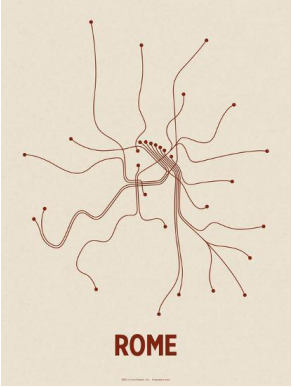
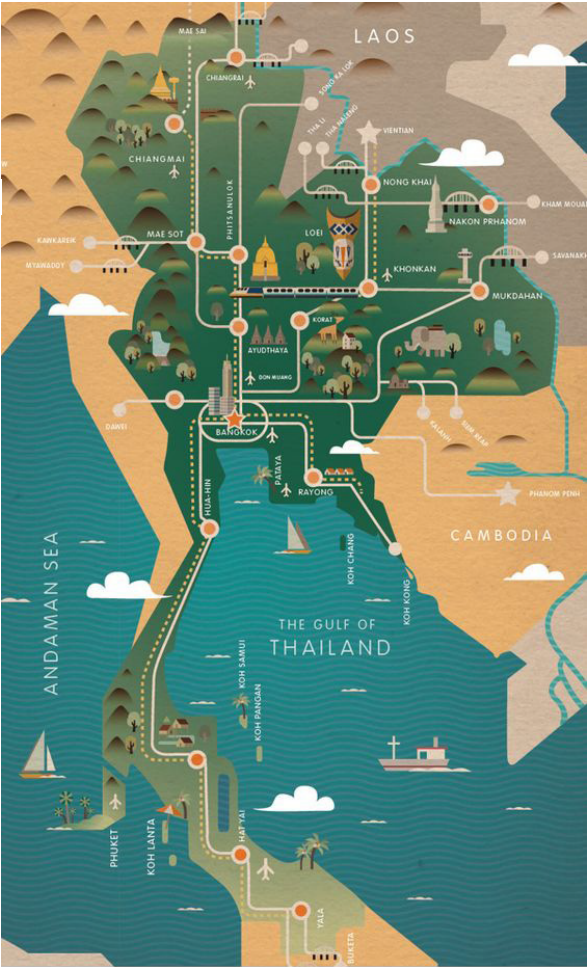
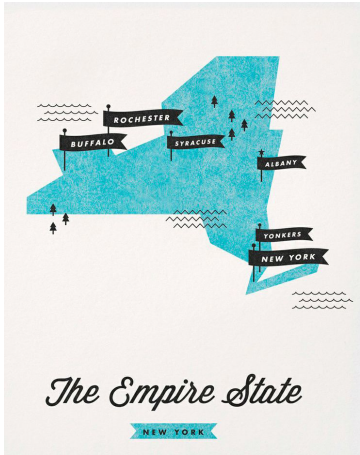


MAP DESIGN APPROACH

The map design should convey the essential information to the viewer while still expressing place making values and the Hervey Bay personality through the use of colour, texture, text, pictograms and illustrations.





MATERIAL & FORM

MATERIALS

For wayfinding signage and interpretive elements, base materials are refined from the FCRC parks and style guide and evaluated on appropriate elements required for the specific needs of wayfinding and signage.

Two core materials have been established.

GALVANISED AND STAINLESS STEEL

- Structural elements e.g. posts and frames, polished finish
- can be powdercoated or 2 pack painted
- Can incorporate colours
- Suitable for outdoor and coastal environments
- Can easily house digital screens if required
- Cost effective
- Low to no maintenance
- Easily sourced



TIMBER AND DETAILS

- Structural elements e.g. posts
- Character elements e.g. panels, raw edges, routing text and patterns, cladding
- Suitable for outdoor and coastal environments
- Allowed to age to minimise maintenance
- Able to be combined with other materials e.g. steel and painted panels
- Notches, connections with structure and panels, colour applied, footings, hardware
- Suitable for outdoor application
- Non-treated
- Structural timbers to have ‘T blade stirrup’ footings or similar
- Top end grain on posts to be capped or cut at angle to negate water damage





DUAL LANGUAGE

Dual language signage is a simple yet effective way to promote the traditional language. Signs that display language acknowledge the traditional owners of an area and can be used as an educational tool.

Wayfinding devices may feature the traditional stories of place, or greetings agreed on by Butchulla elders. Digital signage in this respect can also provide opportunities to provide more targeted wayfinding information using,

- links to websites
- audio recordings of how to pronounce traditional words
- links to learn more about Butchulla language and culture

Dual language also –

- Creates positive message
- Creates equal footing
- Creates individual voice through type style, weight and colour

The preferred approach is to use Butchulla language first followed by Australian Standard English.



TONE OF VOICE

Language on public signage contributes to a users experience particularly in a recreational environment. Finding a tone of voice reflects an understanding of the users and choosing the right language to reach that audience.

- Motivational - inspires people
- Educational - informs people
- Collegiate - chatty and informal

Serious and formal
“An error has occurred.”

Straight forward and Casual:
“We’re sorry, but we’re experiencing a problem

Respectful and matter of fact:
“We apologise, but we are experiencing a problem

Casual and enthusiastic:
“Oops! We’re sorry, but we’re experiencing a problem on our end.”

You have arrived!

Stay on the trail and
help sustain our fragile
environment



INTERPRETATION

There is an opportunity to express themes and stories about Hervey Bay through interpretation elements that are integrated into the built environment and landscape. These themes and stories can explore all aspects of the history and culture of the town as well as the diverse ecology of the ocean and land environments.

Interpretation may be didactic. That is, it provides simple objective facts and information about a place, past events, or ecologies that raise awareness. Information is absorbed by reading and may promote specific actions or behaviours, such as encouraging the preservation of the natural environment.

Or it may be impressionistic, such as a landmark public artwork that celebrates site specific themes in a prominent location. People may interact with these elements to fully experience them.

Or interpretation may be both didactic and impressionistic providing both information, emotional connections and create curiosity through texts, images,forms, shapes, materials and lighting that fully engage the senses.

All forms of interpretation are appropriate to Hervey Bay and they all contribute to a richer and more memorable visitor experience.

Three key curatorial themes have been established through the Hervey Bay Artwork strategy within this document.

- The Badtjala peoples: Into Deep Time
- The Environmental Futures: Caring for Country
- Sovereignty and Settlers: Shared histories in this place

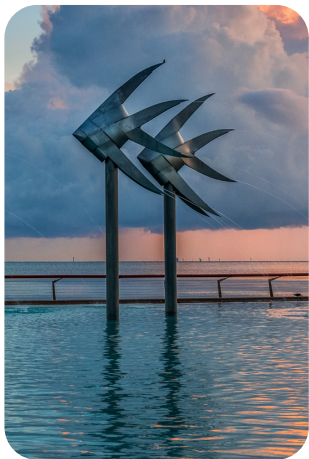
These themes should be incorporated into the wayfinding and interpretive response.



Didactic

Requires consultation, research and writing

- Signs
- Information
- Facts
- Stories



..... Impressionistic

Community consultation, commissioning artists

- Site specific artworks
- Patterns / textures in environment
- Collaboration within design disciplines

CURATORIAL THEME 1

The Badjajala peoples: Into Deep Time

Badjajala academic and artist Dr Fiona Foley writes: The cultural precincts of Maryborough, Hervey Bay and K'gari are largely devoid of a strong Badjajala cultural presence in the visual landscape. The absence informs that disjunct consciousness I (read: repeatedly) look past, as out of sight, out of mind ethos in decision-makers in regional Queensland that still looms large.

... where is the Badjajala public art precinct, the memorials on K'gari, the building that houses Badjajala culture, the Badjajala festival, the history trails, the bronze plaques and dedicated signage that we don't have to share with the local flora and fauna? The Badjajala people remain as elusive as ever for visitors to the Fraser Coast.

Curatorial Principles: Into Deep Time

The rejuvenation of the Hervey Bay Esplanade offers a significant opportunity to redress the absence of Badjajala people in the landscape. In the artwork commissioned for each of the focus areas along the Esplanade, the elements described below that relate the history of Badjajala peoples in this place, its site as one where sovereignty may be restored and shared journeys remembered. The current period and the Hervey Bay Esplanade redevelopment has scope to generate new optimism. Opportunities to extend and share traditional knowledge may be developed. Rejuvenation speaks to acknowledgement, healing and the celebration of shared histories. Artwork will be commissioned for Into Deep Time to celebrate the longevity of Badjajala connections to this place, acknowledge the traditional stories of the past (the Tiddly and other creation stories accessible via the Legends of Noosa, Jery and Innovation. Inherent in the ongoing Badjajala ownership of Hervey Bay. It may also convey the shared history of this place. The partnerships inherent in the plotting of ships through safe harbours in the 19th century, and the construction of the Sandy Cape Lighthouse.



Hervey Bay Esplanade Master Plan DRAFT MASTER PLAN

CURATORIAL THEME 2

The Environmental Futures: Caring for Country

Hervey Bay has significance to the World Heritage-listed K'gari, the largest sand island in the world, known for its remnant rainforest and as the half the world's parched freshwater dune lakes. The environment is inevitably part of what attracts residents and visitors to Hervey Bay. As a result, the focus of the master plan is preservation and education. Dunes will be preserved to protect the shoreline. Other concerns with this project are driven by ecological sustainability, minimisation of greenhouse gas production and highlighting the value of precious local water, fauna and vegetation.

Curatorial Principles: Caring for Country

The rejuvenation of the Hervey Bay Esplanade offers a significant opportunity to develop and acknowledge the pristine environmental opportunities available in the broader area. In the artwork commissioned along the Esplanade, an emphasis is placed on the elements described below that relate to the flora and fauna of this place.

A strong engagement with the natural environment is an essential element of Hervey Bay. This promotes local character, identity, values and uniqueness. Respect will be paid to making the esplanade a place of enduring quality that is connected and accessible. Hervey Bay has flora and fauna that are valued for their environmental qualities and the richness that these natural elements lend to lived experience.

Caring for Country art commissions will highlight the nature that enriches life in Hervey Bay, relate traditional narratives that extend and enrich their meaning, and educate the rich flora and fauna that exists on the islands, the mainland, in the bush, and in the sea. Badjajala people use traditional and modern knowledge to sustain, share and grow the knowledge with locals and visitors alike.



CURATORIAL THEME 3

Sovereignty and Settlers: Shared histories in this place

The history of Wide Bay notes the esplanade as a place where the Badjajala people have 60,000 years of longevity and one changed by the incursion of others by sea, by road, and through migration. Since the 1840s, agricultural production, logging, and mining, tourism and other industries have impacted. Importantly, in recent years, traditional Badjajala ownership and custodianship underpins and guides this journey, with acknowledgement that celebrates the recent restitution of the Badjajala name for K'gari (Ophardis). Shared history of navigation, journeys across the sea, and building toward connected futures will be explored in this thematic.

Curatorial Principles: Shared Histories

This strategy makes Badjajala custodianship manifest in the human psyche. Initiatives since the granting of Native Title to Badjajala owners in 2014 may extend to Hervey Bay and marking places of significance throughout the esplanade will extend understanding of the holistic nature of the Badjajala stories. Other more recent and shared histories will be told through artwork commissions. Important hotspots for the creation of public art include the meeting of cultures of many different origins and the importance of the esplanade in terms of coming together. An ongoing search and acknowledgement of old stories may also inform the placement and treatment of artworks that may express their full meaning over different sites and locations, allowing for visitors to seek these foundational and new narratives out. Beacons across the water might acknowledge the shared journey toward the Sandy Cape Lighthouse (where Aboriginal involvement was crucial to its successful delivery), but also the Badjajala involvement in the industries brought by colonization (logging, fishing, and agriculture).

Shirley Foley (1938-2000) was a strategic Badjajala leader who worked with Lin Fiebert to secure a site, her site on K'gari in 1990 that she intended to develop to celebrate Badjajala culture. A number of cultural exchanges followed. She introduced language programs for children into the Hervey Bay community during the early 1990s, and the Woorambra Aboriginal Corporation (1994) which assisted with maintenance and revival of languages through the Central Queensland Language Program. She produced the Badjajala-English-English-Badjajala Word List (in 1996) which is now in its fourth edition. Research into other leaders whose work might be acknowledged in the esplanade is encouraged.



Hervey Bay Esplanade Master Plan DRAFT MASTER PLAN

ARTWORK OPPORTUNITY 5

MULTIPLE LOCATIONS

Interpretive Artworks/Signage

Artwork Category: Wayfinding / Interpretive

Artwork Description:

Collaborative works, historical intersections, the expression of Badjajala and other narratives that acknowledge the many threads that bring together the communities of this place. These works may incorporate references to, and narrate the shared initiatives that have brought people together in Hervey Bay including connections forged through industry (logging, fishing, agriculture), building and navigation, and innovative new collaborations such as Indigenous tourism.

These artworks could be stand-alone sculptural forms that incorporate currently untold stories and histories about Hervey Bay and the broader region. The forms could integrate detailed signage and visual components, making them accessible to a wide range of community members.

Artwork Category:

The objectives of these interpretive artworks are to:

- be engaging sculptural artworks that act as a wayfinding/orientation 'markers' along the esplanade
- make legible the cultural and environmental attributes of the Hervey Bay region
- create identifiable 'meeting' points along the Esplanade
- create a new cultural tourism assets within Hervey Bay





SCHEMATIC INTERPRETIVE SIGNAGE

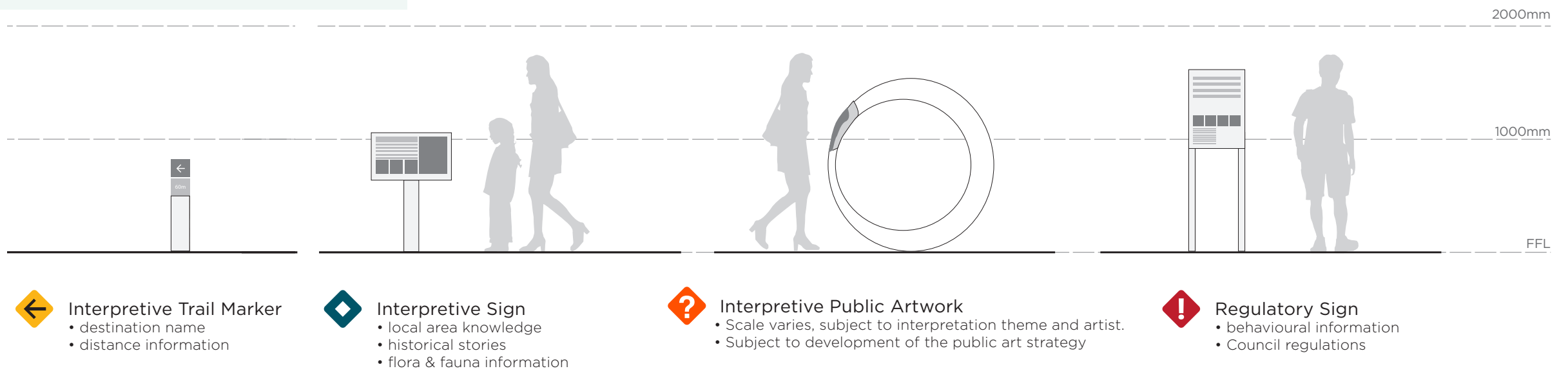
INTERPRETIVE SIGN FAMILY

ALONG THE ESPLANADE

The following interpretive sign types and sign locations are indicative only. The future detailed design and documentation of signs would form a Signage Guidelines manual which will guide accurate sign planning and procurement by a Council representative or consultant.

The proposed interpretive sign system will include but is not limited to the following sign types

- Interpretive Indigenous signs
- Interpretive non-Indigenous signs
- Interpretive ecological and historical signs
- Interpretive public artwork





PART SEVEN

ARTWORK
STRATEGY







INTRO TO PUBLIC ART

DEFINITION OF PUBLIC ART

The term ‘public art’ refers to contemporary art practice in any visual media that occurs outside of the traditional gallery or museum system. It is art that has been planned, designed and fabricated with the intention of being integrated into a building or installed in a public place outdoors, usually outside and accessible to the community during most parts of the day and night. Contemporary public art involves commissioning local, national, and international artists depending on the project context and aspirations of the client or their communities.

Public art can adopt a wide range of art forms which may result in permanent or temporary site-specific artworks with the intent of improving the amenity of the public domain. It can include: sculptures; murals and mosaics; digital screens or lighting and multimedia installations utilising photographic, digital, or illuminated imagery. It can also include artistic paving treatments and solutions and can influence the design of highly functional works such as street furniture, bollards, and drinking fountains or street banners.

Public art is usually made involving differing levels of collaboration and consultation between artists, working with other professionals such as architects, landscape designers, planners and developers, from conception to handover, to ensure the artwork is an integral part of the fabric of the place or the building. It can often be enhanced by teams working closely with both the client and the community to achieve artwork that is relevant to its place and embraced by its communities.

Public art is an opportunity for engagement with community and culture and can create a sense of place. Importantly for communities, public art adds a visible layer to a building or precinct that reveals the social, environmental and/or cultural history or meaning of the place.



BENEFITS OF PUBLIC ART

“Public art connects people, personalizes spaces, and activates dialogue about important issues”. [Forecast Public Art]. Public art enriches and enhances our lives in a number of ways as it can:

- create a sense of place and enhance our experience of being in a public space;
- assist in way-finding;
- give meaning to a place by representing local history and recalling memories;
- celebrate community values, diversity and build civic pride through visual means;
- increase amenity and activate usage of a site; and
- educate and draw attention to significant issues.

Economic Benefits – Cultural Tourism

Public art often can symbolise civic pride or create a positive corporate image for both Councils and private companies. It increases the attractiveness of our towns as tourism destinations through recognition of the quality of the built environment and an increased recognition of Qld as a culturally active and innovative State.

Public art can make a vital contribution to the economic prosperity of many of our regional towns through its inclusion in cultural tourism strategies. Iconic public artworks such as Brian Robinson’s *Woven Fish* (Cairns Esplanade) has become so synonymous with this place, that images of this artwork were used to promote the 2018 Commonwealth Games to an international audience.

Economic Benefits – Creative Industries

Public art is a significant generator of jobs for artists in Queensland. It provides substantial increase in jobs and related training for Queensland artists, craft workers, designers, project managers and others with cultural expertise working in the sector. Indirect economic benefits will flow to associated industries such as fabricators of artworks and local manufacturers.

ART + TOURISM

Developing the public art of Hervey Bay’s Esplanade will help to attract tourism to the town, and develop the town’s unique cultural identity. It is our intention that visitors will gain a better understanding of place through experiencing this art.

The Australia Council is committed to growing the profile of Australian arts and captivating global audiences with diverse Australian work that reflects our rich cultural fabric. Arts provide an important point of connection for Australians to share their stories and histories with a global audience. A key channel for reaching global audiences and shaping our international perception is through engaging international tourists with arts experiences while they are in Australia.

International visitors shape their understanding of Australian identity and our quality of life through arts and cultural experiences. As arts tourists are more likely to travel outside capital cities (42%) than overall tourists (34%), we believe adding public artworks to Hervey Bay will encourage international tourism. This trend is growing – since 2013 there has been a 41% increase in international arts tourists visiting regional areas, while total international tourists visiting regional areas increased by 37%.

It is acknowledged that audiences are drawn to Australia’s unique First Nations arts and cultures, and connect through the extraordinary diaspora who have made Australia their home. Over 820,000 international tourists engaged with First Nations arts while in Australia in 2017, an increase of 41% since 2013. This incorporates increased attendance at First Nations performances as well as attendance at art, craft or cultural displays. Engagement with First Nations arts was higher for international arts tourists who travelled outside capital cities. More than a third of these travellers attended a First Nations arts activity in 2017 (36%), compared to 24% of international arts tourists overall.



ARTWORK TYPES

Artwork opportunities may be articulated according to the response that is most appropriate and rewarding for particular locations. We have established the following artwork types for the Providence Art Program:

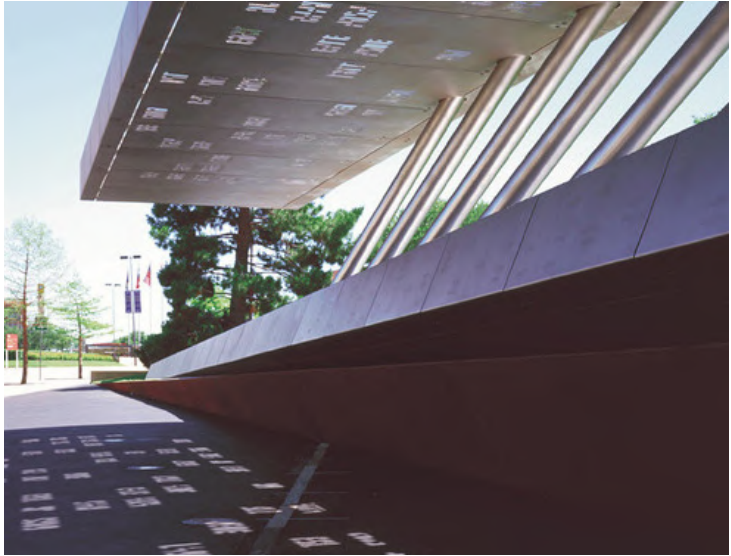
- Landmark/Wayfinding
- Interpretive
- Integrated
- Interactive
- Temporary
- Commemorative
- Artist in Residence

Each artwork opportunity type is characterised by:

- The role and function of the place and its significance within Providence.
- The role and function of the proposed artwork (including public realm objectives that may relate to meaning, cultural mediation, and purpose).
- The demographics and cultural interests of the users of the place.

Opportunity characteristics also inform the artist selection and procurement, artwork form – whether it is integrated (within architecture or landscape design), or is stand-alone in its form or is part of a group of related elements, Artwork size, scale and materials, and budget and program.

Single artwork opportunities may fall within more than one of the artwork types; i.e.,





PROJECT OVERVIEW

This artwork strategy has been developed alongside the development of the Hervey Bay Esplanade Draft Masterplan by Lat27 for Fraser Coast Regional Council.

The Principles as outlined in the Masterplan will be applied in the development of artwork. Each of three curatorial drivers are developed with these principles at their core, described as:

- Environment
- Connectivity
- Connecting to Country
- Placemaking
- Activation

This strategy provides thematic drivers as well as outlines opportunities for integrated and stand alone artworks that can be commissioned now and into the future.

Public art engages understanding and appreciation of place and Country. It informs and engages audiences in the region’s stories – past, present and future. At the beginning of this journey are the Badtjala narratives which have longevity and agency in this place. These layers of history are dynamic and continuing; drawing on these many narratives in public art make manifest the unique qualities of this place. They open to the significance of the past, allowing new and positive narratives into contemporary experiences and the future.

Public art offers broad community benefit as a platform for civic dialogue. It is the most democratic of art forms given its availability to all as a conduit and focus for public spaces. It may engage residents and visitors in conversations – from understanding historical and cultural backgrounds, to driving attachment to place and social cohesion. In a world struggling with new ways to connect, public art makes public spaces dynamic, approachable and distinctive. Toward this end, curatorial drivers have been developed to encompass the breadth of the experience in this place.



HISTORICAL CONTEXT

It is through the Badtjala people that we have a rare ‘first contact’ account of the sighting of Captain Cook, who sailed south past Takky Wooroo (Indian Head) on K’gari (Fraser Island) in May 1770. His journals record a number of Aboriginal people who stood on land he dubbed ‘Indian Head’; the Badtjala recorded this event in a song, which became part of their corroboree. The words were transcribed by Ned Armitage in 1923 as follows, and record the wonderment of the Badtjala people at the nature of this event:

These strangers, where are they going? Where are they trying to steer? They must be in that place Thoorvour [Breaksea Spit], it is true. See the smoke coming from the sea. These men must be burying themselves like sand crabs. They disappeared like the smoke.

The white contact that followed the ‘settlement’ of the Hervey Bay and Maryborough regions in the 1840s was in marked contrast to the benign nature of that first sighting. In between Lieutenant Matthew Flinders passed by in 1797 and 1802. In 1822, William Edwardson recorded that K’gari, thought previously to be part of the mainland, was an island and he named the body of water which separated it from the mainland the Great Sandy Strait. Convicts from the Moreton Bay penal settlement sought refuge on K’gari between 1828 and 1842. And the shipwreck which delivered Eliza Fraser to the shores of the island in 1836, where she was sheltered by Badtjala people for five weeks before her ‘rescue’, saw notoriety develop. Her short-lived sojourn gave the island the name Fraser Island (until 2021), with her increasingly wild tales about the period she spent there during the decades that followed directly influencing the subsequent maltreatment of Badtjala people during European settlement.

The mainland area of the Badtjala nation was surveyed by William Petrie in 1842. After the end of penal settlement in Brisbane, the Wide Bay area was opened to free settlers. At that stage observers noted the Badtjala people having “unparalleled fine physique due to their exceptionally good diet: the plenitude of the fish and sea creatures in their waters, their highly developed fishing skills; and the land animals and edible plant foods on K’gari and their territories across the Sandy Strait”. However, by 1850 the Badtjala population had fallen dramatically. Frontier conflicts over land saw the Badtjala people mount a guerrilla campaign against the townships. The sophistication inherent in Aboriginal smoke-signalling and its use in frontier wars in Queensland has been documented by Ray Kerkhove, and makes a case for its use as a communication network used to share military intelligence and orchestrate resistance. This article includes a painting of Sandy Cape, c.1849, which depicts a Badtjala fishing party signalling to another group with a smoke signal lit behind them on the hill.

The strength of the Badtjala resistance to the theft of their land on the mainland was such that Blake and Allom wrote that by 1855, “the prospect of the town [Maryborough] being abandoned was real”. The introduction of the Native Mounted Police by 1859 however saw the tide of this frontier war turn against the Badtjala resistance. Indiscriminate killing accompanied the increasing white presence as this land was ‘opened up’ and opportunities sought. Sawmills were established at Dundathu (1863) and Maryborough (1867, 1882). The goldrush that followed the discovery of gold at Gympie in 1867 also saw development (in the form of a Customs House, Maryborough and a quarantine station on K’gari at North White Cliffs/Ballargan).

The introduction of the first mission on K’gari was 1870-72 at White Cliffs, in response to an interest in relocating Aboriginal peoples from the mainland. The second mission on K’gari was established by Archibald Meston under the auspices of the 1897 Aboriginals Protection and Restriction of the Sale of Opium Act which put the minutiae of Aboriginal people’s lives under regulation and scrutiny. Opium had been used to subjugate Aboriginal people and to recruit them as a labour force (however the Act did little to curtail its use). Bogimbah Mission ran from 1897 to 1904, was taken over by Reverend Ernest Gribble in 1900 and closed in 1904 after the deaths of at least 70 residents. The remaining peoples were transported to Gribble’s Yarrabah mission further north.

Not all Badtjala people were drawn into the mission, with those working in the forestry and fishing industries able to seek exemption from the strictures of living under The Act. Logging took place on K’gari and other areas around Hervey Bay for 128 years. Most of the Aboriginal people were removed from the island in 1905 to allow logging to be conducted. Sand-mining took place on the island from 1949-1975.

Notwithstanding this well-documented conflict, other encounters through history, between Badtjala and incoming whites, were positive and cooperative. History indicates that Badtjala people assisted the Europeans as nautical guides, their knowledge of the river and bay drawn on by ships’ captains during the establishment of Maryborough and the Wide Bay district. The 1862 sailing directory for Maryborough Port advised “to procure the assistance of one of the natives from Fraser’s Island... they would readily come on board and were very useful”.

The construction of the Sandy Bay Lighthouse (completed May 1870) also relied on the labour, strength and knowledge of the elevated site from Badtjala people, who later provided the workforce. Kerkhove and Keys write, “In 1869, the Batjala were living with few Western influences, yet contractors noted their ‘willingness to make themselves generally useful’”. Sandy Cape became a ‘lighthouse community’, although their numbers dwindled rapidly. In 1880 63 Badtjala people collected blankets at Sandy Cape; in 1886 there were only 20. By 1905 only eight are recorded as assisting a shipwreck.



Group of decorated men with shields and spears at Fraser Island, 1870s. European men standing in the background. Image courtesy State Library of Queensland, Brisbane. From Foley, Fiona, Bogimbah Creek Mission: The First Aboriginal Experiment, Pirri Productions, Brisbane: 46-47.



Aboriginal party in bark canoes at Harvey Bay 1854; note navigational signals on shore.
(Mitchell Library, State Library of New South Wales, 982583)

RECENT HISTORY

Important camps and dance grounds exist in Hervey Bay and, as Badtjala people were moved off the island in the 1910s, this area on the mainland became a significant place of residence. Its role as a connection between the mainland and the island (the waterways were transited in bark canoes) offers significant potential for activation.

Corroboree performances with traditional ‘paint ups’ were still held by Fraser Island Aboriginals at the corner of Guard and Queen Streets (Urangan) as late as 1921. This was a traditional dance ground.

Aboriginal people also became actively involved in the manufacture of souvenirs for early tourists, with Fred Wondunna, Bob Simpson and Teddy Brown (K’gari and Maryborough) amongst early sand artists who constructed pictures in bottles (often pickle jars) for sale. (Fred Wondunna was known for using think oyster jars for small pieces of coloured sand art, a legacy of work on oyster leases, and his subjects often included ships, lighthouses, and seascapes, common Badtjala occupations during this period.) Sand was taken from the areas where coloured sands occur on K’gari, but also Teewah and Rainbow Beach and Kerkhove suggests a strong connection to the Dreaming stories of the area.

Indigenous elders/advisors remember:

- Mum would send me to count the smoke signals from K’Gari – ‘one’ would mean that her brothers would be home tomorrow. ‘Two/three’ would be the number of days until they’ll be home (Frances)
- Lots of mob were taken off Country, but [a marker] at Dayman Point – eternal fire, lantern, flame – could recognise that and light the way to come back home. There are also stories of lanterns used while waiting for my brother to come home from sea but he never did. (Shereene)
- A canoe tree on Elizabeth Street was accidentally cut down. I have been working with George volunteering to help recreate it and ready to install. It can be inserted near the dais – to show how deadly our people were travelling in a small canoe! Really need strong representation of Butchulla people. (Dustyn)



Fred Wondunna, Kirra Beach, c.1934. Courtesy John Oxley Library, State Library of Queensland.



CURATORIAL PRINCIPLES

In Hervey Bay and the entire Wide Bay region, restitution is due to the land, the traditional owners and relationships. Badtjala people have survived a destructive period which impacted the land, sea, and people and include development of mainland areas and mining, which locked away access to traditional lands. Native Title was granted to the Butchulla people on 2014 after some 18 years of negotiating the legal framework and legislation. However, the bundle of rights awarded has, to date, offered little in the way of tangible resources to Butchulla peoples. Like other First Nation peoples in Australia, Badtjala have been economically, socially, culturally and spiritually disaffected. Foley suggests:

The Badtjala people have never been financially compensated for the extraction of natural resources on their lands, from 128 years of saw-logging on old-growth forests to the sand-mining that took place from 1949 to 1976. Alongside this, rainforest trees have been logged, fish stocks and shellfish catches in the Great Sandy Straits have been taken by fishermen and, more recently, Queensland Parks and Wildlife Service vehicle permits have allowed access to K'gari for the millions of tourists who visit annually. Not one dollar has found its way back to the traditional land owners of K'gari, this pristine country.

CURATORIAL DRIVERS

To reflect key thematic considerations that have emerged through research and generous input and contributions, the following overarching curatorial drivers have been identified:

- **The Badtjala peoples: Into Deep Time**
- **The Environmental Futures: Caring for Country**
- **Sovereignty and Settlers: Shared histories in this place**

CURATORIAL THEME 1

The Badtjala peoples: Into Deep Time

Badtjala academic and artist Dr Fiona Foley writes:

The cultural precincts of Maryborough, Hervey Bay and K'gari are largely devoid of a strong Badtjala cultural presence in the visual landscape. This absence informs that double consciousness I must repeatedly look past, an out of sight, out of mind ethos in decision-makers in regional Queensland that still looms large.

... where is the Badtjala public art precinct, the memorials on K'gari, the building that houses Badtjala culture, the Badtjala festival, the history trails, the bronze plaques and dedicated signage that we don't have to share with the local flora and fauna? The Badtjala people remain as elusive as ever for visitors to the Fraser Coast.

Curatorial Principles: Into Deep Time

The rejuvenation of the Hervey Bay Esplanade offers a significant opportunity to redress the absence of Badtjala people in the landscape. In the artwork commissioned for each of the focus areas along the Esplanade, the elements described below that relate the history of Badtjala peoples in this place, its site as one where sovereignty may be restored and shared journeys remembered.

The current period and the Hervey Bay Esplanade redevelopment has scope to generate new optimism. Opportunities to extend and share traditional knowledge may be developed. Restitution speaks to acknowledgement, healing and the celebration of shared histories.

Artwork will be commissioned for Into Deep Time to celebrate the longevity of Badtjala connections to this place, acknowledge the traditional stories of the past (the Yidinji and other creation stories accessible via The Legends of Moonie Jarl) and innovation inherent in the ongoing Badtjala ownership of Hervey Bay. It may also convey the shared histories of this place, the partnerships inherent in the piloting of ships through safe harbours in the 19th century, and the construction of the Sandy Cape lighthouse.



CURATORIAL THEME 2

The Environmental Futures: Caring for Country

Hervey Bay has sightlines to the World Heritage-listed K'gari, the largest sand island in the world, known for its remnant rainforest and as the site of half the world's perched freshwater dune lakes. The environment is inevitably part of what attracts residents and visitors to Hervey Bay. As a result, the focus of the master plan is preservation and education. Dunes will be preserved to protect the shore line. Other concerns with this project are driven by ecological sustainability, minimisation of greenhouse gas production and highlighting the value of precious local water, fauna and vegetation.

Curatorial Principles: Caring for Country

The rejuvenation of the Hervey Bay Esplanade offers a significant opportunity elevate and acknowledge the pristine environmental opportunities available in the broader area. In the artwork commissioned along the Esplanade, an emphasis is placed on the elements described below that relate to the flora and fauna of this place.

A strong engagement with the natural environment is an essential element of Hervey Bay. This promotes local character, identity, values and uniqueness. Respect will be paid to making the esplanade a place of enduring quality that is connected and accessible. Hervey Bay has flora and fauna that are valued for their environmental qualities and the richness that these natural elements lend to lived experience.

Caring for Country art commissions will highlight the nature that enriches life in Hervey Bay, relate traditional narratives that extend and enrich their meaning, and educate the rich flora and fauna that exists on the islands, the mainland, in the bush, and in the sea. Badtjala people use traditional and modern knowledge to sustain, share and grow the knowledge with locals and visitors alike.



CURATORIAL THEME 3

Sovereignty and Settlers: Shared histories in this place

The history of Wide Bay notes the esplanade as a place where the Badtjala people have 50,000 years of longevity, and one changed by the incursion of others by sea, by road, and through migration. Since the 1840s, agricultural production, logging, sand-mining, tourism and other industries have impacted. Importantly, in recent years, traditional Badtjala ownership and custodianship underpins and guides this journey, with acknowledgement that celebrates the recent restitution of the Badtjala name for K’gari (Paradise). Shared history of navigation, journeys across the sea, and building toward connected futures will be explored in this thematic.

Curatorial Principles: Shared Histories

This strategy makes Badtjala custodianship manifest in the human psyche. Initiatives since the granting of Native Title to Badtjala owners in 2014 may extend to Hervey Bay and marking places of significance throughout the esplanade will extend understanding of the holistic nature of the Badtjala stories. Other more recent and shared histories will be told through artwork commissions.

Important ‘hotspots’ for the creation of public art include the meeting of cultures of many different origins and the importance of the esplanade in terms of coming together. An ongoing search and acknowledgement of old stories may also inform the placement and treatment of artworks that may express their full meaning over different sites and locations, allowing for visitors to seek these foundational and new narratives out. Beacons across the water might acknowledge the shared journey toward the Sandy Cape Lighthouse (where Aboriginal involvement was crucial to its successful delivery), but also the Badtjala involvement in the industries brought by colonization (logging, fishing, and agriculture).

Shirley Foley (1938-2000) was a strategic Badtjala leader who worked with Lin Powell to secure a six hectare site on K’gari in 1990 that she intended to develop to celebrate Badtjala culture. A number of cultural exchanges followed. She introduced language programs for children into the Hervey Bay community during the early 1990s, and the Wondunna Aboriginal Corporation (1994) which assisted with maintenance and revival of languages through the Central Queensland Language Program. She produced the Badtjala-English/English-Badtjala Word List (in 1996) which is now in its fourth edition. Research into other leaders whose work might be acknowledged in the esplanade is encouraged.





ARTWORK TYPOLOGIES

Artwork opportunities may be articulated according to the response that is most appropriate and rewarding for particular locations. We have established the following artwork types for the Providence Art Program:

- Landmark/Wayfinding
- Interpretive
- Integrated
- Interactive
- Temporary
- Commemorative
- Artist in Residence

Each artwork opportunity type is characterised by:

- The role and function of the place and its significance within Providence.
- The role and function of the proposed artwork (including public realm objectives that may relate to meaning, cultural mediation, and purpose).
- The demographics and cultural interests of the users of the place.

Opportunity characteristics also inform the artist selection and procurement, artwork form – whether it is integrated (within architecture or landscape design), or is stand-alone in its form or is part of a group of related elements, Artwork size, scale and materials, and budget and program.

Single artwork opportunities may fall within more than one of the artwork types; i.e., a Landmark/wayfinding opportunity may also be interactive.

ARTWORK OPPORTUNITY 1

MOBILITY CORRIDOR



Iconic Groundplane

Artwork Category: Integrated / Interpretive

Artwork Description:

This is a major artwork opportunity along the entire length of the esplanade that will greatly assist in the demarcation of pedestrian and mobility zones. The opportunity exists to create an iconic, significant ground plane artwork along the entire length of the Esplanade.

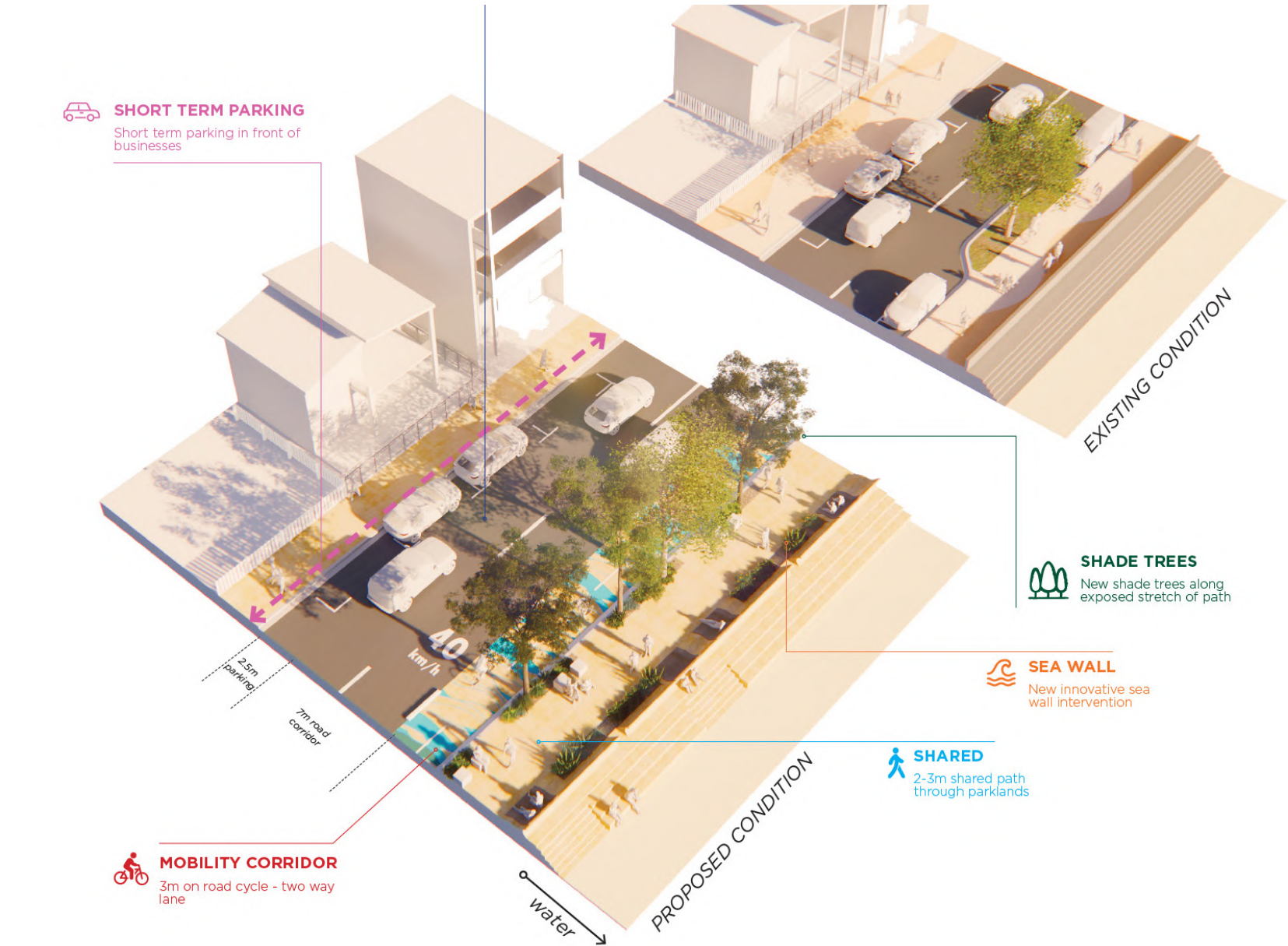
The Hervey Bay Esplanade has strong engagement with the natural environment and the unique features of this land. This artwork will acknowledge and celebrates local character, identity, values and uniqueness, while creating a dynamic enduring and accessible artwork.

Badtjala stories narrate the formation of the mountains, rivers and the sea as described in The Legends of Moonie Jarl, the first book of Aboriginal stories written for children in Australia (1964) which may be utilized as a resource for artists in developing concepts for this artwork.

Artwork Category:

The objectives of this artwork are to:

- create a new visual 'icon' for Hervey Bay
- make visible the cultural and environmental attributes of the Hervey Bay region
- create a new, cultural tourism asset within Hervey Bay
- reveal the artistic and cultural attributes of local, Badtjala artist/s



Hervey Bay Esplanade Master Plan **DRAFT MASTER PLAN** 137

ARTWORK OPPORTUNITY 2

BEACH ACCESS NODES



Destination Artworks

Artwork Category: Landmark/Wayfinding

Artwork Description:

Large scale, stand-alone sculptural forms positioned at key beach access nodes. These artworks may define discrete sections of the Esplanade as a cultural precinct using visual markers such as sculptural and aesthetic icons.

The artworks may promote informal and casual portals, the natural meeting points of the mangroves with the beach, the native bush with the water, mainland with island, shore to shore. Creating quiet, reflective places is as important as creating new and potentially busy places.

These works may offer improved visual connectivity to links between Hervey Bay and K'gari and emphasise the importance of these historical and contemporary links. These works may reference the bark canoes used to traverse the Great Sandy Strait between K'gari and Hervey Bay as well as the use of smoke signals between K'gari and Hervey Bay by the Badtjala people for millennia.

Artwork Category:

The objectives of this artwork are to:

- be engaging sculptural artworks that act as orientation 'markers' connecting key streets to Esplanade water views
- create identifiable 'meeting' points along the Esplanade
- make visible the cultural and environmental attributes of the Hervey Bay region
- create new, cultural tourism assets within Hervey Bay

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ARTWORK OPPORTUNITY 3

ESPLANADE FOOTPATHS



Illuminated Stories

Artwork Category: Integrated / Interpretive

Artwork Description:

These will be projection artworks that utilise simple gobo projection technology. Artists can be commissioned to create designs for the gobos which can be regularly changed over time.

