 0   | 25  | ▯             |
| Toolkits Distributed                              | 132   | 0   | 4   | 13  | ▯             |
| <b>F5F In Library - Activities Held</b>           |       |     |     |     |               |
| Bowen Library                                     | 49    | 3   | 1   | 8   | ▯             |
| Cannonvale Library                                | 76    | 4   | 4   | 12  | ▯             |
| Collinsville Library                              | 22    | 1   | 0   | 4   | ▯             |
| Proserpine Library                                | 75    | 3   | 3   | 12  | ▯             |
| <b>F5F In Library - Activities Attendance</b>     |       |     |     |     |               |
| Bowen Library                                     | 862   | 75  | 8   | 149 | ▯             |
| Cannonvale Library                                | 1,931 | 117 | 77  | 311 | ▯             |
| Collinsville Library                              | 89    | 0   | 0   | 28  | ▯             |
| Proserpine Library                                | 1,158 | 40  | 45  | 225 | ▯             |
| <b>F5F Community Outreach - Events Held</b>       |       |     |     |     |               |
| Bowen Library                                     | 12    | 1   | 0   | 2   | ▯             |
| Cannonvale Library                                | 15    | 2   | 0   | 1   | ▯             |
| Collinsville Library                              | 9     | 0   | 0   | 1   | ▯             |
| Proserpine Library                                | 9     | 0   | 0   | 1   | ▯             |
| <b>F5F Community Outreach - Events Attendance</b> |       |     |     |     |               |
| Bowen Library                                     | 277   | 24  | 0   | 33  | ▯             |
| Cannonvale Library                                | 1,111 | 131 | 0   | 21  | ▯             |
| Collinsville Library                              | 131   | 0   | 0   | 31  | ▯             |
| Proserpine Library                                | 621   | 0   | 0   | 61  | ▯             |



## Community Services Monthly Report | February 2023

| Service                                        | YTD   | Dec | Jan | Feb | Monthly Trend |
|------------------------------------------------|-------|-----|-----|-----|---------------|
| <b>In Library Programs - Events Held</b>       |       |     |     |     |               |
| Bowen Library - Adults                         | 48    | 0   | 1   | 2   | □             |
| Bowen Library - Children                       | 53    | 10  | 12  | 1   | □             |
| Cannonvale Library - Adults                    | 45    | 5   | 2   | 5   | □             |
| Cannonvale Library - Children                  | 113   | 16  | 13  | 12  | □             |
| Collinsville Library - Adults                  | 3     | 0   | 0   | 1   | □             |
| Collinsville Library - Children                | 13    | 5   | 2   | 0   | □             |
| Proserpine Library - Adults                    | 38    | 2   | 3   | 6   | □             |
| Proserpine Library - Children                  | 57    | 7   | 5   | 4   | □             |
| <b>In Library Programs - Events Attendance</b> |       |     |     |     |               |
| Bowen Library - Adults                         | 163   | 0   | 6   | 28  | □             |
| Bowen Library - Children                       | 822   | 153 | 113 | 4   | □             |
| Cannonvale Library - Adults                    | 246   | 47  | 7   | 16  | □             |
| Cannonvale Library - Children                  | 2,229 | 425 | 225 | 282 | □             |
| Collinsville Library - Adults                  | 22    | 0   | 0   | 5   | □             |
| Collinsville Library - Children                | 107   | 60  | 6   | 0   | □             |
| Proserpine Library - Adults                    | 282   | 7   | 14  | 83  | □             |
| Proserpine Library - Children                  | 738   | 178 | 57  | 27  | □             |
| <b>Community Outreach - Events Held</b>        |       |     |     |     |               |
| Bowen Library - Adults                         | 34    | 4   | 4   | 4   | —             |
| Bowen Library - Children                       | 1     | 0   | 1   | 0   | □             |
| Cannonvale Library - Adults                    | 34    | 4   | 5   | 4   | □             |
| Cannonvale Library - Children                  | 0     | 0   | 0   | 0   | —             |
| Collinsville Library - Adults                  | 7     | 2   | 0   | 0   | —             |
| Collinsville Library - Children                | 0     | 0   | 0   | 0   | —             |
| Proserpine Library - Adults                    | 33    | 3   | 4   | 4   | —             |
| Proserpine Library - Children                  | 0     | 0   | 0   | 0   | —             |
| <b>Community Outreach - Events Attendance</b>  |       |     |     |     |               |
| Bowen Library - Adults                         | 340   | 36  | 37  | 37  | —             |
| Bowen Library - Children                       | 19    | 0   | 19  | 0   | □             |
| Cannonvale Library - Adults                    | 261   | 32  | 38  | 30  | □             |
| Cannonvale Library - Children                  | 0     | 0   | 0   | 0   | —             |
| Collinsville Library - Adults                  | 6     | 2   | 0   | 0   | —             |
| Collinsville Library - Children                | 0     | 0   | 0   | 0   | —             |
| Proserpine Library - Adults                    | 408   | 34  | 47  | 47  | —             |
| Proserpine Library - Children                  | 0     | 0   | 0   | 0   | —             |
| <b>Public Computer Usage</b>                   |       |     |     |     |               |
| Bowen Library                                  | 3,460 | 332 | 393 | 462 | □             |
| Cannonvale Library                             | 4,869 | 439 | 624 | 689 | □             |
| Collinsville Library                           | 201   | 30  | 30  | 13  | □             |
| Proserpine Library                             | 1,890 | 199 | 182 | 280 | □             |

