



# **STANDING COMMITTEE - INFRASTRUCTURE AGENDA**

## **4 JUNE 2024**

*Your attendance is required at an Infrastructure Committee meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 4 June 2024 commencing at 8.30 AM for transaction of the enclosed business.*

Cale Dendle  
**CHIEF EXECUTIVE OFFICER**  
29 May 2024

Next Meeting Date: 02.07.24

### **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.

## **Terms of Reference**

On 20 May 2024, Council resolved to establish Standing Committees, including an Infrastructure Committee with the following terms of reference:

### **Infrastructure Committee:**

- Committee is primarily responsible for overseeing policy and performance in the following areas of Council operation:
  - Roads & Drainage
  - Engineering Services (infrastructure planning and design services)
  - Water & Sewerage
  - Waste Management & Resource Recovery
  - Major Project Delivery
- In accordance with s. 257(1)(c) of the Local Government Act 2009, Council delegate authority to the committee to make resolutions on its behalf, provided that there is an absolute majority (ie. four of seven councillors) in favour of the proposal. For clarity, a casting vote cannot be used by the presiding councillor to determine a resolution and tied votes must be referred to Ordinary Council meeting for determination.
- Committee members be all councillors in the first instance.
- By virtue of s. 12(3)(g) of the Local Government Act 2009, the Mayor is a (ex-officio) member of the committee.
- A quorum be a simple majority of members.
- In accordance with s. 267(1) of the Regulation, Cr Mather and Cr Watson be appointed as rotating co-chairs of the committee.
- The committee meet on the first Tuesday of each month at 8.30am in the Council Chambers.
- Committee Secretary/Principal Reporting Officer is the General Manager Infrastructure.

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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."*

## 2 ATTENDANCE

### Members Present:

Councillor Rhodes Watson (Co-Chairperson)  
Councillor Glenda Mather (Co-Chairperson)  
Mayor, Councillor Adam Belot  
Councillor Wade Rothery  
Councillor Lance Warcon  
Councillor Andrea Friend  
Councillor Pat Eastwood

### Officers in Attendance:

Michael Kriedemann – General Manager Infrastructure – Committee Secretary  
Cale Dendle - Chief Executive Officer  
Chris Ireland – General Manager Communities  
Andrea Ellis – Chief Financial Officer  
Matthew Willcocks - Chief Technology Officer  
Kristy Mansfield - Chief Human Resources Officer

**3 LEAVE OF ABSENCE / APOLOGIES**

Nil

**4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****5 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA****6 DEPUTATIONS**

Nil

**7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COUNCILLOR/DELEGATE REPORTS**

Nil

**10 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS**

Nil

# 11 REPORTS

## 11.1 YEPPOON AQUATIC CENTRE

**File No:** fA7284  
**Attachments:** 1. Yeppoon Aquatic Centre Schematics [↓](#)  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Sean Fallis - Manager Engineering Services

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### SUMMARY

*The following report provides a Progress update for the Yeppoon Aquatic Centre development.*

### OFFICER'S RECOMMENDATION

THAT the Yeppoon Aquatic Centre Progress Report be received.

### BACKGROUND

Funding for the project was obtained via a grant from the Federal Government. The total funding for the project is \$13 million. The scope of work includes:

- Demolition of the hall, 50m pool and existing amenities.
- Construction of a new 50m pool with wheelchair ramp access, new filtration equipment, new amenities and partial shade over the pool.

Replacement of the existing Learn to Swim pool is not included within the funding agreement nor is there sufficient budget.

The timeframes for the funding are relatively tight, with construction to be completed by December 2025.

Although there are limited funds, the project team is aiming to deliver as much as possible within the available budget. A Masterplan has been developed for the entire site, should additional funding become available, and includes replacement of the existing Learn to Swim pool, extension of the shade structure, and other additional features.

### COMMENTARY

The design development phase is nearly completed and will be followed by full detailed design documentation prior to being released for tender. The latest concept drawings are in attachment 1 and will be released to the public shortly.

Demolition is due to commence in August 2024 with full construction completed by December 2025.

### PREVIOUS DECISIONS

At the Ordinary Meeting of Council held on 18 July 2023, Council resolved:

THAT the tender for Principal Design Consultant for the Yeppoon Aquatic Centre be awarded to Push Architects and Brian Hooper for a total tendered price of \$740,460.

### ACCESS AND INCLUSION

The design is being completed to Australian Standards and will also contain two family rooms which will cater for wheelchairs, one of which also contains a ceiling hoist. Additionally, wheelchair ramp access is being provided to the facility from the carpark and the 50m pool will incorporate an accessible ramp.

### ENGAGEMENT AND CONSULTATION

Engagement with the Swim Club and current lessee / operator has occurred.

## **HUMAN RIGHTS IMPLICATIONS**

N/A

## **BUDGET IMPLICATIONS**

It should be noted the \$13 Million funding is very limited in comparison to other Aquatic Facilities under Construction. This project will aim to deliver as much as possible within funding which is primarily focused on replacement of the existing 50m Pool. For reference, the Bundaberg Aquatic Centre currently under construction has a forecast cost of over \$80M. This includes a new 50m pool, new 25m pool, smaller program pool and associated new buildings and larger undercover structure.

The Initial Quantity Surveyor cost estimates for the Yeppoon Aquatic Centre were completed with forecast costs of \$15.67M. Further 'value management' design amendments have been undertaken to reduce the forecast cost to \$13.4M. The design development phase is nearing completion and an updated cost estimate is currently being completed. This will further inform what can be delivered for the budget.

## **LEGISLATIVE CONTEXT**

Under the funding agreement guidelines, due to the project value exceeding \$4M, the appointed Builder must be compliant under Work Health and Safety Accreditation Scheme.

## **LEGAL IMPLICATIONS**

N/A

## **STAFFING IMPLICATIONS**

Nil internal - External consultants have been engaged to provide design and Project Management services.

## **RISK ASSESSMENT**

Unsuitable ground conditions: There is a risk that ground conditions under the existing pool will be saturated from the leaking pool. The mitigation strategy is to provide a design upgrade for bored piers should they be required. Tenderers will be required to price this upgrade as a provisional item so that the additional cost is known at tender stage.

Tendered Cost exceeds allowable budget: The mitigation strategy is to provide value management options in the design to allow some work items to be removed and completed in the future. Several Quantity surveyor cost estimates are being undertaken during the design process to forecast expected costs. In the current construction climate, costs escalation is a major issue due to the ever increasing costs of material and labour.

Legal: There is a chance of contractual disputes during the construction phase. This is being mitigated through the use of industry best practice procurement strategies, contemporary contract documents, dedicated project management resources and external design expertise.

Social: There is a chance that the new facility will not meet community and user expectations. This is being mitigated through the stakeholder engagement processes being undertaken to date, including engagement with user groups and leasee.

Project Governance: A Project Control Group has been established to oversee all aspects of the project. The membership of this group includes officers from finance, infrastructure and the community portfolios.

## **CORPORATE PLAN REFERENCE**

### ***Liveable Livingstone***

#### ***Community Plan Goal 1.3 - Places for active and passive recreation***

***1.3.1 Undertake planning in conjunction with the review of Council's Local Government Infrastructure Plan to provide adequate open space and recreation areas to meet the future growth needs of the Shire.***

## **CONCLUSION**

The design development phase of the Yeppoon Aquatic Centre Project is nearing completion. This will be followed by full documentation and tendering for construction works to begin late in 2024.

# **11.1 - YEPPOON AQUATIC CENTRE**

## **Yeppoon Aquatic Centre Schematics**

**Meeting Date: 4 June 2024**

**Attachment No: 1**







## YEPPOON AQUATIC CENTRE

150 Matthew Flinders Drive  
LIVINGSTONE SHIRE COUNCIL

**Push**  
brian hooper architect  
ARCHITECTS IN ASSOCIATION

Title  
**PROPOSED 3D VIEW- STAGE 01**

Scale	Date	Job Number
NTS	13/05/2024	1378.23
Drawn	Stage	Drawing No.
AC	DD	3001
		Issue
		A

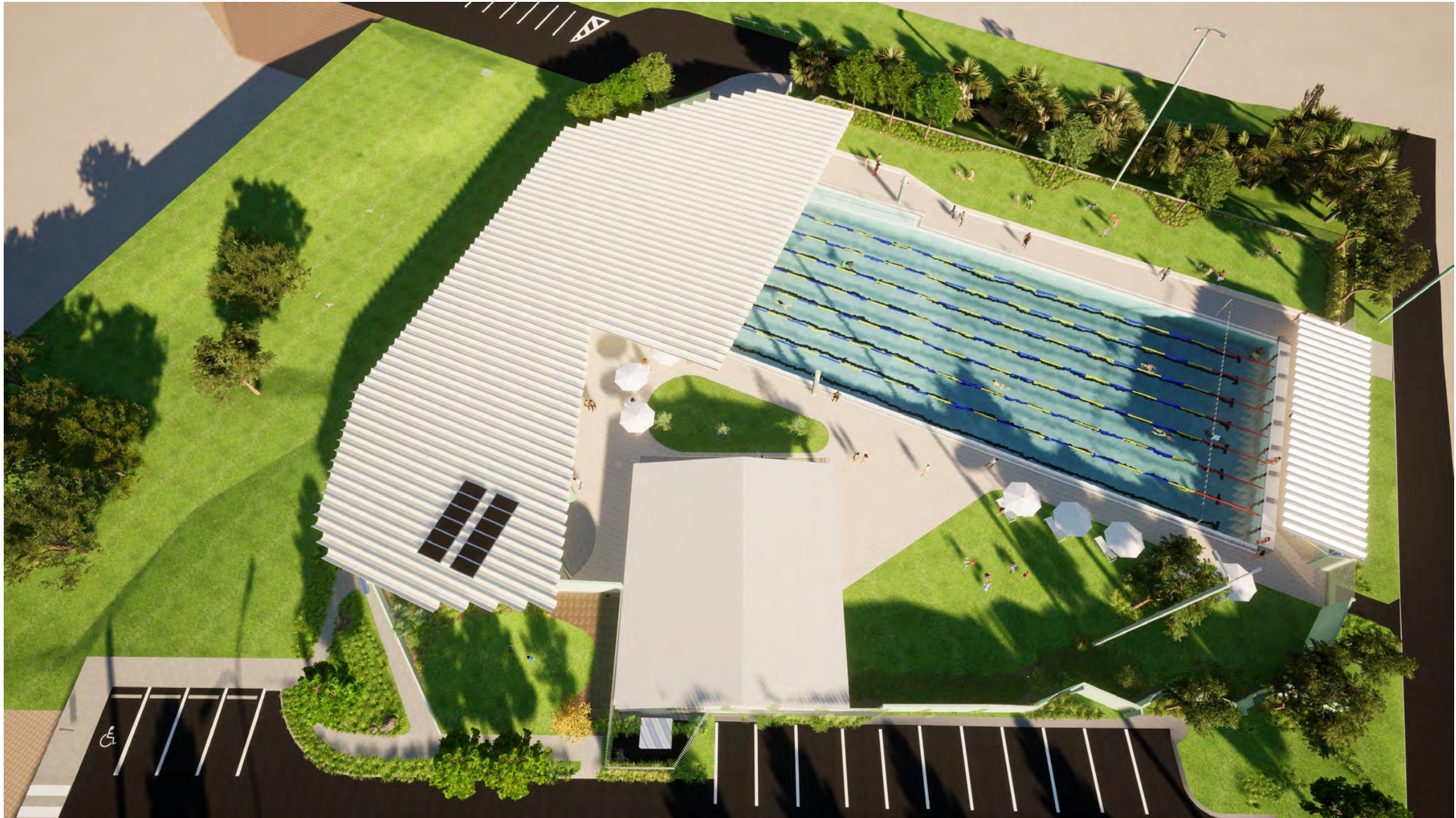
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YEPPOON AQUATIC CENTRE

150 Matthew Flinders Drive  
LIVINGSTONE SHIRE COUNCIL

**Push**  
brian hooper architect  
ARCHITECTS IN ASSOCIATION

Title  
**PROPOSED 3D VIEW- STAGE 01**

Scale	Date	Job Number
NTS	13/05/2024	1378.23
Drawn	Stage	Drawing No.
AC	DD	3003
		Issue
		A

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YEPPOON AQUATIC CENTRE

150 Matthew Flinders Drive  
LIVINGSTONE SHIRE COUNCIL

**Push**  
brian hooper architect  
ARCHITECTS IN ASSOCIATION

Title  
**PROPOSED 3D VIEW- STAGE 01**

Scale	Date	Job Number
NTS	13/05/2024	1378.23
Drawn	Stage	Drawing No.
AC	DD	3004
		Issue
		A

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YEPPOON AQUATIC CENTRE

150 Matthew Flinders Drive  
LIVINGSTONE SHIRE COUNCIL

**Push**  
brian hooper architect  
ARCHITECTS IN ASSOCIATION

Title  
**PROPOSED 3D VIEW- STAGE 01**

Scale	Date	Job Number
	13/05/2024	1378.23
Drawn	Stage	Drawing No.
DD		3006
		Issue
		A

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## 11.2 BULK WATER SUPPLY - ROOKWOOD WEIR WATER ALLOCATION

**File No:** fA4416  
**Attachments:** Nil  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Chris Hocking - Manager Water and Waste Operations

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### SUMMARY

Within the next 12 months Livingstone Shire Council (LSC) is required to renegotiate the Bulk Water Supply Agreement with Rockhampton Regional Council (RRC). The Bulk Water Supply Agreement has been negotiated on two previous occasions, in 2014 and 2020, with the current agreement expiring 30 June 2025. Separately, but in parallel with this renegotiation process, LSC needs to determine if it will take up the offer from Sunwater for an allocation of water from the Rookwood Weir.

### OFFICER'S RECOMMENDATION

THAT the Committee recommends Council resolve that Sunwater be advised that Livingstone Shire Council has initiated negotiations for extension of the Bulk Water Agreement with Rockhampton Regional Council and will be in a position to respond to the offer of allocation/s from Rookwood Weir once those negotiations have concluded.

### BACKGROUND

The Bulk Water Supply Agreement between LSC and RRC has been negotiated on two previous occasions, in 2014 and 2020, with the current agreement expiring 30 June 2025.

The existing agreement essentially utilises 3,600 ML of the 50,383 ML RRC Barrage Water Allocation, RRC then treats the water to drinking water standards and pumps the water through The Caves pipeline for the northern areas, south to Nerimbera and to the Boundary tank for the Capricorn Coast.

LSC submitted an application to Sunwater and have received an offer for a high priority water allocation of 6,500 ML at Rookwood Weir. With the availability of water from the Rookwood Weir LSC can instruct Sunwater to release up to 6,500 ML which will flow down the Fitzroy River and be available at the Barrage for a total volume of 5,850 ML as there is a 10% loss allowance. The water would then be treated to drinking water standards by RCC and distributed as above.

### COMMENTARY

#### ***Rookwood Weir Water Allocation***

LSC have received an offer for up to 6,500 ML at Rookwood weir which is then converted to 5,850 ML at the Barrage with at 10% loss factor built in. The offer consists of three contracts these being;

1. Contract of Sale of Water Allocation for 2,500 ML at \$3,000 per ML of Pre-conversion volume, total \$7,500,000.
2. Contract of Sale of Water Allocation for 4,000 ML at \$1 of pre-conversion volume, total \$1.
3. Urban Customer River Contract for **Fixed Charges at \$332.91** per ML per annum for High Priority Water and **Consumption Charges of \$4.49** per ML for High Priority Water.

Total charges (excluding the \$7,500,00) for water from Rookwood weir would be

Nominal Volume	\$/ML	5,850 ML	\$/kL
Part A (Allocation ML)	\$332.91	\$1,947,524	\$0.3329
Part B (usage ML)	\$4.49	\$26,267	\$0.0045
<b>Rookwood Raw Water Cost</b>	<b>\$337.4000</b>	<b>\$1,973,790</b>	<b>\$0.3374</b>

The contract of sale will need to be reviewed by officers and legal counsel but one thing to be aware of is that the allocation of the pre-conversion 4,000 ML for \$1 is conditional on the simultaneous purchase of the 2,500 ML for \$7,500,000. The relevant clause is 10.2 Completion and Obligations page 14 of 27 last paragraph.

*Completion is subject to and conditional upon simultaneous completion of the sale by the Seller and the purchase by the Buyer of a water allocation for 2,500 ML of High Priority under the Contract of Sale of 2,500 ML Water Allocation. Each party agrees that it will comply with its obligations under the Contract of Sale of 2,500 ML Water Allocation and the parties agree that a breach by a party of its obligations under the Contract of Sale of 2,500 ML Water Allocation shall amount to a breach by that party of this Agreement.*

This clause does not reflect the intent of the surrendered 4,000 ML from Sandy Creek allocation that the allocation from Rookwood Weir or the Barrage was to compensate for.

The charging regime from Sunwater is based on a full cost pricing model that has been reviewed by the Queensland Competition Authority.

Raw water from Rookwood Wier transferred to the Barrage will still require treatment at the RRC Gracemere Water Treatment Plant and pumped through RRC truck infrastructure to the Boundary Reservoir to the offtake (RCC billing meter) into LSC water System.

### ***Barrage - Rockhampton Supply Pipeline to Yeppoon***

The water supply available in the Fitzroy Basin is a finite natural resource. The availability, reliability and use of water is constrained by a number of factors including seasonal availability of water, the needs of various users, environmental needs and water storage.