Hervey Bay’s extensive coastline offers artistic inspiration and acknowledges the importance of K’gari that is intrinsic to Badtjala country. Artworks may celebrate the arrival of the diamond scaled mullet (signified by the Emu in the sky), the Yidinji creation story, make connections to mangroves , and celebrate precious flora and fauna like the midnight primroses and dog crabs that exist in the sand dunes.

These artworks offer the opportunity for artists of all backgrounds to explore the richness of the natural environment of the Hervey Bay region such as the journey of the whales, dugong, dolphin and other important sea creatures as well as other unique coastal flora and fauna.

Artwork Category:

The objectives of this artwork are to:

- Tell untold Badtjala stories through light-based artworks
- Create night-time activation along the Esplanade and footpaths – encouraging evening visitation and patronage



ARTWORK OPPORTUNITY 4

MULTIPLE LOCATIONS



Temporary Artworks

Artwork Category:

Temporary/Interpretive/Interactive

Artwork Description:

The opportunity exists to create an annual or event based temporary public art event along the esplanade within key parks and community spaces. These ephemeral artworks could be created in a range of media and scale to suit sites and/or the vision of participating artists. With an outdoor climate that is enviable, the Hervey Bay Esplanade provides a perfect physical platform for short-term public art. Nature based and influenced artworks; ecological sculpture and ephemeral work; and subject matter that speaks to sustainability and the environment.

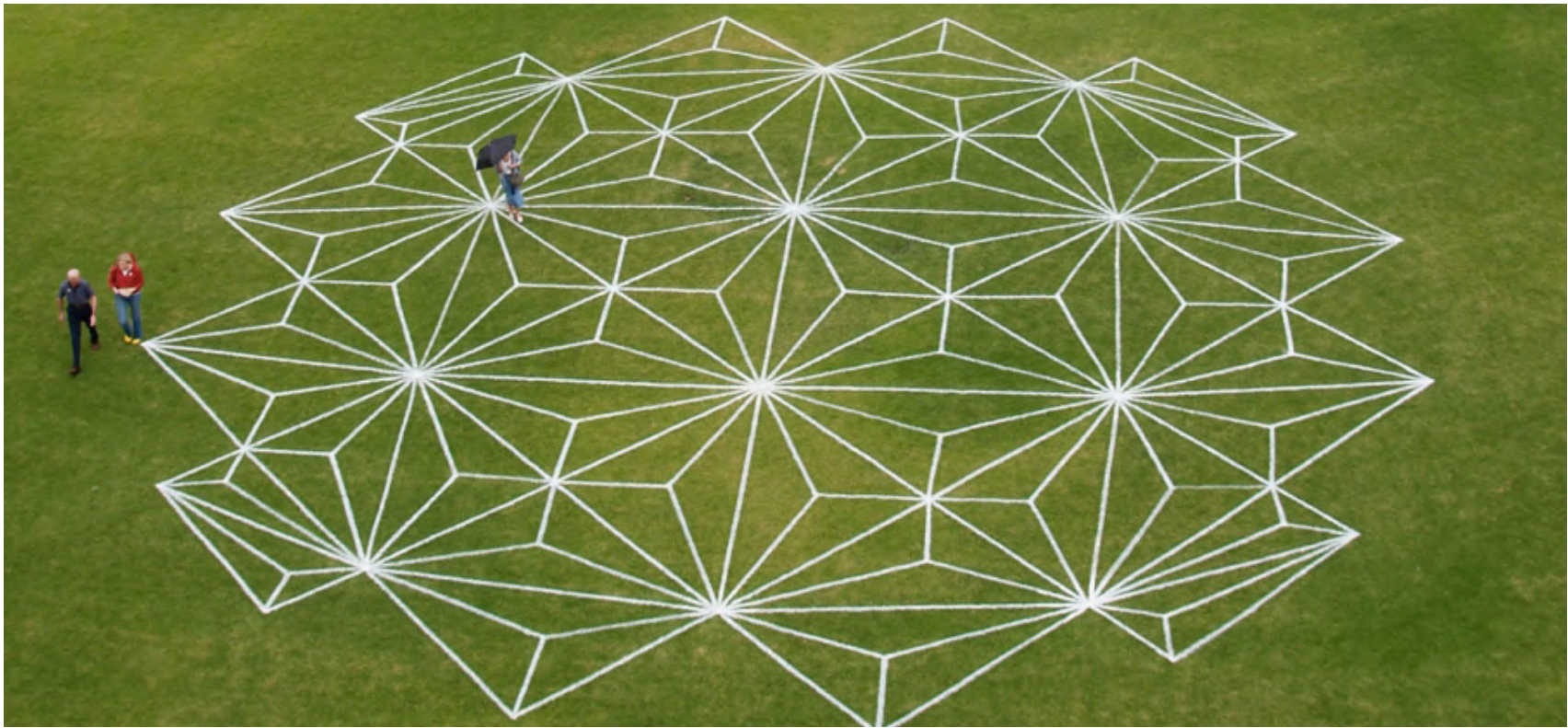
These temporary artworks offer the opportunity for artists of all backgrounds to explore the richness of the natural environment of the Hervey Bay region such as the journey of the whales, dugong, dolphin and other important sea creatures as well as other unique coastal flora and fauna. Water and sand, mangroves and mountains, beach and bush as themes and materials may also be explored.

Artwork Category:

The objectives of these temporary artworks are to:

- provide a platform for the professional development of local and/or emerging artists
- assist to nurture local community support for future permanent artworks
- create opportunities for children and families to be involved in artwork creation with skill local artists and forge connections with local schools and the broader community
- attract the interest of business and sponsors and tap into the community's appetite for innovation and experiences

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ARTWORK OPPORTUNITY 5

MULTIPLE LOCATIONS



Interpretive Artworks/Signage

Artwork Category: Wayfinding / Interpretive

Artwork Description:

Collaborative works, historical intersections, the expression of Badtjala and other narratives that acknowledge the many threads that bring together the communities of this place. These works may incorporate references to, and narrate the shared initiatives that have brought people together in Hervey Bay including connections forged through industry (logging, fishing, agriculture), building and navigation, and innovative new collaborations such as Indigenous tourism.

These artworks could be stand-alone sculptural forms that incorporate currently untold stories and histories about Hervey Bay and the broader region. The forms could integrate detailed signage and visual components, making them accessible to a wide range of community members.

Artwork Category:

The objectives of these interpretive artworks are to:

- be engaging sculptural artworks that act a wayfinding/orientation 'markers' along the esplanade
- make legible the cultural and environmental attributes of the Hervey Bay region
- create identifiable 'meeting' points along the Esplanade
- create a new, cultural tourism assets within Hervey Bay



ARTWORK OPPORTUNITY 6

MULTIPLE LOCATIONS



Untold Stories

Artwork Category:

Commemorative/Interpretive

Artwork Description:

Artworks which draw attention to historical events, persons, or places of significance within the Esplanade and the broader Hervey Bay area. These new commemorative works could be designed to acknowledge and remember key historical figures and leaders from both Badtjala and European histories.

Artworks may acknowledge significant places such as Dayman Point Park, a traditional corroboree and meeting place, birthing site and place of conversation across the water to K’gari through fires and smoke signals. These works may be conceived within a more traditional memorial format but may also be contemporary artworks that embrace the use of digital media and light.

Artwork Category:

The objectives of these interpretive artworks are to:

- reveal little known or untold stories and histories about Hervey Bay and the broader region for locals and visitor
- acknowledge and remember leaders including Badtjala people like Shirley Foley, Olga Miller, Fred Wondunna
- remember the work of environmental luminaries such as Dr John Sinclair AO (1940-2019) who campaigned to cease sand-mining on K’gari
- remember the use of smoke signals between K’gari and Hervey Bay through eternal flames or lanterns that remember those lost in frontier conflicts, wars, and poverty

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PUBLIC ART ADVISORY GROUP

The best public art programs in the world utilise panels of experts, industry peers and community representatives to advise on and recommend public art commissions. This governance structure is to ensure that the public art vision for the project is upheld and adds value and accountability by:

Ensuring

- artistic merit is consistently of the highest standards
- a consistent perspective and policy rigour are applied to all commissions
- the overall program / individual commissions are benchmarked nationally and internationally

Reassuring

- for Council - that it is achieving value for money through its public art commissions
- for Artists – their work is appraised by qualified peers, experts and stakeholders
- for Council – standards are maintained for the broader city public art collection

Providing

- confidence in decision-making – process integrity is maintained and documented to respond to enquiries about decisions and outcomes
- inspirational and robust debate, mentorship, and professional development for colleagues to deepen capacity with the adopted Art Strategy framework
- an advocacy model to others procuring public art.

The Art Advisory Group will be a consultative committee composed of stakeholder representatives to affirm appropriate art opportunities and the selection of artists and artworks for the public art program. The committee will be formed to include key project and community stakeholders with a wide range of expertise.

For the Esplanade artwork commissions, it is recommended that an Art Advisory Group be form as a consultative committee composed of stakeholder representatives to affirm appropriate art opportunities and the selection of artists and artworks for the public art program.

The committee could be formed to include key project and community stakeholders with a wide range of expertise, such as representatives from the following:

- Hervey Bay Regional Gallery Consultative Group
- Hervey Bay Regional Gallery
- Butchulla Aboriginal Corporation (BAC)
- Councillors
- Local Artist or Curator
- Community Member

TERMS OF REFERENCE

The Group will provide the following input for the life of their term:

- Provide expert cultural, artistic and design advice
- Contribute to the understanding of local community composition, interests and aspirations
- Endorse the content development of this Art Strategy including the Curatorial Themes
- Review and advise on the appropriateness of artwork opportunities and artists for the proposed commissions
- Appraise and make recommendations on the suitability and calibre of artists proposed for the commissions through participation in the artist selection process
- Make recommendations on the suitability and quality of the artists’ Concept Designs proposed for the commissions

PUBLIC ART
ASSESSMENT
CRITERIA



Public Art Assessment Criteria (‘criteria’) are utilised by both the Advisory Group and Council to achieve consistency across public art delivery platforms. The criteria help to evaluate projects and proposals and create coherence in commissioning approach.

1. Corporate Policy and Planning Alignment

Council should evaluate public art projects and proposals to achieve coherence across its program delivery. The following criteria may apply to Council’s public art strategies and guidelines for infrastructure, partnership and developer incentive projects, undertaken either by Council, the private sector, other organisations or individuals.

2. Curatorial Framework Alignment

Complies and engages with, or interprets the strategic priorities outlined in the Curatorial Themes included in the Art Strategy. These include:

- *The Badtjala peoples: Into Deep Time*
- *The Environmental Futures: Caring for Country*
- *Sovereignty and Settlers: Shared histories in this place*

3. Artistic Merit, Integrity and Engagement

Proposed artwork demonstrates high quality, innovative work with high artistic merit and value-adds to the Her Et Bay Public Art Collection or city animation programming; and respects the moral rights and copyright of other creators and shows respect and complies with First Nations (Aboriginal and Torres Strait Islander) protocols. High community access and engagement opportunities.

Capacity to: connect to educational programs for targeted and broad community engagement; be incorporated into a virtual overlay using available technology and digital access.

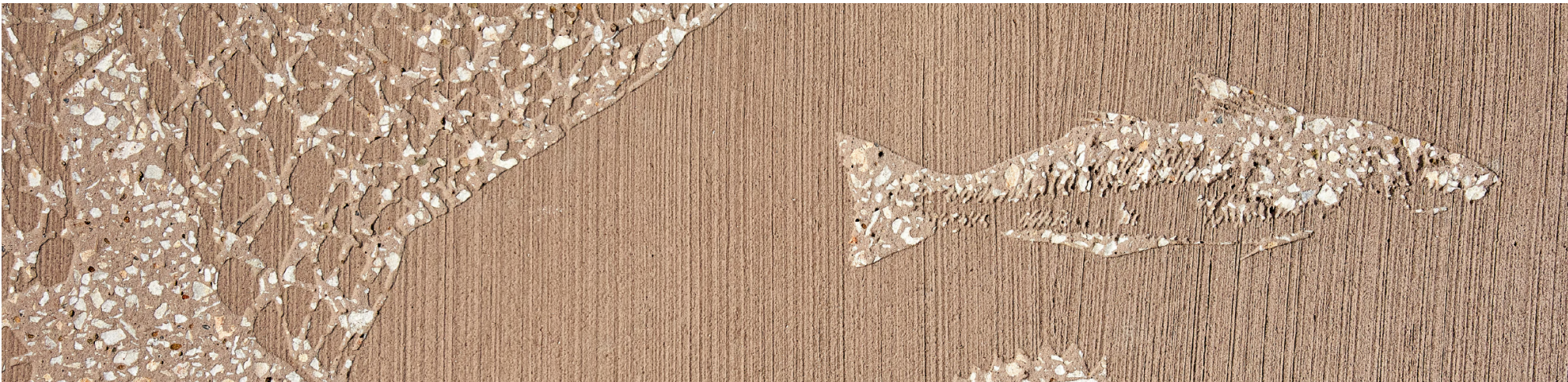
4. Place, Site and Community

Offers relevance, appropriateness and responsiveness to the place and site proposed for the commission. Spatiality compatible and enhances the functionality of public building and spaces. Relates to the cultural, historical and environmental context of the site and resonates with specific and/or diverse stakeholder and user groups.

5. Design Life - Context Compliance, Access and Viability

Consistent with relevant policies – heritage, environmental and planning and public safety guidelines and public access and usage of the site and surrounds. Complies with Australian Standards, building codes and requirements and proposes no substantial physical risk. Consideration of maintenance requirements - fabrication suitability, reliability of materials and likely ongoing costs of annual maintenance of all aspects of the work. Budget proposed is congruent with the design and fabrication approach and methodology to achieve a final work. Materiality proposed is appropriate, sound and durable and resistant to weather, theft and vandalism.

COMMISSIONING
MODELS



There are a number of ways to commission artworks and to source artists for public art commissions. The most common methods are ‘open competition’, ‘limited tender’, and ‘direct commission’ each present benefits and limitations that need to be considered on a case-by-case basis.

Open Competition

Open competition is usually adopted as an advertised ‘expression of interest’ (EOI). It provides the most equitable access to employment opportunities for artists, including young and emerging artists, regional artists, and artists from interstate and overseas. To attract submissions, the opportunity is widely advertised through a variety of media, including print and web-based publications, social media platforms and may also be sent directly to commercial and non-commercial galleries and arts advocacy organisations. Its egalitarian intention is off-set by the need to advertise widely for maximum exposure, which can be expensive, the fact that high-profile artists often do not apply, and it can take a long period of time between advertising and final selection. Also, many artists are not successful and therefore the process can equally build disappointment in the visual arts ecosystem.

Limited Tender

Limited tender involves an artist being sourced from existing arts advocacy organisations’ databases and/or through commercial and non-commercial galleries. Several artists may be approached for consideration as an initial ‘long-list’ and then a shorter list is determined against criteria to contend for the public art commission through a limited competition. Because this method uses existing databases and expertise, it cuts down on time spent searching for artists, and quality control is exercised by both the collecting agency/ies and the curator engaged by the commissioner. In turn, this method depends on the quality of the database and breadth of membership of collecting agency/ies approached, and there may be fees involved in using these resources. While the process may not be open to everyone, the shortlist is brought together carefully by a skilled professional against an approved brief.

Direct Commission

Direct commission is when artists are approached directly to create work for a public art commission against an approved brief endorsed by the commissioner. There is no competition, which is why this method needs to be driven by a skilled professional engaged by the commissioner and a well-written brief approved by the commissioner. The artist in this instance is deemed to be the most suitable person to deliver the public art commission. Often, public art curators are appointed to undertake the work required for direct commissions. This approach provides clear identification of artist and reasons why, direct negotiation of what is required, uses curator’s expertise (if contracted), and can result in commissions by high-profile artists with a national or international reputation who would only likely respond to the brief if approached directly. The process is not open in this instance; it relies on high-level knowledge of artists and the expertise of the curator engaged and requires good negotiation skills to execute the commission.

Artwork commissioning can be managed by qualified industry providers. The role of the artist and the curator are key to the successful integration and delivery of public art.

Artists

Council recognises that artists are at the heart of public art commissions, and, together with architects and design teams, they are integral to creating greater public amenity in our built environment for our communities. Working with artists in a best practice model ensures higher quality outcomes. Artists undertake research, explore ideas, experiment with concepts, and challenge the status quo. They are creative, with expertise in their own specific visual art skill set, but not necessarily in urban design, architectural design, or with qualifications relevant to the built environment.

Support for artists in the public art commissioning process needs to be provided by those with this expertise to assist in translating the artist's concepts into the built environment context, and to be budgeted for accordingly. A collaborative, supportive, interdisciplinary working relationship, conducted in the spirit of generosity in solving problems to realise the artistic vision, underpins a best practice model. This ensures greater success in the execution and delivery of proposed ideas.

Artists

Curators/Consultants may be contracted by the commissioning agency to deliver the public art commission. Contract curators are professionals with specialist public art expertise. They may operate as individuals, a commercial business, or not-for-profit arts or cultural organisation/s. A contracted curator can develop the curatorial rationale for a particular project, undertake the selection process for artists as described above, develop the Art Opportunities Report or Artwork Commission Plan/Strategy, and liaise with the artist/s on the organisation's behalf from concept development to realisation, providing coordination of artists with sensitivity to place and artwork integrity.

Some contract curators also have project management expertise and can liaise more broadly with the artist and client, coordinating and managing the public art project, undertaking community consultation and stakeholder management, conducting risk assessment, and managing the artwork fabrication commissioning process, time frame, and budget.



ARTWORK
COMMISSIONING
METHODOLOGY
(STANDARD)



ARTWORK OPPORTUNITIES REPORT (CURATORIAL RATIONALE, OPPORTUNITIES)

- identify the project vision and objectives; in particular, how they relate to public art;
- review existing artwork elements in the immediate precinct and surrounds to ascertain context for new commission/s;
- consult with the Client and Design Team to ensure that strategies developed align with Council's Public Art DA 'Percent for Art' contribution scheme;
- consult with the project Design Team to ensure design intent/palette and best artwork siting in relation to key design features and view lines;
- develop a Curatorial Rationale – key themes and conceptual drivers to inform artwork types and artist selection for the project; and
- finalise an Art Opportunities Report for Council review.

Artist Selection (EOI, Shortlist, Selection)

- undertake an Artists Expression of Interest process to create a longlist of local, regional and national artists suitable for the opportunities;
- present longlist and suggested shortlist of artists to the client and design team for selection;
- liaise with the shortlisted artists regarding project opportunities, programs, budgets and expectations; and
- finalise an Artist Selection Report for Council review.

Artist Selection (EOI, Shortlist, Selection)

Create a Briefing document that:

- articulates project background, context and curatorial drivers
- outlines artwork opportunity and objectives
- identifies program and budget
- outlines concept design requirement

CONCEPT DESIGN STAGE - (IDEAS, BUDGET, SCALE)

Artist will:

- undertake research and read all briefing material
- produce a concept for the art opportunity outlined in the briefing document
- provide visual representations such as sketches / impressions / renders, illustrating the proposed artwork design with scale and perspective indicated
- produce a written Concept Statement outlining vision, intent and rationale for the concepts
- propose artwork implementation/construction methodology
- develop cost estimates and a proposed program for the implementation stage

Council/consultant will:

- conduct artist briefings to outline curatorial and design direction of artworks;
- manage budgets, approvals and payments to artists and sub-contractors;
- provide commission agreements on behalf of the client;
- review concept designs and provide curatorial input and advice to artists;
- assist artist/s to seek engineering advice and liaise with design and/or construction teams;
- review budgets and provide construction estimates to client;
- facilitate concept design presentations;
- meet with the project team to gain endorsement for artwork concepts to proceed to design development and commissioning; and
- finalise a concept design package for Council review.

ARTWORK
COMMISSIONING
METHODOLOGY
(STANDARD)

continued...



**DESIGN DEVELOPMENT STAGE
(BUDGET, ENGINEERING, RISK MANAGEMENT)**

Artist will:

- resolve any outstanding design issues
- finalise materials and finishes
- finalise fabrication methodologies and costings.

Council/consultant will:

- provide contract management and artist liaison;
- review developed designs, fabrication methodologies, and budgets;
- assist the artist/s to seek suitable fabrication quotations;
- assist artist/s to confirm engineering requirements and liaise with design and/or construction teams;
- liaise with the project design team and site contractor as required regarding site constraints, programming, access, etc.;
- review budgets and provide construction estimates to client;
- facilitate client presentations; and
- advise Council of the Project Team's intention to commission the client's approved artwork concepts.

COMMISSION STAGE (FABRICATION & INSTALLATION)

Artist & Council/consultant will:

- oversee fabrication to ensure artistic vision of the project during construction including client approvals as required;
- provide quality reviews throughout the fabrication process and ensure adherence to approved artwork budget;
- liaise with artist/s, managing contractor, sub-contractors and Council to coordinate all aspects of artwork installation, such as footings, power requirements and site access;
- provide commission update reports to the client at key stages of fabrication and installation of the artwork/s;
- obtain final client approval prior to delivery of artwork/s or installation; and
- oversee the installation of the artwork/s and provision of installation plans as required.

CONTACTS

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APPENDIX





APPENDIX
1. KIT OF PARTS

SHARED PATH
TURNING NODES

PRINCIPLES

- Shared path to be upgraded to minimum 2-3m where space permits
- Shared path treatment TBC
- At regular intervals along the shared path, a turning node should be provided. (see figures 1-4 for range of turning nodes)
- Turning node to be a minimum of 1.5m wide and designed to a minimum radius of R2100.

- 01 Typical bench seat
- 02 Equitable rest space
- 03 Drinking fountain

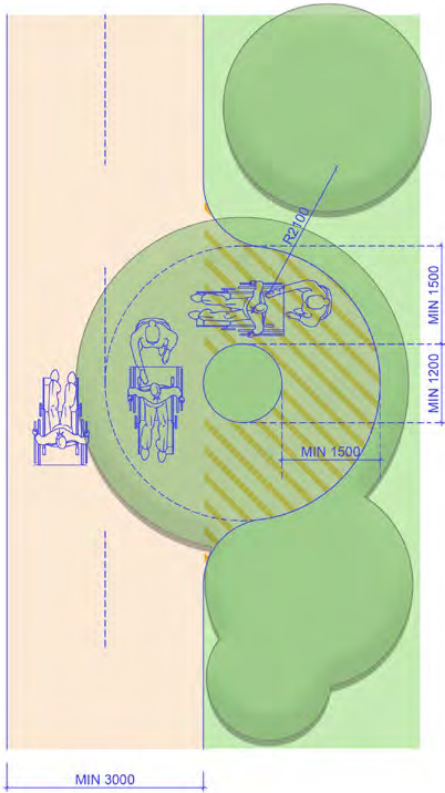
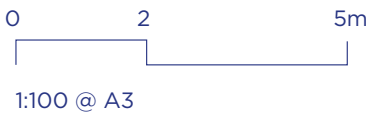


FIGURE 1
Small turning node

- An example of a turning node around an existing tree

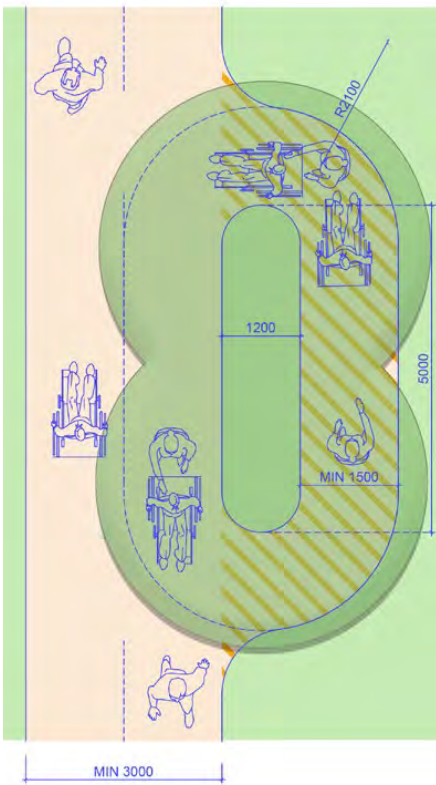


FIGURE 2
Large turning node

- An example of a turning node around more than one existing tree

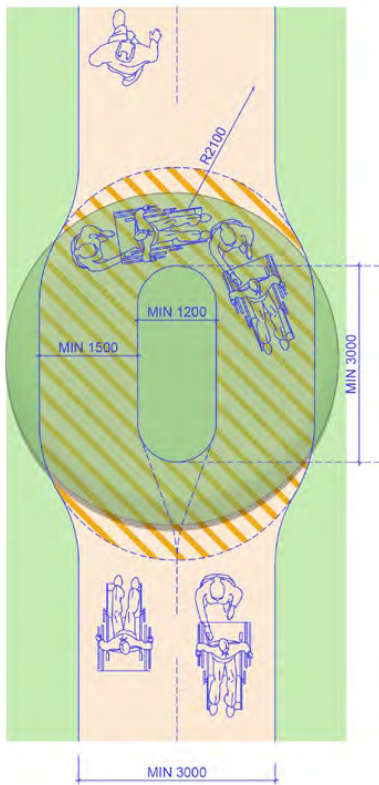


FIGURE 3
Split turning node

- An example of a path splitting around an existing tree
- Split path to be a minimum of 1.5m
- Ensure minimum turning radius of R2100

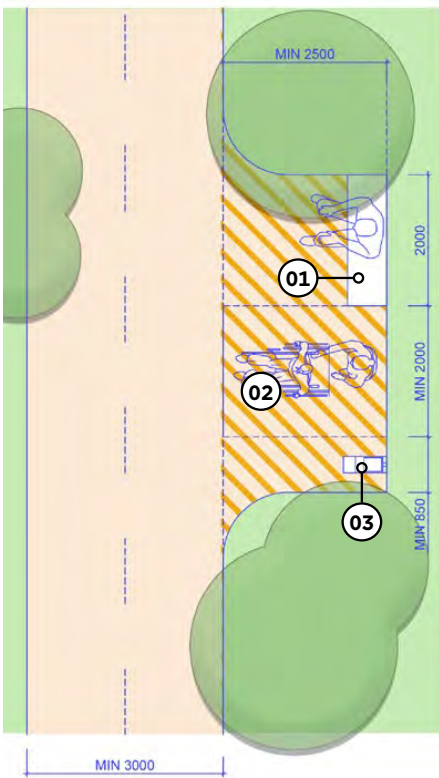


FIGURE 4
Rest turning node

- An example of a providing a rest node with space provisions for turning

APPENDIX
1. KIT OF PARTS

BEACH LOOKOUT
NODES

PRINCIPLES

- Shared path/connecting paths to be upgraded to minimum 2-3m where space permits
- Shared path treatment TBC
- Every look out node must provide a minimum equitable space of 2m x 2.5m
- Legible path of travel with hazard tactiles at end of lookout

- 01 Typical bench seat
- 02 Equitable rest space
- 03 Drinking fountain & bins

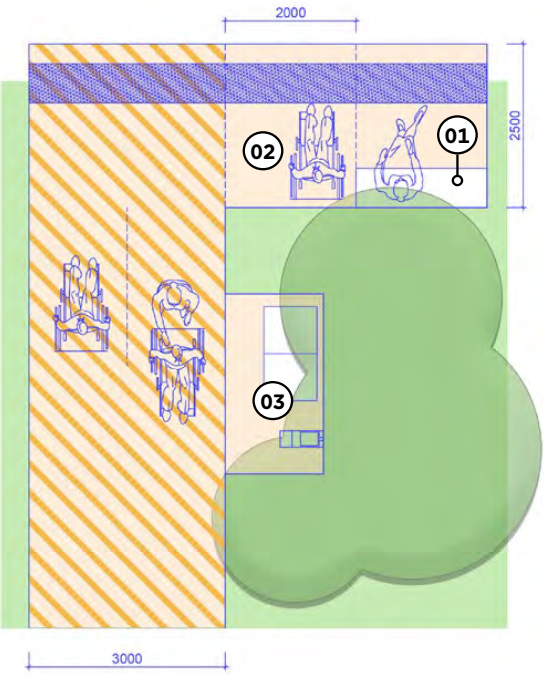
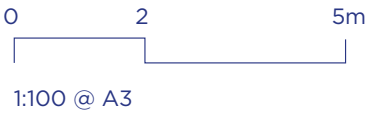


FIGURE 5
Standard lookout node

- Minimum standard of lookout node. A clear equitable space of 2m x 2.5m must be provided with every typical bench seat

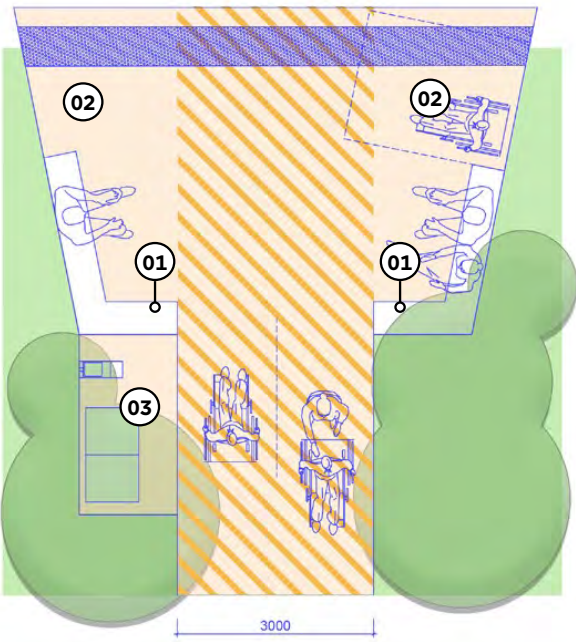


FIGURE 6
Dual lookout node

- Where space allows a dual lookout node provides more seating opportunities for all

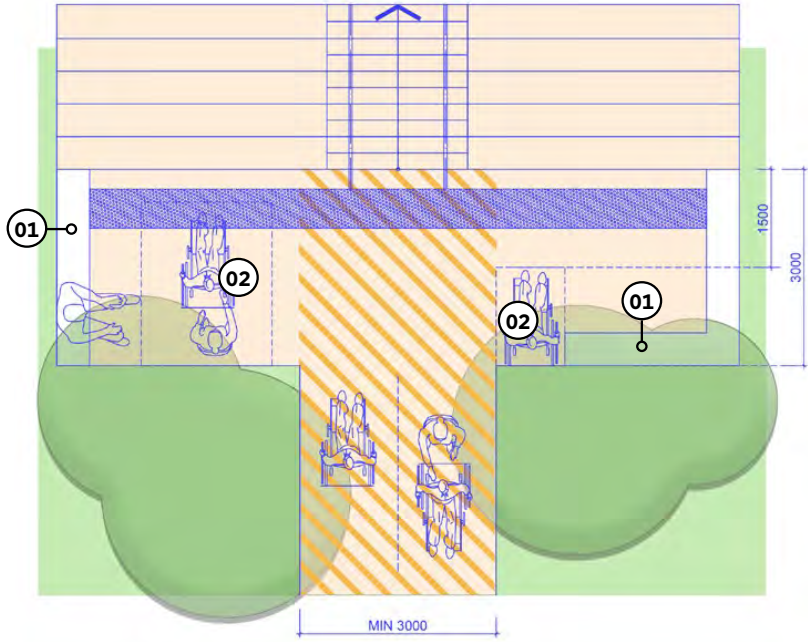


FIGURE 7
Beach stair look out

- Where new beach stairs are provided, clear equitable space of 2m x 2.5m must be provided with every typical bench seat

APPENDIX 1. KIT OF PARTS

PICNIC NODES

PRINCIPLES

- Shared path/connecting paths to be upgraded to minimum 2-3m where space permits
- Shared path treatment TBC
- Every picnic node must provide minimum 1.5m clear circulation space

- ① Typical picnic setting. All settings must allow for wheelchair pull in space.
- ② BBQs. Ensure 1.5m clear circulation space.
- ③ Rubbish bins. Ensure 1.5m clear circulation space.

0 2 5m
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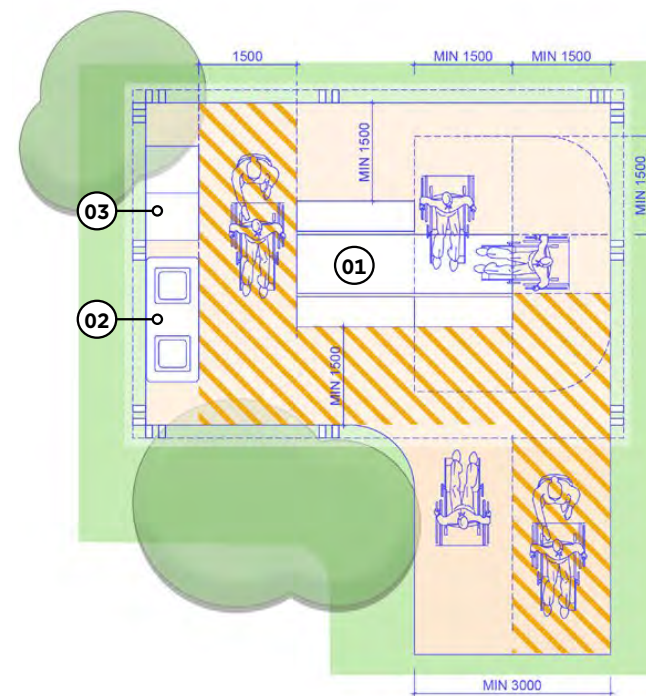


FIGURE 8
Standard picnic node

- Ensure 1.5m clear circulation space around all fixed furniture, BBQ's and structural posts

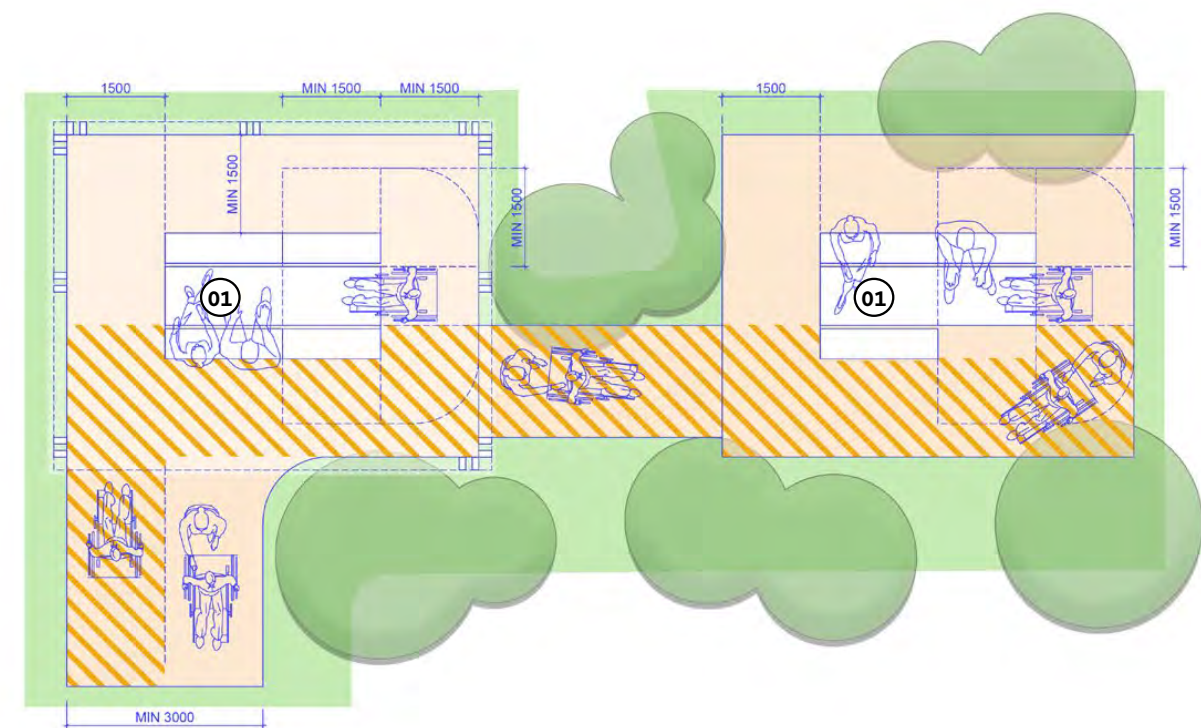


FIGURE 9
Joining picnic nodes

- Provide a minimum 1.5m clear path of travel between picnic nodes

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	OPEN RESOLUTIONS REGISTER - APRIL 2025
DIRECTORATE:	ORGANISATIONAL SERVICES
RESPONSIBLE OFFICER:	DIRECTOR ORGANISATIONAL SERVICES, Keith Parsons
AUTHOR:	INFORMATION & INVESTIGATIONS OFFICER, Chaye Selby
LINK TO CORPORATE PLAN:	Focused Organisation and Leadership. Demonstrate good leadership, and effective and ethical decision-making to foster confidence within our community.

1. PURPOSE

The purpose of this report is to provide Council with an update on the status of outstanding Council Resolutions.

2. EXECUTIVE SUMMARY

N/A

3. OFFICER'S RECOMMENDATION

That Council receive and note the Open Resolutions Register – April 2025 as per Attachment 1 (eDocs#3752248).

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

N/A

5. PROPOSAL

Attachment 1 provides details of the status of outstanding Council Resolutions at the reporting date.

6. FINANCIAL & RESOURCE IMPLICATIONS

N/A

7. POLICY & LEGAL IMPLICATIONS

N/A

8. RISK IMPLICATIONS

N/A

9. CRITICAL DATES & IMPLEMENTATION

N/A

10. CONSULTATION

N/A

11. CONCLUSION

N/A

12. ATTACHMENTS

1. Open Resolutions Register – April 2025 (eDocs#3752248) [↓](#)



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
Ordinary Meeting No.8/22 – 24 August 2022 (eDocs#4629281)				
SC&D	ActID 6774	ORD 11.3.1 – Rescinding of the Conservation Areas Rates Concession Policy RESOLUTION (George Seymour/Zane O'Keefe) That Council: 1. Maintain the Conservation Areas Rates Concession Policy; 2. Commends private landholders who actively seek to improve land for wildlife habitat and natural conservation; 3. Confirm its commitment to protecting and conserving wildlife habitat and natural areas; and 4. Be provided with a report to consider further measures to assist private landholders to conserve natural areas, town planning amendments that would improve habitat conservation and policy measures the Council can take to improve its care of publicly owned land. Carried Unanimously	Revised Jun 2025 Revised Apr 2025 Revised Feb 2025 Revised Dec 2024 Revised May 2024 Revised Apr 2024 Revised Jan 2024 Initial Jun 2023	(Feb 25 – Apr 25) Council report proposed to be tabled at the June Ordinary Council Meeting, following appointment of Manager Sustainability in March and finalisation of Planning Scheme Package 1 amendments that includes outcomes from technical studies. (Dec 24 – Jan 25) Interdepartmental meeting was held on 22 November to consolidate measures for consideration in future Council report in early 2025. (Sept 24 – Nov 24) A Council report will be prepared following Concept Forum discussions as part of the Planning Scheme Review. (Aug 24) Councillor Concept Forums have been scheduled in October 2024 to discuss potential amendments to the Planning Scheme. (June - July 24) This matter is being listed for consultation with Councillors at a future Concept Forum, which will occur in the 24/25 financial year as part of the proposed planning scheme amendments. (Apr - May 24) This matter is being listed for consultation with Councillors at a future Concept Forum. (Mar 24) No change to current status.



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
				<p>(Feb 24) No change to current status.</p> <p>(Jan 24) Report to be prepared and submitted to the May Ordinary Meeting to allow Councillors to be briefed on the proposed policy.</p> <p>(Jun 23 – Dec 23) Detailed review on further measures to assist landholders will be programmed late in the financial year. Progression of this report has been impacted by multiple staff vacancies and delayed recruitment in the responsible area.</p> <p>(May 23) Detailed review on further measures to assist landholders will be programmed later in the financial year. Progression of this report has been impacted by multiple staff vacancies and delayed recruitment in the responsible area.</p> <p>(Sep 22 – Apr 23) Detailed review on further measures to assist private landholders will be programmed later in the financial year.</p>
Ordinary Meeting No.12/22 –15 December 2022 (Docs#4703549)				
SC&D	ActID7055	<p>ORD 11.3.2 – Wetside Water Park Oceanview Boardwalk</p> <p>RESOLUTION (David Lee/Jade Wellings)</p> <p>1. That Council approve the removal of the Oceanfront Boardwalk at Wetside as detailed in the report.</p>	<p>Revised Aug 2025</p> <p>Revised May 2025</p> <p>Revised Apr 2025</p>	<p>(Apr 25) Impacts from recent weather events (including TC Alfred) are under investigation and will potentially delay tabling Council report until August Ordinary Council Meeting.</p> <p>(Feb 25 – Mar 25) The availability of suitable materials for coastal protection works are being assessed as part of the feasibility assessment for coastal protection works to protect</p>



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
		<p>2. That a report be provided to Council on options to make the beach and the coffee shop/cafe more accessible from WetSide.</p> <p>3. That Council be provided with a report on the feasibility of constructing a revetment wall on Alignment A (Natural Alignment), pursuant to the GHD (2017) Consultancy Report.</p> <p style="text-align: right;">Carried Unanimously</p>	<p>Revised Mar 2025</p> <p>Revised Jan 2025</p> <p>Revised Dec 2024</p> <p>Revised Oct 2024</p> <p>Revised Aug 2024</p> <p>Initial Jun 2024</p>	<p>the Wetside Water Park. Council report proposed to be tabled at the May Ordinary Council Meeting.</p> <p>(Dec 24 – Jan 25) Councillor briefing was held on 18 November 2024. Additional information is being collated for Council's further consideration.</p> <p>(Nov 24) A Councillor briefing on conceptual design is proposed for November, in advance of reports in relation to Items 2 and 3.</p> <p>(Oct 24) Concept plan received and under review.</p> <p>(Sept 24) An internal working group is scheduled for 23 September to review this matter and undertake site inspection. Councillors will also visit the facility as part of an Esplanade Study Tour to be undertaken on 13 September 2024.</p> <p>(Aug 24) Survey data is under review as part of the investigating feasibility of potential coastal protection works and improved accessibility.</p> <p>(July 24) Survey has been recently undertaken, which will help to inform the investigation work already underway.</p> <p>(June 24) Demolition of the Boardwalk has been completed as planned and consultants have been engaged to investigate</p>



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Directorate	Reference	Resolution Details	Target Date	Status
				<p>options and a feasibility assessment for potential coastal protection works.</p> <p>(May 24) Demolition of the Boardwalk will commence in May 2024. Demolition and removal will only occur for the pylons located below the observable Highest Astronomical Tide (HAT), as well as the substructure and decking installed to pylons above the HAT. The pylons located above the HAT will remain. Removal of the substructure and decking will be performed whilst working from the beach.</p> <p>(Apr 24) Item 1 completed by IS. Relevant officers from across the organisation have met to plan a course of action to progress design of foreshore protection works subject to the 2024/25 budget deliberations.</p> <p>(Mar 24) No change to current status.</p> <p>(Feb 24) No change to current status.</p> <p>(Jan 24) No change to current status.</p> <p>(Dec 23) No change to current status.</p> <p>(Nov 23) Preliminary works associated with the relocation of services commenced on 6 August 2023 and are planned for completion by the end of February 2024. The removal of the superstructure and pier foundations will commence early March and be completed by 30 May 2024 with the final</p>



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Directorate	Reference	Resolution Details	Target Date	Status
				landscaping and reinstatement works completed by the end of June 2024. (Sep 23 – Oct 23) Item 2 has been programmed with new stairs planned to be installed adjacent the café. Items 1 and 3 will be considered in future years when funding is allocated to progress the project. (Jan 23 – Aug 23) Prior to developing a report to Council, it is proposed to list this matter for discussion at a future briefing session.
Ordinary Meeting No.1/24 – 24 January 2024 (eDocs#4939696)				
SC&D	ActID 7688	ORD 11.3.2 – Mary to Bay Rail Trail - Colton Coal Mine - Proposed Alternative Route RESOLUTION (David Lewis/Paul Truscott) That Council: 1. Note the possible Churchill Mines Road/Peridge Road proposed alternative Mary to Bay Rail Trail route as detailed in the attachments. 2. Authorise the Chief Executive Officer, or his delegate, to carry out the further investigations referred to in this report, and negotiate further with New Colton Pty Ltd in relation to agreement and progress of the Churchill Mines	Revised Jun 2025 Revised Apr 2025 Revised Feb 2025 Initial Dec 2024	(Apr 25) Briefing held with Councillors on 7 April, 2025. Councillors noted the options presented. Council Report to be tabled at May Council Meeting subject to finalisation of more detailed discussions with DTMR (Mar 25) Negotiations with New Colton Coal Pty Ltd and Butchulla Native Title Aboriginal Corporation ongoing. (Jan 25 – Feb 25) DTMR currently awaiting response from Butchulla Native Title contact. Discussions with New Colton Coal Pty Ltd ongoing. (Dec 24) Negotiations are ongoing with DTMR leading the communication efforts with Butchulla Native Title Corporation to enable the preferred outcome for the alternative route.