## Community Services Monthly Report | February 2023

# 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.

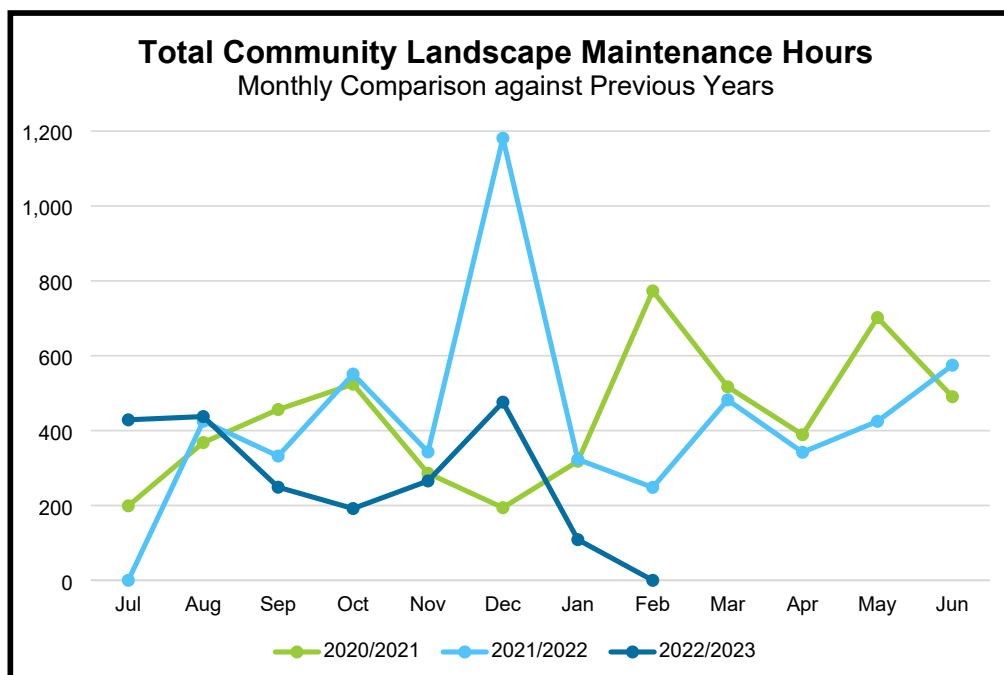
## Operations

| Service                                   | YTD   | Dec   | Jan    | Feb | Monthly Trend |
|-------------------------------------------|-------|-------|--------|-----|---------------|
| Community Landscape Maintenance Hours     | 2,157 | 476   | 108.75 | 0   | ▮             |
| Community Indoor Tasks Hours              | 565   | 85.5  | 28     | 0   | ▮             |
| New Project Assessment Hours              | 2     | 0     | 0      | 0   | ▮             |
| WRC Landscape Maintenance Hours           | 173   | 23    | 2      | 0   | ▮             |
| WRC Nursery Maintenance/Propagation Hours | 38    | 2     | 3      | 0   | ▮             |
| WRC Indoor Tasks Hours                    | 0     | 0     | 0      | 0   | ▮             |
| QCS Compound Duties Hours                 | 532   | 62.75 | 29.5   | 0   | ▮             |

\*No inmates for the month of February

## Projects

| Project                                                                                 | Status      | % Complete | Budget |
|-----------------------------------------------------------------------------------------|-------------|------------|--------|
| Collinsville Youth Coalition – Installing table and chairs                              | On Hold     | 0%         | ✓      |
| Bowen Neighbourhood Centre – Snipping and mowing yard until they move into new premises | In Progress | 80%        | ✓      |



## 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     | Dec    | Jan    | Feb    | Monthly Trend |
|--------------------------------------|---------|--------|--------|--------|---------------|
| Airlie Beach Lagoon – Total Users    | 264,472 | 52,136 | 42,128 | 30,961 | ▮             |
| Airlie Beach Lagoon – Total Offences | 2,260   | 243    | 356    | 326    | ▮             |
| Pool Attendance – Bowen              | 49,008  | 7,994  | 6,464  | 8,422  | ▮             |
| Pool Attendance – Collinsville       | 17,206  | 2,891  | 1,982  | 2,888  | ▮             |
| Pool Attendance – Proserpine         | 33,360  | 5,579  | 3,759  | 3,955  | ▮             |

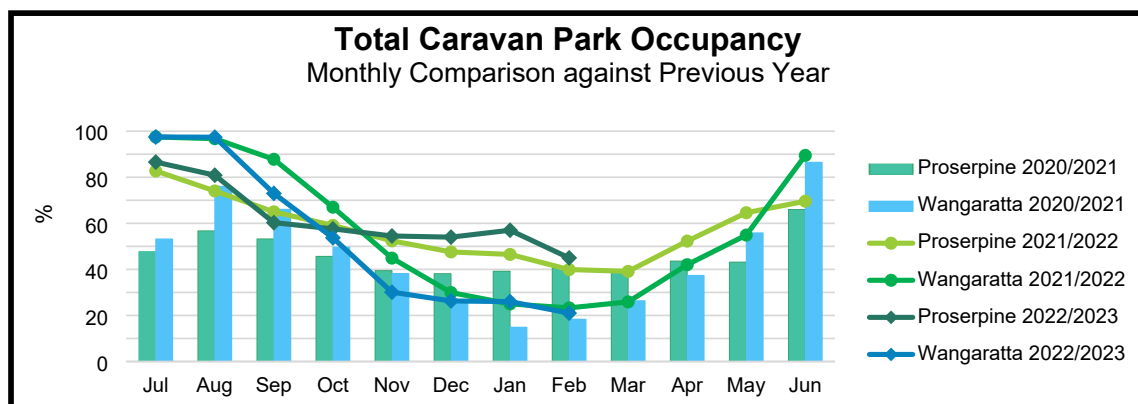
\*Collinsville Swimming Pool closed during Winter months

