



ORDINARY MEETING

AGENDA

17 AUGUST 2026

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 17 August 2026 commencing at 9:00 AM for transaction of the enclosed business.

Thomas Upton
CHIEF EXECUTIVE OFFICER
12 August 2026

Next Meeting Date: 15 September 2026

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

Acknowledgement of Country

"I would like to take this opportunity to respectfully acknowledge the Darumbal People. The traditional custodians and elders past, present and emerging of the land on which this meeting is taking place today."

Opening Prayer

Deputy Mayor, Councillor Pat Eastwood is scheduled to deliver an opening prayer.

2 ATTENDANCE

Members Present:

Mayor, Councillor Adam Belot
Deputy Mayor, Councillor Pat Eastwood
Councillor Glenda Mather
Councillor Rhodes Watson
Councillor Wade Rothery
Councillor Lance Warcon
Councillor Andrea Friend

Officers in Attendance:

Thomas Upton – Chief Executive Officer
Michael Kriedemann – General Manager Infrastructure
Katrina Paterson – General Manager Communities and Environment
Andrea Ellis – General Manager Corporate Services
Kristy Mansfield - Chief People and Performance Officer
Graham Scott – Project Director Blueprint Livingstone

3 LEAVE OF ABSENCE / APOLOGIES

3.1 LEAVE OF ABSENCE FOR DEPUTY MAYOR PAT EASTWOOD - 9TH SEPTEMBER TO 21ST SEPTEMBER 2026 INCLUSIVE

File No: GV14.4.1

Attachments: Nil

Responsible Officer: Tom Upton - Chief Executive Officer

SUMMARY

Deputy Mayor Pat Eastwood requested a leave of absence from 9th September to 21st September 2026 inclusive.

RECOMMENDATION

THAT Leave of Absence be granted to Deputy Mayor Pat Eastwood for the period of 9th September to 21st September 2026 inclusive.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Ordinary Meeting held 4 August 2026.

5 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA

6 DEPUTATIONS

6.1 9AM - DEPUTATION - LIVINGSTONE COMMUNITY VOICE

File No: fA2216

Attachments: Nil

Responsible Officer: Tom Upton - Chief Executive Officer

Author: Renee Dwyer - Executive Assistant to the Mayor

SUMMARY

Chris McJannett, Cassie Jones, Andrea Bretland and John Bunney of Livingstone Community Voice will present a petition relating to future use of the community land and facilities at 78-84 John Street Yeppoon.

OFFICER'S RECOMMENDATION

THAT the deputation be received.

BACKGROUND

Livingstone Community Voice understand that Council is looking at relocating the services of the Community Centre and Library which are currently located at 78-84 John Street Yeppoon. Livingstone Community Voice would like an opportunity to speak to the concerns and future alternative proposals for the site. As a result of community feedback a number of alternative options have been identified which the group would like to ensure is tabled for consideration while Council is preparing an options analysis for the future of the site and community facilities.

7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

7.1 LIFTING MATTERS LAYING ON THE TABLE

File No: fA2206

Attachments: Nil

Responsible Officer: Tom Upton - Chief Executive Officer

SUMMARY

This report is being presented to Council in order for the stated matter to be formally lifted from the table prior to being dealt with at this meeting.

OFFICER'S RECOMMENDATION

THAT Council resolves that the following report which is currently 'laying on the table' within the Business Outstanding Table awaiting return to a Council meeting, be lifted from the table:

- Notice of Motion – Mayor Adam Belot – Tidal waterflow at Coorooman Creek
- Notice of Motion – Councillor Glenda Mather – Proposed closure Farnborough Transfer Station

BACKGROUND

The first notice of motion is in relation to tidal waterflow at Coorooman Creek which was presented at the Council Meeting on 19 May 2026. Council resolved to lay the matter on the table pending a workshop and to return a future Council meeting. A report has been prepared for further discussion and consideration.

This second notice of motion is in relation to the proposed closure Farnborough Transfer Station which was presented at the Council Meeting on 16 June 2026. Council resolved to lay the matter on the table pending a workshop and to return a future Council meeting. A report has been prepared for further discussion and consideration.

7.2 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**File No:** fA2206**Attachments:** 1. **Business Outstanding Table - August 2026**[!\[\]\(9dfdaff1d86ba3c1f8353b4d1b61b8c5_img.jpg\)](#)
**Responsible Officer:** Tom Upton - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Ordinary Council Meeting is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding table for the Ordinary Council Meeting be received.

7.2 - BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Business Outstanding Table - August 2026

Meeting Date: 17 August 2026

Attachment No: 1

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
1	17/06/2025	Permit to Occupy Application – Adjacent to 6 Flood Road Milman (Lot 4 RP848806)	That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending consideration of a DA to return to a Council Meeting at a later date.	12 August 2026 This matter was discussed at the Briefing Session on 2 December 2025 and Officers will wait for the development assessment appeal to be finalised until the current Permit to Occupy and the additional Road Closure application is progressed. This is expected to be finalised by the end of 2026.
2	16/09/2025	Road Reserve Acquisition - 118 Barmaryee Road Barmaryee	THAT Council resolve to delegate authority under s 257 of the Local Government Act 2009 to the Chief Executive Officer to negotiate and finalise all matters relating to the acquisition of land for road purposes from Lot 3 RP610365 (118 Barmaryee Road Barmaryee). In exercising this delegation, the Chief Executive Officer is to comply with Council's 'Acquiring Land and Easements for Infrastructure Services Procedure' And THAT funding for the design and construction of the road be confirmed through the budget review process in late 2025.	11 August 2026 Council has agreement of the landowner and are currently waiting on survey.
3	09/10/2025	Tender responses to Capricorn Homemaker Stage 2 selective tender	That Council resolve to: approve the tenderer detailed in the section, Evaluation and overview of proposals, number (2) of this report to advance to preferred tender stage; and delegate to the CEO to enter contract negotiations with the preferred tenderer to advance the development of the Capricorn Coast Homemaker 2.	04 August 2026 Draft sales contract with purchaser for review. Onsite visit scheduled 12 August 2026 with proponent.

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
4	27/10/2025	Notice of Motion - Cr Lance Warcon - Bell Park Master Plan	THAT Council resolves to request Officers to prepare a report outlining the options for the creation of a master plan for Bell Park at Emu Park, which outlines plans for creation of resources sought by the community, including the consideration of a half basketball court, all abilities toilet facilities at the Skate Park, resolution of car park drainage issues, completion of works to repair the Heritage listed tower on site and other facilities as may be identified through a community consultation program in the area.	11 August 2026 The Conservation Management Plan was adopted at the July Ordinary Council Meeting. The Master Plan has been identified in the capital budget to be delivered this financial year. A scope is currently being prepared to engage a consultant to assist in developing the Master Plan.
5 (&13)	Ordinary Council 03/02/2026	Land acquisition Part Lot 508 on SP 166188	THAT Council authorises the CEO to initiate discussions with the owner of Lot 500 on SP166188 to acquire a small portion of land on the northern boundary to allow public access to Zilzie Bay; AND THAT Council authorises the CEO to undertake the property transactions to acquire the land.	04 August 2026 A letter has been sent to the landowner's legal representative on 27 July 2026 who has responded that their client needs further time to consider Council's proposal. These actions are being undertaken under the Item 13 of the Business Outstanding Table - Notice of Motion - Mayor Adam Belot - Beach access at Muskies/Zilzie Beach. This duplicate item will be removed from the business outstanding table
6	Ordinary Council 17/02/2026	Proposed Acquisition of Land - Water Supply Reservoir	THAT Council resolve to 1. Receive and note the contents of this report; 2. Delegate authority under s 257 of the Local Government Act 2009 to the Chief Executive Officer to negotiate and finalise all matters relating to the acquisition of land for water supply purposes associated with L5 RP619660, Bondoola; and 3. In exercising this delegation, the Chief Executive Officer is to comply with Council's 'Acquiring Land and Easements for Infrastructure Services Procedure'.	07 August 2026 Officers have completed a land survey, site inspections and geotechnical testing to verify site suitability. Officers will brief Council on the outcomes at a briefing session by the end of October.

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
7	Ordinary Council 3/03/2026	Acquisition of land - Portion Lot 28 RP 860145 (9 Casey Drive, Yeppoon)	THAT Council authorises the Chief Executive Officer to enter into an infrastructure agreement with the landowner of Lot 28 RP 860145 to acquire the portion of land as identified in the Local Government Infrastructure Plan as D-47; and THAT the CEO updates Council on the outcome of the negotiation.	04 August 2026 The matter will be presented at the 17 August Ordinary Council meeting for a decision on whether to proceed with acquisition, or not.
8	Ordinary Council 17/03/2026	Community Housing Location Options	THAT Council resolve to: 1) Authorise the Chief Executive Office to negotiate the disposal terms of Council owned land with the proponent named in this report, for the purposes of developing a future community housing and support services hub; and 2) Apply the exception mentioned in 236(1)(b) of the <i>Local Government Regulation 2012</i> in its dealing with the proponent named in this report over the Council owned land detailed in this report; and 3) If disposal is successful and development proceeds, support the proponent submitting a development application via the Ministerial Infrastructure Designation (MID) process.	04 August 2026 The options analysis is currently underway.
9	Ordinary Council 17/03/2026	Yeppoon Town Centre and Community Activation Proposal	THAT Council authorises the CEO to initiate project feasibility investigations, as described in the milestone section of this report.	04 August 2026 Engineering advice has been received and is under review. Waiting on planning advice to finalise the project.
10	Ordinary Council 17/03/2026	Notice of Motion - Cr Andrea Friend - Installation of a potable Water Bubbler/Fountain	THAT Council install a water bubbler/fountain inclusive of a dog dish at the amenities side of Merv Anderson Park near Ross Creek. THAT Council undertake an audit of all parks in the Shire to identify the need for any further bubblers/fountains inclusive of dog dishes and a report be brought back to Council.	12 August 2026 The location has been identified, and the water filling station has been ordered.
11	Ordinary Council 07/04/2026	Timbers Beach Access - Local Law Review	That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending the outcome of land acquisition to return to a future Council meeting.	11 August 2026 Awaiting the outcome of land acquisition of Lot 508 on SP 166188.

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
12	Ordinary Council 19/05/2026	Notice of Motion - Cr Rhodes Watson - Speed reduction on Adelaide Street, Yeppoon	THAT - Livingstone Shire Council write to the Queensland transport department asking for them to review the speed limit on Adelaide Street from 50 km/h to 40 km/h. - Livingstone Shire Council install signage and line marking for safety on Adelaide Street.	07 June 2026 Officers have completed traffic assessments and will brief Council on the options at the 25 August 2026 Briefing Session.
13 (& 5)	Ordinary Council 19/05/2026	Notice of Motion - Mayor Adam Belot - Beach access at Muskies/Zilzie Beach	THAT in order to improve the recreational lifestyle of residents within and around the Zilzie south location, Council resolve to delegate to the CEO to undertake the formal process to acquire land on Lot 508 SP 166188 in order to allow public access to the beach adjacent to this lot which has been blocked off since at least June 2000 which resulted in no public beach access points.	04 August 2026 A letter has been sent to the landowner's legal representative on 27 July 2026 who has responded that their client needs further time to consider Council's proposal.
14	Ordinary Council 19/05/2026	Notice of Motion - Mayor Adam Belot - Tidal waterflow at Coorooman Creek	THAT pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending a workshop and to return to a future Council Meeting.	11 August 2026 The matter will be presented at the 17 August Ordinary Council meeting. This item will be removed from the business outstanding table.
15	Ordinary Council 19/05/2026	Response to NoM - Cr Glenda Mather - Traffic Movements	THAT Council resolves to install pavement bars at the T-intersections of Cottesloe Street (at Eucalyptus Avenue and Adventurer Drive) as a site-specific trial in accordance with Clause 5.10.3 of AS 1742.2:2022; and follow up with community through appropriate engagement/ site visit.	07 August 2026 The engineering designs have been completed and a work order has been issued to program the work by internal crews.
16	Ordinary Council 16/06/2026	Notice of Motion - Cr Glenda Mather - Proposed closure Farnborough Transfer Station	THAT pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending discussion at a future workshop. This item will return to a future Council Meeting.	11 August 2026 The matter will be presented at the 17 August Ordinary Council meeting. This item will be removed from the business outstanding table.

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
17	Ordinary Council 16/06/2026	Notice of Motion - Cr Glenda Mather - Road Maintenance Darambal and Mt Bison Roads	THAT due to the repeated requests and delayed responses to carry out maintenance on the defects on both Darambal Rd and Mt Bison Rd, emergency work be undertaken to address them, which may include an outside crew.	12 August 2026 Work on Mt Bison Road was completed on 31 July 2026 and Darambal Road was completed on 10th & 11th August 2026. This item will be removed from the business outstanding table.
18	Ordinary Council 21/07/2026	Notice of Motion - Cr Rhodes Watson - Scenic Highway/Kinka Beach Intersection	THAT Council: 1. Acknowledge the ongoing safety concerns at the intersection of Scenic Highway and Tanby Road, where a significant number of traffic crashes have occurred over many years. 2. Write to the Queensland Department of Transport and Main Roads requesting an urgent road safety audit of the intersection, with specific consideration of: - o The impact of afternoon sun glare on driver visibility. - o Sight distance for motorists entering and crossing the intersection. - o The adequacy and consistency of the speed limit transition from 100 km/h to 80 km/h on all approaches. - o Whether the speed reduction zone on the Yeppoon approach provides sufficient distance for motorists to safely reduce speed before reaching the intersection. - o Any additional engineering or traffic management measures that could improve safety. 3. Request that the findings of the road safety audit be provided to Council together with recommendations and a timetable for any required improvements.	04 August 2026 The Department of Transport & Main Roads (TMR) have responded to Council's request for a review and have noted that sight distance at the intersection meets standards and that a speed limit review was conducted in March 2026 and the 80km/hr zone exceeds the standard length of 300m (actual 80km/hr zone is 800m). Further, TMR indicate that a full road safety audit is not required however, a desktop review and site visit has been completed and TMR will continue to monitor the intersection. This item will be removed from the business outstanding table.
19	Ordinary Council 04/08/2026	Hidden Valley Road Study	THAT a Land Use, Traffic and Transport Assessment of Hidden Valley Road is to be completed ahead of any further intensification of development within the Hidden Valley Road corridor by the end of October 2026.	11 August 2026 Procurement processes commenced to deliver Land Use, Traffic and Transport Assessment.

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

Item	Date	Report Title	Resolution	Comments
	Ordinary Council 04/08/2026	Concerns raised from Community Meeting - Proposed relocation of Yeppoon library and Community Centre	THAT Council resolves that the concerns of Community Voice in respect to the possible changes to the Yeppoon Community Centre and Library be "Received" and a response sent to Community Voice. Council to continue to actively engage the community in respect to the project.	11 August 2026 Officers are currently collating information for a response to the concerns raised by Livingstone Community Voice. A deputation is being presented at the 17 August Ordinary Council meeting by representatives from Livingstone Community Voice.

8 PRESENTATION OF PETITIONS

Nil

9 NOTICES OF MOTION

9.1 RESPONSE TO NOTICE OF MOTION - MAYOR ADAM BELOT - TIDAL WATERFLOW AT COOROOMAN CREEK

File No:	fA2220
Attachments:	1. Historical Images of Coorooman Creek 
Responsible Officer:	Michael Kriedemann - General Manager Infrastructure Tom Upton - Chief Executive Officer
Previous Items:	9.4 - Notice of Motion - Mayor Adam Belot - Tidal waterflow at Coorooman Creek - Ordinary Council - 19 May 2026 9:00 AM 5.3 - Tidal Waterflow - Coorooman Creek - Briefing Session - 23 Jun 2026 12:00 PM

SUMMARY

Mayor Adam Belot submitted a 'Notice of Motion' in relation to tidal waterflow at Coorooman Creek at the Council Meeting on 19 May 2026. Council resolved to lay the matter on the table pending a workshop and to return a future Council meeting. This report provides a response from Council Officers in relation to the matter.

OFFICER RECOMMENDATION

THAT the response to the Notice of Motion be received.

BACKGROUND

Officers briefed Council on this matter at the Council Briefing Session held on 23 June 2026. This issue has been around for a number of years and a common concern for recently arrived "locals" who claim someone blocked off a tidal creek. The tidal creek only lasted for a few years and was manmade by digging a channel to connect the freshwater borrow pits created by the developer (within a previous freshwater wetland).

This tidal creek was a good habitat for fish and crabs, particularly barramundi that entered the upstream waterholes. Based on the aerial images, this was closed off in 2015.

Attachment 1 Historical Images of Coorooman Creek details the evolution of this land formation.

PREVIOUS DECISIONS

At the Ordinary Meeting of Council held on 19 May 2026 Mayor Belot tabled a Notice of Motion – Tidal Waterflow at Coorooman Creek. Council resolved:

That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending a workshop and to return to a future Council Meeting.

ENGAGEMENT AND CONSULTATION

In preparing this report, consultation was undertaken with the Project Director – Blueprint Livingstone Project as they had local knowledge and the history of this matter.

BUDGET IMPLICATIONS

There are no budget implications related to the Officers recommendation.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Under the Environmental Protection Act 1995, Council is obligated to report environmental matters to the State Government Department of Environment, Tourism, Science and Innovation if it is suspected that environmental harm or nuisance has occurred.

Similarly, individuals are able to report matters.

RISK ASSESSMENT

The land where the ponds are situated is private property. If Council was of the mind to resolve to write to the relevant State Government Minister asking for action to remedy this situation, there is a high chance that the private property owner will not be happy that Council raised this issue with the State Government prior to discussing with them. This could lead to a negative reputational risk.

Conversely, if Council resolved not to pursue this matter, then some parts of the community may feel aggrieved that Council hasn't acted to support restoration of the natural environment in this area.

The area is in private ownership therefore there is a very low risk that Council would be required to finance any remedial works, if ordered, by the State Government on the property owner.

CORPORATE PLAN REFERENCE***Natural Environment***

Creating opportunity to protect and value Livingstone's natural resources for future

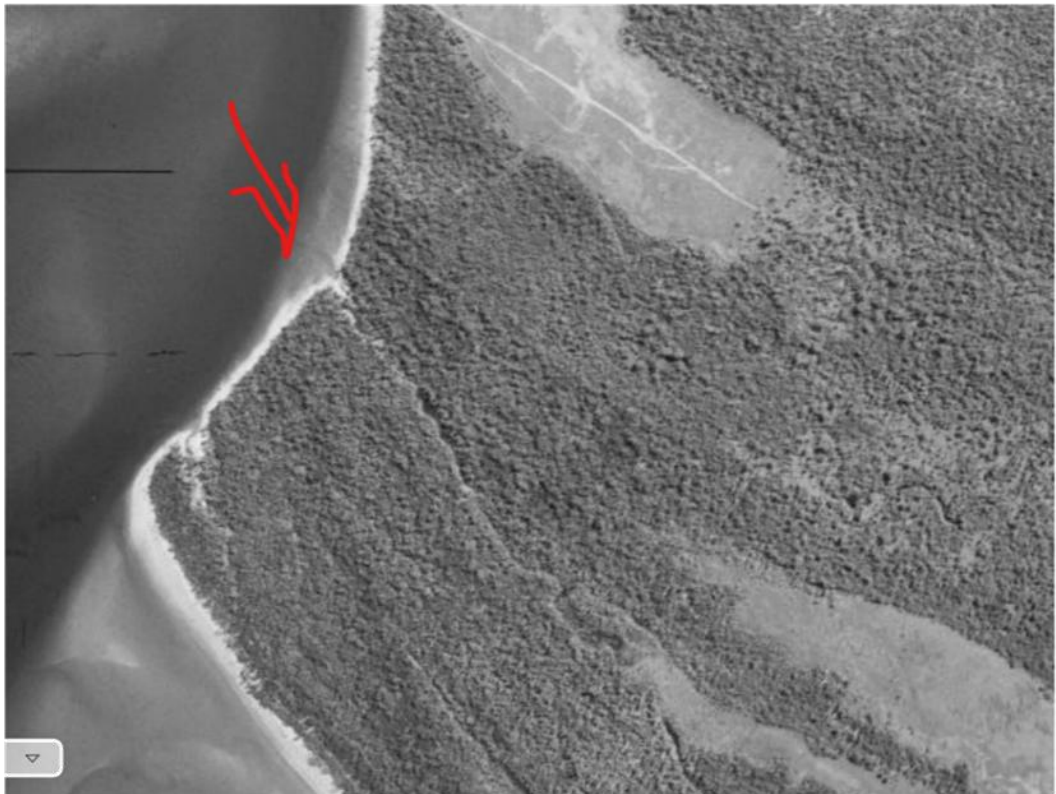
9.1 - RESPONSE TO NOTICE OF MOTION - MAYOR ADAM BELOT - TIDAL WATERFLOW AT COORROOMAN CREEK

Historical Images of Coorrooman Creek

Meeting Date: 17 August 2026

Attachment No: 1

Historical Photos of Coorooman Creek Area



1956 - freshwater creek with no marine environment



1984 - same as 1956



1999 - totally cleared, no saltwater connection to freshwater swamps. Hydraulically still the same as earlier images.



2004 - still the same. Note Housing commenced early stage of development.



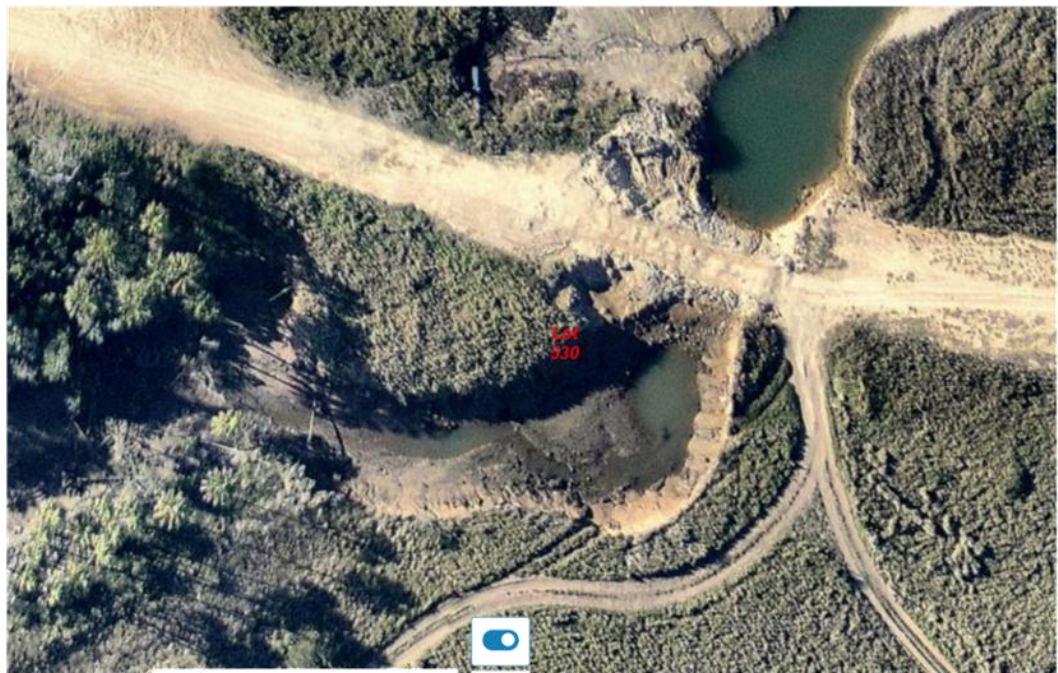
2012 - still no connection, but large borrow pits excavated along the drainage path



2013 - obvious man-made channel to allow saltwater access into the freshwater borrow pits. This generated a new area for fishing and crabbing and created a saltwater environment into the middle of Zilzie Bay.



2013 - tidal waterfall on run out tide, great spot to fish for barramundi



2015 – closed probably when ownership changed hands (unable to verify)

9.2 NOTICE OF MOTION - MAYOR ADAM BELOT - TIDAL WATERFLOW AT COOROOMAN CREEK**File No:** fA2220**Attachments:** 1. **NOM - Mayor Adam Belot - Coorooman Creek** **Responsible Officer:** Tom Upton - Chief Executive Officer

SUMMARY

Councillor Adam Belot has submitted a 'Notice of Motion' in relation to tidal waterflow at Coorooman Creek.

COUNCILLOR RECOMMENDATION

THAT Council write to whomever is in a position of authority i.e. State Government Department of Environment, Federal Government Environment Minister seeking intervention to reinstate tidal waterflow which has been altered on private land at the mouth of Coorooman Creek.

BACKGROUND

Satellite imagery shows clearly that over the last 20 years the natural tidal flow of salt water has been restricted due to undersized pipes being installed to achieve road access on private land adjacent to the mouth of Coorooman Creek. The environmental depletion of native vegetation and biodiversity is evident (in the opinion of many) yet up to this point efforts to have this acknowledged and fixed have failed. Council seeks to right this wrong and wants intervention from whomever has the authority to make a judgment in favour of putting the natural environment first.

**9.2 - NOTICE OF MOTION - MAYOR
ADAM BELOT - TIDAL WATERFLOW
AT COOROOMAN CREEK**

**NOM - Mayor Adam Belot - Coorooman
Creek**

Meeting Date: 17 August 2026

Attachment No: 1

Mr Alastair Dawson
Interim Chief Executive Officer
Livingstone Shire Council
PO Box 2292
YEPPOON QLD 4703

12 May 2026

**Notice of Motion
Tidal waterflow at Coorooman Creek**

Dear Mr Dawson,

I wish to submit this Notice of Motion in relation to tidal waterflow at Coorooman Creek

May this be included in the agenda on 19 May 2026. I give notice of my intention to move the following:

THAT Council write to whomever is in a position of authority ie. State Government Department of Environment, Federal Government Environment Minister seeking intervention to reinstate tidal waterflow which has been altered on private land at the mouth of Coorooman Creek.

Background

Satellite imagery shows clearly that over the last 20 years the natural tidal flow of salt water has been restricted due to undersized pipes being installed to achieve road access on private land adjacent to the mouth of Coorooman Creek. The environmental depletion to native vegetation and the biodiversity is evident (in many people opinion) yet up to this point efforts to have this acknowledged and fixed has failed. Council seeks to right this wrong and wants intervention from whomever has the authority to make a judgment in favour of putting the natural environment first.

Many thanks

Mayor Adam Belot
Livingstone Shire Council

9.3 RESPONSE TO NOTICE OF MOTION - CR GLENDA MATHER - PROPOSED CLOSURE FARNBOROUGH TRANSFER STATION

File No:	fA2220
Attachments:	Nil
Responsible Officer:	Michael Kriedemann - General Manager Infrastructure Tom Upton - Chief Executive Officer
Previous Items:	9.2 - Notice of Motion - Cr Glenda Mather - Proposed closure Farnborough Transfer Station - Ordinary Council - 16 Jun 2026 9:00 AM 5.2 - Proposed closure Farnborough Transfer Station - Briefing Session - 27 Jul 2026 12PM

SUMMARY

At the ordinary Meeting of Council held on 16 June 2026, Councillor Glenda Mather submitted a 'Notice of Motion' in relation to the proposed closure of Farnborough Transfer Station. This matter was to lay on the table pending discussions at a workshop.

This report captures discussions from the workshop held 27 July 2026 along with additional information to allow Council to resolve the Notice of Motion.

OFFICER RECOMMENDATION

THAT the response to the Notice of Motion be received.

BACKGROUND

Council currently provides eight free recycling bins adjacent to the Farnborough Store as a convenient recycling drop off facility for residents in the northern part of the Yeppoon region. The facility is intended to support community recycling efforts and provide an accessible alternative to travelling to the Yeppoon Landfill and Resource Recovery Facilities.

Despite the benefits of the service, the site has experienced ongoing issues with the illegal dumping of non-recyclable materials. Waste such as household goods, electrical appliances, furniture, toys, bedding and other general refuse is regularly deposited at the location, resulting in the site being used for purposes beyond its intended function. The actions of a small number of repeat offenders have created ongoing operational challenges and have adversely affected the appearance and functionality of the facility for residents who use it appropriately.

The management of illegally dumped waste at the site has generated a continuing financial and resource burden for Council. Under current operational practices, clean-up works are required approximately every six weeks, resulting in around nine clean-up events annually. Each clean-up requires the attendance of a Waste Facility Officer, a Local Laws Officer, three Open Spaces staff and an Open Spaces Supervisor, totalling approximately 18 labour hours per event. The estimated annual labour cost associated with these clean-ups is approximately \$12,150. In addition, Council incurs bin diversion costs through JJ Richards of approximately \$1,530 per annum, together with landfill levy charges that vary depending on the volume of waste removed. The total annual cost of managing the site is therefore estimated to be \$13,680 per annum, excluding landfill levy costs.

In addition to the illegal dumping issues, the site has been identified as requiring ongoing maintenance works. These include litter collection, mowing of overgrown grass around signage, treatment of potholes within the gravel access area and consideration of barrier fencing or other measures to assist with site access management and discourage unlawful dumping activities.

Fencing the site has not been considered. This would require Council staff to unlock and secure the facility each day, creating an ongoing operational burden. Given the associated costs, it would likely be more economical to dispose of contaminated recycling loads to

landfill. The site is also located within the road reserve, which presents additional constraints. If the site was fenced and locked this would still not prevent contamination to the recycling bins as it would be unmanned during the hours the site was unlocked.

A Councillor Briefing Session was held on 27 January 2026 and 27 July 2026 regarding the removal of services at the Farnborough Recycling Bin Station, during which the operational challenges, costs and ongoing management requirements associated with the site were discussed.

Councillor Glenda Mather has subsequently submitted a Notice of Motion seeking Council's consideration of the future operation of the Farnborough recycling facility. The Notice of Motion proposes the removal of the recycling bins and the discontinuation of the site due to the ongoing costs associated with illegally dumped waste. The motion also proposes that appropriate public communication be undertaken to advise the community of the site's closure and direct residents to the Yeppoon Landfill and Resource Recovery Facility for future recycling and waste disposal services.

PREVIOUS DECISIONS

At the Ordinary meeting of Council held on 16 June 2026, Councillor Mather tabled a Notice of Motion – Proposed Closure Farnborough Transfer Station. Council resolved:

That pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter lay on the table pending discussion at a future workshop. This item will return to a future Council Meeting.

ENGAGEMENT AND CONSULTATION

No direct community engagement or consultation has been undertaken in relation to the future operation of the Farnborough Recycling Bin Station. The primary issues affecting the site are attributable to the individuals undertaking illegal dumping activities, rather than the community of responsible recyclers. As a result, any feedback received through public consultation would not effectively address the underlying cause of the contamination being experienced.

Should Council resolve to close the facility, an appropriate communication strategy would be implemented to inform residents of the decision and direct users to alternative recycling and waste disposal services available at the Yeppoon Landfill and Resource Recovery Facility.

BUDGET IMPLICATIONS

The 2026-27 operational budget will be reviewed as part of the BR1 process to ensure that sufficient funding is available to undertake any required site clean up and associated operational activities should Council resolve to keep the site open. Any additional budget requirements identified through the year will be considered and incorporated into future budget planning to support the ongoing operation of the site.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Waste and recycling activities in Queensland are regulated under the Waste Reduction and Recycling Act 2011 and the Environmental Protection Act 1994. Council is required to support waste reduction, resource recovery and recycling outcomes through its waste management planning and service delivery activities.

RISK ASSESSMENT

The continued operation of the Farnborough Recycling Bin Station presents a number of environmental and reputational risks to Council. The ongoing illegal dumping of non-recyclable materials has resulted in the facility being used beyond its intended purpose, creating an unsightly environment, reducing the effectiveness of the recycling service.

Livingstone Shire Council currently benefits from a shared recyclables processing arrangement where recyclable materials are co-mingled with those collected by Rockhampton Regional Council. This arrangement provides economies of scale and supports a cost effective recycling service.

There is a significant risk to the continuation of this arrangement due to high contamination levels within the recycling stream. If contamination rates exceed acceptable thresholds, the processing contractor may impose additional charges, reject loads, or require alternative processing arrangements. Below are some recent photos showing the contaminated recycle material received by Rockhampton Regional Council from our Farnborough bins.



CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Responsive, accessible and high-quality services that address the evolving needs of residents and businesses.

**9.4 NOTICE OF MOTION - CR GLENDA MATHER - PROPOSED CLOSURE
FARNBOROUGH TRANSFER STATION****File No:** fA2220**Attachments:** 1. NoM - Proposed closure Farnborough
Transfer Station [↓](#) **Responsible Officer:** Tom Upton - Chief Executive Officer

SUMMARY

Councillor Glenda Mather has submitted a 'Notice of Motion' in relation to the proposed closure of Farnborough Transfer Station.

COUNCILLOR RECOMMENDATION

THAT despite the convenience of residents north of Yeppoon to deposit recycling material in the eight industrial bins adjacent to the Farnborough store, it has become increasingly obvious that this free privilege is being abused.

Due to the on-going costs associated with the removal of household goods, electrical appliances, furniture, toys, bedding and similar non-recyclable items, Council resolve to remove the industrial bins, and discontinue the use of the site for the purpose intended.

Appropriate media advice be provided notifying the public of the closure, and the need to visit the Yeppoon landfill in the future.

COUNCILLOR BACKGROUND

Please refer to attached NOM.

**9.4 - NOTICE OF MOTION - CR
GLENDAMATHER - PROPOSED
CLOSURE FARNBOROUGH
TRANSFER STATION**

**NoM - Proposed closure Farnborough
Transfer Station**

Meeting Date: 17 August 2026

Attachment No: 1

Mr Alastair Dawson
Interim Chief Executive Officer
Livingstone Shire Council
PO Box 229
YEPPOON Q 4703

2 June 2026

Notice of Motion
Proposed closure Farnborough Transfer Station

Dear Mr Dawson,

I wish to submit the following Notice of Motion for consideration at the earliest meeting, to address the abuse of the eight free industrial bins adjacent to the Farnborough store.

"That despite the convenience of residents north of Yeppoon to deposit recycling material in the eight industrial bins adjacent to the Farnborough store, it has become increasingly obvious that this free privilege is being abused.

Due to the on-going costs associated with the removal of household goods, electrical appliances, furniture, toys, bedding and similar non-recyclable items, Council resolve to remove the industrial bins, and discontinue the use of the site for the purpose intended.

Appropriate media advice be provided notifying the public of the closure, and the need to visit the Yeppoon landfill in the future."

Background

Unfortunately repeat offenders have effectively punished the majority who are trying to do the right thing.

The site needs cleaning up, floating rubbish in the grass, long grass under the signage, and gravel roadway in the compound treated for potholes. Barrier fencing to be considered.

Many thanks

Glenda Mather Clr

9.5 NOTICE OF MOTION - CR ANDREA FRIEND - POTHOLE PRICE & EMMERSON DRIVE, GLENLEE**File No:** fA2220**Attachments:** 1. NoM - Cr Andrea Friend - Potholes Price & Emmerson Drive, Glenlee [↓](#) **Responsible Officer:** Tom Upton - Chief Executive Officer

SUMMARY

Councillor Andrea Friend has submitted a 'Notice of Motion' in relation to Potholes Price & Emmerson Drive, Glenlee

COUNCILLOR RECOMMENDATION

THAT Council undertake immediate rectification of Price Drive and Emmerson Drive Glenlee, to a high standard, including filling of potholes and resealing.

COUNCILLOR BACKGROUND

Please refer to attached NOM.

**9.5 - NOTICE OF MOTION - CR
ANDREA FRIEND - POTHOLES PRICE
& EMMERSON DRIVE, GLENLEE**

**NoM - Cr Andrea Friend - Potholes
Price & Emmerson Drive, Glenlee**

Meeting Date: 17 August 2026

Attachment No: 1

Chief Executive Officer
Mr. Tom Upton
Livingstone Shire Council
Yeppoon Q 4703

Notice of Motion

Potholes Price & Emmerson Drive, Glenlee

Dear Mr. Upton,

I wish to submit the following 'Notice of Motion' in relation to Potholes for the Ordinary Meeting dated the 17th August 2026.

That Council

'Undertake immediate rectification of Price Drive and Emmerson Drive Glenlee, to a high standard, including filling of potholes and resealing.'

Background:

I have received correspondence from a resident at Glenlee who noted the following;

In past council meetings at Glenlee it has been brought to the attention of the Council that the road conditions in Emerson Drive and Price Drive are in need of repair due to the potholes. A couple of months ago council workers attended and proceeded to fill pot holes which keep on reappearing and once again the workers selected and repaired some hole but for some reason decided to leave others unattended. The standard of the repairs is dubious at best but we as residents still find it hard to get our heads around the fact that the workers walk over holes and leave them unattended to get to the holes they decide to repair. We were given some excuse as to why these repairs were not being conducted, which frankly is not good enough. To put it a nutshell we want the roads to be repaired properly. The main areas of concern are Emerson Drive between Hendy drive and Price Drive, Price Drive (near the crest of the hill) and the bottom end of Price Drive near Sondra Lena Drive. (end correspondence.)

After, internally requesting action to address these potholes and breakages another piece of correspondence was received;

it is great disappointment that I inform you once again the council attended to some of the potholes today. The holes were marked and still they neglected to attend to the half of the holes (of which were some of the worst) in Price Drive. (end correspondence.)

This councillor acknowledges the workload and dedicated staff who maintain our shire, yet also acknowledges that all residents within our shire deserve attention to their complaints.

Attached are photos of the works carried out and those that are still awaiting repair.





Kind Regards
Andrea Friend
Livingstone Shire Council

Livingstone Shire Council – 4 Lagoon Place, Yeppoon. Ph: 0459392411
Email: andrea.friend@livingstone.qld.gov.au



Web: www.livingstone.qld.gov.au | Like us www.facebook.com/livingstoneshirecouncil

9.6 NOTICE OF MOTION - MAYOR ADAM BELOT - WASTE VOUCHERS FOR MIXED USE PROPERTIES**File No:** fA2220**Attachments:** 1. NoM - Waste vouchers for mixed use properties **Responsible Officer:** Tom Upton - Chief Executive Officer

SUMMARY

Mayor Adam Belot has submitted a 'Notice of Motion' in relation to Waste vouchers for mixed use properties.

COUNCILLOR RECOMMENDATION

THAT in order to provide fairness and equity, Council request of CEO to implement or amend a policy/procedure in relation to the eligibility and distribution of waste vouchers so that Council is able to accommodate commercial properties that are unequivocally residential properties as well.

BACKGROUND

There appears to be a small number of commercial properties that also are the primary residential dwelling of ratepayers that are currently unable to claim the vouchers because of their commercial activity. This seems unfair and inequitable given that they are both residential and commercial in nature and only their residential consumption is being allowed via the waste vouchers. This is an inalienable right of every rate paying resident attributing to residential waste consumption.

9.6 - NOTICE OF MOTION - MAYOR ADAM BELOT - WASTE VOUCHERS FOR MIXED USE PROPERTIES

NoM - Waste vouchers for mixed use properties

Meeting Date: 17 August 2026

Attachment No: 1

Mr Thomas Upton
Chief Executive Officer
Livingstone Shire Council
PO BOX 2292
YEPPOON QLD 4703

4 August 2026

Notice of Motion
Waste vouchers for mixed use properties

Dear Mr Upton,

I wish to submit this Notice of Motion in relation to an amendment to the relevant policy/procedure so it incorporates waste vouchers for properties that are mixed use (both commercial and residential).

May this be included in the agenda on 17 August 2026. I give notice of my intention to move the following:

THAT in order to provide fairness and equity, Council request of CEO to implement or amend a policy/procedure in relation to the eligibility and distribution of waste vouchers so that Council is able to accommodate commercial properties that are unequivocally residential properties as well.

Background

There appears to be a small number of commercial properties that also are the primary residential dwelling of ratepayers that are currently unable to claim the vouchers because of their commercial activity. This seems unfair and inequitable given that they are both residential and commercial in nature and only their residential consumption is being allowed via the waste vouchers. This is an inalienable right of every rate paying resident attributing to residential waste consumption.

Many thanks

Mayor Adam Belot
Livingstone Shire Council

10 QUESTIONS ON NOTICE

Nil

11 COMMITTEE REPORTS

Nil

12 AUDIT, RISK AND IMPROVEMENT COMMITTEE REPORTS

Nil

13 REPORTS

13.1 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2026

File No: FM12.14.1

Attachments:

1. Monthly Financial Report - July 2026 
2. Contract Award Summaries - July 2026 

Responsible Officer: Jaye Robertson - Manager Financial Services
Andrea Ellis - General Manager Corporate Services
Tom Upton - Chief Executive Officer

Author: Jessica Crane - Financial Accountant
Adriana Mendez - Acting Coordinator Accounting Services

SUMMARY

The purpose of this report is to seek the Council's adoption of the Livingstone Shire Council Monthly Financial Report for the Period Ending 31 July 2026.

OFFICER'S RECOMMENDATION

THAT Council receive the Livingstone Shire Council Monthly Financial Report for the period ending 31 July 2026 (Attachment 1).

BACKGROUND

The attached Financial Report collates financial data within Council's Finance One and Pathway systems. The report presented includes:

1. Financial Position and Performance Snapshot
2. Financial Reports
3. Capital Expenditure
4. Capital Projects Detail Report
5. Glossary

The attached financial information presents the provisional year-to-date position of Council's financial performance to 31 July 2026. Commitments are excluded from the reported operating & capital expenditures. Further accounting adjustments are continuing to be processed during July and August 2026 as part of Council's General Purpose Annual Financial Statements process, to capture a final position for 2025-26.

All variances are reported against the 2026-27 Adopted Budget, adopted by Council on 23 June 2026.

The financial report compares actual performance against the Council's 2026-27 Adopted Budget and identifies significant variances or areas of concern. It also provides information about additional areas of financial interest to the Council and reinforces sound financial management practices throughout the organisation.

The Council's monthly report (attachment 1) contains the commentary and analysis, and for the sake of brevity, will not be repeated in this cover report.

Additional commentary is disclosed in the report when the monthly and/or year-to-date variance exceeds \$100,000 and 10% of the budget.

1. Financial Position and Performance Snapshot – summary of the main financial operating results, capital expenditure and capital revenue, cash holdings, borrowings and a summary of financial performance indicators of year-to-date results. Indicators

are based on achieving benchmark results. These have been aligned to the sustainability measures in the Financial Management (Sustainability) Guideline 2025.

2. Financial Reports –

- a. Month and year-to-date results for operating activities, supplemented by commentary where either a major positive or negative variance exists and supporting graphical summaries or results, or previous information requests.
- b. Balance sheet items with movement from the previous month, compared against the full-year budget, supplemented by commentary where either a major positive or negative variance exists and supporting graphical summaries of results, or where details were previously provided.

3. Capital Expenditure – summary of the overall portfolio of capital expenditure, including capital grants & subsidies streams.

4. Glossary – updated to reflect the current financial performance indicators.

Procurement

Current Contracts >\$200,000 (GST exclusive)

In accordance with section 237 of the *Local Government Regulation 2012*, Council publishes the details of all contracts valued at \$200,000 or more. These details are available on the Council's website (<https://www.livingstone.qld.gov.au/doing-business/business-and-regulations/contracts-and-tenders>) and on the public notice board at Yeppoon Town Hall.

In July 2026, eleven (11) contracts over the prescribed value (\$200,000) were established via purchase order.

Current Tenders

At the end of July 2026, there were two (2) open tenders, nil (0) selective tenders, two (2) tenders under evaluation, two (2) preferred tenderer status, and one (1) contract awarded (Attachment 2). The table below summarises current tenders to promote oversight of progress by Councillors.

Once all contract award documentation is completed, the contract details will be added to the published contract listing.

July 2026 - Open Tenders		
2026.25	Livingstone Shire Council New Depot Detailed Design	
2026.26	Taroomball Residential Precinct Detail Design & Approvals	
July 2026 - Selective Tenders		
Nil Selective Tenders for July 2026		
July 2026 - Tenders Evaluation		
2026.013	Preferred Supplier Arrangement (PSA) - Supply & Delivery of Chemicals	
2026.016	GKI Waste Management Services	
July 2026 - Preferred Tenderer Status		
2025.010	Homemaker Stage 2 - Land Sale	
2025.004	Great Keppel Island Arrivals Plaza Leasehold	
July 2026 - Contracts Awarded		
2026.015	PSA - Supply & Delivery of Specialised Plant Hire	Successful Tenderer/s
		Contract Value (exc GST)
		\$0.00

Status Legend:

Open Tender - The tender has been publicly advertised and is currently open to the market. Suppliers are preparing and submitting responses prior to the closing date. Officers and Councillors must maintain appropriate probity and direct all supplier enquiries to the Procurement Team while the tender remains open.

Selective Tender - The tender has been issued directly to a selected group of suppliers rather than publicly advertised. Invited suppliers are preparing and submitting responses. Officers and Councillors must maintain appropriate probity and direct all supplier enquiries to the Procurement Team.

Tender Evaluation - The tender has closed and is currently being assessed by the appointed Evaluation Panel against the approved evaluation criteria. Officers who are not members of

the Evaluation Panel and Councillors must not participate in or influence the evaluation process.

Preferred Tenderer Status - The evaluation process has identified a preferred supplier, and Council is undertaking final clarifications, negotiations, reference checks, due diligence activities and/or obtaining internal approvals prior to contract award. No commitment has been made until the formal approval process is completed.

Contract Awarded - The tender evaluation and approval processes have been completed, and a supplier has been formally approved for award. A Letter of Acceptance has been issued, and the contract value has been confirmed.

Contract - The Letter of Acceptance has been issued, and the contract has been executed, and the supplier has been formally engaged to deliver the goods, services or works.

PREVIOUS DECISIONS

Council adopted the 2026-27 Budget on 23 June 2026.

ENGAGEMENT AND CONSULTATION

Information has been provided by the Council's Procurement and Revenue units for inclusion in this report.

BUDGET IMPLICATIONS

The Monthly Financial Report shows the Council's financial position in relation to the 2026-27 Adopted Budget.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report is to be presented to Council on at least a monthly basis.

Section 170 of the *Local Government Regulation 2012* states that Council may by resolution amend the budget for a financial year at any time, so long as it complies with all the requirements under section 169, which are essentially all the same material as an annual budget except for decisions regarding rates and utility charges which can only be adopted as part of the annual budget process.

There are no anticipated legal implications because of this report.

RISK ASSESSMENT

Regular, robust reporting of the Council's financial results helps create a framework of financial responsibility within the Council and supports sound long-term financial management of its operations.

Council continues to maintain a \$10 million working capital facility, available to manage operating liquidity requirements as needed.