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>Road/Peridge Road alternative route for Mary to Bay Rail Trail, with a report to be tabled at a future Council meeting.</p> <p>Carried Unanimously</p>		<p>(Aug 24 - Nov 24) Alternative route still under investigation with attention turned more to a north/west route around the rail trail. Negotiations currently occurring with New Colton Pty Ltd, Council and DTMR.</p> <p>(May - July 24) Alternative route under investigation.</p> <p>(Apr 24) Meeting organised for 26 April with New Colton Pty Ltd and DTMR to discuss. DTMR now obtaining further advice on potential Native Title issues.</p> <p>(Mar 24) Discussions held at Mary to Bay Rail Trail Advisory Committee held on 8 February, 2024. This is a large body of work that will take some time. Internal Working Group to be formed and to prepare a list of activities, costs and resources etc.</p> <p>(Feb 24) Assigned to officers to commence investigations.</p>
SC&D	ActID 7697	<p>ORD 12.1 – Request for report to Council detailing options for the acquisition of land or other assets from the proceeds of the sale of the land at Royle Street Maryborough</p> <p>RESOLUTION (David Lewis/Zane O'Keefe) That the Chief Executive Officer or his delegate provide a report to Council detailing options for the utilisation of the proceeds of the sale of</p>	<p>Revised Apr 2025</p> <p>Revised Feb 2025</p> <p>Revised Dec 2024</p>	<p>(Apr 25) COMPLETED – Refer to report titled 'Options for the utilisation of the proceeds of the sale of the land at Royle Street Maryborough' listed on the April Ordinary Meeting agenda.</p> <p>(Jan 25 – Mar 25) Council report proposed to be tabled at the April Ordinary Council Meeting.</p>



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>the land at Royle Street Maryborough, in accordance with the resolution of Council at its meeting on 24 May 2023.</p> <p>Carried Unanimously</p>	<p>Revised Sept 2024</p> <p>Revised July 2024</p> <p>Initial March 2024</p>	<p>(Nov 24 – Dec 24) Funding application and recruitment unsuccessful. External consultancy engaged to assist with Councillor workshop on 11 November 2024, which will inform the scope of the proposed Community Facilities Strategy and potentially, deliverables to identify opportunities for community land and/or asset acquisitions. Council report proposed to be tabled in February 2025.</p> <p>(Aug 24 – Oct 24) Recruitment still occurring, although funding application to prepare Council's Community Facilities Strategy is being lodged in August 2024.</p> <p>(June – July 24) Not yet commenced, response deferred until recruitment is completed for the new Sustainability roles. An operational budget request has been proposed for 24/25 financial year to progress a Community Facilities Strategy that would inform this resolution, amongst other benefits.</p> <p>(Apr – May 24) Not yet commenced, response deferred until recruitment is completed for the new Sustainability roles.</p> <p>(Mar 24) Assigned to officers to plan and progress.</p> <p>(Feb 24) Not yet commenced</p>
Ordinary Meeting No.5/24 – 22 May 2024 (eDocs#5005607)				
SC&D	ActID 7812	ORD 12.2 - Request for a Report that Considers the Establishment of a Community Safety Advisory Committee	Revised Apr 2025	(Apr 25) COMPLETED – Refer to report titled 'Proposed Establishment – Community Safety Advisory Committee' listed on the April Ordinary Meeting agenda.



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
		<p>RESOLUTION (Lachlan Cosgrove/Michelle Byrne)</p> <p>That Council be provided with a report that considers the establishment of a Community Safety Advisory Committee, or other options to bring together various levels of Government, and other agencies, to consider strategies and coordinate activities that address:</p> <ul style="list-style-type: none"> • Crime & Crime prevention (including policing, youth engagement, CCTV strategy, urban design, community education & engagement, etc) • Hooning (including traffic calming and preventing vandalism of public parklands, reducing disturbance to residents, deterrence measures) • Homelessness (pursuing opportunities for low-cost housing opportunities, obtaining appropriate land, mental health services, state housing dept, etc) <p style="text-align: right;">Carried (9/2)</p>	<p>Revised Mar 2025</p> <p>Revised Dec 2024</p> <p>Revised Aug 2024</p> <p>Initial July 2024</p>	<p>(Mar 25) Council report proposed to be tabled at the April Ordinary Council meeting.</p> <p>(Feb 25) Councillor Concept Forum held on 5 February 2025. A report will be prepared to present at the March Ordinary Meeting.</p> <p>(Nov 24 – Jan 25) Councillor Forum moved to February 2025.</p> <p>(Sept 24 – Oct 24) Councillor Forum booked for 2 October 2024</p> <p>(Aug 24) Issue to be listed for discussion at a Councillor forum following Councillor briefing before report is re-presented to December Council meeting</p> <p>(July 24) Research is currently being undertaken with a report to be presented at the August Ordinary meeting.</p> <p>(June 24) Investigations have commenced and the report is expected to be presented an Ordinary meeting.</p>
Ordinary Meeting No.6/24 – 26 June 2024 (eDocs#5026997)				
IS	ActID 7839	ORD 11.3.1 - Maryborough Old Admin Site Masterplan - Community Engagement Report	Revised Jun 2025	(Apr 25) Report to be prepared and submitted to the June Ordinary Meeting



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
		RESOLUTION (Daniel Sanderson/Phil Truscott) That Council: 1. Note the outcomes of the community engagement evaluation report. 2. Delegate authority to the Chief Executive Officer to present an updated master plan, incorporating the outcomes of the engagement evaluation report, at a future Council meeting for consideration. Carried Unanimously	Revised Feb 2025 Revised Jan 2025 Initial Nov 2024	(Mar 25) Report to be prepared and submitted to the June Ordinary Meeting (Feb 25) Community Engagement completed. Council Briefing held on 25 November 2025 and the matter will be further discussed in conjunction with the Maryborough Admin Centre proposal. (Jan 25) Report to be prepared and submitted to the February Ordinary Meeting (Dec 24) This item is listed for discussion/consideration at the Councillor Executive Briefing Session on Monday 25 November 2024 to inform future direction for development of the site. (Nov 24) This item will be presented to the Councillor Executive Briefing scheduled for Monday 25 November 2024. (Oct 24) This item will be presented to the Councillor Executive Briefing scheduled for Monday 25 November 2024. (Sept 24) This item will be presented to the Councillor Executive Briefing scheduled for Monday 25 November 2024. (Aug 24) This item will be presented to a future Councillor Briefing or Concept Forum. (July 24) Report to be prepared and submitted to the November Ordinary Council Meeting.



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Directorate	Reference	Resolution Details	Target Date	Status
Ordinary Meeting No.8/24 – 28 August 2024 (eDocs#5065930)				
SC&D	ActID 7906	<p>ORD 11.2.3 - CTDC021 - 23/24 - Sale of 7-19 Hillyard Street Pialba</p> <p>RESOLUTION (Lachlan Cosgrove/John Weiland) That Council:</p> <ol style="list-style-type: none"> 1. Accepts the tender submitted by HBC Build Australia Pty Ltd for the CTDC021-23/24-Sale of 7-19 Hillyard Street Pialba for \$5,000,000.00 including GST. 2. Pursuant to sections 257 and 262 of the Local Government Act 2009 (Qld), delegates to the Chief Executive Officer the power to negotiate, approve and enter a contract or contracts, on behalf of Fraser Coast Regional Council, with HBC Build Australia Pty Ltd for the sale of 7-19 Hillyard Street, subject to Council being provided with a report confirming the details of the final proposed scope of the development before a contract is signed and that negotiations will have regard to the following principles: 	<p>Revised May 2025</p> <p>Revised Feb 2025</p> <p>Revised Jan 2025</p> <p>Initial Oct 2024</p>	<p>(Apr 25) COMPLETED – Refer to report titled “Contract - Council and HBC Build Australia Pty Ltd - 7-19 Hillyard Street Pialba” listed on April Ordinary Meeting Agenda.</p> <p>(Mar 25) Council report proposed to be tabled at the April Ordinary Council Meeting.</p> <p>(Feb 25) Finalising Agreement to Grant Development Lease (ADL) and Assignment. Infrastructure agreement and incentives are in development.</p> <p>(Jan 25) Councillor briefing scheduled for 20 January 2025 for the developer presentation. A report is to be prepared and submitted to the February Council Meeting.</p> <p>(Dec 24) Review of Development Lease and associated amendments to company structures is continuing. Detailed timeline on contracts, design and construction has been provided by the Developer.</p> <p>(Nov 24) Development Lease and associated documentation has been issued to HBC Build Australia for review and execution. Amendments to company structure is being advised by HBC.</p> <p>(Oct 24) Meeting held with Council Lawyers on 26 September 2024 to discuss draft documents. A report will be provided to Council in January 2025.</p>



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Directorate	Reference	Resolution Details	Target Date	Status
		<ul style="list-style-type: none"> The development contributes to achieving the vision of the Hervey Bay City Centre Master Plan; The development will be assessed under Council's standard development approval processes; The contract will include performance conditions; The ownership of the land will be retained by council until agreed milestones are met; and The development will be completed in a reasonable timeframe. <p>3. Notify the unsuccessful tenderers.</p> <p>Carried (9/1)</p>		<p>(Sept 24) Process to undertake the formal sale of the land has commenced and McCulloughs have been appointed to manage the legal requirements of this transaction on behalf of Fraser Coast Regional Council.</p> <ul style="list-style-type: none"> An implementation plan will be developed to manage the project milestones including key performance conditions. Meetings with the preferred proponent HBC Build Australia Pty Ltd – will be undertaken late September to outline the timelines, performance conditions and commence the legal requirements of the transaction.
Ordinary Meeting No.9/24 – 25 September 2024 (eDocs#5081050)				
IS	ActID 7944	<p>ORD 12.2 – Request for a report that considers ways to reduce constriction/congestion of the roadway on Endeavour Way, Eli Waters</p> <p>RESOLUTION (Lachlan Cosgrove/John Weiland That Council be provided with a report that considers ways to reduce constriction/congestion of the roadway on Endeavour Way,</p>	<p>Revised Apr 2025</p> <p>Revised Mar 2025</p> <p>Initial Feb 2025</p>	<p>(Apr 25) COMPLETED – Refer to report titled “Consideration for the Reduction of Parking Concerns in Endeavour Way, Eli Waters” listed on the April Ordinary Meeting Agenda.</p> <p>(Mar 25) Report to be prepared and submitted to the April 2025 Ordinary Council Meeting</p> <p>(Feb 25) Report to be prepared and submitted to the March 2025 Ordinary Council Meeting.</p>



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>Eli Waters, primarily caused by legal all day parking activities related to Xavier Catholic College.</p> <p>The report should consider the below options:</p> <ul style="list-style-type: none"> a) Extending of yellow line (no parking) on the "S" bend on Endeavour Way (or further as appropriate) b) Creating a regulated parking zone (for example 1P, 2P, 3P etc) that includes all streets from Endeavour Way back to (but not including) Lady Penrhyn Drive. This option would include the following streets: Endeavour Way, Lady Nelson Drive, Sirius Court, Grantala Court, Wongala Way, Golden Grove Ct, Yongala Ave, and Protector Way. c) Creating a regulated parking zone, or no parking zone, on only one side of Endeavour Way. d) The estimated costs associated with a system to allocate and manage exempting permits for residents if options b) or c) were implemented [noting option c) may not require this]. e) Any other strategies, including regulatory changes, engineering, or otherwise, to 		<p>(Jan 25) Report to be prepared and submitted to the March 2025 Ordinary Council Meeting.</p> <p>(Dec 24) Report to be prepared and submitted to the February 2025 Ordinary Council Meeting.</p> <p>(Nov 24) Report to be prepared and submitted to the February 2025 Ordinary Council Meeting.</p> <p>(Oct 24) Report to be prepared and submitted to the February 2025 Ordinary Council Meeting.</p>



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>improve the current narrowing of the roadway due to all-day parking.</p> <p>f) The estimated cost of community engagement, consultation, and education associated with any of the above options.</p> <p>g) The provision of student parking within the school grounds.</p> <p>Whilst the report may comment on ways to reduce congestion at peak times (around 9am & 3pm on school days), the primary focus should be on reducing all-day parking activities on Endeavour Way.</p> <p>Carried Unanimously</p>		
Ordinary Meeting No.2/25 – 26 February 2025 (eDocs# 5169215)				
OS	ActID 8066	<p>ORD 11.2.5 – Redevelopment Of Pialba and Torquay Caravan Parks</p> <p>RESOLUTION (Lachlan Cosgrove/Zane O'Keefe) That Council:</p> <ol style="list-style-type: none"> 1. Resume the redevelopment of the Pialba Caravan Park utilising the current park design. 2. Endorse the development of concept layout plans for the Torquay Caravan 	Initial Aug 2025	<p>(Apr 25) <u>Item 1:</u> Construction Tender for Pialba advertised and closes 17/4/2025.</p> <p><u>Items 2-5:</u> Consultant engagement is being finalised for alternate uses for Torquay, concept plans and public consultation will follow.</p> <p>(Mar 25) Request for Quotation to develop concept plans has been drafted and appointment of consultant expected in late</p>



OPEN RESOLUTIONS REGISTER

Directorate	Reference	Resolution Details	Target Date	Status
		<p>Park, based on the two options outlined in this report with the following amendments to the Proposal;</p> <ul style="list-style-type: none"> change the words “Key elements for layout plan development” to “options for consideration”. change Option A to “Open Space” and, delete the word “natural” from Option A goal. change the words “design scope to only encompass the current Torquay Caravan Park land Boundary” to “design scope to focus on current Torquay Caravan Park land, and also consider connectivity to the Sea Scouts Hall and Sailing Club on either side of the land”, in both Option A & B. <p>3. Authorise the Chief Executive Officer to further engage with Councillors to develop a community consultation program at the Consult level as per the IAP2 public participation Spectrum.</p> <p>4. Undertake community consultation to seek community feedback on the</p>		March 25. The tender for redevelopment of Pialba Caravan Park will be advertised in March 2025.



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>identified options for the Torquay Caravan Park.</p> <p>5. Be provided with a further report with the outcomes of the community consultation.</p> <p>Carried (7/3)</p>		
IS	ActID 8079	<p>ORD 12.1 – Request for Report Regarding Community Garden Site on Endeavour Way, Eli Waters</p> <p>RESOLUTION (Lachlan Cosgrove/Daniel Sanderson)</p> <p>That Council be provided with a report that:</p> <ol style="list-style-type: none"> 1. Details the history, management & status of the community garden site on Endeavour Way, Eli Waters, and 2. Provides options, including cost estimates, to decommission the site to provide improved community use and enjoyment. <p>Carried Unanimously</p>	Initial Aug 2025	(Mar 25 – Apr 25) Report to be prepared and submitted to the August 2025 Ordinary Council Meeting.
Ordinary Meeting No.3/25 – 26 March 2025 (eDocs#5183361)				
S,C&D	ActID 8161	<p>ORD 14.1 – Request for Report that Considers Increasing all Infrastructure Charges to the Maximum Allowed State Government Caps</p> <p>RESOLUTION (Lachlan Cosgrove/John Weiland)</p>	Initial Jun 2025	(Apr 25) Assigned to officers to commence investigations and prepare Council workshop to align with Housing Working Group incentives and charges report request.



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Directorate	Reference	Resolution Details	Target Date	Status
		<p>That Council be provided with a report that considers increasing all infrastructure charges to the maximum allowed State Government caps. The report should include detail of the increasing costs of providing trunk infrastructure, growth levels and the potential revenue which could be achieved by moving from the current discounted rates to the full State capped charges.</p> <p>Carried Unanimously</p>		

QUESTIONS ON NOTICE				
Directorate	Reference	Question Details	Target Date	Status
Ordinary Meeting No.3/25 – 26 March 2025 (Docs#5183361)				
OS	N/A	<p>QUESTION ON NOTICE (George Seymour)</p> <p>Councillor George Seymour requested the Chief Executive Officer to provide additional details on the Local Spend targets, along with a deeper analysis of local spending based on directorate and the main categories of goods and services utilised by the Council.</p>	Initial May 2025	(Apr 25) Data being collated to circulate May 25.

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT: TRAFFIC ADVISORY COMMITTEE MINUTES - 4 FEBRUARY 2025

DIRECTORATE: INFRASTRUCTURE SERVICES

RESPONSIBLE OFFICER: DIRECTOR INFRASTRUCTURE SERVICES, Davendra Naidu

AUTHOR: PRINCIPAL ENGINEER ROADS, Damion Beety

1. PURPOSE

To present Council with the Minutes of the Traffic Advisory Committee Meeting held on 4 February 2025.

2. EXECUTIVE SUMMARY

The Traffic Advisory Committee is a Local Government Committee appointed under s264 of the *Local Government Regulation 2012* to provide a forum for information sharing and consideration of traffic related matters impacting the Fraser Coast Region.

The Minutes of the Advisory Committee meeting held on 4 February 2025 are presented to Council in accordance with the Committee's Terms of Reference.

3. OFFICER'S RECOMMENDATION

That Council receive and note the Minutes of the Traffic Advisory Committee meeting held on 4 February 2025.

4. ATTACHMENTS

1. Minutes - Traffic Advisory Committee - 4 February 2025 (DOCS#5151568) [↓](#)



Traffic Advisory Committee

Meeting#1 2025

Minutes of Meeting held on Tuesday 4 February 2025 at 10.30pm – Ellengowan Street Depot, Hervey Bay

- MEMBERS IN** Cr Denis Chapman (FCRC) (Chair)
- ATTENDANCE:** Davendra Naidu, Director Infrastructure Services (FCRC)
Damion Beety, Principal Engineer Roads (FCRC)
Andrew Kelly, Roads Engineer (FCRC)
Toni Souvlis, Coordinator Programming and Communication (FCRC)
Sgt/OIC Joshua Churchward, Maryborough Road Policing Unit, (QPS)
Andrew Goatham, Principal Engineer - Traffic (DTMR)
Angela Roy, (Translink) (via Teams)
Matthew Thompson (Qld Rail) (via Teams)
- APOLOGY:** Lupita Arevillaga, (TransLink)
Craig Whittaker, Acting Senior Advisor Road Safety (Southern) (DTMR)

BUSINESS	
1. Welcome & Apologies	
Cr Denis Chapman welcomed all to the meeting and the apologies were noted. Note Michelle Hoffman has accepted a new position in Translink.	
2. Minutes of Previous Minutes	
Moved Davendra Naidu, Seconded Damion Beety	
That the minutes of the meeting held on 5 November 2024 be confirmed and accepted.	
CARRIED	
3. Review of Actions List	
3.1 Parking complaints – Urangan High School Bus Zone (Action 24)	
Damion Beety indicated that had verbally discussed this matter with Trevor Schulz. The Department were still progressing with the proposal for the off-street carparking area for the school and were seeking funding for the project.	
Andrew Kelly advised that they were at the stage of detailed design with Council granting approval for the vehicle crossover for the off-street carparking area.	

Docs#5151568

BUSINESS

3.2 Area Speed Signage – Tinana Greens (Action 27)

A plan was being developed for this matter.

3.3 Request from Mr Fraser for works at Colyton St and Tavistock Street (Actions 30 and 31)

This action was noted as completed.

3.4 Request for Speed Signs around Burrum Heads (Action 32)

It was noted that this item was on hold until completion of the new development in this area.

3.5 Request for Highlight of No Through Road – Burrum Heads Road (Action 33)

Action:

That Damion Beety prepare a sign layout plan to provide improvements to the existing No Through Road signage at the intersection of Burrum Heads Road and Burrum Street, in conjunction with reviewing existing signage in this location for provision to the Department of Transport and Main Roads for implementation.

3.6 Speeding Concerns - Boundary Road Extension (Action 35)

It was noted that the proposal for the use of the DTMR speed trailer on the Boundary Road Extension area was planned to be progressed by Andrew.

3.7 Update – Fraser Coast Integrated Transport Strategy (Action 36)

Damion Beety advised the Committee that the Community consultation process relating to this strategy is planned for commencement in the near future.

3.8 Signage – Taxi Ranks – Hervey Bay (Action 37)

Signage still to be progressed.

3.9 Complaint – Boat Harbour Drive and Queens Road (Action 38)

Andrew Goatham indicated that he had supplied Damion Beety with details relating to available options for this intersection. This has been forwarded to QPS for comment as this is their primary response route from Hervey Bay Station.

3.10 Request for Relocation of No Through Sign – Cnr Munro Way and Rossington Drive (Action 39)

Action:

That no changes be made to existing signage in the Munro Way and Rossington Drive area.

3.11 Request for Additional 50km/hr speed sign – end of Bryant Street, Maryborough (REQ2024-009299) (Action 40)

It was noted that further correspondence had been received relating to this matter.

Damion Beety indicated that he would check if a response had been sent and if not, he will attend to advice relating to the action from the 5 November meeting.

Docs#5151568

BUSINESS

3.12 Request for Pedestrian Crossing – Emerald Park Way – Urangan State High School – Representations from Ms T Morgan after son was hit by a car (Action 41)

Damion Beety indicated that correspondence relating to this matter was pending.

3.13 Traffic Management – Australian Scout Jamboree – 5-16 January 2025 (Action 42)

This action was noted as completed.

Action:

That correspondence be sent to the organisers of the Australian Scout Jamboree thanking them for their adoption of the traffic management plan provided to them with the acknowledgment that there were no reported traffic incidents during the conduct of their large event.

3.14 Petition – Request for Zebra Crossing at Maryborough Special School – Woodstock Street (Action 43)

Damion Beety indicated that a pedestrian count to enable the completion of a report to Council was still pending.

3.15 Susan River Bus Stop – Representations from Wide Bay Transit – Request for Bus Stop on both sides of Highway to assist with Safety Issues – Ideal Time whilst works are occurring (Action 44)

Angela Roy advised that she would follow up with a request to Wide Bay Transit relating to commuter use numbers.

3.16 Review of Bus Routes – Hervey Bay (Action 45)

This action was noted as completed.

4. Agenda Items**4.1 Concerns – Hooning, Queen Street, Maryborough (DOCS#5142287)**

Sgt/OIC Joshua Churchward indicated that the Queensland Police Service (QPS) required dashcam footage, CCTV or mobile phone footage to assist with the prosecution of traffic offenders and that QPS had recently conducted patrols of the Queen Street area.

Action:

- 1. That the resident of Queen Street be advised that the Queensland Police Service will continue to monitor activity in the Queen Street area.**
- 2. That Damion Beety complete a traffic count of the western end of Queen Street.**

4.2 Ownership of Rail Infrastructure – Downer EDI

Matthew Thompson advised that Qld Rail were currently in discussions with Downer EDI relating to clarification of ownership of two areas of rail interface that connects to Qld Rail rail infrastructure from Bowen Street to Kent Street and in Kent Street adjacent to Guava Street.

Docs#5151568

BUSINESS

4.3 Request for Reduction in Speed Limit – Chapel Road

Cr Denis Chapman advised that he had received representations from a Mr P McGregor from the Latitude Retirement Village relating to concerns with noise from Chapel Road. He was requesting that the road surface be renewed and the speed limit reduced from 80km to 60 km.

Action:

That Mr McGregor be advised that there are no plans to change the speed limit of Chapel Road at this point in time.

4.4 May in the Bay

Sgt/OIC Joshua Churchward indicated that QPS had not received any contact from the Organisers of May in the Bay to date.

Andrew Kelly indicated that he believed that the Group were considering the conduct of their car show at the Torbanlea Recreation area in lieu of the Sports Precinct due to the roadworks that will be occurring at the Chapel Road, Woods Road and Madsen Road intersection at the time of the event.

Sgt/OIC Joshua Churchward indicated that he would make contact with the Organisers.

5. Outcomes from Fatal and Serious Injury Accidents

Sgt/OIC Joshua Churchward advised that there had been four fatalities since the last meeting. Locations included Owanyilla, Petersen Road and the Maryborough Hervey Bay Road.

6. Safety Programs**6.1 Black Spot**

Damion indicated that Council had lodged a black spot funding application for the intersection of Ann Street and Cypress Street.

6.2 School Transport Infrastructure Program – STIPS

It was noted that the outcome of the three locations that were lodged for STIPS funding was still pending.

6.3 Safer Roads Sooner (TMR Program)

Andrew Goatham indicated that a list had been submitted in July and there had not been an outcome on those projects.

For this year, they were looking at the following areas:

- Queens Road and Boat Harbour Drive;
- Ibis Boulevard and Fairway Drive – an interim treatment at the Maryborough Hervey Bay Road;
- A roundabout for Toogoom Road at the Pialba Burrum Heads Road;

Docs#5151568

BUSINESS	
<ul style="list-style-type: none">• Cran St and Gympie Road Signalisation. <p>Cr Chapman asked if Andrew could provide the Committee with the designs at the next meeting.</p> <p>Andrew Goatham indicated that designs were not available, but he would bring layouts for Ibis Boulevard to the next meeting.</p>	
7. Speeding Complaints – Traffic Advisory Committee	Nil complaints were discussed.
8. General Business	Nil

Next Meeting: 6 May 2025, 10.30 a.m.

Action Items List: Refer eDocs#4940369

Docs#5151568

**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

**SUBJECT: WATER AND WASTE SERVICES ADVISORY COMMITTEE
MEETING MINUTES - MEETING HELD ON 21 MARCH 2025**

DIRECTORATE: WATER & WASTE SERVICES

RESPONSIBLE OFFICER: DIRECTOR WATER & WASTE SERVICES, Mark Vanner

AUTHOR: EXECUTIVE ASSISTANT, Nic Puli

1. PURPOSE

The purpose of this report is to present Council with the Minutes of the Water and Waste Services Advisory Committee meeting held on 21 March 2025.

2. EXECUTIVE SUMMARY

The Water and Waste Services Advisory Committee is a Local Government Committee appointed under s264 of the *Local Government Regulation 2012* to provide governance oversight and performance monitoring of the Water and Waste Directorate.

The Minutes of the Advisory Committee meeting held on 21 March 2025 are presented to Council in accordance with the Committees Charter.

3. RECOMMENDATION

That Council receive and note the Minutes of the Water and Waste Services Advisory Committee Meeting held on 21 March 2025 as detailed in Attachment 1.

4. ATTACHMENTS

1. Minutes of Water and Waste Services Advisory Committee Meeting – 21 March 2025 (eDOCS #5178097) [↓](#)



MINUTES OF THE WATER AND WASTE ADVISORY COMMITTEE MEETING NO. 2/25
held in the Fraser Coast Regional Council Chambers, Tavistock Street, Hervey Bay
on Friday, 21 March 2025 commencing at 8:00 AM.

PRESENT:

Chairperson Peter Borrows
Member Janice Wilson (via Teams)
Member Zane O'Keefe
Member Michelle Byrne

STAFF IN ATTENDANCE:

Director Water & Waste Services, Mr Mark Vanner
Chief Executive Officer, Mr Ken Diehm
Director Organisational Services, Mr Keith Parsons
Executive Manager Process Operations, Mr Cameron Ansell
Executive Manager Engineering & Technical Services, Mr Trevor Dean
Executive Manager Network Operations and Maintenance, Mr Darren Smith
Acting Executive Manager Resource Recovery Services, Mr Billy Gumburd
Business Services Manager, Mrs Megan Gibbs
Executive Manager, Financial Services, Ms Marion Millard
Manager Infrastructure Delivery, Mr Stephen Tansley
Acting Manager Assets & Maintenance, Mr Matthew Cook
Treatment Manager, Mr Isaac Roberts
Water Reuse Manager, Mr Ben McClatchie
Acting Asset Investment Analyst, Mr Michael Matthews
Meeting Secretary, Mrs Nicole Puli

WWS 1

APOLOGIES

Executive Manager Resource Recovery Services, Mr Umur Natus-Yildiz

WWS 2 DISCLOSURE OF INTERESTS
Nil

SAFETY & VALUES MOMENT

The entire Directorate Leadership Team, Committee members and observers agreed with the Executive Manager Network Operations and Maintenances thanks and praise of all staff in the Water, Wastewater and Resource Recovery teams for their assistance during and after the recent flooding event as a result of Ex Tropical Cyclone Alfred. The teams monitored and observed issues and once safe to do so, went to work in assessing and repairing assets. Staff volunteered to assist in the coordination of the waste recovery kerbside pickup, resolved electrical issues and rectified sewer overflows. All staff exemplified and demonstrated Council's TRAITS during the period.

Executive Manager Process Operations recognised the high level of safety by the Principal Electrician in response to the recent flooding event in Hervey Bay. The Principal Electrician ensured all safe systems for work, and Council's No Plan No Work risk assessment was undertaken before commencing works.

WWS 3 CONFIRMATION OF MINUTES OF MEETINGS

WWS 3.1 Water and Waste Advisory Committee Meeting No. 1/25 – 21 February 2025

RESOLUTION (Janice Wilson/Michelle Byrne)

That the minutes of the Water and Waste Advisory Committee Meeting No. 1/25 held on 21 February, 2025 be confirmed.

WWS 4 OUTSTANDING ACTIONS

Outstanding action updates were taken as read.

WWS 5 CONFIDENTIAL REPORTS

WWS 7.1 Finance Presentation - Budget Parameters 2025/26

RESOLUTION (Peter Borrows/Michelle Byrne)

That the Water and Waste Advisory Committee:

1. That the report/attachment be deemed a confidential document and be treated as such in accordance with sections 171 and 200 of the *Local Government Act 2009* and that the document remain confidential unless Council decides otherwise by resolution.
 2. Receive and note the overview of Council's 2025/26 budget development.
-

WWS 6 OFFICERS' REPORTS

WWS 5.1 Draft 10 Year Capital Program 2025/26

RESOLUTION (Michelle Byrne/Janice Wilson)

That the Water and Waste Advisory Committee:

1. Resolve that the report/attachment be deemed a confidential document and be treated as such in accordance with sections 171 and 200 of the *Local Government Act 2009* and that the document remain confidential unless Council decides otherwise by resolution.
2. Receive the draft 2025/26 10 Year Capital Budget
3. Note Council's request to review the Water and Waste program to identify potential reductions to achieve long term financial plan target level of capital expenditure.
4. Resolves that following the Committee's review of the 2025/26 Capital Budget, the Committee recommends Council:
 - a) Note that the Water and Waste program has been developed in accordance with the directorates capital investment process, resolved Strategies and Asset Management Plans.
 - b) Endorse managements proposed changes to smooth cashflow as outlined in Appendix 9 of the report including:
 - a. Water main: remove identified projects and amend cashflow to smooth expenditure in response to the request from Council.
 - b. Include in progress works that will continue into 25/26.
 - c. Deferring cashflow from 25/26 for the following projects:
 - i. Pulgul STP, and
 - ii. Burgowan sludge dewatering.
 - c) Not include any late or new capital proposed by officers that haven't included the removal or deferral of a lower priority project to offset.
 - d) Note that for the development of the 26/27 budget the Committee has requested management place a greater focus on scoping, planning and the deliverability of projects in years 2-3 as they have as they have applied in year 1.

Councillor O'Keefe arrived at 8.38am

Carried Unanimously

WWS 5.2 Directorate Performance Report - February 2025

RESOLUTION (Zane O'Keefe/Peter Borrows)

That the Water and Waste Services Advisory Committee receive and note the Directorate Performance Report for the month of February 2025.

WWS 7	GENERAL BUSINESS
	Nil

WWS 8	LATE ITEMS
WWS 8.1	Late Open Reports
	Nil
WWS 8.2	Late Confidential Reports

There being no further business, the Meeting closed at 9:47am.

Confirmed that the next Water and Waste Services Advisory Committee Meeting will be held on 17 April 2025 via Teams.

.....
Chairperson

**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

SUBJECT: INFORMAL MEETINGS - RECORD OF MATTERS DISCUSSED
DIRECTORATE: OFFICE OF THE CEO
RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER, Ken Diehm
AUTHOR: EXECUTIVE ASSISTANT - COUNCILLORS, Amanda Hall

1. PURPOSE

The purpose of this report is to present Council with the record of matters discussed for Council Informal Meetings held 1 March 2025 to 31 March 2025.

2. EXECUTIVE SUMMARY

That Council note the following record of matters discussed for the following Informal Meetings:

1. Councillor and Executive Briefing held on 3 March 2025 – (Docs#5165090)
2. Council Concept Forum held on 5 March 2025 (Docs#5167620)
3. Councillor and Executive Briefing held on 10 March 2025 – (Docs#5169831)
4. Councillor and Executive Briefing held on 17 March 2025 (Docs#5174107)
5. Council Agenda Forum held on 19 March 2025 – (Docs#5183314)
6. Councillor and Executive Briefing held on 24 March 2025 (Docs#5178383)
7. Councillor and Executive Briefing held on 31 March 2025 (Docs#5182869)

3. RECOMMENDATION

That Council receive and note the record of matters discussed of Council Informal Meetings held between 1 March 2025 to 31 March 2025 as detailed in the attachments.

4. ATTACHMENTS

1. Record of Matters Discussed - Councillor and Executive Briefing held on 3 March 2025 (Docs#5165090) [↓](#)
2. Record of Matters Discussed - Council Concept Forum held on 5 March 2025 (Docs#5167620) [↓](#)

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3. Record of Matters Discussed - Councillor and Executive Briefing held on 10 March 2025 (Docs#5169831) [↓](#)
 4. Record of Matters Discussed - Councillor and Executive Briefing held on 17 March 2025 (Docs#5174107) [↓](#)
 5. Record of Matters Discussed - Council Agenda Forum held on 19 March 2025 (Docs#5165090) [↓](#)
 6. Record of Matters Discussed - Councillor and Executive Briefing held on 24 March 2025 (Docs#5178383) [↓](#)
 7. Record of Matters Discussed - Councillor and Executive Briefing held on 31 March 2025 (Docs#5182869) [↓](#)



**COUNCILLOR AND EXECUTIVE BRIEFING
RECORD OF MATTERS DISCUSSED**

Monday 03 March 2025

10am

Docs#5165090

Councillors	Mayor Seymour Deputy Mayor Paul Truscott Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland – Via Teams Cr Chapman Cr Faraj Cr O’Keefe
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	
Attendance	Vikki Knight - Manager Customer Service & Records Sydney Shang – Executive Manager Corporate Services Kat Lambert – Project Manager Gary Noble – Customer Service Officer Katelin Russell – Customer Service Officer Nic Borg – Records Coordinator Amanda Hall – Executive Assistant Councillors Steve Gatt – Executive Manager Regulatory Services Paul Jervis – Community Ranger Dale McMillan – Community Ranger Nikki Dempsey – Community Ranger Graham Boyd - Manager Community Rangers & Animal Facilities Brett Jones – Team Leader Facilities Max Corte – Executive Manager Open Space & Environment Rosalyn Acworth – Executive Manager Strategy & Sustainability BNTAC Executive and Board Member representatives

BUSINESS ITEMS

1. Conflicts of Interest

NIL

2. List of Topics Discussed

- **Item 1** – Record of Matters Discussed 24 February 2025

- **Item 2** – Outstanding Action List
- **Item 3** – Councillor Requests
- **Item 4** – Homelessness/Rough Sleeping/Vandalism
- Deputy Mayor Truscott retired from the meeting at 11.55am

Meeting adjourned for lunch Break at 12.25pm
Meeting resumed at 1pm.

- **Item 5** - Briefing - Butchulla Native Title Aboriginal Corporation (BNTAC)
- Cr O'Keefe retired from the meeting at 1.51pm
- **Item 6** – Confidential – Cemetery
- Cr Sanderson retired from the meeting at 2.15pm
- **Item 7** – General Business
 - o Item 1 – Council Meeting Standing Orders
 - o Item 2 – Sleep Bus
-
- **Item 8** – Distributed Briefing Notes
- **Item 9** – Media Update
- **Item 10** – Concept Forum topics and Projects of Interest
- **Item 11** - Meeting Review

3. Further Information Sought or Provided

NIL

MEETING CLOSED 2.50pm



**COUNCIL CONCEPT FORUM
RECORD OF MATTERS DISCUSSED**

Wednesday 5 March 2025

9am

Docs#5167620

Councillors	Mayor Seymour Deputy Mayor Paul Truscott via TEAMS Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland Cr Chapman Cr Faraj Cr O'Keefe- via TEAMS
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	
Attendance:	Rosalyn Acworth – Executive Manager Strategy & Sustainability Paul Rice – Senior Planner – Environment & Sustainability Lauren Payler – Manager Strategic Land Use Planning Sam Smith – Manager Sustainability Tyson Deller – Manager Budgeting & Strategic Accounting

BUSINESS ITEMS

1. Conflicts of Interest

Director Strategy, Community and Development disclosed the potential conflict of interest in relation to the Draft Attachment 4 – Priority Hervey Bay Esplanade Enhancement Projects -Item 3 – Esplanade – One Way traffic Gatakers Bay to Parraweena Park, Point Vernon, due to the location of his residential property.

2. List of Topics Discussed

- **Item 1** – Strategy & Sustainability Concept Discussion

Cr Cosgrove joined the meeting at 9.05am

Mayor Seymour joined the meeting at 9.16am

Cr Paul Truscott retired from the TEAMS meeting at 9.55am

Break – 10.32am

Return – 10.37am

Cr Paul Truscott joined the meeting at 11.16am

Break for Lunch – 11.30am

Return – 12.15pm

- **Item 2** - Budget 2025/26 – Capital Budget

3. Further Information Sought or Provided

MEETING CLOSED 1pm



**COUNCILLOR AND EXECUTIVE BRIEFING
RECORD OF MATTERS DISCUSSED**

Monday 10 March 2025

10am

Docs#5169831

Councillors	Mayor Seymour Deputy Mayor Paul Truscott Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland Cr Faraj Cr O'Keefe
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services - TEAMS Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	Cr Denis Chapman
Attendance	Justine Cooper – Executive Manager Economic Development & Tourism John Barnden – Airport Manager Max Corte – Executive Manager Open Space & Environment Sydney Shang – Executive Manager Corporate Services Leah McCormack – Manager Governance Richard Wilson – Senior Planner Sarah Thomson – Hervey Bay Regional Gallery Director

BUSINESS ITEMS

1. Conflicts of Interest

NIL

2. List of Topics Discussed

- **Item 2** – Record of Matters Discussed 24 February 2025

Cr O'Keefe retired from the meeting at 10.05am

Mayor left the meeting at 10.11am
- **Item 3** – Outstanding Action List
- **Item 4** – Qantas Group Business Case/Airport Terminal Upgrade

- **Item 5** – OSE Operational Efficiency and Works Systems Update

Mayor returned to the meeting at 10.50am

Mayor retired from the meeting at 11am

- **Item 6** - Ex Lions Shed EOIs Tavistock Street
- **Item 7** – Request for statue for a prominent member of public
- **Item 8** – Australasian Management Challenge – Pre-Challenge Task
- **Item 9** – General Business
- Charity Food Services
- **Item 10** – Distributed Briefing Notes
- **Item 11** – Media Update
- **Item 12** – Concept Forum topics and Projects of Interest
- **Item 13** - Meeting Review

3. Further Information Sought or Provided

Cr Zane O’Keefe requested further information, on the Council’s preparation to clear drainage networks prior to significant weather conditions such as Cyclone Alfred.

MEETING CLOSED: 12.39pm



**COUNCILLOR AND EXECUTIVE BRIEFING
RECORD OF MATTERS DISCUSSED**

Monday 17 March 2025

10am

Docs#5174107

Councillors	Mayor Seymour Deputy Mayor Paul Truscott Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland Cr Chapman Cr O'Keefe
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	Cr Faraj
Attendance	Forest Wind Project representatives Leah McCormack, Manager Governance Tyson Deller, Manager Budgeting & Strategic Accounting Jordi Scope, Management Accountant

BUSINESS ITEMS

1. Conflicts of Interest

NIL

2. List of Topics Discussed

- **Item 1** – Record of Matters Discussed 10 March 2025
- **Item 2** – Outstanding Action List
- **Item 3** – Forest Wind Project Brief
- Mayor Seymour retired from the meeting at 10.10am
- Cr Chapman left the meeting at 10.10am
- **Item 4** – What's our Flavour – Next Steps with Councillors
- Deputy Mayor Paul Truscott retired from the meeting at 11.50am

Meeting adjourned for lunch Break at 11.50am
Meeting resumed at 12.50pm.

- Cr Chapman returned to the meeting at 12.50pm
- **Item 5** - Budget 25/26 – Capital Budget
- Cr Sanderson retired from the meeting at 2.15pm
- **Item 6** – General Business
- **Item 7** – Distributed Briefing Notes
- **Item 8** – Media Update
- **Item 9** – Concept Forum topics and Projects of Interest
- **Item 10** - Meeting Review

3. Further Information Sought or Provided

NIL

MEETING CLOSED 2.45pm



**RECORD OF MATTERS DISCUSSED OF THE COUNCIL AGENDA FORUM MEETING NO. 3/25
HELD IN THE FRASER COAST REGIONAL COUNCIL CHAMBERS, HERVEY BAY COUNCIL CHAMBERS,
TAVISTOCK STREET, HERVEY BAY
ON WEDNESDAY, 19 MARCH 2025 COMMENCING AT 10:00 AM**

PRESENT:	Councillor George Seymour (Via Microsoft TEAMS) Councillor Michelle Byrne Councillor Phil Truscott Councillor Paul Truscott (Chairperson) Councillor Daniel Sanderson Councillor Michelle Govers Councillor Lachlan Cosgrove Councillor John Weiland Councillor Denis Chapman Councillor Sara Faraj Councillor Zane O'Keefe
STAFF IN ATTENDANCE:	Chief Executive Officer, Mr Ken Diehm Director Strategy, Community & Development, Mr Gerard Carlyon Director Organisational Services, Mr Keith Parsons Director Infrastructure Services, Mr Davendra Naidu Director Water & Waste Services, Mr Mark Vanner Manager Marketing & Communications, Mr Scott Whitby Executive Manager Strategy & Sustainability, Ms Rosalyn Ackworth Executive Manager Development, Mr James Cockburn Senior Planner - Environment & Sustainability, Mr Paul Rice Senior Planner, Mr Tim Kitzelman Meeting Secretary, Ms Chloe Hansen

CAF 1	APOLOGIES Nil
CAF 2	DISCLOSURE OF INTERESTS Nil

**Record of Matters Discussed of the FCRC Council Agenda Forum 3/25
held on Wednesday 19 March, 2025**

Page 2

CAF 3 ORDINARY MEETING AGENDA

The following discussion and questions occurred:

ORD 4 MAYORAL MINUTES

Nil

ORD 5 CONFIRMATION OF MINUTES OF MEETINGS

ORD 5.1 Ordinary Meeting No.2/25 – 26 February 2025

Councillors received and considered the Minutes of the Ordinary Council meeting No.2/25 held 26 February 2025.