### Caravan Parks – Operations

| Service                                    | YTD     | Dec    | Jan    | Feb    | Monthly Trend |
|--------------------------------------------|---------|--------|--------|--------|---------------|
| Proserpine Tourist Park                    |         |        |        |        |               |
| Occupancy (%)                              | 62.0    | 54     | 57     | 45     | ▮             |
| Revenue (\$)                               | 342,829 | 34,318 | 33,463 | 25,551 | ▮             |
| Accumulated Revenue - Laundry Service (\$) | 13,953  | 588    | 355    | 445    | ▮             |
| Wangaratta Caravan Park                    |         |        |        |        |               |
| Occupancy (%)                              | 53.1    | 26.3   | 26     | 21     | ▮             |
| Revenue (\$)                               | 407,831 | 26,768 | 20,656 | 16,839 | ▮             |
| Accumulated Revenue - Laundry Service (\$) | 15,613  | 306    | 244    | 254    | ▮             |

### Caravan Parks Occupancy – Yearly Comparison for February

| Service                 | 2020 | 2021 | 2022  | 2023 | Yearly Trend |
|-------------------------|------|------|-------|------|--------------|
| Occupancy (%)           |      |      |       |      |              |
| Proserpine Tourist Park | 23.1 | 40.6 | 39.93 | 45   | ▮            |
| Wangaratta Caravan Park | 20.1 | 18.3 | 23.29 | 21   | ▮            |





## Proserpine Entertainment Centre

The Proserpine Entertainment Centre facilitates and delivers a wide variety of activities and programs from live performance to cinema, workshops and masterclasses to lectures and seminars.

### Operations

| Service                               | YTD    | Dec    | Jan    | Feb    | Monthly Trend |
|---------------------------------------|--------|--------|--------|--------|---------------|
| <b>Ticketed Events</b>                |        |        |        |        |               |
| Events Held – Public Program          | 11     | 1      | 0      | 1      | ▯             |
| Events Held – Hires                   | 16     | 1      | 1      | 0      | ▯             |
| Events Held - Different Movies        | 8      | 4      | 4      | 0      | ▯             |
| Events Held - Cinema Sessions         | 71     | 34     | 37     | 0      | ▯             |
| <b>Ticket Sales</b>                   |        |        |        |        |               |
| Ticket Sales - Performance - Walk Up  | 809    | 35     | 0      | 67     | ▯             |
| Ticket Sales - Performance - Internet | 4,143  | 66     | 99     | 552    | ▯             |
| Ticket Sales - Performance - Phone    | 194    | 12     | 3      | 25     | ▯             |
| Ticket Sales - Cinema - Walk Up       | 886    | 200    | 686    | 0      | ▯             |
| Ticket Sales - Cinema - Internet      | 1,166  | 309    | 812    | 45     | ▯             |
| Ticket Sales - Cinema - Phone         | 21     | 8      | 0      | 13     | ▯             |
| <b>Functions &amp; Events</b>         |        |        |        |        |               |
| Functions                             | 3      | 1      | 1      | 0      | ▯             |
| Functions – Attendees                 | 138    | 50     | 38     | 0      | ▯             |
| Events                                | 0      | 0      | 0      | 0      | –             |
| Events – Attendees                    | 0      | 0      | 0      | 0      | –             |
| <b>Hours</b>                          |        |        |        |        |               |
| Volunteer Hours                       | 231    | 48     | 0      | 0      | –             |
| Casual Hours (Paid) - Front of Hours  | 1,175  | 334    | 426.5  | 8      | ▯             |
| Casual Hours (Paid) - Technical       | 990.5  | 284    | 345.75 | 0      | ▯             |
|                                       |        |        |        |        |               |
| Booking Enquiries                     | 35     | 3      | 6      | 2      | ▯             |
| Website Hits                          | 47,459 | 9,155  | 15,676 | 7,385  | ▯             |
| Facebook Reach                        | 69,008 | 13,789 | 10,548 | 11,985 | ▯             |
| Feedback                              | 12     | 4      | 5      | 1      | ▯             |
| Bar Sales                             | 27,783 | 8,727  | 9,578  | 0      | ▯             |

### Shows & Performances for the month of February:

- **Morning Melodies**
  - Lovely Day (Bowen PCYC)