Current economic conditions, including fuel price volatility and supply constraints, present an elevated operational and financial risk to Council; however, impacts are being actively managed and remain within Council's risk appetite under the Enterprise Risk Management Policy. Proactive controls, including disciplined cost management, close monitoring of fuel supply and consumption, and executive oversight of expenditure and budgeting assumptions, have reduced the residual risk to a manageable level, with no immediate impact on critical service delivery and ongoing assessment of potential budget impacts.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Sustainably manage finances, assets and resources through strong governance

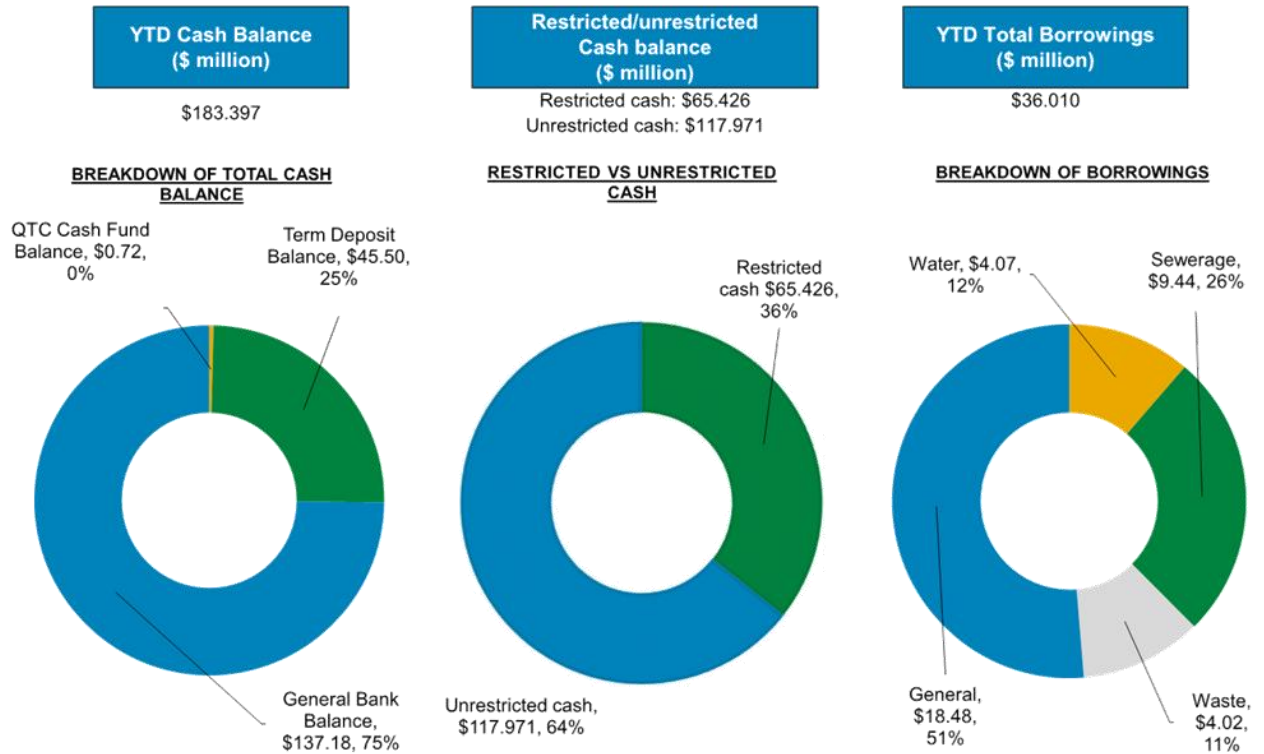
13.1 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2026

Monthly Financial Report - July 2026

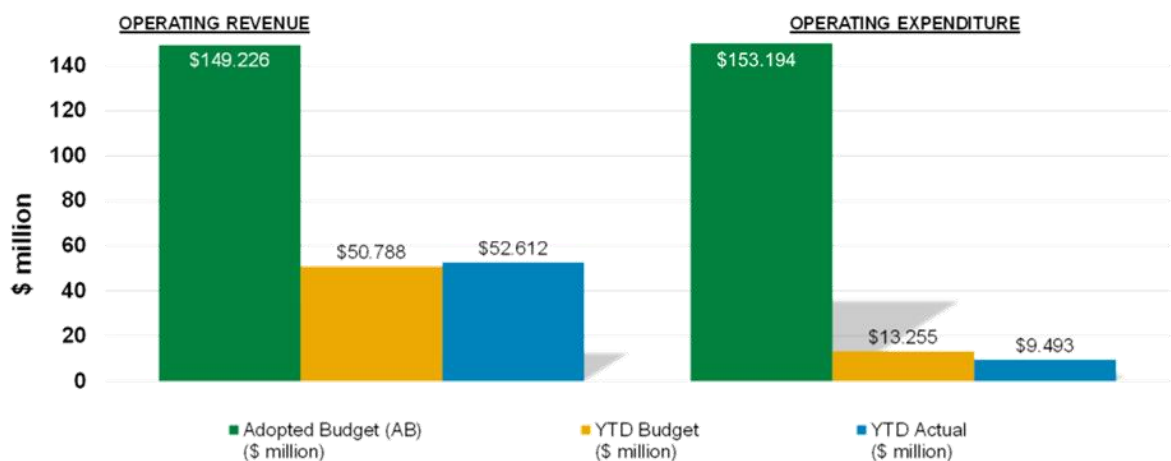
Meeting Date: 17 August 2026

Attachment No: 1

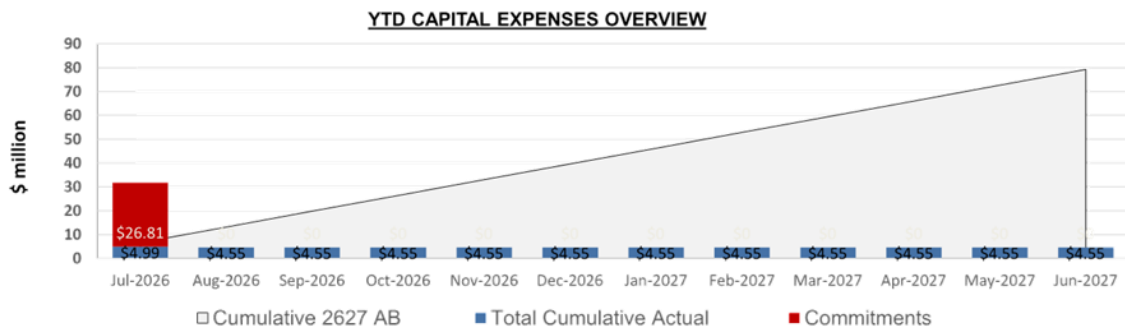
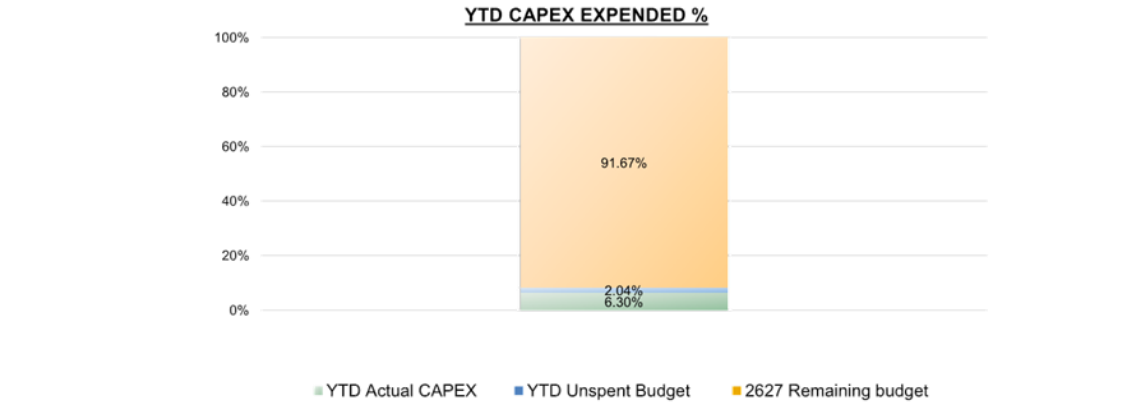
1. Financial Position and Performance Snapshot
Livingstone Shire Council
For the period ended 31 July 2026



Operating results	Adopted Budget (AB) (\$ million)	YTD Budget (\$ million)	YTD Actual (\$ million)	YTD Var (\$ million)	YTD Var (%)
Operating Revenue	\$149.226	\$50.788	\$52.612	\$1.824	3.59%
Operating Expenditure	\$153.194	\$13.255	\$9.493	-\$3.762	-28.38%
Operating Surplus/(Deficit)	-\$3.968	\$37.533	\$43.119	\$5.586	14.88%



Capital results	AB (\$ million)	YTD Budget (\$ million)	YTD Actual (\$ million)	YTD Var (\$ million)	YTD Var (%)
Capital Revenue	\$31.883	\$2.657	\$0.509	-\$2.148	-80.85%
Capital Expenditure	\$79.249	\$6.604	\$4.989	-\$1.615	-24.46%



Ratio	YTD Actual	FY Budget	Tier 4 Target	Commentary to key points *
Council-Controlled Revenue Ratio (%)	✓ 97.76%	✓ 80.50%	Contextual	The majority of the Council's budgeted revenue is attributed to rates revenue. This ratio is favourable due to the levying of the 1st half-yearly General Rates & Utility Charges (including first-quarter water consumption) in July 2026.
Population Growth Ratio (%)	Data not available monthly	✓ 2.17%	Contextual	The population estimate for Livingstone Shire Council area as of the 30 June 2026 is 44,143. Since the previous year, the population has grown by 2.17%. Population growth in Regional QLD was 2.20%. (Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0)).
Operating Surplus Ratio (%)	✓ 81.96%	✗ -2.80%	0% - 10%	The ratio being 81.96% indicates Council's YTD result is an operational surplus and this YTD surplus assists in meeting quarterly loan repayments.
Operating Cash Ratio (%)	✓ 88.05%	✓ 24.20%	Greater than 0%	The ratio being 88.05% indicates that Council has the ability to self-fund capital expenditure from surplus funds from core operations.
Unrestricted Cash Expense Cover Ratio (months)	✓ 20.36	✓ 11.00	> 4 months	Council has sufficient unrestricted cash to meet ongoing and emergent financial demands for 20.36 months. Council has access to a \$10m QTC working capital facility, which is equivalent to 1.59 months of cover.
Asset Sustainability Ratio (%)	✗ 48.56%	✓ 73.90%	> 90%	This ratio indicates the extent to which Council's existing infrastructure assets are being replaced as they reach the end of their useful lives.
Asset Consumption Ratio (%)	✓ 68.18%	✓ 74.10%	> 60%	Council's infrastructure assets have been consumed by 68.18% compared to what it would cost to build a new asset with the same benefit to the community.
Asset Renewal Funding Ratio (%)	✗ 64.86%	✓ 157.40%	Contextual	This ratio measures the ability of Council to fund projected infrastructure asset renewal/replacements into the future. The ratio being 64.86% is below the budgeted position, with the phasing of capital project expenditures having an affect on the calculation of this ratio on a monthly basis.
Leverage Ratio (times cover)	✓ 0.78	✓ 0.80	0 - 3 Times	The ratio being 0.78 indicates the Council has limited capacity to manage unforeseen financial shocks & meet loan repayments.

2. Financial Reports

Operating Result for the period ending
31/07/2026

Month (\$ million)				YTD 8.3%				FY	
Actual	2627 AB	Variance ¹	>\$100K & 10%	Actual	2627 AB	Variance ¹	>\$100K & 10%	% of Actual YTD	2627 AB
(\$ million)	(\$ million)	(\$ million)		(\$ million)	(\$ million)	(\$ million)		%	(\$ million)
50.798	48.907	1.890	⇌	Operating revenue					
0.636	0.735	(0.100)		Rates, levies and charges	50.798	48.907	1.890	47%	108.073
0.153	0.227	(0.075)		Fees and charges	0.636	0.735	(0.100)	4%	14.162
0.108	0.327	(0.220)	✖	Sales revenue	0.153	0.227	(0.075)	1%	12.577
0.800	0.474	0.325	✓	Operating grants and subsidies	0.108	0.327	(0.220)	1%	7.283
0.119	0.117	0.002		Interest received	0.800	0.474	0.325	14%	5.693
				Other income	0.119	0.117	0.002	8%	1.438
52.612	50.788	1.824	⇌	Total operating revenue	52.612	50.788	1.824	35%	149.226
				Operating expenses					
(4.373)	(3.929)	(0.445)	✖	Employee benefits	(4.373)	(3.929)	(0.445)	9%	(46.920)
(1.912)	(6.121)	4.210	✓	Materials & services	(1.912)	(6.121)	4.210	3%	(67.863)
(0.146)	(0.143)	(0.003)		Finance costs	(0.146)	(0.143)	(0.003)	9%	(1.713)
(3.061)	(3.061)	0.000		Depreciation & amortisation	(3.061)	(3.061)	0.000	8%	(36.698)
(9.493)	(13.255)	3.762	✓	Total operating expenses	(9.493)	(13.255)	3.762	6%	(153.194)
43.119	37.533	5.586	✓	Net operating result	43.119	37.533	5.586		(3.968)



Major positive variance, comment required



Major negative variance, comment required

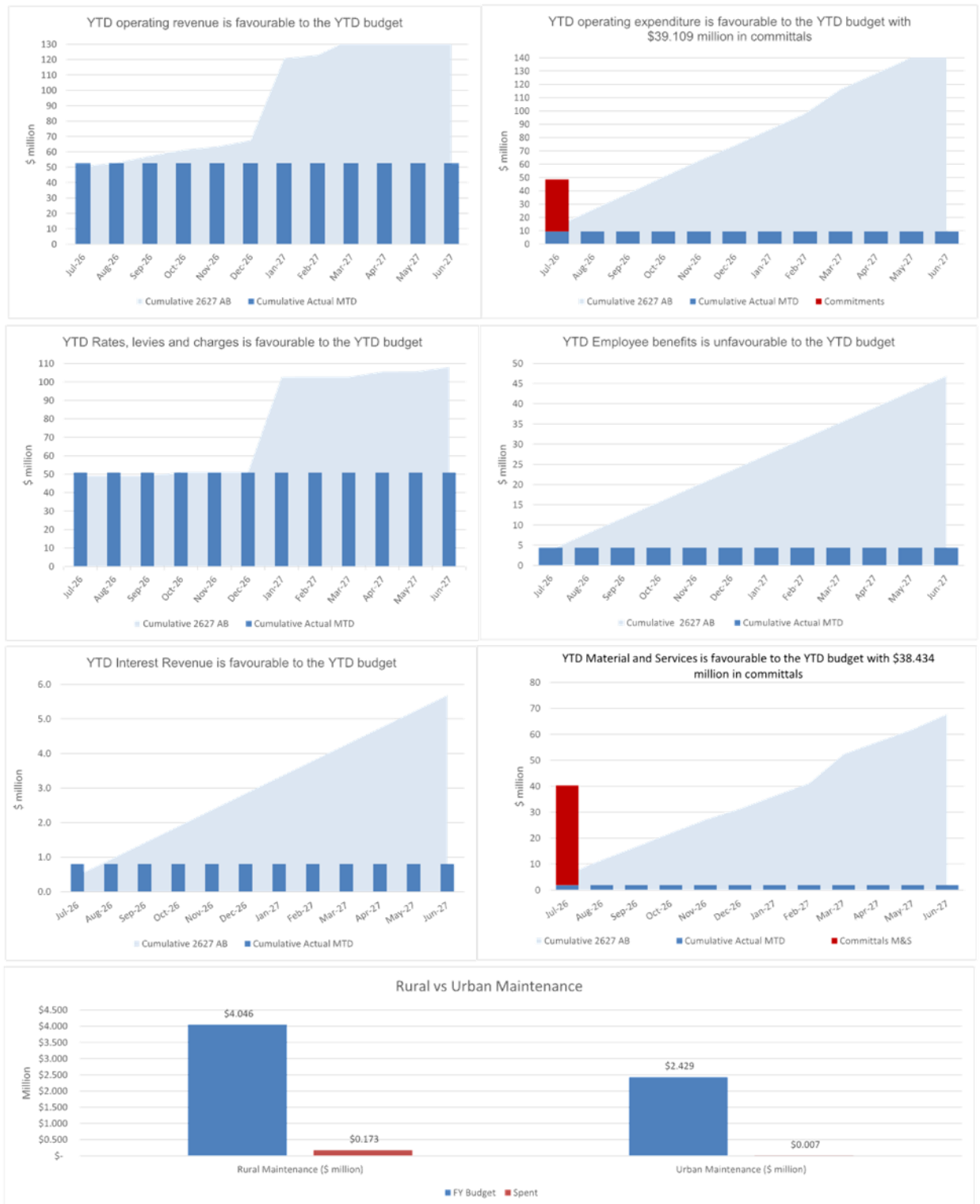


Within expectations, no comment required

Areas to note

At the time of reporting, the current reporting period (July) is subject to change due to the finalisation of the financial year statements for 2025-26. The statements and final results are subject to audit certification.

Operating grants and subsidies	The unfavourable monthly and YTD variance to budget is primarily attributable to timing differences in the recognition of State Government grant revenue. This includes grant funding received in July relating to the 2025-26 financial year and year-end accrual adjustments recorded to recognise State Government funding for 2025-26. The result has been further affected by the timing of Communities Grant receipts.
Interest received	The favourable monthly and YTD variance to budget is primarily attributable to the accrual of interest income on term deposits with an annual maturity dates that differ from budgeted phasing of interest recognition.
Employee benefits	The unfavourable monthly and YTD variance to budget is mainly driven by higher than budgeted recruitment costs incurred in filling a manager level position during July 2026. In addition, increased annual leave and personal leave expenses have contributed to the variance.
Materials & services	YTD Materials and services expenditure is below budget across several functions, including Waste Services, Water Supply, Sewerage, and Governance. These variances are largely attributable to the timing of expenditure on contractual services, particularly for waste collection and water supply activities, as well as year end accrual adjustments for FY2025-26. Note the July accrual has not been recognised and to be actioned in August. Finance is currently investigating these variances in consultation with the relevant cost centre managers. Budget forecasts will be reviewed and updated as part of the 2026/27 Budget Review 1 (BR1) process to ensure projections more accurately reflect expected expenditure, particularly in the areas of contractors, building, construction, maintenance, and other operational services.



Statement of Financial Position for the period ending
31/07/2026

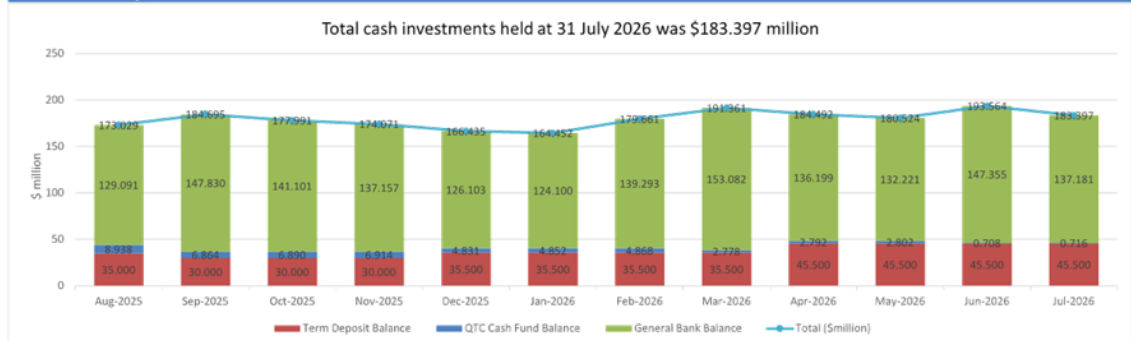
	Month-end Actual	Last month Actual	Movement	Full Year 2627 AB
	(\$ million)	(\$ million)	(\$ million)	(\$ million)
Cash and cash equivalents	183.397	193.564	(10.167)	130.873
Receivables	52.995	6.788	46.207	11.133
Inventories	0.593	1.526	(0.932)	1.046
Land held for development or sale	4.393	2.958	1.435	5.458
Contract assets	8.926	6.624	2.302	0.000
Other assets	2.313	4.186	(1.873)	5.199
Property, plant & equipment	1,343.302	1,312.160	31.142	1,506.612
Intangibles	0.212	(0.045)	0.257	0.000
Capital works in progress	106.110	99.119	6.991	0.000
TOTAL ASSETS	1,702.241	1,626.878	75.363	1,660.321
Payables	11.515	16.225	(4.710)	6.936
Contract liabilities	32.360	43.760	(11.400)	14.200
Borrowings	36.010	35.865	0.145	29.378
Provisions	20.413	20.648	(0.235)	21.721
Other liabilities	5.211	2.568	2.643	0.000
TOTAL LIABILITIES	105.509	119.065	(13.556)	72.235
Asset revaluation surplus	372.666	371.990	0.676	406.441
Retained surplus	1,224.066	1,135.822	88.244	1,181.644
TOTAL COMMUNITY EQUITY	1,596.732	1,507.813	88.919	1,588.086

Areas to note

The current balances reflect the closing balances of the draft financial statements for year ending 30 June 2026. The statements, and final results, are subject to audit certification.

Cash and cash equivalents	\$65.426 million of the \$183.397 million of total cash and cash equivalents is externally restricted cash funds. Council has sufficient unrestricted cash to meet ongoing and emergent financial demands for approximately 20.36 months.
Receivables	The increase in receivables is primarily attributable to the issuance of the first levy notices for rates and water charges for the 2026-27 financial year. As these charges have been raised but not yet collected.
Inventories	The decrease in inventory is primarily attributable to lower fuel and stock holdings compared with the previous year, together with year end accrual and journal adjustments. In addition, inventory balances in the prior period included entries relating to the Stanage Bay Gravel Project, which were reflected in the previous month.
Land held for development or sale	The increase in Land held for development or sale is due to transfer in land asset to land held for sale in preparation of the sale of land at Emu Park West.
Contract Assets	Contract asset balances have increased during Jul 2026 as the Council has completed its obligations for funding and is awaiting payment.
Other assets	The decrease in other assets compared to the previous month is mostly due to the release of prepaid expenditure during May 2026.
Payables	The decrease in payables in July 2026 is mostly due to the increase in the value of prepaid General Rates & Utility Charges.
Contract Liabilities	The decrease in Contract Liabilities in July 2026 is primarily due to year end adjustments made in June. In accordance with updated accounting guidelines, revenue relating to a number of projects was recognised in the 2025-26 financial year. As a result, amounts previously recorded as Contract Liabilities were recognised as revenue, leading to a reduction in the Contract Liability balance.
Other Liabilities	The increase in other liabilities is primarily attributable to the receipt of the annual advance payment of the Waste Management Levy. As the funding relates to future reporting periods, the amount has been recognised as a liability pending allocation and recognition in accordance with the associated levy requirements.

Cash and Cash Equivalents



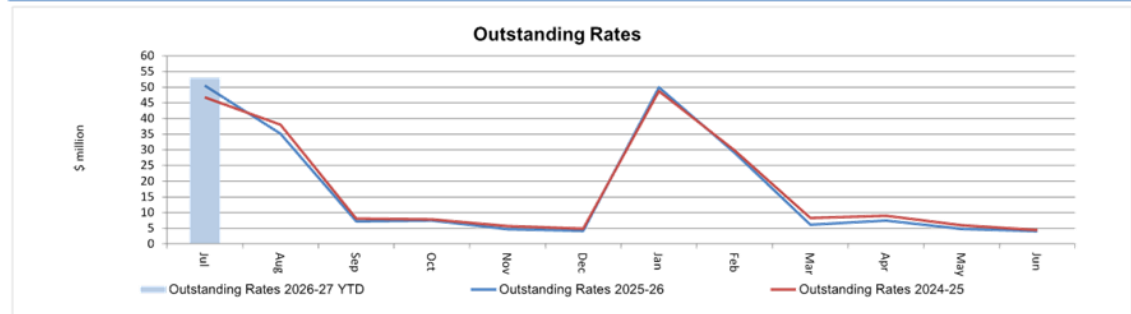
Council's cash investments are held in term deposits, Council's general banker, the Commonwealth Bank (CBA) and the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund. Council's interest-earning rate as at 31 July 2026 is 5.11% p.a. (net of 0.12% administration fees) with the QTC, and 4.85% p.a. with CBA. In July 2026, the weighted average interest rate was 4.82%, which is slightly below the target rate of 4.85% (the target rate is the RBA Cash Rate of 4.35% plus 0.50%). The weighted average interest rate includes the interest rates the Council earns on term deposits.

Term deposit rates are monitored regularly by Council officers to identify investment opportunities and ensure Council maximises its interest earnings, while balancing the need to invest cash for a fixed term.

The amount of interest earned from month to month is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by the Council's monthly cash flow requirements and the rating cycle.

Cash needed for day-to-day requirements is deposited with the QTC or CBA. Interest rates from both facilities are monitored regularly by the Council's finance officers to maximise interest earnings.

Receivables



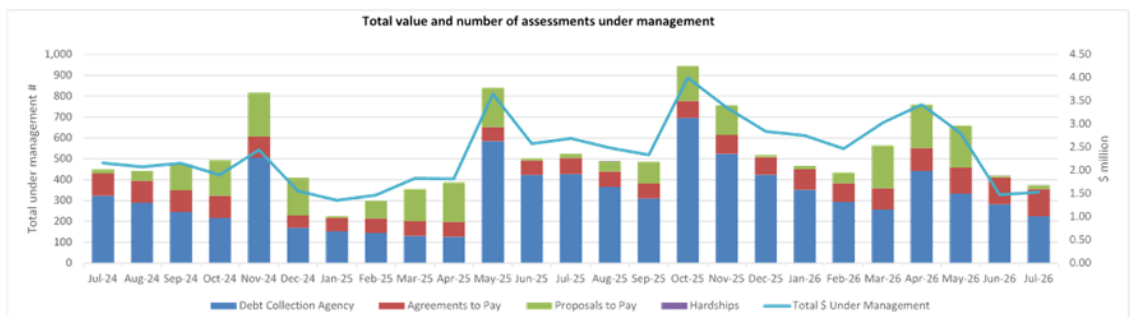
Ageing of Rates Receivable at Month End		(\$ million)	
Total Rates Outstanding		\$53.038	
Less: Current and Prepayment		-\$47.348	
Total Eligible for Collection		\$5.690	
Current		\$1.935	34.01%
1 years		\$2.138	37.57%
2 years		\$0.787	13.83%
3 years		\$0.437	7.68%
4 years		\$0.222	3.90%
5 years		\$0.171	3.01%
Total Eligible for Collection		\$5.690	100.00%

Total receivables under management as at 31 July 2026 are \$1.535 million, which is lower than the \$2.694 million as at 31 July 2025.

Interest on overdue rates and utility charges is applied at 7% per annum for the 2026-27 financial year, calculated monthly on all overdue balances, including those subject to formal payment arrangements. This rate has remained unchanged since 2018-19 and has been maintained despite recent CPI increases, reflecting the Council's commitment to managing revenue responsibly while mitigating additional financial pressure on ratepayers.

Of the 19,131 rateable assessments, 374 (1.95% of ratepayers) are currently under management.

	as at 31 July 2025		as at 31 July 2026	
	#	\$ million	#	\$ million
Debt Collection Agency	426	2.083	224	0.810
Agreements to pay	78	0.565	132	0.662
Proposals to Pay	20	0.047	17	0.059
Council Hardship	0	-	1	0.005
Total under management	524	\$2.694	374	\$1.535



Council officers are committed to working with any ratepayer who is experiencing difficulty in paying their rates & charges and strongly encourage anyone in this position to make early contact with Council.

Sale of Land Activity

Under the Local Government Regulation 2012, Council may initiate a land sale process to recover rates arrears where:

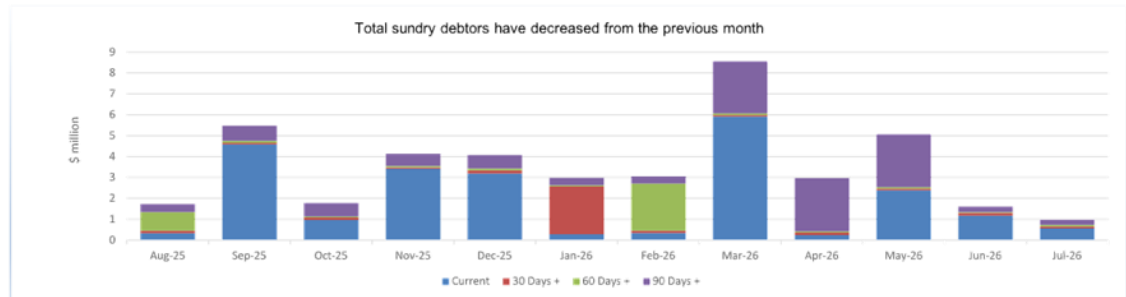
- Residential property rates remain overdue for three or more years, or
- Commercial and Vacant Land are overdue by more than one year.

The 2025 initiated the Sale of Land process

- Six (6) properties received a Notice of Intention to Sell in November 2025, with a further property notified in January 2026.
- 1 property passed in and all other properties paid in full.

Outstanding Sundry Trade Debtors

Total Sundry Trade Debtors Outstanding at Month End (\$ m) \$0.964

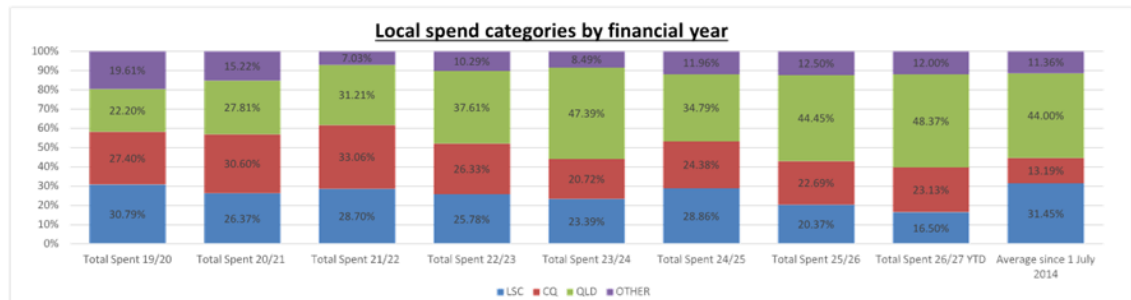
**Payables - Procurement**

Council strongly supports locally owned and operated businesses, including those with an office or branch in our region. Council is able to report on direct local spend for both operational and capital expenditure in addition to employee salaries & wages.

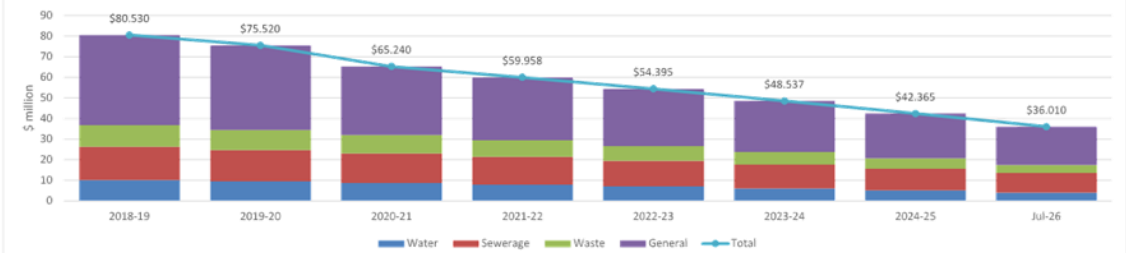
Total expenditure with businesses located within the Shire boundaries, in the current financial year to date, is 31.45% or \$3.635 million

	YTD Spend (\$ million)	YTD Spend (%)
LSC - Business located within the shire boundaries.	3.635	31.45%
CQ - Business completely set up and run outside of LSC boundaries but within the Central Queensland region.	1.524	13.19%
QLD - Business based outside of Central Queensland but within Queensland.	5.085	44.00%
OTHER - Business based outside of Queensland.	1.313	11.36%
	11.557	100.0%

The bar graph below summarises the allocation by local spend categories for the previous seven (7) financial years. Since 1 January 2014 Council has procured, on average, 57.48% of materials & services from within the greater Central Queensland area, which includes Livingstone Shire Council.

**Borrowings**

Total Borrowings of \$36.01 million is on track to reduce with quarterly debt service repayments



Debt Position	YTD Actual (\$ million)	2627 AB (\$ million)
Total Debt held as at 1 July 2026	35.865	35.865
New borrowings drawn down in 2026-27	0.000	0.000
Interest & administrative charges	0.145	1.935
Total debt service payments	0.000	(8.422)
Total Debt held at reporting period	36.010	29.378

In line with Council's debt policy, a debt service payment of \$2.105 million (being approximately \$1.953 million repayment of principal and \$0.152 million interest and administrative charges) is to be paid quarterly during 2026-27. Interest accrues monthly, calculated on a daily basis, until the next debt service payment. No new borrowings are budgeted to be drawn down throughout the 2026-27 financial year.

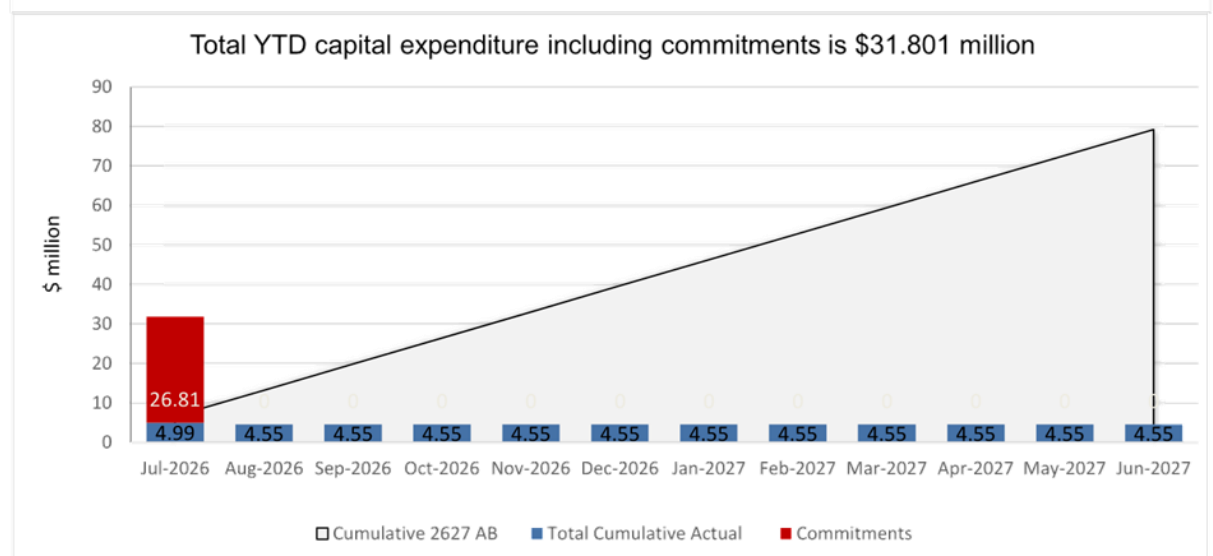
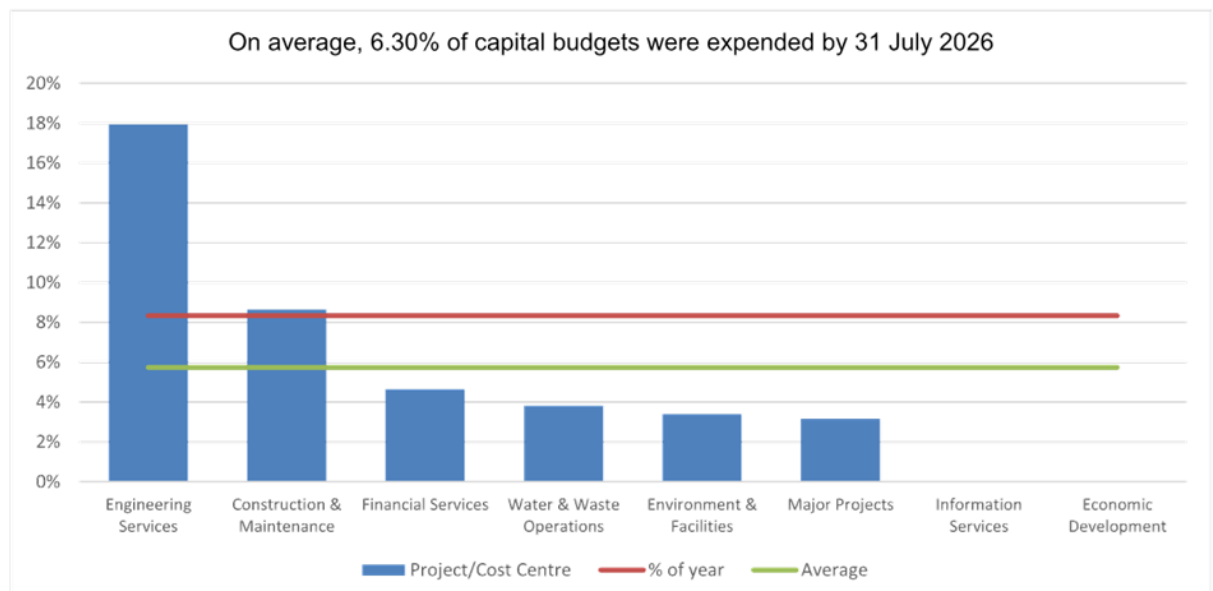
As of 31 July 2026, the weighted average interest rate of all Council debt is approximately 4.70%.

The Department of Local Government, Water & Volunteers has approved a working capital facility of \$10 million on a permanent basis subject to an annual review by the Queensland Treasury Corporation in consultation with the department. Council has not accessed the available funds in the working capital facility.

3. Capital Expenditure

Capital revenue and expenditure report (all projects) for period ending 31/07/2026

Month (\$ million)			YTD 8.3%		Full year (\$ million)
Actual	2627 AB	Variance	Actual	% of Full year Budget	2627 AB
Capital expenditure					
4.548	6.232	(1.684)	4.548	6.08%	74.831
0.441	0.372	0.069	0.441	9.98%	4.418
4.989	6.604	(1.615)	4.989	6.30%	79.249
Capital Revenue					
0.359	2.158	(1.798)	0.359	1.4%	25.895
0.091	0.499	(0.408)	0.091	1.5%	5.988
0.059	0.000	0.059	0.059	0.0%	0.000
0.509	2.657	(2.148)	0.509	1.60%	31.883



Capital Project Description	YEAR TO DATE ACTUAL EXPENDITURE \$'000	ANNUAL BUDGETED EXPENDITURE \$'000	YEAR TO DATE ACTUAL EXPENDITURE AS % OF ANNUAL BUDGET	YEAR TO DATE ACTUAL REVENUE \$'000	ANNUAL BUDGETED REVENUE \$'000
Corporate Services	287	6,704	4.28%	59	4,107
Financial Services	287	6,179	4.64%	59	4,107
Information Services	0	525	0.00%	0	0
Infrastructure	4,102	67,495	6.08%	359	21,201
Engineering Services	1,522	8,494	17.92%	32	2,480
Major Projects	1,378	43,577	3.16%	0	16,610
Water & Waste Operations	105	2,735	3.83%	0	0
Construction & Maintenance	1,097	12,689	8.64%	327	2,111
Communities & Environment	157	5,051	3.11%	0	0
Environment & Facilities	157	4,616	3.40%	0	0
Economic Development	0	25	0.00%	0	0
Community & Cultural	0	410	0.00%	0	0
Grand Total	4,546	79,250	5.74%	418	25,309

4. Glossary

Key Terms	
Operating Result	Total operating revenue less total operating expenses
Total Operating Expenditure	All council expenses minus capital items such as: - losses on disposal of assets, and - impairment losses - depreciation on right of use assets - interest on finance leases associated with right of use assets - other capital expenditure items as identified by Council
Total Operating Revenue	All council income minus capital items such as; - capital grants, subsidies, contributions and donations - gains on disposal of assets - other capital revenue items as identified by Council
Definition of Ratios	
Financial Capacity	
Council-Controlled Revenue Ratio (%)[#]	
Council-controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks. A higher council- controlled revenue indicates a stronger ability to generate operating revenue without relying on external sources. Councils with a high ratio generally have a healthy rate base and are better able to respond to unexpected financial obligations such as natural disaster recovery. A lower council-controlled revenue ratio indicates that a council has limited capacity to influence its operating revenue and that it is more reliant on external (and usually less reliable) sources of income such as operating grant funding, sales and recoverable works contracts, and rental income.	$\frac{\text{Net rates, levies and charges} + \text{Total Fees \& charges}}{\text{Total operating revenue}}$
Population Growth Ratio (%)[#]	
Population growth is a key driver of a council's operating income, service needs and infrastructure requirements into the future. A growing council population indicates a greater capacity to generate its own source revenue through rates as well as statutory charges. Population growth also puts additional pressure on councils to invest in new community infrastructure to support service needs.	$\frac{\text{Prior year estimated population}}{\text{Previous year estimated population}} - 1$
Operating Performance	
Operating Surplus Ratio (%)[#]	
This is an indicator of the extent to which operating generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes. An operating surplus ratio above 0% is an indication that council is managing its finances within its existing funding envelope and generating surplus funds for capital funding or other purposes. An operating surplus ratio below 0% is an indication that a council's operating expenses exceed its revenue. An operating deficit in any one year is not a cause for concern, if over the long term, a council achieves a balanced operating result or small surplus. Operating deficits over the long term affect a council's ability to internally fund its capital requirements and other initiatives as and when they fall due, potentially requiring external funding support.	$\frac{\text{Operating result}}{\text{Total operating revenue}}$
Operating Cash Ratio (%)[#]	
The operating cash ratio is a measure of councils ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. A positive operating cash ratio indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund its capital expenditure requirements. A negative operating cash ratio is a significant indicator of financial sustainability challenges and potential future liquidity issues, as all other things being equal, a negative result means that a council's cash position is declining and revenues are not offsetting the cost of core operational requirements.	$\frac{\text{Operating result add Depreciation and amortisation add finance costs}}{\text{Total operating revenue}}$
Liquidity	
Unrestricted Cash Expense Cover Ratio (months)[#]	
The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses. A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of cash hoarding, poor cash management, or large upcoming capital investment requirements. A low ratio suggests limited unconstrained liquidity available to council to use for capital investment or in an emergency. For councils with efficient cash management practices and strong borrowing capacity, this is not a concern. Where a council also has a negative operating cash ratio, a very low or negative unrestricted cash expense cover ratio is an indicator of potential solvency concerns.	$\frac{(\text{Total Cash and Equivalents add Current investments add available ongoing QTC working capital facility limit less Externally Restricted Cash})}{(\text{Total Operating Expenditure less Depreciation and amortisation less Finance Costs})}$

Net Financial Liability Ratio (%)*	
This is an indicator of the extent to which the net financial liabilities of Council can be serviced by operating revenues. A ratio greater than zero (0) implies liabilities exceed current assets. This ratio is no longer reported against under the new financial management sustainability guideline.	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total operating revenue}}$
Asset Management	
Asset Sustainability Ratio (%)**	
The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives. An asset sustainability ratio close to 100% suggests that a council is spending enough on the renewal of its assets to compensate for the deterioration in its asset base as loosely proxied by its reported depreciation, with outcomes too far below this level being potentially indicative of underspending against capital replacement requirements.	$\frac{\text{Capital expenditure on replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation expenditure on Infrastructure Assets}}$
Asset Consumption Ratio (%)#	
The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community. The minimum target of 60% indicates that a council's assets are being broadly consumed in line with their estimated useful lives. Councils with lower than target ratio will need to invest more in those assets (in terms of replacement or maintenance) to ensure they are maintained at a standard that will meet the needs of their communities. On the other hand, if the ratio is much higher than the target ratio, councils may need to revisit their asset management plans to asset their current service levels or whether their estimates of the assets useful lives are appropriate.	$\frac{\text{Written down replacement cost of depreciable infrastructure assets}}{\text{Current replacement cost of depreciable infrastructure assets}}$
Asset Renewal Funding Ratio (%)#	
The asset renewal funding ratio measures the ability of a council to fund its projected infrastructure asset renewal/replacements in the future. Ideally, the asset renewal funding ratio should be as close to 100% as possible, as this indicates that a council is appropriately funding and delivering the entirety of its required capital program as outlined by its asset management plans. A ratio that is too far in excess of 100% indicates capital spending above and beyond what is proposed by a council's asset management plans. A ratio that is too far below 100% may indicate an underfunded capital program and therefore a potentially increasing infrastructure backlog and asset failures. Either scenario suggests a mismatch between a council's capital requirements and forecast capital program, whether due to poor planning and/or limited resources or skills to deliver the assets required by the community.	$\frac{\text{Total of Planned Capital Expenditure on Infrastructure Asset Renewals over 10 years}}{\text{Total of Required Capital Expenditure on Infrastructure Asset Renewals over 10 years}}$
Debt Servicing Capacity	
Leverage Ratio (times cover)*	
The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the councils debt to its operating performance. A higher leverage ratio indicates an increasingly limited capacity to support additional borrowings due to already high debt levels and/or decreasing operational performance, while a lower ratio indicates the opposite. A lower leverage ratio is not itself a guarantee that further debt will be approved for a council, while councils with higher leverage ratios are not necessarily precluded from having additional borrowings approved due to other mitigating circumstances.	$\frac{\text{Book Value of Debt}}{\text{Total Operating Revenue less Total Operating Expenditure add Depreciation and Amortisation add finance costs}}$
*Financial Management (Sustainability) 2013 legislated ratios	
*Financial Management (Sustainability) 2023 legislated ratios	

6. Reference Material

Local government sustainability framework	https://www.statedevelopment.qld.gov.au/local-government/for-councils/finance/local-government-sustainability-framework Sustainability Framework Financial Management (Sustainability) Guideline Risk Framework Frequently Asked Questions
Budget 2026-27	https://www.livingstone.qld.gov.au/current-budget
Estimated Resident Population (ERP)	https://profile.id.com.au/livingstone/population-estimate

13.1 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JULY 2026

Contract Award Summaries - July 2026

Meeting Date: 17 August 2026

Attachment No: 2

CONTRACT AWARD SUMMARIES JULY 2026



Contract No: 2026.015

Contract Title: Preferred Supplier Arrangement (PSA) Specialised Plant Hire

Overview

Livingstone Shire Council has established a Preferred Supplier Arrangement (PSA) for Specialised Plant Hire to provide access to pre-qualified suppliers capable of delivering specialised plant and equipment services across the Shire. The arrangement supports Council's operational, maintenance and emergency response requirements through the provision of specialised equipment including cranes, concrete pumps, elevated work platforms, vacuum trucks, vacuum excavation equipment, weed spray utilities and underground service locating services.

The PSA replaces previous arrangements and has been established to ensure ongoing service continuity whilst delivering value for money, operational flexibility and timely access to specialised equipment and services.

Procurement Process

The Request for Tender was publicly advertised on **11 May 2026** via VendorPanel Public Tenders, Council's website and LinkedIn page and closed on **04 June 2026** following a 24-day open market period.

The procurement process was conducted in accordance with:

- Local Government Act 2009 (Qld)
- Local Government Regulation 2012
- Council's Procurement Policy

Council confirms that the process was undertaken in a fair, transparent and compliant manner.

Evaluation

A total of 18 submissions were received, with 17 conforming submissions progressing to detailed evaluation.

Submissions were evaluated against pre-established weighted criteria including:

- Corporate and financial capacity
- Availability and response capability
- Workplace Health and Safety responsibilities
- Local content
- Price and value for money

The evaluation panel independently assess all conforming submissions, followed by moderation and consensus discussions to determine the best overall value for money outcome for Council. Additional consideration was given to supplier capability, responsiveness, local presence, fleet suitability and operational requirements.

Outcome

Following completion of the evaluation process, Council approved the establishment of a multi-supplier Preferred Supplier Arrangement comprising of the following successful suppliers across the awarded categories:

- The Trustee for the Concrete Pumping Queensland Trust
- Capricorn Crane Hire Pty Ltd
- Sherrin Rentals Pty Ltd
- Absolute Waste Pty Ltd
- Capricorn Coast Sand & Soil Pty Ltd
- CQ Septics & Waste Pty Ltd
- All Hours Vac Truck Pty Ltd

CONTRACT AWARD SUMMARIES JULY 2026



- Australian Natives Pty Ltd
- Jarolote Pty Ltd T/as CQ Service Locating

The arrangement will provide Council with a flexible procurement mechanism to engage qualified suppliers as required throughout the contract term.

The successful suppliers demonstrated:

- Appropriate capability and capacity to deliver specialised plant hire services;
- Compliance with Council's operational and safety requirements;
- Strong service availability and responsiveness;
- Competitive pricing and overall value for money;
- Demonstrated local content and regional support capabilities where applicable.

Contract Details

- **Contractor:** Panel of Suppliers
- **Contract Type:** Goods and Services Agreement
- **Contract Term:** Initial 2-year term with three (3) optional 12-month extensions.
- **Maximum Contract Term:** 5 years

Local Content

Local content formed a weighted component of the evaluation process. The procurement attracted strong participation from local and regional suppliers, with a significant proportion of recommended suppliers maintaining an established presence within Livingstone Shire and the broader Central Queensland region.

- Employment of local labour;
- Use of local products and services;
- Support of regional supply chains;
- Investment in the local economy;
- Demonstrated commitment to the region.

Governance

Council confirms that:

- All submissions were treated fairly and consistently.
- Procurement probity requirements were met.
- Conflict of Interest declarations were completed by all evaluation participants.
- The procurement process complied with legislative and policy requirements.
- The outcome represents value for money in accordance with the sound contracting principles.

Council Resolution

Following completion of the Request for Tender process, Council approved the establishment of Contract 2026.015 – Preferred Supplier Arrangement (PSA) for Specialised Plant Hire with the successful suppliers identified across the approved categories.

The arrangement will provide Council with a compliant, efficient and flexible procurement mechanism to engage specialised plant hire providers for operational, maintenance and emergency response requirements over the initial two-year term, with three optional one-year extensions available.

13.2 2026 INTERIM REPORT - QUEENSLAND AUDIT OFFICE**File No:** fA2096**Attachments:**

1. 2026 Interim Report for Financial Statements Year Ending 30 June 2026  
2. 2025 Revised Final Management Report Issue  

Responsible Officer: Tom Upton - Chief Executive Officer**Author:** Andrea Ellis - General Manager Corporate Services

SUMMARY

The purpose of this report is to present the Queensland Audit Office (QAO) 2026 Interim Report for Livingstone Shire Council and formally table the report at an Ordinary Meeting of Council in accordance with section 213 of the Local Government Regulation 2012. The Interim Report provides an update on the progress of the external audit of Council's financial statements for the year ending 30 June 2026 and outlines observations arising from the interim phase of audit testing.

OFFICER'S RECOMMENDATION

THAT Council receive the Queensland Audit Office Auditor-General's observation reports in accordance with Section 213 of the Local Government Regulation 2012 :

1. 2026 Interim Report for Financial year Ending 30 June 2026; and
2. 2025 Revised Financial Management Report Issue.

BACKGROUND

The Queensland Audit Office is undertaking the annual external audit of Council's financial statements for the financial year ending 30 June 2026. Following completion of its second phase of audit testing, which focused on key financial processes and controls to 30 April 2026, QAO issued its Interim Report to Council on 15 July 2026.

The Interim Report provides an update on audit progress, identifies internal control and governance observations, and outlines management's responses and corrective actions. The report identifies three new control deficiencies relating to revenue, payroll and information systems, together with two information technology governance matters. No new financial reporting issues were identified during the interim audit phase. The QAO notes that the audit remains on track, although asset valuation timeframes have been adjusted due to delays in comprehensive valuations of roads and drainage assets. Management has accepted all recommendations and has commenced or completed actions to address the matters raised.