RRC holds a Resource Operations Licence, under the *Water Act*, allowing it to manage water within the Fitzroy Barrage Water Supply scheme in accordance with the *Water Act* and the Fitzroy Basin Resource Operations Plan.

RRC holds a Water Allocation under the *Water Act*, allowing it to take 50,383 ML of High Priority water from within the Fitzroy Barrage Water Supply Scheme. The water supplied to LSC up to 3,600 ML comes from the RRC Water Allocation of 50,383 ML.

RRC and LSC have entered into a Bulk Water Agreement to supply at least 3 ML of water per day by RRC to LSC through the Rockhampton to Yeppoon pipeline plus water consumed by water customers in The Caves Water Supply Scheme and the Nerimbera Water Supply Scheme, but not more than 3,600 ML of water per year by RRC to LSC except as adjusted in accordance with the Agreement.

Water is currently supplied by RRC to LSC to Nerimbera water supply scheme, The Cave water supply scheme and the Capricorn Coast water supply scheme (connected by the Rockhampton to Yeppoon Pipeline).

### **PRICING FOR WATER UNDER THE AGREEMENT 2023-24:**

Rate payable immediately <b>BEFORE</b> relevant review date		Rate payable immediately <b>AFTER</b> relevant review date	
Access Charge Rate	Consumption Charge Rate	Access Charge Rate	Consumption Charge Rate
\$ per kl	\$ per kl	\$ per kl	\$ per kl
1.0528	0.1774	1.0814	0.2030

The charging regime from RRC is based on a full cost pricing model that was reviewed in 2014.

### **PREVIOUS DECISIONS**

N/A

## **ACCESS AND INCLUSION**

Nil

## **ENGAGEMENT AND CONSULTATION**

Nil

## **HUMAN RIGHTS IMPLICATIONS**

Nil

## **BUDGET IMPLICATIONS**

Bulk water costs have been included in the draft 2024/25 Council budget.

## **LEGISLATIVE CONTEXT**

Water Act 2000

## **LEGAL IMPLICATIONS**

As per conditions of bulk water agreement and Conditions of Contract for sale of Rookwood Weir allocation from Sunwater.

## **STAFFING IMPLICATIONS**

Nil

## **RISK ASSESSMENT**

There is a risk that Sunwater will not be amenable to the deferral of the decision to accept the offer.

## **CORPORATE PLAN REFERENCE**

### ***Future Livingstone***

*Community Plan Goal 5.2 - Connected places, people and services*

*5.2.3 Adopt and implement a Connected Livingstone Strategy to foster investment opportunities in the region.*

## **CONCLUSION**

The supply of bulk water for Livingstone Shire Council is critical to Livingstone Shire Council and entering into a further agreement with Rockhampton Region Council at the lowest cost to the residents can be achieved by maintaining a bulk water supply agreement with Rockhampton.

### 11.3 STRATEGIC REVIEW OF INFRASTRUCTURE REQUIREMENTS FOR COOEE BAY

File No:	qA77399
Attachments:	1. Cooee Bay Precinct Staging Strategy <a href="#">↓</a> 2. Draft Daniel Park Master Plan <a href="#">↓</a>
Responsible Officer:	Michael Kriedemann - General Manager Infrastructure
Author:	Sean Fallis - Manager Engineering Services
Previous Items:	7.4 - Strategic Review of Infrastructure Requirements for Cooee Bay - Briefing Session - 01 Nov 2022 9.00am 11.21 - Wreck Point Shared Pathway - Ordinary Council - 19 Apr 2022 9.00am 11.3 - Response to Notice of Motion - Cooee Bay Masterplan Engagement - Ordinary Council - 20 May 2024 9:00 AM 11.4 - Strategic Review Of Infrastructure Requirements For Cooee Bay - Ordinary Council - 20 Dec 2022 9.00am

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#### SUMMARY

*A strategic review has been undertaken to identify the appropriate sequence of infrastructure (roads, pathways & open spaces) delivery within the Cooee Bay precinct. The focus of the infrastructure plan is on roads and pathways, with open spaces being a secondary focus in the medium / long term.*

#### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolves to:

1. Adopt the strategic infrastructure plan for Cooee Bay;
2. Confirm that the strategic priorities are roads and pathway upgrades;
3. In acknowledging the strategic priorities, the \$1.7 million allocated in the Forward Works Program in 2026/2027 for Daniel Park upgrades be reallocated to phase 1 of the strategic infrastructure plan;
4. Note the draft concept master plan for Daniel Park has not been formally adopted.

#### BACKGROUND

At the Ordinary Meeting of Council held on 21 September 2021, Council resolved to support the preparation of a business case to deliver the Cooee Bay Precinct Staging Strategy over a number of years. An integrated infrastructure strategy has been prepared to upgrade existing infrastructure and deliver new infrastructure to meet the future needs of the Cooee Bay area. Projects include the upgrade of Matthew Flinders Drive due to poor pavement conditions, extension of the shared pathway network to connect to popular destinations such as the Cooee Bay Pool, sporting fields, Daniel Park, Cooee Bay Beach, and Lammermoor Beach and the upgrade of many intersection to improve access.

This infrastructure strategy details the delivery of each phase of the project over a number of years, in order to facilitate orderly construction and ensure investment is well planned.

It is noted that the indicative timing for each phase in Attachment 1 is subject to budget deliberations.

#### COMMENTARY

The original strategy was updated to include current cost estimates and a revised timing of delivery. The following updated strategy will be included in the Forward Works Program and submitted for approval during budget workshops. The estimated cost to deliver the transport infrastructure upgrades identified on the plan in Attachment 1 is approximately \$15.5M.

The estimated cost to deliver the draft Daniel Park Master Plan is not included in the above estimate and is not known. Project cost estimates will need to be developed in the future when the Daniel Park Master Plan is refined and approved.

## **PREVIOUS DECISIONS**

At the Ordinary Council meeting held on 19 April 2022, Council resolved THAT:

1. Endorse a change in scope to return to the original approved scope and deliver the Walking Trail connecting Cooee Bay Beach to the Wreck Point Lookout and Lammermoor Beach.
2. Endorse an additional budget allocation of \$160,000 to be made available in the 2022/23 financial year to complete construction of the bridge and 'walking trail' by 30 December 2022 and satisfy the external funding agreement.
3. Defer discussions in relation to the balance budget of \$3M to form part of budget discussions.

At the Ordinary Council meeting held on 20 December 2022 Council was presented a report regarding the strategic infrastructure provision in Cooee Bay. The Officer recommendation was not accepted by Council and the matter lapsed.

At the Ordinary Council meeting held on 24 October 2023, Council resolved *THAT in order to deliver the most relevant and up-to-date Cooee Bay Precinct Concept Master Plan, Council includes a refreshed engagement plan in the 2024/2025 budget prior to formally adopting the Master Plan.*

At the Ordinary Council meeting held on 21 November 2023, Council resolved THAT:

1. Lot 10 SP251132, Lot 11 SP251132 and Lot 18 SP251132 being 27-31 Matthew Flinders Drive, Cooee Bay and council owned land, be included within the Cooee Bay Masterplan Engagement Process to determine the community's preferred use of these lots; and
2. A wide range of community input be sought to determine the most preferred use of these lots.

At the Ordinary Council meeting held on 20 May 2024 Council was presented a report regarding the history of master planning for Daniel Park and transport infrastructure, together with an officer recommendation to update the master plans, note the \$1.7M in the future budget for Daniel Park and to undertake some additional community engagement. The Officer recommendation was not accepted by Council and different priorities proposed.

## **ACCESS AND INCLUSION**

The Staging Strategy incorporates various elements such as pathways to cater for equitable access to popular destinations at Cooee Bay. These include Daniel Park, the local commercial precinct, beach accesses, sporting centres such as the Cooee Bay pool, tennis courts, and football oval, the Wreck Point Lookout, and Lammermoor Beach. The concrete pathways cater for casual cyclists and pedestrians with prams and mobility aids. For the more athletic and adventurous pedestrians, a walking trail will connect Cooee Bay Beach to the Wreck Point Lookout and Lammermoor Beach.

## **ENGAGEMENT AND CONSULTATION**

Extensive community engagement and consultation has been carried out in previous years (November 2017) associated with the Daniel Park redevelopment and it is expected that more will be required in the future as the project progresses.

Stakeholder engagement was carried out for the Wreck Point Walking Trails (October 2020) for preparation of the funding application and officers intend to carry out further stakeholder consultation in the future with funding applications.

Further community engagement was also carried out in August and September 2021 to determine the community's preference for one way or two-way traffic along Matthew Flinders Drive, around Wreck Point, between Gregory Street and Cathne Street.



## **HUMAN RIGHTS IMPLICATIONS**

There are no human rights implications associated with this report.

## **BUDGET IMPLICATIONS**

The staging strategy will be included in the Forward Works Program and subject to future budget deliberations.

## **LEGISLATIVE CONTEXT**

There are no legislative implications associated with this overall project.

## **LEGAL IMPLICATIONS**

There are no legal implications associated with this overall project.

## **STAFFING IMPLICATIONS**

Detailed design is expected to be carried out by existing Council resources with some specialised tasks such as geotechnical and structural engineering outsourced to consultancies. Construction will be carried out using existing day labour. Specialist construction contractors may also be required depending on workload and competing priorities at the time of construction works.

## **RISK ASSESSMENT**

No identified risk at this stage.

## **CORPORATE PLAN REFERENCE**

### ***Liveable Livingstone***

*Community Plan Goal 1.2 - Supporting healthy living at any age*

*1.2.3 Plan, design and deliver community infrastructure which connects communities and encourages non-vehicular transport*

The Coote Bay Transport Strategy provide extensive pathway networks that caters for alternative forms of non-vehicle transport and promotes active healthy lifestyles.

## **CONCLUSION**

The Staging Strategy allows Council to deliver the proposed infrastructure upgrades over a number of years and in a financially responsible manner.

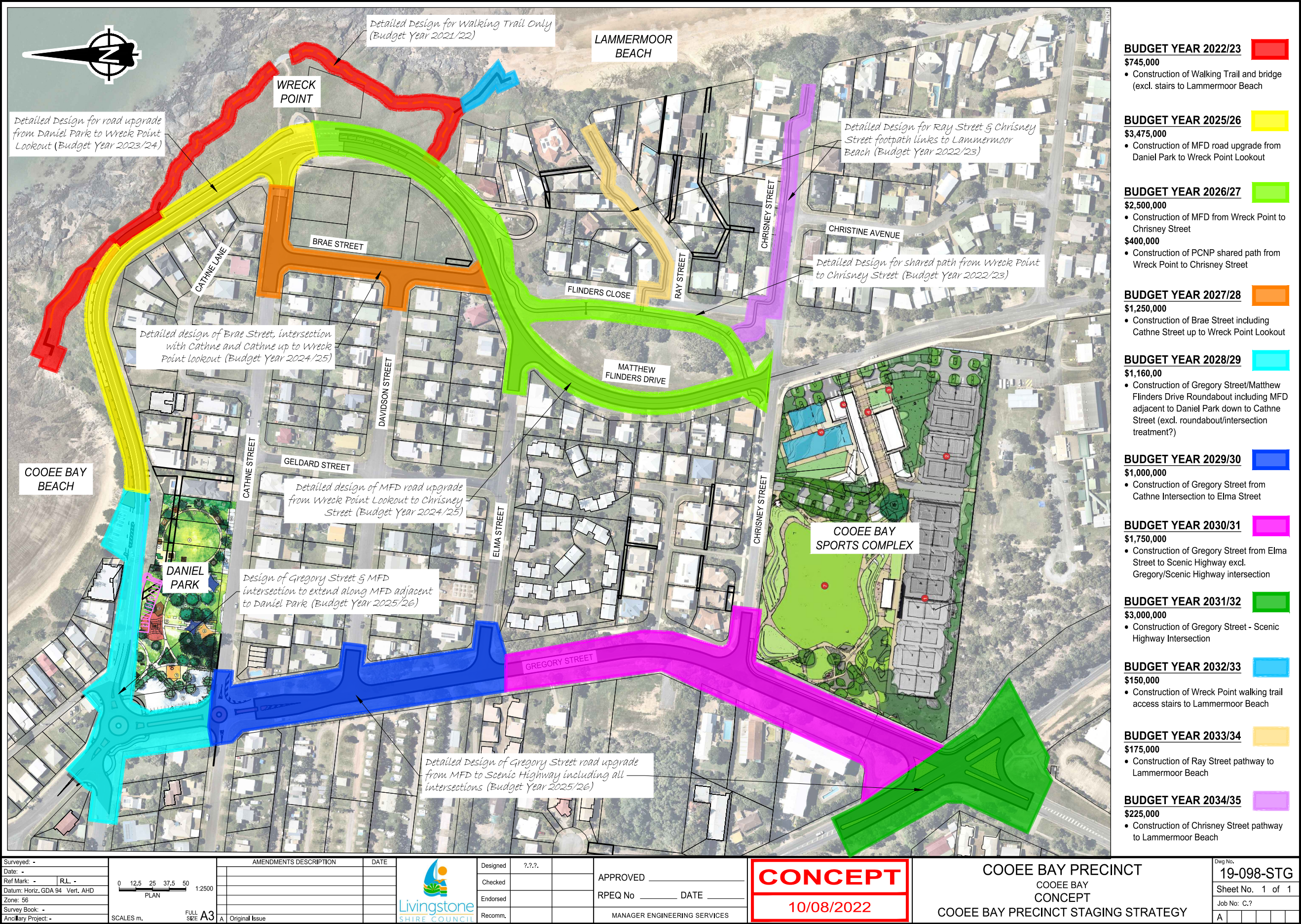
# **11.3 - STRATEGIC REVIEW OF INFRASTRUCTURE REQUIREMENTS FOR COOEE BAY**

## **Cooee Bay Precinct Staging Strategy**

**Meeting Date: 4 June 2024**

**Attachment No: 1**







## **11.3 - STRATEGIC REVIEW OF INFRASTRUCTURE REQUIREMENTS FOR COOTE BAY**

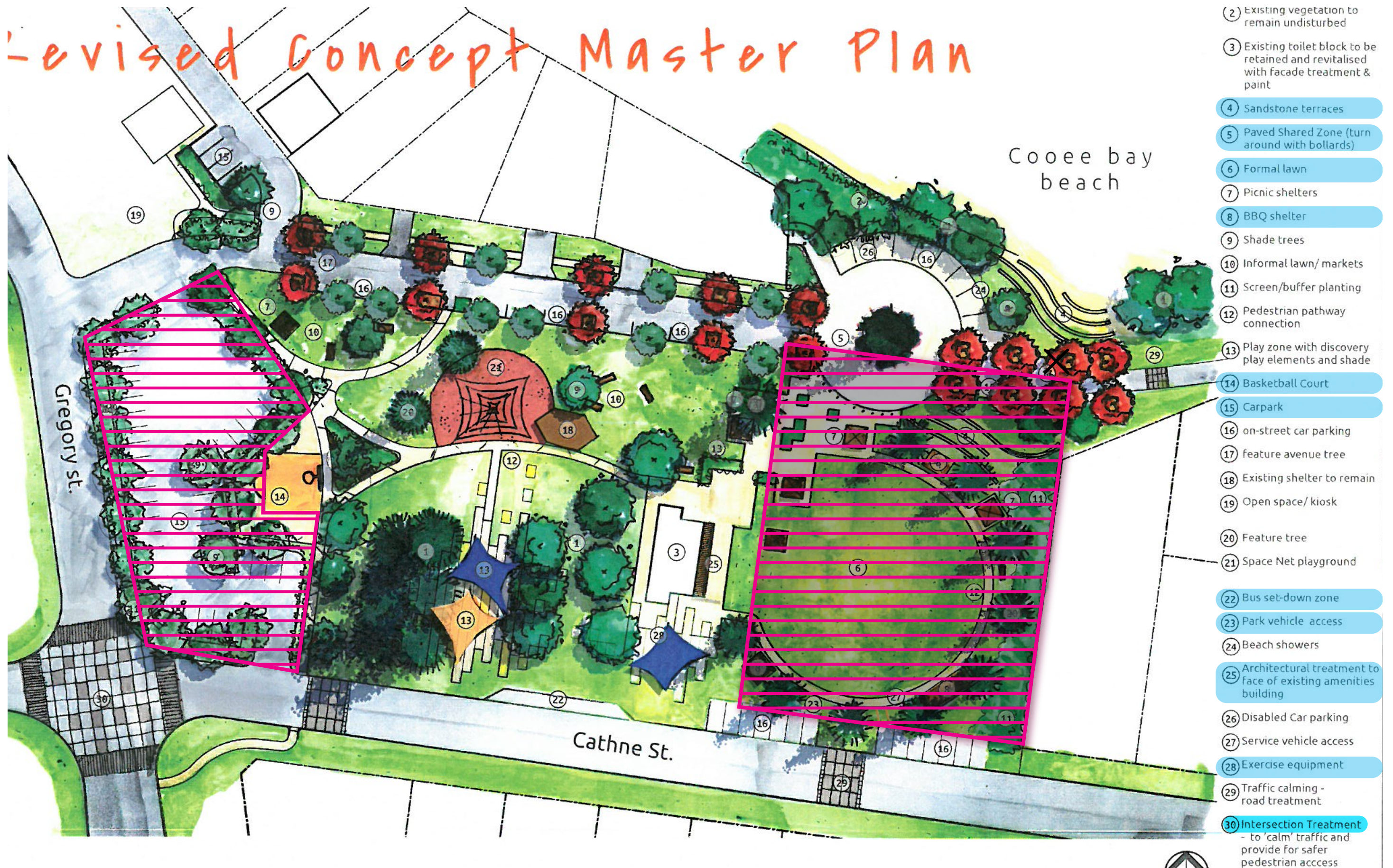
### **Draft Daniel Park Master Plan**

**Meeting Date: 4 June 2024**

**Attachment No: 2**



# Revised Concept Master Plan





## 11.4 RECEIVING CASH AT THE YEPPOON LANDFILL AND TRANSFER STATIONS

**File No:** qA77303  
**Attachments:** Nil  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Chris Hocking - Manager Water and Waste Operations

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### SUMMARY

*The following report is a summary of cash usage at the Yeppoon Landfill and waste transfer stations providing the basis to Council to make a decision as to continue with cash at these sites or return to cashless transactions.*

### OFFICER RECOMMENDATION

THAT the Committee recommends the Landfill and transfer stations move back to cashless operations based on the percentage of cash transactions utilised and the reduced risk of break-ins and security at the sites.