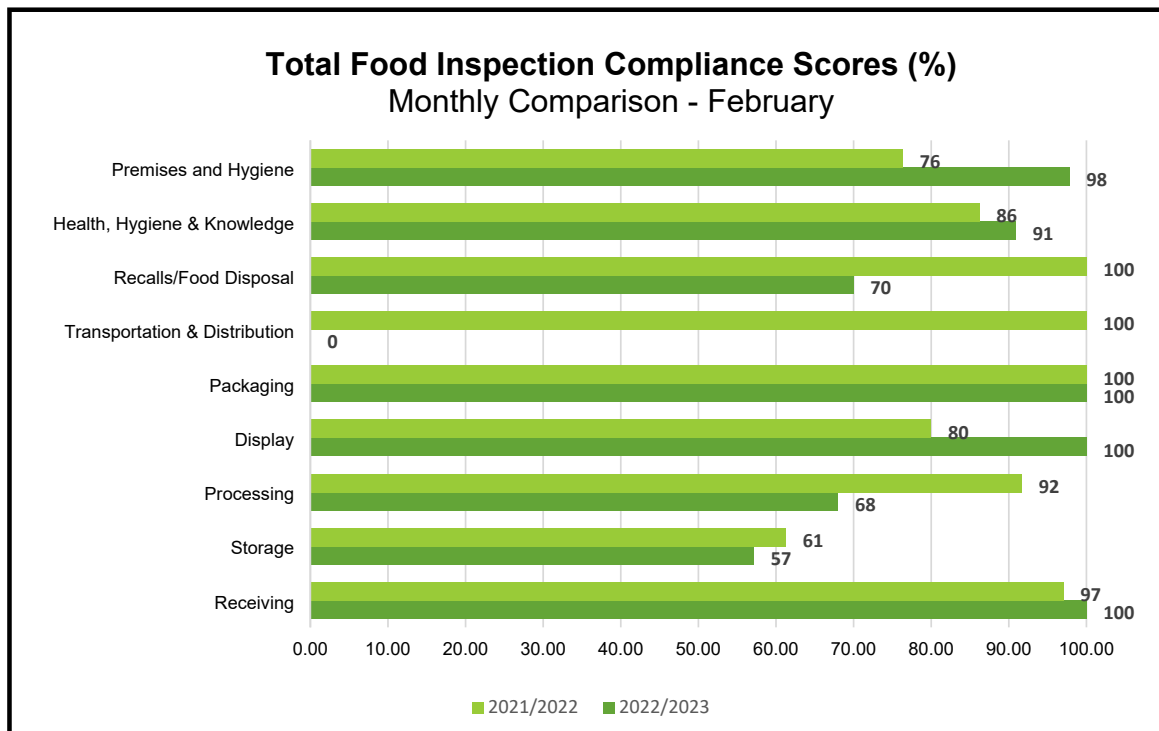
## Environmental Health & Local Laws

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 of materials 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   | Dec    | Jan    | Feb    | Monthly Trend |
|-------------------------------------------------------------------|-------|--------|--------|--------|---------------|
| <b>Environmental Health</b>                                       |       |        |        |        |               |
| <b>Environmental Health – Plan Approval Applications Received</b> | 41    | 1      | 3      | 3      | –             |
| <b>Environmental Health Applications Received</b>                 | 59    | 5      | 6      | 7      | ▯             |
| <b>Food Safety Programs Received</b>                              | 1     | 0      | 0      | 0      | –             |
| <b>Liquor Licence Referrals Received</b>                          | 18    | 0      | 0      | 0      | –             |
| <b>Food Business - Inspections</b>                                | 78    | 12     | 24     | 4      | ▯             |
| <b>Food Business - Re-Inspections</b>                             | 4     | 0      | 0      | 0      | –             |
| <b>Food Safety Programs Audit Reports Reviewed</b>                | 10    | 2      | 1      | 1      | –             |
| <b>Personal Appearance Services - Inspections</b>                 | 3     | 1      | 1      | 0      | ▯             |
| <b>ERAs - Inspections</b>                                         | 1     | 0      | 0      | 0      | –             |
| <b>Development Applications Referrals Received</b>                | 2     | 0      | 0      | 0      | –             |
| <b>Accommodation - Inspections</b>                                | 5     | 0      | 0      | 0      | –             |
| <b>Accommodation - Re-inspections</b>                             | 1     | 0      | 0      | 0      | –             |
| <b>Erosion Sediment Control - Inspections</b>                     | 0     | 0      | 0      | 0      | –             |
| <b>Complaints Received - Asbestos</b>                             | 2     | 0      | 0      | 1      | ▯             |
| <b>Complaints Received - Litter &amp; Dumping</b>                 | 5     | 0      | 0      | 2      | ▯             |
| <b>Complaints Received - EH General</b>                           | 64    | 0      | 14     | 9      | ▯             |
| <b>Event Application Assessment</b>                               | 7     | 0      | 0      | 0      | –             |
| <b>Food Inspection Compliance Categories</b>                      |       |        |        |        |               |
| <b>Receiving (%)</b>                                              | 94.63 | 83.87  | 96.67  | 100.00 | ▯             |
| <b>Storage (%)</b>                                                | 82.42 | 78.57  | 80.56  | 57.14  | ▯             |
| <b>Processing (%)</b>                                             | 90.03 | 98.11  | 97.01  | 68.00  | ▯             |
| <b>Display (%)</b>                                                | 85.21 | 100.00 | 90.00  | 100.00 | ▯             |
| <b>Packaging (%)</b>                                              | 97.06 | 100.00 | 100.00 | 100.00 | –             |
| <b>Transportation &amp; Distribution (%)</b>                      | 81.25 | 100.00 | 100.00 | 0.00   | ▯             |
| <b>Recalls/Food Disposal (%)</b>                                  | 93.13 | 100.00 | 100.00 | 70.00  | ▯             |
| <b>Health, Hygiene &amp; Knowledge (%)</b>                        | 85.37 | 95.71  | 96.67  | 90.91  | ▯             |
| <b>Premises and Hygiene (%)</b>                                   | 87.46 | 90.58  | 92.81  | 97.83  | ▯             |