The report also highlights emerging matters relevant to the financial statements, including the potential impact of infrastructure asset revaluations in the current inflationary environment.

QAO advised that, pursuant to section 213 of the *Local Government Regulation 2012*, a copy of the Interim Report must be presented to Council at its next Ordinary Meeting. This report fulfils that legislative requirement.

PREVIOUS DECISIONS

Council has previously received Queensland Audit Office reports and management reports as part of its ongoing financial governance and audit oversight obligations.

At its Ordinary Meeting on 5 May 2026, Council resolved to receive the Queensland Audit Office (QAO) Revised Final Management Report for Livingstone Shire Council, which included Significant Deficiency 25CR-1 regarding non-compliance with the Local Government Regulation 2012 and Council's procurement policy requirements.

The report presented to Council was a draft version and did not include management responses. QAO has since issued the final report incorporating management responses on 27 May 2026 and agreed corrective actions. The final report has been included as Attachment 2 for completeness and Council's information.

ENGAGEMENT AND CONSULTATION

The Interim Report was discussed between QAO and Council management during the audit process, including consultation with the General Manager Corporate Services.

QAO has advised that the report will be presented to the Audit, Risk and Improvement Committee on 3 August 2026 to provide an overview of findings, recommendations and emerging matters.

Internal consultation has occurred with relevant business units responsible for implementing corrective actions, including:

- Accounting Services
- Revenue Services
- Human Resources and Payroll
- Information Services
- Governance and Risk

Management responses included within the report have been agreed with the relevant officers responsible.

BUDGET IMPLICATIONS

There are no direct budget implications arising from receipt of the Interim Report.

Implementation of recommended control improvements will be undertaken through existing operational resources and budgets. Any future system enhancements or governance improvements identified through management's responses will be considered through normal budget development and business planning processes.

The report notes that continued inflationary pressures may result in increased infrastructure asset valuations, which may subsequently increase future depreciation expenses. This matter will continue to be monitored through the completion of the 2025-26 financial statements and audit process.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Section 213 of the *Local Government Regulation 2012* requires a local government to present a copy of an auditor's report to the next ordinary meeting of Council after receiving the report. QAO has specifically referred Council to this legislative obligation within the Interim Report.

The report also references Council's obligations relating to sound financial management, internal controls, governance and compliance with legislative and regulatory requirements governing local government operations.

Failure to appropriately consider and address identified audit observations may increase governance, compliance and financial management risks and could potentially result in adverse findings in future audit reports.

RISK ASSESSMENT

Failure to address the findings identified within the Interim Report may result in ongoing control weaknesses and increased risk of future audit findings, governance failures or non-compliance with legislative requirements.

Financial Risk - The report identifies control deficiencies relating to revenue reconciliation processes and payroll administration. While QAO has advised these matters do not currently

impact the audit opinion, inadequate remediation may increase the risk of future financial misstatements.

Information Security Risk - Information system observations relating to dormant user accounts, access controls and segregation of duties highlight the need for continued strengthening of Council's IT governance and cybersecurity environment.

Strategic Opportunity - Implementation of the recommendations provides an opportunity to strengthen Council's internal control framework, enhance governance maturity, improve accountability and demonstrate sound stewardship of public resources.

Audit and Reputation Risk - Timely implementation of corrective actions and ongoing oversight through the Audit, Risk and Improvement Committee will assist in maintaining stakeholder confidence in Council's financial governance and control environment.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

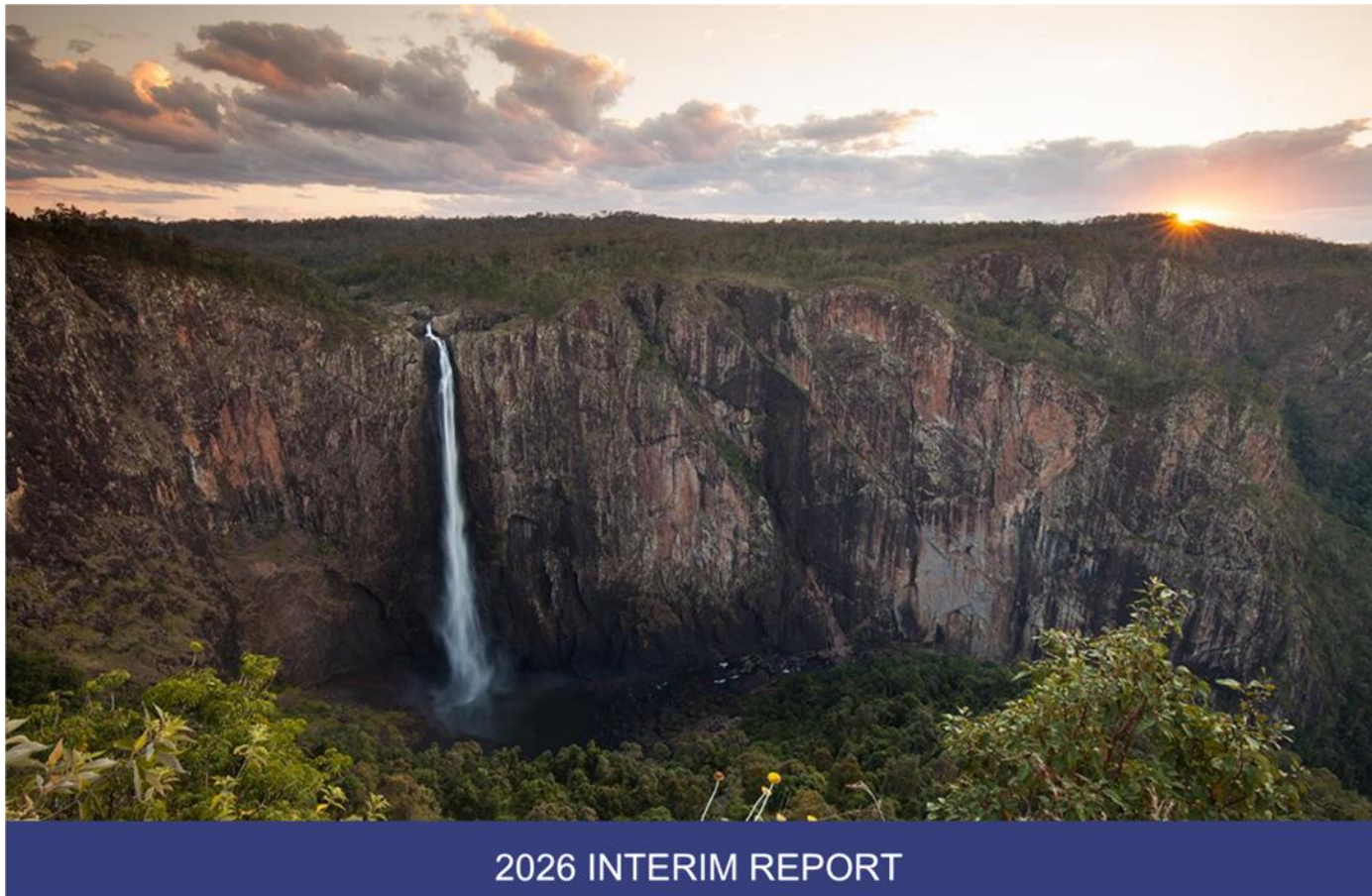
Sustainably manage finances, assets and resources through strong governance

13.2 - 2026 INTERIM REPORT - QUEENSLAND AUDIT OFFICE

2026 Interim Report for Financial Statements Year Ending 30 June 2026

Meeting Date: 17 August 2026

Attachment No: 1



Livingstone Shire Council

15 July 2026



OFFICIAL

Councillor A Belot
Mayor
Livingstone Shire Council

Dear Councillor Belot

2026 Interim report for Livingstone Shire Council

The purpose of this report is to update you on the progress of the Queensland Audit Office's (QAO) external audit on your financial statements for the financial year ending 30 June 2026.

We recently completed our second phase of testing, which focused on gaining assurance over your council's key financial processes up to 30 April 2026. These procedures focused on confirming if key controls operate effectively, transactions are accurately recorded, and accounting estimates are appropriately supported. We also consulted management on significant or emerging matters affecting the financial statements.

The audit is progressing in line with the original external audit plan. However, the comprehensive asset valuations of roads and drainage assets have been delayed. We are currently working with management to renegotiate timeframes and minimise any impact on timeframes and audit costs.

Key observations arising from our audit

In this phase, we identified 3 control deficiencies in information systems, revenue and payroll. These issues did not require us to perform additional audit procedures and will not impact our timelines. While these issues do not currently affect our overall audit opinion, addressing them is important for strengthening your entity's financial management and for demonstrating good stewardship of public resources. Your management's responses and their proposed time frames for rectifying the issues are detailed in [section 2](#) of this report.

Other emerging matters

During this phase, there have been developments that may be relevant for management's attention.

The current inflationary environment may result in material indexation-driven increases in the fair value of infrastructure assets at 30 June 2026. Any such uplift would be expected to increase depreciation expense in future periods. We will monitor this matter closely.

Next steps

We have discussed this report with your General Manager - Corporate Services. We will also present this report to the audit, risk and improvement committee on 3 August 2026, providing an overview of our findings, recommendations, and any emerging matters.

Our next phase of testing in July 2026 will focus on the review over asset valuation results. During our final audit phase in September 2026, we will follow up with your management on their corrective actions for the audit issues we identified.

Please note, as per section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

I thank your team for their positive engagement over our interim testing. If you have any questions or would like to discuss this report, please contact me on 3149 6122 or Tina Mowatt on 0427 844 842.

Yours sincerely

Megan Manuel
Engagement Leader

Enc.

cc. Mr T Upton, Chief Executive Officer

Mr J Stewart-Harris, Audit, Risk and Improvement Committee Chair

Queensland Audit Office
Level 13, 53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002

Phone 07 3149 6000
Email qao@qao.qld.gov.au
Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

OFFICIAL

2026 Interim report

1. Areas of audit focus

In our external audit plan, we identified those items and areas with highest risk of material misstatement, based on both likelihood and financial impact. The table below outlines these areas of audit focus and our progress in addressing these risks.

Risk short description	Inherent risk	Control reliance	Audit progress
Procurement, project management and contract management principles Risk of expenses not being appropriately procured in line with legislative requirements and sound contracting principles. Risk of inappropriate cost allocation between capital and operating.	Significant	Y	We have updated our understanding of key risks, processes and controls relating to procurement and contract management. We are still in the process of finalising our detailed testing. We will report any findings in our closing report.
Valuation of property, plant and equipment (Infrastructure assets) Risk that infrastructure asset valuations are misstated due to incorrect valuation input data, assumptions, estimates or calculations.	Significant	N	We have updated our understanding of key risks, processes and controls relating to the valuation of property, plant and equipment. We will undertake testing over the valuation of infrastructure assets and accuracy of depreciation as a part of our next phase of the audit in July 2026.
Valuation of landfill rehabilitation provisions Risk that landfill rehabilitation is misstated due to incorrect input data, assumptions, estimates or calculations.	Moderate	N	We have updated our understanding of key risks and processes relating to the valuation of landfill rehabilitation provisions. We will undertake detailed as a part of our final phase of the audit in September 2026.
Completeness and accuracy of infrastructure charges and contributed assets Risk that infrastructure charges revenue and developer contributed assets are not recognised in the correct period for the appropriate amount.	Moderate	N	We have commenced testing of transactions up to 30 April 2026 for infrastructure charges and contributed assets. We are still in the process of finalising our detailed testing. We will report any findings in our closing report.

Public sector audit objectives

The *Auditor-General Act 2009* and *Auditor-General Auditing Standards* provide the overarching public sector audit objectives we apply to our financial audits. While our audit focus may change year-to-year, we assess the broader public sector objectives of probity, propriety, and compliance, to give parliament assurance that there is appropriate stewardship over public sector entities.

The areas we have commenced testing include:

- procurement – compliance with policies and delegated authority, management of conflicts of interest, and value for money considerations
- contract management – monitoring of deliverables, extensions, and variations.

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2. Status of audit issues

Internal control issues

The following table identifies the number of deficiencies in internal controls, and other matters we have identified. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



Ratings	Significant deficiencies S	Deficiencies D	Other matters* O
Description	A serious internal control issue that requires immediate action by management due to risk of material misstatement, financial loss, or non-compliance.	An internal control weakness that management is expected to address in a timely manner to prevent misstatements or non-compliance.	A recommendation to improve internal control efficiency or effectiveness, with implementation at management's discretion.
New issues raised in this report	-	3	2
Matters previously reported – work in progress or resolved pending audit clearance	-	4	-
Matters previously reported – resolved in this report	-	5	1

Note: *Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified during our interim audit. It includes a response from management.

D Deficiency

26IR-1 Lack of evidence of review over fortnightly QVAS land value reconciliation

Issue category Revenue controls and revenue management

Observation

Council receives a fortnightly QVAS report from the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development. The QVAS land values are uploaded into the revenue system, which uses these valuations to calculate rates for each property.

The Rates team performs a reconciliation between the QVAS report and the revenue system to confirm that land valuation updates have been accurately processed. This reconciliation is prepared by a Revenue Officer and is intended to be independently reviewed (typically the Coordinator Revenue Services).

We noted that, based on a sample of 8 fortnightly reconciliations, all reconciliations were completed in a timely manner. However, there was no evidence to demonstrate that 5 of these reconciliations were independently reviewed.

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Implication

In the absence of evidence of an independent review, there is limited assurance that reconciliations have been appropriately reviewed and validated. This increases the risk that errors or anomalies may not be identified and corrected in a timely manner, potentially resulting in inaccuracies in rates calculations and a material misstatement in the financial statements.

QAO recommendation

We recommend that council implement a formal control process requiring all reconciliations to be appropriately evidenced as reviewed. This should include sign-off and dating by both the preparing and reviewing officers to demonstrate that independent review has occurred in a timely manner.

Management response

Management accepts and agrees with the recommendation.

All future reconciliations between QVAS reports and the revenue system to confirm that land valuation updates have been accurately processed will be independently reviewed by the Coordinator Revenue Services. Reconciliations will also be signed off and dated by both preparer and reviewer in a timely manner.

Responsible officer: Coordinator Revenue Services

Status: Resolved pending audit clearance

Action date: 13 July 2026

26IR-2 Untimely processing of higher duties changes

Issue category Payroll controls and payroll management

Observation

Higher duties are required to be approved in accordance with council's Higher Duties Procedures (version 3.1). As outlined in section 5.5 *Notifying Stakeholders*, approved higher duties forms must be completed and submitted by the relevant manager/supervisor to Human Resources and Governance prior to commencement of the higher duties period.

We identified 2 instances where the Acting Higher Duties forms were completed by employees and approved either during or after the higher duties period had commenced, indicating non-compliance with the prescribed process. In each instance, we confirmed the change was subsequently entered into the payroll system after the formal approval had been obtained.

While approval for each higher duty was obtained prior to being processed in the payroll system, the untimely processing of higher duties requests can result in an underpayment of wages and backpay being required.

Implication

Untimely approval of higher duties arrangements increases the risk of incorrect or unauthorised payments, as well as delays in processing pay adjustments. This can result in inaccurate reporting of employee expenses, potential financial loss to council, and an increased risk of employee dissatisfaction and disputes due to underpayments and subsequent backpay adjustments.

QAO recommendation

We recommend that council strengthen its controls to ensure higher duties arrangements are reviewed and approved by an appropriate delegate prior to the commencement of the higher duties period. This should include reinforcing requirements for timely submission and approval of documentation, and monitoring compliance to ensure the control operates consistently and effectively.

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Management response

Management accepts and agrees with the recommendation.

Council acknowledges that, while the higher duties arrangements identified were approved by the appropriate delegate prior to processing in the payroll system, the required documentation was not submitted and approved before the commencement of the higher duties period, as required by the Higher Duties Procedure. Council notes that operational requirements can at times arise at short notice, and on an occasion Higher Duties arrangements may need to be implemented urgently, however, such circumstances should be the exception rather than standard practice.

Council recognises the importance of timely approval and documentation of higher duties arrangements to ensure payroll accuracy and compliance with established procedures.

To address this recommendation, Council will reinforce the requirements of the Higher Duties Procedure with managers and supervisors, including the obligation to obtain the necessary approvals before higher duties arrangements commence. Human Resources and Payroll will also increase monitoring of higher duties transactions to identify late submissions or approvals and undertake targeted follow-up where non-compliance is identified.

These actions will strengthen compliance with existing controls while maintaining flexibility to respond to genuine operational requirements.

Responsible officer: Coordinator Human Resources and Payroll

Status: Resolved pending audit clearance

Action date: 13 July 2026

26IS-1 Dormant accounts not assigned expiration dates

Issue category Information systems – system access

Observation

Council performs a monthly review of network system access that have not been used for an extended period (dormant) and removes access that is no longer required. Users that are approved to require an extended dormancy period are assigned an account expiration date that will prevent users to access the network system after the specified date. Council, however, currently does not have a regular process to identify and disable dormant user accounts in the finance system.

We identified finance system access that have been dormant for an extended period. While council confirmed that those accounts are required for an extended dormancy period, 85 per cent of those accounts do not have expiration dates. Almost all dormant accounts in the finance system do not have expiration date.

We acknowledge that all dormant accounts do not have privileged or elevated access.

Implication

The absence of expiration dates for dormant accounts may result in access remaining active longer than required, increasing the risk of inappropriate access and re-hired users inheriting historical access permissions.

QAO recommendation

We recommend that council:

- updates the monthly reviews of dormant accounts to include the review of access for the finance system
 - enhances the finance system user access review process to include automatic identification of users that have not logged for an extended period for review by the business owners.
-

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Management response

Management agrees with the finding and therefore will investigate the implementation of a compensating control to support the periodic reporting and review of cloud accounts, ensuring inactive cloud-based access over extended period are identified and appropriately managed or escalated for further actioning where appropriate.

Responsible officer: Chief Digital Information Officer

Status: Work in progress

Action date: 1 February 2027



Other Matter

26IS-2 Governance and management – IT governance documents are missing key control requirements

Issue category **Governance and risk management**

Observation

While council has regularly updated the Information Services Directive and ICT Change Management Framework per their defined review frequencies, the documents do not currently define control requirements for several key IT processes. Specifically:

- Logical access and user management controls, including requirements for user access provisioning, privileged access restriction, dormant user monitoring, and periodic user access reviews.
- Change management segregation controls, including requirements for segregation of duties between developers, testers, and migrators, and separation of development, test and production environments.

We acknowledge that controls over user access provisioning, privileged access restriction, periodic user access reviews, and separation of environment controls are in place and are effective for the financial year.

Implication

Missing IT control requirements in governance documentation may lead to inconsistent control implementation and oversight, increasing the risk of control gaps and misalignment with regulatory expectations.

QAO recommendation

We recommend that council review the identified control gaps in existing IT governance documents and add control requirements in alignment with current processes.

Management response

Management acknowledges and agrees with the findings.

The Information Services Directive will be updated to incorporate the recommended controls, including:

- Where supported by system capabilities, the implementation of logical access and user management controls for key managed Information Systems, including user access provisioning, privileged access management, monitoring of dormant accounts, and periodic user access reviews.
 - Where supported by system capabilities for key Information Systems, the implementation of change management and segregation of duties controls, ensuring appropriate separation of responsibilities between development, testing and deployment functions, together with the segregation of development, test and production environments.
-

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This will strengthen governance arrangements, improve security oversight, and support the consistent application of control requirements across Council's technology environment.

Responsible officer: Chief Digital Information Officer

Status: Work in progress

Action date: 1 February 2027

26IS-3 Lack of segregation of duties for system changes

Issue category Information systems – change management

Observation

One profile provides privileged access within the finance system, including the ability to perform changes such as modifications to profile permissions, general ledger structures, and workflows. Additionally, user accounts are replicated across development, testing, and production environments on a 1-to-1 basis with users holding equivalent levels of access across each environment.

As a result, four (4) individual users to the privileged profile have access to develop, test, and migrate changes. This creates a lack of segregation of duties between change implementation and testing activities.

We acknowledge that monthly privileged audit log reviews, which includes changes made to the finance system, were performed for the full financial year by a Principal IT with no anomalies identified. Additionally, the ticketing system was reviewed and identified one (1) patch upgrade for the finance system which had appropriate segregation of duties.

Implication

Insufficient segregation of duties from a permissions perspective may allow users to implement and test their own changes, increasing the risk of errors or unauthorised changes occurring without independent oversight.

QAO recommendation

We recommend that council investigates options to define processes and controls to enforce segregation of duties and or monitor changes to ensure segregation of duties have been maintained (**Refer to 26IS-2**).

Management response

Management acknowledges the finding and notes that full segregation of duties is not practicable due to team size and resource constraints.

To mitigate this risk, compensating controls will be formalised and enforced as follows:

- All production changes must be recorded and approved in the change management system prior to deployment.
- Monthly independent review of privileged account activity and production changes will be performed to verify changes were authorised and appropriately implemented.
- Any unauthorised or emergency changes will be recorded, investigated, and reported to management.
- Audit logs for privileged accounts will be retained and reviewed to support these controls in the Service Desk tool.

These controls will be formally documented in the Information Services directive and monitored through periodic reporting to management, ensuring changes are authorised, traceable, and subject to independent oversight.

Responsible officer: Chief Digital Information Officer

Status: Work in progress

Action date: 1 February 2027

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Financial reporting issues

This table identifies the number of financial reporting issues we have identified. For more information and detail on our rating definitions, please see the webpage here: www.gao.qld.gov.au/information-internal-controls or scan the QR code.



Year and status	High risk H	Medium risk M	Low risk L
Description	A high likelihood of a material misstatement in one or more components of the financial statements, or there is the potential for financial loss, including fraud.	A medium likelihood of a material misstatement in one or more components of the financial statements.	A low likelihood of a material misstatement in one or more components of the financial statements.
Matters previously reported – work in progress or resolved pending audit clearance	-	1	-

No new financial reporting issues were identified during our interim audit phase.

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Matters previously reported

This section provides an update on the status of matters previously reported on internal controls and financial reporting issues.

Ref.	Rating	Issue	Status
25CR-1	D	Supporting documentation for exemptions granted under the Local Government Regulation 2012 should be enhanced Category: Expense controls and expense management Council review its current procurement policies to ensure they provide sufficient guidance when using section 235 of the Regulation.	Work in progress Council is implementing Vendor Panel which should enhance and strengthen supplier performance assessment, contract monitoring, conflict of interest monitoring and reporting across the procurement lifecycle. A Contract Management Framework is under review. Responsible officer: Chief Executive Officer Action date: 5 May 2026 Revised action date: 31 December 2026
25CR-2	D	Asset disposed of without approval Category: Property, plant and equipment 2 assets sold at auction without the required authorisation.	Resolved Based on our testing performed, we confirmed that disposals were appropriately authorised.
25CR-3	D	No formal approval governing ex-gratia payments Category: Procurement and contract management Council to develop guidance or a directive that will outline the circumstances under which it is appropriate to negotiate separation payments over those contained in employment contracts.	Resolved An internal ex-gratia payment framework was implemented on 30 March 2026.
25CR-4	D	Insufficient reviews of dormant user accounts Category: Information systems – system access Standard user accounts found to be dormant for 90 days or greater.	Resolved A monthly dormant account review has been operating for the financial year. Approved accounts that require extended dormancy are removed from the review and assigned an expiration date. However, dormant accounts did not have an assigned expiration date, resulting in a new control deficiency (Refer to 26IS-1) .
25CR-5	D	Excessive number of Schema and Domain Administrator accounts Category: Information systems – privileged accounts An excessive amount of privileged, generic, and service accounts were identified, and privileges were not configured in alignment with best practices.	Resolved In the current environment, privileged access has been reduced to a limited number of accounts aligned to business needs as validated by management.
25CR-6	D	Security configuration settings have not been set to recommended values Category: Information systems – security configuration Some settings were not enabled to capture all recommended instances of success and/or failure as recommended by Microsoft.	Resolved In the current configuration, all required audit log settings have been configured in accordance with Microsoft Build 2026 system audit policy recommendations.

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Ref.	Rating	Issue	Status
24CR-1	D	Lack of periodic reconciliation of the Geographic Information System (GIS) and the fixed asset register (FAR) Category: Property, plant and equipment A detailed reconciliation of the GIS and the fixed asset register is only performed every 5 years when a comprehensive revaluation of a particular asset class is undertaken.	Resolved pending audit clearance Council has implemented a tool to assist with the reconciliation of the GIS and the FAR. Audit will consider this as part of the comprehensive valuations testing in July 2026 and will further review the solution at the final visit in September.
24IR-1	D	Payroll electronic funds transfer (EFT) files are able to be edited prior to payment Category: Payroll controls and payroll management EFT payment files generated from the payroll system are stored in an editable text format before being uploaded to the banking system.	Resolved pending audit clearance A monthly audit report is prepared to ensure no changes, deletions or modifications were made to the payment file. We have confirmed the monthly audit report for pay ending 24 May 2026 was independently reviewed. We will complete testing over this control as part of the final visit in September 2026.
24IR-6	D	Weaknesses in payroll controls review documentation and timeliness – RE-RAISED Category: Payroll controls and payroll management Lack of evidence supporting the independent review and timeliness of payroll controls for new starters, monthly reconciliations and employee Masterfile changes report.	Work in progress Original action date: 29 July 2024 Revised action date: 31 August 2025 Re-revised action date: 14 July 2026 <i>See below for additional details.</i>
25CR-7	O	Failed batch jobs and scheduled processes not visible Council does not receive notifications for critical batch job failures.	Resolved In the current configuration, batch job configurations were observed to have alerting enabled and no failures have occurred during the period.
25CR-8	M	Inconsistent application of methodology to determine contract asset & liability balances at 30 June Council to reinforce the consistent use of its approved revenue recognition methodology and implement checks to ensure compliance across all projects.	Resolved pending audit clearance Audit has reviewed and provided advice on council's position paper for recognition of project percentage complete. Audit will ensure the financial statements reflect application of the consistent method during our final visit.

Additional information on previously raised issues

D Deficiency**24IR-8 Weaknesses in payroll controls review documentation and timeliness****Issue category** Payroll controls and payroll management**Observation**

We identified the following matters relating to the timeliness and effectiveness of key payroll controls. This finding has been consistently identified over multiple financial years since FY24, indicating that while some improvements have been observed, remediation actions have not been fully effective or sustainably embedded within council's processes.

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In several instances, key controls were not performed within expected timeframes, limiting their effectiveness as a preventative and detective measure. The recurrence of these findings over multiple periods highlights underlying weaknesses in control ownership, oversight, and monitoring, and suggests a lack of sustained accountability to ensure controls operate consistently as intended.

Fortnightly review of employee masterfile changes report:

The Masterfile Maintenance Report is generated fortnightly and is to be reviewed prior to the next payroll run by Payroll and HR. This report captures all amendments made to employee data within the payroll system.

Both the HR and Payroll teams are responsible for ensuring that all changes are appropriate, accurately recorded, and supported by relevant documentation. A cross-review process is undertaken, whereby HR reviews payroll-initiated changes and payroll reviews HR-initiated changes, ensuring appropriate oversight and data integrity before the next pay run.

FY24 observation

- For our eight sample items, the independent review process concluded 23 to 67 days after the fortnight in which the masterfile changes were made.

FY25 observation

- For our eight sample items, the independent review process concluded 9 to 262 days after the fortnight in which the masterfile changes were made

FY26 observation

- For our eight sample items, the independent review process concluded 4 to 30 days after the fortnight in which the masterfile changes were made.

Review of monthly reconciliation of Payroll system to Finance system**FY24 observation**

- For three of four months selected for testing, the monthly reconciliations were prepared between 53 and 114 days after the month being reconciled. The subsequent independent review was therefore also not on a timely basis.

FY25 observation

- No findings were noted.

FY26 observation

- For two of four months selected for testing, the monthly reconciliations were reviewed between 33 and 35 days after the month being reconciled. All reconciliations were prepared in a timely manner.

Implementation

Timely preparation and review of key controls is important to enable the early detection of payroll errors or potential fraudulent payments.

Without reliable evidence documented to support the operation of the control, we are unable to verify whether the control operated as intended and was approved by an authorised senior staff member.

QAO recommendation

We recommend that all key payroll controls are performed and reviewed in a timely manner.

Management response

Management agrees with the recommendation and acknowledges the importance of the Masterfile Maintenance Report review as a key detective control supporting payroll integrity and the accuracy of employee master data. Council remains committed to maintaining a robust payroll control environment and recognises the value of timely reviews in identifying and addressing fraud risks. Management notes that the recommendation relates to the timeliness of the review process rather than the existence or effectiveness of the control itself.

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Council has improved the timeliness of reviews, with analysis of Masterfile Maintenance Report reviews over the past six months showing an average completion timeframe of 13.7 days from receipt to documented review and approval. While opportunities exist for further improvement, reviews are consistently completed and documented within a timeframe that enables the control to operate effectively as a post-processing detective control.

The Masterfile Maintenance Report review forms part of a broader payroll control framework designed to deter, detect and prevent payroll errors and potential fraudulent activity. These controls provide multiple layers of oversight throughout the payroll process, reducing reliance on any single control and strengthening Council's overall fraud prevention and detection framework.

To further address the recommendation, management will continue to maintain evidence of completed reviews and monitor compliance and review timeframes to ensure the control remains effective and continues to operate as intended.

Responsible officer: Chief People and Performance Officer

Status: Resolved pending audit clearance

Action date: 14 July 2026

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3. Key financial audit milestones

The following table details the current status of milestones for key financial reporting and audit deliverables.

We didn't have the opportunity to work on-site with your team during our interim visit but we have agreed to work on-site with your finance team for our final visit in September. Working together in-person helps us ensure an efficient and timely audit process.

Planning	Agreed date	Completed date
QAO planning visit	16–27 February 2026	16–27 February 2026
QAO issues external audit plan to client	13 February 2026	13 February 2026
Interim		
QAO interim testing visit	1 June–19 June 2026	1 June–19 June 2026
QAO issues interim report outlining preliminary audit findings to client	14 July 2026*	15 July 2026
LSC issues position papers on known accounting issues to audit	1 June 2026	Refer below
QAO feedback on position papers to client	15 June 2026	Refer below
LSC issues proforma financial statements to audit	1 June 2026	11 May 2026
QAO issues feedback on proforma financial statements to client	15 June 2026	16 June 2026
LSC issues asset valuations to audit	3 July 2026	14 July 2026
QAO audit reviews asset valuations	20 July 2026	
Final		
QAO year-end visit	14 September–2 October 2026	
LSC complete draft financial statements to audit	14 September 2026	
QAO issues feedback on draft financial statements to client	28 September 2026	
QAO issues closing report summarising the audit findings to client	6 October 2026	
Audit committee clearance	9 October 2026	
LSC's management signs financial statements	14 October 2026	
QAO issues audit report including our audit opinion to client	16 October 2026	
QAO issues final management report outlining the final audit findings to client	16 October 2026	

Key: Deliverables prepared by Livingstone Shire Council's management. * Date has been renegotiated

Issue	Position paper due date		Position paper completed date	
	Management	QAO	Management	QAO
Grant Revenue Recognition	23 January 2026	20 February 2026	23 January 2026	19 March 2026
Asset Revaluation	1 June 2026	15 June 2026	15 June 2026	Under review
Infrastructure Charges & Donated Assets	1 June 2026	15 June 2026	10 April 2026	30 June 2026
Recognition of Site Improvement Cost	1 June 2026	15 June 2026	25 March 2026	8 May 2026

If there are any issues/concerns in meeting these time frames, which were agreed at the planning phase, please discuss this with me and engagement manager Tina Mowatt.



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13.2 - 2026 INTERIM REPORT - QUEENSLAND AUDIT OFFICE

2025 Revised Final Mangement Report Issue

Meeting Date: 17 August 2026

Attachment No: 2



2025 REVISED FINAL MANAGEMENT REPORT ISSUE

Livingstone Shire Council

27 May 2026

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Councillor A Belot
Mayor
Livingstone Shire Council

Dear Councillor Belot

Revised final management report issue for Livingstone Shire Council

The Queensland Audit Office's (QAO) Closing Report for Livingstone Shire Council, dated 13 October 2025, included a Significant Deficiency 25CR-1 *Non-Compliance with Local Government Regulation and Procurement Policy Requirements*. The issue was subsequently included in the final management letter issued to you on 17 October 2025 and tabled at the Council meeting on 27 October 2025.

In January 2026 the Interim CEO wrote to the Auditor-General expressing concerns with the significant deficiency and requested that QAO reconsider this issue. I appreciated the opportunity to meet with yourself and the Interim CEO, and your assistance in providing additional information and context on this matter.

After reviewing the issue against all available information, including additional information provided by the Interim CEO which was not previously provided to the audit team, we have withdrawn the original significant deficiency. However, based on our assessment of all information, we believe that Council could have better documented its decision-making processes supporting the appointment and subsequent extensions of the strategic development consultant. Accordingly, we have attached a revised control deficiency which replaces the previous significant deficiency raised in the Closing Report and final management letter.

In accordance with section 213 of the *Local Government Regulation 2012*, this letter, and attached appendix, should be considered an Auditor-General's observation report prepared under section 54 of the *Auditor-General Act 2009* and presented at the Council's next ordinary meeting.

If you have any questions about this report or would like to discuss any matters regarding our services and engagement, please do not hesitate to contact me on 3149 6041.

Yours sincerely

Patrick Flemming
Deputy Auditor-General

cc: Mr A Dawson, Interim Chief Executive Officer
Mr J Stewart-Harris PSM, Chair of the Audit, Risk and Improvement Committee

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2025 Revised final management report issue

Appendix – Revised internal control issue

Revised internal control issues

This section includes a revised control deficiency replacing Significant Deficiency 25CR-1 *Non-Compliance with Local Government Regulation and Procurement Policy Requirements* included in our closing report, dated 13 October 2025, and the final management letter dated 17 October 2025. The previous significant deficiency is officially withdrawn.

A deficiency is an internal control weakness that management is expected to address promptly to prevent misstatements or non-compliance. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code. Our risk ratings are as follows.

**D**

Deficiency

25CR-1 Supporting documentation for exemptions granted under the Local Government Regulation 2012 should be enhanced

Background

The Livingstone Shire Council's procurement framework is based on 5 contracting principles:

1. value for money
2. open and effective competition
3. development of competitive local business and industry
4. environmental protection
5. ethical behaviour and fair dealing

These reflect the sound contracting principles that all councils must have regard to under section 104 of the *Local Government Act 2009*.

Under the Local Government Regulation 2012 (the Regulation) councils are required to invite written quotes before entering a medium-sized contractual arrangement. For a large-sized contractual arrangement the Regulation requires councils to invite written tenders for the contract.

However, the Regulation provides for circumstances where councils may enter a medium or large sized contractual arrangement without first inviting written quotes or tenders. This includes where a council resolves under section 235 of the Regulation that:

- (a) it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

For contracts prior to 1 July 2026, the minimum amounts for medium and large sized contractual arrangements were \$21,000 and \$280,000 respectively.

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2025 Revised final management report issue

Observation

In July 2024, Council engaged a strategic development consultant for short-term planning and development projects for 13 weeks at \$66,300 (excl. GST). The contract was subsequently extended twice, each for an additional 26 weeks at \$166,750. This contract was awarded, and subsequently extended, without Council inviting written quotes or tenders. In doing so, Council relied on resolutions passed under section 235 of the Regulation.

Awarding of initial contract

For the initial contract, a resolution was passed in accordance with section 235 of the Regulation stating Council was satisfied that:

'there was only one supplier reasonably available to it for the provision of strategic development consultancy services due to the unique combination of professional expertise and local background knowledge sought and that it would be disadvantageous to invite quotes or tenders.'

This resolution reflects a combination of the requirements of subsections 235(a) and 235(b) of the Regulation. Information tabled in Council supporting the resolution outlined the expertise and knowledge of the consultant. It did not, however, demonstrate how Council satisfied itself there was only one supplier reasonably available to Council for these services, for example, market analysis identifying that there were no other available suppliers.

Under the Regulation, Council did not need to satisfy itself that both elements were met. It was sufficient that Council was satisfied that either of the 2 elements were satisfied:

- (a) only 1 supplier was reasonably available; or
- (b) because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

While we are satisfied that this did not invalidate the resolution or the contract, Council could have more clearly identified in the resolution and supporting documentation which aspect of section 235 of the Regulation it was relying on.

First contract extension

On 20 August 2024, Council passed a further resolution authorising the interim CEO to extend the contract by 6 months to facilitate short term planning projects underway. The resolution did not specifically state that it was made under section 235 of the Regulation. However, the paper tabled in council supporting the resolution referred to the previous resolution made under section 235 of the Regulation and referenced section 235 of the Regulation under the Legislative Context area.

In drafting the resolution, Council should have more clearly articulated that the resolution was made under section 235 of the Regulation. However, we are satisfied that this did not invalidate the resolution or the contract extension.

Second contract extension

At a special council meeting on 30 July 2025, a resolution was passed supporting the further and final extension of the contract. This resolution identified that it was made in accordance with section 235(b) of the Regulation stating that council was satisfied that:

"there was only one suitable supplier reasonably available to it for the provision of strategic development consultancy services due to the unique combination of professional expertise, local regional experience and knowledge and Local Government advocacy and engagement experience and as such sought it would disadvantageous to invite quotes or tenders for the consultancy arrangement."

We are satisfied that the wording of the resolution is consistent with the requirements of section 235(b) of the Regulation, although under section 235(b) Council did not need to satisfy itself there was only one suitable supplier reasonably available to it.

However, the resolution also identified that Council 'ratified' the CEO's decision to extend the consultancy services for a fixed term of no more than 6 months. This indicates that the contract was extended prior to Council passing the resolution.

As a resolution under section 235 of the Regulation allows a contract to be entered without first inviting written quotes or tenders, it should be passed before the contract is entered into. Again, we are satisfied that this did not invalidate the extension.

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2025 Revised final management report issue

Demonstrated compliance with Council's contracting principles

Exemptions granted under section 235 of the Regulation only relate to the requirements for first inviting written quotes or tenders. They should not be seen as also overriding the other requirements of Council's procurement principles, including obtaining value for money. There was no evidence provided to QAO to demonstrate how Council assessed each procurement decision against each of the 5 contracting principles on which its procurement framework is based.

Implication

While Council has authority to pass resolutions under section 235 of the Regulation, the use of the resolutions should be carefully considered and appropriately documented to demonstrate why the resolution is required. This supports the Council's stewardship over council operations and the appropriate use of its resources. Without clear documentation, concerns may be raised, whether real or perceived, that procurement processes adopted were not fair or transparent.

Ensuring there is appropriate documentation supporting key procurement decisions is important to demonstrate how Council has:

- satisfied itself that requirements under section 235 of the Regulation were met
- assessed the procurement against the 5 sound contracting principles contained in Council's own procurement framework and the Local Government Act including how the procurement represents value for money.

QAO recommendation

We recommend that Council review its current procurement policies to ensure they provide sufficient guidance on:

- determining when it is appropriate for Council to make a resolution providing an exemption from first inviting written quotes and/or tenders under section 235 of the Regulation
- drafting resolutions for consideration by Council recommending that an exemption be approved under section 235 of the Regulation, including clearly identifying which element of section 235 is being relied on
- the level and type of documentation required to support resolutions made under section 235, including key considerations to be assessed for each of the relevant elements under section 235 of the Regulation
- how the 5 contracting principles identified in Council's procurement framework, including value for money, should be assessed and documented when it is intended to seek an exemption from first inviting written quotes and/or tenders under section 235 of the Regulation.

Management response

Management acknowledges the revised audit finding 25CR-1 and accepts the recommendations provided by the Queensland Audit Office (QAO). We recognise the importance of maintaining robust procurement governance and contract management practices to ensure compliance with the Local Government Regulation 2012 and Council's Procurement Policy and associated governance documentation.

To address the identified deficiency, Council has already commenced implementation of the following actions:

1. **Supplier Performance Assessment** - Council has formalised contract performance assessment procedures as outlined in the Contract Management Framework. This includes mandatory evaluation of supplier performance at contract completion and prior to any extension. Performance benchmarks and review templates will further be developed to support consistent and transparent decision-making.
2. **Conflict of Interest Monitoring** - Council will enhance its conflict of interest framework to ensure regular monitoring and reporting throughout the procurement lifecycle. This will include mandatory declarations from all staff and consultants/contractors involved in procurement activities and periodic reviews to identify and mitigate potential conflicts.
3. **Contract Monitoring Procedures** - Contract monitoring will be strengthened to ensure timely delivery and budget compliance. This includes milestone tracking, regular reporting, and escalation protocols for delays or cost overruns. Contract clauses will be reviewed to ensure enforceability of performance obligations.

OFFICIAL

2025 Revised final management report issue

4. **Review of policy documentation** - Council has commenced a review of its suite of procurement-related policy and governance documentation to ensure it clearly supports and evidences decision-making for significant procurement, appointment, and contract extension decisions. This review will confirm that requirements for documenting rationale, legal considerations, delegations, and approvals are clearly articulated, embedded in templates and guidance materials, and supported by consistent record-keeping practices to improve transparency, auditability, and governance assurance.

Responsible officer: Chief Executive Officer

Status: Work in progress approved By Council

Action date: 05 May 2026



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13.3 OPERATIONAL PLAN 2024-2025 Q4 PERFORMANCE REPORT**File No:** qA85221**Attachments:** 1. Q4 2025-2026 Operational Plan Report  **Responsible Officer:** Poala Santini - Coordinator Governance
Stacey Hogarth - Manager Strategy, Governance and Planning
Andrea Ellis - General Manager Corporate Services
Tom Upton - Chief Executive Officer**Author:** Ursula Sleeman - Governance Officer**SUMMARY**

The 2025-2026 Operational Plan progress report for Quarter 4 as at 30 June 2026 is presented, pursuant to Section 174(3) of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT Council receive the 2025-2026 Operational Plan Performance Report as at 30 June 2026.

BACKGROUND

The *Local Government Act 2009* requires Council to adopt an Operational Plan each year. The Operational Plan 2025-2026 formed an important part of Council's strategic planning process and sets out the key projects and priorities that Council planned to deliver towards achievement of the Corporate Plan 2025-2030.

The *Local Government Act 2009* also requires the Chief Executive Officer to present a written assessment of Council's progress towards implementing the annual Operational Plan at meetings of Council, at least quarterly.

The 2025-2026 Operational Plan provided the detail for key programs and identified outcomes to be achieved against the Corporate Plan for the 2025-2026 financial year.

The below table provides a summary of performance to 30 June 2026 against the progress indicators.

Table 1 – Status of Planned Activities:

Status	Diversified & Resilient Economy	Natural Environment	Vibrant Culture & Healthy Community	Transparent, Accountable & Progressive Leadership	Total
Completed	9	10	8	22	49
On Track	4	2	12	6	24
Off Track	1	0	2	3	6
Requires Monitoring	2	3	2	7	14
Total	16	15	24	38	93

Of the 93 activities, 73 (78.5%) were either completed or on track to be completed.

Items that were completed in Quarter 4 include:

- 1.2.2 Activities and performance measures as described in the Capricorn Enterprise Partnership Agreement 2022-26 are delivered.

KPI's exceeded. A report on KPI's was presented to Council on 19 May 2026.

- 2.1.2 Document and establish a measurement system to enable frequent reporting on carbon emissions.

Consultants provided a report and carbon calculator to assist Council to collect data to monitor carbon emissions.

- 2.3.2 Complete a mid-term review of the management of Resource Recovery and Waste 2030 Strategy.

Livingstone Waste Strategy to 2030 update was presented to the Council Briefing Session on 28 April 2026.

- 3.1.11 Undertaken planning scheme amendments to reflect zone and mapping changes.

A range of studies for the planning scheme 10-year review and LGIP update have been completed and new ones commissioned to inform the June 2027 major amendment.

- 3.4.1 Increase in the road network.

Total length of road network increased to 1,408km.

- 4.2.1 In collaboration with the Central to Defence Working Group, develop a business case to attract Defence Industry to establish in Central Queensland

Business case completed – official launch was 9 July 2026.

- 4.5.9 Undertake rating structure review.

AEC Pty Ltd completed review and presented findings and recommendations at Budget Workshops concluding with Council endorsement on 5 May 2026.

- 4.6.5 Zero improvement or prohibition notices issued by WorkSafe Qld.

No improvement or prohibition notices issued for the year.

20 activities (21.5%) were either off track or required monitoring. Various reasons include delays due to unexpected issues, resource constraints and changes in priorities.

PREVIOUS DECISIONS

The 2025-2026 Operational Plan was adopted by Council on 9 June 2025.

Quarter 1 2025-2026 Progress Report was adopted by Council on 27 October 2025.

Quarter 2 2025-2026 Progress Report was adopted by Council on 17 February 2026.

Quarter 3 2025-2026 Progress Report was adopted by Council on 19 May 2026.

ENGAGEMENT AND CONSULTATION

Consultation has taken place with internal stakeholders.

BUDGET IMPLICATIONS

The activities in the Operational Plan 2025-2026 are funded from the 2025-2026 Annual Budget.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Section 104(5) of the *Local Government Act 2009* and section 174 of the *Local Government Regulation 2012* require a Local Government to prepare an Operational Plan that is consistent with the annual budget and progresses the implementation of the Corporate Plan.

Section 174 of the *Local Government Regulation 2012* states:

(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.

There are no legal implications associated with this matter.

RISK ASSESSMENT

The risk of not delivering against Council's Operational Plan is that Council does not achieve the commitments set out in the longer-term Corporate Plan. Each significant activity has associated risks which are managed by the relevant area and reported on through the performance reports.

Legislation requires Council to discharge its responsibilities in a way that is consistent with the annual operational plan, and the operational plan sets out a fairly specific level of detail of what Council is planning to deliver and prioritise in the current financial year. The budget has been developed around the operational plan to match the required expenditure with available revenue sources.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Sustainably manage finances, assets and resources through strong governance

4.1.2 Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans which guide project planning and service delivery across the Shire.

The Operational Plan 2025-2026 is a key strategic document that outlines the key objectives for Council's annual program and aligns with the budget.

13.3 - OPERATIONAL PLAN 2024-2025 Q4 PERFORMANCE REPORT

Q4 2025-2026 Operational Plan Report

Meeting Date: 17 August 2026

Attachment No: 1



Q4 OPERATIONAL PLAN REVIEW

2025 – 2026





Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
1.1.1	Gross Regional Product (GRP) growth	Measures the total value of all final goods and services produced in the local economy	2022-23 \$1.86 billion, +5.7% increase (change from previous year)	Maintain or improve from baseline		Q1 - GRP is reported annually, expected notification May 2026. Q2 - GRP is reported annually, expected notification May 2026. Q3 - GRP is reported annually, expected notification May 2026 Q4 - Livingstone GRP \$2.32B (2025) 4.6% increase from 2024, 2.7% above the Queensland average.	3523 Manager Economic Development	Completed
1.1.2	Progress actions identified in the Livingstone 2030 Blueprint for Growth - Partner with industry bodies to identify workforce needs - Develop targeted marketing materials to promote tourism, liveability, and investment opportunities - Establish a structured and efficient customer relationship management system - Advocate for local business development and improvement	100% of actions identified for 2025-26 completed	100%	100%		Q1 - Investment prospectus draft commenced and RFQ for investment and workforce attraction video completed. Monitor CRMS system onboarding commenced. Commitment to the Small Business Friendly program renewed. Q2 - Investment prospectus ready for design, investment and workforce attraction video filming completed, Monitor CRMS is being utilised to track engagement. Q3 - Investment prospectus completed. Monitor CRMS is being utilised to track engagement. Subscriptions to	3523 Manager Economic Development	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						monthly e-bulletin growing. Blueprint for Success Industry Forum hosted early December 2025. Q4 - Investment Prospectus completed and printed (100 copies). Investment attraction and workforce attraction videos completed and online. Small Business Month: hosted the annual conference in partnership with SB Commissioners Office and RRC. Held a number of free workshops to increase capabilities of small businesses. Continue to use Monitor CRMS System for tracking business and industry engagement. Worked with Migration Qld, exploring options for a State-led Designated Area Migration Agreement. Worked with CQ Health, local schools and private sector to deliver workforce attraction collateral.		
1.1.3	Completion of Stage 4 of the Gateway Business and Industry Park	Project completed in 2025-26 within allocated budget and timeframe	N/A	100%		Q1 - Tender 'for construction' expected to be released early October 2025 with completion target end of financial year 2026.	3462 Manager Major Projects	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q2 - Tender for construction was awarded late December 2025 - completion target June/July 2026. Q3 - The contract was awarded to JRT in December. 50 days of construction works were delayed due to inclement weather from December to March. The expected completion is mid-September 2026. Q4 - Update: 50 days of construction work were delayed. Unsuitable material identified delayed the earthwork. Expected completion date early October 2026.		
1.1.4	Gateway Business and Industry Park - Sale of Commercial Land	Development delivers a positive return on investment on capital development	N/A	>10% Margin		Q1 - Stage 4 (11 lots) Operational Works approved, civil construction tender to be released September 2025. Stage 5 (10 lots) ROL stopped the clock to re-design new Depot lot to fit concept design. Q2 - Stage 4 construction to commence January 2025, Stage 5 lot layout being revised. Q3 - Stage 4 construction commenced. Stage 5 ROL application change request	3523 Manager Economic Development	On track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						lodged. Q4 - Civil works on Stage 4 commenced early 2025, completion expected October 2026 with 11 lots created. Engaged an agent in Q3 to market and sell lots on behalf of council following completion.		
1.1.5	Capricorn Coast Homemaker 2 - Sale of Commercial Land	Contract negotiations for Capricorn Homemaker 2 site	N/A	25% of contract conditions completed		Q1 - EOI and Selective Tender process completed. Selective tender closed 22/09/25. Q2 - Preferred tenderer undertaking due diligence expected completion April 2026. Q3 - Preferred tenderer still undertaking due diligence. Anticipated finalisation of sales contract by Q4. Q4 - Draft sales contract completed.	3523 Manager Economic Development	On track
1.1.6	Development Incentives and Support Strategy focused on attracting future growth industries to establish within the priority infrastructure area (PIA)	Number of applications utilising incentives and support	N/A	Development Incentives Support Strategy completed		Q1 - Research phase commenced. Q2 - Other priorities have delayed further progress. Q3 - Other priorities have delayed further progression. Q4 - Team resourcing has not allowed for further progression.	3523 Manager Economic Development	Off track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
1.1.7	Provide procurement opportunities which support local suppliers and businesses	Percentage of procurement spend with local business	29%	30%	16.5%	Q1 - Local Content for July 2025 - 17%. Attended 'Meet the Buyer' in Rockhampton. Discussions with 14 suppliers and contractors interested in obtaining work for council. Q2 - Continue to refresh PSA and RPQS. 67 new suppliers have approached Council since July 2025. Q3 - \$14.127 (15.12%) million has been expended with businesses located within the Shire boundaries. This is an increase of \$2.093 million compared to the same period last year (March 2025 YTD \$12.034 million). Q4 - Year-to-date expenditure with businesses located within the Livingstone Shire is \$21.228 million, representing 16.5% of total spend against the target of 30%. While the percentage outcome is lower than the previous year (20.37% at 30 June 2025), the actual dollar value spent locally has increased by \$4.376 million, from \$16.852	3509 Principal Portfolio Management Office	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Diversified & Resilient Economy

Promote, and value diverse business, industry, and employment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						million to \$21.228 million. This reflects a higher overall level of expenditure with local suppliers compared to the same period last year.		