### BACKGROUND

The Yeppoon Landfill and waste transfer stations transitioned to cashless transactions in September 2023.

There were two separate Notice of Motions from Councillors at the November Ordinary Meeting of Council in relation to this matter. At the Ordinary Meeting of Council held on 19 December 2023 the Notice of Motion by Councillor Belot was lifted from the table and the Council resolution was:

*THAT in order to demonstrate Councils commitment to be the model community service provider, Council reinstate cash payment options to Councils Waste Facilities, being for a period of six months. In order to compile data for the percentage of those using cash, eftpos, and vouchers.*

### COMMENTARY

Cash transactions were reintroduced at waste facilities in late December 2023. Between 1<sup>st</sup> January 2024 and 9<sup>th</sup> May 2024 statistics for the use of cash at these sites has been compiled with the following results; cash transactions 10.40%, vouchers 54.45% and EFTPOS 35.15%.

Summary for CASH/Voucher/EFTPOS - All Sites							
Payment Type	Yeppoon	Byfield	Cawarral	Emu Park	Marlborough	The Caves	Total
CASH	1651	133	191	715	0	101	2791
Voucher	9715	135	625	3055	12	1067	14609
EFTPOS	7866	0	82	1220	0	263	9431
							26831

### PREVIOUS DECISIONS

At the Ordinary Meeting of Council held on 21 November 2023, Council resolved THAT:

- 1. table a report for the reasons why Yeppoon Landfill and waste transfer stations within the shire have become cashless; and*
- 2. within this report offer alternatives for those residents that use only cash.*

At the Ordinary Meeting of Council held on 21 November 2023, 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 the results of the survey undertaken by Outlook and to return to the Council Meeting on 19 December 2023.*

At the Ordinary Meeting of Council held on 19 December 2023, Council resolved THAT:

*In order to demonstrate Councils commitment to be the model community service provider, Council reinstate cash payment options to Councils Waste Facilities, being for a period of six months. In order to compile data for the percentage of those using cash, eftpos, and vouchers.*

#### **ACCESS AND INCLUSION**

Nil

#### **ENGAGEMENT AND CONSULTATION**

Nil

#### **HUMAN RIGHTS IMPLICATIONS**

Nil

#### **BUDGET IMPLICATIONS**

Nil

#### **LEGISLATIVE CONTEXT**

Nil

#### **LEGAL IMPLICATIONS**

Nil

#### **STAFFING IMPLICATIONS**

Addition time handling cash by Council's contractor.

#### **RISK ASSESSMENT**

There has been an increase in the number of break-ins at transfer stations and the landfill over a 6 month period. Having portable and attractive items on site increases the risk of theft. Reintroducing cash transactions will not reduce the risk of break-in.

Having cash on-site requires robust cash handling policies & procedures to avoid the risk of fraud.

#### **CORPORATE PLAN REFERENCE**

##### ***Natural Livingstone***

*Community Plan Goal 3.1 - Enhanced reuse and recycling of resources*

*3.1.1 Enable and support sustainable waste management technologies, services and facilities which provide innovative and compliant solutions to reduce the environmental impacts of Council's waste collection and resource recovery operations.*

#### **CONCLUSION**

That given the relative low usage of cash, the landfill and transfer stations move back to cashless operations based on the percentage of cash transactions utilised and the reduced risk of break-ins and security at the sites.

## 11.5 AMENDMENT TO DESIGNATED WASTE COLLECTION AREAS

**File No:** WM31.08.02  
**Attachments:** 1. Designated Collection Areas Expansion April 2024 [↓](#)  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Leanne Randall - Principal Waste Officer

---

### SUMMARY

*This report seeks a Council resolution to expand the Designated Waste Collection Areas by adding identified new areas to the existing collection areas.*

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolves to:

1. Expand the Designated Waste Collection Areas by adding the areas as identified on Attachment 1;
2. Update the Designated Waste Collection Area Maps by including the areas identified in Attachment 1;
3. Endorse the General Manager Infrastructure's approval of the updated Designated Waste Collection Areas Procedure (v3) in accordance with this resolution.

### BACKGROUND

At its Ordinary Council meeting on 18 September 2018, Council adopted the Designated Waste Collection Areas in which it **will** conduct general waste collections (Collection Areas) and **may** conduct general waste collection (Service Routes).

### COMMENTARY

The areas that are currently receiving a kerbside waste and recycling service are identified on the Designated Waste Collection Areas Maps and are divided into two categories being:

- i. Collection Areas (green); and
- ii. Service Routes (red).

Maps of the Designated Waste Collection Areas along with policy and procedure documents are publicly available on Council's website.

#### Collection Areas:

Premises in the Collection Areas will be supplied with 1 x 240L Wheelie Bin for general waste collected weekly and 1 x 240L Wheelie Bin for recycling collected fortnightly.

#### Service Routes:

Connecting road between Collection Areas: Upon request from the owner of a premise with road frontage to a Service Route, the Manager Water & Waste Operations may approve the Collection Service subject to safety considerations.

#### Utility Charges:

Waste Management Utility Charges are applied to all properties that have a waste and recycling collection service and charges are determined through the annual budget process.

#### Amendment to Collection Areas:

From time to time, it may be necessary to amend the Designated Waste Collection Areas to cater for new development on the borders of current Designated Waste Collection Areas and to contribute to community health and safety.

Attachment 1 - Designated Waste Collection Areas Maps show the following:



- Current Designated Waste Collection Areas
- Proposed amendment to Designated Waste Collection Areas
- Service Routes

## **PREVIOUS DECISIONS**

At its 18 September 2018 meeting, Council resolved:

*‘THAT Council resolves as follows:*

1. *Pursuant to s 5 of Local Law No. 8 (Waste Management) 2018, Council approves:*
  - a. *The Designated Waste Collection Areas Map Nos 1-8 (ver1) which designate:*
    - a. *Collection Areas in which Council will conduct general waste collection;*  
*and*
    - b. *Service Routes in which Council may conduct general waste collection.*

## **ACCESS AND INCLUSION**

Maps of the Designated Waste Collection Areas along with policy and procedure documents are publicly available on Council’s website.

## **ENGAGEMENT AND CONSULTATION**

There are no requirements for engagement or consultation.

## **HUMAN RIGHTS IMPLICATIONS**

There are no adverse human rights implications associated with this report.

## **BUDGET IMPLICATIONS**

Budget implications associated with the expansion of the Designated Waste Collection Areas include minor potential impact on service fees if numerous additional locations are included but there is also increased revenue from these areas.

## **LEGISLATIVE CONTEXT**

No additional legislative issues identified.

## **LEGAL IMPLICATIONS**

There are no legal implications associated with the consideration of this report.

## **STAFFING IMPLICATIONS**

There are no staff implications for Council because collection services are conducted under contract.

## **RISK ASSESSMENT**

There is no risk associated with expanding the Designated Waste Collection Areas.

## **CORPORATE PLAN REFERENCE**

### ***Natural Livingstone***

*Community Plan Goal 3.1 - Enhanced reuse and recycling of resources*

*3.1.1 Enable and support sustainable waste management technologies, services and facilities which provide innovative and compliant solutions to reduce the environmental impacts of Council’s waste collection and resource recovery operations.*

## **CONCLUSION**

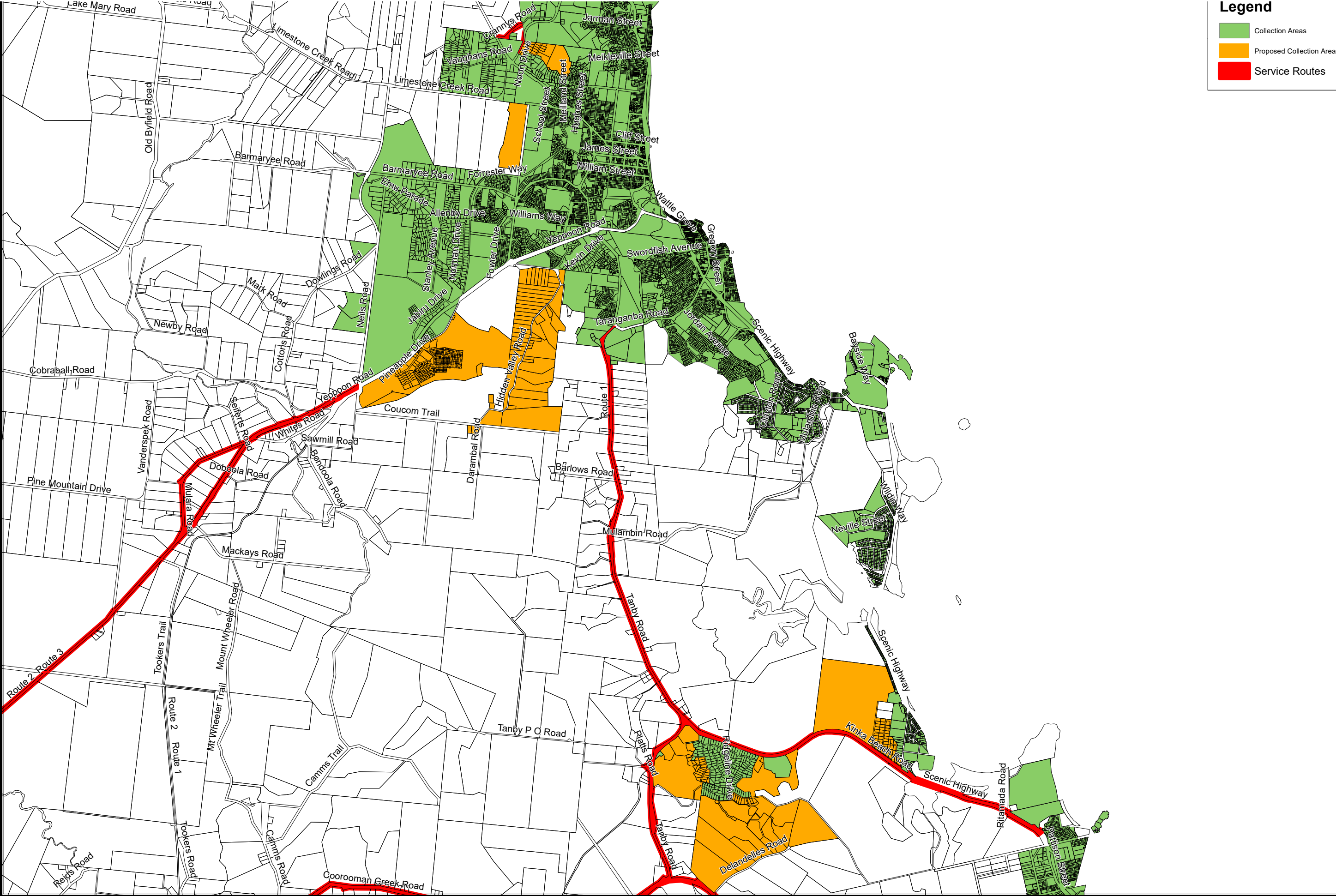
Given the level of residential development that has taken place since 18 September 2018, Council should resolve to expand the Designated Waste Collection Areas to include those areas identified on Attachment 1 to ensure that waste management and expansion of the Designated Waste Collection Areas is addressed in a consistent manner.

# **11.5 - AMENDMENT TO DESIGNATED WASTE COLLECTION AREAS**

## **Designated Collection Areas Expansion April 2024**

**Meeting Date: 4 June 2024**

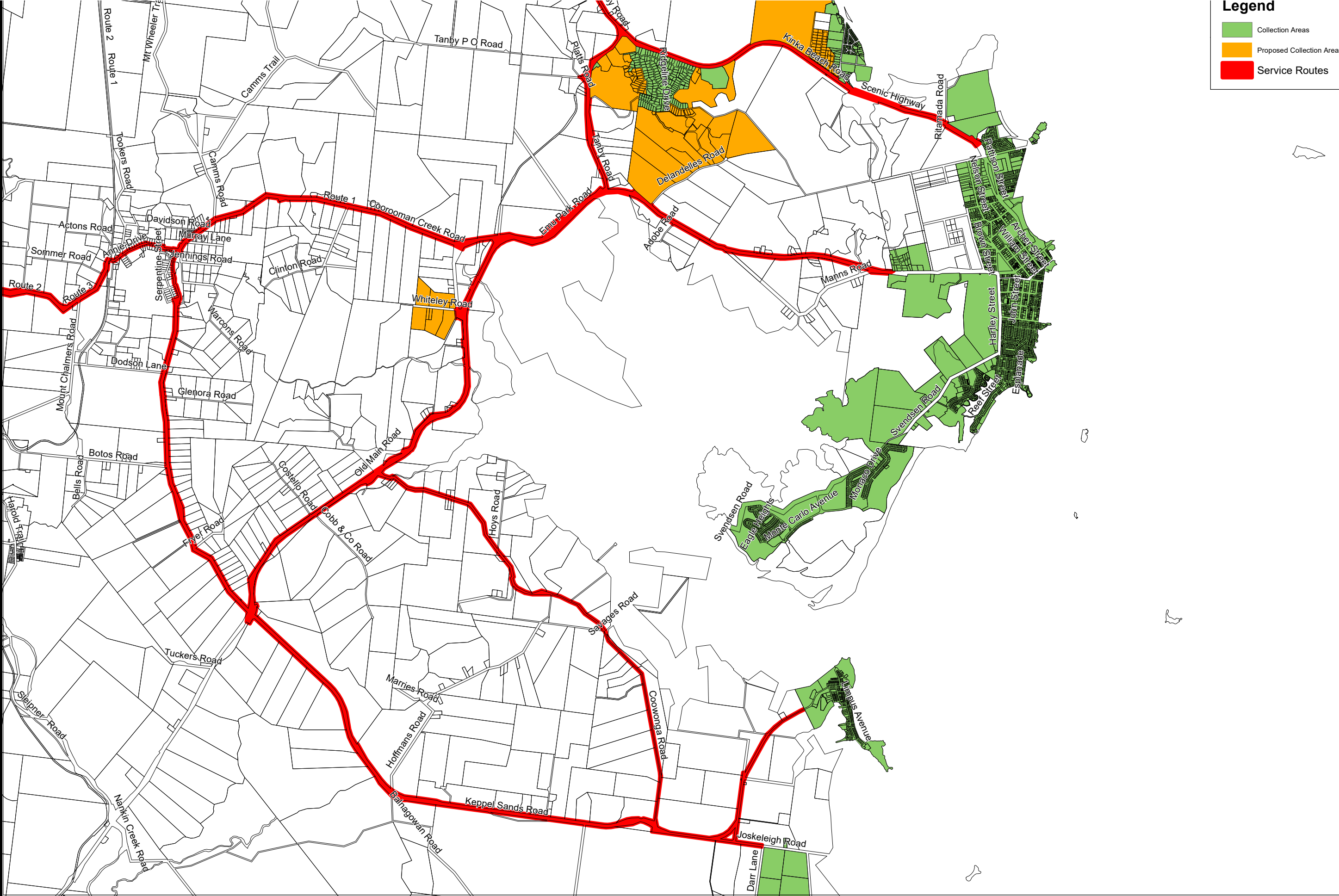
**Attachment No: 1**



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## 11.6 KERBSIDE WASTE & RECYCLING SERVICE - EXPANSION TO CAWARRAL AND MOUNT CHALMERS

**File No:** WM.31.08.02  
**Attachments:** 1. Cawarral - Mount Chalmers Survey Listing [1](#)  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Leanne Randall - Principal Waste Officer

---

### SUMMARY

*This report seeks a Council resolution to survey the proposed service areas of Cawarral and Mount Chalmers to gauge the appetite of property owners of commencing a Kerbside Waste and Recycling service.*

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolves to undertake the expansion survey for Kerbside Waste and Recycling services with the property owners of affected properties within Cawarral and Mount Chalmers.

### BACKGROUND

Council endorsed the Waste and Recycling Collection – Route Expansion Procedure on 21 September 2021 to ensure that a procedure was in place to provide a consistent approach to assess the viability of including new areas into the Designated Waste Collection Areas.

### COMMENTARY

There have been numerous approaches to Council from residents in the township of Cawarral to have the availability of the Kerbside Waste and Recycling service to their properties. At the present time, these residents are having to rely upon the private waste sector to supply a waste service to the township or self-haul their waste and recycling to the Cawarral Waste Transfer Station.