## Community Services Monthly Report | February 2023



### Local Laws – Operations

| Service                                             | YTD   | Dec | Jan | Feb | Monthly Trend |
|-----------------------------------------------------|-------|-----|-----|-----|---------------|
| <b>Local Laws</b>                                   |       |     |     |     |               |
| Local Law Applications Received                     | 47    | 2   | 2   | 5   | ▯             |
| Complaints Received - Animal Management             | 633   | 73  | 64  | 66  | ▯             |
| Complaints Received - Other Local Law               | 776   | 67  | 90  | 146 | ▯             |
| Compliance Notices Issued                           | 233   | 32  | 34  | 57  | ▯             |
| Renewal/Reminder/Final Notices                      | 684   | 72  | 34  | 11  | ▯             |
| Infringement Responses                              | 640   | 96  | 37  | 53  | ▯             |
| Dog Registrations                                   | 4,085 | 39  | 52  | 71  | ▯             |
| Cat Registrations                                   | 492   | 1   | 2   | 5   | ▯             |
| Parking Infringements - Issued                      | 1,348 | 134 | 152 | 126 | ▯             |
| Parking Infringements - Waived                      | 115   | 21  | 9   | 12  | ▯             |
| Other Infringements - Issued                        | 273   | 8   | 16  | 18  | ▯             |
| Other Infringements - Waived                        | 53    | 3   | 3   | 2   | ▯             |
| Infringement Reminder Notices Sent                  | 862   | 67  | 94  | 0   | ▯             |
| Proserpine Self-Contained Vehicle Park Inspections* | 1,319 | 0   | 0   | 0   | —             |

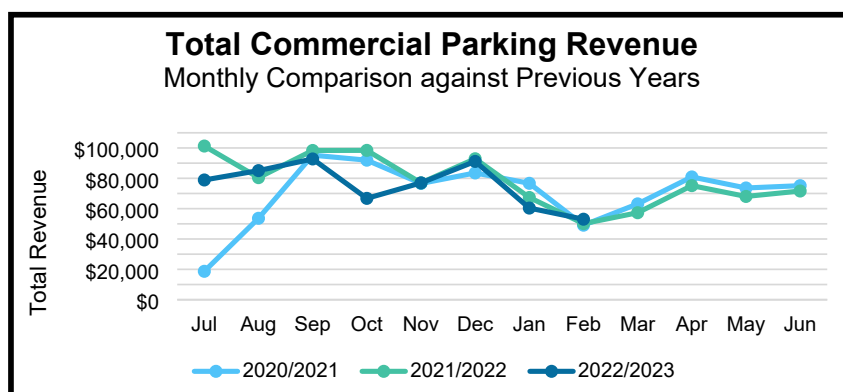
\*Proserpine Self-Contained Vehicle Park closed December - March

## Community Services Monthly Report | February 2023

### Commercial Parking – Operations

| Car Parks                                 | YTD     | Dec     | Jan     | Feb     | Monthly Trend |
|-------------------------------------------|---------|---------|---------|---------|---------------|
| <b>Heart of the Reef Transit Facility</b> |         |         |         |         |               |
| Occupancy (no.)                           | 19      | 0       | 2       | 0       | ▮             |
| Revenue (\$)                              | 1,064   | 0       | 112.00  | 0       | ▮             |
| <b>Port of Airlie</b>                     |         |         |         |         |               |
| Average Spend (\$)                        | 12.42   | 14.51   | 12.05   | 13.11   | ▮             |
| Tariff (most selected)                    | 12-24hr | 12-24hr | 12-24hr | 12-24hr | —             |
| No. of tickets purchased                  | 17,353  | 2,289   | 1,600   | 1,616   | ▮             |
| Revenue (\$)                              | 215,141 | 33,213  | 19,280  | 21,178  | ▮             |
| <b>Airlie Creek</b>                       |         |         |         |         |               |
| Average Spend (\$)                        | 4.34    | 4.32    | 4.31    | 4.67    | ▮             |
| Tariff (most selected)                    | 1-2hr   | 1-2hr   | 1-2hr   | 1-2hr   | —             |
| No. of tickets purchased                  | 49,526  | 7,923   | 6,004   | 2,949   | ▮             |
| Revenue (\$)                              | 214,087 | 34,367  | 25,874  | 13,772  | ▮             |
| <b>Broadwater Avenue</b>                  |         |         |         |         |               |
| Average Spend (\$)                        | 4       | -       | -       | 3.56    | —             |
| Tariff (most selected)                    | 1-2hr   | -       | -       | 1-2hr   | —             |
| No. of tickets purchased                  | 1,507   | -       | -       | 1,507   | —             |
| Revenue (\$)                              | 5,359   | -       | -       | 5,359   | —             |
| <b>Abell Point Marina</b>                 |         |         |         |         |               |
| Average Spend (\$)                        | 8.17    | 9.40    | 8.36    | 8.42    | ▮             |
| Tariff (most selected)                    | 4-12hr  | 4-12hr  | 4-12hr  | 4-12hr  | —             |
| No. of tickets purchased                  | 14,609  | 1,933   | 1,497   | 1,237   | ▮             |
| Revenue (\$)                              | 121,295 | 18,179  | 12,511  | 10,410  | ▮             |
| <b>Coconut Grove</b>                      |         |         |         |         |               |
| Average Spend (\$)                        | 5.89    | 5.61    | 5.67    | 5.63    | ▮             |
| Tariff (most selected)                    | 2-4hr   | 2-4hr   | 2-4hr   | 2-4hr   | —             |
| No. of tickets purchased                  | 8,623   | 957     | 488     | 412     | ▮             |
| Revenue (\$)                              | 52,187  | 5,373   | 2,718   | 2,319   | ▮             |