Optimise visitation and tourism opportunities

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
1.2.1	Visitor growth	Measures the % change in the number visitors to the Capricorn Coast and Rockhampton region	833,000 + 0.8% increase (annual change from June 2023)	Maintain or improve from baseline		Q1 - 842,000 domestic visitors +6.8% increase (annual change December 2024). Q2 - December 2025 visitor statistics not available until Q3. Q3 - December 2025 visitor statistics not available. Q4 - 784,000 domestic visitors year ending March 2026.	3523 Manager Economic Development	On track
1.2.2	Activities and performance measures as described in the Capricorn Enterprise Partnership Agreement 2022-26 are delivered	Capricorn Enterprise 6 monthly KPI report	N/A	100% of performance measures reached		Q1 - Six monthly KPI report was presented to Council in August 2025 Q2 - Next report not due until Q3. Q3 - Next report due Q4 Q4 - KPI's exceeded. A report on KPI's was presented to Council on 19 May 2026.	3523 Manager Economic Development	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
1.2.3	Capricorn Enterprise Partnership Agreement 2026-30 completed	New agreement 2026-30 completed	N/A	100%		Q1 - Review of existing agreement commenced. Q2 - New agreement drafted for Council consideration in Q3. Q3 - New agreement to go to Council Q4 for consideration. Q4 - New agreement for 2026-2030 fully executed 18 May 2026.	3523 Manager Economic Development	Completed
1.2.4	Partner with Queensland Government to deliver Council led projects in the Great Keppel Island masterplan	100% of Council led projects constructed within budget and timeframes	N/A	Great Keppel Island STP and Arrivals Plaza constructed		Q1 - Contractor for sewage treatment plant (STP) mobilised to site and progressing works. Arrivals Plaza 80% detailed design completed, community engagement completed and 'for construction' tender to be released late September 2025. Sewage Treatment Plant: 100% detail design completed for four packages of work; the remaining package of work has had 60% detail design completed. The contractor is seeking to mobilise to the site in mid to late August 2025. Arrivals Plaza: 50% detail design completed.	3462 Manager Major Projects	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Progressing towards 80% detail design early September 2025 with a two-stage construction expression of interest process commencing Jul 23 2025, and awarding early November 2025. Q2 - Contractor for sewerage treatment plant (STP) progressing well with completion due date in September 2026. Arrivals Plaza construction tender awarded during Q2 and contractor due to mobilise to site in early February 2026 with completion due date in September 2026. Q3 - Construction works of Sewage Treatment Plant (STP) completed. Commissioning commenced and is expected to finish by 10 June. The remaining house connection is expected to be completed by the end of July. Arrival Plaza- Foundation and slab works completed. Structural steel installation will commence on 05 May. Project expected to finish Mid- August 2026, NB: Construction activities		

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						delayed due to Woppaburra spotter requirements and 50 days of construction delays due to inclement weather. STP construction work was also impacted due to asbestos identified in the trenching area. Q4 - Separable portion 1- Construction of Sewage Treatment Plant (STP) including the commissioning was completed on 19th June. Arrival Plaza- All structural steel installation completed. Roof installation is expected to finish by the end of June. The project is expected to finish in mid-August 2026.		

Promote the Livingstone Shire as a welcoming and desirable location for commerce, tourism, and lifestyle

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
1.3.1	Growth in employment	Measures the change (%) of the employed labour force	Census 2021 - 95.7%, +3.6% from Census 2016	Maintain or improve from baseline		Q1 - December 2024 Unemployment rate was 2.9%. Q2 - June 2025 Unemployment rate was 3.3%. Q3 - December 2025 unemployment rate was 2.3% Q4 - December 2025 unemployment rate was 2.3%, down from 2.9% for the	3523 Manager Economic Development	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						previous two years ending December.		
1.3.2	Business Growth	Measures the change (%) in the number of GST registered businesses	Increase by 6.52% from previous year	Maintain or improve from baseline		Q1 - Change measured annually. Q2 - 3,503 businesses as at June 2025. Q3 - 3,503 businesses as at June 2025 Q4 - 3,503 total businesses for 2025, an increase of 2.93% from 2024	3523 Manager Economic Development	Completed
1.3.3	Population Growth Ratio	Measures the change in population growth	2.17% from 2023-24 Current Year Financial Sustainability Statement	Maintain or improve from baseline		Q1 - Change measured annually. Q2 - 2.3% from 22/23 estimated resident population of 42,849 as at 30 June 2024 (ABS). Q3 - 1.9% from 23/24 estimated resident population of 43,688 as at 30 June 2025. Q4 - Estimated resident population of 43,668 as at 30 June 2025 (ABS), a 2.09% increase from 2024	3523 Manager Economic Development	Completed
1.3.4	Create an Investment Attraction Video and marketing collateral	Project completed within allocated budget and timeframe	N/A	100%		Q1 - Investment and workforce attraction RFQ out to market. Q2 - Filming completed late December 2025. Q3 - Investment and workforce attraction video, investment prospectus and strategic priorities completed.	3523 Manager Economic Development	Completed

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q4 - Completed within allocated budget and timeframe.		
1.3.5	Create a Five year Welcome and Destination signage program	Strategy completed within allocated budget and timeframe	N/A	100%		Q1 - Consultancy awarded, priority signs being reviewed for design. Lions Yeppoon Welcome sign to be revamped. Q2 - Lions Yeppoon Welcome sign completed. Major tourist sign planned for deliver by Q4. Q3 - Major tourist sign for Emu Park presented to Councillors Q3 no decision reached on progressing project. Q4 - Design concepts developed for Yeppoon and Emu Park. Council did not endorse the signs, resulting in the project not progressing. Currently exploring options for two prominent roundabouts.	3523 Manager Economic Development	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Natural Environment

Encourage community and business to adopt sustainable practices

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
2.1.1	Reduce carbon emissions	Measures the reduction in carbon emissions	27,346 t CO ₂ -e/year	Reduction from baseline		Q1 - Long term project - undertaking small pilot projects, street lighting and solar BBQ. Q2 - Initiatives to reduce Council's carbon footprint include landfill gas flaring, solar street lights and solar BBQ. Increases to carbon storage is achieved through native tree planting supported by the Council's Community Nursery. Q3 - Consultants Ironbark Sustainability are undertaking an audit of Council's carbon footprint in line with the Low Carbon Livingstone 2030 Action Plan to be delivered in Q4. Q4 - Corporate emissions inventory report completed. Report to be presented to Council on 28 July 2026. Emissions have grown since the baseline report in 2018 due to more complete data and wider scope of the inventory together with growing infrastructure development due to rapid population growth.	3358 Coordinator Natural Resource Mgmt	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Council initiatives such as the solar farm at Yeppoon Sewage Treatment Plant have made a measurable difference to the carbon footprint of the facility.		
2.1.2	Document and establish a measurement system to enable frequent reporting on carbon emissions	Measurement system implemented	N/A	Baseline to be established	80	Q1 - Council has joined the climate alliance with other Councils - awaiting appointment of regional analyst. Q2 - Procurement of a provider for the carbon measurement system is underway Q3 - The latest Carbon Audit for the organisation is being prepared by consultants, Ironbark Sustainability. This project supports improved monitoring over time. Q4 - Consultants have provided a report and carbon calculator to assist Council to collect the data necessary to monitor carbon emissions across Scope 1, 2, and 3 emissions. Further work with internal teams required to bed down the data collection process.	3358 Coordinator Natural Resource Mgmt	Completed
2.1.3	Maintain community volunteer programs and external partnerships	Volunteer numbers and hours worked in identified sites	115 Volunteers	Maintain baseline	80	Q1 - Ongoing - friend of the beach program and skilling Queenslanders for work traineeships.	3358 Coordinator Natural Resource Mgmt	Completed



Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
			(35,810 hours)			Council has identified a need for a centralised approach to managing volunteer and is looking to resource this with a part time officer. During Q1, and the absence of a role to coordinate onboarding and management of volunteers, Council had paused taking on any new applications for volunteers. Q2 - Ongoing - new volunteer applications will be progressed in Q3. Further development of volunteer programs are being planned that include future park, beach, and natural resource volunteering opportunities. Successful partnership projects include Capricorn Coast Landcare, Friends of Lammermoor Native Gardens and Capricornia Catchments Skilling Queenslanders for Work Traineeship program. Lex Semple Park on-ground works with Healthy Land and Water will commence in May 2026. Friends of the Beach volunteer program is ongoing but requires further support to invigorate and expand to its potential. Q4 - Council volunteer Friends		

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						of the Beach program has declined due to staff resources over last year. 17 registered volunteers conducted 1086 hours of work. External Partnerships have delivered greater hours such as Capricorn Coast Landcare project sites (2 sites once a week), Capricornia Catchments Skilling Queenslanders for Work program delivers 14 trainees full-time for 24 week program - two programs per year.		
2 1 4	Actions identified in the Livingstone Reef Guardian Action Plan completed - Our Living Coast Restoration: Bangalee and Todd Avenue Project; - Oxford Street Water Quality and Habitat Restoration Project; and - Yeppoon Solar Retrofit Project	Actions identified for 2025-26 completed	100% of actions identified for 2025-26 completed	100% of actions identified for 2025-26 completed		Q1 - Reef Guardian action plan projects underway - Oxford Street and Farnborough Beach. Q2 - Reef Guardian Project at Oxford Road is improving Fig Tree Creek water quality, increasing native habitats and providing shady spaces for public use. Our Living Coast projects recognise the role community plays in caring for our coasts and enhances the health of sand dune ecosystems supporting significant wildlife such as sea turtles. Q3 - Relevant projects are progressing including Erosion	3358 Coordinator Natural Resource Mgmt	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						and Sediment Control initiatives, Commonwealth funded Reef Guardian projects at Oxford Road, Our Living Coast at Todd Avenue and Bangalee and the Solar Retrofit project at Causeway Lake, where eight solar street lights have been installed on Scenic Highway and a solar BBQ and shelter (disability accessible) will be installed in the area. Q4 - Reef Guardian Action Plan projects progressing in accordance with plan and funding agreements.		
2.1.5	Deliver events or clean-up projects that target sustainable practices and pollution control e.g. sediment and erosion control, rubbish clean ups	Conduct post-event/project surveys to measure satisfaction levels of participants	N/A	75% satisfaction	80	Q1 - Partner with Landcare and other community groups - preparing for the Great Northern clean up in October '25. Q2 - Great Northern Clean Up and Reef Clean events complete with the support of community groups and volunteers. The Community Nursery supports tree planting projects to help minimise erosion and stop sediment runoff to the Reef. Lex Semple Park waterway project underway to improve water quality and habitat in the Fig	3358 Coordinator Natural Resource Mgmt	Completed



Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Tree Creek catchment. Q3 - Clean Up Australia Day event delivered in partnership with Capricorn Coast Landcare. Rainy weather on the established date caused the event to be postponed until 11th of April 2026. Supported Beach Clean Ups by Capricornia Catchments on Farnborough Beach and Five Rocks in April. Q4 - Butterfly Day in May 2026 at Lammermoor Native Gardens for public. Review of Erosion and Sediment Control Action Plan by internal stakeholders of Council.		
2.1.6	Establishing an urban flying fox roost monitoring program across four roosts	Monthly monitoring of roosts	N/A	12 inspections across 4 roosts		Q1 - Flying Fox Management Plan complete - obtaining support from the State through a State grant application underway. Q2 - Grant application approved for education program, roost management tasks but excludes support for proactive monitoring. An alternative model for resourcing the monitoring program is being developed. Q3 - Flying Fox roost maintenance activities have	3358 Coordinator Natural Resource Mgmt	Requires monitoring



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						been undertaken at Todd Avenue and Fisherman's Beach Caravan Park and beach access. Monitoring is undertaken in a reactive way and a schedule for sustainable proactive monitoring and appropriate resource provision is still required. Q4 - Training will be undertaken by Council staff and volunteers in late August 2026 to establish a regular flying fox roost monitoring program. Roost management activities ongoing such as tree trimming.		

Value and protect Livingstone's pristine natural environment through robust planning and policies

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
2.2.1	Coastline preservation	Reduction in the risk assessment ratings for the special places and infrastructure exposed to coastal hazard impacts	To be documented/ established in 2025-26	Establish baseline	60	Q1 - 2 Semp's and Management plans to be undertaken this year. Q2 - Projects underway at Emu Park Main Beach, Muskies Beach and Putney Beach. Grant application submitted for repair of damage from TC Alfred. Q3 - Grant Application approved and in establishment phase for repairs following TC Alfred. A project Officer will be engaged to support the implementation of 5	3358 Coordinator Natural Resource Mgmt	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						projects by June 2028. Q4 - Design for the replacement sea wall at Emu Park Surf Life Saving Club completed. Restoration projects following TC Alfred in planning for delivery 2026- 2028.		
2.2.2	Document and establish a measurement system to enable frequent reporting on coastline preservation activities	Measurement system established and implemented	N/A	100%		Q1 - Scoping of the measurement system to be undertaken with Infrastructure department. Q2 - Delayed due to resource constraints, Shoreline Erosion studies currently underway may identify suitable monitoring programs for Council. Q3 - Delayed due to resource constraints. Working with Queensland Climate Resilient Councils and QCoast program with Local Government Association of Queensland to advance the matter in collaboration with other Councils. Q4 - Delayed due to resource constraints. LiDAR data was collected by Council providing up to date imagery for key parts of the coastline and hinterland. The coastal model developed by coastal engineering consultants for Great Keppel Island and	3358 Coordinator Natural Resource Mgmt	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Muskers Beach SEMP's will help inform ongoing monitoring of coastal erosion.		
2.2.3	Development of Site Management Plans for Emu Park Main Beach, Muskers Beach and Cooeee Bay Main Beach	Two Site Management plans created	N/A	100%	60	Q1 - Council has been approved funding for Great Keppel Island and Muskers Beach Shoreline Erosion Management Plans, in addition to securing funding for the design of the Emu Park Surf Club seawall. Q2 - GKI SEMP contractor engaged, Muskers Beach SEMP yet to engage contractor, Emu Park Main Beach Foreshore Plan contractor selected. Q3 - Emu Park Main Beach Foreshore Management Plan is being drafted by consultants, CQG. The GKI Shoreline Erosion Management Plan (SEMP) is being prepared by consultants BMT as part of the project to design an erosion protection solution for Putney/Fisherman's Beach. The SEMP for Muskers Beach, Zilzie, is in procurement. Q4 - Muskers Beach Shoreline Erosion Management Plan (SEMP) has been awarded to BMT and is in preparation. Community meeting held and Get Involved platform established. Emu Park Main	3358 Coordinator Natural Resource Mgmt	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Beach Foreshore Management Plan is in final draft stage and a workshop has been held with Councillors regarding the progress. Community consultation to commence in late July, GKI SEMP also underway in combination with the design for a revetment wall on Putney Beach.		
2.2.4	Development of Site Management Plans for Bangalee and Todd Avenue foreshores	Site Management plans created in 2026-27	N/A	N/A		Q1 - Reef Guardian Project which focuses on the implementation of nature-based solutions to protect sand dunes and natural habitats. This project is expected to be completed in March 2026. Q2 - Project planning underway. Q3 - The Reef Guardian Project includes weed management and revegetation and engagement with residents of the area. An extension of time has been granted to complete the project by September 2026. Q4 - Reef Guardian funding supporting Beach Lovers Program for Todd Avenue and Bangalee foreshores. Presented to Councillors in a workshop in June. To be launched in July 2026.	3358 Coordinator Natural Resource Mgmt	On track



Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
2.2.5	Development of Site Management Plans for Kinka, Zilzie and Lammermoor beaches	Site Management plans created in 2027-28	N/A	N/A		Q1 - Nature Based solutions project completed at Lammermoor Beach access. Q2 - Commenced budget preparation for 2026-27. Q3 - To be commenced in Financial year 2027/2028. Q4 - To be commenced in 2027/28.	3358 Coordinator Natural Resource Mgmt	On track
2.2.6	Actions identified in the Biodiversity Strategy completed ie Deliver bi-annual Sustainable Livingstone Expo and Develop and implement erosion and sediment control initiative	Actions identified for 2025-26 implemented within identified timeframes and budget	2 actions completed	100%	90	Q1 - Erosion & sediment control matters presented to Councillors on 5 August 2025. Officers currently planning for Sustainable Expo. Q2 - Biodiversity Study underway to support the Planning Scheme review, Maintenance of Ecotourism destination accreditation, Staff training for erosion and sediment control practices, Community Nursery is vital to support revegetation of local native species and allow habitat restoration for the wildlife of our region. Community nursery and NRM team protect and propagate endangered species such as the Marlborough Blue cycad. Q3 - Continued actions in regard to Biodiversity data for the Planning Scheme review,	3358 Coordinator Natural Resource Mgmt	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Ecotourism accreditation Audit due in May 2026, and revegetation projects in collaboration with the Livingstone Community Nursery. Flying-fox roost management activities ongoing and completion of the Lammermoor Beach Nature based solutions project including mangrove restoration trial. Q4 - Sustainability Expo did not go ahead this year due to staff commitments. Nature based solutions project completed and catalogue of Nature based solutions for Livingstone Shire produced. Focus on ecotourism accreditation initiatives and engagement with traditional custodians land and sea ranger programs.		

Improve resource recovery through innovative solutions for a circular economy

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
2.3.1	Resource recovery and reuse	Measures the percentage of collected waste materials that are recycled, reused or repurposed	64%	66%	64%	Q1 - Percentage will be determined at the end of financial year. Q2 - Percentage will be determined at the end of financial year.	1130 Manager Water & Waste Operations	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q3 - Percentage will be determined at the end of the financial year. Q4 - 2026-27 Data inputs to be reviewed for generating KPI to ensure consistency with State Government targets.		
2.3.2	Complete a mid-term review of the Management of Resource Recovery and Waste 2030 Strategy	Strategy reviewed and updated document presented to Council for adoption	N/A	100%		Q1 - Officers from the Waste Team have completed a review and will discuss with Council in Q3. State Government Waste Strategy being updates. Council's strategy will be reviewed and updated at this time. Q2 - Officers from the Waste Team have completed a review and will discuss with Council in Q3. Q3 - The State Government Waste Strategy was due for release December 2025. This has been delayed and is expected mid 2026. The updated mid term Waste Strategy will go to Council once the State Governments Strategy has been released Q4 - The Livingstone Waste Strategy to 2030 update was presented to the Council Briefing session held on 28 April 2026 item 5.4. Reference #A2378507	1130 Manager Water & Waste Operations	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Provide reliable and sustainable water services, ensuring high-quality water supply and effective wastewater treatment

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
2.4.1	Water Quality	Zero reports of e-coli	0	0		Q1 - Zero reports of e-coli. Q2 - Zero reports of e-coli. Q3 - Zero reports of E.coli. Q4 - 24 March 2026, An ALS laboratory result of 1 Escherichia coli (Colilert) MPN/100mL from a designated sample point in the Capricorn Coast Water Supply Scheme at TB2 Poinciana Avenue (Poinciana Park). At the time the sample was taken 08:05am the chlorine residual was 1.20mg/L, conductivity 225mS/cm, pH 7.84, True Colour 0mg/L Pt-Co, Turbidity 0.131NTU.	1130 Manager Water & Waste Operations	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Vibrant Culture & Healthy Community

Deliver strategic land use, infrastructure planning and urban design activities that support growth, liveability, and sustainability

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.1.1	Residential Growth Management	Measures the percentage of new residential lots approved within the Priority Infrastructure Areas	To be documented/established in 2025-26	Target Established		Q1 - Reported annually. Q2 - Reported annually. Q3 - Reported annually. Q4 - Hidden Valley D-254-2026 - 329 Lot Reconfiguration of Lot lodged, Kinka Beach D-480-2025 - 67 Lot Reconfiguration of Lot lodged.	3523 Manager Economic Development	On track
3.1.2	Undertake a review of the current Planning Scheme and implement necessary changes to ensure long term prosperity within the region	Project to be completed by December 2028	N/A	25% of project to be completed		Q1 - Industrial and centres study completed. Biodiversity underway. Scheme Supply Fund application submitted for economic and population study, land supply analysis, housing needs assessment, Livingstone Housing Strategy and embedding the TLPI into a planning scheme amendment. Q2 - Consultant appointed to undertake economic and population study, land supply analysis, housing needs assessment, Livingstone Housing Strategy and embedding the TLPI into a planning scheme amendment. Q3 - Economic and population study completed with report	3523 Manager Economic Development	On track

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						presented to Council Q3. Land supply analysis underway. Planning scheme review project advisor appointed. Q4 - 10-year Planning Scheme Review project on-track with a target date of June 2027 for a major amendment to be lodged with the State.		
3.1.3	Masterplanning for new showgrounds/event space completed	Project to be completed in 2027-28	N/A	N/A		Q1 - Councillor workshop planned for October 2025. Q2 - Being led by Blueprint team, Council workshop completed Q2. Q3 - Ongoing stakeholder engagement being undertaken. Led by Blueprint Team. Q4 - BL03 - Millroy Drive Precinct Master Planning Project regular meetings with all stakeholders continue.	3523 Manager Economic Development	On track
3.1.4	Concept Design of Council civic centre and library	Project to be completed in 2027-28	N/A	N/A	50%	Q1 - Civic centre design RFQ to be released October 2025. This does not include a new library. \$100k funded under Works for Queensland 2024-27. Q2 - Architect and consulting team appointed. Stakeholder engagement to commence	3523 Manager Economic Development	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						January 2026. Q3 - Progress continuing pending changes to SVDP and library commitments Q4 - Civic centre and library concept design 90% complete. Waiting on survey to finalise design.		
3.1.5	East-West Connector Feasibility Study/Business Case completed	Feasibility/Business Case completed within allocated budget and timeframe	N/A	100%	100%	Q1 - AECOM East West Link Feasibility Study complete. Q2 - Study complete. Q3 - This phase of the project is complete Q4 - Feasibility / business case completed. Detailed design underway for construction in FY27 & FY28.	2074 Manager Engineering Services	Completed
3.1.6	Northern Corridor Structure Planning and service options feasibility study	Structure planning and feasibility study completed	N/A	Assessment of options completed and next steps determined		Q1 - Draft structure plan completed and infrastructure options report being finalised. Q2 - Final report completed December 2025, Council to endorse January 2026, Q3 - Study is completed and available online on Councils website. Further detailed infrastructure planning required. Q4 - Completed.	3523 Manager Economic Development	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.1.7	Develop design guidelines to support the Yeppoon town revitalisation	Guidelines Developed and adopted	N/A	100%		Q1 - Scheduled to commence late 2025/early 2026. Q2 - Normanby Street and Yeppoon Town Centre revitalisation (first block of Normanby Street) landscape design to be used as a benchmark. Q3 - Concept designs completed for Stage 1 Yeppoon Town Centre revitalisation (first block of Normanby St east). Q4 - Concept designs completed for Stage 1 Yeppoon Town Centre revitalisation - capital project planned for 2027-28.	3523 Manager Economic Development	Completed
3.1.8	Placemaking and Urban Design Program - Street Tree Strategy and Parkscaping	Develop a street tree strategy	N/A	100%		Q1 - Not yet commenced - Coordinator Open Spaces once recruited, will work with internal stakeholders to develop a survey for staff and users. Q2 - Will be tasked to Coordinator Open Spaces upon commencement mid February. Q3 - Preliminary work has commenced, focusing on initial scoping and identification of key issues. The project remains in its early	3770 Coordinator Parks & Open Spaces	On track

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						stages, with further development and formal handover to occur as the scope and priorities are confirmed. Q4 - Arboricultural assessment project awarded to support data collection and analysis of Council's major tree assets. This commission will serve a dual purpose—informing the development of the Street Tree Strategy while also strengthening Council's risk management and asset planning for mature trees.		
3.1.9	Deliver Destination and Welcome Signage as per Placemaking and Urban Design Program	2 signs installed	N/A	100%		Q1 - Two designs completed - eight to go. Q2 - Lions Welcome to Yeppoon sign re-vamp completed, major tourist sign to be delivered by Q4. Q3 - Major tourist sign presented to Councillors, decision to proceed not reached. Q4 - Council did not endorse the designs for the signs, resulting in the project not progressing. Currently investigating welcome signage in prominent entry roundabouts.	3523 Manager Economic Development	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.1.10	Placemaking and Urban Design Program - purchase, deliver, install and promote public Christmas decorations	Project completed within allocated budget and timeframe	N/A	100%		Q1 - Design complete, decorations ordered and delivered. Q2 - Completed. Cost for installation and removal higher than budgeted. Q3 - Budget for 26/27 for additional decorations submitted. Works completed in 25/26 (e.g. electrical) will reduce install and uninstall costs for 26/27. Scope for 26/27 install and deinstall almost complete. Q4 - Budget adopted for 26/27 for additional decorations and install/deinstall. Scope complete.	2842 Manager Community & Cultural Services	Completed
3.1.11	Undertake planning scheme amendments to reflect zone and mapping changes	Project completed within allocated budget and timeframe	N/A	100%		Q1 - Minor amendment zone changes in ten areas impacting 235 properties that already had approvals for development. These changes reduced the levels of assessment to provide an additional 320 lots for housing and 539 dwellings on approved sites for relocatable home parks. Temporary Planning Local Instrument (TLPI) was approved in May 2025 changing the zoning in three	3523 Manager Economic Development	On track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						areas to allow for residential development. Q2 - Consultant appoint to undertake a range of studies to inform a Housing Strategy, major amendment and incorporation of TLPI into 10 year planning scheme review. Q3 - Blueprint project - strategic planning project lead advisor appointed to project manager 10 year review of the 2018 Planning Scheme. Q4 - A range of studies for the planning scheme 10 year review and LGIP update have been completed and new ones commissioned to inform the June 2027 major amendment.		
3.1.12	Undertake review and amendment of: - Capricorn Municipal Development Guidelines; - Livingstone Planning Scheme; - Local Government Infrastructure Plan; and - Adopted Infrastructure Charges Resolution	Report received by Council	N/A	100%		Q1 - Scoping being undertaken. Q2 - No comment provided. Q3 - Review nearly completed - save for some minor amendments generally all strategies align Q4 - Review continuing with Land Planning Specialist leading Local Government Infrastructure Plan and Adopted Infrastructure Charges Resolution policy review.	3523 Manager Economic Development	On track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Create vibrant community spaces to encourage community activation

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.2.1	Event and activity participation	Measures the participation in events and activities funded, supported, or delivered by Council	To be established in 2025-26	Target established		Q1 - Scoping being undertaken. Q2 - Scoping continuing. Q3 - Will require more work to determine parameters and measuring techniques. Due to physical spread of event and activity physical locations, delivery of events/activities by external partners and capacity of team the data is a good estimate but not a true reflection. Q4 - Will require more work to determine parameters and measuring techniques. Due to physical spread of event and activity physical locations, delivery of events/activities by external partners and capacity of team the data is a good estimate but not a true reflection.	2842 Manager Community & Cultural Services	Requires monitoring
3.2.2	Document and establish a measurement system to enable frequent reporting on event and activity participation	Measurement system established and implemented	N/A	100%		Q1 - Scoping continuing. Q2 - Scoping continuing. Q3 - Will require more work to determine parameters and measuring techniques. Due to physical spread of event and activity physical locations, delivery of	2842 Manager Community & Cultural Services	Off track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						events/activities by external partners and capacity of team the data is a good estimate but not a true reflection. Q4 - Will require more work to determine parameters and measuring techniques. Due to physical spread of event and activity physical locations, delivery of events/activities by external partners and capacity of team the data is a good estimate but not a true reflection. Capacity of teams limited to develop measurement system.		
3.2.3	Conduct a service level review for parks mowing and roadside slashing	Report presented to Council by December 2025	N/A	100%		Q1 - Work has commenced in developing a scope of work and a report was presented at the October briefing session prior to procuring a consultant. Q2 - Consultant appointed December 2025. Stakeholder engagement to commence in February. Q3 - Consultant commenced site work in late February 2026, including stakeholder interviews and site inspections. The report is	3770 Coordinator Parks & Open Spaces	On track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						currently being finalised and is scheduled for delivery by the end of April 2026. Q4 - Report draft has been completed and reviewed - presentation awaiting booking with new CEO & Exec team		

Provide diverse and inclusive cultural, sporting and recreation opportunities to encourage community participation and that contribute to wellbeing

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.3.1	Community facilities visitation	Measures the number of visitation across the network of Council-owned community facilities	To be documented/ established in 2025-26	Target established		Q1 - Approx 35,000 First draft of internal measurement system complete. Staff testing in July and August. Drafts for external provider measurement underway for testing in September. Q2 - Approx 41,000. Measurement system testing continuing. Q3 - Approx 46,000. Internal measurement system providing good estimates. Further testing and trialling of measurement system/s with the aim to secure accurate data. Q4 - Approx: 43,000. Yeppoon	2842 Manager Community & Cultural Services	On track



Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Town Hall closed for nine weeks during this period. Further testing of measurement tools required. leaseholders or tenants.		
3.3.2	Document and establish a measurement system to enable frequent reporting on specific community facilities	Measurement system established and implemented.	N/A	100%		Q1 - Not yet commenced - Coordinator Facilities once recruited will work with internal stakeholders to develop a survey for staff and users. Q2 - Not yet commenced. Coordinator appointed December. Engagement to commence in February. Q3 - Not yet commenced. Q4 - Due to recruitment and other large scale contract priorities, this work has been delayed. This work will be prioritised to commence in Q1, 2026-2027.	3771 Coordinator Facilities Management	Off track
3.3.3	Evaluate accessibility of Council buildings and public spaces. Engage an Accessibility consultant to evaluate accessibility performance of Council buildings and public spaces	Project completed within allocated budget and timeframe	N/A	100%		Q1 - Not yet commenced. Q2 - Not yet commenced due to resourcing constraints. Recruitment of a consultant is underway. Q3 - A request for quote is out on vendor panel closing late April. Q4 - A consultant was appointed in June 2026. Sites	3771 Coordinator Facilities Management	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						to be audited include Yeppoon Town Centre Carpark, Yeppoon Town Hall, Queen Street Community Hall, Yeppoon Lagoon, 40 James Street administration office, Emu Park Hall, Emu Park Library and Emu Park Pool. The audit will be delivered in two parts which include onsite access audit and an access audit report. The final audit report is expected by end of September 2026.		

Deliver well planned, efficient, safe and sustainable transport network

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.4.1	Increase in the road network	Kilometres of new roads	1,382km as at 30 June 2024	1,390km as at 30 June 2026	1408	Q1 - To be reported at the end of the financial year. Q2 - To be reported at the end of the financial year. Q3 - To be reported at the end of the financial year. Q4 - Total length of road network is 1,408km	2993 Manager Construction and Maintenance	Completed
3.4.2	Accessibility to the active transport network	Measures the kilometres of new cycleways, pathways and footpaths constructed each year	108km as at 30 June 2024	110km as at 30 June 2026	115	Q1 - To be reported at the end of the financial year. Q2 - To be reported at the end of the financial year. Q3 - To be reported at the end of	2993 Manager Construction and Maintenance	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						financial year. Q4 - Total length of cycleways, pathways and footpaths is 115km		

Enhance community health and wellbeing, safety, and natural disaster resilience

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
3.5.1	Perception of Safety	Measures the percentage of people who feel safe in the neighbourhood during the day.	To be documented / established in 2025-26	Target established		Q1 - Will be incorporated into the Community Views survey. Q2 - First survey completed with baseline established. Results available to internal and external. Q3 - Baseline established via Community Views survey = 72% residents selected 'feeling safe' as an important attribute for a 'good place to live'. Experience of safety scored 6.4 out of 10. 86% agreed or strongly agreed that they feel safe during the day in Livingstone. Community Views survey to be conducted on an annual basis. Q4 - Next survey to occur in early 2027.	2842 Manager Community & Cultural Services	Completed
3.5.2	Socio-Economic Index for Area (SEIFA)	Measures the relative level of socio-economic disadvantage and/or advantage based on a range of Census characteristics	2021 Index: 1005	Maintain or improve from baseline		Q1 - 970 in the 4th quintile (ie in the second most advantaged quintile). Q2 - No new data released. Q3 - No new data released. Unit working to support Census team	2842 Manager Community & Cultural Services	On track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						in promoting census across Livingstone. Q4 - No new data released. Unit working to support Census team in promoting Census across Livingstone. Census in August 2026.		
3.5.3	Develop a Bushfire Mitigation strategy for the whole of Shire	Adoption by Council	N/A	30/06/2026		Q1 - New Coordinator DM & CR commenced in July and reviewing to determine appropriate strategic direction to be undertaken in Q2. Q2 - No comment provided. Q3 - The Bushfire Management Plan (BMP, sub-plan to LDMP) reviewed and adopted in February 2025 and the Bushfire Management Operational Plan provide Bushfire Mitigation Strategy for the whole of Shire. Q4 – Completed in Q3	3695 Coordinator Disaster Management & Community Resilience	Completed
3.5.4	Develop an Animal Management Strategy	Adoption by Council	N/A	50% of strategy completed		Q1 - Research being undertaken to benchmark against other councils. Q2 - No comment provided. Q3 - Workshop being held in May, with a view to report being presented in June Q4 - Workshop scheduled for July 2026 with report being presented in August 2026.	3523 Manager Economic Development	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Transparent, Accountable and Progressive Leadership

Ensure communities are engaged, heard and informed

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.1.1	Document and establish a measurement system to enable frequent reporting on the number of interactions with Council media and communication items published	Number of interactions and items published	N/A	Establish Baseline		Q1 - Published - 120 (18 media releases; 67 Facebook posts; 32 Instagram posts, 3 new Get Involved pages). Interactions - 4,657 Views - 728,881 Review of current measurement system underway. Q2 - No update provided. Q3 - Monitoring and Reporting System in use for Media, Social Media and Community Consultation. Q4 - Completed as per Q3	3704 Strategic Communications Lead Advisor	Completed
4.1.2	Develop an understanding of community sentiment around environmental, social, and economic factors to ensure informed Council decision-making based on community feedback	Conduct Community Views Survey	N/A	Establish Baseline		Q1 - Community Views Survey Provider engaged and initial kick off meeting held. Q2 - First survey completed to establish baseline. Results available for internal and external. Q3 - Conducted Survey October 2025. Strong Sample Size. Data widely shared via in person meetings, traditional and digital media https://views.id.com.au/livingstone Q4 - Completed in Q3	3704 Strategic Communications Lead Advisor	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

Transparent, Accountable and Progressive Leadership

Ensure communities are engaged, heard and informed

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.1.3	Monitor satisfaction levels of attendees at Local Industry Forums in Council procurement process to optimise local spend for economic benefit	Conduct post-event survey to measure satisfaction level of attendees	N/A	70% satisfaction	N/A	Q1 - To be scheduled November 2025. Attended 'Meet the Buyer' event in Rockhampton. Discussions occurred with 14 suppliers and contractors interested in obtaining work for council. Q2 - New supplier breakfast schedule for July 2026. Q3 - No events planned for FY26. Q4 - No events planned to be held in FY26. Budget adjusted to reflect the operational decision.	3114 Coordinator Procurement Services	Off track

Advocate and collaborate with state and federal governments in the best interest of the community

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.2.1	In collaboration with the Central to Defence Working Group Develop a business case to attract Defence Industry to establish in Central Queensland	Defence Industry Attraction Business Case completed	N/A	100%		Q1 - \$1M State REFF funding to support the project. Forge Advisory appointed Project Managers and Deloitte appointed to prepare the business case. Regional stakeholder engagement commences July 2025. Q2 - Business case at 50% with 9 projects going through multi-criteria options analysis. Community project update session	3523 Manager Economic Development	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						scheduled for February 2026. Q3 - Business case at 70% with 5 projects going through to business case development. Community update held in February 2026. Next update to Councillors May 2026. Q4 - Business case completed, official launch 9 July 2026.		
4.2.2	Partner with State Government and Rockhampton Regional Council to deliver a northern corridor structure plan	Structure plan complete and embedded into the Planning Scheme	N/A	50%		Q1 - Structure plan final document is near completion. Q2 - Structure plan and infrastructure servicing options is complete. Going to Council for endorsement January 2026. Q3 - Structure plan completed and available online - more detailed infrastructure planning/feasibility required in 2026/27 prior to embedding in the planning scheme. Q4 - Structure plan and infrastructure servicing options completed and endorsed at the February Council meeting.	3523 Manager Economic Development	Completed
4.2.3	Review advocacy priority projects documentation	Advocacy document reviewed and updated annually and adopted by Council	N/A	100% reviewed and updated	90	Q1 - Review of existing priority projects being undertaken. Q2 - Draft priority projects document completed. Requires design and Council review. Q3 - On track for completion by end May. Q4 - Strategic Priorities advocacy	3523 Manager Economic Development	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						document completed, published online and printed.		

Be responsive, trusted and provide positive customer experiences

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.3.1	Customer experience	Measure how customers rate their experience with Council	To be documented/established in 2025-26	Establish baseline		Q1 - Review of current measurement system underway. Q2 - Continuing Review of current measurement system. Q3 - Working group to be established to determine what and level of documentation Council would like to undertake. Working group of internal department to be established by EOFY Q4 - Progress is being made in identifying key departments to establish a working group tasked with developing the dataset and defining customer rating measurement criteria.	2847 Coordinator Customer Support	Off track
4.3.2	Establish an approach to document a measurement system to enable frequent reporting on customer experience	Approach endorsed by Council	N/A	100%		Q1 - Customer Support and internal stakeholders working together to understand existing measurement tools and potential for integration and improvements. Internal working group meeting scheduled for August. A report will be presented outlining approach options for endorsement by Council in the near future.	2847 Coordinator Customer Support	Off track

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q2 - Customer Support and internal stakeholders continuing to understand existing measurement tools and potential for integrations and improvements. Internal working group investigating options. Q3 - Aligning with reporting to council customer experience, working group to be established to determine what systems are in place and what reporting council would like established. Q4 - Aligning with reporting to Council customer experience, working group to be established to determine what systems are in place and what reporting Council would like established.		
4.3.3	Improve customer experiences through closing out customer service requests on time (Organisational KPI)	Customer service request (CSR) close out rate	81.8%	90%		Q1 - Customer Support and IT working together to understand existing measurement tools and potential for integration and improvements. Internal working group meeting scheduled for August. Q2 - Period close out rate; 78.15% Work continues via Customer Support and IT on measurement tools and full integration improvements for close out. Q3 - Period Close Out Rate:	2847 Coordinator Customer Support	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						73.70% Q4 - Period Close out Rate: 73.80%		

Harness technology to enhance responsiveness to the changing nature of work and the needs of the community

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.4.1	Improve rate payment optimisation platforms by transitioning to a customer led experience	Reduction in the number of manual applications for direct debit	476	10% reduction from baseline	4.8% decrease in Forms submitted when comparing 12 months activity 24/25 vs 25/26. 7.5% increase in the number of direct debit payments made. June 2025 vs June	Q1 - Reviewing current process for opportunities utilising existing software. Q2 - Invitation to Quote issued; includes customer driven payment options/direct debit. Closes January 2026. Q3 - YTD Direct Debit Runs - number taken is 27,027 compared to prior YTD March 2025 was 24,227 taken up to March, which is an increase of 2,800 or 12%. Q4 - Customer Driven Payment Options investigated. Cost of options currently available to prohibitive officers will continue to monitor market and technology advances. Current software and upgrades inhouse will be harnessed.	2648 Coordinator Revenue Services	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
					2026 reduction in Forms was 13%.			
4.4.2	Progress Information Services Project portfolio - Finance One upgraded to CiA SAAS platform	Project completed by June 2026 within allocated budget and timeframe	N/A	100%		Q1 - On track for the first phase of the Finance SaaS project activity in November 2025. Q2 - Planning is underway for the second Phase of this modernisation program. Q3 - Project activities have commenced. Q4 - Based on the approved Digital Strategic Plan 2030 (Feb 26) the implementation of CIA is FY27 Q2 (Nov 26) - please see supporting documents and delivery on track	2702 Chief Digital and Information Officer	On track
4.4.3	Progress Information Services Project portfolio - Conquest uplifts advanced within agreed timelines	Project completed by June 2026 within allocated budget and timeframe	N/A	100%	100%	Q1 - Conquest Asset Management system migration to the Cloud platform has been completed as of 1st September 2025. Q2 - Completed 1st September 2025. Q3 - Completed. Q4 - Project completed 1 September 2025.	2702 Chief Digital and Information Officer	Completed
4.4.4	Upgrade CRM User Interface to Pathway UX.	Project completed by June 2026 within allocated budget and timeframe	N/A	100%	100%	Q1 - Planning currently for delivery of training in October 2025 to support rollout. Q2 - Project completed October	2702 Chief Digital and	Completed

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						2025 Q3 - Completed. Q4 - CRM user Interface to Pathway UX completed in October 2025.	Information Officer	
4.4.5	Develop a longer term digital strategy	Strategy Developed and delivered to ELT	N/A	100%	100%	Q1 - Longer term strategy is currently on track for delivery December 2025 with workshop sessions planned with Leadership team members and key stakeholders. Q2 - Longer term Strategy with key stakeholder input required is still in progress. Q3 - Digital Strategic Plan 2030 endorsed by the Information Services Governance Group. Briefing session scheduled to inform Councillors planned in Q4 FY26. Q4 - Councillors briefed on the Digital Strategic Plan 2030 on 28 April 2026. The Plan is reviewed every six months to confirm priority focus areas, scoping and deliverables. The next review is due October 2026.	2702 Chief Digital and Information Officer	Completed
4.4.6	Design the optimal data management, integration and visualisation architecture for LSC	Design to be completed by 2026 - 27	N/A	50%	25%	Q1 - Currently on track to deliver a replace and provide modernised reporting platform for improving access to data for business owners. Q2 - Progressing toward delivering a design for a replacement solution to modernise the existing reporting platform.	2702 Chief Digital and Information Officer	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q3 - Currently on track to deliver a replace and provide modernized reporting platform for improving access to data for business owners. Q4 - Currently on track to deliver a replace and provide modernised reporting platform for improving access to data for business owners.		
4.4.7	Continue strengthening our Cyber Security posture	Ensuring alignment with the best practice and industry advice	80%	80%	40%	Q1 - Seven out of the Eight control domains have been implemented from the ASD Essential Eight. Due to complete before Dec 2025. Q2 - All controls have now been implemented for the first level of maturity and planning is progressing for the subsequent phase of ASD Essential Eight maturity uplift to increase Council's cyber security posture. Q3 - No further updates in this period. Q4 - No further updates in this period.	2702 Chief Digital and Information Officer	On track
4.4.8	Increase public use of online services	Increase of 10% of customers using digital channels	N/A	Establish baseline		Q1 - 2,163 *Measurement is how many times a 'self-service' option is used (e.g. Snap Send Solve, online services). Q2 - 2,444 Q3 - 3,810 Measurement is how many times a self service options is used (e.g. Snap Send Solve, Online Services,	2847 Coordinator Customer Support	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						New User Registrations, online applications). Q4 - 3,168 Total SSS, New Registered Online User, Customer Request, Building Applications and Animal Registration, 6401 Total SSS, New Registered Online User, Customer Request, Building Applications and Animal Registration, and online services self service payments *Measurement is how many times a 'self-service' option is used		

Sustainably manage finances, assets and resources through strong governance

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.5.1	Financial sustainability	Measures the level of financial sustainability risk	Five (5) out of six (6) measures are within the target risk tolerance	Maintain or improve from base line		Q1 - Council remains committed to ensuring long-term financial sustainability through responsible resource management, strategic planning, and continuous improvement in operational efficiency. Q2 - 26RB1 5-year average results forecasts five (5) out of six (6) measures are forecast to be within the target risk tolerance. The 5-year average is the average results from the audited financial statements for the period 2021-22 to 2024-25, and 2025-26 Revised Budget 1.	2641 General Manager Corporate Services	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q3 - Whilst the March YTD results are reporting all ratios are within the target risk tolerance, recent global events are placing pressures on operational and capital budgets. Officers will be reviewing budgets to assess impacts and present as part of 2026-27 budget deliberations Q4 - Revised Budget 2 for 2025-26 (26BR2) forecasts all six (6) ratios are within the target and risk tolerance. The five-year average results forecast five (5) out of six (6) measures are forecasted to be within the target risk tolerance.		
4.5.2	Contribute to driving a performance culture through achievement of Operational Plan targets (Organisational KPI)	Operational Plan targets achieved	80%	90%	78.5%	Q1 - 82 targets (88%) are currently on track. Q2 - 82 targets (88%) are currently on track. Q3 - 66 targets (71%) are currently on track of complete. Q4 - Performance is based on completed and on-track targets, reflecting that several Operational Plan actions extend beyond a single financial year. On-track targets have been included where the milestones scheduled for this financial year have been achieved as planned, with full completion of the overall target occurring in future years. As at 30 June 2026, 49 targets were completed, 24 were on track, 14	2663 Coordinator Governance & Risk	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						required monitoring and 6 were off track, resulting in an overall achievement rate of 78.5%.		
4.5.3	Contribute to driving a performance culture through achievement of Capital Works targets (Organisational KPI)	Capital delivery (Actual spend vs Original Adopted Budget)	29%	90%	71.4%	Q1 - Total expenditure YTD + Committals is \$47M. Q1 is typically lower than average. Second quarter will be revised as part of BR1. 24-25 annualised performance was 80.8%. Total projects commitments for 2526 are \$40M representing a solid starting position for 25/26. Q2 - Total expenditure YTD + Committals is \$65M vs BR1 revised forecast \$81.9. On track for 80%+ performance. Q3 - Total Expenditure YTD (\$44.54M) + Committals (\$34.94M) is \$79.4M vs BR1 revised forecast of \$81.9M. Including committals this is 97% of 26RB1 capital budget compared to a target including committals of 95% for March YTD. Q4 - Capital expenditure performance continues to track favourably against budget expectations. The 2025-26 Revised Budget 2 forecast total expenditure of \$71.8 million at 30 June 2026, compared with the original adopted budget of \$89.7 million. As reported in the June 2026 Monthly Financial Report, year-to-date expenditure was \$64.0 million, representing 89.2% of	3509 Principal Portfolio Management Office	Requires monitoring

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						the revised budget forecast, or 71.4% against the original adopted budget. Actual results remain subject to final year-end accounting adjustments and may vary following completion of the annual financial statements.		
4.5.4	Deliver cost effective services within approved operating budget (Organisational KPI)	Expenditure of Operational budgets are managed to within +/- 5%	95%	Maintain or improve from baseline	70%	Q1 - Total operational expenditure is reported in the September 2025 Monthly Financial Report at 24% of the 2025-26 budget. Q2 - Total operational expenditure is reported in the September 2025 Monthly Financial Report at 24% of the 2025-26 budget. Q3 - Total year-to-date operational expenditure is reported in the March 2025 Monthly Financial Report at 70% of the 2025-26 budget. Q4 - Total year-to-date operational expenditure is reported in the June 2026 Monthly Financial Report. This is subject to the finalisation of end of financial year accounts and will differ to the final amounts reported in the audited general purpose statements for the financial year ending 30 June 2025.	2641 General Manager Corporate Services	Requires monitoring
4.5.5	Improve alignment of Council adopted strategies and plans with the Community Plan	Number of existing strategies and plans reviewed	Number of adopted strategies/plans for review to be	20%	5%	Q1 - Information collection has commenced to support the review of existing strategic documents pertaining to Communities. Q2 - No action has progressed during	2641 General Manager Corporate Services	Requires monitoring



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
	2030 - "Golden Thread Project"		documented / established in 2025-26			this quarter whilst the focus has been on resetting the strategic vision. A revised corporate plan will be presented to Council for feedback at January Briefing Session, with a view to adopt in February. Q3 - Councillors adopted an amended Corporate Plan 2025-2030 on 17 February 2026. The strategic reset improves alignment between strategic priorities and operational delivery. Several roles reporting to the General Manager Corporate Services are currently vacant, which has delayed delivery. These reviews are intended to be completed progressively over the life of the Corporate Plan. Q4 - Primary deliverable for this quarter has been the development of the Operational Plan 2026-27 and tightening the alignment with the Corporate Plan 2025-2030. Progress has been minimal during this quarter whilst the focus has been on recruitment for the Manager Strategy, Governance and Planning. This role will take carriage of this initiative.		
4.5.6	Timely collection of levied rates and charges	Outstanding rates at the end of each quarter (excluding prepayments)	4.04%	<5%	4.1%	Q1 - Overdue Rates & Utilities as a % of; Budgeted Revenue 4.14%; Revenue Generated 8.7%. Q2 - Overdue Rates & Utilities as a % of Budgeted Revenue 4.08%.	2648 Coordinator Revenue Services	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						Q3 - Higher than target result reflective of outstanding amounts just after the due date for payment in early March. Q4 - Overdue Rates & Utilities as a % of Budgeted Revenue 4.1%; Revenue Generated 4.19%.		
4.5.7	Strengthening governance and control systems through the establishment of an efficient and effective internal audit function	Completion of high and medium risk actions within timeframes	65%	80%	49%	Q1 - 85% high and medium audit actions closed within agreed timeframes. Currently there are 32 open audit actions - 6 high and 12 medium and 14 low. 0% for the month of July. 1 high risk audit action was completed which was outside of the timeframe. Currently there are 16 open audit actions - 7 high and 9 medium. Q2 - 43% of high and medium audit actions were closed within the agreed timeframes for Q2, with a total of 7 high and medium audit actions closed. Q3 - 18% of High & Medium Actions completed within agreed timeframes, with a total of 2 closed out within the required timeframes. 5 high and 2 medium risk actions remain open. Q4 - As at 30 June 2026, there were 2 audit actions that had exceeded their due dates. Overall, 49% of high and medium audit actions were closed	2663 Coordinator Governance & Risk	Requires monitoring



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						within the required timeframe for the 25/26 financial year.		
4.5.8	Maintain currency of adopted Policy documents	Council statutory and community policies are current and reviewed within stated timeframes	>90%	>90%	89%	Q1 - 93% of statutory and community policy documents had been reviewed within the required timeframe, with 5 documents overdue for review. Of the 73 statutory and community policy documents there are 4 overdue equating to 5%. Q2 - 88% of statutory and community policy documents have been reviewed within the required timeframes. Q3 - 90% of statutory and community policy documents have been reviewed within the required timeframes. Q4 - 89% of statutory and community policy documents have been reviewed within the required timeframes. Governance continues to monitor and progress the timely review of all policy documents to ensure ongoing compliance.	2663 Coordinator Governance & Risk	Requires monitoring
4.5.9	Undertake rating structure review	Report and presentation to Council	N/A	Q2 Dec 2025	Q4 FY26	Q1 - Developing scope of works / Specification details for RFQ. Q2 - Rating Structure Review currently being undertaken; Budget Workshop scheduled 24 February 2026. Q3 - AEC presented initial findings on	2648 Coordinator Revenue Services	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						24 February 2026, and final rating structure recommendation on 10 March 2026. Formal presentation for Council endorsement to occur in Q4 FY 2026. Q4 - AEC Pty Ltd completed review and presented findings and recommendations at Budget Workshops concluding with Council endorsement 5th May 2026.		