#### Service Cost:

Residents procuring their service from a private waste company are stating that the service costs more than \$1,000 annually and this only relates to household waste, no recycling is performed. In comparison, Council's current Waste Utility Charge for FY 23/24 is \$ 590 for 1 x 240L General Waste wheelie bin collected weekly and 1 x 240L Recycling wheelie bin collected fortnightly.

#### Assessment Criteria:

Under the Waste and Recycling Collection – Route Expansion Procedure, a proposal to expand the Designated Waste Collection Areas requires an evaluation of the following assessment criteria:

#### ***Criteria 1 – Roads and Safety (Inspection conducted by Principal Waste Officer and JJs Regional Manager)***

To ensure waste collection vehicles can safely service areas proposed to be included in the Designated Waste Collection Areas, roads to be traversed and serviced must be assessed for suitability. An inspection was undertaken specifically to consider turnaround areas, accessibility (roadside vegetation, steepness of terrain, gravel coverage on unsealed roads and flooding) and safety of collection location (speed limit and visibility of traffic in both directions).

**Assessment Result – Roads to be traversed and serviced are suitable for waste collection vehicles.**

#### ***Criteria 2 – Waste Collection Contractors Capacity and Charges***

Expanding the Designated Waste Collection Areas must consider additional costs imposed by Council's waste collection contractor and their capacity to service an expanded area with the existing fleet of waste collection vehicles.

**Assessment Result – The Waste Collection contractor has the capacity to service the expanded area with the existing fleet of collection vehicles.**

***Criteria 3 – Burden on Ratepayers to Provide Additional Collection Services***

Council levies a uniform charge to provide Collection Services to premises within the Designated Waste Collection Areas. The actual cost to provide the service can vary significantly depending on the location of the service so any additional charges under the Contract need to be considered in terms of cross-subsidisation by ratepayers.

**Assessment Result – There will be no additional charges payable by Council to the Contractor – service rates will remain the same across the Shire under the current Contract.**

***Final Assessment of Criteria 1-3***

After careful consideration of Criteria 1-3, the expansion proposal is a viable option which forms the basis of this report. Due to the number of Collection Service Requests, Criteria 4 – Service Demand must be undertaken before the proposal is presented to Council.

***Criteria 4 – Service Demand***

To determine whether there is adequate demand for a Collection Service, Council needs to undertake a Service Demand Survey of the owners of all premises in the area proposed to be included in the Designated Waste Collection Areas. The Service Demand Survey is to:

- i. provide information on the expansion proposal and associated waste management utility charges;
- ii. provide an opportunity for affected owners to support or not support the proposal;
- iii. state that if Council proceeds with the expansion proposal, **all** premises in the proposed expansion area will be provided with a Collection Service and charged the associated waste management utility charges regardless of whether the owner supports or does **not** support the proposal; and
- iv. state that a failure to respond will be interpreted as a vote in the negative.

Once the result of the survey is finalised, a Report will be presented to Council. If there is greater than 80% support, a report addressing the assessment criteria will be presented to Council seeking a resolution to adopt:

- a) the expanded Designated Waste Collection Areas;
- b) an updated version of the Designated Waste Collection Areas Maps; and
- c) an updated Waste Management Schedule.

**Additional Service Area:**

In assessing the locality of Cawarral, officers also assessed the viability of offering the Kerbside Waste and Recycling service to the locality of Mt Chalmers. Criteria 1-3 were assessed in the same way as Cawarral and deemed to be a viable option.

Whilst this survey will be undertaken at the same time as Cawarral, it will be assessed on its own merits and the localities of Cawarral and Mt Chalmers will be kept separate.

**PREVIOUS DECISIONS**

Council endorsed the Waste and Recycling Collection – Route Expansion Procedure on 21 September 2021.

**ACCESS AND INCLUSION**

Designated Waste Collection Areas Maps are publicly available on Council's website along with updated procedures.

**ENGAGEMENT AND CONSULTATION**

In accordance with Item 5.1.5 of *the Procedure*, the owners of all premises located within the proposed expansion area will be afforded an opportunity to undertake a Service Demand Survey in July/August 2024 with a response required four (4) weeks after this date. Follow up



emails may need to be sent to owners who have not provided updated mailing addresses to Council's system.

## **HUMAN RIGHTS IMPLICATIONS**

There are no adverse human rights implications associated with this report.

## **BUDGET IMPLICATIONS**

Budget implications associated with expansion of the Kerbside Waste and Recycling service include potential impacts on the service fees associated with this Contract but there will also be increased revenue from Waste Utility charges.

## **LEGISLATIVE CONTEXT**

There are no issues associated with the consideration of this report.

## **LEGAL IMPLICATIONS**

There are no legal implications associated with the consideration of this report.

## **STAFFING IMPLICATIONS**

There are no staff implications for Council as collection services are conducted under contract.

## **RISK ASSESSMENT**

Risks associated with expansion of the Kerbside Waste and Recycling Service to Cawarral and Mount Chalmers include owners of properties who do not support a proposal to expand the Designated Waste Collection Areas being aggrieved about being forced to accept a collection service and pay the associated waste utility charges.

## **CORPORATE PLAN REFERENCE**

### ***Natural Livingstone***

*Community Plan Goal 3.1 - Enhanced reuse and recycling of resources*

*3.1.1 Enable and support sustainable waste management technologies, services and facilities which provide innovative and compliant solutions to reduce the environmental impacts of Council's waste collection and resource recovery operations.*

## **CONCLUSION**

Given the level of enquiries from residents within the localities of Cawarral and Mount Chalmers surrounding a kerbside waste and recycling service, Council should resolve to give property owners the opportunity to comment on this proposal. If greater than 80% support for the kerbside waste and recycling service is not achieved, it should be noted that under the Waste and Recycling Collection – Route Expansion Procedure that a three year interval must pass before another survey can be conducted.

**11.6 - KERBSIDE WASTE &  
RECYCLING SERVICE - EXPANSION  
TO CAWARRAL AND MOUNT  
CHALMERS**

**Cawarral - Mount Chalmers Survey  
Listing**

**Meeting Date: 4 June 2024**

**Attachment No: 1**

Address	QTY of Properties	Serviced by JJ's	Road inspection required - Yes / No	Condition of the road - Poor, Good, Excellent	Address to be added to Survey Yes / No
Bells Road (Off Botos Road)	8	2	YES	GOOD	NO
Kayes Road (Off Botos Road)	2	1	YES	POOR	NO
Spowart Road (Off Mount Chalmers Road)	5	3	YES	POOR	NO
Murphys Road (Off Mount Chalmers Road)	4	2	YES	POOR	NO
Goffages Road (Off School Street)	4	0	YES	POOR	NO
New Zealand Gully Road	10	2	YES	GOOD	NO
Harold Road (Off Sleipner Road)	8	0	YES	POOR	NO
Mt Wheeler Road (Off Camms Road)	12	0	YES - As above	N/A	NO
Sleipner Road (Off Mount Chalmers Road)	4	1	YES - Boundary Cutt off at #552 or continue to New Zealand Gully Road	GOOD	NO
Venture Road (Off Mt Chalmers Road)	10	0	YES - Does the road Connexit with Dairy Inn Road?	GOOD	NO
Cawarral Road	58	9	NO	N/A	YES
Mt Chalmers Road	24	3	NO	N/A	YES
Dairy Inn Road	29	6	NO	N/A	YES
Coorooman Creek	49	12	NO	N/A	YES
Annie Drive, Cawarral	19	1	NO	GOOD	YES
Serpentine St, Cawarral	18	2	NO	GOOD	YES
Magnesia St, Cawarral	1	0	NO	GOOD	YES
Felix St, Cawarral	13	1	NO	GOOD	YES
Lawns Rd, Cawarral	4	1	NO	GOOD	YES
Murray Ln, Cawarral	4	2	NO	GOOD	YES
Morris Road (Off Cemetery Road)	2	1	YES	GOOD	YES
Jenning Road (Off Carwons Road)	11	3	YES	GOOD	YES
Sommers Rd, Cawarral	3	1	YES	GOOD	YES
Peckovers Rd, Cawarral	7	2	YES	GOOD	YES
Ewings Rd, Cawarral	5	1	YES	GOOD	YES
Davidson St, Cawarral	9	3	YES	GOOD	YES
Fryer Road (Off Cawarral Road)	10	0	YES	GOOD	YES
Botos Road (Off Cawarral Road)	19	1	YES	EXCELLENT	YES
School Street, Mount Chalmers	13	1	YES	EXCELLENT	YES
Headlow Road (Off Dairy Inn Road)	8	3	YES	GOOD	YES
Helena Lane (Off Cemetery Road)	2	1	YES	GOOD	YES
Duncan Lane (off Cemetery Road)	1	0	YES	GOOD	YES
Dudley Lane (off Duncan Lane)	6	1	YES	GOOD	YES
Glenora Road (Off Cawarral Road)	12	5	YES	GOOD	YES
Budarick Road (Off Cooroman Creek Road)	11	2	YES	GOOD	YES
Tookers Road (Off Annie Drive)	17	5	YES - Boundary Cutt off to #126 or extend to the end of the road for additional 6x properties	GOOD	YES
Camms Road (Off Coorman Creek Road)	8	1	YES - Boundary to the CRN of Comms road and Mt Wheeler Road #126 or add 12x properties on Mt Wheeler Road	GOOD	YES
Cemetery Road (off Mount Chalmers road)	5	1	YES - Connect back to Dairy Inn Road	GOOD	YES
Dobson Road (Off Dudley Lane)	6	3	YES - Connects back to Cawarral Road	GOOD	YES
Warcons Road (Off Cawarral Road)	21	1	YES - whole street proposed	GOOD	YES
Clinton Road (Off Budarick Road)	10	1	YES - whole street proposed	GOOD	YES
	472	85			



## 11.7 THE CAVES WASTE TRANSFER FACILITY - ENGAGEMENT PLAN FOR EXTENDED TRADING HOURS

**File No:** qA24550  
**Attachments:** 1. Engagement Plan [↓](#)  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Chris Hocking - Manager Water and Waste Operations

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### SUMMARY

Council is currently exploring the possibility of extending the weekend operating hours of The Caves Waste Transfer Facility. Public sentiment amongst residents in the suburbs, which comprise the Northern Corridor, has indicated a preference for longer operating hours on the weekends to allow more time for full-time workers who typically work during the week to use The Cave Waste Transfer Facility on weekends.

### OFFICER RECOMMENDATION

THAT the Committee recommends Council approve the engagement plan for The Caves waste transfer facility extended trading hours.

### BACKGROUND

At the 16 January 2024 Ordinary Council Meeting, Councillor Andrea Friend submitted a Notice of Motion in relation to surveying The Caves, Rockyview, Glenlee and Glendale Communities for extended weekend operating hours of The Caves Transfer Station.

### COMMENTARY

Council is exploring changing or extending the weekend operating hours at The Caves Waste Transfer Facility. The attached engagement plan sets out the actions that will be undertaken to survey the northern corridor residents who use this transfer station. Our proposed extended hours aim to enhance community satisfaction, promote environmental stewardship, and support the commitment to a cleaner, healthier environment.

### PREVIOUS DECISIONS

At the Ordinary Meeting of Council held on 16 January 2024, Council resolved:

*THAT Council conduct a survey of The Caves, Rockyview, Glenlee and Glendale Communities, being for an option of extended weekend operating hours of The Caves Transfer Station and a report returns to Council with options of extended times and details.*

### ACCESS AND INCLUSION

No access and inclusion issues identified.

### ENGAGEMENT AND CONSULTATION

Refer to attachment for engagement and consultation.

### HUMAN RIGHTS IMPLICATIONS

No human rights implications identified.

### BUDGET IMPLICATIONS

Increase in operational costs if the facility opening hours are increased above existing hours.

### LEGISLATIVE CONTEXT

No additional legislative issues identified.

### LEGAL IMPLICATIONS

No legal implications have been identified.

### STAFFING IMPLICATIONS

The community consultation will be undertaken using existing Council staff.

## **RISK ASSESSMENT**

Increase in operational costs if the facility opening hours are increased above existing hours.

## **CORPORATE PLAN REFERENCE**

### ***Natural Livingstone***

*Community Plan Goal 3.1 - Enhanced reuse and recycling of resources*

*3.1.2 Partner with the community to divert and minimise waste and invest in renewable energy.*

## **CONCLUSION**

A comprehensive communication plan, survey questions and opening options has been developed to ensure that stakeholders provide council with key information for them to make an informed decision on the potential changing or increasing the operating hours of The Caves Waste Transfer Facility.

# **11.7 - THE CAVES WASTE TRANSFER FACILITY - ENGAGEMENT PLAN FOR EXTENDED TRADING HOURS**

## **Engagement Plan**

**Meeting Date: 4 June 2024**

**Attachment No: 1**



# Engagement Plan

## The Caves Waste Transfer Facility - Extended Trading Hours Consultation

### Overview

Council is currently exploring the possibility of extending the weekend operating hours of The Caves Waste Transfer Facility. Public sentiment amongst residents in the suburbs, which comprise the Northern Corridor, has indicated a preference for longer operating hours on the weekends to allow more time for full-time workers who typically work during the week to use The Cave Waste Transfer Facility on weekends.

At the January 16<sup>th</sup> Ordinary Council Meeting, Councillor Andrea Friend submitted a 'Notice of Motion' in relation to surveying The Caves, Rockyview, Glenlee and Glendale Communities for extended weekend operating hours of The Caves Transfer Station.

Full resolution:

### **COUNCIL RESOLUTION**

*THAT Council conduct a survey of The Caves, Rockyview, Glenlee and Glendale Communities, being for an option of extended weekend operating hours of The Caves Transfer Station and a report returns to Council with options of extended times and details.*

### Purpose

The Water and Waste Services team has drafted two additional proposals for extended operating times:

Day	Current Times	Proposal 1	Proposal 2	Proposal 3	Proposal 4
Monday	2.30pm – 5.00pm	2.30pm – 5.00pm	Closed	2.30pm – 5.00pm (Current Time)	Closed
Tuesday	2.30pm – 5.00pm	Closed	Closed	2.30pm – 5.00pm (Current Time)	Closed
Wednesday	2.30pm – 5.00pm	Closed	2.30pm – 5.00pm	2.30pm – 5.00pm (Current Time)	9.00am – 3.00pm
Thursday	2.30pm – 5.00pm	Closed	Closed	2.30pm – 5.00pm (Current Time)	Closed
Friday	2.30pm – 5.00pm	2.30pm – 5.00pm	Closed	2.30pm – 5.00pm (Current Time)	Closed
Saturday	2.30pm – 5.00pm	12.00pm – 3.00pm	10.00am – 3.00pm	2.30pm – 5.00pm (Current Time)	9.00am – 3.00pm
Sunday	2.30pm – 5.00pm	10.00am – 3.00pm	10.00am – 3.00pm	2.30pm – 5.00pm (Current Time)	9.00am – 3.00pm

Proposal 1, 2 and 3 reflect no change in the overall hours, including weekend penalty rates, that the Council currently pays their existing contractor. Proposed Times 4 indicates an increase of hours which will increase the cost of providing this service.

### Stakeholder List

- Residents in The Caves
- Residents in Rockyview
- Residents in Glenlee
- Residents in Glendale
- Local businesses
- Community Groups
- Wider Livingstone Community
- Adjoining Property Owners

### Communication channels to key stakeholders

1. Get Involved landing page and survey;
2. Poster with QR code
3. Hard copy surveys located at The Caves Pub and The Caves Store
4. Press release
5. Media outlets – digital, print and broadcast
6. LSC Website banner and Media Centre;
7. LSC Social Media channels – Facebook (Corporate, Youth and Community Centre), LinkedIn and Twitter
8. Business Bulletin (monthly)
9. LSC Internal Staff eBulletin (fortnightly)
10. Posters/electronic displays at designated sites such as Community Noticeboards, The Hub, LSC Depots and Community Centre.

### Survey questions

1. *Do you live in the Northern Corridor?*
  - a. *If yes, list your suburb and postcode.*
  - b. *If no, go to question 2.*
2. *Do you find it difficult to visit The Caves Waste Transfer Facility during its current operating hours?*
  - a. *Yes*
  - b. *No*
  - c. *No opinion*
3. *How frequently do you utilise The Caves Waste Transfer Facility?*
  - a. *Every day*
  - b. *Once a week*
  - c. *Multiple times a week*
  - d. *Once a month*
  - e. *Multiple times a month*
  - f. *Once a quarter*
  - g. *Multiple times a quarter*
  - h. *Every six months*
  - i. *Once a year*
4. *Which proposal are you most in favour of?*
  - a. *Ranking matrix for Proposal 1*
  - b. *Ranking matrix for Proposal 2*
  - c. *Ranking matrix for Proposal 3*
  - d. *Ranking Matrix for Proposal 4*
5. *Do you anticipate that the proposed extended operating hours would positively impact your ability to manage waste disposal?*
  - a. *If yes, how?*
  - b. *No*
6. *Do you have any additional comments or suggestions regarding the proposed extended operating hours of The Caves Waste Transfer Facility?*
  - a. *Comment Box*

### Stakeholder consultation findings

- The Engagement Team will share all consultation results.
- Report findings back to the Council.
- Council Engagement Team informed of any progress post-engagement to keep stakeholders and community informed and to 'close the loop' on the project.

### Approvals

All communication will require initial approval by the Coordinator, Communications and Engagement as the project leader. Guided by our Stakeholder Engagement Framework, we will communicate with our customers in the following way.