ORD 6 OUTSTANDING ACTIONS

ORD 6.1 Open Resolutions Register - March 2025

Councillors received and considered the report titled Open Resolutions Register - March 2025 dated 26 March 2025.

ORD 7 ADDRESSES/PRESENTATIONS

ORD 7.1 Community Presentations

Nil

ORD 8 DEPUTATIONS

Nil

ORD 9 PETITIONS

ORD 9.1 Receipt of Petitions

Nil

ORD 9.2 Request for a Zebra Crossing for Maryborough Special School

Councillors received and considered the report titled Request for a Zebra Crossing for Maryborough Special School dated 26 March 2025.

ORD 10 COMMITTEES' REPORTS

ORD 10.1 Water and Waste Services Advisory Committee Meeting Minutes - Meeting held on 21 February 2025

Councillors received and considered the report titled Water and Waste Services Advisory Committee Meeting Minutes - Meeting held on 21 February 2025 dated 26 March 2025.

ORD 10.2 Fraser Coast Regional Council Audit and Risk Committee Meeting Minutes - 25 February 2025

Councillors received and considered the report titled Fraser Coast Regional Council Audit and Risk Committee Meeting Minutes - 25 February 2025 dated 26 March 2025.

ORD 10.3 Informal Meetings - Record of Matters Discussed

Councillors received and considered the report titled Informal Meetings - Record of Matters Discussed dated 26 March 2025.

ORD 11 OFFICERS' REPORTS

ORD 11.2.1 Councillor Meeting Attendance for April 2025

Councillors received and considered the report titled Councillor Meeting Attendance for April 2025 dated 26 March 2025.

ORD 11.2.2 Attendance at the 2025 National General Assembly of Local Government

Councillors received and considered the report titled Attendance at the 2025 National General Assembly of Local Government dated 26 March 2025.

ORD 11.2.3 Request for New Lease - Maryborough Garden Club Inc.

Councillors received and considered the report titled Request for New Lease - Maryborough Garden Club Inc. dated 26 March 2025.

ORD 11.2.4 Asset Disposal Policy

Councillors received and considered the report titled Asset Disposal Policy dated 26 March 2025.

ORD 11.2.5 CTOS002 - 24/25 - Provision of Security Services

Councillors received and considered the report titled CTOS002 - 24/25 - Provision of Security Services dated 26 March 2025.

Councillor George Seymour left the meeting at 10:12am.

ORD 11.3.1 Finalisation of the Hervey Bay Esplanade Masterplanning Process

Councillors received and considered the report titled Finalisation of the Hervey Bay Esplanade Masterplanning Process dated 26 March 2025 and noted the following requests for further information:

1. Councillor Lachlan Cosgrove requested further information in relation to recommendation 3 being reworded to list for consideration in future budget deliberations.
2. Councillor Paul Truscott requested further information in relation to attachment 1 being re-issued to Councillors due to formatting issues.

ORD 11.3.2 Park Strategy 2041

Councillors received and considered the report titled Park Strategy 2041 dated 26 March 2025 and noted the following request for further information:

1. Councillor Denis Chapman requested further information in relation to Councillors being provided with the list of parks recommended for disposal.

ORD 11.3.3 Amendment Package 1 - Fraser Coast Planning Scheme

Councillors received and considered the report titled Amendment Package 1 - Fraser Coast Planning Scheme dated 26 March 2025.

Councillor John Weiland left the Chamber at 10:49am.

Councillor John Weiland returned to the Chamber at 10:52am.

Councillor George Seymour returned to the meeting at 10:53am

ORD 11.3.4 Nikenbah and Dundowran Growth Area Investigation

Councillors received and considered the report titled Nikenbah and Dundowran Growth Area Investigation dated 26 March 2025 and noted the following request for further information:

1. Councillor Denis Chapman requested further information in relation to advice being provided to Councillors who know someone that resides in the Nikenbah and Dundowran Urban Growth Investigation Areas and whether this would be considered a Conflict of Interest.

ORD 11.3.5 Brolga Theatre Strategic Plan 2025-2029

Councillors received and considered the report titled Brolga Theatre Strategic Plan 2025-2029 dated 26 March 2025.

ORD 11.3.6 Fraser Coast Regional Council 2024-25 Community Grant Round 3 - Panel recommendations to Council for Funding Decision

Councillors received and considered the report titled Fraser Coast Regional Council 2024-25 Community Grant Round 3 - Panel recommendations to Council for Funding Decision dated 26 March 2025.

Councillor Phil Truscott left the Chamber at 10:57am.

Councillor Phil Truscott returned to the Chamber at 11:00am.

Councillor George Seymour left the meeting at 11:02am.

Councillor Paul Truscott left the Chamber at 11:04am

Councillor Paul Truscott returned to the Chamber at 11:05am.

Councillor Zane O'Keefe left the Chamber at 11:07am.

Councillor Zane O'Keefe returned to the Chamber at 11:10am.

Councillor Sara Faraj left the Chamber at 11:10am.

Councillor Sara Faraj returned to the Chamber at 11:12am.

Councillor Michelle Byrne left the Chamber at 11:23am.

Councillor Michelle Byrne returned to the Chamber at 11:25am.

Councillor Michelle Govers left the Chamber at 11:36am.

Councillor Michelle Govers returned to the Chamber at 11:38am.

Councillor Daniel Sanderson left the Chamber at 11:47am.

ORD 11.3.7 MCU24/0009; RAL24/0009 - Material Change of Use - Service Station & Food and Drink Outlet; and Reconfiguring a Lot - One (1) Lot into Two (2) Lots - 82 Boundary Road, Urangan (Lot 13 RP 153688)

Councillors received and considered the report titled MCU24/0009; RAL24/0009 - Material Change of Use - Service Station & Food and Drink Outlet; and Reconfiguring a Lot - One (1) Lot into Two (2) Lots - 82 Boundary Road, Urangan (Lot 13 RP 153688) dated 26 March 2025 and noted the following requests for further information:

1. Councillor Zane O'Keefe requested further information in relation to being provided with any examples of similar kind of developments where the access points to the development site are on a suburban road rather than a main road.
2. Councillor John Weiland requested further information in relation to the application form and the referral requirements to the Chief Executive of the Planning Act 2016 and whether the application would fall under the "Hazardous Chemical Facilities" definition.
3. Councillor Denis Chapman requested further information in relation to the carparking in front of the proposed service station and existing houses.

Councillor Daniel Sanderson returned to the Chamber at 11:50am.

ORD 11.4.1 Response to Petition - Completion of Tinnanbar Road Upgrades

Councillors received and considered the report titled Response to Petition - Completion of Tinnanbar Road Upgrades dated 26 March 2025 and noted the following request for further information:

1. Councillor Lachlan Cosgrove requested further information in relation to the number of rateable dwellings/properties in Tinnanbar.

ORD 12 MATTERS/MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

ORD 12.1 Review Position of Deputy Mayor

Councillors received and considered the report titled Review Position of Deputy Mayor dated 26 March 2025.

ORD 12.2 Request for a report that identifies sites within Bauple that may be suitable for RV stopovers

Councillors received and considered the report titled Request for a report that identifies sites within Bauple that may be suitable for RV stopovers dated 26 March 2025 and noted the following request for further information:

1. Councillor Michelle Govers requested further information in relation to Councillors being provided with the previous Council reports on the matter.

ORD 13 QUESTIONS ON NOTICE

Nil

ORD 14 GENERAL BUSINESS

Nil

ORD 15 CONFIDENTIAL

RESOLUTION (Paul Truscott/Lachlan Cosgrove)

That Council move into Closed Session for discussion of the following items:

1. ORD 15.1 - Exemption under S235(b) Local Government Regulation 2012 for the provision of body-worn cameras and licensing
2. ORD 15.2 - Drainage easement acquisition- Julie Anne Street Dog Off-Leash Area
3. ORD 15.3 - Exemption Under S235(B) Local Government Regulation for the Provision of Booking Management Software, Brolga Theatre
4. ORD 15.4 - Maryborough Walk of Achievers - Recommendation for 2025 Investiture
5. ORD 15.5 - Disposal of Moonaboola Industrial Estate Stage 1 - Revised Strategy

Carried Unanimously

RESUMPTION OF OPEN COUNCIL

RESOLUTION (Paul Truscott/Sara Faraj)

That the meeting resume in open Council.

Carried Unanimously

ORD 15.1 Exemption under S235(b) Local Government Regulation 2012 for the provision of body-worn cameras and licensing

Councillors received and considered the report titled Exemption Under S235(B) Local Government Regulation 2012 for the Provision of Body-Worn Cameras and Licensing dated 26 March 2025.

ORD 15.2 Drainage easement acquisition- Julie Anne Street Dog Off-Leash Area

Councillors received and considered the report titled Drainage Easement Acquisition- Julie Anne Street Dog Off-Leash Area dated 26 March 2025.

ORD 15.3 Exemption Under S235(B) Local Government Regulation for the Provision of Booking Management Software, Brolga Theatre

Councillors received and considered the report titled Exemption Under S235(B) Local Government Regulation for the Provision of Booking Management Software, Brolga Theatre dated 26 March 2025.

ORD 15.4 Maryborough Walk of Achievers - Recommendation for 2025 Investiture

Councillors received and considered the report titled Maryborough Walk of Achievers - Recommendation for 2025 Investiture dated 26 March 2025 and noted the following request for further information:

1. Councillor George Seymour requested further information in relation to why the process differed from the 2023 terms of reference and previous practice.

Councillor John Weiland left the Chamber at 12:24pm.

Councillor Zane O'Keefe left the Chamber at 12:24pm.

Councillor John Weiland returned to the Chamber at 12:25pm.

Councillor Zane O'Keefe returned to the Chamber at 12:25pm.

ORD 15.5 Disposal of Moonaboola Industrial Estate Stage 1 - Revised Strategy

Councillors received and considered the report titled Disposal of Moonaboola Industrial Estate Stage 1 - Revised Strategy dated 26 March 2025.

**Record of Matters Discussed of the FCRC Council Agenda Forum 3/25
held on Wednesday 19 March, 2025**

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ORD 16 LATE ITEMS

ORD 16.1 Late Open Reports

Nil

ORD 16.2 Late Confidential Reports

Nil

There being no further business, the Meeting closed at 12:33pm.

Confirmed at Ordinary Meeting No. 4/25 of the Fraser Coast Regional Council at Maryborough on 23 April 2025.



**COUNCILLOR AND EXECUTIVE BRIEFING
RECORD OF MATTERS DISCUSSED**

Monday 24 March 2025

10am

Docs#5178383

Councillors	Mayor Seymour Deputy Mayor Paul Truscott Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland Cr Chapman Cr Faraj Cr O'Keefe
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	
Attendance	Joyce Chorny – Executive Manager Community & Culture Lisa Stephenson – Manager Cultural Services Angela Isnor, Senior Museums Coordinator Darren Smith – Executive Manager Network Operations & Maintenance Mark O'Brien, Wastewater Network Coordinator Marion Millard – Executive Manager Financial Services Tyson Deller, Manager Budgeting & Strategic Accounting Ashlea Delaney, Projects Accountant

BUSINESS ITEMS

1. Conflicts of Interest

NIL

2. List of Topics Discussed

- **Item 1** – Record of Matters Discussed 17 March 2025
- **Item 2** – Outstanding Action List
- **Item 3** – Maryborough Time Cannon - Proposed changes to firing program
- **Item 4** – Maryborough Walk of Achievers
- **Item 5** – Trade Waste Policy

- Mayor Seymour left the meeting at 11.35am
- **Item 6** – Internal Customer Experience Reference Group – During discussion it was noted that Cr Govers and Cr Phil Truscott agreed to join the reference group.

Meeting adjourned for lunch Break at 11.40am
Meeting resumed at 12.30pm.

- **Item 7** - Budget 25/26 – Long Term Financial Plan
- Mayor Seymour returned to the meeting at 1.27pm
- **Item 8** – General Business
- **Item 9** – Distributed Briefing Notes
- **Item 10**– Media Update
- **Item 11** – Concept Forum topics and Projects of Interest
- **Item 12** - Meeting Review

3. Further Information Sought or Provided

Item 4 – Maryborough Walk of Achievers – The Director Strategy, Community and Development will provide Councillors with the process required to include a Councillor on the Community Project Group for endorsement of successful nominations.

MEETING CLOSED 1.33pm



**COUNCILLOR AND EXECUTIVE BRIEFING
RECORD OF MATTERS DISCUSSED**

Monday 31 March 2025

10am

Docs#5182869

Councillors	Mayor Seymour Deputy Mayor Paul Truscott Cr Byrne Cr Phil Truscott Cr Sanderson Cr Govers Cr Cosgrove Cr Weiland Cr Chapman Cr Faraj
CEO and Directors	Ken Diehm, Chief Executive Officer Keith Parsons, Director Organisational Services Gerard Carlyon, Director Strategy, Community and Development Davendra Naidu, Director Infrastructure Services Mark Vanner, Director Water and Waste Services
Apologies	Cr O'Keefe – Leave
Attendance	Justine Cooper – Executive Manager Economic Development & Tourism John McLennan – Executive Manager Infrastructure Engineering Bruce Pickering - Infrastructure Assets Manager Marion Millard – Executive Manager Financial Services Tyson Deller, Manager Budgeting & Strategic Accounting Jessica Morgan - Manager Revenue and Property Rating

BUSINESS ITEMS

1. Conflicts of Interest

NIL

2. List of Topics Discussed

- **Item 1** – Record of Matters Discussed 24 March 2025
- **Item 2** – Outstanding Action List
- **Item 3** – FCTE Review Draft Findings
- Mayor Seymour left the meeting at 10.30am
- Mayor Seymour returned to the meeting at 11.15am
- Councillor Cosgrove retired from the meeting at 12noon
- **Item 4** – Category A Project

- **Item 5** – Toogoom Seawall
- Deputy Mayor Paul Truscott retired from the meeting at 11.55am
- Meeting adjourned for lunch Break at 12.35pm
- Meeting resumed at 1pm.
- **Item 6** – Budget 25/26 – Rates Overview & Workshop
- Cr Sanderson retired from the meeting at 1.50pm
- Cr Phil Truscott retired from the meeting at 1.50pm
- **Item 7** – General Business
- **Item 8** – Distributed Briefing Notes
- **Item 9**– Media Update
- **Item 10** – Concept Forum topics and Projects of Interest
- **Item 11** - Meeting Review

3. Further Information Sought or Provided

Item 5 – Toogoom Seawall – The Director Infrastructure Services to provide Councillors with the previous Council Reports in relation to the Special Rates Levy.

MEETING CLOSED 2.30pm

**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25****WEDNESDAY, 23 APRIL 2025**

SUBJECT:	COUNCILLOR MEETING ATTENDANCE FOR MAY 2025
DIRECTORATE:	ORGANISATIONAL SERVICES
RESPONSIBLE OFFICER:	DIRECTOR ORGANISATIONAL SERVICES, Keith Parsons
AUTHOR:	INFORMATION & INVESTIGATIONS OFFICER, Chaye Selby
LINK TO CORPORATE PLAN:	Focused Organisation and Leadership. Demonstrate good leadership, and effective and ethical decision-making to foster confidence within our community.

1. PURPOSE

The purpose of this report is to approve the relevant meetings as per the Councillor Code of Conduct and Councillor Attendance Policy.

2. EXECUTIVE SUMMARY

This report will outline Councillor's responsibility to meet the standards set out in the Code of Conduct for Councillors in Queensland by listing meetings, briefings, workshops, and training opportunities each month.

3. OFFICER'S RECOMMENDATION

That Council:

1. Approve the following meetings for the period 1 May 2025 to 31 May 2025 as relevant meetings which require the attendance and meaningful participation of all Councillors as per the Councillor Code of Conduct and Councillor Attendance Policy:

Date of Meeting	Time of Meeting	Meeting
7 May 2025	9.00am	Council Concept Forum
12 May 2025	10.00am	Councillor and Executive Briefing
14 May 2025	9.00am	Council Concept Forum
19 May 2025	10.00am	Councillor and Executive Briefing
21 May 2025	10.00am	Council Agenda Forum
26 May 2025	10.00am	Councillor and Executive Briefing
28 May 2025	9.00am	Community Presentations

2. Note the requirement to attend the Ordinary Meeting scheduled for 28 May 2025.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council adopted the Councillor Attendance Policy on 28 August 2024 which sets out Council's expectation of a Councillor to carry out their responsibilities as described in the Code of Conduct for Councillors in Queensland relating to meetings, briefings, relevant workshops, and training opportunities.

The policy requires Council to approve at each Ordinary Meeting of Council a list of meetings that are considered to be relevant for Councillors to attend for the following month.

5. PROPOSAL

It is proposed that the following meetings are considered relevant for all Councillors to attend:

Date of Meeting	Time of Meeting	Meeting
5 May 2025	10.00am	Councillor and Executive Briefing
7 May 2025	9.00am	Council Concept Forum
12 May 2025	10.00am	Councillor and Executive Briefing
14 May 2025	9.00am	Council Concept Forum
19 May 2025	10.00am	Councillor and Executive Briefing
21 May 2025	10.00am	Council Agenda Forum
26 May 2025	10.00am	Councillor and Executive Briefing
28 May 2025	9.00am	Community Presentations

6. FINANCIAL & RESOURCE IMPLICATIONS

N/A

7. POLICY & LEGAL IMPLICATIONS

Head of Power is the *Local Government Act 2009* and the Councillor Attendance Policy.

8. RISK IMPLICATIONS

N/A

9. CRITICAL DATES & IMPLEMENTATION

N/A

10. CONSULTATION

Consultation has taken place with relevant Directors and Councillors.

11. CONCLUSION

The report details the meetings for the following month that Councillors are expected to attend.

12. ATTACHMENTS

Nil

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	2024/25 OPERATIONAL PLAN PROGRESS REPORT - JANUARY TO MARCH 2025
DIRECTORATE:	ORGANISATIONAL SERVICES
RESPONSIBLE OFFICER:	DIRECTOR ORGANISATIONAL SERVICES, Keith Parsons
AUTHOR:	CORPORATE OPERATIONS OFFICER, Chaye Selby
LINK TO CORPORATE PLAN:	Focused Organisation and Leadership. Demonstrate good leadership, and effective and ethical decision-making to foster confidence within our community.

1. PURPOSE

The purpose of this report is to present the third progress report on the implementation of the 2024/25 Operational Plan.

2. EXECUTIVE SUMMARY

The Progress Report for the January to March 2025 period is the third report for the 2024/25 year and is provided for Council's information. A total of fifty-three (53) initiatives were reported on during the period. Thirty-five (35) initiatives achieved at least 90% of initiative target during the reporting period. Overall, 66% of initiatives achieved at least 90% of initiative target.

3. OFFICER'S RECOMMENDATION

That Council receive and note the 2024/25 Operational Plan Progress Report for the period ending 31 March 2025 (**Attachment 1**).

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

On 28 June 2023, Council adopted the 2023-2028 Corporate Plan, which provides a clear framework to Council in decision-making and policy directions, prioritising and delivering services, programs, projects, and facilities to the community.

The 2024/25 Operational Plan was adopted on 19 June 2024 and translates priorities from the Corporate Plan into measurable activities for the year ahead.

5. PROPOSAL

The Progress Report (**Attachment 1**) for the January to March 2025 period is the third report for the 2024/25 year and is provided for Council's information.

5.1 Performance Summary

- 53 initiatives were reported on.
- 35 initiatives achieved at least 90% of initiative target (Green)
- 5 initiatives achieved between 70% and 90% of initiative target (Amber)
- 13 initiatives achieved less than 70% of initiative target (Red)

OVERVIEW

INITIATIVE SUMMARY

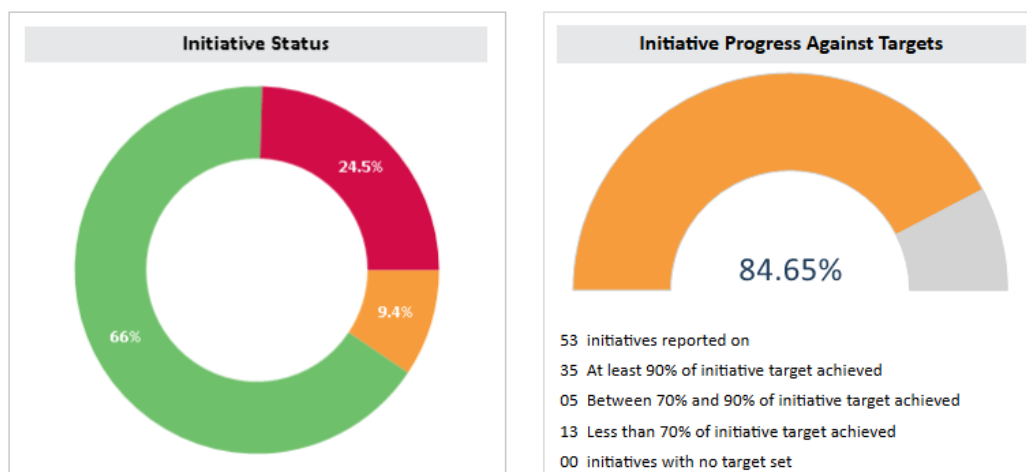
By Performance

35 On Track

13 Off Track

5 Monitor

0 Not Applicable



6. FINANCIAL & RESOURCE IMPLICATIONS

N/A

7. POLICY & LEGAL IMPLICATIONS

Section 174(3) of the *Local Government Regulation 2012* states that the Chief Executive Officer must:

174 Preparation and adoption of annual operational plan

“(3) The chief executive officer must present a written assessment of the local government’s progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.”

In accordance with section 174 (4) of the *Local Government Regulation 2012*, a local government may, by resolution, amend its annual operational plan at any time before the end of the financial year.

8. CRITICAL DATES & IMPLEMENTATION

N/A

9. CONSULTATION

Consultation has taken place with Council's Executive Team and senior staff in preparation of the Quarterly Progress Report.

10. CONCLUSION

The progress report on implementation of the annual Operational Plan for the period January to March 2025 has been prepared with appropriate consultation and in accordance with relevant legislation, ensuring that Council is accountable and effectively managed.

11. ATTACHMENTS

1. 2024/25 Operational Plan Progress Report - January to March 2025 [↓](#)



2024/25

Operational Plan Progress Report for the period ending 31 March, 2025

Print Date: 03-Apr-2025



OVERVIEW

INITIATIVE SUMMARY

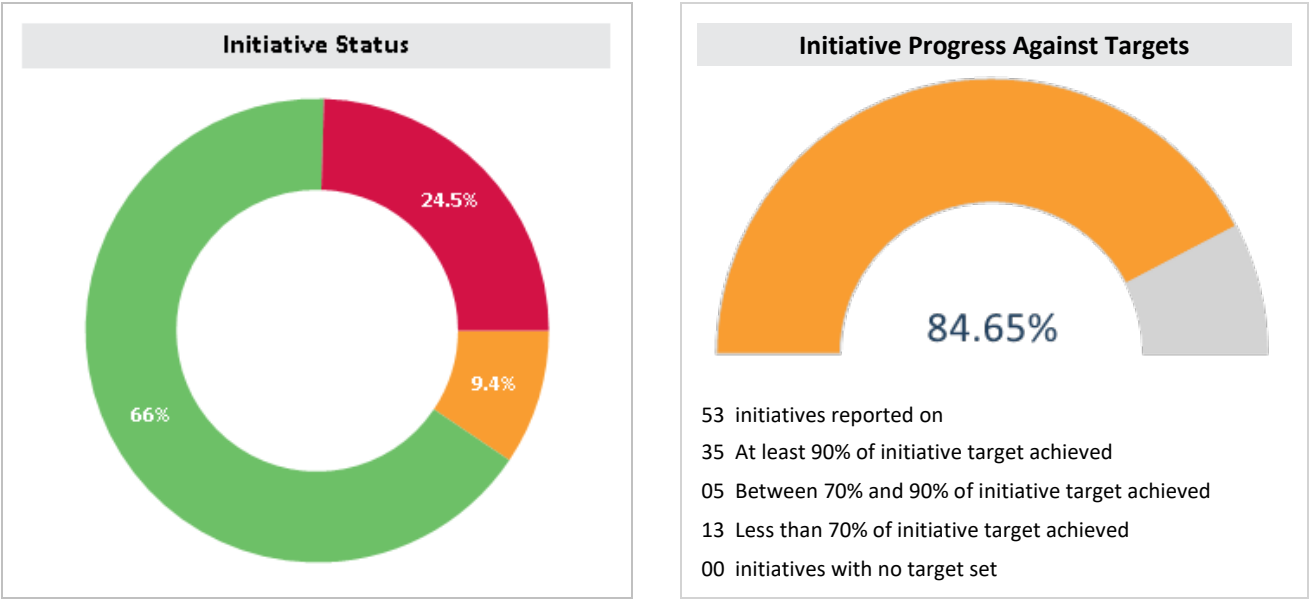
By Performance

35 On Track

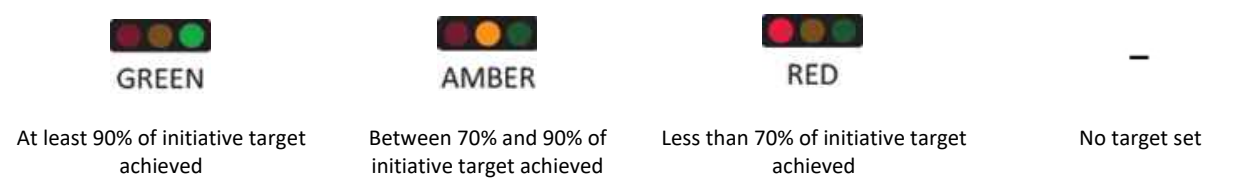
13 Off Track

5 Monitor

0 Not Applicable



INITIATIVE PLANS



* Dates have been revised from the Original dates



Infrastructure Services

- Capital Delivery
- Infrastructure Operations
- Infrastructure Engineering
- Open Space and Environment


Infrastructure Services

Capital Delivery

Capital Delivery

Initiative Title: 1.5.3.11 Capital Delivery Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Robert Hazzard - Executive Manager Capital Delivery	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: The delivery of the Capital Delivery Program continues to progress well, however, expenditure for some projects is lagging forecasts.

Major capital projects completed or nearing completion in the third quarter include the Urangan Pier Rehabilitation Works, Council's Annual Resealing Program and Stage 1 of the Burrum Heads Caravan Park Redevelopment.

Coastal protection works at the Urangan Seawall (Pier Park to 150m east) have been impacted by quarry material supply issues in this quarter which has resulted in delays.

Works to upgrade the intersection of Madsen Chapel Woods commenced this quarter as planned.


Last Updated: 28-Mar-2025

Infrastructure Engineering

Infrastructure Engineering

Initiative Title: 1.2.1.15 Commission traffic modelling for the development of the Fraser Coast Integrated Transport Strategy (FITS)

Strategic
Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John McLennan - Executive Manager Infrastructure Engineering	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: This is a multi-year partnership project where Council pays an amount each year to progress the project. Council's partnership contribution has been paid and the project has commenced community consultation and feedback through Council's engagement hub.

Last Updated: 03-Apr-2025

Initiative Title: 1.2.4.2 Commence a flood inundation and risk study for the Mary River to inform the new Planning Scheme

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John McLennan - Executive Manager Infrastructure Engineering	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: This is a multi-year project that is funded by QRA due to be completed by June 2026.


Phase 1 of the study completed.

Phase 2 in progress with peer review by QRA pending.

Last Updated: 03-Apr-2025

Initiative Title: 1.2.4.3 Commence a flood inundation and risk study for the Burrum and Cherwell Rivers to inform the new Planning Scheme

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John McLennan - Executive Manager Infrastructure Engineering	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: This is a multi-year project that is funded by QRA due to be completed by June 2026.

Phase 1 of the study completed.


Bathymetry of sections of the river to inform the model have been completed.

Phase 2 in progress with peer review by QRA pending.

Last Updated: 03-Apr-2025

Initiative Title: 1.5.3.12 Infrastructure Engineering Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
John McLennan - Executive Manager Infrastructure Engineering	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Asset inspection cycles have been undertaken for stormwater infrastructure, traffic signals, bridges and major culverts. External specialist consultant engagements have been undertaken for Toogoom Seawall, Urangan Revetment Wall and Margaret Street Groyne. Cattle grids and gates administrative process updated with community consultation undertaken.

Coastal infrastructure inspection cycles are in progress with regular beach cleaning, sand pushing and coastal infrastructure maintenance contracts in place. Follow up maintenance works are proceeding under contract as commissioned.

Budget packs for 25/26 have been built, multiple reports related to petition responses, ELT and Council meetings have been completed (6 overall).

Some outstanding appraisals to be addressed. Action Plans updated and in progress, 3 new positions filled, one resignation. Budget is underspent mainly due to wages underspend associated with vacancies.

Extensive time has been invested to secure funding through various grant programmes related to Roads to Recovery, Disaster resilience funding, Country Roads funding, blackspot program, safe school travel funding.

Over 2,150 REQ's closed in the 3 month period.

Since the recent weather event from ex-TC Alfred, staff have been deployed to capture infrastructure damage for recovery. This has placed pressure on BAU and elevated the number of REQ's to address.

Last Updated: 03-Apr-2025

Infrastructure Operations

Infrastructure Operations

Initiative Title: 1.5.3.10 Infrastructure Operations Core Business Activity Update						
Core Business Activity						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Craig Hutton - Executive Manager Infrastructure Operations	In Progress	01-Jul-2024	30-Jun-2025	74%	75.00%	<div><div></div><div></div><div></div></div> GREEN
<p>Initiative Progress Comments: Road Operations: Operational expenditure is currently tracking within 5% of targeted budget. During this period we have increased our maintenance work on road and drainage systems. Our capital works will continue to reduce as project are completed and we transition to deliver our remaining operational budget.</p> <p>Disaster Management: We have continued coordinated the necessary upgrades and maintenance for the Flood Warning Infrastructure Network, which includes collaboration with the Bureau of Meteorology regarding the acquisition of high-risk assets. Our efforts to strengthen community resilience has continued through educational initiatives, including forums, workshops, and participation at the ‘Get Ready QLD Food n Groove’ events.</p> <p><i>Last Updated: 28-Mar-2025</i></p>						

Open Space & Environment


Open Space & Environment

Initiative Title: 1.2.1.16 Endorsement of Parks Strategy 2041						
Strategic Initiative						
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Max Corte - Executive Manager Open Space & Environment	Completed	01-Jul-2024	30-Jun-2025	100%	75.00%	<div><div></div><div></div><div></div></div> GREEN
Initiative Progress Comments: Open Space & Environment has been supporting Strategic Planning (SP) on the development and subsequent endorsement of the Parks Strategy 2041 since the strategy moved under SP due to Refocus.						
The strategy has been workshopped with Council through concept forum, with several amendments being required and it is intended that these items will be resolved and the strategy ready for endorsement by early 2025.						
12/12 - Council provided in principal support for the strategy at Council Briefing on 9th December. Report to be provided in early 2025 for formal adoption by Council.						
Last Updated: 31-Mar-2025						

Initiative Title: 1.3.1.1 Development of mowing and green maintenance layers in GIS mapping							
Strategic Initiative							
Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %	
Max Corte - Executive Manager Open Space & Environment	In Progress	01-Jul-2024	30-Jun-2025	95%	75.00%	<div><div></div><div></div><div></div></div> GREEN	
Initiative Progress Comments: Mowing layer being finalised and pushed into intramaps for final QA.							
Last Updated: 03-Apr-2025							

Initiative Title: 1.3.1.3 Commence implementation of works request module/reactive processes

Strategic
Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Max Corte - Executive Manager Open Space & Environment	In Progress	01-Jul-2024	30-Jun-2025	70%	75.00%	 GREEN

Initiative Progress Comments: Works Order module implementation underway at Sports Precinct with remaining areas to follow in 2025.

Last Updated: 03-Apr-2025

Initiative Title: 1.5.3.13 Open Space & Environment Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Max Corte - Executive Manager Open Space & Environment	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Strong year of business activity including the below.

Budget with 5% of monthly variance

GIS mapping for better visibility and development of prescribed maintenance programs

Configuration of request system to allow for resource pools targeted at specific business units within Open Space & Environment.

Winter works programming for uplift of parks including pre-emergent weed programs, growth regulators, mulching, painting and renewals of open space areas in preparation for grow season.

Last Updated: 03-Apr-2025

A full-page background image showing a person standing in shallow water at sunset. The person is holding a camera and looking towards the horizon. A small bird is visible in the distance on the water. The sky is a mix of purple, pink, and blue, and the water reflects the colors.

Organisational Services

- Transformation, Assets and Information
- Financial Services
- Corporate Services
- People, Safety and Wellbeing


Organisational Services

Corporate Services

Corporate Services

Initiative Title: 1.3.3.1 Complete Maryborough City Hall Roof Restoration

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sydney Shang - Executive Manager Corporate Services	In Progress	01-Jul-2024	30-Jun-2025	20%	50.00%	

Initiative Progress Comments: Work is programmed for June July August (out of storm season) to complete. The scope of works is going to Tender in April ready for commencement in June.

Last Updated: 25-Mar-2025

Initiative Title: 1.4.2.1 Undertake review to inform Council Property Strategy

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sydney Shang - Executive Manager Corporate Services	In Progress	01-Oct-2024	30-Jun-2025	35%	75.00%	

Initiative Progress Comments: Consultant engaged to undertake land audit. Project is on track, with Phase 1 – data valuation in progress, including review of land asset data, consolidation, and stakeholder engagement.

Last Updated: 25-Mar-2025

Initiative Title: 1.4.3.3 Corporate Services Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Sydney Shang - Executive Manager Corporate Services	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	

Initiative Progress Comments: Marketing and Communications team continue to grow their Facebook following. During the recent disaster event there were more than 1.7 million views of content on Council's Facebook page, with a reach of more than 252,000 people, which is more than twice our population. The page has gained nearly 1,000 new followers and is close to 40,000 followers. This has grown significantly since December 2018, where the page reached 10,000 followers. Governance continues to be a busy portfolio with a focus on community engagement and concept designs for Torquay Caravan Park, Maryborough Airport Leases, Sports Precinct Strategy and supporting Council through the Strategic Flavours lens. Property Services continue to work through Asset Inspections, Works Requests, Depot Strategy and Budget Centralisation for property services work. Fleet are working closely with the Waste team to align service delivery and continue to roll out the Geotab project. Customer Service has experienced a busy start to the year, with March bringing the added challenge of the issue of rates notices and a disaster event. The Peak of calls was Monday 17 March with 745 calls up 35% on the previous Monday with 50% of calls relating to disaster or rates enquiries. The Internal Auditor is working on delivering the Business Continuity Framework and Trunk Infrastructure Audit.


Last Updated: 03-Apr-2025

Financial Services

Financial Services

Initiative Title: 1.4.3.1 Completion of Annual Budget and Long Term Financial Plan

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Marion Millard - Executive Manager Financial Services	In Progress	01-Jul-2024	30-Jun-2025	60%	60.00%	 GREEN

Initiative Progress Comments: The budget and long term financial plan is progressing with some adjustments to the project plan and timetable. Engagement is continuing with Councillors and briefings for the financial year have been scheduled in calendars. Business areas are currently working through operational budget submissions and presentations to Councillors. April and May will be really busy with sessions planned for operational areas presentations to Councillors and finalisation of Rates & Charges and Long Term Financial Plan.

Last Updated: 12-Mar-2025

Initiative Title: 1.5.3.8 Financial Services Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Marion Millard - Executive Manager Financial Services	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Financial services continue to meet all legislative and compliance requirements. The QAO Audit has commenced for the 24/25 financial year with the planning visit completed in February. Financial operations pay suppliers weekly and continue to work with the business to ensure that our commitments are met. Employees are paid fortnightly and all payroll compliance activities are completed on time. Cashflow management is critical with increased payment requirements on large capital projects flowing through. The procurement team continue to work with business areas to educate and improve our purchasing activities for both compliance and efficiencies. Property and rating continue to be really busy with the increased property market activity and continue to work extensively with ratepayers to ensure timely payment of rates and charges. The third rates notice for 24/25 was issued in the first week of March.


Last Updated: 12-Mar-2025

People, Safety & Wellbeing

People, Safety & Wellbeing

Initiative Title: 1.5.2.2 Continued implementation of the Employee Value Proposition

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Holly McBride - Executive Manager People, Safety & Wellbeing	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Councils Employee Value Proposition (EVP) continues to be used proactively in job advertisements to boost talent attraction and promote why Council is a great place to work. In Q3, a third and fourth cohort commenced Council's Boss to Coach leadership development program and Council have a team participating the LGMA Australasian Management Challenge.

Last Updated: 31-Mar-2025

Initiative Title: 1.5.3.2 Implementation of Work Health and Safety Strategy

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Holly McBride - Executive Manager People, Safety & Wellbeing	In Progress	01-Jul-2024	30-Jun-2025	70%	75.00%	 GREEN

Initiative Progress Comments: Actions within the strategy have commenced and in the most part are progressing as planned. Where there have been some delays in implementation, this is being monitored and adjusted accordingly. Implementation of Councils new digital safety system has continued; themed monthly safety inspections have been introduced and the approval of a revised HSR framework including consultation for elections has occurred.

Last Updated: 31-Mar-2025

Initiative Title: 1.5.3.3 People, Safety & Wellbeing Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Holly McBride - Executive Manager People, Safety & Wellbeing	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Council received certification at the Industrial Relations Commission for its Certified Agreement. HR support and advice has been provided across the business for managing people and performance, consultation has occurred on policy and procedure updates, and HR business partners have conducted workplace investigations. The recruitment team worked at filling vacancies, with Councils turnover rate currently sitting at 10.60%, and continued to build Councils brand through active use of LinkedIn. Action plans as an outcome of the annual Refocus employee survey have continued to be developed by teams. Mandatory WHS training has been completed and wellbeing initiatives including a movement challenge has encouraged active employee participation. WHS business partners have conducted inspections, incident investigations, provided advice and education to the business, continued to review policy and procedure and the Directorate safety committee meetings have taken place.


Last Updated: 31-Mar-2025

Transformation, Assets & Information

Transformation, Assets & Information

Initiative Title: 1.3.1.2 Implementation of revised Project Management Framework

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Manager appointed and working group actively engaged to develop prioritised elements of new framework. Category A Project Reporting continued, with monthly briefing to Council.

Last Updated: 23-Mar-2025


Initiative Title: 1.4.2.2 Implementation of IT Infrastructure and fitout for new Administration Centre

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN
Initiative Progress Comments: Underway in line with schedules. IT is continuing to work with the builder to understand the final details of the agreed infrastructure, so that procurement and implementation can be planned and met in accordance with required standards <i>Last Updated: 26-Mar-2025</i>						


Initiative Title: 1.4.3.2 Implementation of Cyber Security Strategy

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	65%	75.00%	 AMBER
Initiative Progress Comments: Coordinator appointed. Strategy tasks underway including: Business Continuity & Disaster Recovery Planning; developing formal Incident Response Plans; Cyber Training & Awareness Platform; Vulnerability Management Platform; procuring Security Information and Event Management environment, Penetration testing requirements definition, and implementing Microsoft Advanced Mail Security. <i>Last Updated: 24-Mar-2025</i>						


Initiative Title: 1.5.1.1 Implementation of Revised Asset Management Improvement Plan

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN
Initiative Progress Comments: Manager appointed. Draft Asset Management Improvement Plan presented to Steering Committee. Plan for development of all required Asset Management Plans in draft. Custodianship policy under review. <i>Last Updated: 23-Mar-2025</i>						

Initiative Title: 1.5.2.1 Implementation of Transformation Program

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	70%	75.00%	 GREEN
Initiative Progress Comments: Payroll system delayed with revised schedule yet to be agreed with Steering Committee. Property, Customer and Rating progressing in accordance with agreed schedules. Finance and Assets progressing in accordance with agreed schedules with Service Contracts pilot now in production and Asset gap analysis & data migration completed. Human Resources and Payroll delayed with a change of approach regarding award interpretation and issues encountered through testing - revised schedule approved and the project on track for Sept go live; Safety stage 2 delayed whilst changes to requirements are considered. <i>Last Updated: 27-Mar-2025</i>						

Initiative Title: 1.5.3.9 Transformation, Assets & Information Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Paul Fendley - Executive Manager Transformation, Assets & Information	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	<div><div></div><div></div><div></div><div></div></div> <div>GREEN</div>

Initiative Progress Comments:

- Completed GIS component of new Planning Scheme

- Completed Insurance Renewal 25/26 Asset Report

- Progressing clean-up of IT contracts/renewals in accordance with LG Regs, and developing framework for ongoing management of IT contracts;

- Progressing the development of core architectures including current/future state systems architecture, enterprise mobility, and use case for AI.

- Progressing the development and implementation of governance frameworks, standards and artifacts;

- Completion of network standards documentation;

- Wide Area Network (WAN) Strategy developed

Last Updated: 28-Mar-2025

An aerial photograph of a tropical coastline. The top half of the image shows a dense, lush green forest. Below the forest is a wide, shallow lagoon with light blue, sandy water. The bottom half of the image shows deeper turquoise water. The text 'Strategy, Community and Development' is overlaid in white on the bottom left, with a bulleted list below it.

Strategy, Community and Development

- Regulatory Services
- Economic Development and Tourism
- Strategy and Sustainability
- Community and Culture
- Development

Strategy, Community & Development

Community & Culture

Community & Culture

Initiative Title: 1.1.1.1 Development of Brolga Theatre Business Plan for future viability, options for audience development and optimal service delivery across the region

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Joyce Chorny - Executive Manager - Community & Culture	Completed	01-Jul-2024	30-Jun-2025	100%	75.00%	 GREEN

Initiative Progress Comments: Community consultation meetings completed; online consultation data being collated.

Draft report prepared. Online consultation ended 15 Jan 2025.

Report Strategy approved at Council Meeting on 26 March 2025.

Last Updated: 02-Apr-2025

Initiative Title: 1.5.1.2 Development of Staffing Business Plan for Hervey Bay Library and Council Administration Centre (incorporating Disaster Resilience Centre)

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Joyce Chorny - Executive Manager - Community & Culture	Completed	01-Jul-2024	30-Jun-2025	100%	75.00%	 GREEN

Initiative Progress Comments: Initial discussions with senior team members complete; draft structure being prepared.


Draft prepared. Report prepared for January to be reviewed by ELT.

Report on restructure approved at ELT. Awaiting budget outcomes to implement.