Foster a safe, inclusive, capable, and empowered workforce committed to delivering their best

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.6.1	Employee Turnover (excluding retirements and temporary engagements)	Percentage of employees leaving Council within a certain period of time	10.98%	12.5%	9.74%	Q1 - Rolling 12 month turnover is 18.9% July 2025 - 1.7% August 2025 - 0% September 2025 - 1.7% Q2 - Rolling 12 mth Turnover Excluding Retirements and Temporary Engagements Turnover is 12.73% (Total Turnover is 16.16% for reporting period) October 2025 - 0.8% November 2025 - 1.1% December 2025 - 0.8% Q3 - Rolling 12 mth Turnover excluding retirements and temporary engagements is 11.32% (Total turnover is 15.18% for reporting period). Turnover rate	3260 Chief People & Performance Officer	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						excluding retirements etc has steadily been reducing since peak in June 2025 (18.65%). January 2026 - 1.2% February 2026 - 0.7% March 2026 - 1.4% Q4 - Annualised turnover rate excluding retirements and temporary engagements is 9.74% (Total turnover is 14.02% for reporting period). Turnover rate excluding retirements etc has steadily been reducing since peak in June 2025 (18.65%).		
4.6.2	Increase employee attendance (Organisational KPI)	Annualised attendance	94.80%	95%	94.8%	Q1 - Average attendance 93.7% 94.3% (Period 23/06 - 20/07). Percentage based on last pay day for the month). Q2 - Average attendance for reporting period is 94.9%. Q3 - Average attendance for reporting period is 95.5%. This is the highest attendance rate since FY20-21. Q4 - Annualised attendance rate for reporting period is 94.8%.	3260 Chief People & Performance Officer	Completed
4.6.3	Drive employee engagement through demonstrating effective leadership, engagement and collaboration (Organisational KPI)	Increase average organisational culture score	53.5%	58.5%	N/A	Q1 - Last survey completed in October 2024. Q2 - No survey to be conducted in 25-26 FY. Q3 - No survey to be conducted in 25-26 FY. Preparations are	3260 Chief People & Performance Officer	Completed



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						underway for a survey to be conducted late 2026. Q4 - While an employee engagement survey was not conducted during the 2025-26 financial year, work has continued to actively support and strengthen employee engagement. Preparations are underway for the next survey to be conducted late 2026.		
4.6.4	Proactively contribute to the safety, health and wellbeing of our people (Organisational KPI)	Reduction in Lost Time Injury Frequency Rate	26.07	<12.0	24.28	Q1 - LTIFR as of end of September = 14.37 1 x LTI recorded in July. 2 x LTI recorded in August. 2 x LTI recorded in September. LTIFR at EOFY= 10.56. EOFY as of end of July = 7.02. Q2 - No LTI's reported in this quarter. LTIFR as of end of December = 14.30. Q3 - LTIFR as at end of March = 17.63 1 x LTI recorded in January 1 x LTI recorded in February 1 x LTI recorded in March Q4 - LTIFR at EOFY = 24.28, with a total of 14 LTIs recorded. 1 x LTI recorded in April 2 x LTI recorded in May 2 x LTI recorded in June	3260 Chief People & Performance Officer	Requires monitoring



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.6.5	Zero improvement or prohibition notices issued by WorkSafe Qld	Zero improvement notices	6	0	0	Q1 - No Improvement Notices issued this quarter. 2 x Improvement Notices issued 15/07/2025. Inadequate Risk Assessment revision. Lack of Confined Space rescue trained personnel. Q2 - No Improvement notices issued this quarter. Q3 - No Improvement notices received this Quarter. Q4 - No Improvement Notices received this Quarter. During the FY25-26, zero improvement or prohibition notices were issued.	1962 Coordinator Safety	Completed
4.6.6	Local Government Workcare (LGW) external audit findings implemented	100% of actions identified for delivery year completed	100%	100%	100%	Q1 - Baseline Dust monitoring conducted 23rd and 24th of September. 10 x Respirable dust exposure. 10 x Personal noise exposure. 1 x Welding fume exposure. 1 x Inhalable dust exposure. Baseline dust monitoring delayed due to repeat inclement weather events. Nov 2024 Jan 2025 Jun 2025 Rescheduled to commence 23/24 Sept 2025. On track to be completed FY26. Q2 - 100% of actions identified for	1962 Coordinator Safety	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						delivery completed. Q3 - Work has commenced on the 2027 LGW Workplace Health and Safety Self-Assessment prior to the next scheduled audit. Q4 - Work continues on the 2027 LGW WHS Self-assessment. Progress meetings scheduled monthly with LGW Workplace Health and Safety Consultant. Audit dates not yet set.		
4.6.7	Work Health and Safety Strategy actions implemented	100% of actions identified for delivery year completed	100%	100%	95%	Q1 - First Aid Risk Assessments completed to date: James Street Council offices. Cordingley Street Depot. Parks and Open Spaces- Emu Park . Transport and Utilities- Urban Operations. Transport and Utilities- Rural Operations First Aid Risk Assessments ongoing. Hazard Identification and Risk Management Training under development. On track to be completed FY26. Q2 - 93% of actions completed. 1 open action in progress. Q3 - A review of the WHS Strategy was undertaken in March, with remaining actions identified for the 2025-26 period being progressed	1962 Coordinator Safety	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						with ongoing monitoring in place. Q4 - 95% of actions identified for the 2025-26 financial year have now been finalised. Focus is now shifting to the delivery of 2026-27 actions, with an emphasis on further strengthening and embedding safety outcomes, with the remaining item being finalised.		
4.6.8	Research, scope and identify a fit for purpose Learning Management System	Project to be delivered in 2028-29	N/A	N/A	N/A	Q1 - This project has not yet commenced. This project of scoping and identifying the need for an LMS is on track to be completed in FY26. Q2 - Initial reconnaissance work has begun, including sourcing demonstrations with suppliers of Learning Management Systems to understand further the functions and benefits of an LMS system. Q3 - Work is progressing to identify a fit for purpose Learning Management System. The Organisational Development team has gone to market to seek supplier quotes and assess options that align with Council's needs and budget. Q4 - Scoping of a fit for purpose Learning Management System (LMS) was completed, and a procurement process was undertaken, with quotes received	3557 Principal Organisational Development	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						from suitable suppliers. However, Council support to proceed with the implementation of an LMS and confirm a preferred provider was not obtained. The Organisational Development Team continues to explore alternative system solutions to support the management of employee training records and the identification of workforce training and development needs.		
4.6.9	Transitioning organisation to an online performance appraisal system	Performance appraisal system successfully implemented	N/A	100%	100%	Q1 - PULSE Performance Module has been successfully implemented. Organisational Development continues to provide support to stakeholders in using the system, and maintain and administratively manage the system in readiness for end of review process in June 2026. The PULSE performance review system has been implemented for employees to set FY26 reviews. OD and HR continue to work with employees to assist in navigating the system and embedding the training. Q2 - The Organisational Development Team continues to oversee the PULSE Performance Module to ensure it remains fully operational and ready for both	3557 Principal Organisational Development	Completed

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Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						immediate use by employees, and in preparation for finalisation of FY26 reviews and setting FY27 reviews. Q3 - PULSE Performance Module continues to support employee and leaders to record check-in conversations on progress against performance agreements and goals. The Organisational Development team oversees system support and readiness for FY26 review finalisation and setting of FY27 agreements. Q4 - The PULSE Performance Review Modules is implemented and ready for FY26 agreements to be finalised and FY27 agreements to be set. Training on the module was offered to employees and the Organisational Development Team continues to oversee ongoing system support and maintenance.		
4.6.10	Individual performance plans in place for eligible employees	75% of eligible employees have a performance plan	78%	75%	78%	Q1 - 71% of eligible employees as at end of Q1 have a performance review set in the PULSE System for FY26. 20% of eligible employees have a performance review set or pending acceptance in the PULSE system. Q2 - 78% of eligible employees as at end of Q2 have a performance review set in the PULSE System for	3690 Coordinator Human Resources & Payroll	Completed

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Q4 OPERATIONAL PLAN REVIEW

2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						FY26. Q3 - The target of 75 percent of eligible employees having a current performance plan has been exceeded, with 78 percent achieved. This reflects continued focus by managers and supervisors on establishing clear performance expectations. Human Resources will continue to support this outcome by reinforcing the importance of regular, meaningful performance discussions, providing guidance and tools to managers and supervisors, and monitoring participation to promote consistent and ongoing performance conversations throughout the year, rather than at a single point in time. Q4 - Overall result for 2025/26 was 78.5% completion. Human Resources continues to support this KPI by reinforcing the importance of regular, meaningful performance discussions, providing guidance and tools to managers and supervisors, and monitoring participation to promote consistent and ongoing performance conversations throughout the year.		



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
4.6.11	Develop updated Workforce Plan (2025-2030) to align with new Corporate Plan	Workforce Plan 2025-2030 Developed and approved	N/A	100%		Q1 - This work has not yet commenced. Initial work will commence in Q2. Initial discussions have commenced between Acting Chief HR Officer and Principal OD with regard to the approach of developing the Workforce Plan. Q2 - A supplier has been engaged to undertake this initial phase of the workforce plan, focusing on data gathering and analysis. Following receipt of the supplier's report, the Principal Org Development will lead the next steps in developing and finalising the plan. Q3 - Considerable progress was made in Q3 on the initial phase of developing Council's Workforce Plan, with the consultant focusing on the collection and analysis of internal and external data to inform recommendations and strategies. The consultant's report is on track for delivery in mid Q4, Next steps in finalising the Workforce Plan is to be determined following receipt of the report. Q4 - Phase 1 of the Workforce Plan has been completed, with the consultant's report and recommendations received. The	3557 Principal Organisational Development	On track



Q4 OPERATIONAL PLAN REVIEW 2025 – 2026

KPI Code	KPI	Performance Indicator	Baseline	Target	Actual	Comments	Responsible Officer Position	Status
						next stage will focus on reviewing and considering the recommendations to finalise the Workforce Plan, including key focus areas, strategies and actions that align with Council's current and future workforce needs.		
4.6.12	Enterprise bargaining negotiations (x3 agreements)	New certified agreement in effect (certified) by 30.09.2025	N/A	30/09/2025	25/03/2026	Q1 - Negotiations progressing. In principle agreement reached on a number of matters. Work progressing on drafting a single agreement. Negotiations between parties continue to be had, and progress made. Q2 - In-Principle Agreement reached. Drafting of single agreement is now completed with Access Period and Ballot to be finalised by mid-February Q3 - Agreement certified at QIRC on 25 March 2026 Q4 - Agreement certified at QIRC on 25 March 2026.	3690 Coordinator Human Resources & Payroll	Completed

13.4 END OF YEAR CLOSEDOWN

File No: GV
Attachments: Nil
Responsible Officer: Tom Upton - Chief Executive Officer
Author: Kristy Mansfield - Chief People and Performance Officer

SUMMARY

Council is required to advise employees of the offices and depots that will remain open during the Christmas and New Year period. This information also enables Council to communicate operating hours and available services to the community during the shutdown period.

While Council is required to provide employees with a minimum of 12 weeks' notice of any Christmas/New Year shutdown arrangements, it has traditionally communicated this decision earlier to provide employees, leaders and work teams with sufficient time to plan leave arrangements and ensure appropriate staffing levels across the organisation.

OFFICER'S RECOMMENDATION

THAT Council endorses the closure of Council offices/depots from midday Thursday, 24 December 2026 and reopens for business on Monday, 4 January 2027.

BACKGROUND

Council's administrative offices and depots are traditionally closed to the public over the Christmas and New Year period. During this time, employees generally access accrued leave entitlements or accrued time banked (ATB) to cover the shutdown period. A limited number of essential service employees, whose duties are critical to maintaining Council operations and community safety, continue to work or remain on call throughout the closure period.

To support service continuity, Council engages an external after-hours call centre provider to manage community enquiries and emergency requests during the shutdown. The service is responsible for triaging calls and escalating urgent matters to the relevant Council personnel for action as required.

The following public holidays, as gazetted by the Queensland Government, apply during the Christmas and New Year shutdown period:

Mon 21 Dec	Tue 22 Dec	Wed 23 Dec	Thu 24 Dec	Fri 25 Dec
Council open	Council open	Council open	Council closes 12pm	PH Christmas Day

Mon 28 Dec	Tue 29 Dec	Wed 30 Dec	Thu 31 Dec	Fri 1 Jan
PH Boxing Day	Office/Depot closed	Office/Depot closed	Office/Depot closed	PH New Years Day

Mon 4 Jan	Tue 5 Jan	Wed 6 Jan	Thu 7 Jan	Fri 8 Jan
Council re- opens	Council open	Council open	Council open	Council open

PREVIOUS DECISIONS

In 2025-26, Council officially closed its offices/depots from 12:00pm Wednesday, 24 December 2025 and reopened for business on Friday, 2 January 2026.

ENGAGEMENT AND CONSULTATION

Not applicable

BUDGET IMPLICATIONS

Not applicable

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Council has obligations under the relevant awards and certified agreements to advise employees of the close down dates at least 12 weeks prior to the close down period commencing.

RISK ASSESSMENT

The primary risks associated with the proposed shutdown arrangements relate to service continuity, workforce resourcing and community expectations. These risks are considered manageable through established business continuity measures, advance planning and communication processes. Early confirmation of the shutdown period provides an opportunity to support effective workforce planning and ensure clear communication of Council's operating arrangements to both employees and the community.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Foster a safe, inclusive, capable, and empowered workforce committed to delivering their best.

13.5 CHANGE OF DATE - ORDINARY COUNCIL MEETING OCTOBER 2026

File No: fa2206
Attachments: Nil
Responsible Officer: Tom Upton - Chief Executive Officer
Author: Lucy Walker - Coordinator Executive Support

SUMMARY

It is proposed that the scheduled Ordinary Council Meeting for Tuesday, 20 October 2026 be moved to Monday, 26 October 2026. The change is required due to the Local Government Association of Queensland (LGAQ) Annual Conference being held in Cairns from 19–21 October 2026 which all Councillors will be attending.

OFFICER'S RECOMMENDATION

THAT the Ordinary Council Meeting scheduled for Tuesday, 20 October 2026 be moved to Monday, 26 October 2026.

BACKGROUND

The Ordinary Council Meeting calendar for 2026 currently lists the October meeting for 20 October. The LGAQ Annual Conference is a key professional development and networking event for local government representatives, offering workshops, sessions, and opportunities to engage with industry peers.

This year's conference is scheduled for 19–21 October 2026 in the Cairns. Majority of Councillors will be attending this year's conference during the originally scheduled Council meeting date.

COMMENTARY

Rescheduling the October Ordinary Council Meeting to Monday, 26 October 2026 will ensure full attendance by Councillors. No significant operational or governance impacts are anticipated as a result of this change, provided appropriate notice is given to the public and relevant stakeholders in accordance with statutory meeting notice requirements.

PREVIOUS DECISIONS

All Councillors are given the opportunity to attend the LGAQ Conference each year.

ENGAGEMENT AND CONSULTATION

Not applicable.

BUDGET IMPLICATIONS

Not applicable.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Not applicable.

RISK ASSESSMENT

Not applicable.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Ensure communities are engaged, heard and informed

13.6 DIVIDED COUNCIL ELECTORAL ARRANGEMENT

File No: fA2206
Attachments: Nil
Responsible Officer: Tom Upton - Chief Executive Officer
Author: Lucy Walker - Coordinator Executive Support

SUMMARY

Council has requested a report on the advantages and disadvantages of moving from an undivided Council to a divided Council for electoral purposes with any change potentially taking effect from the 2032 local government elections.

OFFICER'S RECOMMENDATION

THAT Council resolve to:

1. Investigate the feasibility of Livingstone Shire Council transitioning to a divided Council for electoral purposes to take effect from the 2032 local government elections.
2. A suitable community engagement strategy be developed to discuss any potential change with the community and test community support for any change.

BACKGROUND

Livingstone Shire Council currently elects a mayor and six councillors at local government elections to represent the community on Council.

The mayor is voted on separately by all electors in the local government area using the optional preferential voting systems provided for in the *Local Government Electoral Act 2012* (section 65).

The six councillors are currently elected as a single cohort across the region with each elector selecting six candidates from a single list for the local government area using the first past the post voting system.

The most recent election was in 2024 and the next election is scheduled for 2028 and is expected to be conducted on a first past the post voting system.

The 2024 election resulted in a geographic spread of elected Councillors that is broadly consistent with the geographic spread of population across the Livingstone Shire.

This is highlighted in the following table summarising the geographic population spread across the Shire and the associated Councillor representation.

Area	Population	Representation
Rockhampton North and Rural	9,913	2 Councillors
Kinka - Emu Park - Nerimbera	9,368	1 Councillor
Yeppoon and Surrounds	20,574	Mayor + 3 Councillors

Table 1 – Population spread

*2021 Census data used for indicative purposes only, growth estimates suggest population has grown by at least 10% since 2021. Confirmation of resident populations will be confirmed on the completion of the 2026 census.

Even though the 2024 election resulted in a geographic spread of representation broadly consistent with the geographic distribution of population it should be noted that this may change from election to election. Further the impact of population growth may also result in different outcomes in future years.

The map below shows the distribution of population in 2021 and the anticipated growth looking forward to 2046.

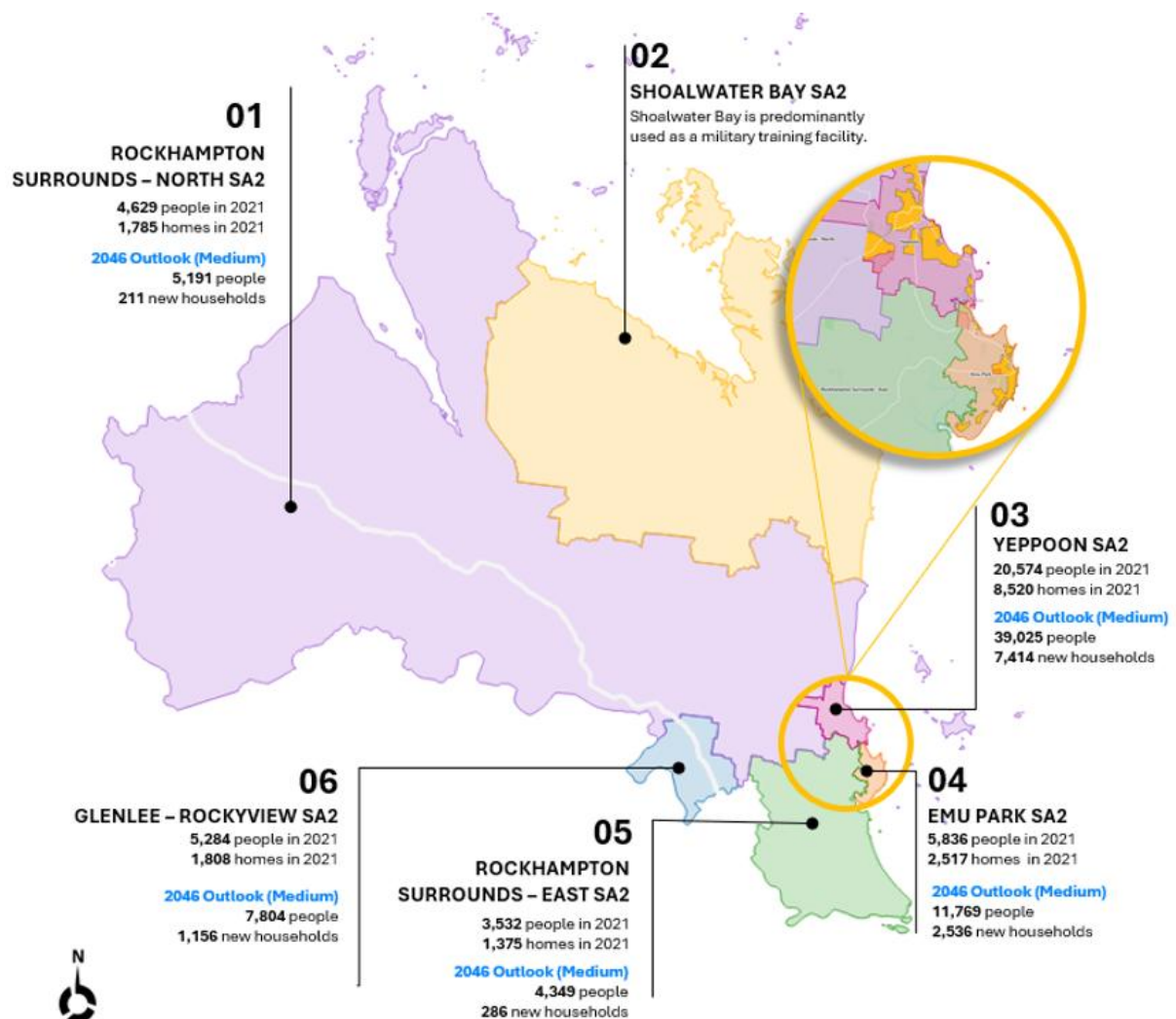


Figure 1 – LSC Economic and Population Study, PSA Consulting

Projected growth for the Shire suggests accelerated growth along the coastal precinct with relatively slower growth inland which may result in more concentrated geographic representation spread.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

The legislative framework for local government elections are guided by the following legislative instruments:

1. *Local Government Act 2009 (LGA)*
2. *Local Government Regulation 2012 (LGR)*
3. *Local Government Electoral Act 2011 (LGEA)*
4. *Local Government Electoral Regulation 2023 (LGER)*

The key elements that the above legislative framework governs in respect to local government elections are:

1. Timing
2. Number of Councillors per division (divided or undivided)
3. Method of Voting (optional preferential or first past the post)
4. Representation (one vote one value)
5. Electoral administrative arrangements.

Election Timing

An election for the Mayor and all Councillors for a local government area is held every four years after 2012. The last general local government election in Queensland was held in 2024 with the next scheduled to be held in 2028.

Local government elections are held on the last Saturday in March of the designated year unless an alternate date is fixed by regulation (LGEA, section 23).

If there is an appetite for a change to how elections are conducted within the Livingstone Shire Council it is unlikely that the process of consultation, submission to the Minister and assessment by the Local Government Change Commission would be completed in time to be implemented for the 2028 elections.

It is recommended that if there is appetite for a change to electoral arrangements for Livingstone Shire Council that this be applied from the 2032 local government elections. This timeline would allow for appropriate engagement with the community to first test whether there was a genuine appetite for change.

This timeframe would also allow for an education process to ensure that any potential change was properly implemented and the community is prepared for and understands how any potential change is to be effected at the 2032 local government election.

Method of Voting

The number of Councillors per division and indeed the number of Councillors for a local government area are approved by Schedule 1 of the *Local Government Regulation 2012*.

Mayors are elected directly by the community in local government in Queensland using the optional preferential voting arrangements.

The LGR currently provides for three different representation models for the election of Councillors for electoral purposes for local government in Queensland:

- Divided Councils
- Multi-member Councils
- Undivided Councils

The following table summarises the applicable system of voting for each Council representation model:

Councillor Category	Divided Council	Undivided	Multi-member
Mayor	Optional Preferential	Optional Preferential	Optional Preferential
Councillor	Optional Preferential	First Past the Post	First Past the Post

Table 2 – Voting System by Representation Type

The following table summarises the current categories of each Council in Queensland.

Divided Council		
Banana	Gympie	Rockhampton
Brisbane	Issac	Scenic Rim
Bundaberg	Logan	South Burnett
Cairns	Moreton Bay	Sunshine Coast
Cassowary Coast	North Burnett	Tablelands
Fraser Coast	Northern Peninsular Area	Torres Strait Island
Gold Coast	Redland	Townsville
Multi-Member Council		
Ipswich		
Undivided Council		
Arukun	Goondiwindi	Richmond
Balonne	Hinchinbrook	Somerset
Barcaldine	Hope Vale	Southern Downs
Barcoo	Konanyama	Toowoomba
Blackall-Tambo	Livingstone	Torres
Boulia	Lockhart River	Western Downs
Bulloo	Lockyer Valley	Winton
Burdekin	Longreach	Woorabinda
Burke	Mackay	Wujal Wujal
Carpentaria	Mapoon	Yarrabah
Central Highlands	Maranoa	
Charters Towers	Mareeba	
Cherbourg	McKinley	
Cloncurry	Mornington	
Cook	Mount Isa	
Croydon	Murweh	
Diamantina	Napranum	
Doomadgee	Noosa	
Douglas	Palm Island	
Etheridge	Paroo	
Flinders	Pormpuraaw	
Gladstone	Quilpie	

Table 3 – Councillor Representation Models in Queensland, Electoral Commission of Queensland.

System of voting

There are two voting methodologies used in Queensland local government elections:

- Optional preferential voting; and
- First past the post (LGEA, section 45).

Optional preferential voting is used for all Mayoral elections in Queensland local government as well as for single member Council divisions. First past the post voting is used for all undivided Councils and multi member divisional Councils.

Representation

The Local Government Act 2009 mandates democratic representation (LGA, section 14) in the local government electoral arrangements.

In practice this means that in divided councils each division must have substantially the same number of electors, for Livingstone Shire a tolerance of 10% variance would be the maximum acceptable (LGA, section 15).

The internal boundaries of single member divided Councils must be reviewed prior to each quadrennial election to ensure that a reasonable proportion of electors are in each division (LGA, section 16).

Change process

Livingstone Shire Council is currently an undivided Council for electoral purposes. To change to a single member divided Council an application would need to be submitted to the Minister for Local Government for the change. The Minister would refer the matter to the Local Government Change Commission to assess whether the proposed change is in the public interest.

In preparing the submission to the Minister Council should undertake a comprehensive engagement process with the community to assess and ensure broad community support for the change.

Once the change application has been submitted the Local Government Change Commission may undertake additional engagement to attain assurance that any proposed change is in the public interest.

A change from an undivided Council to a divided Council is considered a major change by the Commission and Council can expect the process of making an assessment on this type of change to take around two years.

The following table provides a high level summary of local government changes that are considered major changes:

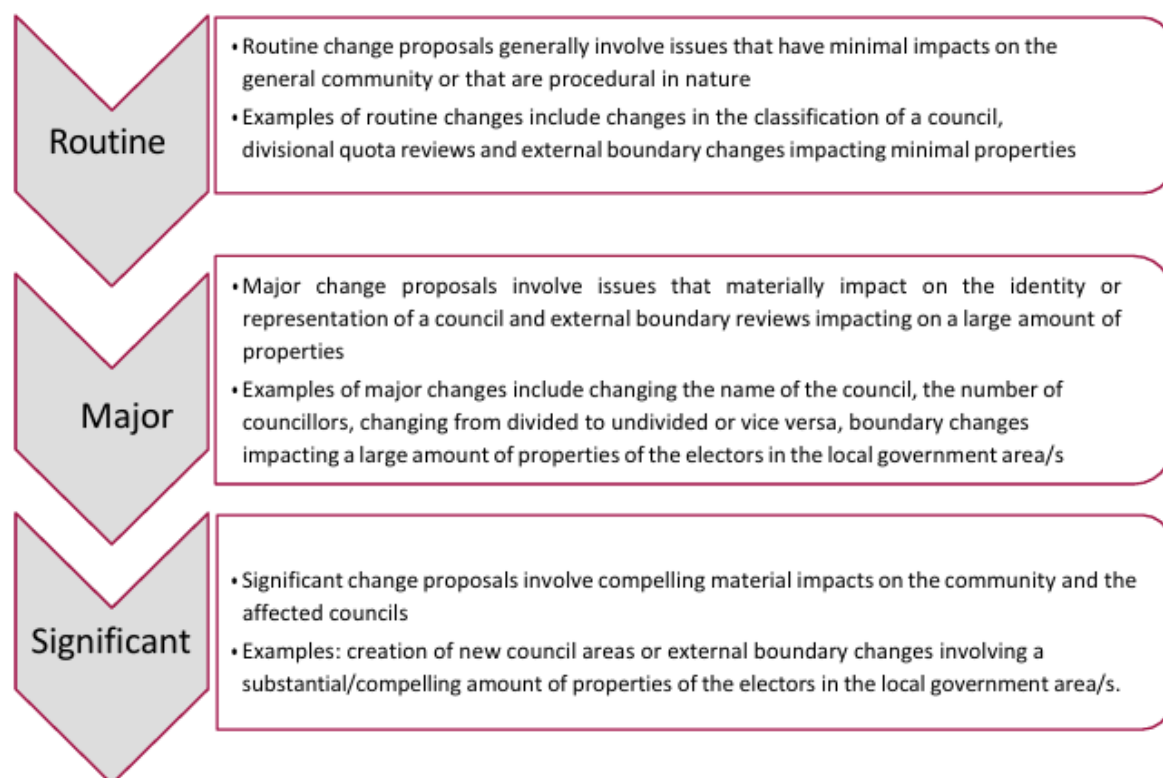


Figure 2. Change Types (Guide to Local Government Change, Local Government Change Commission Figure 2.2)

The anticipated time required to assess a change proposal is summarised in the following table.

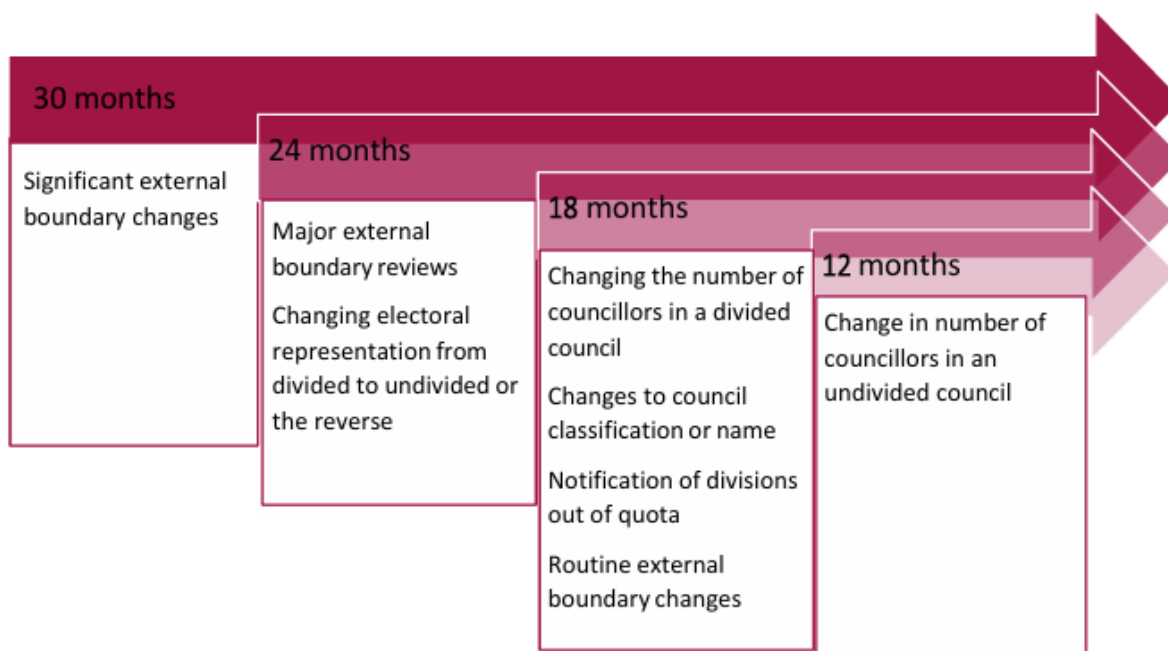


Figure 3 – Anticipated Timelines (Guide to Local Government Change, Local Government Change Commission).

PREVIOUS DECISIONS

The Livingstone Shire Council was an undivided Council prior to local government amalgamations in 2008. For the six years that Livingstone Shire was part of the Rockhampton Regional Council it comprised three single-member divisions out of the ten single-member divisions of the Rockhampton Regional Council.

On de-amalgamation in 2014 the re-established Livingstone Shire Council reverted to being undivided and has remained so over the past three elections.

If there is community support for a change to a divided Council it will be the first major change to Council electoral arrangements since de-amalgamation.

BUDGET IMPLICATIONS

There will be a minor budget implication for community engagements to test both the appetite and the implications of a change from an undivided Council to a divided Council.

There is not expected to be any additional costs associated with the conduct of elections within the Shire. The additional administrative load associated with maintaining internal electoral divisions likely being offset by reduced ballot counts at quadrennial elections.

RISK ASSESSMENT

The advantages and relative disadvantages of either election methodology is somewhat subjective, hence the importance of community engagement when developing a Council position.

Anecdotally, the relative advantages of moving from an undivided electoral model to a single member divided model are canvassed below:

Advantages:

- Provides a more direct relationship between the elected Councillor and the electors of the division they are representing.
- Simplified counting at the quadrennial elections.
- Elections are generally less expensive for individual candidates.
- Elections are less expensive for candidates as they only have to campaign in part of the local government area.

Disadvantages:

- Councillors are required to represent the interests of the region as a whole and divisional representation may result in a more focused view from divisional councillors.
- Higher administrative burden in maintaining internal electoral divisions (note work normally completed by the ECQ).
- Perception of a loss of elector influence selecting only one Councillor rather than six.

The relative advantages and disadvantages of both election methodologies are very subjective, particularly given the geographic spread of current Councillor representation, although it is important to note that this can change each election cycle.

CONCLUSION

There is value in testing the appetite of the community on the change of status for Livingstone Shire Council from an undivided Council to a single member divided Council. This is particularly the case if the matter is a regular theme through existing community engagement channels.

Given the subjective nature of the matter it is important to engage the community and ensure that there is broad community support for a change prior to an application for change being made.

CORPORATE PLAN REFERENCE

Transparent, Accountable & Progressive Leadership

Ensure communities are engaged, heard and informed

13.7 DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) PLAN 2026–2031**File No:** fA101059**Attachments:**

1. Domestic Animal Management (Cats and Dogs) Action Plan 2026–2031 [↓](#) 
2. Domestic Animal Management (Cats and Dogs) Plan Summary 2026–2031 [↓](#) 
3. Animal Management Plan 2026-2031 [↓](#) 
4. 2026 Animal Management Plan - Comms Plan Summary [↓](#) 

Responsible Officer: Roy Lewandowski - Principal Local Laws Officer
Katrina Paterson - General Manager Communities and Environment
Tom Upton - Chief Executive Officer
Author: Oliver Gough - Council Ranger

SUMMARY

This report seeks Council's endorsement of the Domestic Animal Management (Cats and Dogs) Plan 2026–2031, comprising the Action Plan 2026–2031 and Plan Summary 2026–2031.

The Plan establishes Council's strategic direction for domestic animal management over the next five years and supports the goal of achieving harmonious co-existence between people, pets and places. It formalises Council's existing animal management activities, provides measurable actions to monitor performance, and establishes a framework for annual review to ensure the Plan remains effective and responsive to community needs. Subject to adoption, the Plan will be communicated in accordance with the accompanying Communication Plan.

OFFICER'S RECOMMENDATION

THAT Council adopt the Domestic Animal Management (Cats and Dogs) Plan 2026–2031, comprising the Action Plan 2026–2031 and Plan Summary 2026–2031, and endorse implementation and community communication in accordance with the Communication Plan.

BACKGROUND

The Domestic Animal Management (Cats and Dogs) Plan 2026–2031 is a deliverable of Livingstone Shire Council's 2026–2027 Operational Plan (Action 3.5.4) and was presented to Councillors at a workshop on 17 July 2026 for review prior to formal adoption.

Developed through legislative review, benchmarking, operational experience and community feedback, the Plan formalises Council's existing animal management activities, establishes a framework for ongoing measurement and annual review, and supports Council's Corporate Plan outcome of Vibrant Culture & Healthy Community – Enhance community health and wellbeing and safety.

PREVIOUS DECISIONS

Nil

ENGAGEMENT AND CONSULTATION

The Plan has been developed through consideration of legislative requirements, operational experience, benchmarking against other Queensland councils and community feedback.

Internal consultation has occurred with relevant Council officers throughout development of the Plan. A supporting Communication Plan has also been prepared to guide implementation and community awareness following Council adoption.

BUDGET IMPLICATIONS

Any costs associated with implementation and communication of the Plan have been accommodated within Council's adopted annual operational budget. No additional budget allocation is required.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

The Plan complements Council's existing animal management framework and supports implementation of current legislative obligations and Council's local laws relating to animal management.

The Plan also aligns with Council's proposed local laws currently being progressed, providing a strategic framework to support education, engagement and delivery of animal management services.

RISK ASSESSMENT

The adoption of the Plan presents minimal organisational risk.

The Plan primarily formalises existing animal management practices and provides a structured framework for ongoing delivery, monitoring and continuous improvement. Annual review of the Action Plan will ensure it remains responsive to legislative changes and community expectations. Implementation of the accompanying Communication Plan will minimise the risk of community misunderstanding and support consistent service delivery.

CORPORATE PLAN REFERENCE

Vibrant Culture & Healthy Community

Enhance community health and wellbeing, safety, and natural disaster resilience

**13.7 - DOMESTIC ANIMAL
MANAGEMENT (CATS AND DOGS)
PLAN 2026–2031**

**Domestic Animal Management (Cats
and Dogs) Action Plan 2026–2031**

Meeting Date: 17 August 2026

Attachment No: 1



Domestic Animal Management (Cats and Dogs) Plan 2026–2031

Action Plan 2026 – 2031

Following a review of the Domestic Animal Management Plan (Cats and Dogs), and in consideration of legislative requirements, stakeholder and community feedback, and current and emerging challenges, a clear goal has been identified:

To achieve harmonious co-existence between people, pets and places.

This goal underpins the three outcomes to be achieved by 2031:

- **Educated and informed community**
- **Happy and healthy pets**
- **Safe and inclusive places**

The Domestic Animal Management Plan provides the strategic framework for how Council, its partners, and the community will work together to achieve this goal.

The Action Plan supports implementation of the Plan by outlining key priorities and actions aligned to the three outcomes. It establishes a structured and measurable approach to delivery, ensuring services remain focused on achieving the Plan's long-term objectives. Progress will be regularly monitored, evaluated, and reported.

The Action Plan will be reviewed annually to ensure it remains aligned with legislative requirements and responsive to community needs.

Purpose of the Action Plan

The purpose of the Action Plan 2026–2031 is to define the initiatives required over the life of the Plan to achieve:

- Educated and informed community
- Happy and healthy pets
- Safe and inclusive places

For each action, the Plan identifies:

- Responsibility – lead and supporting roles
- Timeline – delivery timeframe
- Measures – how success will be assessed

This ensures a clear, consistent approach to implementation, monitoring, and reporting.

Monitoring and Evaluation

Council is committed to delivering high-quality animal management services and maintaining transparency in decision-making and reporting.

Actions and associated performance measures have been established to ensure alignment with the Plan's goal and outcomes. These enable ongoing monitoring, evaluation, and continuous improvement.

Ongoing Review

Council recognises that community needs and expectations will continue to evolve. The Action Plan will be reviewed annually to ensure it remains compliant with legislation and responsive to emerging issues, opportunities, and community expectations.

Action	Responsibility		Timeline	Measures	Outcome		
	Lead	Support			Informed Educated Community	Happy Healthy Pets	Safe and Inclusive Places
1 Implement regular and effective marketing campaigns promoting responsible pet ownership	Council Rangers	Partners	Annually	- Management Plan for Domestic Animals (Cats and Dogs) is shared through marketing campaigns and partnership networks. - Number of campaigns and promotions conducted: 'bag it and bin it' 'Leash, tag and bag' - Number of education pop ups. - Increase in number of cats and dogs registered, microchipped and desexed. - Reduction in number of cat and dog nuisances reported.	✓	✓	✓
2 Review responsible pet ownership information and educational resources and extend distribution of resources through key partnerships network	Council Rangers	Comms.	Annually	- Review and update of resources. - Development of new resources with enhanced accessibility. - Number of partners and external stakeholders distributing resources	✓		
3 Continue to deliver Pet Awareness Programs and Education sessions at community facilities & events	Council Rangers	Partners	Annually	- Review and development of resources. - Develop relationships with animal industry advocates who promote responsible pet ownership in their programs. - Deliver programs at a variety of venues – Community Centre, Library, Schools, Local Events, Puppy information sessions. - Increase number of schools and centres visited, events attended, information nights presented and educational interactions.	✓		
4 Support animal management officers to upskill, attend in-house and external training events	Council Rangers	Council Rangers	Annually	Staff skills are up to date and in line with expected service levels.	✓	✓	
5 Continue to partner with local animal shelters and veterinary services to implement and promote reduced fee desexing initiatives	Council Rangers	Partners	Annually	- Number of initiatives offered. - Number of cats and dogs desexed.		✓	
6 Provide ongoing community support with free responsible pet ownership initiatives	Council Rangers	Partners		- Number of microchipping days conducted and attendance of cat and dog owners. - Increase in number of cats and dogs microchipped. - Decrease in number of cat nuisances reported. - Decrease in number of cats and dogs impounded. - Increase in the number of impounded cats and dogs returned to their owners. - Number of barking dog seminars and attendance. - Decrease in barking dog complaints.	✓	✓	✓

					Outcome		
Action	Responsibility		Timeline	Measures	Informed Educated Community	Happy Healthy Pets	Safe and Inclusive Places
	Lead	Support					
7	Continue to undertake proactive officer patrols in public places to educate and enforce responsible pet ownership behaviours	Council Rangers	NA	Annually	- Number of patrols conducted. - Reduction in number of public nuisances reported. - Reduction in the number of reported dog attacks / menacing dogs on beaches and foreshores. - Reduction in the number of complaints regarding dog waste disposal. - Reduction in number of investigation, enforcement and prosecution activities undertaken.	✓	✓
8	Continue to deliver service excellence in all areas of the Animal Impound facility - Including maintaining a high standard of health and safety measures	Council Rangers	Council Rangers	Annually	- Reduction in the number of unclaimed dogs and cats. - Reduction in the average length of stay for impounded animals. - Annual review and continuous improvement of impound facility procedures.	✓	
9	Advocate and partner with key rehoming partners to promote the message 'adopt not shop'	Council Rangers	Partners	Annually	- Quarterly pet partner education events annually - Number of breeding permits investigated. - Increase in the number of animals rehomed.	✓	✓
10	Work with Parks & Gardens to ensure access to safe and inclusive places proportionate to population.	Parks & Gardens	Council Rangers	Annually	- Reduction in nuisance complaints. - Reduction in dog attacks reported in shared spaces.		✓
11	Embed sustainable approaches and practises into our animal management services	Council Rangers	Comms.	Annually	- Reduce use of paper. - Increase access to online information, services and apps.	✓	
12	Continue to contribute to the review of council's local laws to support delivery of animal management services in accordance with the Plan	Corporate Governance	Council Rangers	Annually	Local laws reviewed and proposed amendments provided for community consultation and council adoption	✓	✓

13.7 - DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) PLAN 2026–2031

Domestic Animal Management (Cats and Dogs) Plan Summary 2026–2031

Meeting Date: 17 August 2026

Attachment No: 2



Domestic Animal Management (Cats and Dogs) Plan Summary 2026–2031

A Fresh Vision for a Growing Community

Effective animal management is essential to building a community where people, pets and places thrive together. As Livingstone Shire Council continues to grow and evolve, Council has developed the Domestic Animal Management (Cats and Dogs) Plan 2026–2031 to reflect a renewed vision for responsible pet ownership and shared community spaces.

This Plan sets the direction for the next five years. It focuses on strengthening education, promoting animal wellbeing, protecting our natural environment, and creating inclusive spaces that balance the needs of pet owners and non-pet owners alike.

We recognise that for many residents, pets are beloved companions and valued members of the family. At the same time, we acknowledge that some community members prefer pet-free environments, while others enjoy interacting with animals in shared spaces such as parks, beaches and off-leash areas — even if they do not own a pet themselves.

Our goal is simple: to foster a respectful and harmonious coexistence between people, pets and places.



Listening to Our Community

Feedback from the Community highlight their views on responsible pet ownership and animal management across the Shire. Community members highlight the importance of:

- Clear and accessible information about local regulations
- Safe and well-managed public spaces
- Respectful interactions between pet owners and non-pet owners
- Responsible disposal of dog waste
- Minimising the impact of roaming animals on wildlife

This feedback has shaped the priorities and actions within this Plan.

Our Guiding Themes

To support a balanced and forward-looking approach, Council has identified three key themes:

1. Educated and Informed Community

2. Healthy and Well-Cared-For Pets

3. Safe, Inclusive and Sustainable Places

Together, these themes provide a framework for responsive, community-focused animal management that adapts to changing needs and expectations.

By investing in education and awareness, we strengthen shared responsibility — ensuring pets are well cared for, wildlife is protected, and public spaces remain welcoming for everyone.

This refreshed Plan positions our Shire for the future — one where informed people, healthy pets and inclusive places work together to create a community we are proud to call home.