#### *Why are we engaging them?*

To ensure that stakeholders provide council with key information for them to make an informed decision on the potentially changing or increasing the operating hours of The Caves Waste Transfer Facility.

#### *Which approach will we take?*

- We will communicate consistent, key messages to the community across multiple communication channels;
- We will maintain a non bias approach to the messaging/facts; and
- We will respond to genuine feedback and enquiries.

#### **Key Messaging**

Council is exploring changing or extending our weekend operating hours at The Caves Waste Transfer Facility. This engagement initiative is designed with our hardworking residents in mind, providing an opportunity to manage your household waste disposal at more convenient times and days. Our proposed extended hours aim to enhance community satisfaction, promote environmental stewardship, and support your commitment to a cleaner, healthier environment.

#### **Consultation Timeline**

##### **JUNE**

- Engagement plan approved.
- Get involved page built and finalised.
- Hard copies given to The Caves Pub and The Caves Store.

##### **JULY**

- Digital campaign begins
- Direct emails to stakeholders

##### **AUGUST**

- Consultation closes
- Results collated and report sent to Water and Waste Team.

#### **Additional information for Get Involved Project Page:**

##### **Key Dates**

Promotion Start Date: Monday, June 17<sup>th</sup> 2024

Consultation opens: Monday, July 1<sup>st</sup> 2024

Consultation closes: Sunday, July 29<sup>th</sup> 2024

##### **Contact Details**

Contact name and/or relevant team: Leanne Randall

Email: [leanne.randall@livingstone.qld.gov.au](mailto:leanne.randall@livingstone.qld.gov.au)

Phone: 07 4939 9827

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**For E&E reference only:**

**IAP2 Spectrum: Inform / Consult / Involve / Collaborate / Empower**

**Reporting Requirements: Weekly / Fortnightly / Once Closed only**



## 11.8 NAMING OF WETLAND OFF BOTTLEBRUSH DRIVE

**File No:** qA24494

**Attachments:**

1. Community Survey Results[↓](#)
2. Insurance Query Response from Insurance Council of Australia[↓](#)
3. Queensland Government Flood Insurance community information[↓](#)
4. Sure Insurance customer information[↓](#)

**Responsible Officer:** Sean Fallis - Manager Engineering Services  
Michael Kriedemann - General Manager Infrastructure

**Author:** Jo Fursman - Administration Officer

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### SUMMARY

*This report involves a request for the renaming of Kedron Park. Given the environmental features of the park, it was suggested that the name "Kedron Wetland" may be more appropriate.*

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolve:

1. The area currently named *Kedron Park* be changed to *Kedron Wetland*;
2. Officers notify the community of the name change; and
3. Modify the wording on the signage to reflect the name change.

### BACKGROUND

The parcel of land known as Kedron Park is a Reserve for Park and Recreation described as Lot 141 RP 890732 and was named at Council's General Meeting on 10/11 May 1994. The area is low lying and naturally swampy so not practical to be used for recreation purposes. There was a suggestion that the name Kedron Wetland would be more appropriate given the eco system, flora and fauna in the area. The change of name would not change the official title of "Reserve for Park and Recreation".

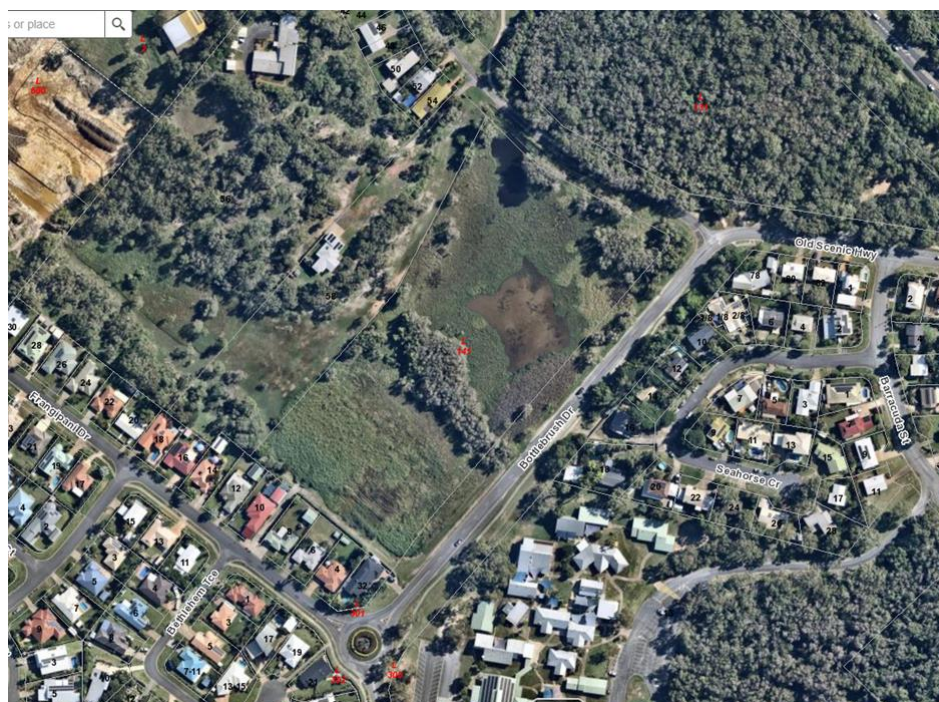


Figure 1 – locality plan

## COMMENTARY

In accordance with Council's *Naming of Infrastructure Assets Procedure*, section 5.1, the naming of an asset may be initiated by the following:

- a) By resolution of Council.
- b) When the Manager Engineering Services:
  - Authorises a request from a member of the community to be processed under this procedure.
  - Determines it is in the public interest to undertake the process outlined in the procedure; or
  - Is required to assign a number under item 5.5 of the procedure.

In accordance with the procedure, an advertisement was placed in the Saturday's edition of *The Morning Bulletin* (Digital only) on Saturday 29 April 2023 together with publication on Council's website and social media pages. Nominations closed on 1 May 2023.

In response to the call for nominations, Council received 2 submissions.

Proposed Name	No
Kedron Wetlands	1
Lammermoor Gardens Blue Butterfly Reserve	1

There was 1 alternative to the original request. In accordance with the procedure, names should be simple, concise and easy to recognise, spell and pronounce. The alternative name does not fit with this requirement.

A Flora and Fauna report has been provided by Council's Natural Resource Management team, which was presented to the Ordinary Meeting of Council in January 2024. The survey demonstrates diverse flora and fauna typical of a wetland environment which could justify the renaming to "Wetland".

There is some concern that the renaming to "Wetland" may create a perception that the area will be left in a natural state and receive less maintenance. This is not the case, as the area is on a maintenance program administered by Council's Open Spaces Team.

A resident raised a concern that their insurance premium may increase if the area was renamed from 'park' to 'wetland'. Officers have spoken to the Insurance Council of Australia and their response is that *Insurers will use their own proprietary risk models to determine the risks associated with properties. These risk models will include flood mapping which is typically provided via the National Flood Information Database and overlay this with other information including 3rd party studies, historical event data etc.*

*It is highly unlikely that insurers will take the name of the area into consideration. For those residents in Kedron Park the level of risk already assessed would remain the same regardless of the naming convention council chooses for this particular wetland/park. Other triggers may change that risk assessment in the future (increase or decrease risk) include the availability of new flood maps, extreme weather event impacts etc.*

The above opinion is also reflected in the Queensland Government's Flood Insurance Community Information and in the Sure Insurance Customer Information, which are attached to this report.

Although the renaming procedure has been undertaken, Council is not bound to rename the asset.

## PREVIOUS DECISIONS

At the Ordinary Meeting of Council held on 24 October 2023, 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 consultation with our Natural Resource Management team to provide a report of the flora and fauna within the area to come back to the table.

At the Ordinary Meeting of Council held on 16 January 2024, Council resolved THAT pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter Item 11.7 – Naming of Wetland off Bottlebrush Drive lay on the table pending a survey to surrounding residents regarding the name change and the results to return to a Council Meeting.

At the Ordinary Meeting of Council held on 20 May 2024, Council resolved THAT pursuant to s2.18.1(d) and s2.18.11 of Livingstone Shire Council's Meeting Procedures Policy the matter Item 11.20 – Naming of Wetland off Bottlebrush Drive lay on the table pending a review into potential insurance premium increases for adjoining properties if the name was changed from 'park' to 'wetland'.

## **ACCESS AND INCLUSION**

Nil

## **ENGAGEMENT AND CONSULTATION**

In May 2023, community engagement in accordance with the *Naming of Infrastructure Assets Procedure*, was completed in order to gauge feedback on suitable names.

In April 2024, additional community engagement was undertaken to specifically ask for feedback regarding the name Kedron Park vs Kedron Wetland. The results of the survey are in attachment 1 and summarised as follows:

Total survey responses – 116

Agree with the name "Kedron Wetland" – 84 (72.41%)

Disagree with name "Kedron Wetland" – 32 (27.59%)

## **HUMAN RIGHTS IMPLICATIONS**

Nil

## **BUDGET IMPLICATIONS**

The cost of modifying the signage from 'park' to 'wetland' is negligible and can be accommodated within existing operational budgets.

## **LEGISLATIVE CONTEXT**

Council's *Naming of Infrastructure Assets Procedure* has been followed in this instance, which sits under the *Road Related Management and Functions Policy*.

## **LEGAL IMPLICATIONS**

Nil

## **STAFFING IMPLICATIONS**

Staff have undertaken this process through their normal roles.

## **RISK ASSESSMENT**

Environmental: If the name is changed to "Wetland", there is a risk of creating a perception that the area will receive less maintenance. This will be mitigated by explaining to the community that this area will remain on Council's maintenance management plan administered by the Open Spaces Team.

Reputational: If Council undertakes community engagement on an issue and makes a decision that appears to be contrary to the majority of responses, this could erode confidence and reduce resident's enthusiasm to participate in future engagement activities.

Economic: There was a perception that if the name was changed from 'park' to 'wetland' that nearby residential insurance premiums would increase. Enquiries were made with the Insurance Council of Australia and their opinion is that it is highly unlikely that insurers will take the name of the area into consideration.



## **CORPORATE PLAN REFERENCE**

### ***Leading Livingstone***

*Community Plan Goal 4.3 - Engagement with the community as advisors and partners*

*4.3.2 Commit to open and accountable governance to ensure community confidence and trust in Council and its democratic values.*

By engaging the community and inviting submissions, Council is supporting the community's desire for greater transparency and partnership in decision making for activities that influence the *look and feel* of Livingstone.

## **CONCLUSION**

The Biodiversity Survey Summary indicates a wide variety of flora and fauna within the Kedron Park environs. After Community engagement in accordance with the *Naming of Infrastructure Assets Procedure*, Officers consider changing the name to Kedron Wetlands is appropriate.

# **11.8 - NAMING OF WETLAND OFF BOTTLEBRUSH DRIVE**

## **Community Survey Results**

**Meeting Date: 4 June 2024**

**Attachment No: 1**

Report Type: Form Results Summary

Date Range: 18-04-2024 - 29-04-2024

Exported: 29-04-2024 17:26:29

Open

Kedron Park Proposed Name Change Community Consultation

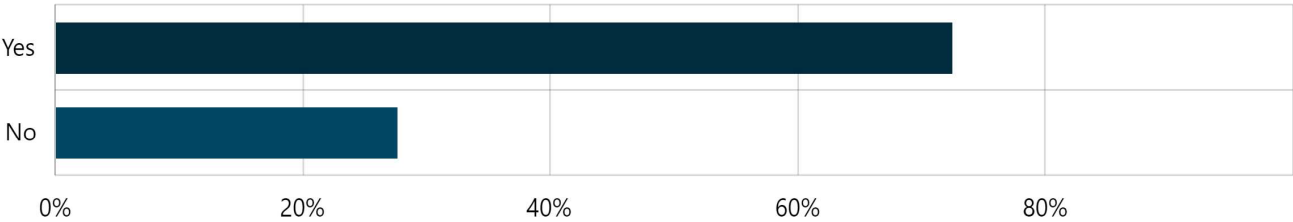
103Contributors

116Contributions

Contribution Summary

1. Do you support changing the name of 'Kedron Park' to 'Kedron Wetlands' to more closely align with the ecosystem and flora and fauna in the area? Required

Select Box | Skipped: 0 | Answered: 116 (100%)



Answer choices	Percent	Count
Yes	72.41%	84
No	27.59%	32
Total	100.00%	116



**2. Do you have any further comments regarding the proposed name change to Kedron Park?** Required

Long Text | Skipped: 65 | Answered: 51 (44%)

**Sentiment**

No sentiment data

**Tags**

No tag data

**Featured Contributions**

No featured contributions

## **11.8 - NAMING OF WETLAND OFF BOTTLEBRUSH DRIVE**

### **Insurance Query Response from Insurance Council of Australia**

**Meeting Date: 4 June 2024**

**Attachment No: 2**

**Michael Kriedemann**

---

**From:** Kylie Macfarlane [REDACTED]  
**Sent:** Wednesday, 22 May 2024 8:44 AM  
**To:** Chris Ireland  
**Cc:** Michael Kriedemann; Liam Walter  
**Subject:** RE: Livingstone Shire Council - Insurance Council of Australia Contact

Hello Chris,

Thank you for your email.

Insurers will use their own proprietary risk models to determine the risks associated with properties. These risk models will include flood mapping which is typically provided via the National Flood Information Database and overlay this with other information including 3<sup>rd</sup> party studies, historical event data etc.

It is highly unlikely that insurers will take the name of the area into consideration. For those residents in Kedron Park the level of risk already assessed would remain the same regardless of the naming convention council chooses for this particular wetland/park. Other triggers may change that risk assessment in the future (increase or decrease risk) include the availability of new flood maps, extreme weather event impacts etc.

If Livingstone Council has updated its flood maps as part of this renaming process, we would be keen to secure those for the National Flood Information Database. Providing the maps allows insurers to accurately assess the risks associated with their properties and be alert to any changes in your LGA.

I have included Liam Walter on this email. Liam is our Director, Mitigation and Extreme Weather Response. Please feel free to reach out to Liam or I if you have any further questions.

Regards  
Kylie

**Kylie Macfarlane**

Chief Operating Officer, Climate, Operations & Strategy  
Mobile 0417 891 513

**Insurance Council of Australia**

Level 26, 9 Castlereagh St, Sydney, NSW, 2000  
[insurancecouncil.com.au](https://insurancecouncil.com.au)



Insurance Council  
of Australia



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**From:** Chris Ireland <Chris.Ireland@livingstone.qld.gov.au>  
**Sent:** Tuesday, May 21, 2024 10:46 AM  
**To:** Kylie Macfarlane [REDACTED]  
**Cc:** Michael Kriedemann <Michael.Kriedemann@livingstone.qld.gov.au>  
**Subject:** Livingstone Shire Council - Insurance Council of Australia Contact

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Morning Kylie,

As per the email below I received your details from Nathan from JLTA (nice to e-meet you). We have a situation in Taranganba where we have a relatively low-lying area which is currently named Kedron Park. Half of the area is a body of water (wetland) and half of the area is an open space serviced by Council 4-6 times per year (image below – the open area along bottlebrush drive).

Council recently proposed to the community to change the name of the area from Kedron Park to Kedron Wetland, however we did receive some concern from residents to say that if the area is renamed to Kedron Wetland their insurance premiums will increase.

Acknowledging that I am not an expert in the matter, it was my understanding that underwriters used RL levels and previous flooding events to gauge levels of risk to individual properties but would like your expert opinion on the matter.

I look forward to hearing from you and please do not hesitate to contact me should you have any questions or concerns.

Kind regards,

**Chris Ireland**  
**General Manager Communities**  
Livingstone Shire Council  
4 Lagoon PI Yeppoon QLD 4703  
Ph: 07 4913 5000  
Email: [chris.ireland@livingstone.qld.gov.au](mailto:chris.ireland@livingstone.qld.gov.au)



Web: [www.livingstone.qld.gov.au](http://www.livingstone.qld.gov.au) | Like us [www.facebook.com/livingstoneshirecouncil](https://www.facebook.com/livingstoneshirecouncil)







From: Turner, Nathan [REDACTED]  
Sent: Tuesday, May 21, 2024 10:21 AM  
To: Chris Ireland <[Chris.Ireland@livingstone.qld.gov.au](mailto:Chris.Ireland@livingstone.qld.gov.au)>

**Cc:** Andrea Ellis <[Andrea.Ellis@livingstone.qld.gov.au](mailto:Andrea.Ellis@livingstone.qld.gov.au)>

**Subject:** Livingstone Shire Council - Insurance Council of Australia Contact

Hi Chris,

Thanks for your call earlier.

As discussed, the Insurance Council of Australia are probably best starting point for discussion of the matters related to insurance availability/affordability for residents in the context of the proposal to change the name of Kedron Park to Kedron Wetlands.

The ICA are the peak body for the industry and have previously been involved in conversations with local governments and the LGAQ in relation to affordability and availability of cover for residents and communities.

I'm currently at the Civic Leaders Summit on the Gold Coast so have been able to reach out to the LGAQ for their contact at the ICA, which I've provided below:

Kylie Macfarlane  
Chief Operating Officer  
Insurance Council of Australia  
[REDACTED]

Kylie previously presented at the Coastal Leaders Forum in relation to issues of domestic insurance affordability and availability so is potentially a good starting point for Council's enquiry.