Last Updated: 02-Apr-2025

Initiative Title: 1.5.3.17 Community & Culture Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Joyce Chorny - Executive Manager - Community & Culture	In Progress	01-Jul-2024	30-Jun-2025	76%	75.00%	 GREEN

Initiative Progress Comments: Community Grants approved by Council


Appointment of Acting Aquatics Manager
 Continuation of HBAC Upgrade
 Securing power upgrade to HBAC
 Draft Staffing for Aquatics delivery
 Wetside attendance of over 55,000
 47% increase in use of Aqua Ninja
 Wetside Birthday celebrations
 Over 41,000 attended Brolga Theatre
 132 performances at the Brolga
 236 Corporate events at the Brolga
 22,500 Visitors to Maryborough Museums
 15,000 visitors to HBRG
 over 200 Artists featured at HBRG
 36 Exhibitions at Gatakers
 14,000 Visitors to Gatakers
 Inaugural Arts Culture and Heritage Advisory Committee Meeting
 Communita Set Developed
 2 new staff members on CD&E Team
 Brisbane Lions Visit
 Libraries Valentines 'Lucky Dip' Program
 How Do You Library Program
 Brolga Theatre Renovations
 Planning for Brolga 25 well under way
 Flood Community Recovery

Last Updated: 02-Apr-2025

Development**Development**

Initiative Title: 1.5.3.5 Development Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
James Cockburn - Executive Manager Planning & Growth	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Q3 is traditionally the slowest quarter due to the industry Christmas closure and time required for projects to come back online.

Whilst a slow quarter, development applications have averaged 262 for the quarter being down from the 280 in the 2nd quarter. Assessment timelines remain behind the assessment rules under full staff resources including the utilisation of consultants.


Last Updated: 31-Mar-2025

Economic Development & Tourism

Economic Development & Tourism

Initiative Title: 1.1.4.1 Review and refresh the Regional Events Strategy determining our strategic approach to event acquisition and delivery

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Justine Cooper - Executive Manager Economic Development and Tourism	In Progress	01-Jul-2024	30-Jun-2025	50%	75.00%	

Initiative Progress Comments: The Events Advisory Committee has been formed and work to review the strategy has commenced. A bridging strategy for 2025 is in development and anticipated to be completed by the end of June.

Last Updated: 13-Mar-2025

Initiative Title: 1.2.1.13 Deliver Economic Development Strategy that aligns with the 2019 Economic Development Roadmap and Building Better Communities Beyond 2032 Plan

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Justine Cooper - Executive Manager Economic Development and Tourism	In Progress	01-Jul-2024	30-Jun-2025	40%	75.00%	

Initiative Progress Comments: Planning has commenced and will require a detailed engagement program. Engagement plan is in development and due to commence from 9 April 2025. Consultant engaged to assist with the plan.

Last Updated: 31-Mar-2025

Initiative Title: 1.2.1.14 Conduct Airport Operational Feasibility Study to review and refresh Airport Master Plan and develop Aviation Action Plan

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Justine Cooper - Executive Manager Economic Development and Tourism	Completed	01-Jul-2024	28-Feb-2025	100%	100.00%	

Initiative Progress Comments: Project is underway and on track. Feasibility Study complete. Maryborough airport economic analysis is budgeted for 2025/26.

Last Updated: 13-Mar-2025

Initiative Title: 1.5.3.6 Economic Development & Tourism Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Justine Cooper - Executive Manager Economic Development and Tourism	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	

Initiative Progress Comments: Settlement of Moonaboola Estate land transaction to Energy Storage Industries Asia Pacific (ESI) in September. Commencement of capital works at Hervey Bay Airport - baggage system and car park system upgrade - underway. Commencement of the Detailed Design for the Terminal upgrade - 75% completed. Commencement of detailed designs for electrical works at Maryborough Showgrounds and Equestrian Centre - works commencing. Jobs Ready Program continues with five (5) sessions in Hervey Bay this financial year with 110 participants undertaking the program. Program is diversifying into Maryborough to support the Industrial and other key sectors - ongoing. Hillyard Street land sale in final stages of completion contract completion.


Last Updated: 31-Mar-2025

Regulatory Services

Regulatory Services

Initiative Title: 1.5.3.4 Regulatory Services Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Steve Gatt - Executive Manager Regulatory Services	In Progress	01-Jul-2024	30-Jun-2025	80%	75.00%	 GREEN

Initiative Progress Comments: Increases in plumbing applications and building requests continue to increase with Plumbing Inspections for the month February increasing from January's numbers by 263 with a total of 619 inspections conducted. In February, we received 197 new applications. This is an increase of 37% up from 143 for the same period last year.

The Safe Park program is well underway with significant changes in parking behaviour noted within the key areas of the Esplanade and surrounding commercial streets. School zones and the airport are now regularly monitored and behaviours at schools are not noted as changing at this time particularly in bus and no standing zones.

It is noted the airport congestion is decreasing as a result of these programs with an increase in the uptake of the 30 minute free parking.

Community engagement on the dog off leash options has finalised and a range of recommendations is currently being workshopped for councils consideration in the next quarter.


Last Updated: 03-Apr-2025

Strategy & Sustainability

Strategy & Sustainability

Initiative Title: 1.1.4.2 Develop a Community Facilities Strategy to meet current and future community needs

Strategic
Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Rosalyn Acworth - Executive Manager Strategy & Sustainability	In Progress	01-Jan-2025	30-Jun-2025	5%	50.00%	 RED

Initiative Progress Comments: Since the Councillor concept forum and internal stakeholder engagement that occurred in second quarter, a land audit has been commenced by Council's Governance and Corporate Services department. Completion of this work is important to inform the scope and timing to develop a Community Facilities Strategy. It is therefore proposed that development of a Community Facilities strategy will be deferred pending outcomes of the land audit and Council's future budget deliberations.

Last Updated: 27-Mar-2025

Initiative Title: 1.2.1.10 Review and update the Planning Scheme to ensure strategic alignment and enable sustainable development

Strategic
Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Rosalyn Acworth - Executive Manager Strategy & Sustainability	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Drafting of an initial package of proposed amendments to the Planning Scheme (Package 1) has been finalised and proposed to be considered by Council at a Special Meeting on 16 April 2025. Package 1 comprises of amendments to planning scheme provisions, mapping and planning scheme policies, that have been informed by various technical studies and early consultation. In anticipation of next plan-making step (i.e. Council submitting proposed amendment package to State Government for their formal State Interest Check), Council officers met with State Government officers to discuss Council's proposed staging of future packages of amendments. Officers have continued to refine a proposed program of rolling amendment packages that will be developed for incremental implementation over the coming years. Some technical background studies for future packages are already complete and others are underway.

Last Updated: 27-Mar-2025

Initiative Title: 1.2.1.11 Undertake technical investigations for large-scale sand extraction for beach nourishment activities as part of Council's Coastal Hazard Adaptation Strategy

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Rosalyn Acworth - Executive Manager Strategy & Sustainability	In Progress	01-Jul-2024	30-Jun-2025	50%	75.00%	

Initiative Progress Comments: During this quarter, works has continued on addressing feedback from the pre-lodgement meeting with the State Government Agencies on 17 December 2024. It has been confirmed that development applications can be progressed on the basis of Preliminary Drawings and Detailed Design occur later. Additional sediment and transport modelling is needed to substantiate large-scale sand extraction, as well as some technical studies (e.g. sample analysis plan) to support applications. The current completion status relates to progress on technical studies to support lodgement of statutory applications. The expected completion date for obtaining statutory approvals for large-scale sand extraction and nourishment has been mid 2026 but investigations are underway to accelerate this time-frame, particularly to access a short-term sand source for beach restoration following the erosion impacts of TC Alfred in mid-March.

Last Updated: 27-Mar-2025

Initiative Title: 1.2.1.12 Review Sustainability Charter and develop a new Sustainability Strategy addressing climate risk and sustainability opportunities

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Rosalyn Acworth - Executive Manager Strategy & Sustainability	In Progress	01-Jul-2024	30-Jun-2025	20%	75.00%	

Initiative Progress Comments: After more than 12 months and multiple recruitment rounds, the new Manager Sustainability commenced 3 March 2025 and is conducting a review of the draft Sustainability Charter audit, as well as Council's other climate and sustainability related policy, strategies and plans. Internal engagement regarding climate risks and sustainability maturity have also commenced and will help to identify potential opportunities. A coordinated funding application was prepared and lodged in partnership with seven other councils from the Wide Bay Burnett and Central Queensland Councils to create a Climate Resilience Alliance in March.

Last Updated: 27-Mar-2025

Initiative Title: 1.5.3.7 Strategy & Sustainability Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Rosalyn Acworth - Executive Manager Strategy & Sustainability	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	

Initiative Progress Comments: Quarter 3 key tasks have included:

- trialling an interdepartmental collaborative workspace for information knowledge and sharing;
- finalisation of Park Strategy, and Esplanade Master Plan;
- implementation of Temporary Local Planning Instrument - Flood;
- commencement of public consultation on draft Local Government Infrastructure Plan (LGIP);
- coordinated development of consultancy briefs for priority projects including Nikenbah and Dundowran Land Use and Infrastructure Planning Investigation, Demographics Trends & Housing Supply, Constructability of multi-storey development (inc. building height) and additional flood studies;
- procurement for Flood Portal development;
- preparation of several funding applications; and
- continuing recruitment to fill vacancies since creation of new department early 2024.

Notably, the Senior Engineer Stormwater commenced early February and Manager Sustainability commenced early March 2025. Recruitment continues for the Manager Strategic Infrastructure Planning, Technical Business Support Officer and Senior Strategic Planner.

Last Updated: 01-Apr-2025



Water and Waste Services

- Process Operations
- Network Operations and Maintenance
- Resource Recovery Services
- Engineering and Technical Services


Water and Waste Services

Water & Waste Engineering & Technical

Engineering & Technical Services

Initiative Title: 1.2.1.1 Commence preliminary feasibility evaluation for a Fraser Coast Desalination Plant

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Jun-2026	15%	75.00%	 RED


Initiative Progress Comments: On 23 January Councillors received a briefing note update that provided an overview of the scope and schedule to deliver the project over the 24/25 and 25/26 financial years.

The project remains on track with the program reflected in the briefing note with a request for Quotation (RFQ) sent to suitable consultants to undertake the technical aspects of the study during the reporting period. This RFQ is based on a brief prepared by the Project Manager in consultation with key internal stakeholders and the consultant will be engaged and commence work in Quarter 4. As a multi-year project, the preliminary feasibility evaluation is expected to be finalised next financial year.

Last Updated: 01-Apr-2025

Initiative Title: 1.2.1.2 Commence concept design for Teddington Water Raw Water Pipeline

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	31-Dec-2025	55%	75.00%	 AMBER

Initiative Progress Comments: Phase one of the project is underway and initial contact has been made with the Department of Local Government, Water and Volunteers, who have advised of a high-level approvals pathway for accessing the 6,000 ML of strategic reserve currently assigned to Fraser Coast Regional Council in the Lower Mary River Water Supply Scheme (LMRWSS).

Contact has also been made with Sunwater, as the Resource Operations Licence holders for the LMRWSS and a formal meeting has been held in February. Phase one is still forecast to be predominantly complete by the end of the financial year.

Phase Two will commence in Quarter 1 2025/26, with the procurement of an engineering consultant to develop the concept design for the infrastructure to transfer water from the Mary River, via the existing Owanyilla Channel, directly to the Teddington Water Treatment Plant. As a multi-year project, concept design is expected to be finalised next financial year.

Last Updated: 31-Mar-2025

Initiative Title: 1.2.1.3 Commence Planning Report for Fraser Coast Water Demand Management Strategy

Strategic Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Sep-2025	70%	75.00%	 GREEN

Initiative Progress Comments: The project has experienced delays in procuring a consultant to undertake cost-benefit analysis for a conceptual Fraser Coast Sustainable Water Use Strategy. The initial procurement process revealed a misalignment between the brief and budget expectations.

A new procurement process is expected to be released in April, with the cost-benefit analysis commencing in May. There is a risk that the full budget may not be spent by 30 June 2025. The cost-benefit analysis will consider the benefits and costs associated with resourcing and implementing a conceptual strategy, including:


- Extending supply capability over time.
- Reducing costs of transferring and treating water.
- Deferring capital investment required to meet the needs of growing communities.

Once the cost-benefit analysis report is received, briefings will be held with internal stakeholders, including Councillors.

Last Updated: 01-Apr-2025

Initiative Title: 1.2.1.4 Undertake Options Assessment for Maryborough Recycled Water Storage

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Jun-2025	60%	75.00%	 AMBER

Initiative Progress Comments: A consultant was engaged in Quarter 2 and has evaluated a number of options. A workshop to present and discuss the options was undertaken in Quarter 3. The Consultant is continuing to work towards completing the works in Quarter 4.

Last Updated: 31-Mar-2025

Initiative Title: 1.2.1.5 Commence Expansion Planning Report for Burgowan Water Treatment Plant

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Sep-2025	25%	75.00%	 RED

Initiative Progress Comments: A Request for Quotation (RFQ) was issued to a number of Engineering Consultants in Quarter 3 and a consultant will be engaged in Quarter 4 to undertake the works. The scope of works reflected in the RFQ has been developed in consultation with internal stakeholders.

Last Updated: 31-Mar-2025

Initiative Title: 1.2.1.6 Commence Option Study for Teddington Water Treatment Plant Upgrade Pathways

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	31-Dec-2025	15%	75.00%	

Initiative Progress Comments: The Project Manager has been working on the brief and scope of works for the engagement of a consultant. A Request for Quotation will be issued early in Quarter 4 and a consultant engaged in Quarter 4 to commence work on this investigation.

Last Updated: 02-Apr-2025

Initiative Title: 1.2.1.7 Commence a Trade Waste Strategic Planning Report for Fraser Coast region

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	29-Aug-2025	25%	100.00%	

Initiative Progress Comments: The project is in the final stages of procuring a consultant to prepare a Planning Report that will provide the best solution for the receipt and treatment of tankered liquid waste on the Fraser Coast. The preferred consultant is expected to be notified in April, with the planning report commencing shortly thereafter. There is a risk that the full budget may not be spent by 30 June 2025. Once the draft planning report is received, consultation will be held with internal operational stakeholders.

Last Updated: 01-Apr-2025

Initiative Title: 1.2.4.1 Undertake Recycled Water and Biosolids Reuse Sustainability Review

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Jun-2025	10%	75.00%	

Initiative Progress Comments: The Project Manager has arranged for soil sampling and analysis to align with annual biosolids soil sampling in May 2025. These results will inform the review, which will then be delivered using internal resources in the 2025/26 financial year. A scoping session was undertaken in January 2025.

Last Updated: 31-Mar-2025

Initiative Title: 1.5.3.14 Engineering & Technical Services Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Trevor Dean - Executive Manager Engineering & Technical Services	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	

Initiative Progress Comments: The Infrastructure Delivery area continue to deliver the Capital Works programme through a combination of contracts and internal construction teams. Major projects recently completed include Cell 9A Landfill, Mechanical Sludge Dewatering at Teddington Water Treatment Plant (WTP) and Amos Rd Trunk Watermain. The Urraween Water Pump Station upgrade and watermain replacements in Grosvenor Street, Maryborough continue. A Request for Quotation (RFQ) has been issued to enable a consultant to be commissioned in Quarter 4 to undertake the detailed design of the Fraser Coast Water Grid.

The Planning and Environment Team are continuing to work on planning for operational plan projects. Quarter 3 focus was on preparing briefs and documentation to engage external expertise on key planning projects. With a full contingent of planning staff, focus has been on delivering major planning studies reflected in the operational plan.


Last Updated: 31-Mar-2025

Water & Waste Network Operations & Maintenance

Network Operations & Maintenance

Initiative Title: 1.3.3.2 Network Operations & Maintenance Core Business Activity Update

Core Business
Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Darren Smith - Executive Manager Network Operations & Maintenance	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Water and sewer network crews continue to deliver historically large numbers of new infrastructure connections and recoverable works to accommodate ongoing demands from housing developments. New service connection has increased to the point that a crew is now scheduled to work weekends to meet required levels of service.


The current market demand for qualified tradesman has increased difficulty in attracting suitable qualified and experienced electricians and plumbers.

Development of Asset Management Plans (AMP) has continued with the Water Network AMP now at 90% completion. Progress is being made on the Sewer Treatment AMP and is now at 40% completion.

Last Updated: 31-Mar-2025

Initiative Title: 1.5.3.1 Undertake ARC flash analysis of electrical switchboards and installation of the ARC flash rating to directly contribute to effective Electrical Risk Management on existing switchboards

Strategic
Initiative

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Darren Smith - Executive Manager Network Operations & Maintenance	In Progress	01-Jul-2024	30-Jun-2025	55%	75.00%	 AMBER

Initiative Progress Comments: A suitably qualified contractor has been engaged and is progressing with scheduled 24/25 Arc Flash investigations.


Last Updated: 31-Mar-2025

Water & Waste Process Operations

Process Operations

Initiative Title: 1.2.1.8 Lenthalls Dam Safety and Design Review

Strategic
Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cameron Ansell - Executive Manager Process Operations	In Progress	01-Jul-2024	30-Mar-2026	65%	100.00%	 RED

Initiative Progress Comments: Prolonged wet weather continues to delay onsite intrusive testing works. Engineering studies continue to progress as information is available. Discussions have commenced with the Dam Safety Regulator regarding ongoing wet weather delays and the impact on completion date.

Last Updated: 31-Mar-2025

Initiative Title: 1.5.3.16 Process Operations Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Cameron Ansell - Executive Manager Process Operations	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: The provision of drinking water, sewage treatment, reuse of recycled water, and laboratory services has continued during Quarter 3.

Seasonal wet weather, and significant rainfall caused by ex-Tropical Cyclone Alfred, has contributed to several operational challenges during the period that have required active management of drinking water quality (Trihalomethanes), sludge management at water and sewage treatment plants, and reuse of recycled water. Council has worked proactively with regulatory agencies to manage these challenges.


Last Updated: 31-Mar-2025

Water & Waste Resource Recovery Services

Resource Recovery Services

Initiative Title: 1.2.1.9 Review of the Waste Strategy

Strategic Initiative


Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Umur Natus-Yildiz - Executive Manager Resource Recovery Services	In Progress	01-Jul-2024	30-Jun-2025	60%	75.00%	 AMBER

Initiative Progress Comments: Community engagement has been completed. The Advisory Committee WWS was engaged with at a Roundtable. The next step is to workshop with the Councillors in early April.

Last Updated: 12-Mar-2025

Initiative Title: 1.5.3.15 Resource Recovery Services Core Business Activity Update

Core Business Activity

Responsible Person	Status	Start Date	End Date	% Complete	Target	On Target %
Umur Natus-Yildiz - Executive Manager Resource Recovery Services	In Progress	01-Jul-2024	30-Jun-2025	75%	75.00%	 GREEN

Initiative Progress Comments: Nikenbah Transfer Station and mainland outstations continue to operate within expected parameters. Eurong waste transfer station and K'gari new contract mobilisation progressing on schedule.

Maryborough Landfill Cell 9 has been completed and will start to be filled from early April.

The new Fraser Coast Material Recovery Facility had some slight delays and will be commissioned in April 2025.

Last Updated: 12-Mar-2025

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	APPOINTMENT OF DEPUTY MAYOR
DIRECTORATE:	ORGANISATIONAL SERVICES
RESPONSIBLE OFFICER:	DIRECTOR ORGANISATIONAL SERVICES, Keith Parsons
AUTHOR:	MANAGER GOVERNANCE, Leah McCormack
LINK TO CORPORATE PLAN:	Focused Organisation and Leadership. Demonstrate good leadership, and effective and ethical decision-making to foster confidence within our community.

1. PURPOSE

The purpose of this report is to appoint a Councillor to the position of Deputy Mayor.

2. EXECUTIVE SUMMARY

In accordance with the Council resolution of 26 March 2025, it is proposed that the position of Deputy Mayor be declared vacant and a Councillor be elected to the Deputy Mayor position.

Notification of this vacancy, as required under section 165(4) of the *Local Government Act 2009*, has been given to Councillors at Ordinary Meeting No. 3 held on 26 March 2025.

3. OFFICER'S RECOMMENDATION

That Council:

1. Declares the position of Deputy Mayor vacant;
2. Delegates the Chair to call for nominations to the position of Deputy Mayor;
3. Delegates the Chief Executive Officer as Returning Officer and the Director Organisational Services as Observer, to conduct a secret ballot for the position of Deputy Mayor with the preferred candidate being selected by a majority of Councillors using a preferential voting system;
4. Appoints Councillor *[insert Councillor name]* to the position of Deputy Mayor pursuant to Section 165(5) of the Local Government Act 2009; and
5. Reviews the position of the Deputy Mayor at the Ordinary Meeting to be held in March 2026.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council at its Ordinary Meeting held on 26 March 2025, resolved to:

ORD 12.1 Review Position of Deputy Mayor**RESOLUTION** (Paul Truscott/Sara Faraj)

That Council:

1. Confirms the intention to declare the position of the Deputy Mayor vacant at the Ordinary Meeting to be held in April 2025 as per section 165(3) of the Local Government Act 2009;
2. Confirms this resolution serves as notice to Councillors as per section 165(4) of the Local Government Act 2009; and
3. Acknowledges that a Deputy Mayor from its Councillors must be immediately appointed at that meeting as per section 165(5) of the Local Government Act 2009.

Carried Unanimously

5. PROPOSAL

In accordance with the Council resolution of 26 March 2025, it is proposed that the position of Deputy Mayor be declared vacant and a Councillor be elected to the Deputy Mayor position.

Notification of this vacancy, as required under section 165(4) of the *Local Government Act 2009*, has been given to Councillors at Ordinary Meeting No. 3/25 held 26 March 2025.

Should there be more than one nominee then it is proposed that a secret ballot be conducted utilising the preferential voting system to obtain a majority of Councillors support for the preferred candidate.

6. FINANCIAL & RESOURCE IMPLICATIONS

N/A

7. POLICY & LEGAL IMPLICATIONS

Local Government Act 2009

Section 165 Acting Mayor

- (3) A local government may, by resolution, declare that the office of deputy mayor is vacant.
- (4) The resolution may be passed only if notice of the resolution has been given to the councillors at least 14 days before the meeting.
- (5) If a local government declares that the office of deputy mayor is vacant, it must immediately appoint another deputy mayor from its councillors.

8. RISK IMPLICATIONS

N/A

9. CRITICAL DATES & IMPLEMENTATION

Council has resolved to declare the Deputy Mayor position vacant and therefore must immediately elect a Councillor to the position.

10. CONSULTATION

Councillors have been consulted.

11. CONCLUSION

Given the statutory period of notice has been provided, and in accordance with previous Council resolutions, the election of the Deputy Mayor should now occur.

12. ATTACHMENTS

Nil

**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

SUBJECT:	PROPOSED ESTABLISHMENT - COMMUNITY SAFETY ADVISORY COMMITTEE
DIRECTORATE:	STRATEGY, COMMUNITY & DEVELOPMENT
RESPONSIBLE OFFICER:	DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT, James Cockburn
AUTHOR:	MANAGER COMMUNITY DEVELOPMENT & ENGAGEMENT, Tracey Genrich
LINK TO CORPORATE PLAN:	Resilient and Environmentally Responsible Region. Strengthen the region's identity as a place to work, visit and do business.

1. PURPOSE

To provide a response to Council's request for a report that considers the establishment of a Community Safety Advisory Committee, or other options which bring together various levels of government to consider strategies and coordinate activities that address community safety & anti-social behaviour in the Fraser Coast region.

2. EXECUTIVE SUMMARY

At its meeting held in May, 2024, Council requested a report in relation to how Council could address, or facilitate coordinated strategies and activities that address community safety within the Fraser Coast region.

Council Officers considered a range of options that would be available and discussed these options with Councillors at a Concept Forum on 5 February, 2025. The options to address community safety within the community discussed with Councillors included:-

- Multi-team programming targeting identified community safety trends within the Fraser Coast;
- Formation of a Working Group (internal key stakeholders) – operationally focussed on addressing community safety trends as they arise;
- Formation of a formal Advisory Committee (internal & external stakeholders).

At the Concept Forum Councillors discussed existing networks, government agencies and not-for-profit organisations that exist within the Fraser Coast that have either been formed, or funded, to specifically address either social and/or community safety issues. Council Officers' attendance and participation in those networks, the collaborative links that Council Officers have with the networks government agencies and not-for-profit organisations were matters workshopped with Councillors at the Concept Forum.

It was also noted that a number of Council teams, as part of their 'business as usual' activities, either do or have the capacity to deliver programs designed to address community safety issues.

The outcome of the Concept Forum was that Councillors genuinely were satisfied with the current level of coordination and engagement with regard to safety issues and that Council operational teams should continue to design, plan and deliver programs and initiatives that address community safety issues as part of their 'business as usual' activities.

3. OFFICER'S RECOMMENDATION

That Council continue to consider and address community safety issues via operational multi-team programming and targeted community development initiatives by;

1. Council officers attending community network and government agency network programs; and
2. Working in collaboration with Government agencies and not for profit groups; and
3. Council teams continuing to address community safety issues through operational multi-team programming and community development initiatives targeting identified community safety trends within the Fraser Coast

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At the Ordinary Meeting No.5/24 held 22 May 2024, Council resolved as follows: -

ORD 12.2 Request for a Report that Considers the Establishment of a Community Safety Advisory Committee

RESOLUTION (Lachlan Cosgrove/Michelle Byrne)

That Council be provided with a report that considers the establishment of a Community Safety Advisory Committee, or other options to bring together various levels of Government, and other agencies, to consider strategies and coordinate activities that address:

- Crime & Crime prevention (including policing, youth engagement, CCTV strategy, urban design, community education & engagement, etc)
- Hooning (including traffic calming and preventing vandalism of public parklands, reducing disturbance to residents, deterrence measures)
- Homelessness (pursuing opportunities for low-cost housing opportunities, obtaining appropriate land, mental health services, state housing dept, etc)

Carried (9/2)

Opportunities to address community safety issues was discussed with Councillors at a Concept Forum held on 5 February, 2025.

5. PROPOSAL

Community Safety was discussed with Councillors at a Concept Forum in February, 2025, where it was acknowledged that a significant number of networking groups exist within the community that have been formed to address either social and/or community safety and that Council officers attend a majority of these networks as part of their operational 'business as usual' activities.

In addition, a number of Council teams, as part of their business as usual, undertake programs, initiatives or projects that are targeted at community safety.

It is proposed to Council that Council teams continue to address community safety issues through operational multi-team programming and community development initiatives targeting identified community safety trends within the Fraser Coast and in partnership with community organisations as appropriate.

6. FINANCIAL & RESOURCE IMPLICATIONS

Council's Community Development & Engagement team has now increased its staff resources by an additional full-time employee which increases the ability of that team to attend existing networks and also to facilitate an increase in programming.

7. POLICY & LEGAL IMPLICATIONS

Nil identified.

8. RISK IMPLICATIONS

Nil identified.

9. CRITICAL DATES & IMPLEMENTATION

The actions outlined are ongoing and represent business as usual for the community Development Team.

10. CONSULTATION

Discussions have been held with the Director Strategy, Community & Development, Executive Manager Community & Culture and Councillors.

11. CONCLUSION

Council teams, as part of their 'business as usual' activities and with a significant number of community groups and organisations deliver programs, initiatives and projects to address community safety issues within the Fraser Coast.

12. ATTACHMENTS

Nil

**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

**SUBJECT: OPTIONS FOR THE UTILISATION OF THE PROCEEDS OF
THE SALE OF THE LAND AT ROYLE STREET
MARYBOROUGH**

DIRECTORATE: STRATEGY, COMMUNITY & DEVELOPMENT

RESPONSIBLE OFFICER: DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT, Gerard Carlyon

AUTHOR: SENIOR PLANNER - ENVIRONMENT & SUSTAINABILITY, Paul Rice

**LINK TO CORPORATE Focused Organisation and Leadership.
PLAN: Ensure sound financial management to maintain our long-term financial
sustainability.**

1. PURPOSE

To respond to Council's resolution to 'Request for Report to Council Detailing Options for the Acquisition of Land or Other Assets from the Proceeds of the Sale of the Land at Royle Street Maryborough' at its Ordinary Meeting No. 1/24 held on 24 January 2024.

2. EXECUTIVE SUMMARY

Officers sought the advice of the former Environmental Advisory Group (and more recently the Environment & Sustainability Advisory Committee) to determine options for the acquisition of land or other assets, or for capital improvements to existing land or assets for environmental purposes, from the proceeds of the sale of the land at Royle Street Maryborough. This resulted in a list of six (6) options that were reviewed to determine if they were practically achievable, and to prioritise options for detailed investigation.

3. OFFICER'S RECOMMENDATION

That Council:

1. Receive and note the identified options for utilisation of proceeds obtained from the sale of land at Royle Street, Maryborough.
2. Approve that the proceeds obtained from the sale of land at Royle Street, Maryborough, be utilised for the prioritised options as provided by the former Environmental Advisory Group and further by the reformed Environment & Sustainability Advisory Committee.
3. Endorse the prioritisation of identified options in Attachment 1 for further investigation as part of future budget deliberations:
 - a. Priority 1: Develop the Takura Reserve Environmental Hub (Option 6);

- b. Priority 2: Develop land along Eli Creek Road (Point Vernon/Eli Waters) into a parkland with walking trails (Option 1);
 - c. Priority 3: Develop a migratory shorebird interpretation hub (Option 3);
 - d. Priority 4: Establish a corridor connection between Pioneer Country Park and Police Conservation Paddock (Option 4);
 - e. Priority 5: Acquire, restore and enhance riparian land along the Mary River (Option 2); and
 - f. Priority 6: Cultivate a Kauri forest on Mary River flats at Maryborough (Option 5).
4. Delegate authority to the Chief Executive Officer to consider opportunities for external funding for the prioritised options.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At its Ordinary Meeting No.5/23 held on 24 May 2023, Council resolved to:

**ORD 11.2.11 Sale of Surplus Land - Lot 1 Royle Street, Maryborough
RESOLUTION** (David Lewis/Darren Everard)

That Council:

1. Awards the Tender 'CTOS032 - 22/23 - Sale of Council Land - Lot 1 Royle Street Maryborough West - SP207975-1', to Maryborough Christian Education Foundation Ltd T/A Riverside Christian College for \$700,150.00 (excl GST).
2. Delegates authority to the Chief Executive Officer to negotiate and execute a contract for the sale of Council land in Royle Street, Maryborough, described as Lot 1 SP 207975, with Maryborough Christian Education Foundation Ltd T/A Riverside Christian College for \$700,150.00 (excl GST) based on the Tender submitted.
3. That the proceeds of sale be quarantined and applied for regional environmental purposes in Council's Capital Budget.

Carried (6/4)

At the Ordinary Meeting No. 1/24 held on 24 January 2024, Council resolved to:

**ORD 12.1 Request for report to Council detailing options for the acquisition of land or other assets from the proceeds of the sale of the land at Royle Street Maryborough
RESOLUTION** (David Lewis/Zane O'Keefe)

That the Chief Executive Officer or his delegate provide a report to Council detailing options for the utilisation of the proceeds of the sale of the land at Royle Street Maryborough, in accordance with the resolution of Council at its meeting on 24 May 2023.

Carried Unanimously

5. PROPOSAL

At its meeting on 12 December 2023, the Environmental Advisory Group considered the above resolution and provided the following list of options for utilising the proceeds:

1. Develop land along Eli Creek Road (Point Vernon/Eli Waters) into a Parkland with walking trails, etc.;
2. Acquire and conserve riparian land along the Mary River;
3. Design and develop a migratory shorebird interpretation hub;
4. Develop Pioneer Park/Police Conservation Reserve linkages;
5. Purchase of land to cultivate a Kauri forest; this vegetation used to be prevalent on the Mary River flats at Maryborough; and/or
6. Develop the shed at Takura Reserve into the environmental education hub that was designed but never went ahead due to the inability of Council to secure a contractor to complete the works. Concept plans are available in Attachment 2.

Attachment 1 contains a desktop scope of work and analysis of each of these options. A prioritisation analysis has also been undertaken using desktop methodology that includes the following assessment criteria:

- land tenure complexity where the complexity is higher for multiple land parcels and landowners);
- environmental benefit (giving consideration to biodiversity values, opportunities for corridor connections between land/waterways of environmental value, augmentation of existing environmental values);
- social benefit (giving consideration to public and aesthetic amenity, recreational opportunities);
- resourcing (giving consideration to capital investment and ongoing operational costs); and
- overall comment (summarises achievability of the project).

The prioritisation scoring assessment applied to the options is summarised in Table 1, below.

Table 1. Prioritisation Scoring Matrix

Land Tenure Complexity / Resourcing Criteria	Environmental Benefit / Social Benefit / Overall Comment Criteria
High – 1 (Undesirable)	High – 3 (Desirable)
Medium – 2 (Moderately desirable)	Medium – 2 (Moderately desirable)
Low – 1 (Undesirable)	Low – 1 (Undesirable)
The higher the aggregate score, the more desirable (i.e., least complex, highest benefits, most resource efficient)	

The analysis identifies that while some options may be difficult to practically achieve, others have merit in pursuing in further detail to verify feasibility.

6. FINANCIAL & RESOURCE IMPLICATIONS

The proceeds from the sale of land at Royle Street, Maryborough were in the order of \$635,000 excl GST. It is likely that proceeds may be utilised for several environmental initiatives, rather than a single project.

7. POLICY & LEGAL IMPLICATIONS

Council will need to negotiate purchase of land under private ownership for environmental purposes should Council resolve to pursue options involving acquisition.

8. RISK IMPLICATIONS

No risks have been identified that fall outside Council's risk appetite statements.

9. CRITICAL DATES & IMPLEMENTATION

No critical dates have been identified.

10. CONSULTATION

Consultation with the Environmental Advisory Group took place at their meeting on 24 May 2023. Their feedback and suggestions have been included in the proposal. The Environment and Sustainability Advisory Committee members reaffirmed support for the proposed initiatives at their committee meeting held on 10 December 2024.

The Manager Sustainability and Manager Natural Environment were also consulted.

11. CONCLUSION

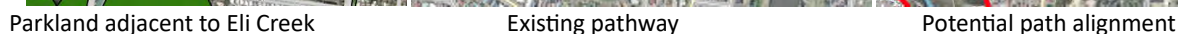
Advice was sought from Council's former Environmental Advisory Group and newly appointed Environment & Sustainability Advisory Committee to identify options for utilisation of the proceeds from the sale of Environmental Park at Royle Street, Maryborough West. A list of six (6) proposed options were provided, which were subject to a desktop analysis to determine if they were practically achievable. The analysis resulted in a prioritisation of options for further detailed investigation to confirm feasibility and costings for Council's consideration.

12. ATTACHMENTS

1. Desktop Analysis and Prioritisation of options #5181079 [↓](#)
2. Takura Environmental Reserve Hub Concept Plans #5186188 [↓](#)

Option 1 - Develop land along Eli Creek Road (Point Vernon/Eli Waters) into a Parkland with walking trails, etc.

- Existing concrete pathways extend from Waterside Way to Endeavour Way, and Endeavour Way to Kestrel Court in Ei Waters.
- Development of Council controlled land along Eli Creek Road would need to consider State significant regional ecosystems and sensitive marine vegetation, part of which is tidally influenced and subject to flooding. 'Parkland' would need to adopt a natural approach, rather than highly embellished recreation equipment.
- Continuation of existing walking trails northward to Point Vernon would involve similar consideration.
- Land in this area currently has limited CPTED opportunities, with regular unlawful vehicle activity and vandalism occurring. Increased legitimate recreation activity would provide additional surveillance.
- There is opportunity to regenerate the existing coastal environment and prevent vehicle intrusion.
- Recently contributed park has secured a continuous coastal connection.
- There is also opportunity to acquire an 8.3 hectare privately owned parcel of land that forms a missing link between Council controlled Environmental Park.
- Capital investment in infrastructure and associated assets in an area known to be at risk of future coastal hazards is not consistent with the Coastal Futures Strategy and may need to be avoided (i.e., kept natural), or resilient design solutions used.
- Further investigation into the feasibility of this option is warranted.



Option 2 - Acquire and conserve riparian land along the Mary River

Analysis

- The Mary River is predominantly fronted by privately owned land.
- Meaningful stretches are generally limited to rural land, typically under cultivation or grazing and held under multiple titles and/or ownership.
- Suitable acquisition opportunities are limited and may prove difficult to achieve if landowners are unwilling to sell or hesitant to relinquish future rural production income.
- Agreement to allow riparian planting whilst maintaining ownership may be more acceptable.
- An example of suitable property in Tinana with frontage to the Mary River which has been subject to recent bank erosion and riparian vegetation loss from flooding is indicated below.
- The land is held in 10 titles, having 6 landowners.
- The potential 10 hectare replanting area connects Pioneer Country Park with Dixon Creek.
- Further investigation into the feasibility of this option is warranted.

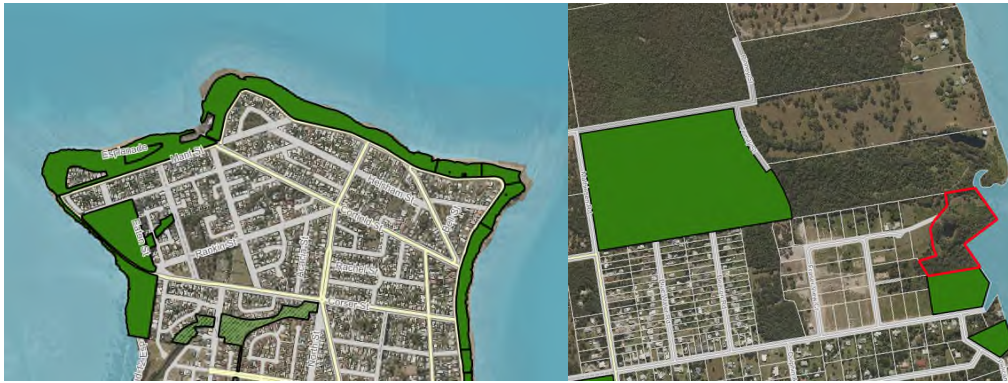


Mary River riparian re-establishment opportunity

Option 3 - Design and develop a migratory shorebird interpretation hub

Analysis

- The Fraser Coast Region boasts internationally recognised and protected migratory shorebird nesting and roosting sites.
- Two (2) sites have been identified as potentially suited to this option, being in Point Vernon, and River Heads.
- Point Vernon hosts migratory shorebirds and nesting turtles and is a popular coastline that attracts significant visitation by locals and visitors to the area.
- Installation of an interpretive hub could be integrated into existing park facilities.
- River Heads recently lost a birdwatching hide that was situated on private land that has since been developed into residential lots.
- This shoreline is RAMSAR listed and hosts migratory shorebirds and nesting turtles.
- Opportunity to develop an interpretive hub and new birdwatching hide could be integrated into recently contributed parkland nearby, which is intended to be revegetated with native species.
- Each site (or both) could serve to educate the community about its environmental significance, with the potential to reach a large audience.



Black Stump / ESA Park, Pt Vernon

Pacific Drv, River Heads

Option 4 - Develop Pioneer Park/Police Conservation Reserve linkages

Analysis

- Potential exists to provide a vegetated pathway link between Pioneer Country Park and the Police Conservation Paddock in Tinana.
- The most viable option is within Unnamed 672 Rd, connecting the Mary River with Woongool Rd.
- The undeveloped road reserve is 20m wide and 900m long, providing sufficient area for a gently meandering pathway amid a native forest corridor.
- Whilst not wide enough for a wildlife corridor (ideally 100m), it would provide some opportunity for fauna passage. However, there is potential to acquire a portion of adjoining rural land to increase safe fauna movement viability.
- Design considerations for connection to existing pathways in Pioneer Country Park include bridging low lying gullies subject to inundation, and crossing Woongool Rd.
- This option provides a cost-effective opportunity to facilitate pedestrian and fauna movement and could be combined with the adjacent riparian planting option to further increase environmental corridor connections.



Option 5 - Purchase of land to cultivate a Kauri forest; this vegetation used to be prevalent on the Mary River flats at Maryborough

Analysis

- The Mary River is predominantly fronted by privately owned land.
- Meaningful stretches are generally limited to rural land, typically under cultivation or grazing and held under multiple titles and/or ownership.
- Suitable acquisition opportunities are limited and may prove difficult to achieve if landowners are unwilling to sell or hesitant to relinquish future rural production income.
- Agreement to allow planting of river flats whilst maintaining ownership may be more acceptable.
- Two examples of potentially suitable properties in Tinana and Maryborough with low lying alluvial flats fronting the Mary River are indicated below.
- One area is west of River Road north of Central Road with a potential 50ha planting area.
- The land is held in 9 titles, having 4 landowners.
- Another area is west of the Lamington Bridge south of Queen St with a potential 10ha planting area.
- The land is held in 6 tiles with 4 owners.
- Further investigation into the feasibility of these options (including other sites) may be warranted, subject to determining if planting could withstand the extent of flood inundation and stream flow velocity.



River Rd, Tinana



Brisk St/Cherry St Via Queen St, Maryborough

Option 6 - Develop the shed at Takura Reserve into the environmental education hub that was designed but never went ahead due to the inability of Council to secure a contractor to complete the works

Analysis

- The Takura Environmental Reserve was acquired by Council in 2019 through funds derived from the Environment Levy imposed on rate notices.
- The land contains valuable remnant rainforest and eucalypt forest ecosystems, including endangered regional vine forest ecosystem of National Environmental Significance.
- In 2021, concept designs were prepared for development of an environmental hub at the Takura Reserve. Design and construction funding in the order of \$412,000 was secured from the Works for Queensland program. However, the project was not finalised when Council was unable to engage a contractor to undertake the works.
- In 2022 walking trails and interpretive signage were established throughout the site, also funded by the Works for Queensland program.
- Realisation of this project, previously endorsed by the former serving Council has significant merit and warrants pursuing further.