\*Airlie Lagoon Precinct figures separated to Airlie Creek & Broadwater Avenue Car Parks





## 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   | Dec | Jan | Feb | Monthly Trend |
|------------------------------------------------------------------|-------|-----|-----|-----|---------------|
| Complaints Received - Pest & Weed                                | 83    | 8   | 21  | 7   | ▮             |
| Complaints Received - Environmental                              | 77    | 5   | 14  | 11  | ▮             |
| Property Pest Management Plan (PPMP) Implemented/Reviewed        | 16    | 0   | 6   | 5   | ▮             |
| PPMP Annual Reviews Completed                                    | 24    | 0   | 3   | 1   | ▮             |
| Landholder Access - Herbicide Rebate                             | 37    | 0   | 12  | 5   | ▮             |
| Landholder Access - Mechanical Rebate                            | 2     | 0   | 0   | 0   | –             |
| Letters/Emails to Landholders - Weeds                            | 336   | 0   | 58  | 74  | ▮             |
| Property Visit/Inspections - Weeds                               | 487   | 0   | 12  | 78  | ▮             |
| Property Visit/Inspections - Feral Animals                       | 247   | 7   | 5   | 212 | ▮             |
| Feral Animals - Traps Set                                        | 9     | 0   | 2   | 2   | –             |
| Feral Animals - Trapped                                          | 18    | 0   | 4   | 0   | ▮             |
| Aerial Shooting - Flights                                        | 10    | 0   | 0   | 0   | –             |
| Aerial Shooting - Feral Animals Shot                             | 1,463 | 0   | 0   | 0   | –             |
| Properties Baited                                                | 35    | 0   | 1   | 0   | ▮             |
| Baits Laid (kg)                                                  | 5,362 | 0   | 1   | 0   | ▮             |
| Length of Road Reserve Sprayed (km)                              | 1.0   | 0   | 1   | 0   | ▮             |
| No. of Council Lots Sprayed/Inspected                            | 35    | 3   | 18  | 5   | ▮             |
| Mixed Chemicals Used (L)                                         | 2,700 | 600 | 500 | 800 | ▮             |
| Workshops/Field Days/School Talks                                | 6     | 0   | 1   | 1   | –             |
| Letters/Emails to Landholders – Environment/Bushfire Management  | 793   | 323 | 80  | 59  | ▮             |
| Property Visit/Site Inspection – Environment/Bushfire Management | 223   | 42  | 63  | 6   | ▮             |
| PIN's/Biosecurity Orders/Compliance Notices Issued - Environment | 6     | 0   | 3   | 0   | ▮             |
| Project Reports - not to Council                                 | 33    | 14  | 0   | 1   | ▮             |
| Briefing / Council Reports                                       | 13    | 0   | 0   | 0   | –             |
| Bushfire Hazard Reduction Burns                                  | 3     | 0   | 0   | 0   | –             |
| Bushfire Management Plans                                        | 38    | 24  | 0   | 2   | ▮             |
| Environmental Planning Projects Completed                        | 3     | 0   | 0   | 0   | –             |
| DA's Assessed (including RFI & Conditions & Advice) Completed    | 36    | 0   | 1   | 0   | –             |
| Correspondence Out - CCAT                                        | 67    | -   | 14  | 53  | ▮             |
| Projects/Works Completed - CCAT                                  | 14    | -   | 3   | 11  | ▮             |

## Community Services Monthly Report | February 2023

### Projects

| Project                     | Status      | % Complete | Budget | Time |
|-----------------------------|-------------|------------|--------|------|
| Bushfire Management Program | In Progress | 50%        | ✓      | ✓    |

### Climate Projects

| Project                                             | Type     | Status                                        |
|-----------------------------------------------------|----------|-----------------------------------------------|
| Whitsunday Industry Resilience Project              | Economic | Finalised                                     |
| Funding and Financing Adaptation – A Case Study     | Economic | Stage 1 finalised                             |
| Whitsunday Water Treatment and Pumping Optimisation | Economic | Underway – CQU Masters student in year 1 of 2 |
| Whitsunday Healthy Heart (WHH) Project              | Social   | Underway (year 3 of 4)                        |

### Update

#### Pest Management Projects:

- **Weeds**
  - Council is involved in a number of weed bio-control projects: Release of bio-control for Bellyache Bush, release of bio-control for Prickly Acacia.
  - Council involved in a Dept of Agriculture and Fisheries project trialling a variety of treatment methods for Grader Grass. There are three sites selected for the trials.
  - The Leucaena Urban Treatment Program is underway.
  - The declared weed treatment along State Controlled Roads is underway.
- **Animals**
  - The Whitsunday Yellow Crazy Ant Management Committee met on 22 February 2023.
  - An investigation is underway to try and determine the source of the new Woodwark Yellow Crazy Ant infestation. It is suspected that the YCA have been inadvertently brought into the area via building material.
  - Planning is underway for a Feral Deer Management Project near Collinsville.
  - Staff linked into the North Queensland Yellow Crazy Ant Reference Group meeting.
- **Mosquitos**
  - LPO's, EHO's, EO's & LLO's have been conducting Mosquito Survey Inspections, with 212 properties inspected across the region with Cannonvale, Airlie Beach still to be done. From those 212 inspections, 24 properties were positive for mosquito larvae, 11 of which were confirmed to have the Dengue Mosquito.