I trust this assists and as always, please don't hesitate to contact me should you wish to discuss further.

Kind regards

**Nathan Turner** | Executive Manager | JLT Public Sector

JLT Risk Solutions Pty Ltd | 27 Evelyn St, Newstead QLD Australia 4006

t: +61 7 3000 5554 | m: +61 417 382 127 | f: +61 7 3000 5550 | e: [REDACTED] | w: [www.jltpublicsector.com](http://www.jltpublicsector.com)

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## **11.8 - NAMING OF WETLAND OFF BOTTLEBRUSH DRIVE**

### **Queensland Government Flood Insurance community information**

**Meeting Date: 4 June 2024**

**Attachment No: 3**



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[Home](#) > [Emergency services and safety](#) > [Flood prepare](#) > [Flood insurance](#)

## Flood insurance

### Understanding flood insurance

Water, whether caused by a flooding river, overland flow, burst water pipe, or storm, can cause extensive damage to your home, contents and other assets.

It's important to understand the different types of floods and other water-related events and how they may be covered under your insurance policies.

Flood insurance is often built into a range of insurance policies, including home and contents, strata title, motor vehicle and business insurance policies.

The risk of a flood occurring is reflected in the cost of the premium – property owners with a high risk of flood will pay a higher premium than other property owners.

Insurers treat flood in different ways in their policies:

- Many insurers include flood cover as a compulsory part of taking out a household policy
- Some insurers include flood as a standard inclusion, but allow the policyholder to remove it– this is known as opt-out flood cover
- Some insurers exclude flood as a standard inclusion, but allow the policyholder to add cover - this is known as an optional cover
- Some insurers will cover flood in policies only up to very low defined values – for instance, damage of \$15,000 or less
- Some insurers will not cover flood under any circumstances.

### Insurance and the definition of flood

Australian regulations include a standard definition of flood, which was introduced in June 2012. It applies to home and contents, small business and domestic strata-title policies.

The standard definition of flood in Australia is: The covering of normally dry land by water that has escaped or been released from the normal confines of:

- any lake, any river, creek or other natural watercourse, whether or not altered or modified; or
- any reservoir, canal, or dam.

Even if your policy excludes flood damage, your policy may still cover you for events such as storm damage or rainwater damage. Storm or rainwater cover in your insurance policy may cover the situation where your house becomes inundated by rainwater that has fallen naturally from the sky. Though most insurers regard rainwater runoff as part of storm cover, some insurers won't cover rainwater runoff or storm surge when the customer chooses not to take flood cover. These options are explained in the Product Disclosure Statement (PDS) for your policy. Check your policy wording and talk to your insurer if you do not understand what you are covered for. Other forms of insurance may have different ways of describing flood risks.

## Does your insurance policy cover floods?

When choosing or renewing your policy, make sure you understand your flood risk.

Check your policy wording carefully before buying your policy and make sure you understand whether your policy includes flood damage and what type of flood damage is included. If you are not sure, speak to your insurer.

If you are at risk of flood damage, carefully review the terms and conditions of your cover (in particular, your home and contents insurance policies) by reading your Policy Disclosure Statement (PDS). Restrictions on what your policy will and won't cover are usually listed as exclusions.

The cost of cover is typically proportional to the risk of flooding in your location and the value of the assets you seek to protect. If in doubt, contact your insurer to clarify the extent of cover held and your insurance needs.

Though most insurers regard rainwater runoff as part of storm cover, some insurers won't cover rainwater runoff or storm surge when the customer chooses not to take flood cover. These options are explained in the Product Disclosure Statement (PDS) for your policy.

## Insurance and flood risk

About 80 per cent of insurance losses from floods occur in areas that have flooded in the past.

Governments are responsible for assessing and mapping the flood risk to communities. They use this for infrastructure and town planning, and for working out how they can lower the risk of flood for existing communities.

Flood maps can be influenced by the number of different factors including building development, road works, new agricultural growth, changes to river and creek catchments, as well as changes to drainage and sewer arrangements for your area.

Most jurisdictions are working hard to improve the accuracy and availability of their flood information.

Contact your local council for information about flood mapping in your area.



## How do insurers determine the flood risk to my property?

In partnership with state and territory governments, the general insurance industry has developed and licensed the National Flood Information Database (NFID) for use by insurers in determining the flood risk to individual properties.

NFID is an address database containing 11.3 million property addresses, overlaid with the known flood risk according to government flood mapping. Commercial licensing arrangements between many governments and the specialist flood risk experts who prepare the flood maps means it is not a public database.

Most insurers use NFID to determine the flood risk to individual properties, and calculate the premium based on this risk and other criteria including building type, location and claims history.

However, it is up to individual insurers to decide what criteria they use to determine flood risk. They may examine information from many sources to identify properties that are prone to flooding. These may include local government flood mapping, historical flood information, terrain data and insurance claims information.

Insurers assess how often a property is expected to flood, how severe the flooding may be, and how deep the flood can get. It's important to understand that insurers can't reduce the physical impact of a flood.

### Insurance, flash flooding, stormwater, rainfall run-off

During flash flooding, floodwater is produced by high-intensity, short-duration storms that produce localised flood conditions that might affect your house if you live on sloped land. Most policies cover this flood risk, but check your policy carefully if you have a particular risk for this kind of damage, for example if your house is at the bottom of a slope.

### Insurance and actions of the sea, sea level rises, storm surges

These all describe inundation caused by the movement of seawater. Coastal properties can often be very exposed to this type of risk or associated damage (such as erosion). If you own a coastal property, it is important to understand exactly what damage is covered and not covered in your policy. Most insurance policies do not cover actions of the sea. Insurers do not cover the future impact of climate change.

### Making a flood insurance claim

If your home or belongings have been damaged during a flood you should contact your insurance broker or company to assess your claim as soon as you can.

It is recommended that you:

1. contact your insurer before authorising major repairs

## **11.8 - NAMING OF WETLAND OFF BOTTLEBRUSH DRIVE**

### **Sure Insurance customer information**

**Meeting Date: 4 June 2024**

**Attachment No: 4**

XCESS

Your excess is the amount you are required to pay to us whenever you make a claim. Your Certificate of Insurance sets out the excess amounts you will need to pay.

You claim on more than one type of insurance cover for the same incident, you will only have to pay the highest applicable excess. For example, if you have both home and contents covered both your home and contents are damaged by the same insured event, you will only be required to pay the higher excess from both policies.

Burglary or theft by a tenant or their guest

You make a claim for burglary or theft by a tenant or their guest an additional 2,000 burglary or theft by a tenant or their guest excess applies in addition to your standard excess.

Malicious damage by a tenant or their guest

You make a claim for malicious damage by a tenant or their guest an additional 2,000 malicious damage by a tenant or their guest excess applies in addition to your standard excess.

No excess payable

When you make a claim for loss or damage to your home or contents and the incident covered by your policy was caused by a person who did not permanently or temporarily reside with you at the insured address, no excess will be payable by you if you provide us with the name and address

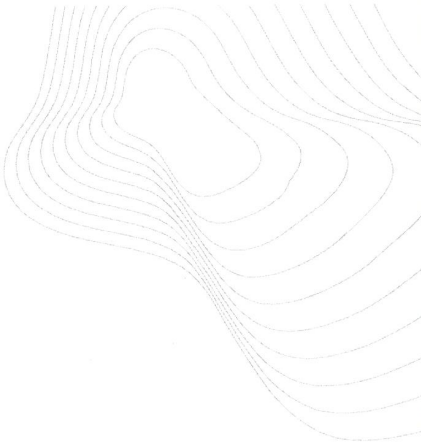
of the person responsible for causing the loss or damage or, if applicable, their vehicle registration details.

**How to pay your excess**  
When you make a claim, we will notify you whether we will deduct any applicable excess from the amount we pay you or will direct you to pay the excess to us or our nominated repairer or supplier during the management of your claim.

FRAUD

At Sure Insurance, we actively investigate any potentially fraudulent or inflated claim in an effort to ensure that insurance is fair for all of our policyholders. Any claim we regard as being potentially fraudulent or excessively inflated will be investigated and may be reported to the police.

To report any suspected fraud, please call us on 1300 392 535.



ABOUT THE COST OF THE PRODUCT - YOUR PREMIUM

Your premium is the amount you have to pay to us for your policy and includes any compulsory government or statutory

charges, levies, duties, GST and taxes that may apply.

HOW WE CALCULATE YOUR PREMIUM

There are a number of factors we take into account when determining your insurance premium, which include:

- pricing factors; and
- policy optional extras; and
- any applicable discount; and
- any fees (including fees attributable to payment of your premium by instalments); and
- any statutory charges.

At Sure Insurance, we believe that the cost of insurance should be fair and reasonable, which is why we use a number of reliable indicators to accurately assess your risk and to calculate your premium.

The following pricing factors may be taken into account when determining your premium:

- the sum insured requested for your home and/or contents;
- the physical address of your home;
- the age of your home;
- the materials used to construct your home;

- the use of your home;
- the age of each proposed insured person;
- the bushfire risk at the physical address of the home or where your contents are located;
- the cyclone risk at the physical address of the home or where your contents are located;
- the flood risk at the physical address of the home or where your contents are located;
- the security risk at the physical address of the home or where your contents are located.

Optional extras

You may add any or all of the nominated optional extras below by paying an additional premium.

- Home Insurance
  - Accidental damage - home



### MANAGING INSTALLMENT PAYMENTS

To help you to manage the annual cost of your insurance, you can request that we automatically deduct your annual premium in monthly instalments from your nominated bank account or credit/debit card.

If you elect to pay your premium by monthly instalments, we may charge a monthly management fee in addition to your annual premium and will debit that fee each month as part of your regular instalment payment. The total amount payable will be more than if you pay your premium annually as a single payment.

Your Certificate of Insurance shows any additional fees that applies to your monthly instalment policy.

Any premium discounts we provide do not apply to the additional fee we charge for managing your monthly instalments.

If you are paying your premium by instalments, please refer to the Direct Debit Request Service Agreement incorporating your direct debit authority, which sets out the terms and conditions applicable to your instalment payment arrangement. This can be found on our website at [sure-insurance.com.au](http://sure-insurance.com.au).

If you wish to alter, delay or cancel your direct debit authority with us, please contact us at least 10 days prior to your next debit date. If you do not do so, we will not be able to implement your instructions until the following month.

### Overdue instalments

You are responsible for ensuring your account has sufficient cleared funds to pay each direct debit on the day it falls due.

- Accidental damage - contents
- Specified contents away from the home
- Unspecified contents away from the home

### Premium discounts

We will automatically calculate any discount to which you are entitled based on the information you provide to us. We show any discounts we apply on your Certificate of Insurance.

We do not apply any discount to any government levy, duty, GST or other statutory charge included in your premium.

**You may be eligible for a premium discount in the following circumstances:**

- for combining your home and contents cover on the one policy; or
- an auto club discount based on your membership level of a recognised auto club; or
- a bushfire mitigation discount; or
- a cyclone mitigation discount; or
- a flood mitigation discount; or
- a security mitigation discount; or
- a loyalty discount based on the period of time you have been a customer of Sure Insurance.

Visit [sure-insurance.com.au](http://sure-insurance.com.au) for details of discount rates.

account on the date we attempt to debit your account with your monthly premium or your financial institution dishonours the debit, we may pass on to you any fees or costs we have incurred.

We recommend that you tell us immediately if you change or close your nominated account or if you will not have sufficient funds in your nominated account available on the day your next instalment payment is due.

**If any monthly instalment payment is overdue, we can do one or both of the following:**

- refuse to pay your claim if any instalment is more than 14 days overdue;
- cancel your policy without notice to you in advance if an instalment is more than one month overdue.

## PAYMENTS AND REFUNDS

Any payments or refunds paid by us to you will be made via electronic funds transfer to your nominated account. We do not issue cheques or make payments in cash.

### Policy renewal

When we decide to renew your policy, we will send you a Renewal Certificate of Insurance not less than 14 days before the expiry of your current policy to enable you to check the details that will apply for the new period of insurance.

If you do not require any changes to be made to your policy cover and you pay your premium by monthly instalments, you authorise us to continue to deduct your new monthly payments during the new period of insurance.

If you do require any changes to be made to your policy cover please contact us prior to the expiry of your current policy.



## 11.9 RESIDENTIAL REBATE FOR WATER SAVINGS PRODUCTS

**File No:** A1914801  
**Attachments:** Nil  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Chris Hocking - Manager Water and Waste Operations

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### SUMMARY

The Residential Rebate for Water Saving Products Procedure applies to owners and occupiers who have purchased and installed eligible water saving products in residential premises located in Council's declared water service area.

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolve:

1. The availability of the Residential Rebate for Water Savings Products is expanded to include dishwashers (\$100);
2. The existing Residential Rebate for Water Savings Products list is not changed to include gardening and lawn watering devices;
3. Endorse the General Manager Infrastructure's approval of the updated Residential Rebate for Water Saving Products Procedure (v2) in accordance with this resolution.

### BACKGROUND

At the Special Meeting of Council held on 24 January 2024, Council resolved to review the Residential Rebate for Water Saving Products to include water-efficient irrigation products and to supply a report to council.

Livingstone Shire Council offer residential rebate for water savings products for rainwater tanks (garden use), showerheads, washing machines and toilets. Over the last five years, since 2019, there has been 14 devices approved and 17 declined that did not comply with the policy. Council has provided rebates to the total value of \$1,450 over the last five years. The budget for the rebate is from the Water and Waste business.

2019	Approved	Declined	Amount
Washing Machine	5	8	\$ 500.00
Rain Water Tank	1	0	\$ 250.00
Shower Rose	4	0	\$ 100.00
			<b>\$ 750.00</b>
2020			
Washing Machine	1	1	\$ 100.00
Rain Water Tank	0	1	
Dual Flush Toilet	0	1	
			<b>\$ 100.00</b>
2021			
Washing Machine	1	1	\$ 100.00
Rain Water Tank	0	2	
Dual Flush Toilet	0	1	
Shower Rose	0	1	
			<b>\$ 100.00</b>
2022			
Washing Machine	0	1	
Rain Water Tank	1	0	\$ 250.00
			<b>\$ 250.00</b>
2023			

Washing Machine	0	0		
Rain Water Tank	1	0	\$	250.00
Dual Flush Toilet	0	0		
			\$	<b>250.00</b>

#### Existing Residential Rebate for Water Saving Products

Livingstone Shire Council	Rockhampton City Council
Washing Machine (WELS 5 stars or higher) - \$100	Washing Machines (WELS rated 4.5 stars) - \$100
Retrofit Showerhead (WELS 3 stars or higher) - \$25	Shower Roses (WELS rated 3 star) - \$25
Retrofit Dual flush toilet - \$50	Dual Flush Toilets - \$50
Rainwater tank (stand-alone) - \$250	Dishwasher (WELS rated 4.5 stars) - \$100
Rainwater tank (integrated) - \$500	Stand-alone tanks - \$250 maximum
	Integrated tanks - \$500 maximum

## COMMENTARY

Water savings device rebates are available from most Water Utilities and Councils throughout Australia and have been in place since around 2003. Most of the Water Utilities and Council Water Business's offer the same types of devices that attract a rebate, these being: rainwater tanks, dual flushing toilets, washing machines and efficient shower heads.

Rockhampton City Council offers a residential rebate for water efficient products in-line with Livingston Shire Council except for the inclusion of dishwashers (\$100) but does not offer garden watering devices.

Where a Council is offering additional water savings products it is usually associated with grant funding, for example Townsville City Council received \$10 million in state Government funding to support *Water Smart Packages* which when exhausted moved to the next phase of working with the community to drive water efficiency behavior and practice.

<https://www.townsville.qld.gov.au/about-council/news-and-publications/media-releases/2019/september/water-smart-package-proves-a-big-hit-with-residents>

Water Corporation in Perth provide (limited time September 2023 to May 2024) a weather-based irrigation controller rebate up to \$300 towards the cost of:

- The purchase of an eligible:
  - Weather-based irrigation controller, or
  - Weather-based component for an existing irrigation controller, or
  - Weather-based irrigation controller and component

Whilst the rebate is available it was only available for a limited time and is very specific on controller brands. Water Corporation being a large water utility would also have the capacity to subsidise this rebate.

## PREVIOUS DECISIONS

At the Special Meeting of Council held on 24 January 2024, Council resolved as follows:

THAT Council

1. review the Residential Rebate for Water Saving Products to include water-efficient irrigation products and to supply a report to council.

## **ACCESS AND INCLUSION**

There are no identified access and inclusion implications associated with the Residential Rebate for Water Saving Products.

## **ENGAGEMENT AND CONSULTATION**

N/A

## **HUMAN RIGHTS IMPLICATIONS**

There are no identified human rights implications associated with the Residential Rebate for Water Saving Products.

## **BUDGET IMPLICATIONS**

The budget for the rebate will be managed through the Water and Waste yearly budget process.

## **LEGISLATIVE CONTEXT**

Public Health Regulation 2018 pt 2 div 2

Water Supply (Safety and Reliability) Act 2008 ss 161, 676

## **LEGAL IMPLICATIONS**

There are no identified legal implications associated with the Residential Rebate for Water Saving Products.

## **STAFFING IMPLICATIONS**

This matter is being managed within current staffing capacity.

## **RISK ASSESSMENT**

Financial: there is a risk if Water Savings Device Rebate is expanded to include gardening and lawn watering devices as the uptake within the community is not able to be quantified at this time.