Outcome One Educated and Informed Community

Our community is diverse. People have different experiences with animals — some are lifelong pet owners, some are new to pet ownership, and others prefer minimal contact with animals. We respect and value these varied perspectives.

The areas of greatest concern

- Expanded responsible pet ownership programs across all areas of the Shire
- Clearer guidance about local laws and expectations
- Greater accountability for animal behaviour
- Better understanding of the responsibilities that come with owning a pet

Our Objectives

- Ensure residents understand their rights and responsibilities
- Improve access to information, services and support
- Use smart technology and innovative communication tools
- Remove barriers to information, including multilingual resources and improved digital access
- Support equitable access to services across urban, rural and coastal communities

Our Commitment

Council is committed to empowering the community through education and engagement. We will:

- Deliver practical, accessible information about responsible pet ownership
- Promote safe interactions between people and animals
- Encourage early intervention and positive behaviour training
- Partner with community groups, animal welfare organisations and stakeholders
- Explore innovative service delivery options that enhance customer experience

How we'll track our progress

ACTION	MEASURE
Promote responsible pet ownership - Implement regular and effective marketing campaigns	Share management plan through marketing campaigns & networks
	Number of education pop-ups
Continue to deliver an animal management education program.	Maintaining a high satisfaction level on education sessions and interactions with Council.
	Reduction in the number of nuisances reported.
Provide ongoing community support with free responsible pet ownership initiatives.	Decrease in number of cats and dogs impounded
	Increase in number of impounded cats and dogs returned to their owners
Continue proactive community education and officer engagement in public places to encourage responsible pet ownership.	Reduction in the number of reported dog attacks / menacing dogs on beaches and foreshores
	Reduction in the number of complaints regarding dog waste disposal

Outcome Two Happy Healthy Pets

Happy healthy pets are safe pets. When the needs of a pet are met, the wellbeing of the pet and the community around it is protected. Happy healthy pets are less likely to cause a nuisance or put others safety at risk.

The areas of greatest concern

- Registration, microchipping and control of cats.
- Barking dogs in residential areas, including apartment blocks.
- Managing dog behaviour on the beaches and footpaths.
- Dog waste being left behind.

The areas to focus on

- Management of dogs in public.
- Responsible cat ownership.
- Education information sessions.
- Initiatives with pet partners focusing on de-sexing and pet rehoming.

Our Objectives:

- Build strong partnerships to support animal welfare advocacy
- Actively seek new ways to facilitate the safe integration of pets into shared spaces
- Enhance education and awareness of responsible pet ownership and its benefits

Our commitment

- Community safety is a priority for Council. Council will work with pet owners to ensure the safety and amenity of the broader community is maintained.
- Collaborative, proactive and enduring partnerships with community and other government agencies to support responsible animal management.

How we'll track our progress

ACTION	MEASURE
Provide ongoing community support with free responsible pet ownership initiatives	Number of initiatives offered
	Increase in number of cats and dogs registered & microchipped
	Increase in number of cats & dogs desexed
	Decrease in barking dog complaints.
Educate community about responsible cat ownership	Reduction in number of cat nuisances reported
Continue to deliver service excellence in all areas of the Animal Impound facility	Reduction in the average length of stay for impounded animals
	Annual review and continuous improvement of impound facility procedures
Advocate and partner with key rehoming partners to promote the message 'adopt not shop'	Successful rehoming of all suitable animals with rehoming partners

Outcome Three Safe Inclusive Places

The relationship people have with pets is changing. For many people, they are not just a pet to enjoy at home, they have become friend and family. They participate in everyday activities within the community – walks on the beach, enjoying a visit to a local café, play dates in the park, festivals and events.

The areas of greatest concern

- Dog waste not being collected by owners on walkways and beaches.
- The effective and safe management of pets in public spaces.
- Roaming pets and their potential impact on the ecosystem.
- Safe communities.

The areas to focus on

- Responsible pet ownership in public spaces.
- Balancing the community need for public spaces that are available for animal exercise and spaces that are pet free.
- Education information sessions.
- Beach patrol and monitoring programs
- Ensuring public spaces are accessible, safe and environmentally protected

Our Objectives

- Safe and harmonious integration of pets into the community
- Infrastructure supports the needs of a growing community
- Natural environment and wildlife are respected and protected

Our commitment

Council's role is to support the community, ensuring safety and enforcing regulation where necessary. We are committed to supporting open public places that:

- are safe and accessible with clear signage to ensure harmonious usage where appropriate.
- inclusive of community needs.
- protect the natural environment and wildlife.
- is responsive to changes in the local community needs.

How we'll track our progress

ACTION	MEASURE
Promote responsible pet ownership in public spaces.	Number of campaigns and promotions conducted: 'Bag it and bin it', 'Leash, tag and bag'
Collaborate with stakeholders to educate the community about responsible cat ownership	Decrease in roaming complaints and requests for cat traps
Continue to undertake proactive officer patrols in public places to educate and enforce responsible pet ownership behaviours.	Decrease in number of public nuisances reported
	Decrease in the number of complaints regarding dog waste disposal
	Reduction in dog attacks reported in shared spaces

13.7 - DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) PLAN 2026–2031

Animal Management Plan 2026-2031

Meeting Date: 17 August 2026

Attachment No: 3



Animal Management Plan 2026 - 2031



Domestic Animal Management Plan

Cats and Dogs | 2026-2031 | Livingstone Shire Council

A Fresh Vision for a Growing Community

Setting the Direction

Effective animal management is essential to building a community where people, pets and places thrive together. As Livingstone Shire Council continues to grow and evolve, Council has developed the Domestic Animal Management (Cats and Dogs) Plan 2026 - 2031 to reflect a renewed vision for responsible pet ownership and shared community spaces.

This Plan sets the direction for the next five years. It focuses on strengthening education, promoting animal wellbeing, protecting our natural environment, and creating inclusive spaces that balance the needs of pet owners and non-pet owners alike.

Our Goal

We recognise that for many residents, pets are beloved companions and valued members of the family. At the same time, we acknowledge that some community members prefer pet-free environments, while others enjoy interacting with animals in shared spaces such as parks, beaches and off-leash areas — even if they do not own a pet themselves.

Our goal is simple - to foster a respectful and harmonious coexistence between people, pets and places



Domestic Animal Management Plan

Cats and Dogs | 2026-2031 | Livingstone Shire Council

Listening to Our Community

Feedback from the community highlights their views on responsible pet ownership and animal management across the Shire. Community members highlight the importance of:

- Clear and accessible information about local regulations
- Safe and well-managed public spaces
- Respectful interactions between pet owners and non-pet owners
- Responsible disposal of dog waste
- Minimising the impact of roaming animals on wildlife

This feedback has shaped the priorities and actions within this Plan.

Our Guiding Themes

To support a balanced and forward-looking approach, Council has identified three key themes:

1. Educated and Informed Community
2. Healthy and Well-Cared-For Pets
3. Safe, Inclusive and Sustainable Places

Together, these themes provide a framework for responsive, community-focused animal management that adapts to changing needs and expectations.

By investing in education and awareness, we strengthen shared responsibility — ensuring pets are well cared for, wildlife is protected, and public spaces remain welcoming for everyone.

This refreshed Plan positions our Shire for the future — one where informed people, healthy pets and inclusive places work together to create a community we are proud to call home.

Outcome One

Educated and Informed Community



**ANIMAL
MANAGEMENT
PLAN**

2026-2031

Our community is diverse. People have different experiences with animals - some are lifelong pet owners, some are new to pet ownership, and others prefer minimal contact with animals. We respect and value these varied perspectives.



The Areas of Greatest Concern

- Expanded responsible pet ownership programs across all areas of the Shire
- Clearer guidance about local laws and expectations
- Greater accountability for animal behaviour
- Better understanding of the responsibilities that come with owning a pet



Our Objectives

- Ensure residents understand their rights and responsibilities
- Improve access to information, services and support
- Use smart technology and innovative communication tools
- Remove barriers to information, including multilingual resources and improved digital access
- Support equitable access to services across urban, rural and coastal communities



Our Commitment

Council is committed to empowering the community through education and engagement. We will:

- Deliver practical, accessible information about responsible pet ownership
- Promote safe interactions between people and animals
- Encourage early intervention and positive behaviour training
- Partner with community groups, animal welfare organisations and stakeholders
- Explore innovative service delivery options that enhance customer experience

ACTIONS

MEASURES

1 Promote responsible pet ownership – implement regular and effective marketing campaigns	Share management plan through marketing campaigns and networks; number of education pop-ups
2 Continue to deliver an animal management education program	Maintaining a high satisfaction level on education sessions and interactions with Council; reduction in the number of nuisances reported
3 Provide ongoing community support with free responsible pet ownership initiatives	Increase in number of cats and dogs desexed; increase in number of impounded cats and dogs returned to their owners
4 Continue proactive community education and officer engagement in public places to encourage responsible pet ownership	Reduction in the number of reported dog attacks / menacing dogs on beaches and foreshores; reduction in the number of complaints regarding dog waste disposal

Outcome Two

Happy Healthy Pets



**ANIMAL
MANAGEMENT
PLAN**

2026-2031

Happy healthy pets are safe pets. When the needs of a pet are met, the wellbeing of the pet and the community around it is protected. Happy healthy pets are less likely to cause a nuisance or put others safety at risk.



The Areas of Greatest Concern

- Registration, microchipping and control of cats
- Barking dogs in residential areas, including apartment blocks
- Managing dog behaviour on the beaches and footpaths
- Dog waste being left behind.



The Areas to Focus On

- Management of dogs in public
- Responsible cat ownership
- Education information sessions
- Initiatives with pet partners focusing on de-sexing and pet rehoming



Our Objectives

- Build strong partnerships to support animal welfare advocacy
- Actively seek new ways to facilitate the safe integration of pets into shared spaces
- Enhance education and awareness of responsible pet ownership and its benefits



Our Commitment

- Community safety is a priority for Council. Council will work with pet owners to ensure the safety and amenity of the broader community is maintained
- Collaborative, proactive and enduring partnerships with community and other government agencies to support responsible animal management

ACTIONS

MEASURES

1 Provide ongoing community support with free responsible pet ownership initiatives	Number of initiatives offered; increase in number of cats and dogs registered and microchipped; increase in number of cats and dogs desexed; decrease in barking dog complaints
2 Educate community about responsible cat ownership	Reduction in number of cat nuisances reported
3 Continue to deliver service excellence in all areas of the Animal Impound facility	Reduction in the average length of stay for impounded animals; annual review and continuous improvement of impound facility procedures
4 Advocate and partner with key rehoming partners to promote the message 'adopt not shop'	Successful rehoming of all suitable animals with rehoming partners

Outcome Three

Safe Inclusive Places



**ANIMAL
MANAGEMENT
PLAN**

2026-2031

The relationship people have with pets is changing. For many people, they are not just a pet to enjoy at home, they have become friend and family. They participate in everyday activities within the community – walks on the beach, enjoying a visit to a local cafe, play dates in the park, festivals and events.



The Areas of Greatest Concern

- Dog waste not being collected by owners on walkways and beaches
- The effective and safe management of pets in public spaces
- Roaming pets and their potential impact on the ecosystem
- Safe communities



The Areas to Focus On

- Responsible pet ownership in public spaces
- Balancing the community need for public spaces that are available for animal exercise and spaces that are pet free
- Education information sessions
- Beach patrol and monitoring programs
- Ensuring public spaces are accessible, safe and environmentally protected



Our Objectives

- Safe and harmonious integration of pets into the community
- Infrastructure supports the needs of a growing community
- Natural environment and wildlife are respected and protected



Our Commitment

- Council's role is to support the community, ensuring safety and enforcing regulation where necessary
- We are committed to supporting open public places that are:
 - Safe and accessible with clear signage to ensure harmonious usage where appropriate
 - Inclusive of community needs
 - Protect the natural environment and wildlife
 - Responsive to changes in the local community needs

ACTIONS

MEASURES

1 Promote responsible pet ownership in public spaces	Number of campaigns and promotions conducted: • 'Bag it and bin it' • 'Leash, tag and bag'
2 Collaborate with stakeholders to educate the community about responsible cat ownership	Decrease in roaming complaints and requests for cat traps
3 Continue to undertake proactive officer patrols in public places to educate and enforce responsible pet ownership behaviours	Decrease in number of public nuisances reported; decrease in the number of complaints regarding dog waste disposal; reduction in dog attacks reported in shared spaces

***Together we can foster a harmonious
coexistence between people, pets and places***



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13.7 - DOMESTIC ANIMAL MANAGEMENT (CATS AND DOGS) PLAN 2026–2031

2026 Animal Management Plan - Comms Plan Summary

Meeting Date: 17 August 2026

Attachment No: 4

Animal Management (Cats and Dogs) Plan 2026 – 2031

DRAFT Communication Plan – Summary (July 2026)



Overview and purpose of communication plan

- This Communication Plan aims to inform and promote the Domestic Animal Management (Cats and Dogs) Plan 2026 – 2031 to Livingstone Shire ratepayers. The goal of the Plan is to **foster a harmonious co-existence between people, pets and places**.
- This goal underpins the three outcomes to be achieved by 2031:
 - Educated and informed community
 - Happy and healthy pets
 - Safe and inclusive places

Communication objectives

- Increase public awareness of the revised Domestic Animal Management (Cats and Dogs) Plan 2026 – 2031 and how it will impact pet owners and the broader community
- Improve community understanding of the clear goal of the plan to **foster harmonious co-existence between people, pets and places**
- Through awareness, positively impact responsible pet ownership which will be measured in various ways including:
 - Increase in the number of dogs and cats registered, microchipped and desexed
 - Reduction in number of cats and dog nuisance reports
 - Increased uptake of resource distribution through key partnership networks by creating informative collateral to support implementation of the Plan

Key Messages

Overarching campaign key messages

- The goal of Council's Animal Management Plan is to foster a harmonious co-existence between people, pets and places.
- Council will achieve this by strengthening education, promoting animal wellbeing, protecting our natural environment and creating inclusive spaces for all to enjoy.
- The Plan will help our Shire establish a community where informed people, healthy pets and inclusive spaces work together to create a community we are proud to call home.

Timeline

- Commence following endorsement of Plan by Council (17 August 2026)
- The plan will be reviewed and updated as required to achieve campaign outcomes

Communication channels

- Dedicated webpage including plan document, fact sheet and FAQs
- Media release
- Facebook and Instagram posts
- Activation promoting Plan linked to interest in International Dog Day (26 August 2026)
- Promotion of Plan via inclusion of materials/information and/or attendance at Council events between Sept 2026 and March 2027 (as appropriate and if budget is available)

Reporting

- The Communications Plan will be reviewed and updated as required to achieve campaign outcomes
- The Domestic Animal Management Plan 2026 – 2031 actions/measures will be reported separately

13.8 D-37-2026 DEVELOPMENT APPLICATION FOR ROL (1 INTO 2 LOTS AND ACCESS EASEMENT)

File No: D-37-2026

Attachments:

1. ROL Plan 
2. Locality Map & Overlay Map 
3. Code Assessment 
4. Statement of Reasons 

Responsible Officer: Shari Rankin - Coordinator Development Assessment
Katrina Paterson - General Manager Communities and Environment
Tom Upton - Chief Executive Officer

Author: Byron Davis - Planning Officer

SUMMARY

<i>Approval sought:</i>	<i>Development Permit</i>
<i>Application:</i>	<i>Reconfiguring a Lot (one lot into two lots and access easement)</i>
<i>Applicant:</i>	<i>J A Thomasson</i>
<i>Consultant:</i>	<i>Capricorn Survey Group (CQ) Pty Ltd</i>
<i>Address:</i>	<i>3190 Emu Park Road, Emu Park</i>
<i>Lot and Plan:</i>	<i>Lot 44 on SP355346 Area of Site: 126.6 hectares</i>
<i>Planning Scheme:</i>	<i>Livingstone Planning Scheme 2018</i>
<i>Planning Scheme Zone:</i>	<i>Rural zone</i>
<i>Planning Scheme Overlays:</i>	<i>Overlay Map OM01 – Acid Sulfate Soils</i> <i>Overlay Map OM02 – Agricultural Land Classification</i> <i>Overlay Map OM07 – Biodiversity – Habitat and Vegetation (MLES)</i> <i>Overlay Map OM10 – Biodiversity – Wetlands and Waterways</i> <i>Overlay Map OM11 – Biodiversity – Stream Order (waterway potential assessment area)</i> <i>Overlay Map OM12 – Bushfire hazard area – High Potential Bushfire Intensity, Medium Potential Bushfire Intensity and potential impact buffer</i> <i>Overlay Map OM13 – Coastal Hazard – Erosion Prone Area</i> <i>Overlay Map OM14 – Coastal Hazard – Stormtide hazard</i> <i>Overlay Map OM15 – Drainage problem area</i> <i>Overlay Map OM21 – Scenic amenity – Coastal scenic transport route potential assessment area (Emu Park Road) and Coastal Green Break</i>

	Overlay Map OM23 – Transport noise corridor
	Overlay Map OM27 – Height limits
Existing Development:	Dwelling house and rural activities including grazing
Level of Assessment:	Impact Assessable
Submissions:	2 Submissions received (both properly made)
Referral matters:	Schedule 10, Part 17, Division 3, Table 5, Item 1 (10.17.3.5.1) (Planning Regulation 2017)
	- Development application for reconfiguring a lot involving creating a new lot boundary within, or within 30m of, an erosion prone area
	Schedule 10, Part 3, Division 4, Table 2, Item 1 (10.3.4.2.1) (Planning Regulation 2017)
	- Development application for reconfiguring a lot involving clearing native vegetation
	Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 (10.9.4.2.1.1) (Planning Regulation 2017)
	- Development application for reconfiguring a lot on premises within 25m of a state-controlled road
	Schedule 10, Part 9, Division 4, Subdivision 2, Table 3, Item 1 (10.9.4.2.3.1) (Planning Regulation 2017)
	- Development application for reconfiguring a lot on premises in proximity to a state-controlled road intersection
Infrastructure Charge Area:	Outside the Priority Infrastructure Area

Application progress:

Application received:	31 January 2026
Application properly made:	5 February 2026
Confirmation notice issued:	12 February 2026
Application referred to SARA:	18 February 2026
Information request not required issued:	26 February 2026
Public notification period:	23 March 2026 – 23 April 2026
Notice of compliance received:	27 April 2026
Submission consideration period:	27 April 2026 – 12 May 2026
SARA response:	11 March 2026
Council briefing date:	27 July 2026
Council meeting date:	17 August 2026
Statutory determination date:	24 August 2026

OFFICER'S RECOMMENDATION

THAT in relation to the application for a Development Permit for Reconfiguring a Lot (1 Lot into 2 Lots and access easement), made by made by J A Thomasson, on Lot 44 on SP 355346, and located at 3190 Emu Park Road, Emu Park QLD 4710, Council resolves to Approve the application given pursuant to Section 45(5)(b) of the *Planning Act 2016*.

BACKGROUND

This application was discussed with Councillors at the briefing session on 27 July 2026.

The land was previously approved for subdivision under Development Permit D-171-2017, approving Lot 8 on SP355346 and Lot 44 on SP355346 (the subject of this application).

PROPOSAL

The proposal is for the creation of two (2) rural lots. Proposed Lot 44 is 112.5 hectares, with access via an easement from Manns Road (over the existing access driveway). Proposed Lot 9 is 14.09 hectares, with access via the same driveway as proposed Lot 44 from Manns Road.

The current application is proposing to create one (1) additional lot that is smaller than the current Reconfiguring a Lot code provision of 60ha minimum for Rural land with Agricultural land classification A or B.

SITE AND LOCALITY

The subject site is located in the Rural zone and is affected by several environmental overlays considering its proximity to Coorooman Creek wetlands to the south. The subject site has frontage to Emu Park Road, which is a State controlled road as well as Manns Road which is a local government road and is not constructed for the length of the property boundary but is constructed to the corner of proposed Lot 9.

The locality is characterised by a mixture of rural lot sizes indicative of “family subdivision” which were historically undertaken until the 1980’s.

The established settlement pattern immediate surrounding the development on Adobe Road, Manns Road and Emu Park Road is characterised by lots less than the minimum lot size of 60ha as determined by the Livingstone Planning Scheme. These include;

Location	Lot Size
39 Adobe Road	
23 Adobe Road	
15 Adobe Road	
185, 175, 167 Manns Road	
159 Manns Road	
152 Manns Road	
149 Manns Road	9,962m ²
129 Manns Road	
3270 Emu Park Road	15.58ha
3318 Emu Park Road	40.01ha
3354 Emu Park Road	10ha
3267 Emu Park Road	9,987m ²
3265 Emu Park Road	9,981m ²
3347 Emu Park Road	9,976m ²

ASSESSMENT INCLUDING BENCHMARKS AND RELEVANT MATTERS

This application has been assessed by relevant Council technical officers as required. The assessment has been undertaken in accordance with Chapter 3 of the *Planning Act 2016*, Part 4 of the *Planning Regulation 2017* and the Development Assessment Rules under the *Planning Act 2016*.

The assessment has been carried out against the assessment benchmarks in the relevant categorising instrument/s for the development and having regard to the State Planning Policy, any development approval for and any lawful use of the premises or adjoining premises, and the common material.

Benchmarks applying for the development	Benchmark reference
Strategic Framework – Rural Places theme Reconfiguring a Lot code Development works code Acid sulfate soils overlay code Biodiversity overlay code Coastal hazards overlay code Bushfire hazard overlay code Scenic amenity overlay code	<i>Livingstone Planning Scheme 2018</i> ,
Chapter 4 – Regional outcomes and policies	<i>Central Queensland Regional Plan</i> , October 2013
Part E: State interest policies and assessment benchmarks	<i>State Planning Policy</i> , July 2017
Relevant matters considered	
Any development approval for, and any lawful use of, the premises or adjacent premises	The relevance of existing approvals on the subject site and adjoining properties in respect of the land use pattern and commensurate development
The common material submitted with the application	In respect of the reports provided in the material including proposal plans and supporting information
Submissions provided on the application	In respect of relevant matters raised in submissions.
The Local Government Infrastructure Plan	In respect of trunk infrastructure provisions and charging for development.

Internal advice and assessment

Development Engineering – 16 February 2026

Support, subject to conditions regarding access.

Natural Resource Management – 10 February 2026

Support, subject to conditions regarding implementation of the environmental covenant, vegetation rehabilitation and retention, and bushfire hazard.

Public and Environmental Health – 2 February 2026

No comments or conditions **Growth Management – 18 February 2026**

Comments regarding traffic matters, rural land fragmentation, and provided material not providing sufficient justification for support despite conflicts with the Planning Scheme.

External referral

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning as a concurrence agency due to the state controlled road (Emu Park Road), Clearing Native Vegetation and proximity to the erosion prone area. The Department provided conditions on 11 March 2026

State Planning Policy – July 2017

The Minister has identified that the *State Planning Policy* (July 2017) is integrated in the planning scheme for the following aspects:

- Guiding principles
- Agriculture
- Development and construction
- Mining and extractive resources
- Tourism
- Emissions and hazardous activities

Part E of the *State Planning Policy* provides for interim development assessment benchmarks for local government until such time as the other aspects of the *State Planning Policy* are reflected in the planning scheme. An assessment of the State interests relevant to the application are detailed below.

Natural hazards, risk and resilience:

Erosion prone areas within a coastal management district:	
Development does not occur in an erosion prone area within a coastal management district unless the development cannot feasibly be located elsewhere and is: (a) coastal-dependent development; or (b) temporary, readily relocatable or able to be abandoned development; or (c) essential community infrastructure; or (d) minor redevelopment of an existing permanent building or structure that cannot be relocated or abandoned.	Complies Proposed Lot 44 holds the existing development and Lot 9 will be vacant. Although the proposal is for the creation of an additional allotment which is within the coastal management district, the proposed lot size is of sufficient size and dimension to cater for a future rural land use (of varying scales on either proposed lot) or being a dwelling house and/or rural activity outside of the hazard area.
Development permitted in (1) above, mitigates the risks to people and property to an acceptable or tolerable level.	Complies The proposed lot size of 14.09ha is sufficient to ensure there is adequate area to site future uses outside of erosion prone areas on the site. The covenant also provides a buffer to the coastal areas to the south.
Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district:	
Development other than that assessed against (1) above, avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.	The proposed subdivision area is affected by the bushfire hazard and storm tide inundation area. Lot 44 is developed with a dwelling and Lot 9 will be vacant. There is adequate area on proposed Lot 9 to located future uses. Further consideration will be required for any land use against the

	relevant provisions of the planning scheme, and SPP, however, given the site and size, risk will be able to be mitigated to an acceptable level (or hazard avoided).
All natural hazard areas:	
Development supports and does not hinder disaster management response or recovery capacity and capabilities.	Complies Vehicular access to the proposed lots will be from Manns Road which is constructed to an appropriate standard given the rural setting and use by additional one (1) lot.
Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.	Complies Although the proposal does not involve any buildings or structures at this stage and there is adequate area on the proposed lot 9 (which will be vacant) to locate outside the coastal hazard areas. Further assessment will be required for the bushfire hazard aspect relative to any future use.
Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.	Not applicable The proposal is for subdivision only at this stage and does not involve hazardous materials.
The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.	Complies The proposed subdivision will not result in significant changes to the natural landforms. The land to the south of Lot 9 will be protected in a covenant.

Central Queensland Regional Plan

The Minister has identified that the planning scheme, specifically the strategic framework, appropriately advances the *Central Queensland Regional Plan* October 2013, as it applies in the planning scheme area.

Livingstone Planning Scheme 2018

The *Livingstone Planning Scheme 2018* (commenced 1 May 2018) is the relevant categorising instrument applicable to the assessment of this application.

Strategic Framework

The strategic framework sets the policy direction for the planning scheme and forms the basis for ensuring appropriate development occurs within the planning scheme area for the life of the planning scheme.

The following themes are relevant to the assessment of this application:

- (i) Settlement pattern;
- (i) Natural environment and hazards.

ASSESSMENT BENCHMARK	RESPONSE
Natural resources and economic development theme	
3.3.5. Rural places	

ASSESSMENT BENCHMARK	RESPONSE
(1) Specific outcomes (2) Rural places are identified on strategic framework maps (SFM-01 to SFM-04) to show the broad locations preferred for rural activities. (3) Rural activities develop in rural places only where they can be managed to mitigate significant adverse impacts. (4) Non-rural activities only occur in rural places if: (a) they are compatible with the area, or have a nexus with a specific natural resource or requires a large land area which is not available in an urban zone; their impacts are managed; (b) they do not limit or compromise the operations of established rural activities on adjoining land; (c) they do not limit or compromise the potential development of rural activities on the site or on adjoining land; (d) they do not result in adverse impacts on amenity or infrastructure. (5) Rural places containing important features identified by scenic amenity overlays or biodiversity areas overlays are protected from development which could adversely affect the values associated with the overlay features. (6) Development in rural places does not result in fragmentation of land which is suitable for primary production by virtue of the following: (a) being identified as agricultural land Class A or Class B; or (b) being identified as rural land needing retention in larger lot sizes; or (c) being identified as having known minerals or other natural resources. (7) A range of lot sizes in rural places is identified based on the capabilities of the land for primary production, with rural places predominantly being retained in larger lots except for the Capricorn Coast Rural Precinct, where minimum lot sizes of ten (10) hectares or greater are provided for. (8) In the Capricorn Coast Rural Precinct, relatively low impact rural activities involved in primary production remain as the preferred and dominant land use. (9) The development of small rural residential lots does not occur unless there is a demonstrated need for an additional supply of lots only where located adjacent to the townships of Cawarral, Mount Chalmers, or The Caves. (10) Development of non-rural activities (other than a dwelling house, home based business, rural workers accommodation, or secondary	3.3.5.1 - Justified The proposed subdivision will result in fragmentation of agricultural land Class A or Class B; however proposed Lot 44 will continue rural activities – cattle grazing, and the area of proposed Lot 9 is limited in terms of rural activities by virtue of the four (4) existing small lots that front Manns Road and the overlays affecting the property. The size of proposed Lot 9 will still facilitate small scale rural activities, but not high intensity; and will create a separating lot between the larger proposed Lot 44 and the smaller lots existing on Manns Road; and due to the agricultural land classification, the area is identified as higher quality agricultural land and may be able to accommodate a future, small scale, rural activity on a smaller lot. Further, the lot size is generally consistent with the lot sizes along Manns Road, and Adobe Road, with a range of lot sizes.

ASSESSMENT BENCHMARK	RESPONSE
dwelling) only occurs on agricultural land Class A or Class B if: (a) there is a significant need, an overriding community benefit and there are no available alternative sites of lesser agricultural value; or (b) the development is small-scale, has low impacts and is focussed on tourism which is directly associated with a rural activity undertaken on the site; or (c) the development is small-scale, has low impacts and is focussed on tourism which involves education, promotion, or sales associated with primary produce sourced from the site or local area; or (d) the potential undertaking of agriculture on the subject land (alone or in association with surrounding land) is not practicable. (11) Key Resource Areas (including their haulage routes) and other identified resource areas which are located in rural places are protected from the encroachment of sensitive land uses by the implementation of appropriate separation distances and mitigation measures. (12) Rural places having historical subdivisions which are considered to be inappropriate for certain types of development, are limited to development for rural activities which: (a) do not involve accommodation activities; (b) can operate having access to limited infrastructure; and (c) can mitigate potential impacts from any natural hazards	
3.4. Natural Environment and hazards theme	
3.4.2. Areas of ecological significance	
3.4.2.1. Specific outcomes (1) A network of nature conservation and open space places, waterways, water bodies and nature corridors or links are identified for protection within the planning scheme area. (2) Nature corridors or links are maintained and where appropriate, rehabilitated and expanded to support: (a) the natural movement and proliferation of native species; (b) ecological responses to climate change; (c) the maintenance of large scale migratory lifecycle processes; and (d) connectivity between significant habitat areas and areas of remnant vegetation. (3) Development avoids causing adverse impacts on areas containing matters of environmental significance and protects these areas from encroachment by development and human activity and the negative impacts of both (including but not limited to pollution, species or	3.4.2.1 Complies The vegetation of higher value is proposed to be contained with a vegetation covenant on proposed Lot 9 (which is proposed to be vacant and will likely have future development). There is no change to development on proposed Lot 44 to affect the biodiversity values.

ASSESSMENT BENCHMARK	RESPONSE
habitat loss, soil degradation due to clearing, erosion and contamination, acidification, salinity, waste disposal and modification to natural processes). (4) Corridors and associated buffers have dimensions which suitably provide for: (e) movement of native fauna; (f) viable habitat areas; (g) minimisation of edge effects; (h) maintenance of the hydrological functions of waterways or wetlands; (i) appropriate access for sustainable recreation; and (j) any additional maintenance and bushfire setback functions to be located outside the areas required for ecological purposes. (5) Fragmentation of existing habitat areas is minimised, particularly where it impacts on the future health of populations of native fauna and flora species.	
3.4.3. Natural hazards and climate change	
3.4.3.1. Specific outcomes (1) Unacceptable risks to human life, property and vital infrastructure due to potential impacts from natural hazards including acid sulfate soils, storm tide hazard, erosion, sea-level rise or other coastal processes, flooding, bushfire, or landslide, are avoided as far as practicable. (2) Where development in natural hazard areas is unavoidable, the development is located, designed, constructed and operated to minimise and mitigate adverse impacts to within acceptable levels, provided that it is done in a manner which: (a) does not compromise environmental values; and (b) does not unduly burden disaster management response or recovery capacity and capabilities. (3) The potential exacerbation of adverse natural hazard impacts on development due to climate change is considered in the location and design of development. (4) Development maximises resilience to natural hazards. (5) Development does not directly, indirectly and cumulatively increase the severity of natural hazards and any adverse impacts associated with natural hazards upon the site or other sites, property and infrastructure. (6) Development in bushfire hazard areas is avoided where conservation and landscape protection constraints preclude necessary risk-reduction measures, including clearing and provision of adequate access.	3.4.3.1. – Complies The proposal is for subdivision only. Given the overlays identified on proposed lot 9, a future Dwelling house is likely to trigger a Development Permit if sited within an area identified by an Overlay map. There is adequate area to located outside of the stormtide and coastal hazard overlays, with a covenant providing a buffer to the coastal area to the south. Proposed Lot 44 is developed with a dwelling.
3.4.6.1 Landscape and Scenic Amenity	

ASSESSMENT BENCHMARK	RESPONSE
3.4.6.1 Specific outcomes (1) Development minimises potential adverse impacts on the scenic amenity associated with areas of environmental significance. (2) Development specifically avoids or minimises potential adverse impacts on the following scenic amenity features: (a) forested coastal ridges forming the green backdrop to coastal residential settlements; (b) coastal headlands consisting of National Parks; (c) natural undeveloped sections of coastline foreshore; (d) green breaks centred around the low-lying coastal inlets which form natural refuges reinforcing the coastal settlement pattern; and (e) the Keppel Group of Islands which form an integral feature of the natural seascape. (3) Views from identified public viewer places (including coastline foreshores and scenic transport routes) to scenic amenity features are protected from development which would: (a) significantly interrupt an existing natural skyline; or (b) result in excessive bulk and scale of buildings and structures; or (c) result in the removal of significant vegetation which is not replaced with appropriate landscaping as part of the development; or (d) result in permanent scarring on natural landscapes by way of road cuttings, pathways, pipelines, transmission lines and the like.	3.4.6.1 Complies There is no impact on the coastal scenic transport route, with no access or changes to the frontage to Emu Park Road. The small area of coastal green break will be within the proposed covenant on proposed Lot 9.

The performance assessment of the proposal demonstrates that the development will not compromise the Strategic Framework.

Reconfiguring a Lot

As evident from the code assessment, the proposal does not achieve the minimum lot size and dimensions as per the Acceptable Outcomes AO11.1 and AO12.1; however, suitable justification against the relevant Performance Outcomes has been provided. The lots are of similar sizes to lots in the area and constrained for rural uses given the natural environment and waterway through the site. Further the vegetation is also proposed to be protected by a vegetation covenant. The development is able to achieve the overall outcomes.

Development works code

As evident from the attached code assessment, the proposal complies with the various requirements of the Development Works Code and has been conditioned to connect to the appropriate level of services as required. Further, the access driveway to Manns Road is existing ensuring access is currently provided. No changes to access are proposed or required to service both lots.

Biodiversity overlay code

The proposed boundary does not comply with AO15.1, as it traverses an area mapped as Matters of Local Environmental Significance (MLES), the proposal remains consistent with

the intent of PO15 and PO16. The reconfiguration of a lot may facilitate future accepted vegetation clearing; however, the potential clearing extent is limited to approximately 720m², which is minor relative to the overall vegetated area across the two proposed lots. As such, the proposal will not result in significant vegetation loss, ecological impacts, or fragmentation of habitat values.

Further, the existing use on Lot 44 is separated from the mapped MLES area and proposed Lot 9 contains sufficient land to accommodate future uses while avoiding impacts on environmental values.

To further protect the ecological significance of the site, a vegetation covenant is proposed over part of Lot 9. As a result, the proposal maintains and protects MLES values and is considered to satisfactorily achieve the outcomes sought by PO15 and PO16.

Bushfire hazard overlay code

As evident from the code assessment, the proposal complies with the Performance Outcomes and Overall Outcomes of the Bushfire hazard overlay code. Conditions of approval will be included ensuring any future use complies with the requirements of the code.

Coastal hazard overlay code

The proposed reconfiguration of a lot is considered to comply with the Coastal Hazard Overlay Code. The existing use on proposed Lot 44 is located outside both the mapped storm tide inundation and erosion-prone hazard areas. No new uses are proposed as part of the application, and sufficient developable land exists on proposed Lot 44 and Lot 9 to ensure any future development can be located outside the identified hazard areas.

Overall, the proposed development is considered to comply with the relevant Performance Outcomes of the Coastal Hazard Overlay Code.

Scenic amenity overlay code

The proposal is for subdivision only and does not introduce new bulk, height or visual intrusion. The subdivision does not adversely impact scenic amenity values expected within the location and satisfies the complies with the relevant outcome of the Scenic Amenity Overlay Code.

PUBLIC NOTIFICATION

The proposal was the subject of public notification between 23 March 2026 and 23 April 2026, as per the requirements of the *Planning Act 2016*, and two (2) submissions were received. Of these submissions, both are considered to be properly made in accordance with the *Planning Act 2016*.

The following is a summary of the submissions lodged, with Council officer comments:

Issue	Officer Comment
Amenity Potential and future land use Access Connection to services	The proposed development is for a reconfiguring a lot, creating one (1) additional lot in the Rural Zone. As part of assessment, consideration is given to the future use of the proposed lots however, does not give approval of a future land uses which is subject to assessment in accordance with the planning scheme at the time. There is no known future subdivisions proposed by the applicant/owner and council is assessing a one into two lot application only. Proposed Lot 9 requires access to a road,

Issue	Officer Comment
	which is achieved via the existing access on Manns Road. Both lots will utilise the existing access point from Manns Road. An access easement will be established over Lot 9 in favour of Lot 44 to enable this access arrangement. There is the opportunity for on-site telecommunications and electricity at the time a future use is proposed. It is considered that the site is able to provide for a dwelling house if required and is limited in the scope and range of rural uses able to be carried out. Future applications will be assessed accordingly at the time of application.
Future land use intention Sensitive fish habitat and coastal ecosystems Impacts from native vegetation clearing Significant wildlife, native vegetation and protected habitat located on site. Vegetation on site required for erosion control, water quality and habitat protection. Traffic, road access and future road extension issues on Manns Road	The proposal is for one (1) additional lot which is not anticipated to cause additional pressure on the ecosystem. The remnant vegetation is proposed to be contained with an environmental covenant, which will be conditioned. The application was not required to be referred to the state for vegetation matters due to the proposed layout, and no clearing required as a result of the subdivision. The habitat for fauna is expected to be retained within the covenant area, and also it is not proposed to clear the waterway. No new uses are proposed as part of the application, and sufficient developable land exists on proposed Lot 44 and Lot 9 to ensure any future development will not impact on erosion or water quality. Conditions of approval will ensure that vegetation removal only occurs with regard to lawful clearing rights only. Conditions of approval will further ensure protection and rehabilitation to vegetation and biodiversity areas.

INFRASTRUCTURE CHARGES

Infrastructure charges are levied pursuant to the *Adopted Infrastructure Charges Resolution (No. 7) LSC 2025*. The details and breakdown of the charges are outlined below:

Charge area:	The subject site is located outside the priority infrastructure area
Calculation:	The charge is calculated in accordance with Table 5 - Minimum infrastructure charge for Reconfiguring a Lot partly outside or entirely outside the Priority Infrastructure Area, as follows: Two (2) lots at \$20,327.05 per lot.

	2. Less a credit of \$20,327.05. 3. Plus Producer Price Index (PPI) December 2024 to March 2026 quarter of \$794.74.
Credit:	The above calculation takes into account a credit of \$20,327.05 for the existing allotment pursuant to Part 4.0 of Council's <i>Adopted infrastructure Charges Resolution (No.7) LSC 2025</i>. The credit is calculated as follows: 1. one existing lot at \$20,327.05 per lot.
Offset:	No offsets are applicable to the development.
Networks Covered:	Apportionment of charges over the following networks Transport Parks & Community Facilities

A total contribution of \$21,121.79 is payable and will be reflected in an Infrastructure Charges Notice for the development.

PREVIOUS DECISIONS

It is noted that Council has previously approved a development application for Reconfiguring a Lot within the vicinity of the subject site which also failed to meet the minimum lot size stipulated in the Livingstone Shire Planning Scheme. The decision is as follows;

Development Permit D-171-2017 **Change Application for Changes to Conditions of Development Permit for (one lot into two lots) at 3190 Emu Park Road Emu Park.**

- Rural Zone
- 1 into 2 lot subdivision
- Approved lots sizes: 126.84 hectares and 3.065 hectares.

Development Permit D-318-2023 for Reconfiguring a Lot (one lot into four lots and access easement) **at** 32 Riversleigh Drive, Emu Park:

- Rural Zone
- 1 into 4 lot subdivision
- Approved lot sizes: 3,015 square metres, 4,020 square metres 4,039 square metres 83.79 hectares.

It should be noted that each decision is made on its merits at the time of assessment and with the best planning information available. There are instances whereby sufficient grounds to support the proposal must be established, subject to reasonable and relevant conditions.

ENGAGEMENT AND CONSULTATION

The development application has been published on Council's online services portal for the duration of the assessment.

The proposal was the subject of public notification between 23 March 2026 and 16 April 2026, as per the requirements of the *Planning Act 2016*, and two (2) submissions were received. Of these submissions, two (2) are considered to be properly made in accordance with the *Planning Act 2016*.

BUDGET IMPLICATIONS

Management of this application has been within the existing budget allocations.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

The application is being assessed pursuant to the *Planning Act 2016* and all subordinate legislation and policies.

The legal implications of deciding this development application favorably or unfavorably is the risk of appeal from either a submitter (should Council approve the development application) or from the developer (should Council refuse the development application). These potential legal implications also bring unknown budget implications.

RISK ASSESSMENT

The risks associated with this assessment have been appropriately addressed in the body of this report. Specifically, the risk of appeal to any decision made by Council and any financial/budget implications such action may have. It should be noted that these risks are difficult to quantify at the assessment stage.

CORPORATE PLAN REFERENCE***Vibrant Culture & Healthy Community***

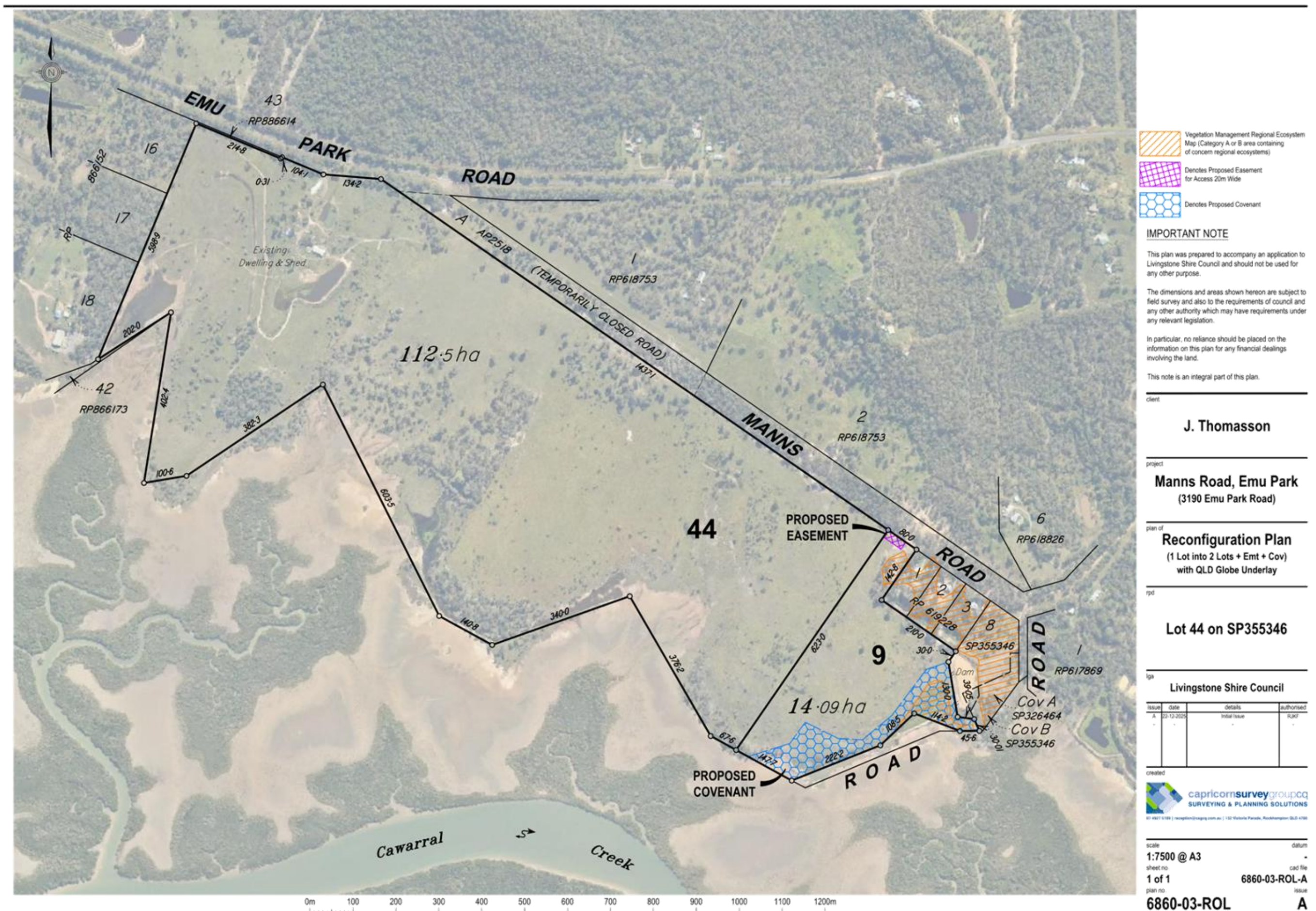
Strategic investments and development to create sustainable revenue streams that support quality community services

**13.8 - D-37-2026 DEVELOPMENT
APPLICATION FOR ROL (1 INTO 2
LOTS AND ACCESS EASEMENT)**

ROL Plan

Meeting Date: 17 August 2026

Attachment No: 1



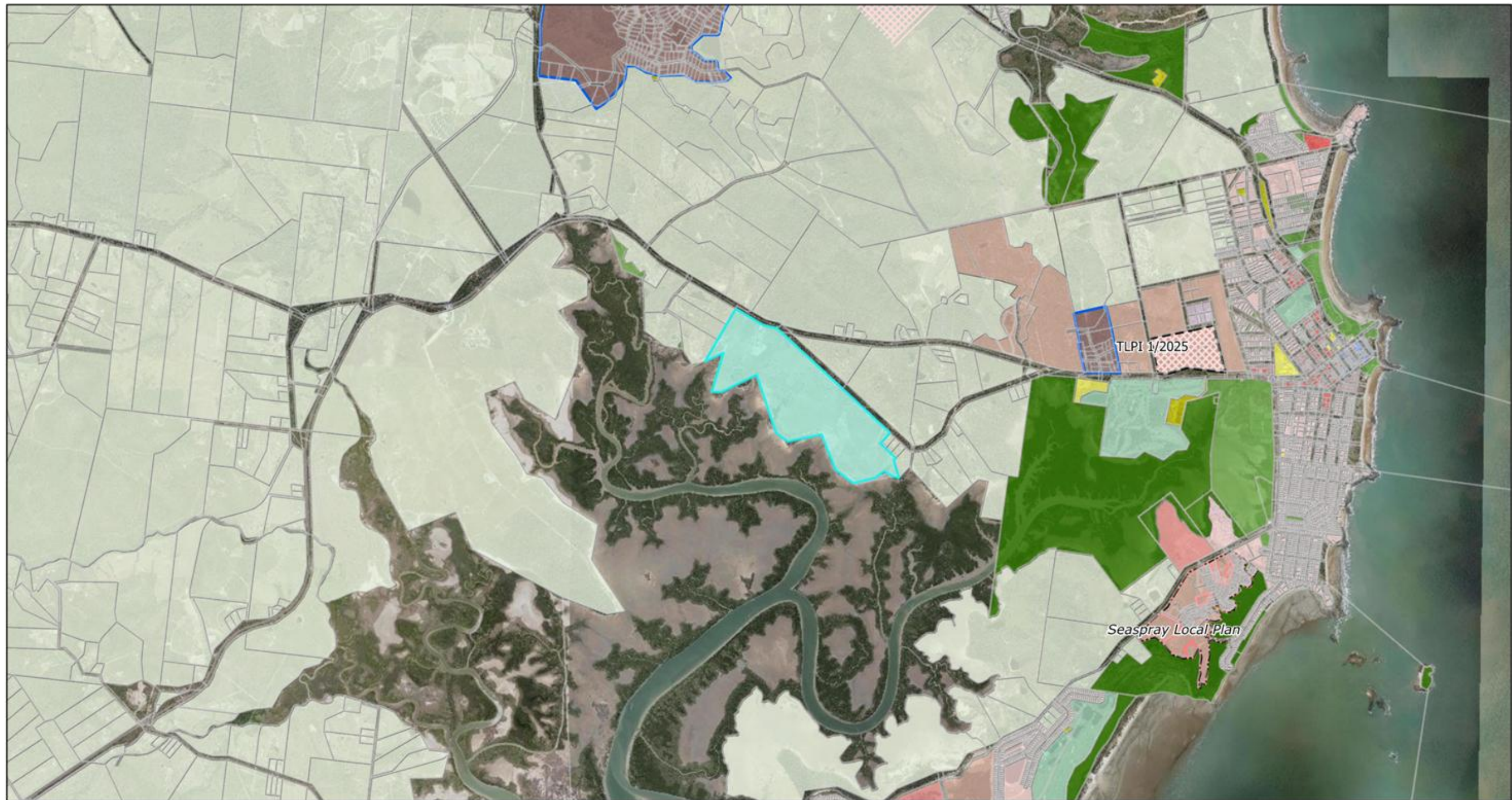
13.8 - D-37-2026 DEVELOPMENT APPLICATION FOR ROL (1 INTO 2 LOTS AND ACCESS EASEMENT)