#### Other Natural Resource Management Projects:

##### Collinsville Flying Fox

- The Flying Fox at the Pelican Park roost site was approximately 150 individuals in early February and then increased to approximately 1,200 by the end of February. Council staff conducted a smoking action on 21 February 2023. The smoking action did move most of the Flying Fox out of the park, but many moved to nearby residential properties.
- Pelican Park Flying Fox Roost Management Plan has been developed and will shortly be presented to Council.

### **Bushfire Management**

- Whitsunday Bushfire Resilience Project
  - 10 approved plans to date.
  - 12 bushfire plans underway.
- Council firebreak network
  - Most will be inspected during March and then determine slashing or grader work.
- Staff attended the LGAQ - Local Government Advisory Panel on Land Use Planning for Bushfire Hazard.

### **Environment Projects:**

- Whyte Avenue Foreshore Reserve Management Plan
  - Community meeting on 15 February 2023 with approximately 52 residents attending.
- Coral Esplanade Foreshore Plan
  - Community meeting on the 8 February 2023 with approximately 8 residents attending.
- Erosion and Sediment Control Program underway
- Wilsons Beach swimming enclosure - the refurbishment is now a three-stage project; stage 1 – dismantling the frame, stage 2 – purchasing new material for the new frame, Stage 3 – re-assembling the frame.
- Internal Urban Waterway and Erosion Management Committee met on 9 February 2023.
- Pioneer Bay Go Slow Project – draft report has been developed with Maritime Safety Queensland and Whitsunday Mangrove Watch. The report is still being developed and will shortly be brought up to Council for discussion.
- Dingo Beach to Hydeaway Bay Walking Track – The road opening application is still awaiting State Government decision before progressing to the development application stage.

### **Climate Change**

- Internal Climate Change and Sustainability Committee met on 16 February 2023.
- Whitsunday Healthy Heart Project
  - Staff met with EarthCheck to further discuss draft Sustainable Destination Policy.
  - Approximately 36 businesses signed up to the project with 15 businesses now completing the carbon calculator.

## Community Services Monthly Report | February 2023

# Customer Service

## Call Centre – Operations

| Service                           | YTD    | Dec   | Jan   | Feb    | Monthly Trend |
|-----------------------------------|--------|-------|-------|--------|---------------|
| <b>Business Hours Call Centre</b> |        |       |       |        |               |
| Calls Received – Total CS         | 39,906 | 2,811 | 4,120 | 5,108  | ▯             |
| Calls Received – 1300 WRC QLD     | 23,821 | 1,895 | 2,856 | 3,320  | ▯             |
| Calls Answered                    | 21,205 | 1,679 | 2,549 | 2,919  | ▯             |
| Calls Overflowed                  | 1,735  | 181   | 251   | 245    | ▯             |
| Calls Abandoned                   | 742    | 35    | 55    | 133    | ▯             |
| Calls Abandoned (%)               | 3.11%  | 1.85% | 1.92% | 4.00%  | ▯             |
| Untracked Calls (Voice Msg)       | 173    | 34    | 1     | 23     | ▯             |
| *ASL - Average Service Level (%)  | 81.2%  | 85.1% | 84.7% | 81.3%  | ▯             |
| *ASA - Average Speed of Answer    | 22     | 16    | 18    | 25     | ▯             |
| *AHT - Average Handle Time/Secs   | 207    | 205   | 209   | 226    | ▯             |
| <b>After Hours Call Centre</b>    |        |       |       |        |               |
| Calls Received– Total (inc test)  | 1,213  | 168   | 166   | 89     | ▯             |
| Calls Answered– (Charged)         | 732    | 78    | 150   | 72     | ▯             |
| Calls Abandoned (%)               | 9.56%  | 13.7% | 8.43% | 12.36% | ▯             |
| *ASL - Average Service Level (%)  | 69.6%  | 65.5% | 71.7% | 50.6%  | ▯             |
| *ASA - Average Speed of Answer    | –      | 30    | 27    | 61     | ▯             |
| *AHT - Average Handle Time/Secs   | –      | 262   | 273   | 200    | ▯             |

## Customer Transactions

| Service                         | YTD    | Dec   | Jan   | Feb    | Monthly Trend |
|---------------------------------|--------|-------|-------|--------|---------------|
| Receipts                        | 87,520 | 7,990 | 7,417 | 12,958 | ▯             |
| eServices Receipts              | 1,890  | 85    | 88    | 206    | ▯             |
| eServices Receipts (%)          | 2.16%  | 1.06% | 1.18% | 1.59%  | ▯             |
| Requests                        | 16,641 | 1,543 | 2,665 | 2,305  | ▯             |
| Counter Stats at FPOC (pay/req) | 17,025 | 1,053 | 1,511 | 2,406  | ▯             |
| eServices CRMs                  | 32     | 3     | 7     | 8      | ▯             |
| eServices CRMs (%logged)        | 0.19%  | 0.19% | 0.26% | 0.35%  | ▯             |

### Payments:

- Total BPay, Austpost, Direct Deposits & EServices payments at **72.08%** of total payments.