## **CORPORATE PLAN REFERENCE**

***Liveable Livingstone***

*Community Plan Goal 1.2 - Supporting healthy living at any age*

## **CONCLUSION**

Throughout Australia Water Utilities provide Residential Rebates for water saving devices used within the household and the rebates are very similar in terms of devices that rebates are applied too and the value of these rebates. There are a small number of water utilities that extend this rebate to include gardening and lawn watering devices. These rebates are usually for a limited time or made available through external grants.

Livingstone Shire Council's water savings rebate is aligned with Rockhampton City Council's water savings rebate with the exception of dishwashers which are recommended to include in this report.

Livingstone Shire Council includes rebates for rainwater tanks for residents who are connected to the water reticulation system which are there to provide water for irrigation to lawns and gardens.

## 11.10 RESPONSE TO QUESTIONS ON NOTICE - CR MATHER - SEWER SERVICES AT 52 MARINE PARADE, EMU PARK

**File No:** qA24221  
**Attachments:** 1. Questions on Notice - Sewer Services [1](#)  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Sean Fallis - Manager Engineering Services  
Chris Hocking - Manager Water and Waste Operations  
Chris Wright - Principal Water Engineer

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### SUMMARY

*This report is in response to Councillor Mather's Questions on Notice presented to the Ordinary Council Meeting 20 May 2024 in regards to sewer services at 52 Marine Parade – Emu Park.*

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolve the report and responses to questions be received.

### BACKGROUND

Refer to attached Questions on Notice presented to the Ordinary Meeting 20 May 2024.

### COMMENTARY

The questions and answers can be found below.

#### Question 1

If a sewer line were to be constructed from the Lindsay St end of the sewer area to 53 Marine Pde,

- a) What would be the estimated cost.

*To run a 63mm poly line from 52 Marine Parade to the existing sewer reticulation to the north (approx. 120m) would be approx. \$20,000 (subject to site conditions, existing services etc).*

- b) Would Council undertake the works.

*For a single private service, Council would not do this work. It would be done privately under an Operational Works Application.*

*If Council, chose to construct a larger pipeline to service multiple properties, Council would construct.*

- c) When might the job commence – given other planned capital works.

*There are currently no plans to do this work. If it was to be done as a Council project, a Capital budget allocation would be required.*

- d) How long would the job take.

*Up to a week*

- e) Who would own the line.

*Because the line would be in the road reserve, Council would own it. If there was a break and a release of sewerage to the environment Council would be responsible to the Department of Environment, Science & Innovation.*

#### Question 2

Would Council then declare that extension or parts thereof, as a sewer area, and would properties along that new extension be required to:

- a) Contribute to a sewer charge if not connected.



*If a larger service was constructed to service multiple properties, Council MAY declare all the properties to be within a Benefited area and apply a charge.*

- b) Be eligible for infrastructure charge if not connected.

*Council could choose to include the properties into the Declared Sewer Area and charge accordingly. The sewer infrastructure charge is currently \$5,283.60.*

#### Question 3

Do you see the Council playing a financial contribution to that extension.

*If the extension is a small private pressure main to service 52 Marine Parade, Council is not obliged to contribute to the extension.*

#### Question 4

What would be the estimated cost of a direct connection into the rising main at No 53,

*The connection point to the main would involve a tapping band and valve contained in an access pit with marker, etc. The approximate cost would be up to \$5,000, but subject to private works quote (to be done by Council). Additionally, the rising main will also need to be drained and cut to provide a service connection which would cost up to \$5,000. All other work between the house and the connection point would be done by the property owner's licenced plumber.*

- a) If the design proposed by the residents' plumber, incorporating a series of valves to address potential backflow, and the materials are Water Marked approved, as recommended by Master Plumbers Assocn Qld.

*These fittings comply with the Plumbing Code but the connection to the Rising Main does not comply with Council's Standards (Capricorn Municipal Design Guideline). The risk involved with a single connection is relatively low. However, this sets a precedent for other direct connections. With multiple connections, there is a significant risk that the integrity of Council's rising Main will be compromised.*

#### Question 5

Notwithstanding the Council policy avoiding direct connection to a rising main, would the design recommended in 4 address Council's concerns.

No

#### Question 6

Ad a proposed direct connection to the main would be privately funded,

*Any approved work to connect a property outside the declared sewerage area would be privately funded.*

- a) Would Council undertake these works,

No.

- b) When is this work likely to be undertaken, given other priorities?

*There are currently no plans to do this work. If it was to be done as a Council project, a Capital budget allocation would be required.*

**11.10 - RESPONSE TO QUESTIONS ON  
NOTICE - CR MATHER - SEWER  
SERVICES AT 52 MARINE PARADE,  
EMU PARK**

**Questions on Notice - Sewer Services**

**Meeting Date: 4 June 2024**

**Attachment No: 1**

Box 5186  
Red Hill PO  
Rockhampton Q 4701  
8 May 2024

Chief Executive Officer  
Livingstone Shire Council

### Questions on Notice

#### Re: Sewer services 52 Marine Parade

Dear Sir,

This is an ongoing matter where information has been sought and provided to find a sensible and effective solution to address potential environmental harm.

Despite the exchange of suggestions and information, no decision has been made to date.

Due to the substantial costs involved, we should not rely on guesswork when making this decision, nor expect the landowner to do so.

The questions are directed to Mr Michael Kriedemann General Manager Infrastructure.

#### **Ques 1:**

If a sewer line were to be constructed from the Lindsay St end of the sewer area to 53 Marine Pde,

- a) What would be the estimated cost,
- b) Would Council undertake the works
- c) When might the job commence – given other planned capital works
- d) How long would the job take
- e) Who would own the line

#### **Ques 2.**

Would Council then declare that extension or parts thereof, as a sewer area, and would properties along that new extension be required to:

- a) Contribute to a sewer charge if not connected
- b) Be eligible for infrastructure charge if not connected

#### **Ques 3.**

Do you see the Council playing a financial contribution to that extension

#### **Ques 4**

What would be the estimated cost of a direct connection into the rising main at No 53,

- a) If the design proposed by the residents' plumber, incorporating a series of valves to address potential backflow, and the materials are WaterMarked approved, as recommended by Master Plumbers Assocn Qld.

**Ques 5.**

Notwithstanding the Council policy avoiding direct connection to a rising main, would the design recommended in 4 address Council's concerns.

**Ques 6.**

Ad a proposed direct connection to the main would be privately funded,

- a) Would Council undertake these works,
- b) When is this work likely to be undertaken, given other priorities?

Thank you for consideration to these questions.

And thank you for bringing your responses to the first available meeting, given the environmental issues at stake.

Many thanks,

Glenda Mather Clr



## 11.11 INFRASTRUCTURE PORTFOLIO - QUARTERLY MANAGEMENT REPORT FOR THE PERIOD 1 JANUARY 2024 TO 31 MARCH 2024

**File No:** qA25480  
**Attachments:** Nil  
**Responsible Officer:** Michael Kriedemann - General Manager Infrastructure  
**Author:** Jeff Carter - Manager Construction & Maintenance  
 Sean Fallis - Manager Engineering Services  
 Donna Ward - Acting Supervisor Systems and QA  
 Chris Hocking - Manager Water and Waste Operations

### SUMMARY

*This report provides a summary of a range of operational activities within the Infrastructure portfolio of Council for the period 1 January 2024 to 31 March 2024.*

### OFFICER RECOMMENDATION

THAT the Committee recommends Council resolve the Infrastructure portfolio management report for the period 1 January 2024 to 31 March 2024 be received.

### COMMENTARY

The Infrastructure portfolio has a diverse range of functions and is responsible for a large portion of the capital and operational budget of Council. The portfolio's functions include Water & Waste Operations; Infrastructure Project Management; Construction & Maintenance; Engineering Services and Systems and Administration.

Infrastructure and delivery of sustainable services is critical to the livability of the shire and underpins community wellbeing.

### CUSTOMER SERVICE REQUESTS CLOSE OUT PERFORMANCE

*Contribute to improving customer experiences through closing out customer service requests on time.*

*KPI: 90% close out rate*

Below is a summary of the customer requests processed by the Infrastructure portfolio between 1 January 2024 and 31 March 2024. The completion rate is 96.44% and the completion rate within the agreed timeframes is 89%.

2023-2024	Open at the beginning of the year (carry over)	YTD Opened	Includes WO Issue		Completion rate (includes WO Issues)	% of INF CR's (YTD Opened)	Includes WO Issue			CR's @ work order	CR's @ ULT
			YTD Completed				Completed Priority 3 %	Completed Priority 2 %	Completed Priority 1 %		
Projects	0	23	21		91.30%	0%	76%	10%	14%	0	0
Construction and Maintenance	115	1784	1785		94.00%	27%	79%	9%	13%	46	0
Drainage	33	212	226		92%	3%	78%	8%	14%	7	0
Road Issues	81	1487	1478		94.26%	23%	78%	9%	13%	39	0
Foreshores	1	85	81		94.19%	1%	85%	10%	5%	0	0
Engineering Services	25	397	393		93.13%	6%	93%	4%	3%	0	2
Road Issues	20	324	317		92.15%	5%	93%	4%	3%	0	2
Traffic Management	5	61	64		96.97%	1%	92%	3%	5%	0	0
Water and Sewer	0	12	12		100.00%	0%	92%	8%	0%	0	0
Water and Waste Operations	86	4375	4364		97.83%	66%	93%	2%	5%	7	15
Waste operations	23	1778	1769		98.22%	27%	96%	2%	2%	0	0
Water operations	63	2597	2595		97.56%	39%	91%	2%	6%	7	15
<b>Total:</b>	<b>226</b>	<b>6579</b>	<b>6563</b>		<b>96.44%</b>	<b>100%</b>	<b>89%</b>	<b>4%</b>	<b>7%</b>	<b>53</b>	<b>17</b>

### CONSTRUCTION AND MAINTENANCE

Roads and drainage capital and maintenance activities are managed through the Construction and Maintenance business unit. The business unit had been tasked with 65 capital projects in the 2023/2024 financial year. Of these, 47 have been fully completed in the first three quarters of 2023/24, 8 are in construction and 10 are yet to commence. Of those project yet to commence 5 are expected not to start until the 2024/25 FY.

Rural capital expenditure for the first three quarters of 2023/24 was \$3,337,895, which is 66% of adopted budget and 64% of budget review 1 (BR1). Urban capital expenditure was \$3,035,314 which is 55% of original budget and 53% of BR1. Water and Sewer capital expenditure was \$1,979,137, which is 58% of original budget and 57% of BR1.

Overall Construction & Maintenance has spent 56% of its original capital budget and 55% of BR1, with Rural operations leading the way due to all resheets being completed in the first three quarters of 2023/24. All but two Rural Operations projects (Etna Creek Road and Cordingley Street Depot internal road pavement rehabilitation) adopted for 2023/24 are expected to be completed by 30 June 2024 whilst a number of Urban Operations and Water and Sewer projects will continue into 2024/25 or not be started until 2024/25.

Projects to be extended include Normanby Street Upgrade, Brae Street Watermain and Scenic Highway sewer main duplication, whilst Farnborough Road Watermain, Normanby Street reticulation main and Arthur Street rising main has been delayed until 2024/25. The majority of these delays have been caused by lack of supervisory/team leader staff and an extended wet season that has seen rain for at least 50 days since the start of 2024.

Project Name	Adopted Budget	BR1 Budget	Actuals	% Actual / Adopted Budget	% Actuals / RB1 Budget
Rural Operations (various)	\$5,070,000	\$5,235,076	\$3,337,895	66%	64%
Urban Operations (various)	\$5,552,500	\$5,704,694	\$3,035,314	55%	53%
Water & Sewer (various)	\$3,411,910	\$3,454,789	\$1,979,137	58%	57%
Works Other Units	\$0		\$0		N/A
<b>Overall Capital</b>	<b>\$14,804,410</b>	<b>\$15,164,559</b>	<b>\$8,358,323</b>	<b>56%</b>	<b>55%</b>

Operational expenditure in the first three quarter of 2023/24 saw Rural Operations below the pro-rata of the adopted budget mainly due to grading resources concentrating their efforts on re-sheeting works and a significant number of wet days which has prevented any works being undertaken, whilst operational expenditure in Urban Operations is 7% over pro-rata.

Road Maintenance Performance Contract (RMPC) expenditure was below pro-rata budget, whilst income is almost double the expenditure.

Overall net operational expenditure was \$3,389,566 (58%) of adopted budget.

Section	Adopted Budget	RB1 Budget	Actuals	% Actuals / Adopted & RB1 Budget
Rural maintenance	\$3,920,969	\$3,920,969	\$2,522,245	64%
Rural maintenance revenue	\$100,000	\$100,000	\$41,571	42%
TMR – Maintenance Contract	\$1,055,000	\$1,055,000	\$240,809	42%
TMR – Maintenance Contract Revenue	\$1,205,000	\$1,205,000	\$731,722	61%
Rural private works	\$0	\$0	\$0	0%
Rural private works revenue	\$0	\$0	\$0	0%
Urban maintenance	\$2,119,209	\$2,073,688	\$1,694,089	80% & 82%
<b>Overall Operational</b>	<b>\$5,790,178</b>	<b>\$5,790,178</b>	<b>\$3,389,566</b>	<b>58%</b>

## Maintenance Work Orders:

RURAL	Outstanding at start of quarter	Issued during quarter	Completed during quarter	Outstanding at end of quarter
Q1: July – September 2023	251	173	232	192
Q2: October – December 2023	192	268	193	267
Q3: January – March 2024	267	307	341	222
Q4: April – June 2024				
Totals				
URBAN	Outstanding at start of quarter	Issued during quarter	Completed during quarter	Outstanding at end of quarter
Q1: July – September 2023	284	89	130	243
Q2: October – December 2023	243	81	110	214
Q3: January – March 2024	214	131	130	215
Q4: April – June 2024				
Totals				

The third quarter of 2023/24 has seen an increase in the number of work orders issued compared to the first two quarter of the year, and a decrease in the number of outstanding work orders for Rural Operations whilst there has been a very slight increase in outstanding work orders for Urban Operations. Continuing rains in January to March, and the Local Government election may have contributed to the increase in work orders issued in the third quarter. It is noted that many of the outstanding Work Orders for construction and maintenance are for “routine” road inspections, reoccurring roadside slashing work orders and annual Gross Pollutant Trap clean outs.

## SYSTEMS AND ADMINISTRATION

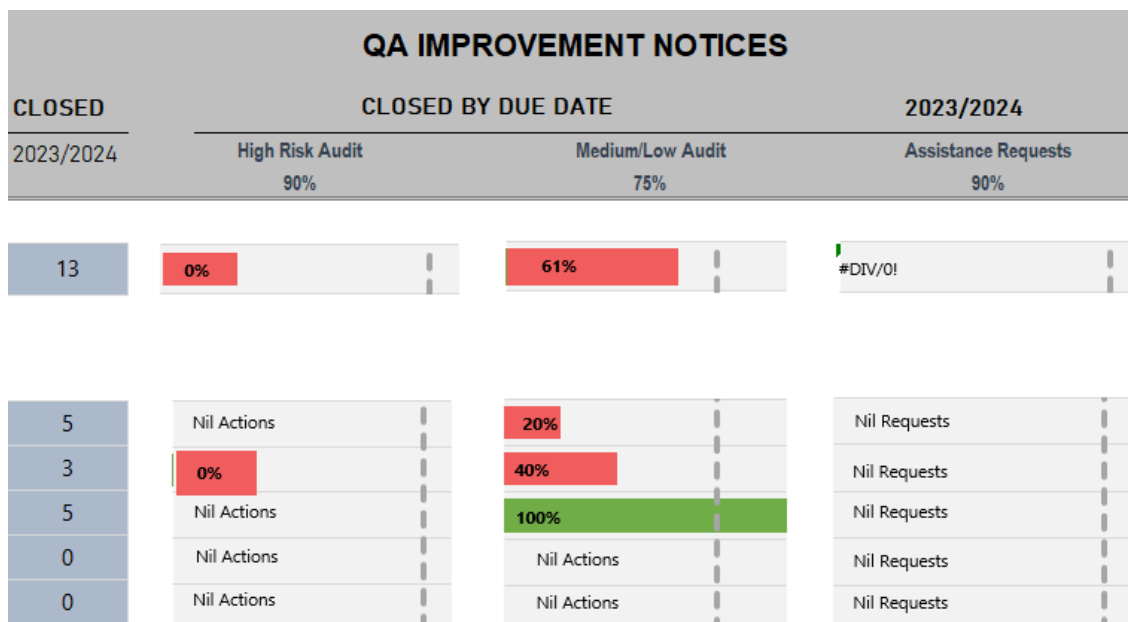
Systems & Administration supports Infrastructure’s direction of effectively managing and maintaining our administrative and quality systems, quality assurance and administrative functions, with a view to continually seeking to improve how we do things in consultation with relevant staff, Infrastructure teams and stakeholders across the organisation.

A key activity of Systems & Administration is to conduct internal audits at planned intervals to provide information on whether Infrastructure’s quality management system (QMS) conforms to the portfolio and organisation’s requirements and to the requirements of the International Standard ISO 9001.

The audit program commenced in July 2023 with 4 of the 5 scheduled audits being completed. As at 31<sup>st</sup> March 2024, a total of 19 Improvement Notices have been raised: 4 non-conformances (1 major, 3 minor) and 15 opportunities for improvement.