Locality Map & Overlay Map

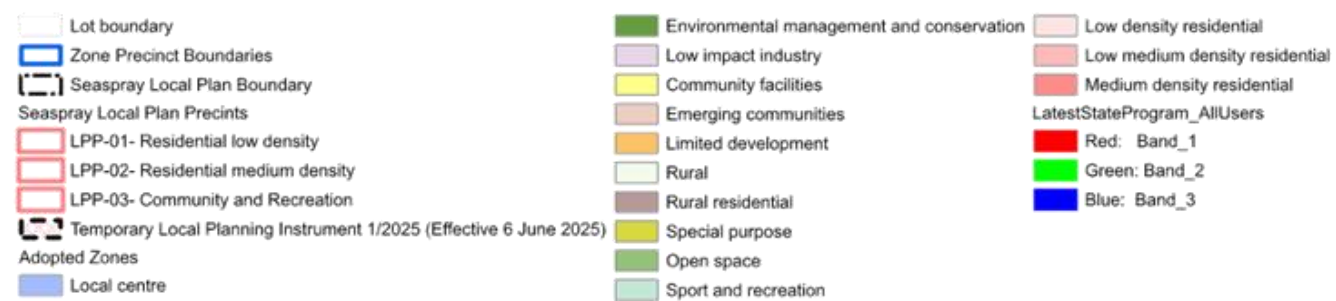
Meeting Date: 17 August 2026

Attachment No: 2

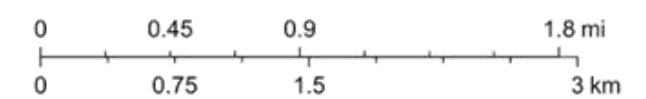
Livingstone Planning Scheme 2018 Interactive Mapping



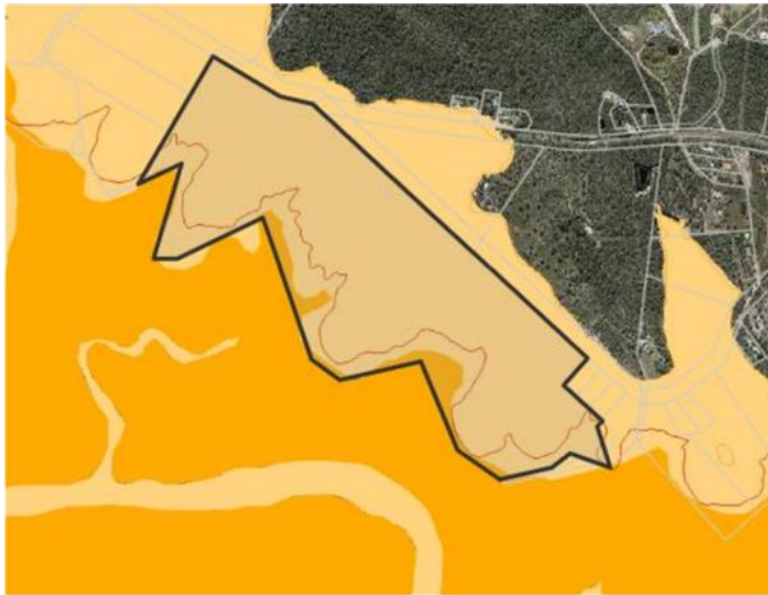
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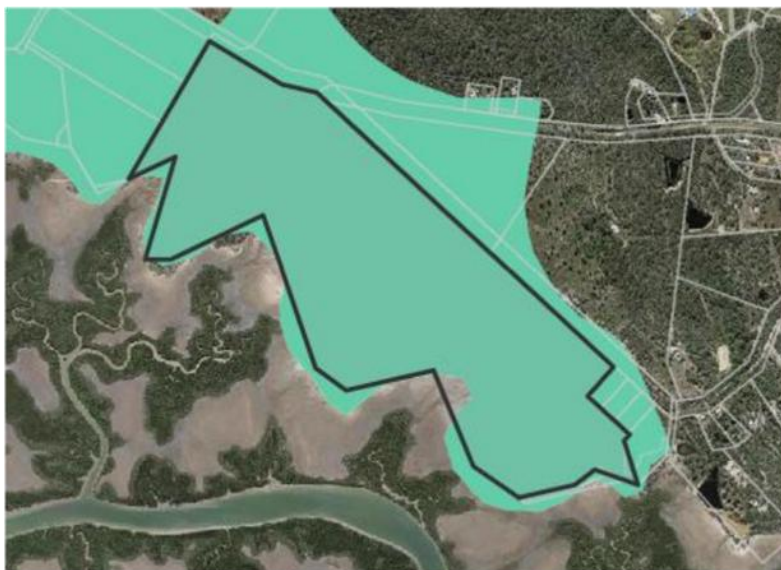
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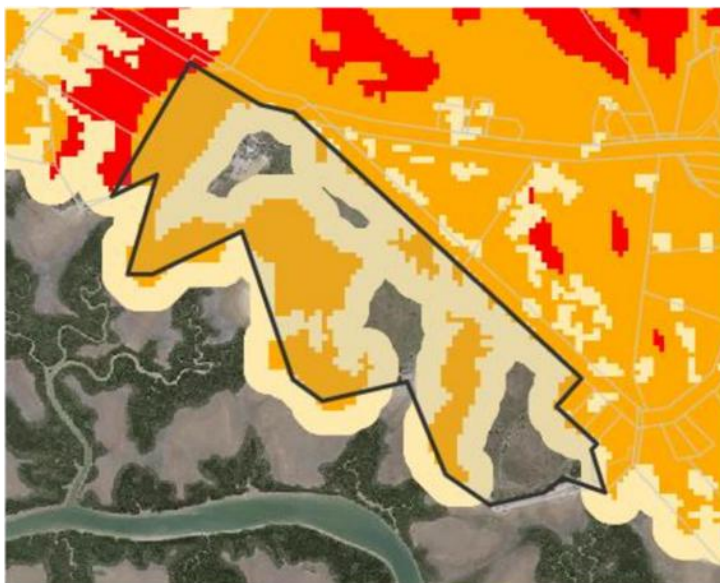
OM01 Acid Sulphate Soils Overlay



OM02 Agricultural Land Classification



OM07 Biodiversity Habitat Vegetation
OM10 Biodiversity Wetlands Waterways



OM12 Bushfire Hazard



OM13 Coastal Hazard Erosion Prone Area

OM14 Coastal Hazard Area Storm Tide Hazards Area

13.8 - D-37-2026 DEVELOPMENT APPLICATION FOR ROL (1 INTO 2 LOTS AND ACCESS EASEMENT)

Code Assessment

Meeting Date: 17 August 2026

Attachment No: 3

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Reconfiguring a lot code

Purpose

The purposes of the reconfiguring a lot code are:

- (1) *to facilitate the creation of a range of lot sizes which have an appropriate size, shape and slope, to accommodate the intended uses within each zone;*
- (2) *to facilitate the design of urban neighbourhoods which are compact, well connected with vehicle and pedestrian access and enable the most efficient use of land;*
- (3) *to facilitate the productive use of natural resources;*
- (4) *to protect the landscape character and ecological functions of the natural environment; and*
- (5) *to minimise risks to life and property, associated with hazards.*

Overall outcomes

The purpose of the code will be achieved through the following overall outcomes:

- (1) *lot reconfiguration results in a pattern of urban development which is broadly sequential, to maximise the efficiency of infrastructure provision and connect to surrounding movement and infrastructure networks¹;*
- (2) *a variety and mix of lot sizes enable a range of development options to accommodate the preferred uses in each zone;*
- (3) *lots have suitable areas, dimensions and slope for the intended use, including space for vehicle access and parking, on-site services and recreation, appropriate for the zone;*
- (4) *lot reconfiguration avoids areas where there is an unacceptable risk from hazards, including flood, storm tide, slope instability and bushfire;*
- (5) *in urban areas and emerging communities, compact and walkable neighbourhoods are created, which connect to employment nodes, centres, open space, recreational areas, community services and educational opportunities;*
- (6) *lot reconfiguration does not increase the likelihood of significant land use conflict;*
- (7) *lot reconfiguration does not result in adverse impacts on natural topography, drainage systems, vegetation, ecological values, ecosystems and cultural heritage features;*
- (8) *lot reconfiguration does not result in adverse impacts on utility installations, major transport and movement networks, and other important infrastructure;*
- (9) *street and pathway design maximises opportunities to create landmarks, views and vistas;*
- (10) *lots are orientated in a way which facilitates the design of buildings that are appropriate for the local climatic conditions;*
- (11) *infrastructure is provided to new lots in a way which minimises whole of life cycle costs and maximises the use of sustainable technologies;*
- (12) *public open space is provided in a way which is accessible, safe and integrated with active and passive transport networks;*
- (13) *streets and roads are designed to maximise convenience and safety for all users.*

8.1.1.1. Specific benchmarks for assessment

Table 9.3.3.4.1 — Outcomes for assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
If boundary realignment		
PO1 Boundary realignment: (a) does not result in the creation of additional lots;	AO1.1 No additional lots are created by the re-alignment of boundaries.	AO1.1 – Not applicable

¹ In order to demonstrate compliance with this code, Council may request the preparation of a structure plan for the locality, prepared in accordance with SC7.14. Such a plan may form the basis of a preliminary approval for development in an area.

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
(b) does not create the potential to introduce uses or activities which conflict with the intent of the applicable zone for all or part of the site.		
	AO1.2 Boundary realignment is contained entirely within a single zone, precinct or sub precinct.	AO1.2 - Not applicable
PO2 All existing connections to water, sewer, electricity and other infrastructure are retained and additional infrastructure connections or augmentation is not required.	AO2.1 Boundary realignment does not require any change to infrastructure or services.	AO2.1 - Not applicable
PO3 Boundary realignment results in lots which meet the minimum lot area, dimensions and frontage width, applicable to the zone in which the site is located.	AO3.1 The size of the resulting lots complies with the Table 9.3.3.4.2.	AO3.1 - Not applicable
If reconfiguring a lot associated with a prior related Material Change of Use		
PO4 Lots have a regular shape and consistent dimensions to facilitate the development of the land in accordance with a prior related Material Change of Use, and the lots have sufficient area to provide for: (a) the approved density of development; (a) buildings and structures; (b) usable open space and landscaping; (c) ventilation and sunlight for buildings; (d) privacy for residents; (e) suitable vehicle access and on-site parking where required; and (f) any on-site services and infrastructure.	AO4.1 The lots are designed in accordance with the density of development of a prior related Material Change of Use.	AO4.1 – Not applicable
	AO4.2 The lots have an appropriate size and dimension to cater for the needs of the development including the needs for private lots and communal lots, in accordance with the prior related Material Change of Use.	AO4.2 - Not applicable
All other reconfiguring a lot applications		
Lot design – general		
PO5 Development included in the table	No acceptable outcome is nominated.	PO5 - Complies The proposal is supported by a

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response	
below requires the preparation of a structure plan to accompany the development application.		proposal plan which is sufficient for the assessment of this application.	
Zone	Proposed additional lots in the stage/development	Small structure plan	Large structure plan
All residential category zones	7 – 15	☐	
	16 or more		☐
All centres category zones and all industrial category zones	5 - 10	☐	
	11 or more		☐
All other zones where reconfiguring a lot requires impact assessment	1 or more		☐
PO6 Development which requires a structure plan is undertaken in accordance with the structure plan, and the structure plan is prepared in accordance with the requirements of Schedule SC7.14.	No acceptable outcome is nominated.	PO6 – Not applicable	
PO7 Lot design is well integrated with the surrounding locality, having regard to: (a) roads, streets, pedestrian and cycle networks; (a) utility installations and other infrastructure networks; (b) open space networks, significant vegetation and habitat areas, waterways and wetlands, and valued biodiversity corridors; (c) connections to centres and employment areas; (d) surrounding landscaping and streetscape treatments; and (e) the interface with established land uses. Editor's note: When assessing the location and design for lot reconfiguration, consideration should be given to the standards for separating conflicting land use specified in Schedule 4 of the planning scheme. Where standards are not specified, a specialist report may be required to demonstrate the suitability of the development.	No acceptable outcome is nominated.	PO7 – Complies The lot design integrates with the surrounding locality and consideration has been given to access, vegetation and surrounding land uses.	
PO8 Lot design: (a) protects areas with significant environmental values; (a) appropriately utilises the natural topography of the site as far as practicable and minimises the need for significant earthworks for future	No acceptable outcome is nominated.	PO8 – Complies A vegetation covenant is proposed to protect a portion of vegetation towards the rear of lot 14. There is no change to the natural topography. There is no crossing of waterways or drainage lines because of the subdivision. There are no identified key site	

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
development; (b) avoids crossing or otherwise interfering with natural drainage lines, waterways, wetlands, habitat areas or biodiversity corridors; and (c) retains key site characteristics, landmarks, and places of heritage significance.		characteristics, landmarks or places of heritage significance.
PO9 Lot reconfiguration does not facilitate development which would be visually obtrusive on skylines, headlands or prominent landscape features.	No acceptable outcome is nominated.	PO9 – Complies The subdivision will not be visually obtrusive.
PO10 Lot reconfiguration does not: (a) increase the likelihood of significant land use conflict; (a) compromise the potential to use adjoining land for its zoned purpose; (b) compromise the use of stock routes; (c) compromise the safe and efficient operation of major transport networks and other major infrastructure networks.	No acceptable outcome is nominated.	PO10 - Complies Proposed Lot 44 will continue use for cattle grazing. Proposed Lot 9 is of a size for a small scale rural activity, and ancillary dwelling house. No large scale or high intensity rural activity is likely to be able to occur due to the size, and the proximity of small rural lots on Manns Road that are developed with dwellings. The proposal will not impact on infrastructure networks.
Lot design - size and dimension		
PO11 Reconfiguration only occurs if it creates lot sizes and dimensions that: (a) are consistent with the intended character of the zone, precinct or sub-precinct in which the land is located; (a) do not limit or compromise the ability to use rural land for its preferred uses; (b) do not limit or compromise the ability to use industrial zoned land or special purpose zoned land for their preferred uses; (c) protect resources (including potential mining and extractive resources), environmental and landscape values of rural land; (d) protect ground and surface water quality in the rural residential zone; (e) protect areas with significant biodiversity values; and (f) protect areas of high scenic amenity value.	AO11.1 The lots are designed in accordance with the minimum lot sizes and dimensions specified within Table 9.3.3.4.2.	AO11.1 – Does not comply The minimum lot size is 150 hectares (note: the land close to being considered having a minimum lot size of 60ha as only a small portion – approximately 1 hectares - not being identified as Agricultural Land). PO11 – Justified to comply The lot sizes of 14.09 hectares and 112.5 hectares are generally consistent with the surrounding existing character. There are smaller lots along Manns Road varying from 1 hectare to approximately 40 hectares; and approximately 10 hectare lots on Adobe Road (to the west of proposed Lot 44). Whilst both lots will be below the minimum lot size for the rural zone, Lot 44 will be able to continue cattle grazing, and proposed Lot 14 will have an opportunity for small scale rural activities, with consideration given to the existing smaller lots on Manns Road which currently limit or reduce the scope any higher intensity rural activities in this area.

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
		The creation of Lot 14 will not result in an adverse impact on surrounding lots carrying out preferred land uses. The significant biodiversity values are protected in a proposed vegetation covenant. There is no change to the scenic amenity values (coastal scenic transport route) over Lot 44.
PO12 Lots have a regular shape and consistent dimensions to facilitate the efficient development of the land for its intended purpose, and have sufficient area to provide for: (a) buildings and structures; (a) usable open space and landscaping (b) ventilation and sunlight for buildings; (c) privacy for residents; (d) suitable vehicle access and on-site parking where required; and (e) any on-site services and infrastructure such as effluent disposal areas if required.	AO12.1 The lots are designed in accordance with the minimum lot sizes and dimensions specified within Table 9.3.3.4.2.	AO12.1 – Does not comply PO12 – Complies The lots are of suitable shape and dimensions to facilitate efficient development of the land. Both have sufficient area to provide for future ancillary uses.
	AO12.2 All residential lots are able to contain a constraint free rectangular building location envelope, having dimensions no less than nine (9) metres by fifteen (15) metres.	AO12.2 – Not applicable
Lot size and dimensions where located in the emerging community zone		
PO13 Reconfiguring in the emerging community zone does not compromise the development potential of the area for urban activities.	AO13.1 Reconfiguring below the minimum lot size specified in Table 9.3.3.4.2 does not occur, unless it is undertaken only to facilitate new urban development which accords with an approved structure plan.	AO13.1 - Not applicable
PO14 Reconfiguring for new urban development in the emerging community zone: (a) creates attractive, safe and self-contained communities that enable the provision of a choice of housing types; (a) provides convenient access to residential areas, employment areas, community facilities and centres; (b) provides certainty for landowners and residents as to the type and location of future	No acceptable outcome is nominated.	PO14 - Not applicable

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
land uses and transport infrastructure; (c) is undertaken in an orderly and sequential manner and avoids sporadic subdivision of land, particularly on small and isolated sites; (d) is provided with the desired infrastructure and services in an efficient and timely manner which minimises whole of life costs; (e) is integrated with the natural environment to minimise impacts on matters of environmental significance and natural hazards; and (f) is designed in a manner which results in an appropriate interface between existing land use or zones that may result in land use conflict. Editor's note: Applicants may refer to SC7.14 for assistance in preparing a structure plan to assist in compliance with this performance outcome.		
Lot design – rear lots		
PO15 If the lot reconfiguration results in a rear lot, the resulting lots are designed in a manner which: (a) retains suitable size and dimensions to enable an appropriate use of the lots; (a) provides an appropriate level of amenity for the new lots and adjoining lots; (b) incorporates a direct means of access to the road network for the rear lot; (c) incorporates an access for the rear lot which has a sufficient width and design to provide for the following: (i) the use of the rear lot; (i) suitable drainage and flood immunity; and (ii) to enable the implementation of measures to mitigate nuisance to any adjoining sensitive land use due to emissions likely to result from vehicular access; and (e) ensures that infrastructure services to the rear lot can be lawfully and easily constructed, monitored and maintained.	AO15.1 If the lot reconfiguration results in a rear lot, only one (1) rear lot is created.	AO15.1 - Not applicable
	AO15.2 If the lot reconfiguration results in a	AO15.2 - Not applicable

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
	rear lot, all resulting lots comply with the minimum size and dimensions for the location as specified within Table 9.3.3.4.2, and the minimum lot area for the rear lot does not include the area of the access way.	
	AO15.3 If the lot reconfiguration results in a rear lot, the rear lot does not gain access from the head of a cul-de-sac.	AO15.3 - Not applicable
	AO15.4 No more than two (2) rear lot access ways directly adjoin each other.	AO15.4 - Not applicable
	AO15.5 If the lot reconfiguration results in a rear lot, the access way for the rear lot has a driveway which is immune to a flood inundation event having an annual exceedance probability of ten (10) per cent.	AO15.5 - Not applicable
	AO15.6 If the lot reconfiguration results in a rear lot, the access way for the rear lot contains a driveway that is designed and constructed in accordance with the following: (a) if located in a residential category zone, the township zone, any other zone located within an urban setting, or in the rural residential zone (Park Residential Precinct): (i) a minimum three (3) metres wide compacted gravel pavement not less than one-hundred (100) millimetres thick and sealed with: (A) twenty-five (25) millimetres of asphaltic concrete; or (A) hot sprayed bitumen consisting of a prime and two (2) seal coats; or (B) interlocking pavers; or (i) a minimum three (3) metres wide reinforced concrete driveway (not car tracks) not less than one-hundred (100) millimetres thick; or (a) if located in the rural zone or rural residential zone (other than Park Residential Precinct):	AO15.6 - Not applicable

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
	(i) a four (4) metres wide all weather gravel pavement; and (i) if the grade of the driveway is steeper than ten (10) per cent at any point, a four (4) metres wide sealed pavement on a six (6) metres wide formation; and (ii) if within twenty (20) metres of an existing dwelling house or other sensitive land use on an adjacent lot, a four (4) metres wide sealed pavement on a six (6) metres wide formation for a distance of at least twenty (20) metres past the extremities of the dwelling house or sensitive land use projected perpendicular from the access way boundary	
	AO15.7 If the lot reconfiguration results in a rear lot, the access way for the rear lot has a minimum width which complies with the following: (a) if located in a residential category zone, the township zone, or the rural residential zone (Park Residential Precinct): five (5) metres; or (a) if located in an industry category zone: eight (8) metres; (b) if located in the rural residential zone (not within the Park Residential Precinct): (i) eight (8) metres where the access way has a length up to and including fifty (50) metres; or (i) fifteen (15) metres where the access way has a length greater than fifty (50) metres; or (c) if located in the rural zone: twenty (20) metres; or (d) if located in any other zone: no acceptable outcome is nominated.	AO15.7 - Not applicable
Road and street network		
PO16 The road and street network has a clear hierarchical structure, with roads that are designed and constructed to achieve their	AO16.1 The roads and streets network is designed in accordance with Schedule SC7.17.	AO16.1 - Not applicable There is no change to the existing road network.

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
function in the network, having regard to: (a) traffic volumes, vehicle speeds and driver behaviour; (a) on street parking; (b) sight distance; (c) provision for public transport routes and stops; (d) provision for pedestrian and cyclist movement, prioritising these where appropriate; (e) provision for waste collection and emergency vehicles; (f) lot access; (g) convenience; (h) public safety; (i) amenity; (j) the incorporation of public utilities and drainage; and (k) street scaping and street furniture.		
PO17 The road and street network provides for: (a) high levels of permeability and connection between places to provide for short travel distances; (a) the convenient and safe movement between local streets and higher order roads; (b) at least two road or street access points to every neighbourhood; (c) the avoidance of the use of access places, unless the slope, shape or location of the site provides no alternative.	AO17.1 Road intersections are designed in compliance with Capricorn Municipal Development Guidelines	AO17.1 – Not applicable There is no change to the existing road network.
	AO17.2 No more than twenty-five (25) lots are served by any single road access point.	AO17.2 - Not applicable
	AO17.3 Street blocks are generally rectangular and arranged in a modified grid pattern, taking account of topography and minimising cut and fill on steeper land.	AO17.3 - Not applicable
	AO17.4 Street block lengths do not exceed two-hundred (200) metres. Note: An access place is not regarded as defining the end of a street block.	AO17.4 - Not applicable
	AO17.5	AO17.5 - Not applicable

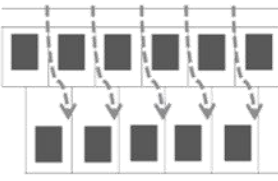
Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
	An access place: (a) is straight, with a clear view from the start of the street to the turning head; (a) provides a pedestrian connection from the head of the cul-de-sac to another road, and is a minimum width of ten (10) metres.	
PO18 Road crossings are provided for the safe and efficient movement of pedestrians and cyclists at regular intervals on higher order roads.	No acceptable outcome is nominated.	PO18 – Not applicable
PO19 Local streets do not operate as through traffic routes for externally generated traffic (other than for pedestrians, cyclists and public transport).	No acceptable outcome is nominated.	PO18 - Not applicable
Road and street design		
PO20 The geometric design features of each type of road and street: (a) convey its primary function for all relevant design vehicle types; (a) have an adequate horizontal and vertical alignment that is not conducive to excessive speeds; (b) encourage traffic speeds and volumes to levels commensurate with road hierarchy function; (c) ensure unhindered access by emergency and waste collection vehicles and buses; (d) ensures safe access to lots.	AO20.1 Roads are designed in compliance with Capricorn Municipal Development Guidelines.	AO20.1 - Not applicable There are no new streets or roads proposed; or required.
PO21 Where lot reconfiguration involves the creation of a new street (other than in a rural zone or the rural residential zone), streetscape and landscape treatments are provided which: (a) create an attractive and legible environment with a clear character and identity; (a) use and highlight features of the site such as views, vistas, existing vegetation, landmarks and places of cultural heritage significance; (b) enhance safety and comfort, and meet user needs; (c) complement the function of the street in which they are located	No acceptable outcome is nominated.	PO21 - Not applicable There are no new streets or roads proposed; or required.

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
by reinforcing desired traffic speed and behaviour; (d) assist integration with the surrounding environment; (e) maximise infiltration of stormwater runoff; and (f) minimise maintenance costs through: (i) street pavement, parking bays and speed control devices; (i) street furniture, shading, lighting and utility installations; (ii) retention of existing vegetation; and (iii) on-street planting.		
PO22 Road access to new lots minimises impacts on the function, vehicle speeds, safety, efficiency and capacity of streets and roads.	AO22.1 Access arrangements are consistent with the characteristics intended for the particular type of road or street specified in the Capricorn Municipal Development Guidelines.	AO22.1 – Complies The access arrangement are existing and suitable to service the proposed two lots and Manns Road is of a suitable standard to accommodate the development.
Pedestrian and cycle networks		
PO23 A network of bicycle and pedestrian pathways, which is designed to maximise safety, convenience and comfort for users, is provided along higher order roads.	No acceptable outcome is nominated.	PO23 - Not applicable No pedestrian or cycle networks are proposed or required.
PO24 The alignment of bicycle and pedestrian pathways is designed so that they: (a) allow for the retention of trees and other significant features; (a) maximise the visual interest provided by views and landmarks where they exist; (b) are well lit and allow for casual surveillance; (c) do not compromise the operation of or access to other infrastructure services; and (d) are widened at potential conflict points.	No acceptable outcome is nominated.	PO24 - Not applicable No pedestrian or cycle networks are proposed or required.
Public transport		
PO25 The road and street network caters for the extension of public transport routes to provide services that are convenient and accessible to the community.	AO25.1 If the lot reconfiguration is within a residential category zone or the emerging community zone, or it results in lots which provide for the development of accommodation activities at a density consistent with a residential category zone,	AO25.1 – Not applicable Public transport is not required.

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Performance outcomes	Acceptable outcomes	Assessment Response
	then at least eighty (80) per cent of proposed lots are within four-hundred (400) metres walking distance from a road which is designed and constructed to accommodate buses.	
Climatic response		
PO26 Lot layout facilitates building design which minimises sun penetration in summer and maximises cooling breezes into buildings.	AO26.1 The long axis of street blocks is oriented generally east-west.	AO26.1 – Not applicable The lots are of suitable size to facilitate suitable orientation for future buildings.
	AO26.2 Where it is unavoidable that the long axis of a street block cannot be oriented east-west, lots are wider or are aligned at an angle to the street, to enable the longer sides of the building to be oriented to the north and south.	AO26.2 - Not applicable The lots are of suitable size to facilitate suitable orientation for future buildings.
	AO26.3 Lots are offset to enable breezes to pass between buildings. Off-set lots enable cooling breezes between buildings 	AO26.3 - Not applicable The lots are of suitable size to facilitate suitable orientation for future buildings.
Development near infrastructure and special activities		
PO27 Reconfiguring minimises exposure to risks and amenity impacts from major infrastructure and enables the safe and efficient operation of infrastructure.	AO27.1 Reconfiguration within one-hundred (100) metres of any trunk gas pipeline does not increase the density of development	AO27.1 – Not applicable
	AO27.2 Where adjoining a high voltage electricity easement (above 11kV), lot design and layout incorporates: (a) a vegetated buffer within a distance of twenty (20) metres from the boundary of the electricity transmission line easement; and (a) the orientation of the primary lot frontage away from transmission line easement	AO27.2 - Not applicable
	AO27.3 Lots are designed and oriented to ensure that a habitable building or primary open space areas on each	AO27.3 – Complies There is adequate area on the vacant proposed Lot 14 for future development; and to ensure

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	lot can comply with the separation distances set out in Schedule 4.	compliance with the requirements of schedule 4.
	AO27.4 Reconfiguring of land for residential purposes does not take place within five-hundred (500) metres of the following: (a) a sewage or waste water treatment plant; (a) a landfill site or major waste transfer station; and major outfall facilities.	AO27.4 – Not applicable Site is not within 500m of a sewage or waste water treatment plan, or landfill site.
Infrastructure		
PO28 Infrastructure, including roads and streets, water supply, stormwater drainage, sewage disposal, waste disposal, electricity and communication facilities are provided in a manner that: (a) is efficient; (a) is adequate for the projected needs of the development; (b) is adaptable to allow for future infrastructure upgrades; (c) minimises risk of adverse environmental or amenity related impacts; (d) minimises whole of life cycle costs for that infrastructure.	No acceptable outcome is nominated. Editor's note: In the majority of instances, infrastructure is to be provided in accordance with the requirements of the Development Works Code. Noteworthy is that the acceptable outcomes for the provision of infrastructure, as specified in the Development Works Code, are considered to be acceptable assuming that the development is located in a suitable zone which is intended for that development. Although not desirable, should there be a situation where a reconfiguration of a lot results in lot sizes that are below the minimum lot sizes for the zone it is located in (as specified in this code) and the intended land use for the lots are different from that which is preferred for the zone it is located in, then the appropriateness of infrastructure is to be determined by an assessment against the relevant performance outcomes. It is likely that development for urban activities will in the majority of instances require the provision of infrastructure to a standard expected for development in urban zones.	PO28 – Complies The development only requires access to the road – which is proposed and achievable, and there is the opportunity for on-site telecommunications and electricity at the time a future use is proposed.
Parks and open Space		
Editor's note—Where acceptable outcomes are set out in this section, it is acknowledged that they may primarily be practicable in greenfield developments. Alternative outcomes are likely to be appropriate in existing developed areas. This may include works and embellishment to existing parks or recreational corridors to meet the development's demand, or as part of an infrastructure partnership agreement.		
PO29 Neighbourhood design and lot layout provides a balanced variety of park types, including: (a) small local parks, which are designed to: (i) provide a small open space setting for adjoining dwellings; (i) incorporate and retain existing natural features; and (ii) incorporate landscaping to assist in creating neighbourhood identity and way finding; and (a) neighbourhood parks, which are designed to: (i) be centrally located; (i) support the local community's recreational	AO29.1 Open space is provided in accordance with the rates and desired standards of service contained in Schedule SC7.9 and Part 4 of this planning scheme.	AO29.1 – Not applicable There is no requirement for open space.

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Performance outcomes	Acceptable outcomes	Assessment Response
needs; and (ii) provide opportunities for community and special events; and (b) lineal or corridor parks, which are designed to: (i) connect with existing or planned open space in the locality; (i) incorporate pedestrian and cycle paths; (ii) protect significant natural features; (iii) convey stormwater; and (iv) provide for other recreational needs when not flooded; and (c) natural parkland areas which: (i) retain locally significant wetlands, remnant vegetation and habitat for fauna; (i) continue ecological corridors and linkages to areas outside of the neighbourhood; and (ii) maintain important landscape and visual quality values.		
PO30 Neighbourhood design and lot layout provides for safe and secure, well distributed and located parkland that: (a) provides a clear relationship between the public realm and adjoining land uses through treatment including alignment, fencing and landscaping; (a) enhances the area's local identity and landscape amenity; (b) provides for a range of recreational opportunities to meet community needs; (c) forms a linkage to existing parkland or habitats; (d) respects and retains existing natural elements; and (e) protects biodiversity values and features.	No acceptable outcome is nominated.	PO30 – Not applicable The proposal does not involve parkland.
Hazards		
PO31 Reconfiguration of a lot avoids creating unacceptable risk to human safety, property and the environment due to natural hazards and contaminated land.	No acceptable outcome is nominated.	PO31 – Complies The coastal hazards overlay is generally contained within the proposed vegetation covenant. The bushfire hazard overlay is over the site however, the site is

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Editor's note: Not all areas of the planning scheme area (which may be subject to risk from natural hazards) are identified by overlays. Determination of potential hazards and constraints should be undertaken through the development application process and appropriate analysis of the site and surrounding area. Editor's note: Where contamination is suspected (for example former cattle dip yards, industrial sites, landfill, areas of unexploded ordnances and the like), applicants may be requested to provide a preliminary contamination report when for residential, rural residential or emerging community zone subdivisions.		generally clear of vegetation and there is area on lot 14, outside the mapped overlay for a future use to locate.

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Development Works Code

Purpose

The purpose of the development works code is:

- (1) *to ensure that development is provided with adequate infrastructure and services relative to its location and needs;*
- (2) *to ensure that development work is undertaken in a manner that accords with the endorsed standards for the planning scheme area;*
- (3) *to facilitate the achievement of the overall outcomes sought for development.*

Overall outcomes

The purpose of the code will be achieved through the following overall outcomes:

- (1) *adequate infrastructure and services are provided to support the reasonable expectations for the needs of the development in relation to the following:*
 - (a) *access and parking;*
 - (b) *energy supply;*
 - (c) *transportation and the movement of people and goods between places;*
 - (d) *roof and allotment drainage;*
 - (e) *sewage and waste water treatment and disposal;*
 - (f) *stormwater management;*
 - (g) *telecommunications;*
 - (h) *water supply; and*
- (2) *all development work is designed and undertaken:*
 - (a) *in accordance with best environmental management practice;*
 - (b) *in a manner that does not detract from the character and amenity of the setting;*
 - (c) *in a manner that protects or does not significantly adversely affect the natural environmental values of the site and surrounds;*
 - (d) *to be safe, reliable and easily maintained;*
 - (e) *so that surroundings, are not adversely impacted by off-site effects;*
 - (f) *having proper regard to existing public infrastructure and planned future public infrastructure; and*
 - (g) *in a manner that can minimise risk to human life, health and safety, and property.*

9.3.2.1 Specific benchmarks for assessment

Table 9.3.2.4.1 – Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
Access and parking		
PO1 The development is provided with an on-site parking and movement system designed and constructed to: (a) be integrated with the site layout including: (i) direct access to a road providing an appropriate level of service required to accommodate traffic generated by the use;	AO1.1 The development is provided with sufficient on-site vehicle parking and queuing space in accordance with the standards relevant to the use in compliance with Table 9.3.2.4.3.	AO1.1 – Complies Each lot is adequate size for on-site car parking.

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Performance outcomes	Acceptable outcomes	Assessment Response
(ii) having appropriately designed footpath crossovers; (iii) provision for safe pedestrian movement between public footpath and facility entry points; (b) accommodate sufficient manoeuvring room for the safe entry and exit of all modes of transport generated by the use (including refuse collection vehicles, trucks, buses and the like as relevant to the development); (c) accommodate sufficient parking for the expected number and type of vehicles generated by the use; (d) facilitate non-discriminatory accessibility; (e) provide for safe and efficient loading and unloading of goods; (f) allow for vehicle queuing necessary for the use; (g) provide for passenger set down and pick up necessary for the use (including public transport needs); (h) facilitate public access to the foreshore and public open space networks; (i) provide a safe environment; (j) be compatible with the character and amenity of the area; and (k) make a positive aesthetic contribution to the streetscape character of the setting, particularly if involving multi-level parking.		
	AO1.2 For development other than a use listed in the table below, an engineer who qualifies as a registered professional engineer of Queensland certifies that all vehicles likely to use the site are able to enter and leave the site in a forward gear, and that the on-site vehicle parking spaces, pick-up areas, loading and unloading areas, queuing areas, circulation and manoeuvring areas for the development are designed and constructed in accordance with the most up to date version of the Australian Standards as relevant to the development, including but not limited to the following:	AO1.2 – Not applicable Land uses are not proposed.

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Performance outcomes	Acceptable outcomes	Assessment Response																				
	(a) <i>Australian Standard AS2890.1-1993: Parking Facilities –Off-street Car parking;</i> (b) <i>Australian Standard AS1428.1-2001: Design for access and mobility – General requirements for access – New building work;</i> (c) <i>Australian Standard AS2890.2-1993: Off-street parking – Commercial vehicle facilities.</i> <table><tr><td>Accommodation activities</td></tr><tr><td>Caretaker’s accommodation</td></tr><tr><td>Community residence</td></tr><tr><td>Dual occupancy</td></tr><tr><td>Dwelling house</td></tr><tr><td>Dwelling unit</td></tr><tr><td>Home based business</td></tr><tr><td>Recreation activities</td></tr><tr><td>Environment facility</td></tr><tr><td>Park</td></tr><tr><td>Rural activities</td></tr><tr><td>Animal husbandry</td></tr><tr><td>Cropping</td></tr><tr><td>Permanent plantation</td></tr><tr><td>Roadside stall</td></tr><tr><td>Special activities</td></tr><tr><td>Landing</td></tr><tr><td>Major electricity infrastructure</td></tr><tr><td>Substation</td></tr><tr><td>Telecommunications facility</td></tr></table>	Accommodation activities	Caretaker’s accommodation	Community residence	Dual occupancy	Dwelling house	Dwelling unit	Home based business	Recreation activities	Environment facility	Park	Rural activities	Animal husbandry	Cropping	Permanent plantation	Roadside stall	Special activities	Landing	Major electricity infrastructure	Substation	Telecommunications facility	
Accommodation activities																						
Caretaker’s accommodation																						
Community residence																						
Dual occupancy																						
Dwelling house																						
Dwelling unit																						
Home based business																						
Recreation activities																						
Environment facility																						
Park																						
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Cropping																						
Permanent plantation																						
Roadside stall																						
Special activities																						
Landing																						
Major electricity infrastructure																						
Substation																						
Telecommunications facility																						
	AO1.3 A solid, good quality brick, timber or masonry screen fence having a minimum height of 1.8 metres is provided between the car parking area of development (other than a use within the accommodation activities group being for long-term accommodation) where adjoining a sensitive land use located within the residential category zone or the township zone	AO1.3 – Not applicable No car parking areas are proposed, nor does the site adjoin a residential or township zone.																				
PO2 Access driveways are designed and sited: (a) to minimise disruption to public infrastructure; (b) to operate safely and efficiently taking into account the volume, frequency and type of vehicle traffic expected to be generated by the	AO2.1 The access driveway of the development does not require the modification, relocation or removal of any street tree or public infrastructure including a fire hydrant, water meter, street sign, manhole, stormwater gully pit or other Council asset.	AO2.1 – Complies The access driveway to Manns Road is existing and no changes are proposed or required (to service both lots).																				

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Performance outcomes	Acceptable outcomes	Assessment Response
development; (c) to operate safely and efficiently taking into account the function of the adjoining road; and (d) to minimise impacts on the safety, efficiency, or function of the road network.		
	AO2.2 The access driveway of the development is not constructed over an access point to infrastructure under the control of a regulatory authority, including storm water pits, water meters, water hydrants and telephone pits.	AO2.2 – Complies
	AO2.3 The access driveway of the development does not enter the road carriageway at the location of an existing traffic island, speed control device, car parking bay, pedestrian crossing, bus stop or other infrastructure within the road carriageway.	AO2.3 - Complies
	AO2.4 The access driveway of the development is not located within: (a) two (2) metres of any adjoining property access driveway (excluding shared property accesses at the property line); and (b) one (1) metre of any public infrastructure such as a street sign, power pole, street light, manhole, stormwater gully pit or other Council asset; (c) the closest half of the road frontage to a road intersection for any corner lot.	AO2.4 - Complies The access driveway to Manns Road is existing and no changes are proposed or required (to service both lots).
	AO2.5 The access driveway of the development is designed and constructed in accordance with the Capricorn Municipal Development Guidelines Standard Drawing relevant to the development including but not limited to the following: (a) <i>Standard Drawing CMDG-R-040 Rural Road Access and Property Access over Table Drains;</i> (b) <i>Standard Drawing CMDG-R-041 Residential Driveway Slab and Tracks;</i>	AO2.5 – Complies The driveway is of adequate construction to accommodate both lots.

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Performance outcomes	Acceptable outcomes	Assessment Response
	(c) <i>Standard Drawing CMDG-R-042 Commercial Driveway Slab (Type A) Two Way Access;</i> (d) <i>Standard Drawing CMDG-R-043 Commercial Driveway Slab (Type B) Two Way Access.</i>	
	AO2.6 Where adjoining a state-controlled road or Key Resource Area transport route, the development provides: (a) a single site access driveway; (b) the access driveway to the lowest order road to which the site has frontage; (c) an access driveway which enables vehicles to enter and exit the site in a forward direction.	AO2.6 – Complies The site has frontage to Emu Park Road, however both lots gain access from the lower order road – Manns Road.
Advertising devices		
PO3-PO5 - Not applicable – no advertising devices are proposed.		
Clearing of native vegetation		
PO6 – PO7 – Not applicable – no clearing of vegetation is proposed or required to facilitate the reconfiguring a lot NOTE: New accepted clearing works will be able to be undertaken as a result of the proposed subdivision (along the new boundary), however is approximately only 720 square metres, which is minor in terms of all vegetation over the properties; and will not result in significant fragmentation.		
Earthwork and retaining walls		
PO8 – PO10 - Not applicable Earthwork and retaining walls are not proposed as part of the reconfiguring a lot application		
Energy supply		
PO11 An energy supply is provided in a manner which: (a) is safe; and (b) is sufficient to support the needs of the development and the reasonable expectations for the development based on its location; and (c) does not compromise other infrastructure.	AO11.1 The development is provided with an energy supply in accordance with the requirements of Table 9.3.2.4.6.	AO11.1 – Complies On-site energy supply is required at the time a use is proposed. There is the option to connect to the network. There is electricity lines in Manns Road.
	AO11.2 If the development requires the provision of reticulated grid electricity supply in accordance with Table 9.3.2.4.6 or if the development is to be provided with a reticulated grid electricity supply, the reticulated grid electricity supply infrastructure is provided in accordance with the requirements of the relevant energy supply	AO11.2 – Not applicable

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Performance outcomes	Acceptable outcomes	Assessment Response
	authority.	
	AO11.3 If the development requires an on-site energy supply in accordance with Table 9.3.2.4.6 (and the development is not to be provided with a reticulated energy supply in accordance with AO11.2 above), the on-site energy supply is installed in accordance with all laws and regulations and current best practice.	AO11.3 – Complies Rural zoned properties have the option to provide an on-site electricity supply at the time of use.
Sewage and waste water treatment and disposal		
PO12 The development is provided with sewage and wastewater treatment and disposal infrastructure which: (a) treats and disposes all generated sewage and waste water in a manner that protects public health and avoids environmental harm; (b) where practicable, is integrated with the existing public sewerage networks; (c) where practicable, facilitates the orderly provision of future public sewerage networks; and (d) is designed and constructed to be safe, operationally reliable and easily maintained.	AO12.1 The development is provided with sewage and waste water treatment and disposal infrastructure in accordance with the requirements of Table 9.3.2.4.5.	AO12.1 – Not applicable All sewage and waste water treatment is required to be managed on site at the time a use is proposed. Lot 44 already contains existing infrastructure and the vacant lot will manage on-site systems at the time of change of use.
	AO12.2 If the development requires the provision of reticulated sewerage in accordance with Table 9.3.2.4.5 or if the development is to be provided with reticulated sewerage, the reticulated sewerage is provided in accordance with the current version of the Capricorn Municipal Development Guidelines.	AO12.2 – Not applicable
	AO12.3 If the development requires on-site sewerage infrastructure in accordance with Table 9.3.2.4.5 (and the development is not to be provided with reticulated sewerage in accordance with AO12.2 above), the on-site sewerage infrastructure is provided in accordance with the current version of the Queensland Plumbing and Wastewater Code.	AO12.3 – Not applicable (as per AO12.1)
Roof and allotment drainage		
PO13 Roof and allotment drainage is able to be collected and discharged from the development in a manner that does not adversely affect the	AO13.1 Roof and allotment drainage is conveyed to the kerb and channel or an inter-allotment drainage system in accordance with the most	AO13.1 – Not applicable There is no kerb and channel or inter-allotment drainage. The lots are large enough to manage stormwater onsite.

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Performance outcomes	Acceptable outcomes	Assessment Response
stability of buildings, structures, or land on the site or on adjoining land.	current version of the Australian Standard AS3500.3 (stormwater drainage).	
Telecommunications		
PO14 The development is provided with telecommunications infrastructure or equipment which: (a) is sufficient to support the needs of the development and the reasonable expectations for the development based on its location; (b) where practicable, is integrated with the existing public telecommunication networks; and (c) is designed and constructed to be safe, operationally reliable and easily maintained.	AO14.1 The development is provided with telecommunications infrastructure or equipment in accordance with the requirements of Table 9.3.2.4.6.	AO14.1 – Not applicable On-site telecommunications are required at the time a use is proposed.
	AO14.2 If the development requires the provision of reticulated telecommunications infrastructure in accordance with Table 9.3.2.4.6 or if the development is to be provided with a reticulated telecommunications infrastructure, the reticulated telecommunications infrastructure is provided in accordance with the requirements of the relevant telecommunications supply authority.	AO14.2 – Not applicable for rural zoned land
	AO14.3 If the development requires on-site telecommunications equipment in accordance with Table 9.3.2.4.6, the telecommunications equipment is sufficient to enable contact in normal circumstances with the each of the following nearest emergency services: (a) ambulance station; (b) police station; (c) fire brigade; and (d) state emergency service facility.	AO14.3 – Complies Rural zoned properties have the option to provide an on-site telecommunications supply at the time of use.
Water supply		
PO15 The development is provided with water supply infrastructure which: (a) is sufficient to support the consumption and emergency needs of the development and the reasonable expectations for the development based on its location; (b) where practicable, is integrated	AO15.1 The development is provided with a water supply in accordance with the requirements of Table 9.3.2.4.5.	AO15.1 – Complies Rural zoned properties require an on-site water supply. Lot 44 holds an existing Dwelling. Lot 14 will be vacant and an on-site water supply will be required at the time a use is proposed.

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Performance outcomes	Acceptable outcomes	Assessment Response
with the existing public water supply networks; (c) where practicable, facilitates the orderly provision of future public water supply networks; and (d) is designed and constructed to be safe, operationally reliable and easily maintained.		
	AO15.2 If the development requires the provision of reticulated municipal water supply in accordance with Table 9.3.2.4.5 or if the development is to be provided with a reticulated municipal water supply, the reticulated municipal water supply is provided in accordance with the current version of the <i>Capricorn Municipal Development Guidelines</i> .	AO15.2 – Not applicable
	AO15.3 If the development requires an on-site water supply in accordance with Table 9.3.2.4.5 (and the development is not to be provided with a reticulated municipal water supply in accordance with AO15.2 above), the development is provided with an on-site water tank or multiple tanks for domestic water supply purposes, which have a minimum combined capacity of 50,000 litres.	AO15.3 - Complies Rural zoned properties require an on-site water supply. Lot 44 holds an existing Dwelling. Lot 14 will be vacant and an on-site water supply will be required at the time a use is proposed.

Table 9.3.2.4.2 – Additional outcomes for assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
Non-tidal artificial waterways		
PO16 and PO17 – Not applicable - no non-tidal artificial waterways are proposed		
Roadwork		
PO18 All roadwork is designed and constructed in an economically cost-effective manner and ensures that the pedestrian, cycle and vehicle movement network: (a) is safe; (b) is efficient; (c) is orderly; and (d) does not significantly adversely affect amenity.	AO18.1 If the development involves roadwork, an engineer who qualifies as a registered professional engineer of Queensland certifies that all roadwork is designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	AO18.1 – Not applicable No roadwork is proposed or required.
Stormwater management		
PO19 The development:	AO19.1 An engineer who qualifies as a	AO19.1 – Not applicable The lots are of adequate size to

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Performance outcomes	Acceptable outcomes	Assessment Response
(a) collects and discharges stormwater in a manner that does not adversely affect the stability of buildings, structures, infrastructure or land, located on the site or off the site; (b) has a stormwater management system that is designed and constructed to be safe, operationally reliable, and easily maintained; (c) ensures that the stormwater management system and site work does not adversely impact flooding or drainage characteristics of premises which are located up-slope, down-slope, or adjacent to the site; (d) ensures that the stormwater management system and site work does not result in ponding or retention of water in a manner that is likely to result in loss of amenity for sensitive land use, or result in adverse impacts on public health and safety; (e) where practicable, is integrated with existing public stormwater management networks and planned future stormwater management networks; and (f) does not compromise the ability of the stormwater management system for the catchment to ensure that stormwater causes minimal nuisance, danger, and damage to people, property, infrastructure and the environment due to the quantity of stormwater discharge.	registered professional engineer of Queensland certifies that the development has a stormwater management system which: (a) collects and discharges stormwater to a lawful point of discharge; (b) is compatible with and does not compromise the stormwater management system for the catchment; and (c) is designed and constructed in accordance with the Capricorn Municipal Development Guidelines and any requirements of the stormwater management planning scheme policy contained in schedule 7.13 of the planning scheme.	allow for suitable on-site stormwater discharge and any future use on Lot 14 will need to ensure lawful discharge is achieved, which is likely to be able to be achieved due to the size of the lot.
PO20 The development is planned, designed and constructed, and managed to avoid or minimise adverse impacts on environmental values associated with water quality in natural and developed catchments by achieving: (a) identified stormwater quality design objectives for the location; or (b) current best practice environmental management.	AO20.1 A site stormwater quality management plan has been prepared by a suitably qualified person and the plan: (a) is consistent with any local area stormwater management planning; and (b) provides for achievable stormwater quality treatment measures which meet the construction phase design objectives identified in Table 9.3.2.4.7 and the post-construction phase design objectives identified in Table 9.3.2.4.8, or current best practice environmental	AO20.1 – Not required as part of this rural subdivision application

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Performance outcomes	Acceptable outcomes	Assessment Response
	management, reflecting land use constraints, such as: (i) erosive, dispersive, sodic and/or saline soil types; (ii) landscape features (including landform); (iii) acid sulfate soil and management of nutrient of concern; (iv) rainfall erosivity. Editor's note: Local area stormwater management planning may include urban stormwater quality management plans, catchment management plans, waterway management plans, healthy waters management plans, water quality improvement plans, and natural resource management plans.	
	AO20.2 An erosion and sediment control plan is prepared by a suitably qualified person, and the plan ensures that the release of sediment-laden stormwater: (a) is avoided for the nominated design storm; and (b) is minimised when the nominated design storm is exceeded by addressing the construction phase design objectives for drainage control, erosion control, sediment control and water quality identified in Table 9.3.2.4.7.	AO20.2 – Conditioned On-site works requiring an erosion and sediment control plan are not likely to be required.
	AO20.3 Erosion and sediment control practices (including any proprietary erosion and sediment control products) are designed, installed, constructed, operated, monitored and maintained in accordance with the erosion and sediment control plan required by AO20.2.	AO20.3 - Conditioned
	AO20.4 Development incorporates stormwater flow control measures to achieve the design objectives identified in Table 9.3.2.4.7 and identified in Table 9.3.2.4.8, or current best practice environmental management, including management of frequent flows and peak flows.	AO20.4 – Not applicable
Waste water treatment and disposal (where discharging to a waterway or off-site)		
PO21 The development does not discharge wastewater to a waterway or off-site unless it is treated and discharged in a manner which:	If the development involves the treatment and discharge of wastewater to a waterway or off-site, a wastewater management plan is prepared by a suitably qualified person, and the plan	AO21.1 – Not applicable The development does not involve the treatment and discharge of wastewater to a waterway or off-site.