Prioritisation Methodology

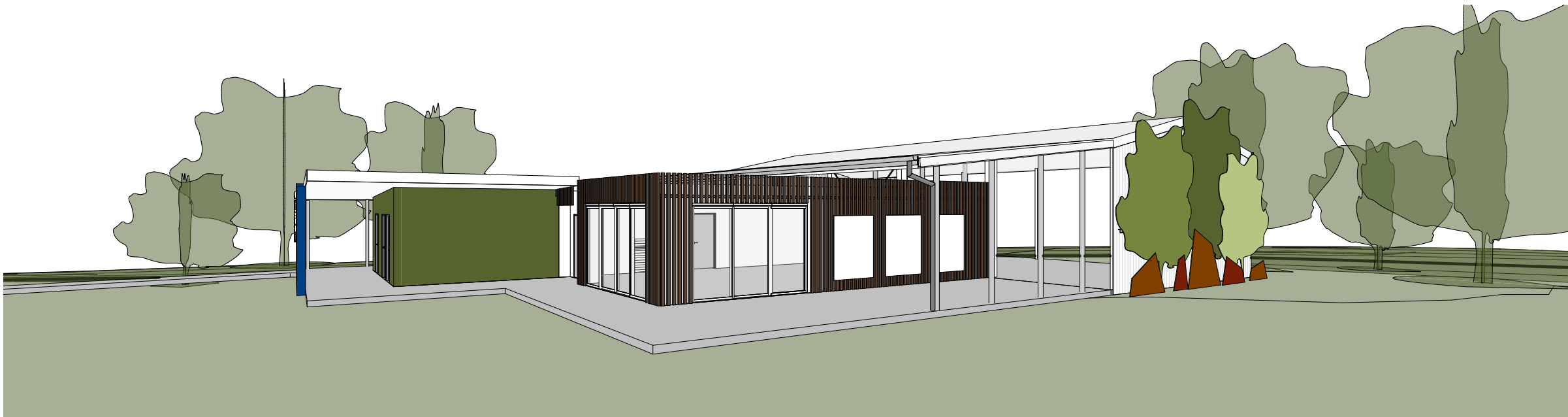
Option	Land ownership/ description			Land Tenure Complexity	Environmental Benefit	Social Benefit	Resourcing	Comments	Aggregate score / Priority
	Land Tenure	Number of Parcels	Number of Owners						
Option 1 Eli Creek parkland	Council Private	5	4 x Council 1 x Private	Moderate (2)	High Restoration, enhancement & protection (3)	Moderate Reduce undesirable behaviour, community access, CPTED surveillance activation (2)	High initial capital outlay, moderate ongoing operational maintenance (2)	Project can be achieved with or without involving private land, area currently managed by Council (2)	11 Priority 2
Option 2 Mary River riparian conservation	Private	10	6	High (1)	High Bank stabilisation, habitat, corridor connection (3)	Low Minimal public exposure, no community access (1)	Moderate initial capital outlay, low ongoing operational maintenance (2)	Complex tenure arrangement with moderate benefits (2)	9 Priority 5
Option 3 Migratory shorebird hub	Council	1	1	Low (3)	Moderate Awareness building (2)	Moderate Community education, support nature enthusiast groups (2)	Moderate initial capital outlay, low ongoing operational maintenance (2)	Highly achievable, balance of overall benefits (2)	11 Priority 3
Option 4 Police Paddock link	Council	1	1	Low (3)	Low Habitat, corridor connection (1)	Low Pedestrian connectivity (1)	Low initial capital outlay, low ongoing operational maintenance (3)	Low cost practical to achieve, Council managed	10 Priority 4


								land, low benefits (2)	
Option 5 Kauri forest *River Road	Private	9	4	High (1)	Moderate Re-establishment of lost forest type (2)	Low Minimal public exposure, no community access (1)	Moderate initial capital outlay, low ongoing operational maintenance (2)	Complex tenure arrangement with moderate-low benefits (1)	7 Priority 6
Option 5 Kauri forest *Brisk Street	Private	6	4	High (1)	Moderate Re-establishment of lost forest type (2)	Low Minimal public exposure, no community access (1)	Moderate initial capital outlay, low ongoing operational maintenance (2)	Complex tenure arrangement with moderate-low benefits (1)	7 Priority 6
Option 6 Takura environment hub	Council	1	1	Low (3)	Moderate Awareness building (2)	High Opportunity for broad community education and social gathering (3)	High initial capital outlay, high ongoing operational maintenance + staffing (1)	Previous Council endorsed project, plans drafted, currently managed by Council (3)	12 Priority 1

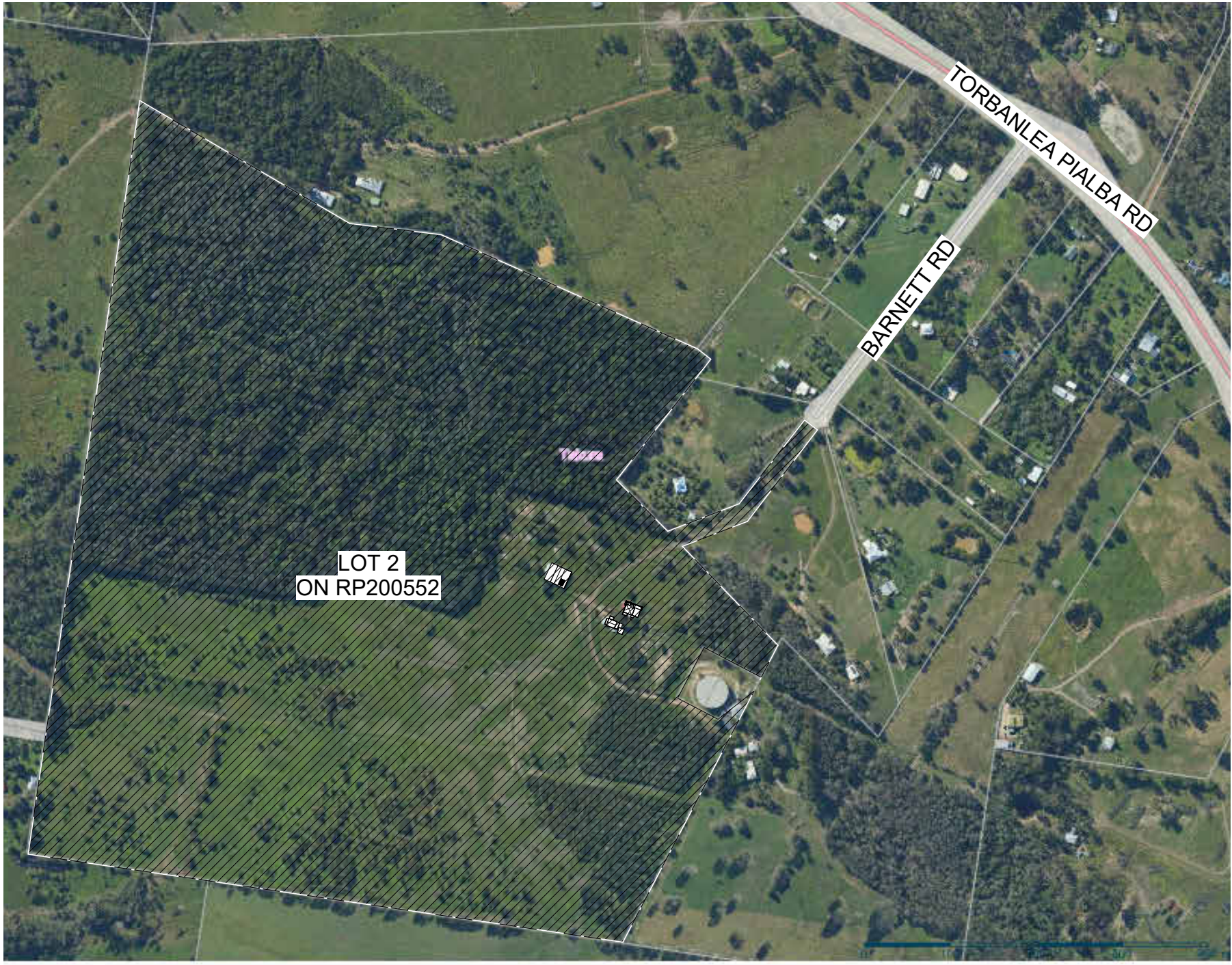
Prioritisation scoring matrix

Land Tenure Complexity / Resourcing	Environmental / social benefit / overall comments
High – 1 (Undesirable)	High – 3 (Desirable)
Medium – 2 (Moderately desirable)	Medium – 2 (Moderately desirable)
Low – 3 (Desirable)	Low – 1 (Undesirable)
*The higher the aggregate score, the more desirable (i.e., least complex, highest benefits, most resource efficient)	

TAKURA ENVIRONMENTAL RESERVE: THE HUB



ISSUE	DESCRIPTION	DATE	AUTH	PROJECT: TAKURA ENVIRONMENT RESERVE - THE HUB	320 ALICE ST / PO BOX 382 MARYBOROUGH Q 4650 TELEPHONE: (07) 4123 1005 FACSIMILE: (07) 4123 1001 info@keystonearchitects.com	DATE: 07.01.2021	DRAWING TITLE: TITLE PAGE		
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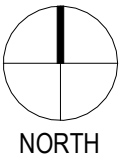


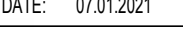
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LOCAL GOVERNMENT: FRASER COAST
REGIONAL COUNCIL
LOCALITY: TAKURA

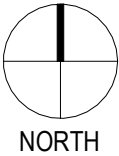
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02	LOCALITY PLAN
03	LOCALITY PLAN - RELEVANT AREA
04	SITE PLAN - EXISTING
05	SITE PLAN - DEMOLITION
06	SITE PLAN - PROPOSED
07	PARKING PLAN - PROPOSED
08	PROPOSED PLAN
09	FEASABILITY STUDY - SITE PLAN
10	FEASABILITY STUDY - PARKING
11	ROOF PLAN - EXISTING / DEMOLITION
12	ROOF PLAN - PROPOSED
13	ELEVATIONS AND SECTION
14	ELEVATIONS
15	3D VIEWS

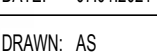
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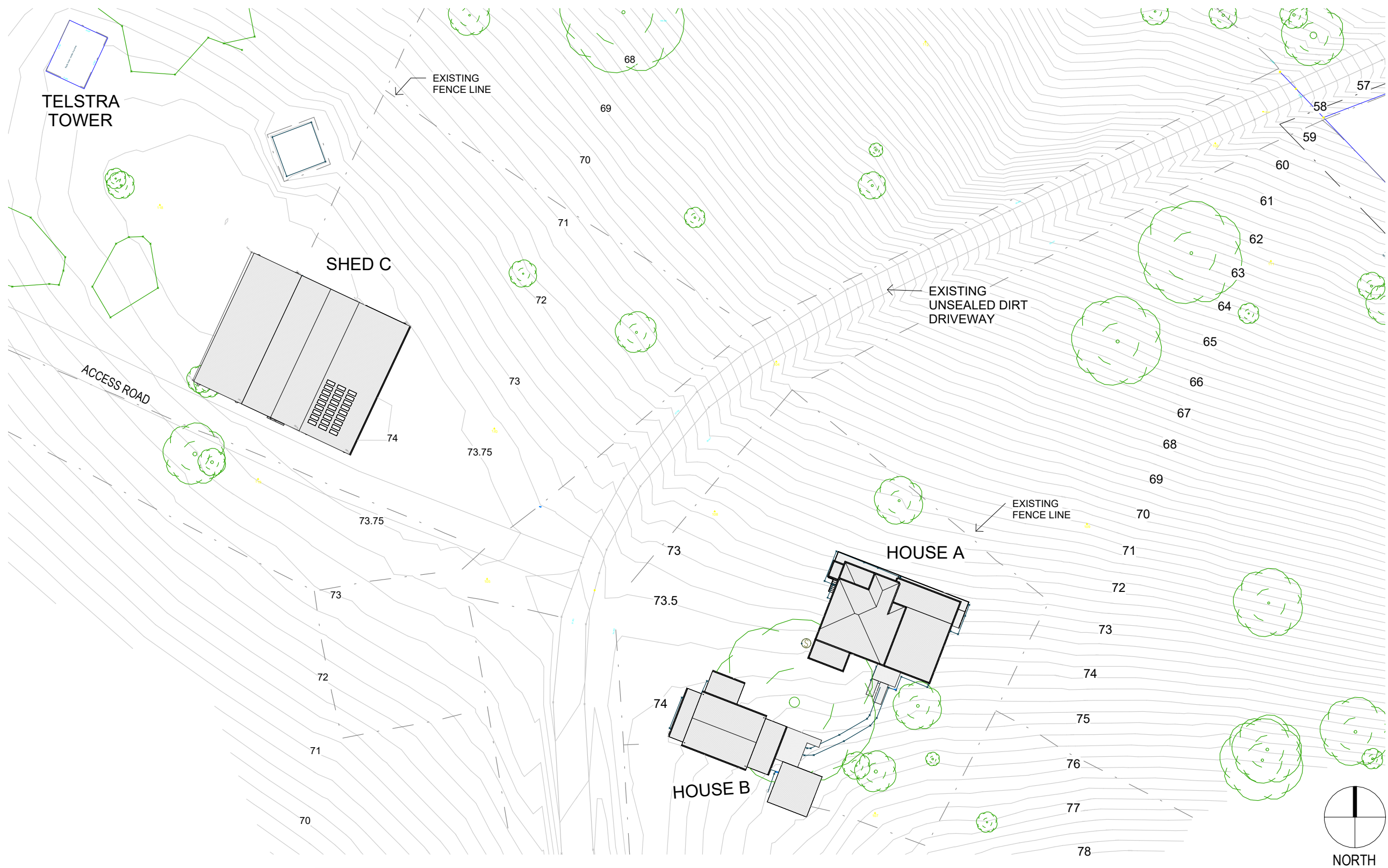
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HALL	1m ² PER PERSON	120	3 WC 2 BASIN	3 WC (2 U + 1 WC) 2 BASIN
GALLERY	4m ² PER PERSON	30	1 WC 1 BASIN	2 WC (1 U + 1 WC) 1 BASIN




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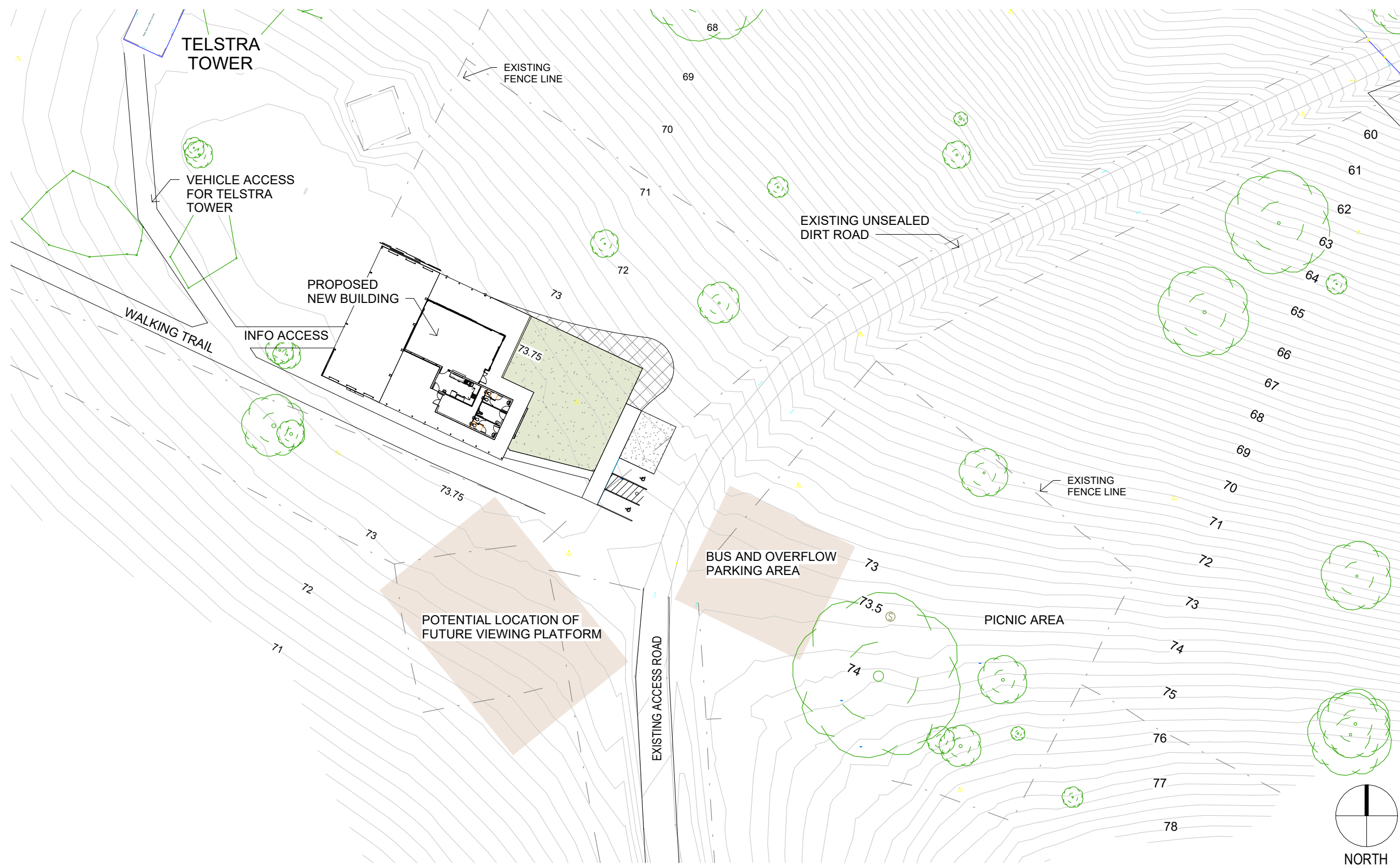
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				FOR: FRASER COAST REGIONAL COUNCIL			CHK: MG	DRAWING No. 20105	DD 03	03 of 15	ISSUE: A
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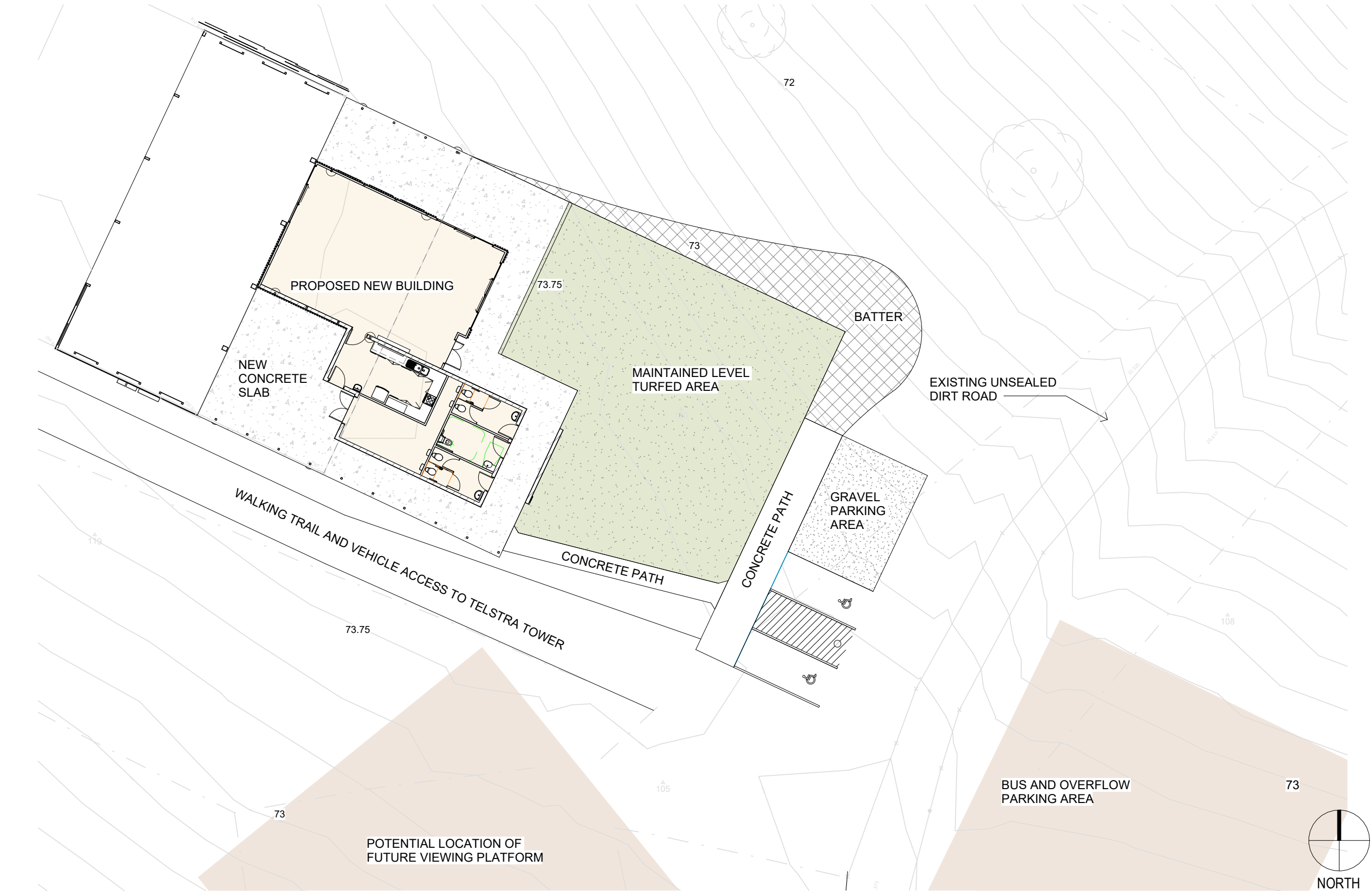
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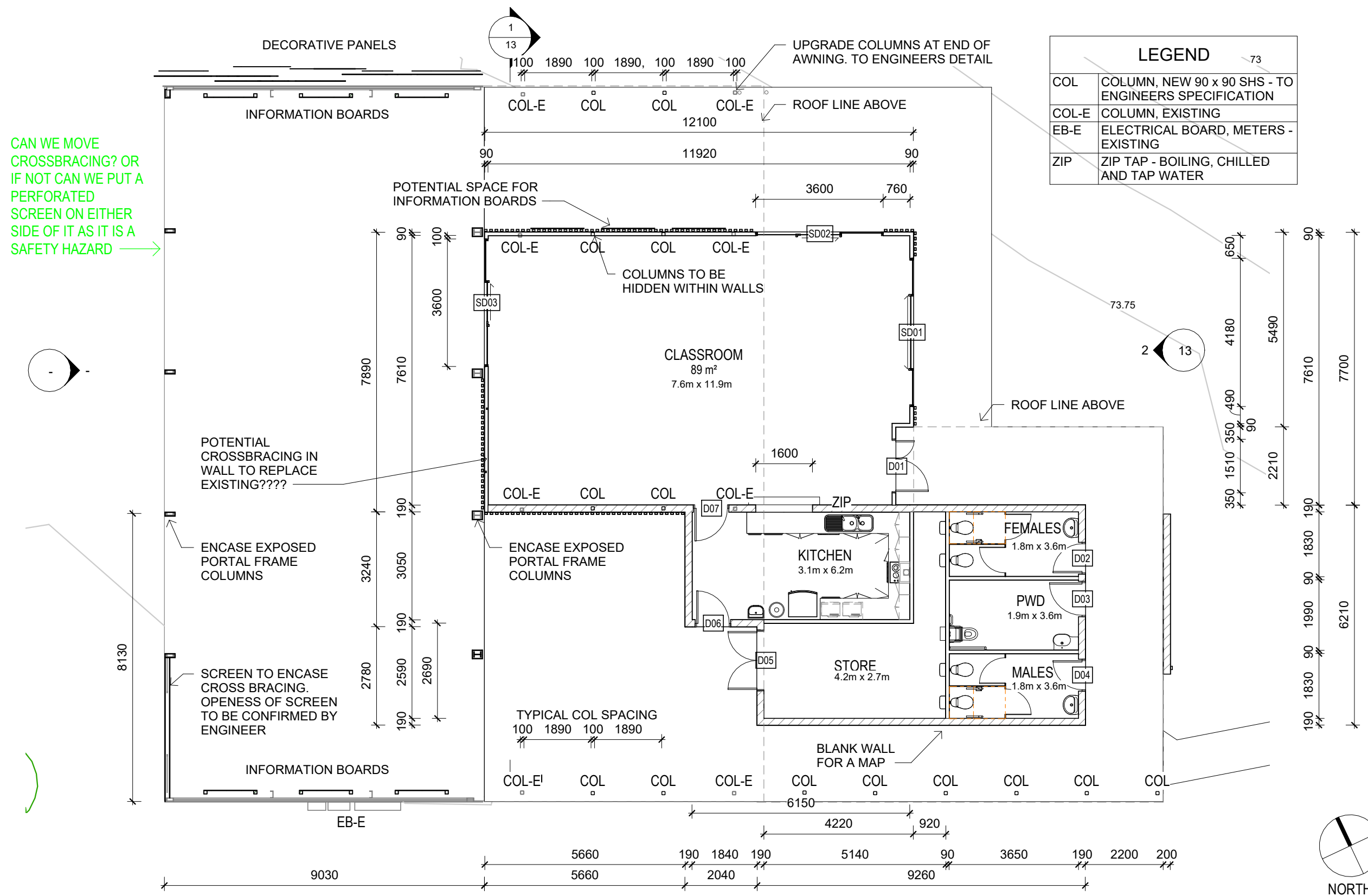
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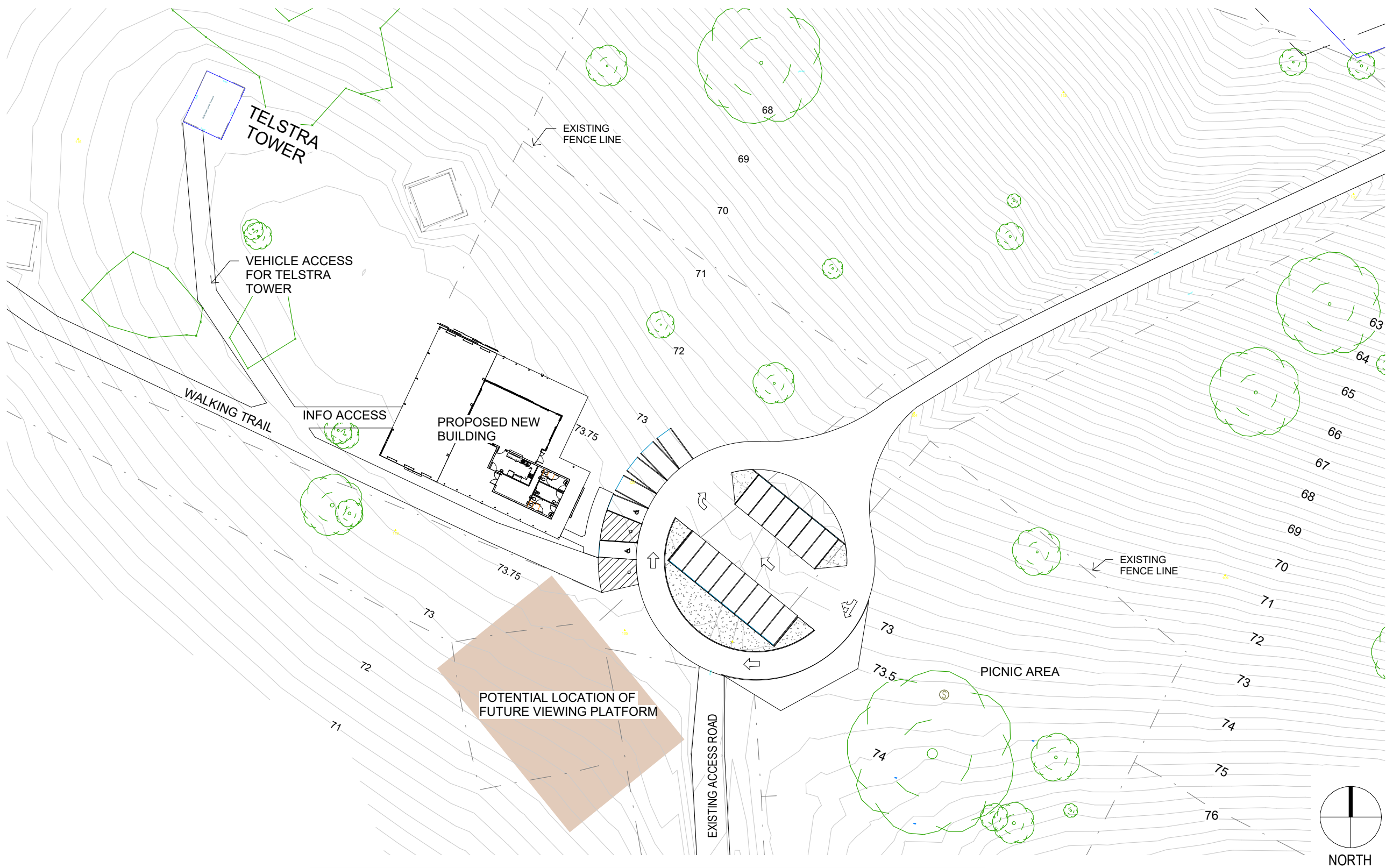
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				SITE: 42 BARNETT RD, TAKURA		DRAWN: AS				
				FOR: FRASER COAST REGIONAL COUNCIL		CHK: MG	DRAWING No.	06 of 15	ISSUE:	
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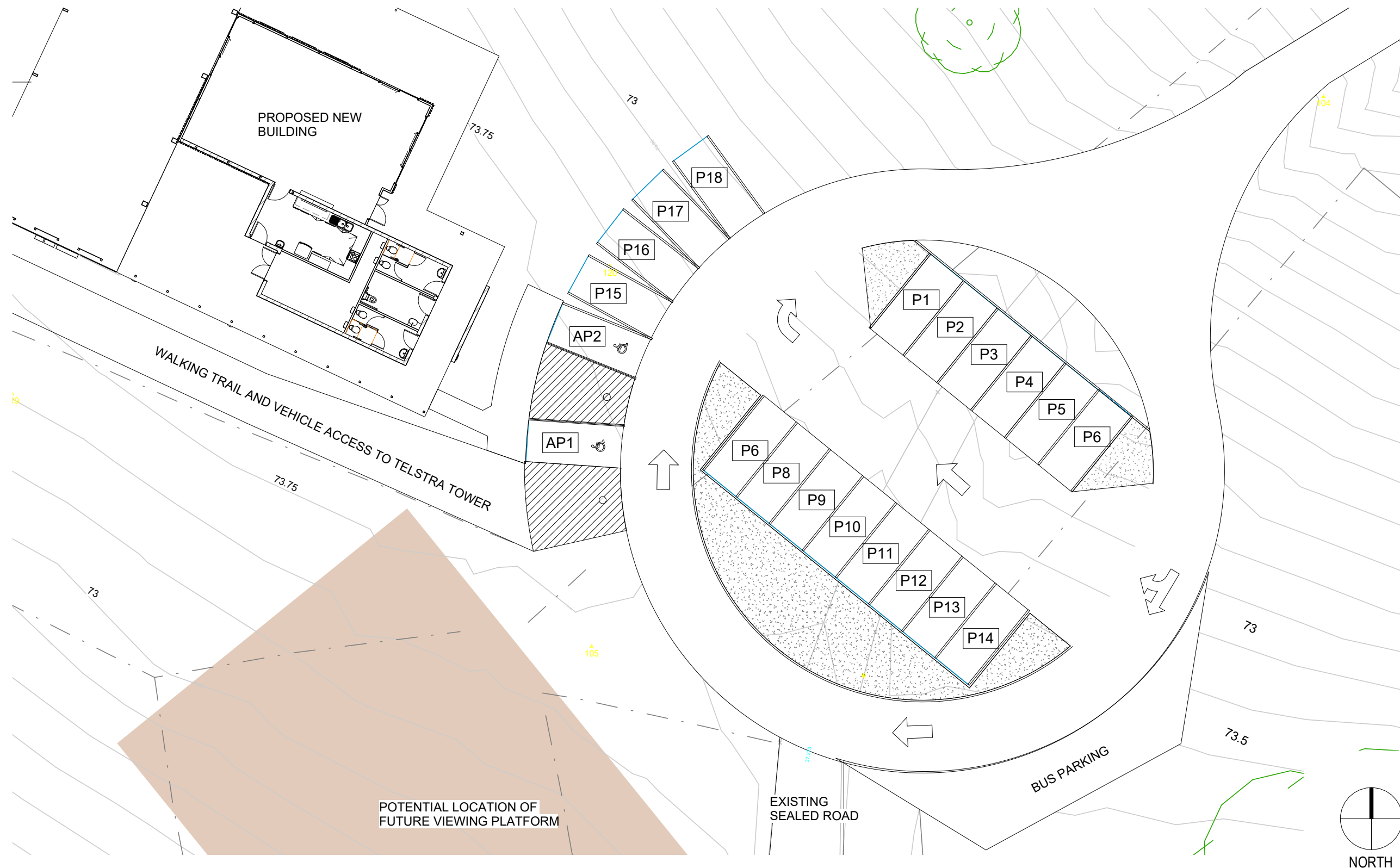
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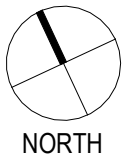
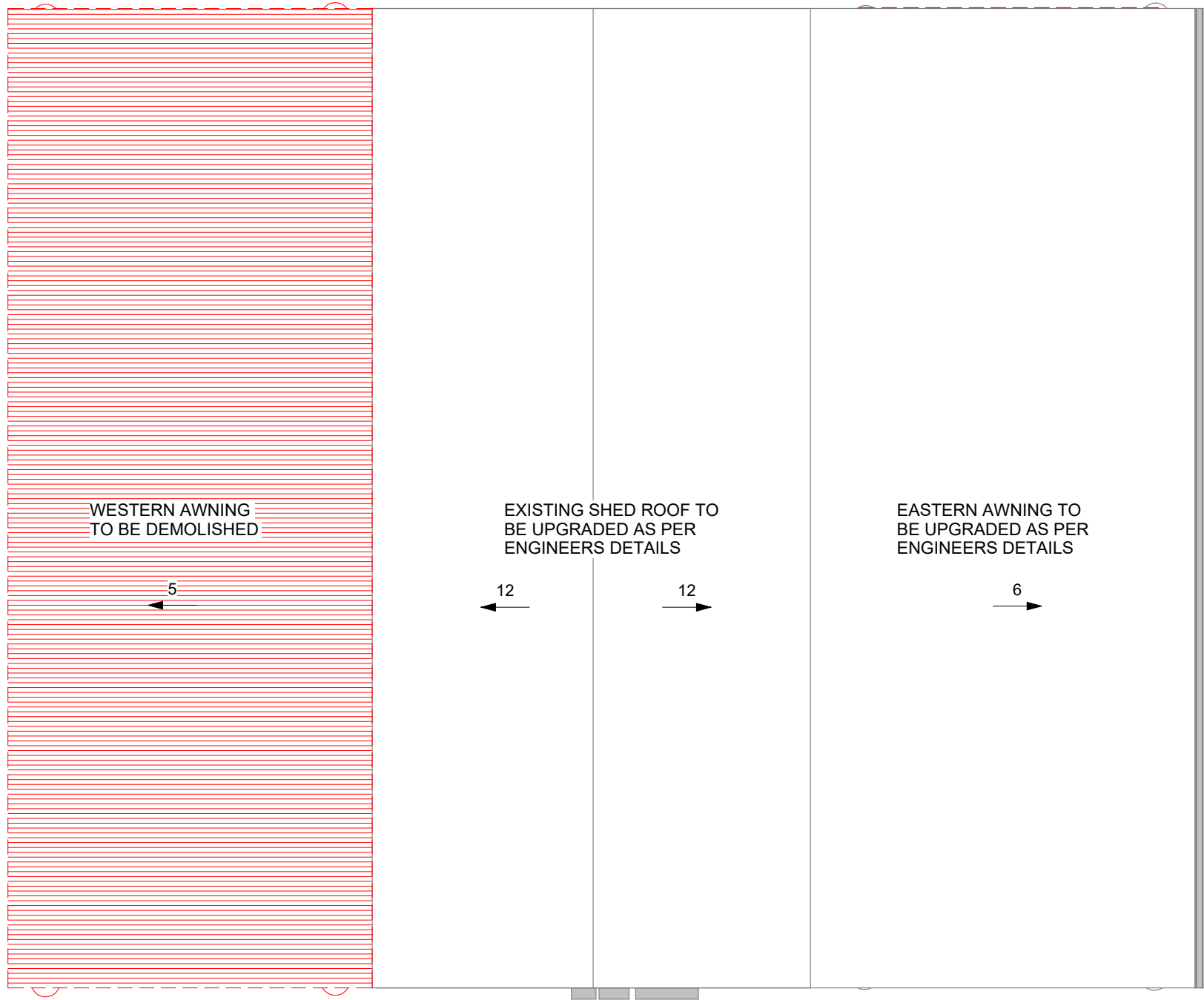
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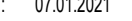


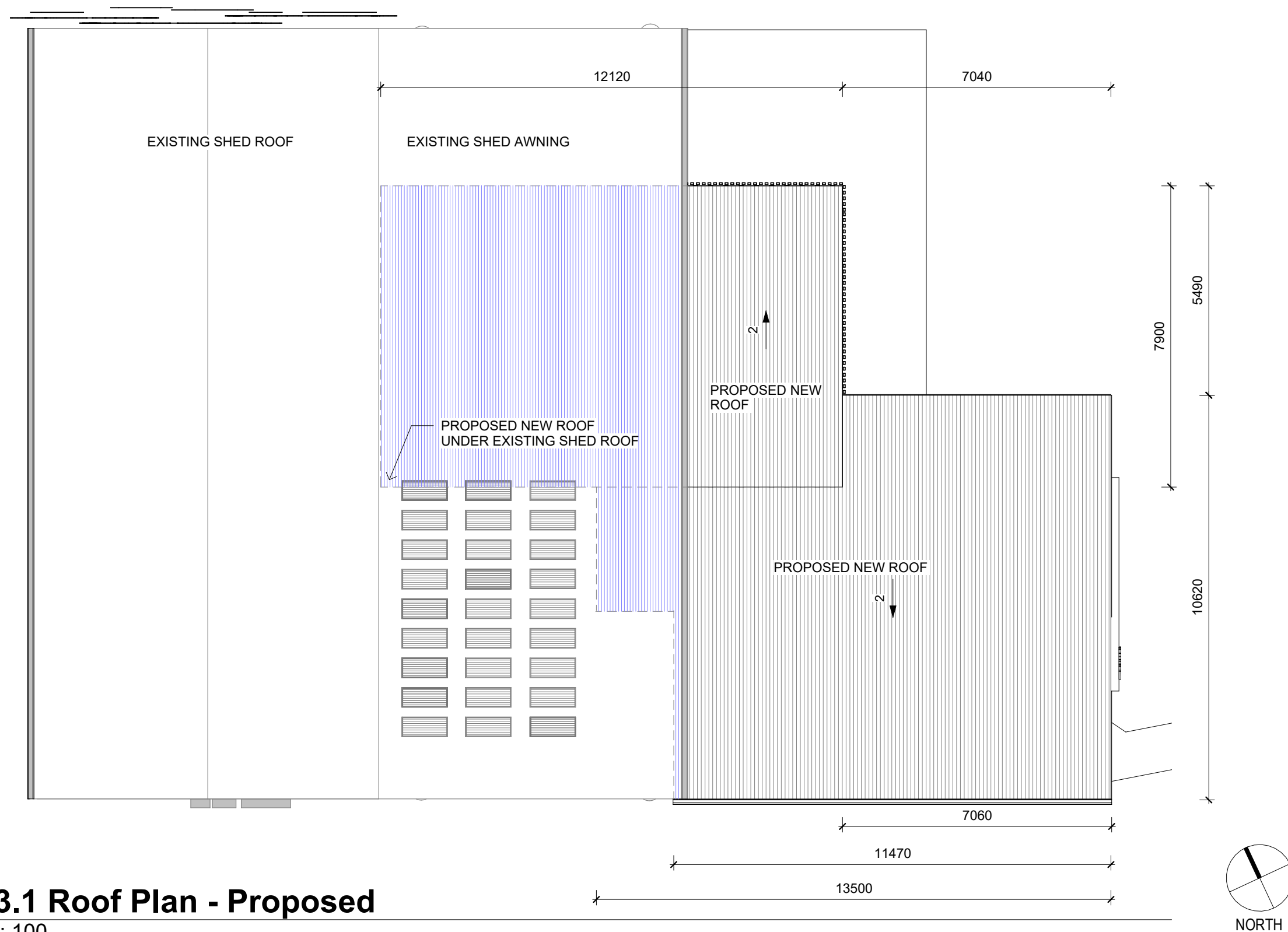
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ISSUE	DESCRIPTION	DATE	AUTH	PROJECT:	320 ALICE ST / PO BOX 382 MARYBOROUGH Q 4650 TELEPHONE: (07) 4123 1005 FACSIMILE: (07) 4123 1001 info@keystonearchitects.com	DATE:	DRAWING TITLE:			
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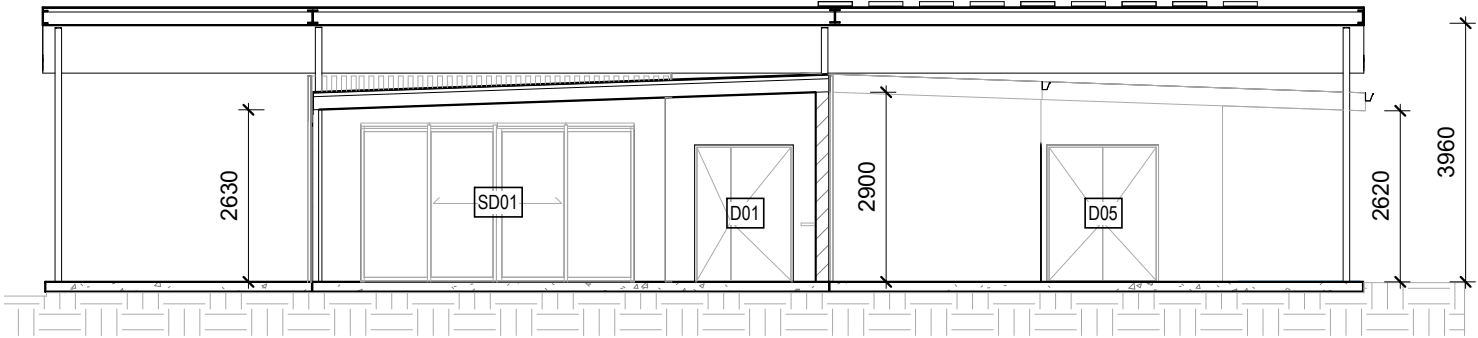


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1 03.1 Roof Plan - Proposed
1 : 100

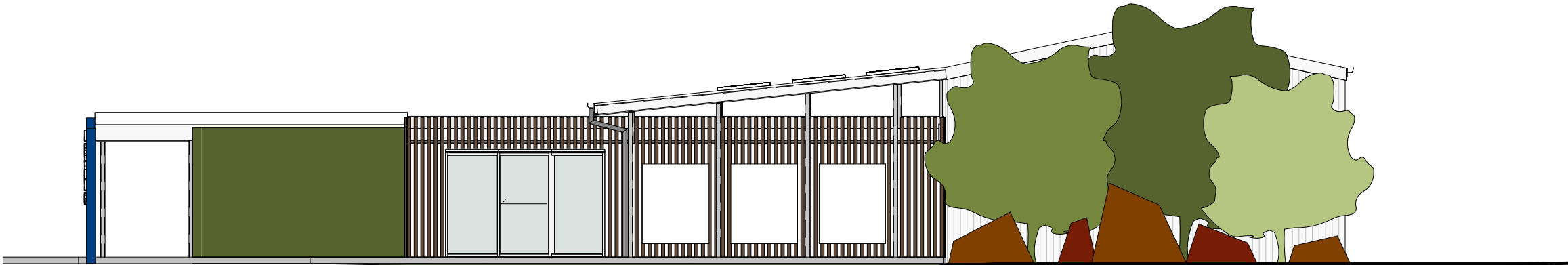
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1 SECTION
1 : 100