The KPI’s for quality management and actioning improvement requests are as follows.

Service Delivery Plan KPI compliance rates for actioning quality improvement requests to date:



As of the 31st March 2024, the 2023/2024 program has three (4) improvement notices that surpassed their due dates, contributing to the 61% KPI for Medium and Low risk audit findings. The late closure of one (1) high risk audit finding contributed wholly to 0% KPI.

Five (5) audit improvement notices persist from the 2022/2023 program, with shifts in business unit management and resourcing contributing to the non-closure.

Traffic Management Registration Scheme ('*TMRS*') application has been provided interim approval by the Department of Transport and Main Roads and is due for renewal in July 2024.

Staff movements (project secondments) have resulted in ongoing resourcing issues within the team over the last quarter. Key tasks such as audits and urgent system maintenance are being prioritised until resource challenges are resolved.

## ENGINEERING SERVICES

### Infrastructure Planning:

- The review of the Local Government Infrastructure Plan (LGIP) has been completed and is currently being finalised. This satisfies the Planning Act requirement to complete a review within 5 years.
- The Yeppoon East-West Trunk Road feasibility study was undertaken by AECOM Consulting Engineers and has been completed. This will be presented to Council in the near future.
- Works are progressing on the Belmont Ramsay Creek Flood Study. This project is funded by Queensland Reconstruction Authority (QRA) and is being undertaken by AECOM consulting Engineers. The study will provide up to date stormwater/ flood information for the Belmont and Ramsay Creek Catchments to the north of Rockhampton.
- Works have commenced on the Capricorn Coast water Supply Master Planning project. This will provide a master plan for Water Supply Infrastructure for a 30 year planning horizon. The plan will include a review of proposed LGIP works and consider other potential development areas and will be done by Digital Design Solutions.
- Works have commenced on a Planning Report for the upgrade of Charles Street and Farnborough Road Sewer Pump Stations. Both pump stations are due for upgrade. The planning report will consider upgrade options including refurbishment of existing or full new construction. This will determine works to be undertaken in the Forward Works Programme.



### Infrastructure Design:

- The design team is currently focused on completing designs for the 2024/25 construction program and these are expected to be completed by 30 June 2024.
- Design Works are progressing on the following projects which are fully funded under the Department of Transport & Main Roads (TMR) Black Spot programme:

Project Description	Grant Amount
Tanby Road – speed reduction signage	\$25,000
Farnborough Road – speed reduction signage and guardrail	\$255,500
Scenic Highway – channelised right turn (CHR) treatment	\$518,500
Percy Ford Street – traffic signals upgrade to controlled right turn.	\$58,000

- Design Works are also progressing on the following projects which are fully funded under the TMR School Transport Infrastructure Program (STIP)

Project Description	Grant Amount
Taranganba State School bus shelters	\$277,000
Yeppoon State High School carpark	\$499,500
Farnborough State School footpath	\$76,000
Yeppoon State Primary School footpath	\$215,500

### Road reserve management:

- Requests and applications for permits to carry out works in road reserves continue to be received.

Applications to Undertake Alterations or Improvements to Council Controlled Areas and Roads	New Requests	Approved	Withdrawn or Cancelled	Pending
Q1: July – September 2023	9	3	5	1
Q2: October to December 2023	2	1	1	0
Q3: January to March 2024	5	4	1	0
Q4: April to June 2024				

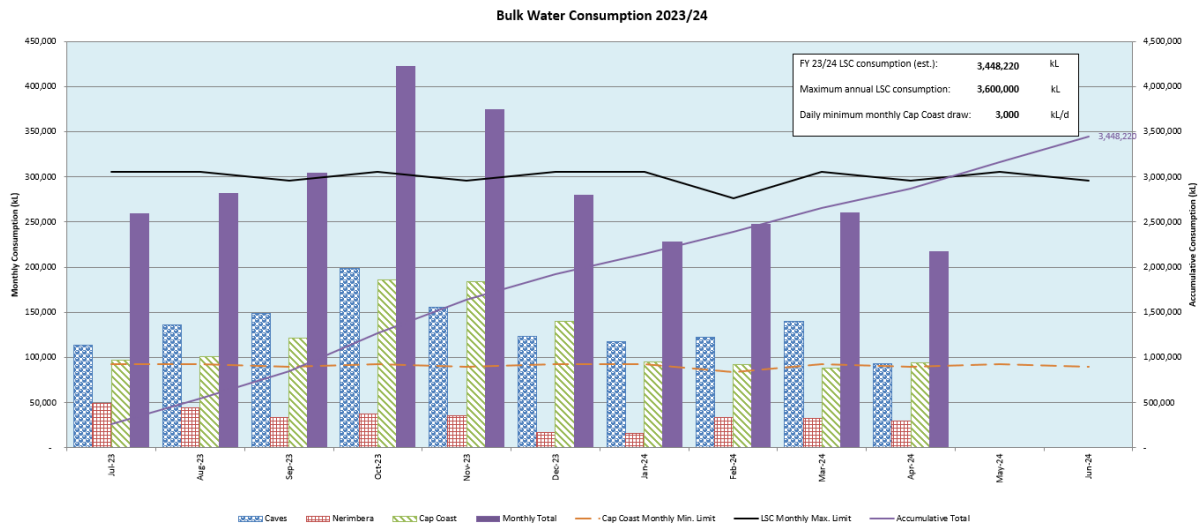
## **WATER AND WASTE OPERATIONS**

Critical infrastructure updates to ensure the safety of drinking water and improve the asset sustainability of the business are progressing well. These projects include:

- Woodbury Water Treatment Plant scrapper replacement project has commenced, equipment has been ordered by the contractor and is scheduled to be on-site May 2024.
- Emu Park Sewage Treatment Plant upgrade – Dewatering equipment installed and commissioned. The process tank has arrived in Australia and the project under delivery.
- Meikleville Hill Reservoir roof replacement has been completed. The reservoir was filled and a leak discovered through the underfloor drain. Remedial works to be undertaken on the reservoir floor.

Number of Water Connections	Capricorn Coast	Caves and Nerimbera	Marlborough	Ogmore
As at 30 September 2023	12,123	1,555	56	48
As at 31 December 2023	12,203	1,563	56	49
As at 31 March 2024	12,243	1,567	57	49
As at 30 June 2024				

Treatment and Supply – Water Consumption (ML)	Woodbury	Boundary Pipeline	The Caves	Marlborough	Nerimbera	Ogmore
Q1: July – Sep 2023	1,042	319	398	2.3	127.9	
Q2: October – Dec 2023	986	511	476	3.7	88.8	
Q3: Jan – March 2024	664	279	379	2.6	80.9	
Q4: April – June 2024						
Daily average (ML) :	11.26	4.6	4.85	0.03	1.2	



As of March 2024, estimated yearly consumption from Rockhampton is 3,448 ML due to the high demand in the northern suburbs and managing the water availability at Woodbury. Flows from Rockhampton to the Capricorn Coast has reduced over the recent months to manage the yearly allocation of 3,600 ML. The water usage across the northern area has reduced from the peaks of November and December 2023.

Water and Sewer Network Maintenance	Water Service Repairs	Water Mains Repairs	Sewer Blockages/repairs
Q1: July – September 2023	139	4	6
Q2: October – December 2023	187	6	2
Q3: January – March 2024	235	4	10
Q4: April – June 2024			

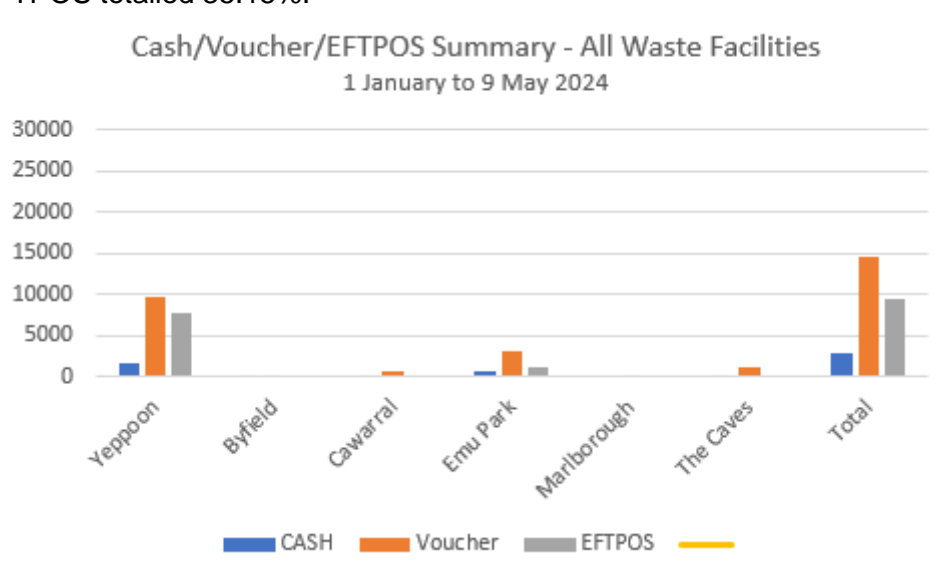
A noticeable increase in water service requests has been experienced and with the additional plumbing position being filled in January, Council has been able meet this workload increase.

Weir/Storage Levels	Waterpark Creek	Kelly's Offstream Storage % of Operating Full Supply
As at 30 September 2023	77.4%	83.5%
As at 31 December 2023	77.8%	94.0%
As at 31 March 2024	115.8%	94.1%
As at 30 June 2024		

Sewage Treatment (ML)	Yeppoon STP	Emu Park STP
Q1: July – September 2023	378.3	95.42
Q2: October – December 2023	384.3	95.08
Q3: January – March 2024	495.6	107.80
Q4: April – June 2024		
Daily average:	5.4	1.18
Effluent Produced (ML)	Yeppoon STP	Emu Park STP
Q1: July – September 2023	378.3	95.42
Q2: October – December 2023	355.40	106.15
Q3: January – March 2024	459.99	156.27
Q4: April – June 2024		
Daily average:	2.49	1.29

The Waste Team have been busy progressing a number of operational and strategic initiatives, including:

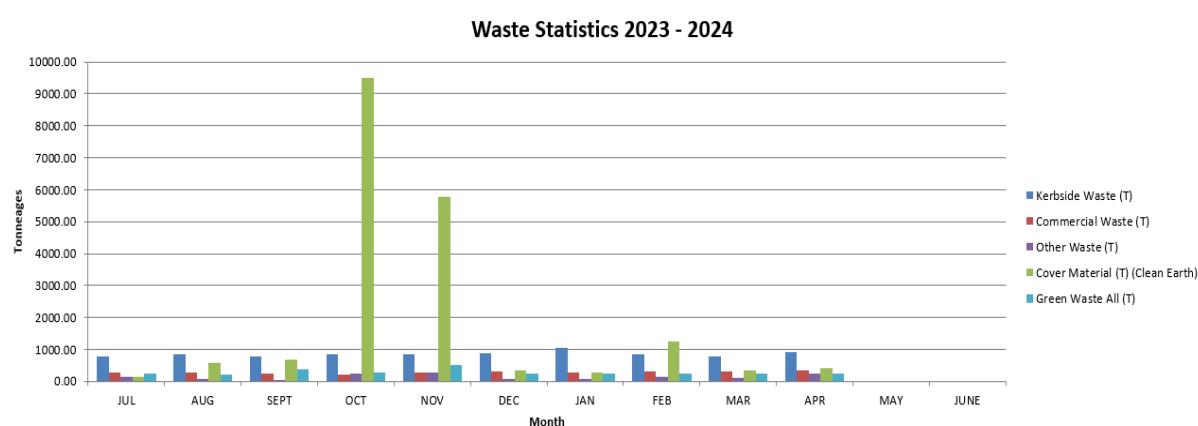
- All waste sites that had previously transferred to cashless are trialling a period utilising cash as a form of payment whilst data is collected around the various forms of payment. The result of the domestic payment statistics for the period from 1 January to 9 May 2024 are cash transactions totalled 10.40%, vouchers totalled 54.45% and EFTPOS totalled 35.15%.



- An updated Council paper is to be brought back to Council regarding cash at waste sites.

From 1 August 2023 to 31 March 2024 168,688 vouchers were allocated to eligible residents, of those 32,126 (19%) have been redeemed. In the same period for the 2022/2023 financial year 28,763 were redeemed.

Waste (Tonnes)	Kerbside	Commercial	Other	Total to Landfill	Cover Material	Green Waste	Outgoing Metals	# of vouchers used (all sites)
Q1: July – Sep 2023	2,415	791	293	6,415	1,389	851	32	10,690
Q2: Oct – Dec 2023	2,577	829	576	14,833	15,637	1,043	675	12,038
Q3: Jan – Mar 2024	2,701	812	348	6,167	1,903	724	33	12,874
Q4: Apr – June 2024								

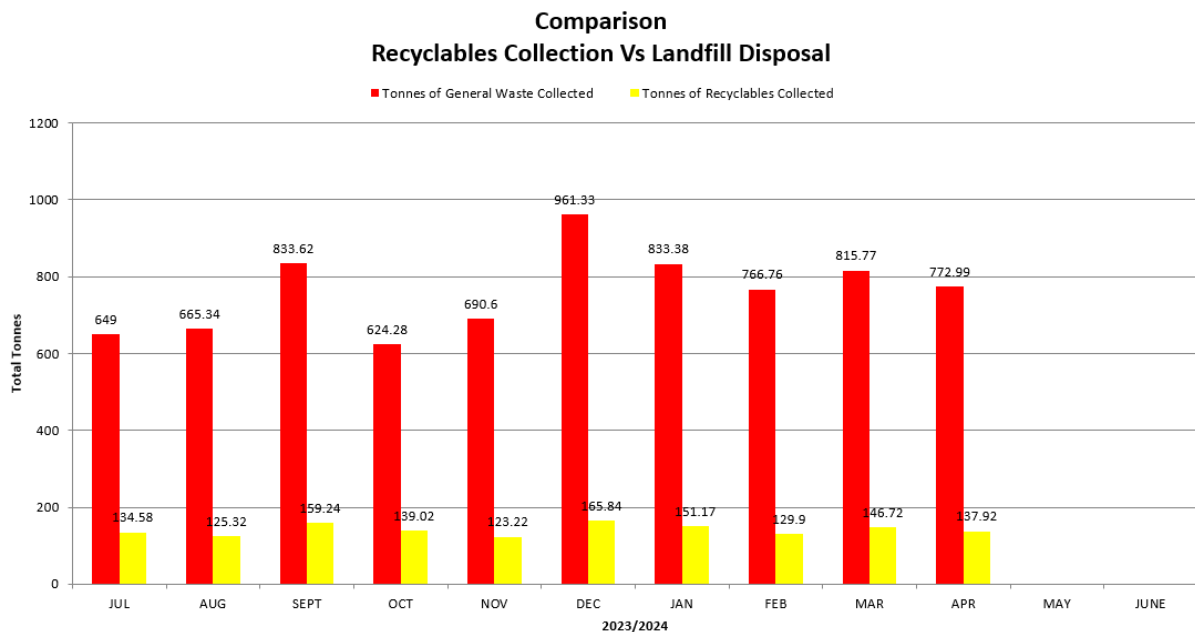


Recycle - Materials Collected (Tonnes)	Number of bin lifts	Tonnes of Recyclables Collected	Average Weight of Recycle Bin (kgs)
Q1: July – September 2023	160,050	2,148	40
Q2: October – December 2023	227,132	2,276	43
Q3: January – March 2024	160,411	2,416	45
Q4: April – June 2024			

General Waste - Materials Collected (Tonnes)	Number of bin lifts	Tonnes of General Waste Collected	Average Weight of General Waste Bin (kgs)
Q1: July – September 2023	160,050	2,148	53
Q2: October – December 2023	159,252	2,276	43
Q3: January – March 2024	160,411	2,416	45
Q4: April – June 2024			



Incoming Biosolids (Tonnes)	Emu Park STP	Yeppoon STP	Water Treatment Plant
Q1: July – September 2023	146	532	321
Q2: October – December 2023	71	234	483
Q3: January – March 2024	122	393	215
Q4: April – June 2024			



## INFRASTRUCTURE PROJECT MANAGEMENT

The 2023/24 budget for Infrastructure Projects is approximately \$20M.

The following projects have been completed or due for completion in the 2023/24 financial year with progress as shown:

- Gateway Industrial Park Stages 2B and 3 – 100%
- Sewer Relining - 100%
- Kelly's Dam Seepage Works – 100%
- Design Yeppoon Landfill Cell Expansion – 100%
- Design of Tanby Trunk Sewer – 95%
- Station Quarter – 90%
- Meikleville Reservoir Roof Replacement – 95%
- Woodbury Water Treatment Plant Clarifier Scraper Replacement – 80%

Works have commenced on the following projects which will carry over into the 24/25 financial year:

- Werribee and Doonside Bridges – 40%
- Emu Park STP Process Upgrade – 65%
- Yeppoon Aquatic Centre – 5%
- Yeppoon Landfill Cell construction – 2%

- Emu Park Waste Transfer Station Upgrade – 5%



Meikleville Reservoir Roof Replacement



Woodbury WTP Clarifier Scraper Replacement

## **12    AUDIT, RISK AND IMPROVEMENT COMMITTEE REPORTS**

Nil

## **13 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 can not be delayed until the next scheduled Council or Committee Meeting*



## **14 CLOSURE OF MEETING**