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Performance outcomes	Acceptable outcomes	Assessment Response
(a) is in accordance with current best practice environmental management; (b) meets the water quality objectives for the receiving water; (c) maintains ecological processes, riparian vegetation, waterway integrity and downstream ecosystem health; and (d) avoid causing adverse impacts on ecosystem health and waterway health.	addresses the following: (a) wastewater type; (b) climatic conditions; (c) water quality objectives; and (d) best environmental practice.	
	AO21.2 The wastewater management plan required by AO21.1 provides for the management of wastewater in accordance with a waste management hierarchy that: (a) avoids wastewater discharge to waterways; or (b) if wastewater discharge to waterways cannot practicably be avoided, minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal for sewer, surface water and groundwater.	AO21.2- Not applicable
	AO21.3 Wastewater discharge is managed in manner which avoids or minimises the release of nutrients that are likely to increase the occurrence, frequency or intensity of algal blooms.	AO21.3 – Not applicable
	AO21.4 Development in coastal catchments: (a) avoids lowering groundwater levels where potential or actual acid sulfate soils are present; and (b) manages wastewater so that: (i) the pH of any wastewater discharged is maintained between 6.5 and 8.5 to avoid mobilisation of acid, iron, aluminium, and metals; (ii) holding times of neutralised wastewater ensures the flocculation and removal of any dissolved iron prior to release; (iii) visible iron floc is not	AO21.4 – Not applicable

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Performance outcomes	Acceptable outcomes	Assessment Response
	present in any discharge; (iv) precipitated iron floc is contained and disposed of; and (v) wastewater and precipitates that cannot be contained and treated for discharge on site are removed and disposed of through trade waste or another lawful method.	

Biodiversity overlay code

Purpose

The purpose of the biodiversity overlay code is to identify, protect, enhance and rehabilitate areas containing matters of environmental significance and the ecological processes and biodiversity values of terrestrial and aquatic ecosystems.

Overall outcomes

The purpose of the code will be achieved through the following overall outcomes:

- (1) *matters of environmental significance and corridors which link them are identified, protected, enhanced and rehabilitated to maintain ecological processes and biodiversity;*
- (2) *nature corridors or links are maintained and where appropriate, rehabilitated and expanded to support:*
 - (a) *the natural movement and proliferation of native species;*
 - (b) *ecological responses to climate change;*
 - (c) *the maintenance of large scale migratory lifecycle processes; and*
 - (d) *connectivity between significant habitat areas and areas of remnant vegetation;*
- (3) *development does not cause significant adverse impacts on areas containing matters of environmental significance, by appropriately addressing impacts on issues including but not limited to the following:*
 - (a) *species or habitat loss or disturbance, including terrestrial and aquatic wildlife corridors;*
 - (b) *soil degradation, pollution, erosion, contamination, acidification or salinization;*
 - (c) *modification to natural processes; and*
 - (d) *reduction in water quality, ecological values and the natural hydrological regimes of surface and ground waters;*
- (4) *development maintains or increases the resilience of ecosystems and wildlife habitats to threatening processes, including the impacts of climate change;*
- (5) *development facilitates land tenure and other management arrangements for the long-term conservation of environmentally significant areas, ecological processes and biodiversity values;*
- (6) *corridors and associated buffers have dimensions which suitably provide for:*
 - (a) *movement of native fauna;*
 - (b) *viable habitat areas;*
 - (c) *minimisation of edge effects;*
 - (d) *maintenance of the hydrological functions of waterways or wetlands;*
 - (e) *appropriate access for sustainable recreation; and*
 - (f) *any additional maintenance and bushfire setback functions to be located outside the areas required for ecological purposes; and*
- (7) *fragmentation of existing habitat areas is minimised, particularly where it impacts on the future health of populations of native fauna and flora species.*

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Specific benchmarks for assessment

Table 8.2.3.4.1 — Outcomes for assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
If reconfiguring a lot		
PO15 The ecological function and biodiversity values of existing vegetation and habitat are maintained by ensuring that reconfiguring a lot in areas containing matters of environmental significance does not result in significant adverse impacts on the values present. Editor's note – Council may adopt an offsets planning scheme policy for matters of local environmental significance at a future date. Editor's note: Development applications proposed in areas identified as having matters of environmental significance that prepare all relevant material in accordance with Schedule SC7.5 Environmental Management Planning Scheme Policy, will assist in demonstrating achievement of these performance outcomes.	AO15.1 Reconfiguring a lot does not result in the following: (a) the creation of additional lots within areas mapped as containing matters of environmental significance; or (b) the creation of new lots adjoining areas mapped as containing matters of environmental significance of less than ten (10) hectares.	AO15.1 – Does not comply The proposed new boundary will traverse an area mapped as MLES. PO15 – Complies As a result of the new boundary, new accepted clearing works will be able to be undertaken as a result of the proposed subdivision, however is approximately only 720 square metres, which is minor in terms of all vegetation over the two proposed properties; and will not result in significant fragmentation.
PO16 Reconfiguring a lot incorporates a buffer to areas containing matters of environmental significance in accordance with minimum best practice standards and the buffer area has characteristics to minimise development impacts on the values present. Editor's note: The Queensland wetland buffer guideline, Department of Environment and Heritage, 2011 should be referred to when planning detailed buffer design to position development, determine any alternative buffer widths, and establish operating measures that avoid adverse impacts on a wetland.	No acceptable outcome is nominated.	PO16 – Complies The existing use on Lot 44 is separated from the mapped MLES. There is adequate area on proposed Lot 14 for future uses to avoid or separate from the MLES values. Further, a vegetation covenant is proposed over an area of proposed Lot 14 to protect values.

Bushfire hazard overlay code

Purpose

The purpose of the bushfire hazard overlay code is to ensure that development in bushfire prone areas does not increase risk to life, property, community, economic activity and the environment during bushfire events.

Overall outcomes

The purpose of the code will be achieved through the following overall outcomes:

- (1) *development is located where bushfire hazard risk to personal safety and property is avoided or minimised and mitigated to acceptable levels;*
- (2) *highly vulnerable and community uses are not located in bushfire hazard areas;*
- (3) *vegetation which is identified as matters of State or local environmental significance is not cleared to achieve bushfire hazard minimisation;*
- (4) *natural processes and the protective function of landforms and vegetation are maintained in bushfire hazard areas;*
- (5) *access is provided for safe entry and exit requirements for residents during bushfire events;*
- (6) *development provides for the efficient operational requirements of fire fighters during bushfire events;*

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- (7) development is provided with adequate water supply and fittings for fire-fighting vehicles, and access arrangements for fire fighters;
- (8) emergency services facilities are located and designed to function effectively during and after a bushfire;
- (9) development does not create an unacceptable burden on disaster management response or recovery capacity and capabilities; and
- (10) development avoids the storage of hazardous materials in a bushfire hazard area.

Specific benchmarks for assessment

Table 8.2.4.4.1 — Outcomes for assessable development

Performance outcomes	Acceptable outcomes	Assessment response
Reconfiguring a lot where located in bushfire hazard areas identified as potential impact buffer, or medium potential bushfire intensity, or high potential bushfire intensity, or very high potential bushfire intensity Note: The following performance outcomes and acceptable outcomes apply only to the following categories of development: ▪ Reconfiguring a lot in the Rural zone and in the Emerging Community zone; ▪ Reconfiguring a lot in any other zone where more than 6 additional lots are created and a new road is created.		
Bushfire planning		
PO11 The lot layout is designed as a consequence of, and in accordance with the recommendations of a bushfire hazard assessment and management plan. Editor's note: A bushfire hazard assessment and management plan should precede the reconfiguring design and inform the lot layout, not vice versa. Editor's note: The recommendations of a bushfire hazard assessment and management plan (if considered suitable) may be attached to the conditions of any development approval (if given).	No acceptable outcome is nominated.	PO11 – Does not comply; complies with the overall outcomes The development is not as per a bushfire hazard assessment and management plan. The development achieves the overall outcomes whereby there is no change to the use or level of risk associated with a bushfire event for proposed Lot 44. The lot layout for proposed Lot 14 provides adequate area for a future land use to suitably locate outside of the bushfire hazard overlay, and if within the overlay area, and for a dwelling house, a Material Change of Use application will be required for assessment; which will require a BHA/BMP specific to the location of the dwelling. In addition, the access to Manns Road is already existing and sufficient in terms of access in the event of an emergency. Lot 44 also has frontage to Emu Park Road if required in an emergency. Lot 14 also has access to the unmade road reserve to travel towards Emu Park Road if Manns Road is not suitable in an emergency event (only).
PO12 A bushfire hazard assessment and management plan demonstrates that all future buildings are able to be separated from the bushfire hazard by a distance which is the greater of the following: (a) a sufficient distance to achieve a bushfire attack level	No acceptable outcome is nominated.	PO12 – Not provided as per PO11 response above The vegetation cover on the site is low and it is likely a future use on Lot 14 will be able to achieve PO12, subject to a future MCU application if in the Bushfire hazard overlay area.

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Performance outcomes	Acceptable outcomes	Assessment response
no greater than 29kW/m²; or (b) no less than 1.5 times the mature tree canopy height in the hazard hazardous vegetation; or (c) for forest or woodland vegetation, a sufficient area to create a building protection zone which achieves the following: (i) the inner zone and outer zone of the building protection zone have slopes under thirty-three (33) per cent; and (ii) the inner zone has the following characteristics: (A) it has a minimum distance of ten (10) metres, or a distance sufficient to achieve a bushfire attack level no greater than 29kW/m²; and (B) tree canopy cover in the zone is less than ten (10) per cent; and (C) tree canopy is located greater than two (2) metres from any part of the roofline of a building; and (iii) the outer zone has the following characteristics: (A) it has a minimum distance of ten (10) metres plus one (1) metre for every degree of downslope vegetation; and (B) tree canopy cover in the zone is less than thirty (30) per cent. Editor's note: The separation area between buildings and the bushfire hazard may include: ▪ a cleared road reserve of adequate width; or ▪ open space acceptable to Council as a reserve contributed as part of the open space requirements of a development; or ▪ maintainable land retained in private ownership in lots which are large enough to contain the required separation distance; or ▪ maintainable open space or fire trail in a Community Management Scheme owned and maintained by the body corporate.		
PO13 Lot design minimises the number of lots which have a direct interface	AO13.1 No more than twenty (20) per cent of the total number of lots in the	AO13.1 - Complies Only one (1) additional lot is proposed.

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Performance outcomes	Acceptable outcomes	Assessment response
with the bushfire hazard.	development interface directly with the fire hazard.	
Access		
PO14 The reconfiguring design ensures that the road network, future driveways and access routes: (a) avoid potential for entrapment during a bushfire; (b) provide safe and efficient movement of residents, workers and visitors out of the subdivision and away from an approaching bushfire; (c) provides alternative access and egress considering the most likely bushfire scenarios; (d) ensures that the location, siting, and design of development and associated driveways and access routes enables safe and efficient access for emergency services vehicles during and after a bushfire. Editor's note: A bushfire hazard assessment and management plan can assist in demonstrating compliance with this performance outcome.	AO14.1 Where creating lots having an area less than two (2) hectares: (a) all lots are separated from hazardous vegetation by a constructed all-weather, public road; (b) the road layout provides for at least one alternative access route connecting all lots in the development to a public road that meets the requirements in Table 8.2.4.4.2 and which is connects to a collector road; and (c) cul-de-sacs are avoided except where: (i) a perimeter road with a cleared width of twenty (20) metres separates the lots at the head of the cul-de-sac from hazardous vegetation; and (ii) the cul-de-sac is no longer than seventy (70) metres from the intersection with another road to the furthest future building. Editor's note: Where staged development occurs or development is in accordance with an approved master plan, a temporary perimeter road may be considered, subject to availability of reticulated water supply.	AO14.1 - Not applicable
	AO14.2 Where creating lots having an area greater than two (2) hectares: (a) all lots have a driveway or private road access which connects directly to a constructed all-weather public road; (b) dead-end roads are a maximum length of 200 metres and an alternative emergency evacuation route is provided away from the most likely source of bushfire risk.	AO14.2 - Complies Both proposed lots will use the existing, formed access driveway to Manns Road. There is no change to the existing access arrangements for proposed Lot 44.
	AO14.3 For all lots, private roads and access driveways comply with the requirements specified in Table 8.2.4.4.2.	AO14.3 - Conditioned The driveway will be conditioned to meet 8.2.4.4.2 however is likely to be able to achieve the requirements. No change is required to the driveway within the road reserve.
	AO14.4 Where the lots:	AO14.4 - Complies in part Proposed Lot 14 complies with

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Performance outcomes	Acceptable outcomes	Assessment response
	(a) are required to be supplied with reticulated municipal water supply, private roads and access driveways have a maximum length of seventy (70) metres from an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of fifteen (15) tonnes; or (b) are not required to be supplied with reticulated municipal water supply, private roads and access driveways have a maximum length of 200 metres from an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of eight (8) tonnes.	AO14.4 (b). Proposed Lot 44's driveway is greater than 200m in length however, there is no change to the existing access arrangements as a result of the proposed ROL.
Water for fire fighting purposes		
PO15 Development involving new premises provides adequate infrastructure to support firefighting.	AO15.1 Where the development is connected to a reticulated water supply, lots are provided with water supply and pressure in accordance with Australian Standard AS2419 Fire Hydrant Installations.	AO15.1 - Not applicable

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Coastal hazard overlay code

The purpose of the Coastal hazard overlay code is to ensure that development in the coastal zone is planned, designed, constructed and operated to:

- (1) *avoid, or minimise and mitigate risk to people and property from coastal hazards including storm tide inundation and coastal erosion, taking into account predicted effects of climate change; and*
- (2) *protect coastal resources and allow for natural fluctuations in coastal processes as far as possible.*

The purpose of the code will be achieved through the following overall outcomes:

- (1) *foreshore ecosystems and biological diversity are protected and managed to maintain their natural protective functions and allow for natural fluctuations to continue as far as possible;*
- (2) *in areas zoned for urban development, risk from coastal hazards (including predicted effects of climate change) is avoided or mitigated and managed to acceptable levels;*
- (3) *matters of State or local environmental significance are not adversely impacted on in order to achieve hazard minimisation or mitigation;*
- (4) *coastal dependent land use and infrastructure is undertaken in a manner which minimises impacts on coastal resources and mitigates risks to people and property;*
- (5) *emergency services facilities and vulnerable community uses are located and designed to function effectively during and after coastal hazard events;*
- (6) *development does not create an unacceptable burden on disaster management response or recovery capacity and capabilities;*
- (7) *development avoids the storage of hazardous materials in a coastal hazard area;*
- (8) *public access to the foreshore is maintained and enhanced; and*
- (9) *development does not include canals and artificial waterways that connect to tidal waterways.*

Table 8.2.5.4.1 – Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Acceptable outcomes	
Storm tide hazard areas		
PO1 Development of an existing lot is designed and constructed to avoid adverse impacts on people and property from storm tide inundation.	AO1.1 Where an existing lot, development (including additions and alterations) achieves the following: (a) the floor level of habitable rooms is located at or above the defined minimum habitable floor height for the site (refer Schedule 9, Table SC9.1.1); (b) the floor level of non-habitable rooms is located above the adopted inundation levels for the site and intended use (refer Schedule 9, Table SC9.1.2, Table SC9.1.3, and Table SC9.1.6 as relevant to the development); (c) other than AO1.1(d) below, parts of a building below the floor level of habitable rooms are completely unenclosed to allow for flow-through water movement; (d) a lower level enclosure of no more than five (5) square metres may accommodate a	AO1.1 – Not applicable The existing use on proposed Lot 44 is outside the stormtide hazard area. There are no uses proposed on Lot 14.

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Performance outcomes	Acceptable outcomes	
	laundry or workshop use and is constructed from flood resilient materials; and (e) water tanks located below the minimum floor level of habitable rooms are constructed of reinforced concrete with sufficient footings or supports to resist wave forces. Note: Not all locations within the planning scheme area have detailed modelling. Where detailed modelling has not been undertaken, the defined storm tide hazard level is identified as two (2) metres above the highest astronomical tide, which includes a sea level rise factor of 0.8 metres to account for climate change projections to 2100. An additional freeboard allowance may be required for habitable room floor levels. Editor's note: To assist with determining the suitability of the development, Council may require that a coastal hazard risk assessment is undertaken as part of a development application in accordance with SC7.4 Coastal hazard planning scheme policy.	
PO2 Development involving essential electrical services is located and designed to ensure public safety and minimise consequences of damage due to storm tides. Editor's note: Essential electrical services include any area or room used for fire control panel, telephone PABX, sensitive substation equipment including transformers, low voltage switch gear, high voltage switch gear, battery chargers, protection control and communication equipment, low voltage cables, high voltage cables, and lift or pump controls.	AO2.1 Essential electrical services are located: (a) at or above the defined minimum habitable floor height for the site (refer to Schedule 9); or (b) within an existing basement only where: (i) the basement is a waterproof structure with walls and floors impermeable to the passage of water; and (ii) all entry points are located at or above the defined minimum habitable floor level for the property.	AO2.1 – Not applicable The existing use on proposed Lot 44 is outside the stormtide hazard area. There are no uses proposed on Lot 14.
PO3 A basement (excluding basement storage used only for bike storage, or change room, or building maintenance storage) is suitably located and designed to ensure public safety.	AO3.1 If development involves a basement (excluding basement storage used only for bike storage, or change room, or building maintenance storage), the basement is located and designed to achieve the following: (a) the basement is a waterproof structure with walls and floors impermeable to the passage of water; and (b) all entry points are located at or above the defined minimum habitable floor level for the property.	AO3.1 – Not applicable
PO4	AO4.1	AO4.1 – Not applicable

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Performance outcomes	Acceptable outcomes	
The development does not change storm tide characteristics, which may cause adverse impacts external to the site.	The development does not involve the following: (a) new buildings or structures or additions to existing buildings or structures (including any impermeable parts thereof) located below the defined storm tide hazard level if: (i) having an enclosed space having a volume exceeding fifty (50) cubic metres; or (ii) resulting in a net increase in building materials resulting in a volume exceeding fifty (50) cubic metres; or (b) a net increase in filling on the site greater than fifty (50) cubic metres; or (c) filling material with a height greater than one hundred (100) millimetres; or (d) block or solid walls or fences; or (e) garden beds or other structures with a height more than one-hundred (100) millimetres.	The existing use on proposed Lot 44 is outside the stormtide hazard area. There are no uses proposed on Lot 14.
PO5 Development is located, designed and constructed to avoid adverse impacts on people and property from storm tide inundation.	AO5.1 Development: (a) does not result in: (i) an increase in the number of dwellings at the site; or (ii) an increase in the number of people permanently employed at the site; and (b) is located, designed, constructed and operated to ensure structures can withstand wave action, inundation and recession of flood waters from a defined storm tide event.	AO5.1 – Not applicable The existing use on proposed Lot 44 is outside the stormtide hazard area. There are no uses proposed on Lot 14. Future uses have adequate area to be able to located outside of the mapped overlay area.
PO6 Land, buildings and structures used for the manufacture, transport or storage of hazardous materials in bulk, are located and designed to prevent hazardous materials, whether loose or in containers, from entering any water body, waterway or storm tide inundation area.	AO6.1 Land, buildings and structures used for the manufacture, transport or storage of hazardous materials in bulk, are located outside a storm tide inundation area.	AO6.1 – Not applicable The application does not involve buildings and structures used for the manufacture, transport or storage of hazardous materials in bulk
PO7 Emergency services facilities or vulnerable community uses are located and designed to function effectively during and after coastal hazard.	AO7.1 Development of emergency services or vulnerable community uses are: (a) located above the storm tide event resiliency level for the specific use as specified in	AO7.1 – Not applicable The application is not for the development of emergency services or vulnerable community

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Performance outcomes	Acceptable outcomes	
	Schedule 9, Table SC9.1.6; or (b) designed to ensure any components of the infrastructure that are likely to fail or may result in contamination when inundated by storm tide inundation, are located above the storm tide event level for that activity in specified in Schedule 9, Table SC9.1.6.	
PO8 Development is located, designed and operated to maintain or enhance existing levels of public access to and along the foreshore.	AO8.1 Existing public access ways or roads which provide public access to the foreshore: (a) are retained in place; or are re-located subject to Council approval.	AO8.1 – Not applicable
PO9 Minor public marine development minimises disturbance of the natural environment within waterways.	AO9.1 New minor public marine development: (a) relies on a natural channel of a depth adequate for the intended vessels; and (b) is designed and located such that maintenance dredging following initial construction is not required.	AO9.1 – Not applicable
Erosion prone areas		
PO10 Development is located, designed and constructed to avoid adverse impacts on people and property from coastal erosion.	AO10.1 Development is: (a) essential community infrastructure which cannot be located elsewhere; or (b) coastal-dependent development; or (c) temporary, readily relocatable or able to be abandoned.	AO10.1 – Not applicable There is no new development (land uses) proposed. The existing buildings on proposed Lot 44 are located outside of the mapped coastal hazard overlay area.
	AO10.2 Where involving an additional building or extensions or alterations to an existing building, the development does not extend any further seaward than existing buildings or structures.	AO10.2 – Not applicable

Table 8.2.5.4.2 – Additional outcomes for assessable development

Performance outcomes	Acceptable outcomes	
Storm tide hazard areas		
PO11 New lots and development associated with reconfiguring a lot does not create an unacceptable risk of adverse impact to people, property, and infrastructure due to storm tide hazard and inundation.	No acceptable outcome is nominated.	PO11 – Complies The existing use on proposed Lot 44 is outside the stormtide hazard area. There are no uses proposed on Lot 14. Future uses have adequate area to be able to located outside of

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Performance outcomes	Acceptable outcomes	
		the mapped overlay area.
PO12 The development does not directly, indirectly or cumulatively increase the severity of the coastal hazard and the potential damage of other properties.	No acceptable outcome specified.	PO12 - Complies
PO13 Development does not include man-made canals or artificial waterways that connect to tidal waterways.	No acceptable outcome is nominated.	PO13 – Complies No canals or artificial waterways are proposed as part of the ROL.
PO14 Development maintains existing natural environmental features such as mangroves and wetlands to mitigate impacts from storm-tide inundation and permanent inundation due to sea-level rise.	No acceptable outcome is nominated	PO14 – Complies There is no change to the natural environmental features proposed.
Erosion prone areas		
PO15 Development avoids or mitigates any increase in risk to people and property from adverse coastal erosion impacts by: (a) minimising the area of the development footprint within the erosion prone area; (b) locating development as far landward as possible; (c) maximising the ability for buildings or structures to be abandoned, or disassembled for relocation either on the site or to another site; (d) installing and maintaining on-site coastal protection works.	No acceptable outcome is nominated	PO15 – Not applicable No uses are proposed.
PO16 New lots and development associated with reconfiguring a lot does not create an unacceptable risk of adverse impact to people, property and infrastructure due to erosion resulting from storm tide hazards.	No acceptable outcome is nominated	PO16 - Complies There is no change to the level of risk associated with the erosion prone areas as a result of the proposed ROL. The existing use on proposed Lot 44 is outside the erosion prone area. There are no uses proposed on Lot 14. Future uses have adequate area to be able to located outside of the mapped overlay area.
PO17 Where used, coastal protection works are: (a) consistent with a shoreline erosion management plan that has been prepared for the area; or (b) undertaken in response to a	No acceptable outcome is nominated	PO17 – Not applicable No coastal protection works are proposed.

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Performance outcomes	Acceptable outcomes	
demonstrated need to protect existing permanent structures from an imminent threat of coastal erosion, where abandonment or relocation of the structures is not feasible, and a relevant shoreline erosion management plan has not been prepared.		
PO18 Development in an erosion prone area: (a) maintains, protects or enhances vegetation on coastal landforms; (b) maintains sediment volumes of dunes and near-shore coastal landforms; or (c) mitigates any increased risks from erosion through the location, design, construction and operating standards of development; (d) maintains physical coastal processes beyond the development including longshore transport of sediment along the coast; and (e) prevents increasing the risk of shoreline erosion for areas adjacent to the development, unless the development is an erosion control structure. Editor's note: Applications are to be supported by a report certified by a registered professional engineer that demonstrates this performance outcome will be achieved	No acceptable outcome is nominated	PO18 - Complies There is no change to the vegetation or landforms as a result of the ROL.

Scenic amenity overlay code

Purpose

The purpose of the scenic amenity overlay code is to ensure that development contributes to the protection of the significant scenic landscape features identified within the overlay area.

Overall outcomes

The purpose of the code will be achieved through the following overall outcomes:

- (1) *development integrates all aspects of engineering, architecture, building, operational work and landscaping with the natural features and characteristics of the site, to minimise adverse effects on the environment and the landscape; and*
- (2) *areas identified as having landscape values are protected from development or the effects of development that may reduce those values in terms of:*
 - (a) *physical changes to the natural environment;*
 - (b) *damage or removal of vegetation; and*
 - (c) *prominence of development within its landscape setting and the extent of associated visual detracton.*

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8.1.1.2. Specific benchmarks for assessment

Table 8.2.10.4.1 — Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
Coastal scenic transport routes		
PO2 Development located adjacent to a coastal scenic transport route does not detract from the natural visual amenity and: (a) is visually unobtrusive relative to its natural setting, urban setting, or non-urban setting; (b) maintains distant views along the transport route; and (c) retains and enhances existing vegetation to visually screen and soften built-form elements. Editor's note: Reference should be made to SC7.10 scenic amenity planning scheme policy for guidance on information that may be required to support a development application affected by a scenic amenity overlay.	AO2.1 Where possible, driveway access to the development is taken from an alternative road to the scenic transport route to prevent removal of roadside vegetation.	AO2.1 – Complies The access to both proposed lots is from Manns Road.
	AO2.2 Where access from an alternative road to the scenic transport route is not possible, there is only one (1) access point to the scenic highway.	AO2.2 – Not applicable
	AO2.3 Access points (including driveways) limit vegetation clearing to a maximum of four (4) metres wide for a driveway.	AO2.3 – Not applicable There is no access to Emu Park Road from proposed Lot 44.
	AO2.4 Where not located in an established urban category zone, new development includes a densely vegetated buffer area of vegetation along the full length of the common boundary with a coastal scenic transport route (excluding any access driveway) which: (a) is no less than ten (10) metres deep; (b) contains dense vegetation; (c) retains any established native tree species having a height exceeding two (2) metres, or a trunk diameter of thirty (30) centimetres; and (d) where natural vegetation is sparse, additional planting is undertaken to form a screen as follows: (i) there is a minimum of two (2) rounded canopy trees for every five (5) linear metres or part thereof of	AO2.4 – Not applicable

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Performance outcomes	Acceptable outcomes	Assessment Response
	the length of the road frontage property boundary; and (ii) there is a minimum of two (2) shrubs for every three (3) linear metres or part thereof of the length of the road frontage property boundary.	
	AO2.5 Walls of buildings facing a coastal scenic transport route do not include a wall in a single plane greater than ten (10) metres unless punctuated with: (a) at least one window with a shade hood; or (b) a recessed section of wall at least one square meter in area; or (c) a balcony or deck; or, (d) contrasting texture of cladding material.	AO2.5 – Not applicable No change to buildings as part of this ROL.
	AO2.6 External wall finishes have the same tonal value as the surrounding vegetation and do not include bright, high contrast colours including whites, yellows, reds and blues.	AO2.6 – Not applicable

Table 8.2.10.4.2 — Additional outcomes for assessable development

Performance outcomes	Acceptable outcomes	Assessment Response
Reconfiguring a lot		
PO6 Development involving reconfiguring a lot located within scenic amenity management area A, scenic amenity management area B, or a coastal green break minimises fragmentation of the identified scenic landscape area which may lead to vegetation removal. Editor's note: Reference should be made to SC7.10 Scenic amenity planning scheme policy for guidance on information that may be required to support a development application affected by a scenic amenity overlay.	AO6.1 Where in a residential category zone, reconfiguring does not result in a lot smaller than 1,500 square metres.	AO6.1 – Not applicable
	AO6.2 Where in any other zone, reconfiguring does not result in a lot having a size less than the greater of the following: (a) the minimum lot size for the zone of the site (as specified in the reconfiguring a lot code); or	AO6.2 – Does not comply PO6 – Complies The justification of the lot sizes has been demonstrated against the Reconfiguring a Lot code. There is no change or impact to the coastal scenic transport route due to access being via Manns Road

Code assessment - D-37-2026 - Development Permit for a Reconfiguring a Lot (one lot into two lots and access easement) - 3190 Emu Park Road, Emu Park

Performance outcomes	Acceptable outcomes	Assessment Response
	(b) two (2) hectares in size.	and the driveways being existing.
PO7 Development for reconfiguration of a lot: (a) is designed to respond to the natural contours of the landform and avoid imposing geometric solutions on undulating landscapes; (b) does not occur if lot sizes and lot design provides for the development of large continuous areas of urban development (resulting in a 'sea of roofs'); (c) maximises the retention of existing bands or patches of native trees; and (d) establishes new bands or patches of native trees and open space, or establishes large trees planted in road reserves. Editor's note: Reference should be made to SC7.10 Scenic amenity planning scheme policy for guidance on information that may be required to support a development application affected by a scenic amenity overlay.	No acceptable solution is nominated	PO7 – Complies The ROL responds to the site, does not result in a sea of roofs and does not propose clearing of vegetation in the coastal scenic transport route.

13.8 - D-37-2026 DEVELOPMENT APPLICATION FOR ROL (1 INTO 2 LOTS AND ACCESS EASEMENT)

Statement of Reasons

Meeting Date: 17 August 2026

Attachment No: 4

RECOMMENDATION A

THAT in relation to the application for a Development Permit for Reconfiguring a Lot (1 Lot into 2 Lots and access easement), made by J A Thomasson, on Lot 44 on SP 355346, and located at 3190 Emu Park Road, Emu Park QLD 4710, Council resolves to Approve the application given pursuant to Section 45(5)(b) of the *Planning Act 2016*, as the assessment manager is satisfied that:

- (a) The development has been justified to achieve the specific outcomes of the Strategic Framework due to the established settlement pattern, the site's location close to smaller lots within the Emu Park locality and the subdivision layout avoiding and minimising impact to the biodiversity values over the site.
- (b) Whilst the development does not meet the minimum lot size and dimensions as per the Rural zone code, the lots are of similar sizes to lots in the area and is constrained for rural activities due to the natural environment and waterway through the site.
- (c) The development proposes to protect the biodiversity values in a vegetation covenant, to achieve the overall outcomes of the Biodiversity overlay code.
- (d) Any technical matters can be managed via reasonable and relevant conditions of approval.

RECOMMENDATION B

That in relation to the application for a Development Permit for a Reconfiguring a lot (one lot into two lots and access easement), made by J A Thomasson, on Lot 44 on SP 355346, and located at 3190 Emu Park Road, Emu Park QLD 4710 Council resolves to Approve the application subject to the following conditions:

1.0 ADMINISTRATION

- 1.1 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.
- 1.2 Where these Conditions refer to "Council" in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 All conditions, works, or requirements of this approval must be undertaken and completed prior to the issue of the Compliance Certificate for the Survey Plan, unless otherwise stated.
- 1.5 Where applicable, infrastructure requirements of this approval must be contributed to the relevant authorities, at no cost to Council prior, to the issue of the Compliance Certificate for the Survey Plan, unless otherwise stated.
- 1.6 The following further Development Permits must be obtained prior to the commencement of any works associated with its purposes:
 - 1.6.1 Operational Works:
 - (i) Access Works.
- 1.7 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.

- 1.8 All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Reconfiguration Plan (1 Lot into 2 Lots + Emt + Cov)	6860-03-ROL	22/12/2025

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.

- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of a Development Application for Operational Works.

3.0 ACCESS WORKS

- 3.1 A vehicular access to and from proposed Lot44 and Lot 9 must be via Manns Road through proposed easement only.

- 3.2 An easement must be established for access purposes, burdening proposed Lot 9 and in favour of proposed Lot 44 generally in accordance with the submitted plan 6860-03-ROL rev A. The easement must be shown on the plan of subdivision and the respective documentation submitted to Council as part of the request to approve the plan of subdivision.

- 3.3 Rural addressing must be provided to each lot in accordance with Council rural addressing policy and procedure.

4.0 ELECTRICITY AND TELECOMMUNICATIONS

- 4.1 Electricity and telecommunication connections must be provided to the proposed lots to the standards of the relevant authorities.

- 4.2 All services must be located within the respective property boundaries / lot it serves.

- 4.3 Evidence must be provided of a certificate of supply with the relevant service providers to provide each lot with live electricity and telecommunication connections, in accordance with the requirements of the relevant authorities prior to the issue of the Compliance Certificate for the Survey Plan.

5.0 ASSET MANAGEMENT

- 5.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the Developer.

- 5.2 Any damage to existing kerb and channel, pathway or roadway (including removal of concrete slurry from public land, pathway, roads, kerb and channel and stormwater gullies and drainage lines) which may occur during any works carried out in association with the approved development must be repaired. This must include the reinstatement of the existing traffic signs and pavement markings which may have been removed.

6.0 BUSHFIRE HAZARD

- 6.1 A bushfire hazard assessment and management plan must be prepared to demonstrate that all future developments will not be adversely impacted from bushfire hazard.
- 7.0 ENVIRONMENTAL
- 7.1 An environmental covenant, pursuant to Section 97A of the Land Title Act 1994, must be entered into in respect of the proposed covenant area on the approved plans on proposed Lot 9 to the effect that:
- 7.1.1 The area is protected as a vegetated flora habitat, and all native vegetation must be retained; and
- 7.1.2 There is to be no artificial interference or disturbance of the habitat. Approval may be sought from Council to remove hazards to safety of persons outside of the habitat or remove weeds and revegetate with local native species under an approved plan.
- 7.2 The covenant area must be shown on the Survey Plan and the respective documentation submitted to Council, prior to the Compliance assessment for the Survey Plan.
- 7.3 Areas degraded as a result of development are rehabilitated by the proponent as near as is practicable to the naturally occurring local native plant species and ecological communities.
- Editor's note: A rehabilitation plan supported by expert ecological advice will assist in demonstrating achievement of this performance outcome.
- 7.4 A rehabilitation planting plan for the area must be prepared and submitted to Council for endorsement [one (1) month] prior to the commencement of any works on the site.
- 7.5 A "Planting Plan" and supporting documentation must be prepared and is to include, but not limited to:
- (i) trees, shrubs and groundcovers to all areas;
 - (i) position and canopy spread of all trees and shrubs;
 - (ii) the extent and type of works (inclusive but not limited to paving, fences and garden bed edging);
 - (iii) a plant schedule with the botanic and common names, total plant numbers and pot sizes at the time of planting. Endemic species must be incorporated in the landscaping;
 - (iv) a maintenance schedule over three (3) years including a weed management and replanting program;
 - (v) Requirements of an approved Bushfire Hazard Assessment and Bushfire Management Plan must be considered when nominating species e.g. consider specific fire tolerant native species.
- 7.6 Nature corridors or links must be maintained and where appropriate, rehabilitated and expanded to support wildlife movement, ecological functions.
- 7.7 Protect riparian vegetation in and adjacent to watercourses. A buffer surrounding a waterway or wetland is established and maintained free of development.
- 7.8 A width of which is supported by an evaluation of the environmental values and functions and threats to matters of State or local environmental significance.
- 7.9 Riparian areas are fenced to manage stock access.
- 7.10 Development enhances or maintains the existing surface water hydrological regime of all areas containing matters of environmental significance.

8.0 VEGETATION CLEARING

- 8.1 A Development Permit for Operational Works (Clearing Works) where required must be obtained prior to the commencement of any clearing works on the site.

9.0 FAUNA MANAGEMENT AND HABITAT

- 10.0 A suitably qualified fauna spotter / catcher must be engaged to conduct a pre-assessment of wildlife habitats and breeding places and be onsite during any vegetation felling activities to ensure fauna and habitat management actions are taken as required. All clearing works must be halted if fauna is likely to be injured.
- 11.0 A Local Wildlife Management Plan must be submitted to Council prior to the commencement of works. The Plan must include, but not be limited to, the following information:
- (i) The potential direct and indirect impacts of both the construction and operation phase of the proposed development to the wildlife wellbeing / colony / roost / breeding place;
 - (i) How this is to be monitored, evaluated and reported;
 - (ii) The mitigation options which will be utilized to minimize the potential impacts on wildlife and their habitat; and
 - (iii) The procedure for health and safety, which might include for example scenarios of the flying foxes roosting in plant and machinery and injured flying foxes.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under Section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal Cultural Heritage legislation. The information on Aboriginal Cultural Heritage is available on the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs website www.datsima.qld.gov.au

NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Workplace Health and Safety* legislation and *Public Health Act 2005*.

NOTE 3. General Environmental Duty

General environmental duty under the *Environmental Protection Act* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.

NOTE 4. General Safety Of Public During Construction

The *Workplace Health and Safety Act* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5. Infrastructure Charges Notice

This application is subject to infrastructure charges in accordance with Council policies. The charges are presented on an Infrastructure Charges Notice which has been supplied with this decision notice.

- NOTE 6. All internal plumbing works must be in accordance with regulated work under the Plumbing and Drainage Act.
- NOTE 7. The land subject to the above development application must be free of declared pest plants; as declared at the date of development application in *Local Law No. 3 (Community & Environmental Management) 2011* and Schedule 1 of *Subordinate Local Law 3 (Community & Environmental Management) 2011*; and restricted invasive species in the *Biosecurity Act 2014* or as amended; to the satisfaction of Council's Pest Management Officer, prior to the commencement of any site works. Council will supply a free inspection and advice service on the request of the landowner.
- NOTE 8. The subject land must be free of invasive pest plants, to the satisfaction of Council's Pest Management Officer, prior to the commencement of any site works. Council will supply a free inspection and advice service on the request of the landowner. Council will undertake control works on a fee for service basis.
- NOTE 9. It is advised that part of the subject site is mapped by the Department of Resources as containing Endangered/ Of Concern/ Least Concern Remnant Vegetation. The *Vegetation Management Act 1999* has requirements with regard to the clearing of vegetation. Information on Vegetation Management is available at: <https://www.qld.gov.au/environment/land/vegetation/management/>
- NOTE 10. It is advised that part of the subject site is mapped under the planning scheme as a matter of local environment significance and any future clearing in this area may require a development permit for Operational Works.

PROPERTY NOTES

- NOTE 1. Based on the report by Aurecon, Capricorn Coast Storm Tide Upgrade Final Report (Reference 249370, dated 29/10/2015, Rev 04), the 1 % AEP event storm tide level shall be 3.78m AHD – Emu Park – Inland.

Inland site – Indicative recommended habitable floor Levels is 5m Australian Height Datum at 2100 Year (includes 0.8m Mean Sea level rise).

The habitable floor level estimates are indicative only and could be highly conservative in some locations but not conservative in others.

RECOMMENDATION C

That in relation to the application for a Development Permit for a Reconfiguring a lot (one lot into two lots and access easement) only, made by J A Thomasson, on Lot 44 on SP 355346, and located at 3190 Emu Park Road, Emu Park QLD 4710, Council resolves to issue an Infrastructure Charges Notice for the amount of \$21,121.79.

13.9 POTENTIAL ACQUISITION OF LAND AT 9 CASEY DRIVE, YEPPOON.

File No:	ED8.5
Attachments:	1. Aerial images of 9 Casey Drive & 28 Oxford Road  
Responsible Officer:	Sonia Tomkinson - Manager Economy and Places Katrina Paterson - General Manager Communities and Environment Tom Upton - Chief Executive Officer
Author:	Arna Hart - Economic Development Officer
Previous Items:	5.5 - Response to Councillor Watson's Notice of Motion: Potential Acquisition of Land at 9 Casey Drive, Yeppoon. - Briefing Session - 27 Jul 2026 12PM 9.4 - Notice of Motion - Councillor Rhodes Watson - 9 Casey Drive - Ordinary Council - 19 Aug 2025 11:00 AM

SUMMARY

This report seeks Council's decision regarding the proposed acquisition of freehold land located at 9 Casey Drive, Yeppoon (Lot 28 on RP860145). The subject land has been identified within the Fig Tree Creek Catchment Masterplan as a strategic acquisition and is partially identified as future trunk stormwater infrastructure under the Local Government Infrastructure Plan (LGIP).

The acquisition would provide Council with the opportunity to secure land for environmental protection, stormwater management and public open space purposes while consolidating Council's adjoining landholding at 28 Oxford Road which is freehold in trust. Following consideration of the matter at a Councillor Briefing Session on 27 July 2026, a decision is now sought by Council to determine whether it wishes to proceed with the acquisition.

Attachment One provides aerial images of both 9 Casey Drive and 28 Oxford Road.

OFFICER'S RECOMMENDATION

THAT Council:

1. Approve the acquisition of a portion of land situated at 9 Casey Drive, Yeppoon, described as part of Lot 28 on RP860145, for environmental protection, stormwater management and public open space purposes.
2. Delegate authority to the Chief Executive Officer to negotiate the terms and conditions of a Contract of Sale for the acquisition of the land.
3. Approve the waiver of applicable Council fees associated with the proposed boundary realignment required to facilitate the acquisition.

BACKGROUND

At the Ordinary Meeting held on 19 August 2025, Council received a Notice of Motion regarding the potential acquisition of land at 9 Casey Drive, Yeppoon. Subsequent investigations and assessments have been undertaken by officers to determine the strategic value, acquisition pathway and costs associated with acquiring the site.

The subject parcel is zoned Medium Density Residential but is significantly constrained by flooding overlays, environmental overlays and existing sewer and electricity easements. The land is located within the Fig Tree Creek Catchment and has been identified as a strategic acquisition within the Fig Tree Creek Catchment Masterplan. It is also situated within a significant stormwater flow path and forms part of future trunk stormwater infrastructure identified under the LGIP.

The property adjoins Council-owned land at 28 Oxford Road and provides an opportunity to create a larger consolidated landholding for environmental and public purposes.

Legal advice recommends that:

Since the land to be acquired is currently freehold land (being the relevant portion of Lot 28), the proposed transaction would therefore operate as a standard transfer, structured as follows:

1. **Parties to the Transfer:** *The transfer would be from (seller's name omitted) as trustee under Instrument 722894491 and Livingstone Shire Council as trustee under Instrument 720299126 as Sellers, to Livingstone Shire Council as Trustee under Instrument 720299126 as Buyer.*
2. **Consideration:** *The consideration would be "[extract_itex]x, the agreed monetary value,] and to resolve ownership between the parties".*
3. **Trust Details Form:** *A Trust Details Form will be required. Item 2 of that form should state: "it is declared that the land in Item 2 of the Form 1 – Transfer is to be held by the Livingstone Shire Council upon trust for public use and ancillary uses." This is the phrasing that was used in the transfer when Council acquired Lot 906, and so the ownership will be held as trustee for the same purpose.*

Based on the above, we consider that proceeding by way of a boundary realignment is a viable option for Council.

We recommend that, if Council agrees to proceed in this manner and for abundance of caution, the Contract of Sale include a special condition that any settlement monies be held in trust under a registration confirmation statement was achieved. While some sellers might not particularly like this, it is a special condition that we use often in boundary realignment situations.

The landowner has indicated a willingness to sell a portion of the property (2000m²) and seeks \$220,000 (ex. GST) for the proposed acquisition area. The area proposed to be acquired has an assessed market value of approximately \$200,000 (ex. GST).

PREVIOUS DECISIONS

Councillor Briefing Session – 27 July 2026

Councillors received a briefing regarding the proposed acquisition, including the strategic rationale, acquisition process and pathway, associated costs and recommended next steps.

Ordinary Council Meeting – 19 August 2025

Item 9.4 – Notice of Motion – Councillor Rhodes Watson – 9 Casey Drive.

Council resolved to seek further investigation and reporting regarding the potential acquisition of land at 9 Casey Drive, Yeppoon.

ENGAGEMENT AND CONSULTATION

Discussions have occurred with the property owner regarding the proposed acquisition area and potential sale terms.

Consultation has been undertaken with relevant internal stakeholders including Property Services, Strategic Planning, Infrastructure Services and Environment and Natural Resources personnel to assess the strategic and operational benefits of the acquisition.

Independent legal advice was obtained to identify the most appropriate acquisition mechanism, with acquisition by agreement (freehold purchase) identified as the preferred approach. Legal advice further confirmed that the acquisition can be facilitated through a boundary realignment with Council's adjoining parcel (see earlier comments)

BUDGET IMPLICATIONS

Council allocated \$200,000 within the 2025–26 budget for the purchase of the land. As the acquisition was not completed during that financial year, the allocation has been carried forward into the 2026–27 financial year.

Approximate acquisition costs are outlined in the table below, noting the purchase price is exclusive of GST based on the seller not being required to be registered for GST.

Proposed Purchase Price	\$220,000 excl. GST
Stamp Duty	\$6,895
Boundary Re-alignment Fee	\$1,628*
Surveyor Costs	\$8,750 + GST
Survey Plan Endorsement by Council	\$1,200*
Conveyancing	\$3,000 + GST
Title Registration Fee	\$750**
TOTAL	\$242,223

*Waived pending Council approval

**Estimate only

Should Council proceed with the acquisition, an additional budget allocation will be required to meet the total acquisition costs.

LEGISLATIVE CONTEXT AND LEGAL IMPLICATIONS

Pursuant to the *Acquisition of Land Act 1967*, local governments may acquire land for public purposes including drainage and parkland. Legal advice confirms that the proposed acquisition satisfies these public purpose requirements.

The proposed acquisition is consistent with Clause 5.2 of Council's *Acquiring Land and Easements for Infrastructure Services Procedure*, which identifies acquisition by agreement as Council's preferred method for obtaining land required for public infrastructure purposes.

Legal advice recommends that should Council resolve to proceed, the acquisition will be formalised through a negotiated Contract of Sale and associated boundary realignment process.

Delegating authority to the Chief Executive Officer will facilitate timely negotiations and execution of the required legal documentation.

RISK ASSESSMENT

Strategic Risk: Failure to acquire the land may result in the loss of a strategic acquisition opportunity identified in the Fig Tree Creek Catchment Masterplan.

Infrastructure Risk: The land is identified as future trunk stormwater infrastructure within the LGIP. If Council does not acquire the land, future delivery, access and maintenance of planned stormwater infrastructure may become more complex and costly.

Financial Risk: The estimated acquisition cost is greater than the current budget allocation and may require additional funding. Conversely, acquiring the land now may avoid higher acquisition costs in the future.

Environmental Opportunity: Acquisition would enable Council to protect environmentally significant land within the Fig Tree Creek catchment and improve long-term environmental management outcomes.

Community Opportunity: Acquisition would expand Council's public landholding, creating opportunities for future public open space, environmental enhancement and community benefit.

CORPORATE PLAN REFERENCE

Natural Environment

Creating opportunity to protect and value Livingstone's natural resources for future generations.

13.9 - POTENTIAL ACQUISITION OF LAND AT 9 CASEY DRIVE, YEPPOON.

**Aerial images of 9 Casey Drive & 28
Oxford Road**

Meeting Date: 17 August 2026

Attachment No: 1

Attachment One



28 Oxford Road, Yeppoon
Freehold, base parcel owned
by LSC.

Lot 28 on RP860145 (Subject
Land),



14 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and cannot be delayed until the next scheduled Council or Committee Meeting.

15 CLOSURE OF MEETING