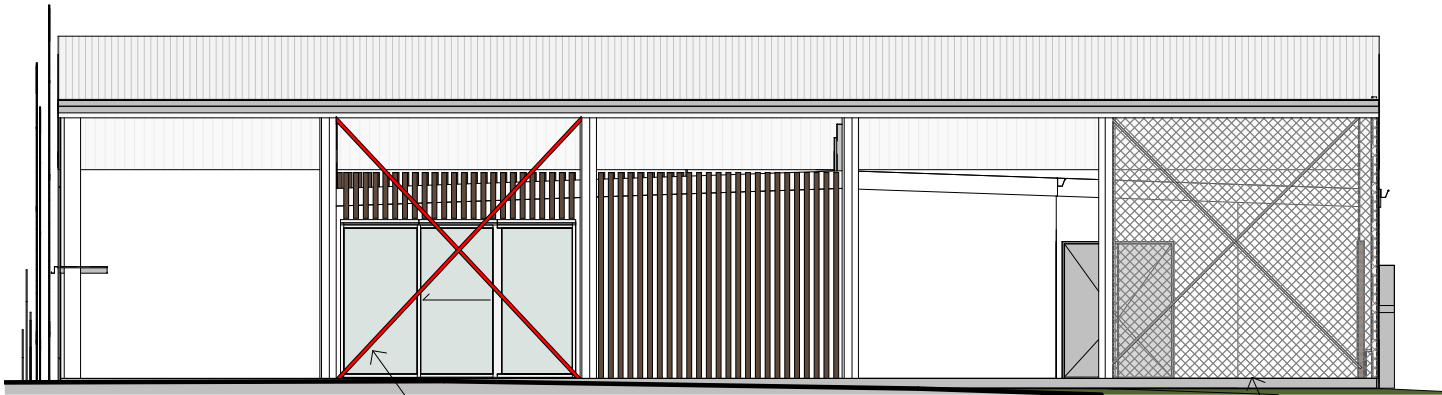


2 EAST
1 : 100



3 NORTH
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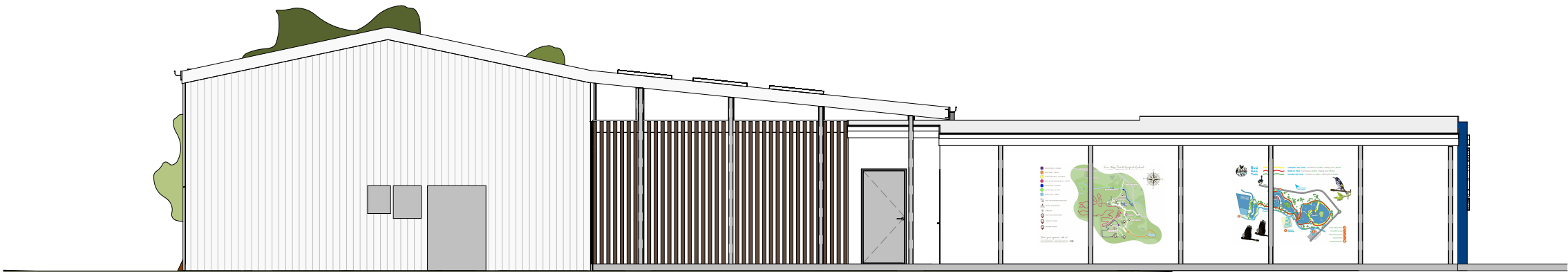


2

WEST
1 : 100

CROSS BRACING TO BE REMOVED.
CONFIRM WITH ENGINEER

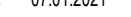
SCREEN TO ENCLOSE CROSS
BRACING. EXTENT OF OPENESS
TO BE CONFIRMED BY ENGINEER

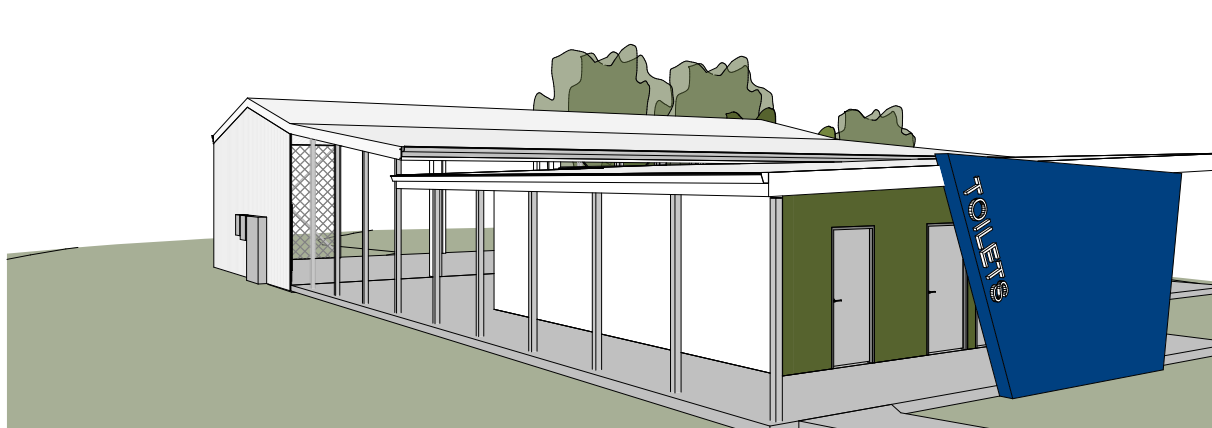


3

SOUTH
1 : 100

RELOCATE SOLAR
INVERTER AND
ELECTRICAL BOARDS

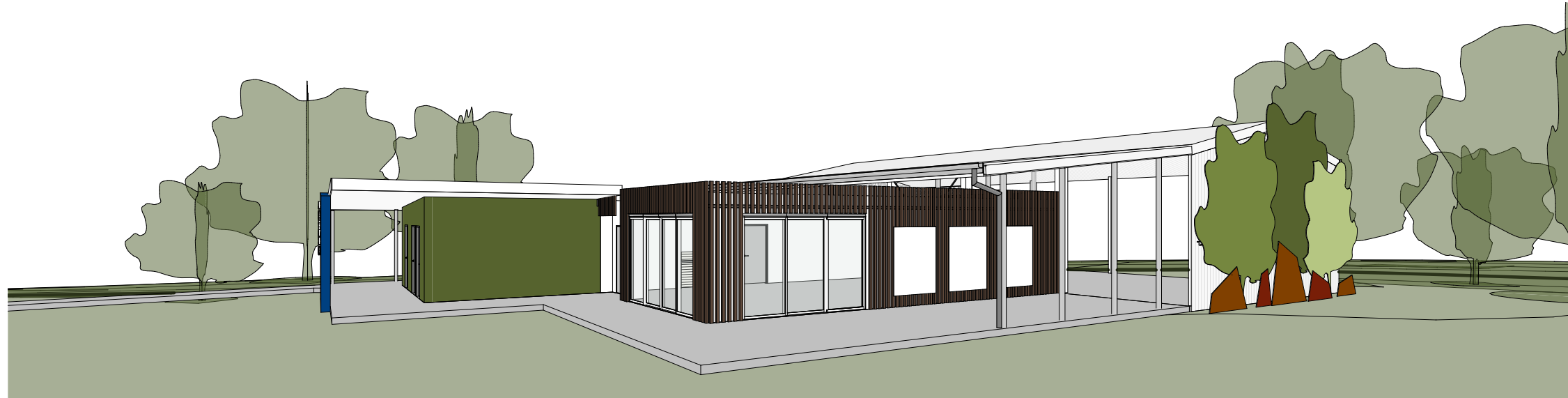
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				FOR: FRASER COAST REGIONAL COUNCIL	CHK: MG		20105 DD 14		A3 ORIGINAL	
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1 3D View 1



3 3D View 3



2 3D View 2

ISSUE	DESCRIPTION	DATE	AUTH	PROJECT: TAKURA ENVIRONMENT RESERVE - THE HUB SITE: 42 BARNETT RD, TAKURA FOR: FRASER COAST REGIONAL COUNCIL		320 ALICE ST / PO BOX 382 MARYBOROUGH Q 4650 TELEPHONE: (07) 4123 1005 FACSIMILE: (07) 4123 1001 info@keystonearchitects.com		DATE: 07.01.2021		DRAWING TITLE: 3D VIEWS		
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**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

SUBJECT:	REEF GUARDIAN COUNCIL MEMBERSHIP
DIRECTORATE:	STRATEGY, COMMUNITY & DEVELOPMENT
RESPONSIBLE OFFICER:	DIRECTOR STRATEGY, COMMUNITY & DEVELOPMENT, Gerard Carlyon
AUTHOR:	SENIOR SUSTAINABILITY OFFICER, Edward Brown
LINK TO CORPORATE PLAN:	Resilient and Environmentally Responsible Region. Partner with community and industry to protect and enhance our natural environment for future generations to enjoy.

1. PURPOSE

To consider the Environment and Sustainability Advisory Committee's (ESAC) recommendation that Fraser Coast Regional Council (FCRC) become a member of the Reef Guardian Council Program (RGCP).

2. EXECUTIVE SUMMARY

The Environment and Sustainability Advisory Committee (ESAC), at its meeting on 3 September 2024, resolved to recommend that Fraser Coast Regional Council (FCRC) become a member of the Reef Guardian Council Program (RGCP).

Joining the RGCP will give FCRC the opportunity to apply for grants funding that is not available to non-members.

The steps needed to join the RGCP include:

1. Review and sign the Memorandum of Understanding (MOU) by an authorised delegate - FCRC's Chief Executive Officer (or other authorised delegate) (Attachment 1).
2. Complete the Draft Action Plan for submission (Attachment 2).
3. Complete the Council Roles Nominations Form (Attachment 3) to nominate two (2) people for the Executive Committee, two (2) people for the Working Group and one (1) Communications Officer (refer to Table 1 in Section 6 for proposed nominees).

Ongoing commitments include:

1. The Executive Committee, Working Group meet a minimum of two (2) times per year with a minimum of one (1) meeting in person. The communications officer will process all communications and join meetings from either the Executive Committee or the Working Group as required.

2. Quarterly reporting on the implementation of the Action Plan at meeting forums.

There are no policy, legal or risk implications to becoming a RGCP member.

3. OFFICER'S RECOMMENDATION

That Council:

1. Resolve to become a member of the Reef Guardian Council Program.
2. Delegate authority to the Chief Executive Officer to undertake the necessary steps to secure membership.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Additional Funding Opportunity

In 2022, the Federal Government committed \$18 Million (2023-24 – 2025-26 financial years) to support delivery of Reef 2050 Plan (\$920 Thousand per Council over 3 years, subject to having their action plan in place). The RGCP gives councils the opportunity to “choose their own adventure” to suit their catchment and community. There have been 41 successful projects to date, and more are being rolled out. For example, there has been a major road upgrade in Cassowary Coast and fish passage in Mackay, all funded through this program. All money from this funding period has been allocated now, but it is anticipated there will be more funding opportunities in the future. Advocacy of the RGCP can lead directly to available funding by other programs.

Steps Required to Join

The steps needed to join the RGCP include:

1. Review and sign the Draft MOU (Attachment 1).
2. Complete the Draft Action Plan for submission (Attachment 2).
3. Complete the Draft Council Roles Nominations Form (Attachment 3) to nominate two (2) people for the Executive Committee, two (2) people for the Working Group (Table 1) and one (1) Communications Officer. The requirements are listed below in Section 6 – Financial & Resource Implications.

Ongoing Commitments

1. The Executive Committee, Working Group meet a minimum of two (2) times per year with a minimum of one (1) meeting in person. The communications officer will process all communications and join meetings from either the Executive Committee or the Working Group as required.
2. Quarterly reporting on implementation of the Action Plan at meeting forums.

Draft Action Plan

The Draft Action Plan (Attachment 2) draws upon a wide range of FCRC projects that help address the key threats to the Great Barrier Reef (referred to as the Reef). Joining the RGCP does not stipulate that extra projects have to be completed because of membership. The Action Plan showcases the past, current and future projects of the FCRC that relate to the RGCP criteria. These criteria include:

- *“Limit the impacts of climate change: contributing to global efforts to reduce greenhouse gas emissions, building capacity to adapt to climate change, and providing community education.*
- *Reduce impacts from land-based activities: through waste management, erosion control, planning and development assessment, stormwater and wastewater management, reducing light pollution near sensitive ecosystems, and implementing programs to reduce marine debris entering the Reef.*
- *Protect, rehabilitate and restore habitats: vegetation and pest management, restoring and rehabilitating coastal habitats, identifying, prioritising, removing or remediating artificial barriers to water flow and increasing connectivity through fish passages in catchment and estuarine areas.*
- *Reduce impacts from water-based activities: encouraging and supporting stewardship actions and behaviours to reduce the impact of water-based activities including recreational fishing, raising awareness of the biodiversity and heritage values of the Reef.*
- *Conserve historic and cultural heritage: protecting and conserving sites with historic and/or cultural heritage values, raising awareness of historic and/or cultural heritage values.*
- *Support voluntary stewardship: providing education, capacity building and developing partnerships to share knowledge and promote stewardship behaviours.”*

(source: RGCP information sheet)

5. PROPOSAL

It is proposed that FCRC become a member of the RGCP and that timing be informed by Council’s resourcing capacity and development of its sustainability priorities.

Joining the RGCP Program would provide several direct benefits for FCRC by aligning with its environmental, economic, and community priorities. Please see the benefits below:

Environmental Benefits

- Supports Local Waterway Health – Helps protect the Great Sandy Strait and Mary River from sediment runoff, pollution, and other threats that impact the reef.
- Enhances Coastal Management – Strengthens FCRC’s ability to protect coastal ecosystems, including seagrass beds, mangroves, and marine life.
- Improves Climate Resilience – Aligns with existing climate adaptation and sustainability initiatives to safeguard the Fraser Coast region.

Community and Education Benefits

- Empowers Local Schools and Residents – Provides education programs and resources for schools, businesses, and community groups to engage in reef protection.
- Enhances First Nations Engagement – Supports collaborative efforts with Traditional Owners, such as the Butchulla People, to integrate cultural knowledge into reef protection strategies.
- Strengthens Community Partnerships – Encourages collaboration with local tourism operators, fishers, and conservation groups to protect marine environments.

Economic and Tourism Benefits

- Sustains Local Tourism and Fisheries – Protecting the reef benefits Fraser Coast’s eco-tourism and fishing industries, key economic drivers for the region.
- Improves Grant and Funding Opportunities – Being part of the program enhances FCRC’s eligibility for state and federal funding focused on sustainability and environmental projects.
- Boosts Regional Reputation – Positions FCRC as an environmental leader, improving its sustainability credentials and attracting eco-conscious tourists and investors.

Governance and Strategic Benefits

- Aligns with FCRC’s Existing Plans – Supports objectives in the Corporate Plan, Fraser Coast Waste Strategy and Coastal Futures Strategy.
- Enhances Policy Development – Provides access to best practices from other councils and experts, helping FCRC develop stronger environmental policies.
- Facilitates Knowledge Sharing – Connects FCRC with other Reef Guardian Councils, enabling collaboration on shared environmental challenges and solutions.

6. FINANCIAL & RESOURCE IMPLICATIONS

The resource implications for the ongoing meetings can be seen below in Table 1. The table has been populated with proposed nominees. The Executive Committee, Working Group meet a minimum of two (2) times per year with a minimum of one (1) meeting in person. The communications officer will process all communications and join meetings from either the Executive Committee or the Working Group as required.

It should be noted that:

- the Reef Authority will cover reasonable costs associated with travel for Executive Committee and Working Group meetings (airfare, taxi, and accommodation) provided that prior written approval of the Reef Authority is obtained before incurring such costs, and where applicable copies of invoices are provided to the reef authority (Source: RGCP Terms of Reference);
- there is a minimum of two (2) meetings per year for the Working Group and Executive Committee;
- the Executive Committee members from each Council, of which there are two (2) members, are from an executive level and are typically represented by the Mayor, Councillors, Chief Executive Officer and/ or Director (any combination of); and
- the Executive Committee meets at least twice per year with a requirement to have one (1) of those meetings in person. The Executive Committee member may be represented by a proxy at these meetings.

Table 1. Estimated Resourcing Requirements

RGCP role	Council position title	In person meetings to attend per year - (by proxy available)	Online meetings to attend per year – (by proxy available)	Extra joint meetings between EC and WG.	Review agenda for meetings
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Two representatives for the Executive Committee (of an executive level, for example Mayors / Deputy Mayors / Chief Executive Officers / Councillors / General Managers)	Director – Strategy, Community and Development	1 – no maximum	1 – no maximum	As needed	1 week prior to meeting
	Councillor			As needed	
Two representatives for the Working Group (of an operational officer level)	Manager Sustainability	1 - 2	1 - 2	As needed	1 week prior to meeting
	Senior Sustainability Officer			As needed	
Communications contacts	Business Support Officer	As needed	As needed	As needed	As needed

Other Council Program Commitments and Opportunities

FCRC has recently submitted an application for funding with the Queensland Climate Resilient Councils Program to establish a climate resilient alliance with seven other councils within the Wide Bay Burnett and Central Queensland region. Should the application for funding be successful, FCRC will be the inaugural host of the regional climate resilient alliance. This alliance will address climate and sustainability issues at a regional level and will have some crossover with the Reef Guardian Council Program.

7. POLICY & LEGAL IMPLICATIONS

Nil

8. RISK IMPLICATIONS

Risk Category	Risk Description	Potential Mitigation Action
Economic	Taking action on reef health and protection ensures the economic viability of tourism and businesses that operate on the reef.	Implementation of Council Strategies that relate to reef health. E.g. Coastal Futures Strategy. Reef Guardian Council Program supplements these strategies with a shared responsibility for the reef with other Queensland Councils.
Financial	Not being a member Council in the program precludes FCRC to access some funding opportunities for reef-related projects.	Some funding from the program is available for travel and accommodation costs for meetings.

Infrastructure and Assets	N/A	N/A
Reputation	There is a reputational risk for Council if we do not participate in this program as the Environment & Sustainability Advisory Committee (ESAC) has recommended that FCRC become a member of the program.	Join the Reef Guardian Council Program or alternate environmental action to minimise or improve reef protection.

9. CRITICAL DATES & IMPLEMENTATION

There is no critical date for Council to join the Reef Guardian Council, however, it is possible that FCRC may not be eligible for future funding opportunities if it has not confirmed membership beforehand.

10. CONSULTATION

The ESAC at its meeting on 3 September 2024 unanimously supported the recommendation that FCRC become a member of the RGCP.

11. CONCLUSION

It is expected that membership to the RGCP will increase funding opportunities and the environmental profile of FCRC. Becoming a Reef Guardian Council will support economic sustainability of industries operating in the Great Barrier Reef Region and ensure the environmental sustainability of the Marine Park.

12. ATTACHMENTS

1. Draft - Memorandum of Understanding - Reef Guardian Council Program [↓](#)
2. Draft - Action Plan - Reef Guardian Council Program [↓](#)
3. Draft - Council Roles Nomination Form - Reef Guardian Council Program [↓](#)



**Reef Guardian
Council**

**Replace this box with
COUNCIL LOGO**

**Reef Guardian Council Program
Memorandum of Understanding
2024-2028**

**Between the Great Barrier Reef Marine Park
Authority and Fraser**

This Memorandum of Understanding (**MOU**) is made between the following parties:

The Commonwealth of Australia acting through the Great Barrier Reef Marine Park Authority

(Reef Authority)

and

The Fraser Coast Regional Council (ABN: 19 277 850 689)

(the Council)

(collectively **the Parties**)

Context

- A. The Reef Authority is responsible for the management of the Great Barrier Reef Marine Park pursuant to section 7(1B) of the *Great Barrier Reef Marine Park Act 1975* (Act).
- B. The Reef Authority has developed the Reef Guardian Council Program (**Program**) for the purpose of encouraging engagement by Local Government in the protection and management of the Great Barrier Reef Region (pursuant to section 2A(2)(b) of the Act) through education, information sharing and active involvement.
- C. The purpose of this MOU is to document the understanding between the Parties in working cooperatively together to achieve the purpose of the Program.
- D. The Reef Authority has requested that the Council cooperate to achieve the purpose of the Program. The Council has agreed to cooperate with the Reef Authority to achieve the purpose of the Program in accordance with the provisions of this MOU.

Operative Provisions

The parties agree as follows:

1. Definitions

Reef Authority means the Great Barrier Reef Marine Park Authority on behalf of the Commonwealth of Australia.

Act means the *Great Barrier Reef Marine Park Act 1975*.

Council means the Fraser Coast Regional Council.

Licence means the licence agreement to use the Reef Guardian Council Trademark, attached at Schedule A to this MOU.

Local Government means a local government established under the *Local Government Act 2009* (QLD).

Marine Park means the Great Barrier Reef Marine Park.

MOU means this Memorandum of Understanding and any attachment, schedule or other annexure to this MOU.

Outlook Report means the Great Barrier Reef Outlook Report as required under *Great Barrier Reef Marine Park Act 1975* (section 54). The Outlook Report aims to provide a regular and reliable means of assessing reef health and management in an accountable and transparent way.

Program means the Reef Guardian Council Program which is the voluntary partnership program developed by the Reef Authority and Local Government to encourage greater engagement.

Reef Guardian Council Terms of Reference 2024–2028 means the document attached as Schedule B to this MOU, or as may be amended from time to time by mutual agreement between the Parties.

Reef Guardian Council Trademark means the Trademark which appears at Attachment 1 to the Licence.

2. Term

- 2.1 This MOU will commence on the date on which both Parties sign this MOU (or if the Parties do not sign this MOU on the same day, the date the last Party signs this MOU) and ends on the date that the next Queensland local government election is held (which is estimated to be in March 2028) unless terminated earlier under clause 10.

3. Relationship between the Parties

- 3.1 The Parties will work together to facilitate the successful delivery of the Program under this MOU.
- 3.2 Each Party will:
- a) act in the spirit of cooperation and good faith in the performance of this MOU;
 - b) liaise with the other Party as necessary;

- c) provide all information as specified under the MOU and in a timely manner; and
- d) immediately or as soon as practicable notify the other Party of any matter which will impact the other, relating directly or indirectly to this MOU or anything which this MOU may contemplate;

to ensure that the Parties are able to perform their roles and responsibilities as set out in this MOU.

3.3 This MOU is not intended to create legally enforceable obligations between the Parties, except for the provisions of clause 7 (Promotional Material and Intellectual Property), and clause 8 (Disclosure of Information).

3.4 Each party is responsible for meeting its own costs of and incidental to this MOU.

4. Responsibilities of the Reef Authority

4.1 The Reef Authority will:

- a) use its best endeavours to consult the Council in any development, review and amendment of the Program; and
- b) comply with the terms of the Reef Guardian Council Terms of Reference 2024-2028.

5. Responsibilities of the Council

5.1 The Council will:

- a) use its best endeavours to uphold the values and achieve the intended purpose of the Program; and
- b) comply with the terms of the Reef Guardian Council Terms of Reference 2024–2028.

6. Mutual Responsibilities

6.1 The Parties will:

- a) exchange information, ideas and expertise relevant to the Program throughout the term of this MOU;
- b) facilitate the exchange of information, ideas and expertise with other Local Government members of the Program;
- c) cooperate in community education, interpretation and awareness raising in line with the purpose of the Program; and
- d) seek to form partnerships with other Local Government bodies and Reef catchment bodies with a view to benefiting the Program.

7. Promotional Material and Intellectual Property

- 7.1 All promotional material provided to the Council by the Reef Authority in connection with the Program remains the property of the Reef Authority (**Promotional Material**).
- 7.2 The Council agree:
- a) to return all Promotional Material to the Reef Authority within thirty (30) days after termination of this MOU, in accordance with clause 11, or on request by the Reef Authority; and
 - b) that the Promotional Material will only be used for the purposes of the Program in accordance with this MOU.
- 7.3 The Reef Authority will grant to the Council a Licence for the Council to use the Reef Guardian Council Trademark for the purposes of the Program, on the terms set out in Schedule A of this MOU.
- 7.4 The Council agree that the Reef Guardian Council Trademark will be used strictly in accordance with the conditions and restrictions set out in the Licence.

8. Disclosure and Use of Information

- 8.1 The Council authorises the Reef Authority to post on the Reef Authority's website and social media platforms, information provided by the Council in relation to the communication, promotion or reporting of the Program, for the purposes of sharing information between the Council and the wider community.
- 8.2 The Parties agree that any information shared under this MOU will be used, disclosed and stored in accordance with the *Privacy Act 1988* (Cth), and any other statutory requirements and any other policy requirements of each Party.

9. Disputes

- 9.1 Where an issue arises between the Parties in relation to any matter in this MOU, the nominated contact officers, or their delegates, will meet to attempt to resolve the issue within 28 days. The nominated contact officers for the purpose of this MOU are:

The Reef Authority

General Manager of Strategic Policy and Partnerships the Reef Authority

The Council

Chief Executive Officer of the Council

- 9.2 Despite the existence of a dispute the Parties agree to continue to perform their roles and responsibilities under this MOU, until the dispute is resolved, unless requested in writing not to do so by the other Party.

10. Variation and Termination

- 10.1 Changes may be made to this MOU by written agreement of both Parties at any time.
- 10.2 Either Party may terminate this MOU at any time, without cause or compensation, by providing at least thirty (30) days written notice to the other party.
- 10.3 Upon a notice of termination being given, each Party will:
- a) comply with the terms of the notice;
 - b) do everything it reasonably can to minimise any loss it suffers (or may suffer) as a consequence; and
 - c) continue to perform their respective roles and responsibilities under this MOU, if any, that remain after it complies with the notice.

11. Electronic Signatures

- 11.1 The Parties agree that electronic signatures, whether digital or scanned, shall have the same legal effect as handwritten signatures. Any electronic signature provided by the a Party in connection with this MoU shall be deemed to be ab original signature and shall be binding on the Party providing such signature.

SIGNED by the **COMMONWEALTH OF AUSTRALIA** acting through the **GREAT BARRIER REEF MARINE PARK AUTHORITY** by its duly authorised delegate:

.....
Signature of Authorised Delegate

.....
Full name

.....
Date

SIGNED for and on behalf of
«**Council_Capital**» by its duly authorised delegate:

.....
Signature of Authorised Delegate

.....
Full name

.....
Date

Schedule A



Australian Government
Great Barrier Reef
Marine Park Authority

Fraser Coast Regional Council
Samantha Smith
77 Tavistock

[Date]

Dear [Name],

Reef Guardian Council Trademark Licence

This letter is to confirm the arrangements between the Commonwealth of Australia acting through the Great Barrier Reef Marine Park Authority, of 280 Flinders St Townsville, Qld 4810 (**the Reef Authority**) and [**Fraser Coast Regional Council, ACN and address**] (**Licensee**) in relation to use of the Reef Guardian Council trademark (**Trademark**).

The terms of the licence are set out below.

1. This licence commences on and from the date this letter is executed by the Licensee (**Commencement Date**) and continues until terminated in accordance with clause 8 (**Term**).
2. The Trademark which is the subject of this Licence is set out in **Attachment 1**.
3. The Licensee agrees to only use the Trademark for the purpose of fulfilling its obligations under the *Reef Guardian Council Terms of Reference 2024-2028* as agreed to between the parties in the *Reef Guardian Council Program Memorandum of Understanding (MOU)* dated [insert MOU Commencement Date] (**Purpose**).
4. In consideration of the Licensee agreeing to comply with the terms of this agreement, the Reef Authority grants to the Licensee on and from the Commencement Date solely for the Purpose, a non-exclusive, royalty free, revocable and non-assignable licence to use the Trademark during the Term, on the terms set out in this document.
5. The Licensee acknowledges and agrees that:
 - (a) The Reef Authority owns the Trademark and all goodwill generated through use of the Trade Mark; and
 - (b) nothing in this document gives the Licensee any rights or interests in the Trademark, other than as Licensee under this document for the Purpose and in accordance with the terms of this document.

6. The Licensee agrees to:
 - (a) use the Trademark, and ensure that its employees, agents and sub-contractors use the Trade Mark, only in the form set out in Attachment 1 or in the manner determined by the Reef Authority from time to time;
 - (b) comply with all of the Reef Authority's directions and guidelines concerning the use of the Trademark notified to the Licensee, for example each proposed use, reproduction or copy of the Trademark by the Licensee, must be consistent with the Style Guide and the Reef Guardian Council communication and engagement strategy (as endorsed by the Director of the Reef Authority Reef Education and Engagement Section); and
 - (c) not use the Trademark in a way likely to deceive or cause confusion or prejudice its distinctiveness or value or the Reef Authority's goodwill or reputation.
7. The Reef Authority may request, by reasonable written notice, samples of the Licensee's proposed use of the Trademark to ensure that the manner in which the Licensee is using the Trademark is acceptable to the Reef Authority.
8. The Reef Authority may terminate this licence by written notice effective immediately if:
 - (a) the Reef Authority provides the Licensee thirty (30) days written notice; or
 - (b) the Reef Authority provides the Licensee seven (7) days written notice of a breach of this licence by the Licensee and:
 - (i) the breach is not remedied by the Licensee within seven (7) days of the written notice; or
 - (ii) the breach is not capable of remedy.
9. In the event of expiry or termination of the MOU, this licence will also terminate and the Licensee will forthwith cease using the Trademark.
10. This licence will be governed by the laws in force in the State of Queensland and the parties agree to submit to the jurisdiction of the courts of the State of Queensland, Australia.

Please indicate your acceptance of these terms for the grant of licence where indicated below.

Yours Sincerely

[Signature of Reef Authority authorised representative]

I, _____, an authorised representative of **Fraser Coast Regional Council (ABN 19 277 850 689)** agree to the terms of this licence as a legally binding agreement.

Signature of authorised representative

Signature of witness

Full Name

Full Name

Attachment 1

The Trademark



Schedule B

[INSERT TERMS OF REFERENCE]



Reef Guardian Council program

The Reef Guardian Council program is a partnership between local government and the Reef Authority which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

Local governments are key management partners as many of the threats to the Reef and heritage values arise outside of the Marine Park boundaries and the Reef Authority's jurisdiction.

Councils are directly involved in a myriad of both statutory and non-statutory activities that minimise impacts, improve values and support the resilience of the Reef, contributing to the Reef 2050 Long-Term Sustainability Plan and the objectives of the *Great Barrier Reef Marine Park Act 1975*.

The Reef Guardian Council program recognises this and celebrates and supports the important role of local government in the protection and management of the Reef catchment region.

Action plans

This Action Plan records the diversity of council actions and projects that help address the key threats to the Reef. It aligns with Queensland and Australian Government objectives to improve the long-term outlook for the Reef. It may also be used to record potential future priority projects or actions that may benefit the Reef but may only be possible through funding or capacity building.

Examples of actions are provided in Table 1 of the Reef Guardian Council program Terms of Reference, however the program empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

Endorsement

The council recognises the importance of the Reef Guardian Council partnership and values the contributions made by elected members, staff and

Period of Action Plan:

Endorsed: /..... /.....

Council signatory



Climate change

(Reef 2050 Work Area 1: Limit the impacts of climate change)

Action	Description	Project Status	Partnerships	Financial/Resource Commitment	Responsible department/position
<i>Project Name</i>	<i>Description</i>	<i>Planned / In progress / Ongoing / Completed</i>	<i>XYZ Organisations</i>	<i>Council Budget / External Funding</i>	<i>Infrastructure Services</i>
Landfill Gas to Energy	Gas to energy plant at Maryborough Landfill site.	Ongoing	LGI	Council Budget for Contracted Services	Resource Recovery Services
Closure of Regional Landfills	Consolidation of waste at the Maryborough landfill with satellite facilities converted to transfer stations.	Completed		Council Budget	Resource Recovery Services
New Material Recovery Facility	Located at Maryborough Landfill, to be operational in Mid-2025. Provide opportunities for more waste streams with modern technology. The technology also provides higher value outputs with less contamination.	In Progress	Cleanaway Alliance Contract	Council Budget	Resource Recovery Services
Gas Flaring	Beck Road old landfill site. Flaring Methane to create CO2.	Ongoing	LGI	Council Budget for Contracted Services	Resource Recovery Services
Sustainable schools network	Support Voluntary Stewardship	Ongoing	NA	Council Budget	FCW

Future project opportunities

Project Name	Description	Financial / Resource Requirements
Wide Bay Burnett Regional Waste Management Plan	Projects include a glass processing facility (localizing circular economy), regional waste and recycling education strategy (focusing on behaviour change), Organics collection, home composting.	TBA

Fraser Coast Waste Strategy	Projects include FOGO implementation, Improved Recycling, public place bin recycling, increased landfill diversion and resource recovery.	TBA
K'gari Waste Management and Resource Recovery Strategy	Signage Upgrade, Education campaign, Rehabilitation of sites, recycling implementation, reducing footprint of waste sites.	TBA

Coastal development (including head water catchments)

(Reef 2050 Work Area 2: Reduce the impacts from land-based activities and Work Area 5: Protect, rehabilitate and restore)

Action	Description	Project Status	Partnerships	Financial/Resource Commitment	Responsible department/position
<i>Project Name</i>	<i>Description</i>	<i>Planned / In progress / Ongoing / Completed</i>	<i>XYZ Organisations</i>	<i>Council Budget / External Funding</i>	<i>Infrastructure Services</i>
The Great Sandy Strait Shellfish Reef Restoration Project	Shellfish reef restoration at remnant sites in Booral. The Great Sandy Strait Shellfish Reef Restoration Project <i>Protect, rehabilitate, and restore habitats</i>	In progress, planning stages	The Nature Conservancy BNTAC DETSI	External Funding mainly, some Council Budget	Infrastructure Services Natural Environment

Future project opportunities

Project Name	Description	Financial / Resource Requirements

Land-based run-off

(Reef 2050 Work Area 2: Reduce the impacts from land-based activities and Work Area 5: Protect, rehabilitate and restore)

Action	Description	Project Status	Partnerships	Financial/Resource Commitment	Responsible department/position
<i>Project Name</i>	<i>Description</i>	<i>Planned / In progress / Ongoing / Completed</i>	<i>XYZ Organisations</i>	<i>Council Budget / External Funding</i>	<i>Infrastructure Services</i>
Community Tree Planting Days	Plant approx. 1000 trees per event. Contributes to FCRC's goal of 100,000 trees by 2030. <i>Protect, rehabilitate, and restore habitats</i>	Ongoing, 3 events annually	-	Council Budget	Infrastructure Services Natural Environment
Pulgul Creek Sewage Treatment Plant (STP) Upgrade	This project will increase the treatment capacity of the Pulgul Ck STP from 7ML/day to 10ML/day to account for growth in the sewerage catchment over a 50yr design horizon. It will facilitate this growth with no net increase of nutrients to Hervey Bay waters by improving treatment processes.	In progress (design stage)		Council Budget	Water & Waste Services – Engineering & Technical Services
Vanderwolf Reuse Expansion	This project will increase storage in the Recycled Water Reuse Scheme in the Bunya Creek region of Vanderwolf Road. It will add additional third-party irrigators to the reuse scheme through infrastructure expansion. This will facilitate increased and continued diversion of treated effluent to	In progress (Concept Design Stage)		Council Budget – seeking external	Water & Waste Services – Process Operations (Reuse Team)

	land versus discharge to Hervey Bay waters.				
Maryborough Reuse Expansion	This project will increase storage in the Maryborough Recycled Water Reuse Scheme by an additional 300ML. It will add additional third-party irrigators to the reuse scheme through infrastructure expansion. This will facilitate increased and continued diversion of treated effluent to land versus discharge to the Mary River and Hervey Bay waters.	In progress (Concept Design Stage)		Council Budget – seeking external	Water & Waste Services – Process Operations (Reuse Team)

Future project opportunities

Project Name	Description	Financial / Resource Requirements

Impacts from water-based activities

(Reef 2050 Work Area 3: Reduce the impacts from water-based activities)

Action	Description	Project Status	Partnerships	Financial/Resource Commitment	Responsible department/position
<i>Project Name</i>	<i>Description</i>	<i>Planned / In progress / Ongoing / Completed</i>	<i>XYZ Organisations</i>	<i>Council Budget / External Funding</i>	<i>Infrastructure Services</i>
Ocean Life Education	A community program aimed at school-age children, focusing on how humans impact the marine environment. Home - Ocean Life Education <i>Reduce impacts from water-based activities</i>	Ongoing, annual event	-	Council Budget	Infrastructure Services Natural Environment
Outdoor Recreation and Careers on the Fraser Coast	Visits to HS students to educate how to recreate responsibly while enjoying outdoor activities in the region. <i>Reduce impacts from water-based activities</i>	Ongoing	-	Council Budget	Infrastructure Services Natural Environment Senior Natural Environment Officer
Community Engagement	Guided walks in riparian, wetland, and coastal areas. <i>Support voluntary stewardship.</i> <i>Reduce impacts from water-based activities.</i>	Ongoing	-	Council Budget	Infrastructure Services Natural Environment Senior Natural Environment Officer

Future project opportunities

Project Name	Description	Financial / Resource Requirements

Conserve historic and cultural heritage

(Reef 2050 Work Area 5: Protect, rehabilitate and restore and Enabler A: Collaboration and partnerships)

Action	Description	Project Status	Partnerships	Financial/Resource Commitment	Responsible department/position
<i>Project Name</i>	<i>Description</i>	<i>Planned / In progress / Ongoing / Completed</i>	<i>XYZ Organisations</i>	<i>Council Budget / External Funding</i>	<i>Infrastructure Services</i>
Girra Fraser Coast National Art Prize	Fraser Coast National Art Prize – Hervey Bay Regional Gallery Girra: Fraser Coast National Art Prize is an initiative of the Hervey Bay Regional Gallery and Fraser Coast Regional Council that seeks to explore our reciprocal, inextricable relationship with the environment through contemporary art.	Ongoing biennial	Hervey Bay Boat Club, IAS Logistics	Council Budget	Cultural Services

Future project opportunities

Project Name	Description	Financial / Resource Requirements



Reef Guardian Council roles nomination form (2024-2028)

Council name: Fraser Coast Regional Council

Reef Guardian Council program role	First name	Surname	Council position title	Phone number	Mobile phone number	Email	Consent to receive Reef Guardian Council newsletter and media consent (see over)
Two representatives for the Executive Committee (of an executive level, for example Mayors / Deputy Mayors / Chief Executive Officers / Councillors / General Managers)	Gerard	Carlyon	Director – Strategy, Community and Development	(07) 4197 4314	-	gerard.carlyon@frasercoast.qld.gov.au	YES
	Councillor	Councillor	Councillor	(07)	-	-	YES
Two representatives for the Working Group (of an operational officer level)	Sam	Smith	Manager - Sustainability	(07) 4194 7667	0408 176 865	samantha.smith@frasercoast.qld.gov.au	YES
	Edward	Brown	Senior Sustainability Officer	(07) 4197 4430	0436 928 047	edward.brown@frasercoast.qld.gov.au	YES
Communications contacts	Tania	Heath	Business Support Officer	(07) 4197 4583	-	tania.heath@frasercoast.qld.gov.au	YES



I give my permission to the Great Barrier Reef Marine Park Authority (GBRMPA) to use my name, image, and/or voice (personal information) for official purposes, including but not limited to:

Reports, books, brochures, research publications, zoning maps, newsletters, fact sheets, e-promotions, calendars, PowerPoint presentations, advertising, public displays, television or radio advertisement/ programs, promotional products, posters, billboards, Internet, media **(including social media)** and possible supply to a third party.

I agree that my personal information may be utilised in any of the above-mentioned official purposes which may result in my identification. I also understand that once my personal details are utilised for an official purpose, GBRMPA has no control over its subsequent use and/or disclosure. I release and discharge GBRMPA from any claims or demands that could be made in connection with the use of my personal information for an official purpose referred to above.

Privacy Statement: The personal information submitted on this form is collected by the GBRMPA for the purpose of obtaining your consent for using, disclosing and publishing your personal information.

Except in the carrying out of an official purpose, GBRMPA will not otherwise disclose your personal information to any third party, without your consent, unless it is required to do so by law.

GBRMPA's Privacy Policy (<http://www.gbrmpa.gov.au/home/privacy>) contains information about how you may:

- access and seek correction of your personal information; and
- complain to GBRMPA about a breach of the Australian Privacy Principles and how GBRMPA will deal with such a complaint.

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	CONSIDERATION FOR THE REDUCTION OF PARKING CONCERNS IN ENDEAVOUR WAY, ELI WATERS
DIRECTORATE:	INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER:	DIRECTOR INFRASTRUCTURE SERVICES, Davendra Naidu
AUTHOR:	PRINCIPAL ENGINEER ROADS, Damion Beety
LINK TO CORPORATE PLAN:	Connected, Inclusive Communities and Spaces. Shape the region's natural and built environment to enhance the liveability of our communities and regional lifestyle.

1. PURPOSE

The purpose of this report is to provide a response to a Council motion requesting ways to reduce on-street parking during school times within Endeavour Way, Eli Waters.

2. EXECUTIVE SUMMARY

Councillor Lachlan Cosgrove raised a motion at Ordinary Meeting No. 9 held on 25 September 2024, requesting ways to reduce constriction/congestion of the roadway on Endeavour Way, Eli Waters, primarily caused by legal all day parking activities at Xavier Catholic College.

Parking of students cars from Xavier Catholic College in Endeavour Way has been the subject of Council reports and actions since 2010. There is limited on-street parking near Xavier Catholic College however, it is not unusual for school parking to extend into residential areas which is common to many other schools across the region.

Consultation has been undertaken with the College on a number of initiatives to educate and discourage senior students parking in Endeavour Way with some success.

A review of the matter and response to individual items raised in the motion are presented in the body of this report with preference to balance safety and access for both local residents and school traffic equitably through education and compliance.

3. OFFICER'S RECOMMENDATION

That Council:

1. Note that an assessment for on-street parking concerns along Endeavour Way was completed and, as a result, no parking changes are proposed at this stage.
2. Consider additional patrols of the area to ensure vehicles are parking appropriately.

3. Continue to liaise with Xavier Catholic College to encourage the use of provided spaces within the school facility.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council at its Ordinary Meeting No. 9 held on 25 September 2024, resolved as follows:

ORD 12.2 Request for a report that considers ways to reduce constriction/congestion of the roadway on Endeavour Way, Eli Waters

RESOLUTION (Lachlan Cosgrove/John Weiland)

That Council be provided with a report that considers ways to reduce constriction/congestion of the roadway on Endeavour Way, Eli Waters, primarily caused by legal all day parking activities related to Xavier Catholic College.

The report should consider the below options:

- a) Extending of yellow line (no parking) on the “S” bend on Endeavour Way (or further as appropriate)
- b) Creating a regulated parking zone (for example 1P, 2P, 3P etc) that includes all streets from Endeavour Way back to (but not including) Lady Penrhyn Drive. This option would include the following streets: Endeavour Way, Lady Nelson Drive, Sirius Court, Grantala Court, Wongala Way, Golden Grove Ct, Yongala Ave, and Protector Way.
- c) Creating a regulated parking zone, or no parking zone, on only one side of Endeavour Way.
- d) The estimated costs associated with a system to allocate and manage exempting permits for residents if options b) or c) were implemented [noting option c) may not require this].
- e) Any other strategies, including regulatory changes, engineering, or otherwise, to improve the current narrowing of the roadway due to all-day parking.
- f) The estimated cost of community engagement, consultation, and education associated with any of the above options.
- g) The provision of student parking within the school grounds.

Whilst the report may comment on ways to reduce congestion at peak times (around 9am & 3pm on school days), the primary focus should be on reducing all-day parking activities on Endeavour Way.

Carried Unanimously

Parking of students cars from Xavier Catholic College in Endeavour Way has been the subject of Council reports and actions since 2010.

By way of background the following is provided:

- Limited car parking is provided within the College grounds for senior students with access via Wide Bay Drive. The balance of on-campus parking is reserved for staff parking and primary school pick-up.
- In May 2017, Council received funding under the State Government's Works for Queensland Funding Programme, to undertake a new on-street carpark and off-street drop-off zone in Endeavour Way which caters for an additional 17 cars (including one (1) disability park).
- Pathway enhancements to this parking facility were made by Council in July 2018, again through the Works for Queensland Funding Programme.
- Sections of yellow line marking (or no parking/no standing zones) have been implemented and added to in Endeavour Way over time. This includes most of the 'S' bend excluding a limited amount of parking space provided on the outside of the curve which does not restrict sight lines for through traffic.
- Council's Community Rangers patrol the area when resources permit and undertake enforcement action where required.
- In 2020, a petition was received by Council complaining about congestion in the area and two (2) concept plans were prepared with options for off-street parking via the old Road Reserve on Wide Bay Drive and for one (1) to be accessible from Endeavour Way. Public consultation was undertaken with a preference for the Wide Bay Drive project being more favourable. This project has been placed on the future works list, however, has not been prioritised to be included in the 10 Year Capital Works program and would also require commitment of a funding contribution from the school.