### Incoming Calls & Requests:

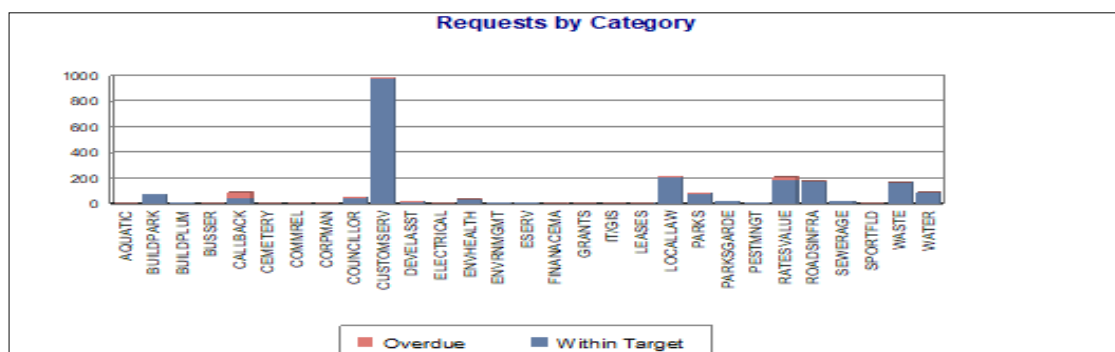
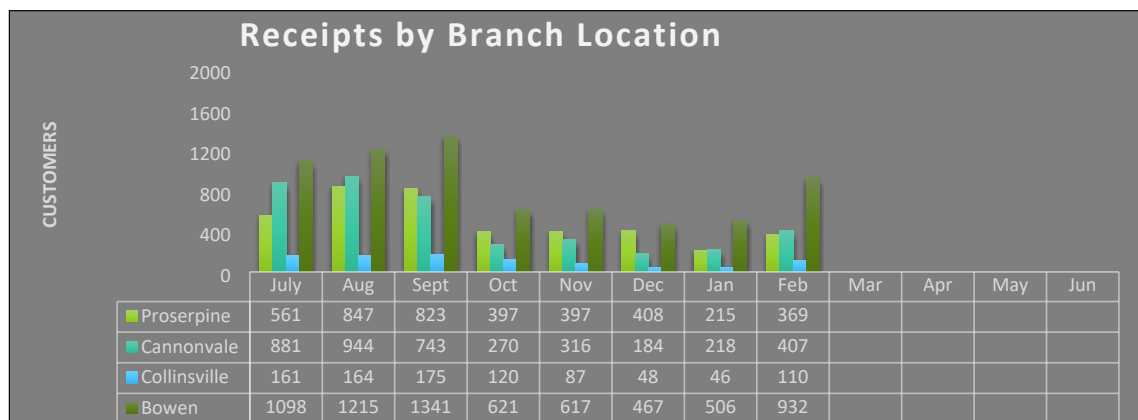
- CRM completion was **95.00%**.
- Total of **2,071** visitors through the service centres.
- WRC Call Statistics at **81.2%** of calls answered in 25 seconds.
- First Point of Contact (FPOC) resolution was at **79.18%** for February.



## Community Services Monthly Report | February 2023

### Top Issues

| Service                                   | YTD   | Dec | Jan | Feb | Monthly Trend |
|-------------------------------------------|-------|-----|-----|-----|---------------|
| <b>Counter Receipts</b>                   |       |     |     |     |               |
| Rates Receipt                             | 3,457 | 73  | 96  | 734 | ▢             |
| Rates Search                              | 1,280 | 120 | 128 | 143 | ▢             |
| New Animal Registrations                  | 667   | 32  | 54  | 58  | ▢             |
| Special Water Meter Reads                 | 505   | 52  | 49  | 53  | ▢             |
| Water Charges                             | 1,286 | 10  | 21  | 43  | ▢             |
| <b>Telephone (First Point of Contact)</b> |       |     |     |     |               |
| Rates/Water Billing                       | 2,194 | 116 | 149 | 315 | ▢             |
| Local Laws/Compliance and Environment     | 1,247 | 101 | 154 | 119 | ▢             |
| Water/Sewerage/Trade Waste                | 552   | 54  | 104 | 99  | ▢             |
| General                                   | 1,085 | 96  | 122 | 93  | ▢             |
| Building/Plumbing/Planning & Develop.     | 659   | 55  | 61  | 89  | ▢             |
| <b>After Hours</b>                        |       |     |     |     |               |
| Water Supply Issue                        | 230   | 31  | 19  | 27  | ▢             |
| Road Signage/Works                        | 34    | 7   | 10  | 5   | ▢             |
| Roaming Stock                             | 33    | 3   | 6   | 4   | ▢             |
| Wandering Animals                         | 55    | 12  | 4   | 4   | -             |
| Call Back During Business Hours           | 71    | 13  | 12  | 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 | Dec | Jan | Feb | Monthly Trend |
|----------------------------------|-----|-----|-----|-----|---------------|
| Meetings with Traditional Owners | 2   | 0   | 0   | 0   | 00-           |

- On-site meeting held in Collinsville with Jangga Operations on Monday, 11 July 2022.
- Jangga Consultative Committee Meeting held in Charters Towers on Thursday, 17 November 2022.

### Projects

| Project                               | Status      | % Complete | Budget | Time |
|---------------------------------------|-------------|------------|--------|------|
| Reconciliation Action Plan (RAP)      | Complete    | 100%       | ✓      | ✓    |
| Indigenous Land Use Agreements (ILUA) | In Progress | 80%        | ✓      | ✓    |

## **14 MATTERS OF IMPORTANCE**

This item on the agenda allows Councillors the opportunity to raise an item not included on the agenda for discussion as a matter of importance.

## 15 LATE REPORT ITEMS

*No late report items for this meeting.*