Regulated Parking Committee

Discussions with regard to Endeavour Way have been a regular part of Council's Regulated Parking Committee agenda with a view to balancing additional restrictions versus shifting the problem further into residential areas. Many of the side streets listed above are narrow (5.5m wide) roads and continued restrictions on Endeavour Way will result in shifting traffic into these local streets.

Education of Drivers

Formal discussions have been undertaken with the Principal of Xavier Catholic College and an education program was presented to students in 2023 on parking in Endeavour Way. Council has also been liaising with the school on a number of initiatives including:

- Discouraging students from parking in Endeavour Way by requiring students to complete a comprehensive form before being allowed to park near the school, including parking etiquette near residences.
- The school has prepared a fact sheet and map indicating where students can park, with recommendations of parking on one (1) side of the road to keep the other side free.
- Providing a limited number of parking spaces for year 11 and 12 students within the school grounds.
- Locking the rear gate during the school day to limit access to vehicles, the principal has advised that this is locked from 9am until 2.30pm each day.
- Encouraging parents to use the primary access via Wide Bay Drive.

Options Response

In response to the items raised the following is provided:

- a) A review of the yellow line marking has determined that the current extents provide appropriate sight lines through the S bends. Discussions have been held with Regulatory Services to ensure that enforcement of vehicles parking illegally, for example, on the verge behind the yellow lines, will be undertaken. It is anticipated that enforcement will be more effective since the purchase of a mobile detection unit. Refer to **Figure 1** for current extent of the yellow lines in Endeavour Way.

Figure 1 – Current Extent of Yellow lines around S bend.



- b) Creating a regulatory parking zone for a residential area is currently not possible. Council's *Consolidated Local Law 5* and *Subordinate Local Law 5* do not allow for the development of a regulatory parking zone with parking permits. Permits can only be issued for temporary activities, building works or road closures. Refer to **Figure 2** for extent of proposed parking area zone including the widths of each of the indicated roads. For this to be considered the Local Law would need to be changed.

Figure 2 Extent of Regulated Parking Zone Area for Consideration



- c) Parking on one side of the street or the other. This has been considered previously by the Regulated Parking Committee for the section of Endeavour Way to the west of the S bend and would require community consultation before being implemented. This could be done with a permanent no standing zone or with a time limit for school days only. However, both options would disadvantage the residents as these zones would limit parking adjacent to the residence for visitors. There are fewer driveways on the northern side and this would provide for more on-street parking. To ensure that this is complied with, it may also be necessary to line mark the parking bays.

However, a review during congested periods indicates that there is over 3m clearance between parked vehicles (refer to **Figure 3**). This is legal and does not break any road rules but instead creates natural traffic calming by creating a slow speed environment where opposing cars have to stop and give way to each other. Queensland Streets was the guiding document that set the development criteria for the road widths in the estate and the current parking arrangements are consistent with the principles of this document. The installation of any new parking restrictions also pushes parking further into the surrounding residential road network.

Figure 3 Example of parked cars in Endeavour Way.



Observations undertaken in September and October 2024 determined that on these occasions, there were only a few cars parking in the street all day. Year 12 students finish formal classes at the end of Term 3 (late September). Observations were undertaken during Term 1 on 4 March 2025 and observed 17 cars parked within the S bend and on the area immediately to the west. Refer to **Figure 4** for parking on Endeavour Way. Note that this is similar numbers to that shown in **Figure 1**.

Figure 4 Parking on Endeavour Way (4 March 2025)



d) Estimated cost for managing an exemption permit systems for residents. As discussed in (b) this cannot be undertaken at this time.

e) Other options considered:

- Widen the road – this could be considered in a future budget however, the cost would be very high and the benefit very low and may result in an increase in vehicle speeds.
- Co-funding of an off-street carpark, this has previously been identified (petition response 2020) with preference for a carpark on Wide Bay Drive, this too has a high cost and has previously been considered low priority for Council.
- Installation of a school zone, previously this area did not qualify as the section of Endeavour Way is adjacent the park reserve and not the school. However, a review has determined that due to there being school based activity, pick up and drop off, this area may warrant a school zone. Refer to **Figure 5** for proposed school zone in Endeavour Way.
- Encourage the school to continue the education of students, refer to the previous section where this has been addressed.
- As schools across the region grow, encourage Translink to increase public transport services, particularly with the 50c fares, and discourage private vehicle usage to address congestion around schools.

Figure 5 – School Zone Signage for Endeavour Way



- f) The estimated cost to undertake community engagement, consultation and education associated with options (b) or (c) of the Council motion would be in the order of \$10,000 to \$12,000.

5. PROPOSAL

It is proposed that Council receive the findings of this review as follows:

1. Continue to monitor the parking of cars along Endeavour Way with no changes to the regulatory parking signage.
2. Consider additional patrols of the area to ensure vehicles are parking appropriately.
3. Continue to liaise with Xavier Catholic College to encourage the use of provided spaces within the school grounds.

6. FINANCIAL & RESOURCE IMPLICATIONS

There are currently no plans for works in the Forward Works Program or the 10-Year Capital Works Program.

7. POLICY & LEGAL IMPLICATIONS

Local Government Act and Local Law 5 for parking controls.

8. RISK IMPLICATIONS

Ongoing anguish between residents in Endeavour Way and college students.

9. CRITICAL DATES & IMPLEMENTATION

Nil

10. CONSULTATION

Internal liaison with Regulatory Services and Infrastructure Engineering.

External liaison with Xavier Catholic College and customer requests received from local residents.

11. CONCLUSION

There is limited on-street parking around Xavier Catholic College, and it is not unusual for school parking to extend into residential areas like Endeavour Way. There may be any number of reasons why an individual chooses to park where they do, and this choice should not prejudice one individual over another.

Council's preference is to balance safety and access for both residents and school students equitably through education and compliance rather than implementing restrictions and further regulated parking zones.

12. ATTACHMENTS

Nil

FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	ESTABLISHMENT OF TEMPORARY BEACH VOLLEYBALL COURTS AT PIALBA FORESHORE
DIRECTORATE:	INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER:	DIRECTOR INFRASTRUCTURE SERVICES, Davendra Naidu
AUTHOR:	EXECUTIVE MANAGER OPEN SPACE & ENVIRONMENT, Max Corte
LINK TO CORPORATE PLAN:	Connected, Inclusive Communities and Spaces. Create vibrant community spaces to encourage community activation.

1. PURPOSE

This report is In response to the Council resolution from ORD 12.2 06/03/24 – Request for a report on the feasibility of constructing Beach Volleyball courts along the Esplanade in Hervey Bay and to seek approval to allocate an area adjacent to the All-abilities car park for temporary Beach Volleyball.

2. EXECUTIVE SUMMARY

The Fraser Coast Volleyball Association has requested that Council establish a site for temporary competition size beach volleyball courts on the foreshore at Torquay, Pialba or Scarness. The courts are intended to accommodate training and overflow courts, should beach conditions not allow for beach competition.

The indicative proposal plans submitted with the request outline that an area of approximately 1,000m² is required to accommodate three (3) courts and does not require supporting infrastructure such as nets, anchors and lighting.

Previous investigation by Council Officers identified that there are limited beach locations to allow for the development of permanent beach volleyball courts along the Esplanade.

Officers have identified that a temporary facility can be made available at the open space adjacent to the All Abilities Car Park.

3. OFFICER'S RECOMMENDATION

That Council:

1. Approve the construction of temporary beach volleyball courts for social and public use adjacent to the All Abilities car park as indicated in attachment 1.
2. Delegate authority to the Chief Executive Officer to enter into an agreement with the Fraser Coast Volleyball Association for the use of the volleyball courts.

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

The Fraser Coast Volleyball Association have sought Council's support for the establishment of permanent beach volleyball courts at various Hervey Bay locations on a number of occasions since 2013.

In response to a petition containing 61 signatures requesting the development of community beach volleyball courts in Hervey Bay tabled at Council's Ordinary Meeting on 1 December 2016, Council identified that there are limited beach locations to allow for the development of permanent beach volleyball courts.

Beach volleyball has been played at PCYC, Sea Front Oval, McFie Park, Urangan and Hervey Bay State High Schools, on the beach at Torquay (in front of Aquavue) and near the Surf Life Saving Club, on the grass beside the Torquay tennis courts, and a pop-up court at Tooan Tooan Creek, Pialba.

A range of circumstances have resulted in each location utilised so far as not being able to sustain a permanent base for the sport. The sport is currently played at Hervey Bay High School and the PCYC, with social games played with temporary courts set up near the Hervey Bay Surf Lifesaving Club.

The Fraser Coast Sports & Recreation Precinct Masterplan has since identified a permanent location for competition beach volleyball for development in the future.

The location identified for temporary beach volleyball is currently utilised intermittently for stockpiling of sand for foreshore nourishment. Its use is dependent on the frequency of foreshore nourishment activity and the source and destination of the nourishment material.

This location is used for storage of foreshore nourishment material from time to time. When being utilised for foreshore nourishment activities, it will be unavailable for community activities, including beach volleyball.

The request to establish temporary beach volleyball courts within the region has significant merit, and has been brought to Council's attention on several occasions. It is acknowledged that the sport is increasingly popular and provides opportunity to increase sport participation for a broad spectrum of the community at low cost.

5. PROPOSAL

It is proposed that Council allocate the open space adjacent to All Abilities car park for the establishment of temporary beach volleyball courts for social and public use.

6. FINANCIAL & RESOURCE IMPLICATIONS

The estimated cost to level the site, place sand and signage to establish three (3) courts would be around \$10,000, and the ongoing maintenance would be in the order of \$6,000 annually. The initial establishment cost can be funded through Council's 2024/25 Operational budget.

7. POLICY & LEGAL IMPLICATIONS

Hervey Bay Esplanade Masterplan

Development of recreational embellishments at the Tooan Tooan Creek has previously been unsupported as it is currently utilised for stockpiling of sand for foreshore nourishment. The Draft Hervey Bay Esplanade Masterplan excluded development of this area for this reason.

Given the temporary nature of the proposal and simple method of activation of the space, this implication is relatively easily overcome.

Park Strategy 2041

The establishment of beach volleyball courts in the proposed location would need to have regard for its consistency with the findings and recommendation of the Parks Strategy 2041.

The parks hierarchy defines the area adjacent to All Abilities as a District Recreational Park and the inclusion of temporary courts would not be above the desired level of service for this classification.

Hervey Bay Sport and Recreation Precinct

Following the substantial completion of Stage 1 of the Hervey Bay Sport and Recreation Precinct, Council has adopted a masterplan for Stage 2 in order to provide direction for the long term development of the site.

The precinct affords a range of sport and recreation activities to establish, relocate and expand in a strategic, coordinated manner. The site has capacity to accommodate a number of sporting codes and whilst it is not the beachside location preferred by the proponent, it would facilitate incorporation of a relatively unrestrained form, scale and configuration of beach volleyball.

8. RISK IMPLICATIONS

Allocation of space for volleyball may result in constrained delivery of the sand nourishment program. Additionally, opening a facility to the public may result in expectation of its permanency.

As with all public embellishment comes insurance and liability risks but is within Council's risk appetite.

9. CRITICAL DATES & IMPLEMENTATION

Nil

10. CONSULTATION

Consultation has been undertaken with members of the Fraser Coast Volleyball Association and relevant Council Officers.

11. CONCLUSION

Whilst the Fraser Coast Volleyball Association's preference is for the sport to be located beachside, investigations identified that there are limited beach locations to allow for the development of permanent beach volleyball courts.

Temporary beach volleyball courts adjacent to the All Abilities car park, can be established with minimal cost. The courts will be temporarily closed to allow sand extraction and stockpile for beach nourishment works.

12. ATTACHMENTS

1. Beach Volleyball - Preferred Layout - #5187971 [↓](#)

PLOT DATE: 8 April 2025 8:56 AM



- NOTES:**
- 1. LAYOUT OF PLAY AREAS ADOPTED FROM DIMENSIONS OF GOLD COAST BEACH VOLLEYBALL.
 - 2. THESE COURTS DO NOT MEET THE REQUIREMENTS FOR OFFICAL FIVB AND VOLLEYBALL AUSTRALIA COMPETITION.


STANDARD BEACH VOLLEYBALL COURT DIMENSIONS

- FIVB, World and Official Competitions**
- Playing Area Dimensions**
- 1.1.1 The playing court is a rectangle measuring 16 x 8 m, surrounded by a free zone, which is a minimum of 3 m wide on all sides. The free playing space is the space above the playing area, which is free from all obstructions. The free playing space shall measure a minimum of 7 m in height from the playing surface.
 - 1.1.2 For FIVB, World and Official Competitions, the free zone is a minimum of 5 m and a maximum of 6 m from the end lines/side. The free playing space shall measure a minimum of 12.5 m in height from the playing surface.

- 1.4 ZONES AND AREAS**
- There is only the playing court, service zone and the free zone surrounding the playing court.
- 1.4.1 The service zone is an 8 m wide area behind the end line, which extends to the edge of the free zone.

References

FIVB Official Beach Volleyball Rules 2025-2028
<https://www.fivb.com/beach-volleyball/the-game/official-rules-of-the-games/>

G										SCALES										SURVEY BY										HEIGHT DATUM										DESIGN										DRAWN										<div> Fraser Coast REGIONAL COUNCIL Ph: 1300 794 929 www.frasercoast.qld.gov.au</div>										<div>FRASER COAST REGIONAL COUNCIL</div> <div>SEAFRONT OVAL, ESPLANADE, PIALBA</div> <div>PROPOSED TEMPORARY BEACH VOLLYBALL COURTS</div> <div>LAYOUT 3 - INFORMAL GAMES, REDUCED FREE ZONES</div>										DRAWING 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FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25

WEDNESDAY, 23 APRIL 2025

SUBJECT:	WATER AND WASTE SERVICES ADVISORY COMMITTEE MEMBER APPOINTMENT
DIRECTORATE:	WATER & WASTE SERVICES
RESPONSIBLE OFFICER:	DIRECTOR WATER & WASTE SERVICES, Mark Vanner
AUTHOR:	DIRECTOR WATER & WASTE SERVICES, Mark Vanner
LINK TO CORPORATE PLAN:	Focused Organisation and Leadership. Demonstrate good leadership, and effective and ethical decision-making to foster confidence within our community.

1. PURPOSE

To seek Council endorsement to appoint one external member to the Water and Waste Advisory Committee.

2. EXECUTIVE SUMMARY

The Water and Waste Services Advisory Committee provides governance oversight and performance monitoring across Council's two largest business activities, Wide Bay Water and Fraser Coast Waste.

The Advisory Committee Charter defines the role, responsibility, operating principles and membership of the Committee. The Committee consists of five members including two Councillors, and three external members who can support Council in the Governance of these businesses by providing specific skills and experience in water and sewerage service provision, waste and material recovery, or capabilities that provide the required diversity of experience to fulfill the purpose and function of the Committee. In October 2024 external member Mr Adrian Morey resigned from the Committee effective after the November 2024 meeting.

Following an externally advertised recruitment process that extended over December and January this report recommends the appointment of Mr Paul Heaton to the vacant member position. The report also recommends Council approve the revised Advisory Committee Charter which was due for its scheduled review.

3. OFFICER'S RECOMMENDATION

That Council resolves to:

1. Endorse the resignation of Mr Adrian Morey as of 22 November 2024.
2. Appoint Mr Paul Heaton as external member of the Water and Waste Advisory Committee commencing from May 2025 for a period of five (5) years.

-
3. Adopt the revised Water and Waste Services Advisory Committee Charter v8 (Docs #3365206).

4. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

At its Ordinary meeting held on 6 July 2016 Council resolved to establish the Water and Waste Advisory Committee in accordance with section 264 and 265 of the *Local Government Regulation 2021*. In doing so, Council also adopted the Water and Waste Advisory Committee Charter to govern how the Committee would operate.

The role of the Advisory Committee is to ensure the Water and Waste businesses conduct their operations in accordance with the key principles of commercialisation as defined in the *Local Government Regulation 2012*, including ensuring the businesses have clarity of objectives, management autonomy and authority, accountability for performance, and apply the principle of competitive neutrality. The Charter is reviewed every two years.

In accordance with the Charter, membership of the Advisory Committee includes two Councillors and three external members with skills and experience to support these two businesses. In October 2024 external member Mr Adrian Morey resigned from the Advisory Committee with the November 2024 meeting his final meeting.

5. PROPOSAL

A recruitment campaign was undertaken over December and January that resulted in twenty-seven (27) completed applications for the vacant role.

Following an individual and moderated shortlisting process undertaken by the recruitment panel, interviews were held with four (4) shortlisted candidates.

This report recommends the appointment of Mr Paul Heaton to the vacant external member position for a period of five (5) years commencing May 2025.

The Advisory Committee Charter was due for review in April 2025 and this report also proposes that Council adopt the revised Charter. There were no major amendments made during this review of the Charter of note. The changes are reflected in Attachment 1.

6. FINANCIAL & RESOURCE IMPLICATIONS

Funding for the Advisory Committee is included within the existing Water Administration budget.

7. POLICY & LEGAL IMPLICATIONS

The Water and Waste Advisory Committee is an advisory committee of Council established in accordance with section 264 of the *Local Government Regulation 2012*.

The appointment guidelines for external members are reflected in the Water and Waste Advisory Committee Charter.

8. CRITICAL DATES & IMPLEMENTATION

The proposed term of appointment is for five years commencing on 1 May 2025.

9. CONSULTATION

Consultation during the recruitment process occurred with Employee Relations and the Advisory Committee.

The Water and Waste Services Advisory Committee Chairman and Committee members were consulted for the amendments to the Charter.

10. CONCLUSION

The Water and Waste Advisory Committee supports Council with governance oversight and performance monitoring of Wide Bay Water and Fraser Coast Waste.

Following an extensive recruitment process this report recommends the appointment of Mr Paul Heaton as an external member with the required skills and experience to meet the external member requirements, to complement existing membership, and to ensure the Committee continues to fulfill the requirements of its operating Charter.

11. ATTACHMENTS

1. Tracked Changes - v8 - Wide Bay Water and Waste Services Advisory Committee Charter (eDOCS #3365206) [↓](#)
2. Clean Copy - v8 - Wide Bay Water and Waste Services Advisory Committee Charter (eDOCS #3365206) [↓](#)



Water and Waste Services Advisory Committee Charter

Document Number	3365206	V7 V8
Document Owner	Director Wide Bay Water and Waste Services <u>Director Water and Waste Services</u>	
Approved By	Fraser Coast Regional Council	
Date of Approval/Last Review	24/04/2024 <u>31/03/2025</u>	
Date due for Review	26/04/2025 <u>26/04/2027</u>	

REVISIONS TO PREVIOUS VERSIONS		
Version	Date	Details of Changes
1	01/07/2016	New Document
2	01/07/2017	S1 - Introduction expanded to capture both Water and Waste as entities monitored by the Committee. S2 - Purpose of the document is a new inclusion. S3 - New section capturing the previous Governance Principles. S4 - New section capturing the Committee procedures.
3	26/06/2018	Annual review and update
4	03/05/2019	Major review and update as workshopped by the Advisory Committee March 2019, includes: <ul style="list-style-type: none"> Purpose and Responsibilities. Composition and Procedures. Member Obligations.
5	24/08/2022	Updates include changes to: <ul style="list-style-type: none"> Purpose. Responsibilities and key functions. Advisory committee external members reduced to three (3). Advisory Committee Composition.

3365206

V7V8

		<ul style="list-style-type: none"> • Appointment Guidelines. • Remuneration. • Meeting frequencies. • Mutual expectations.
6	9/03/2023	Updates include changes to: <ul style="list-style-type: none"> • Remuneration. • Meeting frequencies. • Travel related expenses.
7	24/04/2024	Updates include changes to: <ul style="list-style-type: none"> • Remuneration. • Meeting (b).
<u>8</u>	<u>31/03/2025</u>	<u>Updates include:</u> <ul style="list-style-type: none"> • <u>Remuneration.</u> • <u>General review and update.</u>

Water and Waste Services Advisory Committee Charter	Owner: <u>Director Wide Bay Water and Waste Services</u> <u>Director Water and Waste Services</u>
Date of Approval/Last Review: <u>24/04/2024</u> <u>31/03/2025</u>	Authoriser: Fraser Coast Regional Council
Date due for Review: <u>26/04/2025</u> <u>26/04/2027</u>	Page 2 of 13

UNCONTROLLED WHEN PRINTED

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Water and Waste Services Advisory Committee Charter	Owner: Director Wide Bay Water and Waste Services Director Water and Waste Services
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1 Introduction

The Wide Bay Water and Waste Services Business Units are two significant business activities of the Fraser Coast Regional Council as defined in the Local Government Act 2009.

Those business activities are:

- (a) Wide Bay Water which is a Commercial Business Unit of Fraser Coast Regional Council providing water and sewerage services to the Fraser Coast.
- (b) Fraser Coast Waste which is a Business Unit of Fraser Coast Regional Council applying full cost pricing, that provides waste management services including kerbside waste and recyclables collection and landfill/transfer station operations.

To maintain the management autonomy and authority required of significant business activities under the *Local Government Regulation 2012*, Fraser Coast Regional Council resolved to appoint an Advisory Committee in accordance with sections 264 and 265 of the *Local Government Regulation 2012*.

The **Water and Waste Services Advisory Committee** provides governance oversight and performance monitoring across Wide Bay Water and Waste Services. The Advisory Committee consists of up to three independent members and two Councillors.

2 Purpose

The purpose of this Charter is to define the roles, responsibilities, operating principles and membership obligations of the Advisory Committee as an integrated part of Fraser Coast Regional Council whilst recognising the significant activities undertaken by Wide Bay Water and Waste Services.

3 Advisory Committee Purpose and Responsibilities

3.1 PURPOSE

The purpose of the Advisory Committee is to:

- (a) Ensure the Business Units conduct operations in accordance with the key principles of commercialisation as defined in the Local Government Regulation 2012 (S28), including ensuring the business unit has clarity of objectives, management autonomy and

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authority, accountability for performance and complies with the competitive neutrality principles.

- (b) Provide Wide Bay Water and Waste Services with governance oversight from a professional and independent perspective ensuring Wide Bay Water and Waste Services performs its responsibilities in a proper, economical, effective and efficient way with a focus on strategic matters.
- (c) Provide strategic support and advice to Fraser Coast Regional Council regarding Wide Bay Water and Waste Services.
- (d) Ensure Wide Bay Water and Waste Services maintains long term financial sustainability in the way it plans, operates and maintains its assets.

3.2 RESPONSIBILITIES AND KEY FUNCTIONS

The Advisory Committee supports the Fraser Coast Regional Council to ensure the good governance and successful performance of Wide Bay Water and Waste Services. To assist Fraser Coast Regional Council in this regard, the Advisory Committee has a responsibility to:

Develop Strategic Plans

- a) Develop and review a robust five (5) year strategic plan in collaboration with the business units and that aligns with the Fraser Coast Regional Council Corporate Plan, for recommendation to Fraser Coast Regional Council.
- b) Contribute to the development of business strategies with due consideration of capital expenditure plans.
- c) Develop, review and endorse the Annual Performance Plan for Council approval.
- d) Review business units annual budget in accordance with Fraser Coast Regional Council FCRG budget parameters and ten-year financial plan.
- e) Review and endorse the ten-year capital budget annually to determine its compliance with Fraser Coast Regional Council FCRG parameters, suitability against established strategies, timeliness, affordability, achievability and design intent. This includes reviewing and endorsing business cases for significant projects.

Monitoring Performance

- (a) Monitor and report to Fraser Coast Regional Council on the performance of Wide Bay Water and Waste Services in relation to the Annual Performance Plan and other longer-

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term plans, including monitoring progress against agreed financial and non-financial performance targets to demonstrate achievement of standards set by Fraser Coast Regional Council.

- (b) Monitor the Business Units delivery of capital and operating budgets to ensure performance is aligned with budget and long-term plans.
- (c) Monitor the business unit's safety performance and provide leadership in the business units safety culture.
- (d) Review the Strategic risk register ensuring Wide Bay Water and Waste Services Risk Management complies with Fraser Coast Regional Council's Risk Management Policies and Procedures and provide guidance on significant risks to the Business Units.

Communication and Technical Guidance

- a) Ensure regular effective communication with key stakeholders, such as Fraser Coast Regional Council through the provision of meeting minutes, ad hoc briefing notes and informal meetings.
- b) Provide Wide Bay Water with independent insights and ideas.
- c) Encourage, support and assess the exploration of new business ideas and growth.

3.3 AUTHORITY

- (a) The Advisory Committee has no delegated authority to act on behalf of Fraser Coast Regional Council and has no delegated powers of the Fraser Coast Regional Council.
- (b) The Advisory Committee does not have decision-making authority and only has power to make recommendations to Fraser Coast Regional Council and Wide Bay Water and Waste Services.
- (c) Through the ~~Wide Bay~~ Water and Waste Services Director, the Advisory Committee is authorised to obtain information necessary to fulfil its purpose.

4 Advisory Committee Composition and Procedures

4.1 ADVISORY COMMITTEE MEMBERSHIP

The Advisory Committee will consist of:

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- (a) Two (2) Fraser Coast Regional Council Councillors appointed to the Advisory Committee in accordance with Council practices and procedures.
- (b) Up to Three (3) independent external members.
- (c) The Advisory Committee will appoint one external member as Chairperson for a period of 12 months in accordance with s267 (2) of the Local Government Regulation where a Chairperson has not already been appointed by Council.

The **Chair** has the primary role of ensuring the efficient and effective operation of the Committee.

The CEO and Director Organisational Services of Fraser Coast Regional Council will be permanent invitees of the Advisory Committee but will have no voting rights.

4.1.1 ADVISORY COMMITTEE COMPOSITION

The Advisory Committee shall comprise of external members who, in the view of the Fraser Coast Regional Council, can contribute towards fulfilling the purpose and functions of the Advisory Committee. The external membership of the Advisory Committee should provide specific skills and experience in water, sewerage, waste and material recovery.

4.1.2 APPOINTMENT GUIDELINES

Fraser Coast Regional Council will appoint and remove Advisory Committee members as per the following guidelines:

- (a) All external members of the Advisory Committee shall hold membership for a term of up to five (5) consecutive years from the date of appointment unless a member is otherwise disqualified, or their appointment is terminated or extended in accordance with this Charter or at the direction of the Fraser Coast Regional Council.

The maximum term may be extended by resolution of Council to provide and maintain stability, capability and the transition of members. Fraser Coast Regional Council may re-appoint members for subsequent terms. The terms of each Advisory Committee member's membership shall be set out in a letter of offer to each member before appointment.

- (b) Committee member tenure will be subject to biennial performance evaluation. The Committee shall evaluate its performance, as well as the performance of individual members and the Chair. The Chair shall oversee evaluations to ensure they are conducted in accordance with best practice, including independent advice and assistance, and report the evaluation outcomes to Fraser Coast Regional Council.

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- (c) The Fraser Coast Regional Council and Advisory Committee are committed to the development and maintenance of:
- (i) An appropriate Committee composition for a group of this nature.
 - (ii) A high level of functionality within the Advisory Committee including, during periods of transition.
 - (iii) A high level of continuous professional development, both as a Committee and as individuals.
- (d) Serving Advisory Committee members who are planning to resign from the Committee either at the end of their term or before their term expires for any reason shall inform the Chair at the earliest opportunity with, where possible, a minimum of 3 months' notice (however longer periods of notice are preferred).
- (e) The ~~Staff~~ Code of Conduct 2010 Management Policy (eDOCS #1969232) is to be taken to apply to external members in the same way as the Councillor Code of Conduct applies to Councillors.
- (f) Council, by resolution, reserves the right to terminate external ~~Wide Bay~~ Water and Waste Services Advisory Committee appointments.
- (g) If Council proposes to remove a member of the ~~Wide Bay~~ Water and Waste Services Advisory Committee, it shall give written notice to the member of its intention to do so, and if that member so requests, provide the member with the opportunity to be heard.

4.1.3 REMUNERATION

Remuneration and reimbursement of expenditure for external members will be at the discretion of Council. External members will be paid an annual management fee outlined in Table 1, pro rata to their meeting attendance. The management fee will be indexed annually on 1 July in accordance with the rate set by resolution of the Fraser Coast Regional Council in accordance with the Local Government Revenue Tribunal.

Table 1

Role	Management Fee*
Chair	\$ 17,822.04 <u>494.92</u>
External Member	\$11, 214 <u>663.69</u> 28

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*As at ~~243~~/245 financial year.

4.2 MEETINGS

- (a) Meetings of the Committee shall be held eight (8) times per year or less. Special meetings may be convened at the request of the Director [in consultation with the Chair](#).
- (b) Meetings will take place using a combination of face to face and online. To align with Council's TRAITS value of teamwork, external members are expected to attend at least four (4) committee meetings per year in person. Meetings will be planned with the aim of ensuring that all members can attend the same meeting in person to support site inspections and strategic workshops.

With respect to travel related expenses relating to vehicles, Council will only reimburse the lesser of the actual travel cost (milage) or the cost of the most economical means of travel to the destination. The reimbursement option will be considerate of work health and safety with respect to the most suitable means of members travelling to attend a meeting. Council will book accommodation in accordance with the *Work-Related Travel Management Policy* (eD~~CS~~~~CS~~~~CS~~ # [1900067](#)), ensuring that the accommodation will be based on price/value and proximity to the venue. Other travel related expenses included in the Work-Related Travel Management Policy (noting that Advisory Committees members are not within the scope of this Policy) will be considered to be included in the Management Fee.

Arrangements outside of the above will be at the discretion of the Director in consultation with the Chair and informed by available budget.

- (c) At the discretion of the Chair, out-of-session items will be forwarded to members with reasonable timeframes identified for a response. All out-of-session items, including outcomes or agreed actions, will be recorded and noted in the minutes of the following meeting.
- (d) The Advisory Committee's meetings will be closed meetings with recommendations reported to the next appropriate Council Ordinary Meeting.

4.2.1 MEETING PROCEDURES

The Advisory Committee will operate under meeting procedures as determined by the Chair. Where there is confusion or dispute relating to meeting procedures, the Committee will reference

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the Meeting Procedures and Standing Orders for Council Meetings and Standing Committees [\(eDOCS #873307\)](#).

4.2.2 QUORUM

Business may be conducted at a meeting of a Committee only if a quorum is present:

- (a) A quorum of a Committee is a majority of its members.
- (b) However, if the number of members is an even number, one-half of the number is a quorum.

4.2.3 VOTING

At an Advisory Committee meeting:

- (a) Voting must be open.
- (b) A question is decided by a majority of the votes of the members present.
- (c) Each member present has a vote on each question to be decided and, if the votes are equal, the member presiding also has a casting vote.
- (d) If a member present fails to vote, the member is taken to have voted in the negative.

4.2.4 MINUTES

Official Minutes of the Advisory Committee are taken at the meetings and are provided to Fraser Coast Regional Council. Any recommendations from the Advisory Committee will be reported to the next appropriate Council Ordinary Meeting. ~~Detailed Record of Proceedings will be maintained for the purpose of the Advisory Committee.~~

4.2.5 OTHER MEETING TYPES

The Advisory Committee also holds ~~Briefingroundtable M~~meetings to discuss strategic items in an informal and collaborative environment. ~~Where required these meetings will generally be scheduled to align with the officiaofficial meetings and in accordance with Council's Roundtable Terms of Reference (eDOCS# 3598485).~~

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5 Advisory Committee Member Obligations

5.1 EXPECTATIONS OF MEMBERSHIP

- (a) Members are required to attend meetings either in person or via video/teleconference as detailed in s4.2. Members who cannot attend must inform the Chair prior to the meeting date. Attendance will be reported in the Wide Bay Water Annual Operations Report.
- (b) Members will actively participate in Advisory Committee meetings by contributing advice and expertise concerning matters being considered; work cooperatively with other Advisory Committee members, and report on issues relevant to their respective networks.
- (c) Members must act honestly and in good faith; exercise reasonable care and diligence in carrying out their duties and not make improper use of information obtained as a result of their membership.
- (d) Members must be aware of actual or perceived conflicts of interest. A member who has a direct or indirect conflict of interest in a matter under consideration must disclose the nature of the interest to the Chair or the Committee prior to the matter being considered. The member must not be present for discussion or voting on the ~~matter, but~~ ~~matter but~~ may make a brief statement and answer any questions from other Committee members prior to leaving the room before the Committee discusses and votes on the matter.
- (e) All members are encouraged to independently maintain, update and enhance their skills, knowledge and experience through relevant professional development activities.
- (f) The media spokesperson for all matters relating to the Advisory Committee will be in accordance with Councils Media Policy (~~eDOCS~~ ~~SeDOCS~~ #1958812), as amended from time to time.

5.2 MUTUAL EXPECTATIONS

It is acknowledged that the Advisory Committee relies heavily on the ~~Wide Bay~~ Water and Waste Services team to ensure that the Advisory Committee can perform its responsibilities and deliver on its purpose. The mutual expectations of the Advisory Committee and ~~Wide Bay~~ Water and Waste Services Management are outlined in Table 2 below.

Table 2

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Advisory Committee expectations of management are that management will...	Management's expectations are that the Advisory Committee will...
<ul style="list-style-type: none"> • Help the Advisory Committee understand the Council and the bBusiness Uunits. • Respect and utilise Advisory Committee skills. • Be forthcoming with information, both good and bad and be solution focused. • Be responsive to enquiries. • Be respectful and proactive. • Be concise. • Seek clarification where required. • Be timely and efficient. • Build a relationship with the Advisory Committee based on trust, transparency and mutual respect. 	<ul style="list-style-type: none"> • Develop a complete understanding of the bBusiness Uunits. • Work collaboratively with management to establish common purpose. • Be clear and articulate in their communications and recommendations. • Be well prepared for meetings. • Share learnings, experience and insights from other leaders/industries, experience and challenge the status quo and management (to be better). • Represent the Advisory Committee positively and professionally to uphold the reputation of Fraser Coast Regional Council and Wide Bay Water and Waste Services. • Be proud, visible advocates of Council and the Directorate and attend key events. • Acknowledge and respect the role of management within Council. • Build a relationship with management based on trust, transparency and mutual respect.

6 Policy Approval

Fraser Coast Regional Council approves this Charter.

7 Related Legislation

Local Government Act 2009.

Local Government Regulation 2012.

8 Review

The document shall be reviewed every two years.

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Water and Waste Services Advisory Committee Charter

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Document Owner	Director Water and Waste Services	
Approved By	Fraser Coast Regional Council	
Date of Approval/Last Review	31/03/2025	
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REVISIONS TO PREVIOUS VERSIONS		
Version	Date	Details of Changes
1	01/07/2016	New Document
2	01/07/2017	<p>S1 - Introduction expanded to capture both Water and Waste as entities monitored by the Committee.</p> <p>S2 - Purpose of the document is a new inclusion.</p> <p>S3 - New section capturing the previous Governance Principles.</p> <p>S4 - New section capturing the Committee procedures.</p>
3	26/06/2018	Annual review and update
4	03/05/2019	<p>Major review and update as workshopped by the Advisory Committee March 2019, includes:</p> <ul style="list-style-type: none"> • Purpose and Responsibilities. • Composition and Procedures. • Member Obligations.
5	24/08/2022	<p>Updates include changes to:</p> <ul style="list-style-type: none"> • Purpose. • Responsibilities and key functions. • Advisory committee external members reduced to three (3). • Advisory Committee Composition. • Appointment Guidelines.

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		<ul style="list-style-type: none"> • Remuneration. • Meeting frequencies. • Mutual expectations.
6	9/03/2023	Updates include changes to: <ul style="list-style-type: none"> • Remuneration. • Meeting frequencies. • Travel related expenses.
7	24/04/2024	Updates include changes to: <ul style="list-style-type: none"> • Remuneration. • Meeting (b).
8	31/03/2025	Updates include: <ul style="list-style-type: none"> • Remuneration. • General review and update.

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- (a) Wide Bay Water which is a Commercial Business Unit of Fraser Coast Regional Council providing water and sewerage services to the Fraser Coast.
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The **Water and Waste Services Advisory Committee** provides governance oversight and performance monitoring across Wide Bay Water and Waste Services. The Advisory Committee consists of up to three independent members and two Councillors.

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The purpose of this Charter is to define the roles, responsibilities, operating principles and membership obligations of the Advisory Committee as an integrated part of Fraser Coast Regional Council whilst recognising the significant activities undertaken by Wide Bay Water and Waste Services.

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- (b) Provide Wide Bay Water and Waste Services with governance oversight from a professional and independent perspective ensuring Wide Bay Water and Waste Services performs its responsibilities in a proper, economical, effective and efficient way with a focus on strategic matters.
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The Advisory Committee supports the Fraser Coast Regional Council to ensure the good governance and successful performance of Wide Bay Water and Waste Services. To assist Fraser Coast Regional Council in this regard, the Advisory Committee has a responsibility to:

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- a) Develop and review a robust five (5) year strategic plan in collaboration with the business units and that aligns with the Fraser Coast Regional Council Corporate Plan, for recommendation to Fraser Coast Regional Council.
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- (ii) A high level of functionality within the Advisory Committee including, during periods of transition.
- (iii) A high level of continuous professional development, both as a Committee and as individuals.
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- (e) The Code of Conduct 2010 Management Policy (eDOCS [#1969232](#)) is to be taken to apply to external members in the same way as the Councillor Code of Conduct applies to Councillors.
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*As at 24/25 financial year.

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With respect to travel related expenses relating to vehicles, Council will only reimburse the lesser of the actual travel cost (mileage) or the cost of the most economical means of travel to the destination. The reimbursement option will be considerate of work health and safety with respect to the most suitable means of members travelling to attend a meeting. Council will book accommodation in accordance with the *Work-Related Travel Management Policy* (eDOCS # [1900067](#)), ensuring that the accommodation will be based on price/value and proximity to the venue. Other travel related expenses included in the Work-Related Travel Management Policy (noting that Advisory Committees members are not within the scope of this Policy) will be considered to be included in the Management Fee.

Arrangements outside of the above will be at the discretion of the Director in consultation with the Chair and informed by available budget.

- (c) At the discretion of the Chair, out-of-session items will be forwarded to members with reasonable timeframes identified for a response. All out-of-session items, including outcomes or agreed actions, will be recorded and noted in the minutes of the following meeting.
- (d) The Advisory Committee's meetings will be closed meetings with recommendations reported to the next appropriate Council Ordinary Meeting.

4.2.1 MEETING PROCEDURES

The Advisory Committee will operate under meeting procedures as determined by the Chair. Where there is confusion or dispute relating to meeting procedures, the Committee will reference the Meeting Procedures and Standing Orders for Council Meetings and Standing Committees (eDOCS [#873307](#)).

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4.2.2 QUORUM

Business may be conducted at a meeting of a Committee only if a quorum is present:

- (a) A quorum of a Committee is a majority of its members.
- (b) However, if the number of members is an even number, one-half of the number is a quorum.

4.2.3 VOTING

At an Advisory Committee meeting:

- (a) Voting must be open.
- (b) A question is decided by a majority of the votes of the members present.
- (c) Each member present has a vote on each question to be decided and, if the votes are equal, the member presiding also has a casting vote.
- (d) If a member present fails to vote, the member is taken to have voted in the negative.

4.2.4 MINUTES

Official Minutes of the Advisory Committee are taken at the meetings and are provided to Fraser Coast Regional Council. Any recommendations from the Advisory Committee will be reported to the next appropriate Council Ordinary Meeting.

4.2.5 OTHER MEETING TYPES

The Advisory Committee also holds roundtable meetings to discuss strategic items in an informal and collaborative environment. Where required these meetings will generally be scheduled to align with the official meetings.

5 Advisory Committee Member Obligations

5.1 EXPECTATIONS OF MEMBERSHIP

- (a) Members are required to attend meetings either in person or via video/teleconference as detailed in s4.2. Members who cannot attend must inform the Chair prior to the meeting date. Attendance will be reported in the Wide Bay Water Annual Operations Report.
- (b) Members will actively participate in Advisory Committee meetings by contributing advice and expertise concerning matters being considered; work cooperatively with other

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Advisory Committee members, and report on issues relevant to their respective networks.

- (c) Members must act honestly and in good faith; exercise reasonable care and diligence in carrying out their duties and not make improper use of information obtained as a result of their membership.
- (d) Members must be aware of actual or perceived conflicts of interest. A member who has a direct or indirect conflict of interest in a matter under consideration must disclose the nature of the interest to the Chair or the Committee prior to the matter being considered. The member must not be present for discussion or voting on the matter but may make a brief statement and answer any questions from other Committee members prior to leaving the room before the Committee discusses and votes on the matter.
- (e) All members are encouraged to independently maintain, update and enhance their skills, knowledge and experience through relevant professional development activities.
- (f) The media spokesperson for all matters relating to the Advisory Committee will be in accordance with Councils Media Policy (eDOCS #[1958812](#)), as amended from time to time.

5.2 MUTUAL EXPECTATIONS

It is acknowledged that the Advisory Committee relies heavily on the Water and Waste Services team to ensure that the Advisory Committee can perform its responsibilities and deliver on its purpose. The mutual expectations of the Advisory Committee and Water and Waste Services Management are outlined in Table 2 below.

Table 2

Advisory Committee expectations of management are that management will...	Management's expectations are that the Advisory Committee will...
<ul style="list-style-type: none"> • Help the Advisory Committee understand the Council and the business units. • Respect and utilise Advisory Committee skills. • Be forthcoming with information, both good and bad and be solution focused. • Be responsive to enquiries. • Be respectful and proactive. • Be concise. 	<ul style="list-style-type: none"> • Develop a complete understanding of the business units. • Work collaboratively with management to establish common purpose. • Be clear and articulate in their communications and recommendations. • Be well prepared for meetings. • Share learnings, experience and insights from other leaders/industries, experience

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Advisory Committee expectations of management are that management will...	Management's expectations are that the Advisory Committee will...
<ul style="list-style-type: none"> • Seek clarification where required. • Be timely and efficient. • Build a relationship with the Advisory Committee based on trust, transparency and mutual respect. 	<p>and challenge the status quo and management (to be better).</p> <ul style="list-style-type: none"> • Represent the Advisory Committee positively and professionally to uphold the reputation of Fraser Coast Regional Council and Wide Bay Water and Waste Services. • Be proud, visible advocates of Council and the Directorate and attend key events. • Acknowledge and respect the role of management within Council. • Build a relationship with management based on trust, transparency and mutual respect.

6 Policy Approval

Fraser Coast Regional Council approves this Charter.

7 Related Legislation

Local Government Act 2009.

Local Government Regulation 2012.

8 Review

The document shall be reviewed every two years.

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**FRASER COAST REGIONAL COUNCIL
ORDINARY MEETING NO. 4/25**

WEDNESDAY, 23 APRIL 2025

MOTION OF WHICH DUE NOTICE HAS BEEN GIVEN

**SUBJECT: AMENDMENT TO MEETING PROCEDURES AND STANDING ORDERS FOR
COUNCIL MEETINGS AND STANDING COMMITTEES**

Councillor Paul Truscott has given notice of the following motion:

MOTION

That Council:

1. Approve the following changes to the Meeting Procedures and Standing Orders for Council Meetings and Standing Committees:
 - a) Amend section 14.1 from "8 business days" to "3 business days".
 - b) Insert the following text as part of clause 14.1: "Additionally, a Councillor should give notice to Council of their intention to raise a motion, and details of its nature, at or before the Agenda Forum meeting, whether verbally or in writing, so as to allow for questioning or requests for further information to be made at that meeting."
 - c) Amend section 21.7 from "three minutes" to "five minutes"
2. Confirms that the amended Meeting Procedures and Standing Orders for Council Meetings and Standing Committees will take effect immediately upon approval.

BACKGROUND

Nil