



ORDINARY MEETING

AGENDA

18 DECEMBER 2018

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 18 December 2018 commencing at 9:00am for transaction of the enclosed business.

A handwritten signature in dark ink, appearing to read "Alan Jackson", is positioned above the title of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
12 December 2018

Next Meeting Date:

Please note:

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

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1 OPENING

2 ATTENDANCE

Members Present:

Mayor, Councillor Bill Ludwig (Chairperson)
Deputy Mayor, Councillor Nigel Hutton
Councillor Adam Belot
Councillor Pat Eastwood
Councillor Jan Kelly
Councillor Glenda Mather
Councillor Tom Wyatt

In Attendance:

Mrs Chris Murdoch – Chief Executive Officer
Mr Brett Bacon – Executive Director Liveability and Wellbeing
Mr Dan Toon – Executive Director Infrastructure
Mrs Andrea Ellis – Chief Financial Officer
Mr Matthew Willcocks - Chief Technology Officer
Mr Nick Sheehan - Chief Human Resources Officer

3 LEAVE OF ABSENCE / APOLOGIES

Nil

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Ordinary Meeting held 4 December 2018

5 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA

6 PUBLIC FORUMS/DEPUTATIONS

Nil

7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

7.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File No: GV13.4.1

Attachments: 1. **Business Outstanding Table - 18 December 2018**[↓](#)

Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

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

OFFICER'S RECOMMENDATION

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

7.1 - BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Business Outstanding Table - 18 December 2018

Meeting Date: 18 December 2018

Attachment No: 1

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 June 2017	Smart Cities and Suburbs Program – Yeppoon Town Centre Smart Precinct – Solar Lighting and Interactive Kiosk	THAT Council resolve to submit an application to the Australian Government Smart Cities and Suburbs Program, seeking a grant amount of \$200,000, with the co-funding requirement of the additional \$200,000 being met from current projects towards the cost of smart energy efficient infrastructure necessary to complete the Yeppoon Town Centre Smart Precinct. The total project costs are estimated at approximately \$400,000.	Senior Economic Development Officer	31/01/2019	11 Dec 2018 - 2:47 PM – Project Support Officer Tender 2018.035 Yeppoon Town Centre and Yeppoon Lagoon Smart Parking closed on 10 October 2018. Evaluation is ongoing. A specialist consultant has been engaged to complete the detailed design for the smart lighting, public Wi-Fi and LORAWAN tender anticipated to be released early January 2019. The Interactive Art component went out for requests for proposal, which are being considered. The reminder of the project deliverables will be via request for quote or direct purchase. The refined project specifications will ensure a more streamlined approach and potentially more project deliverables, thus creating an overall better product and outcome for Council and the Community.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
18 July 2017	Volunteer Policy, Procedure and Handbook	THAT Council: 1. Adopt the Livingstone Shire Council Volunteer Handbook. 2. Adopt the Livingstone Shire Council Volunteer Policy. 3. Adopt the Livingstone Shire Council Volunteer Procedure.	Resilience and Volunteer Coordination Officer	31/01/2019	9 Nov 2018 – 4:16 PM – Resilience and Volunteer Coordination Officer The below tasks continue to be finalised however the documents have been sent to Governance for uploading. DM section is working with other sections to achieve this. 1. IT believe there are alternate programmes to Aurion and they are looking into this for purchase and testing. 2. Website to be updated; sections providing input 3. Information session with Supervisors/Coordinators
15 August 2017	Resident Maintenance and Enhancement of Council Land	THAT Council implement a permit process for residents to undertake unsupervised work within Council controlled reserves, foreshore and park areas. Individuals will sign an Indemnity Agreement with conditions and Council will cover public liability insurance for the individual.	Senior Land Protection Officer	31/01/2019	15 Nov 2018 – 1:52 PM – Support Services Officer Still awaiting tablets from IT so that we can proceed to sign up residents as volunteers via survey 1-2-3.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
15 August 2017	Acquisition of Land for Road Purposes - Wildin Way, Mulambin	THAT Council: 1. Discontinue discussions with the owners of Lot 43 SP202178 regarding the acquisition of land for road purposes; 2. Commence negotiations with the owner of Lot 4 RP620054 to acquire a portion of their property as a 10m wide road reserve along the southern boundary; and 3. Endorse the submission of an Application to Dedicate State Land as Road to the Department of Natural Resources & Mines as shown on Drawing No 17-006-51.	Policy and Planning Officer	31/01/2019	11 Dec 2018 - 5:15 AM - Policy and Planning Officer Survey plan lodged with Council's Planning Department for endorsement.
07 November 2017	Petition from Graham Miller, Milman - The Caves Square and Public Amenities.	THAT the petition requesting maintenance of The Caves Square and public amenities be received.	Executive Director Infrastructure	31/01/2019	11 Dec 2018 - 9:57 AM - Executive Assistant to Executive Director Infrastructure Report in preparation for presentation to Council in the new year.
5 December 2017	Regulated Car Parking Yeppoon Foreshore and Town Centre	THAT Council resolve to: 1) Declare a Traffic Area having a default parking limit of one hour, with the inclusion of two and three hour designations being established in specific precincts as supported by Attachment Four Community Engagement WrAPup Car Parking Strategy Yeppoon CBD and as shown in Attachment One (Schedule One - Declaration of Traffic Area); (2) Endorse and enact the regulated parking strategy once the changes to the Subordinate Local Law No. 5 (Parking) 2011 Schedule One and Schedule Two take effect and regulated parking signage is in place;	Manager Engineering Services	31/01/2019	11 Dec 2018 - 10:07 AM - Manager Engineering Services Funding for necessary signage being applied for at Q2 to supply and install signage for CBD and Lagoon Precinct.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
		(3) Once enacted adequately inform the community of the regulated parking areas (via engagement, media and signage). An initial warning period of one month will be afforded to motorists found overstaying the timed period. After one month the monetary value of an infringement will resume; (4) Consider a budget allocation at the 17/18 Quarter Two Budget review for updated parking signage in the amount of \$30,000; (5) Endorse the installation of smart parking beacons and technology to the designated one hour regulated traffic area to be funded from the Yeppoon Town Centre Smart Lighting Project; (6) Amend Subordinate Local Law No. 5 (Parking) 2011 Schedule One Declaration of traffic area to define a Traffic Area for Yeppoon as shown in Attachment One (Schedule One - Declaration of Traffic Area); (7) Amend Subordinate Local Law No. 5 (Parking) 2011 Schedule Two Declaration of off-street regulated parking areas to include off-street regulated parking for Queen Street (Lot 10 on Y17136), the Yeppoon Town Centre Car Park (Lot 10 on SP289416) and the Yeppoon Foreshore (part of Lot 65 on SP234671); and (8) Amend Subordinate Local Law No. 5 (Parking) 2011 Schedule Two Declaration of off-street regulated parking areas to rescind all reference and plans associated with the region of Rockhampton Regional Council.			

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
18 December 2017	Request to Consider Balance of Outstanding Water Consumption	a) In view of the information provided in the request letter, and taking into account the endeavours of the rate payer to address the debt, Council resolves to adopt option 2 as presented in the report. b) Council also refers this matter to a future workshop as a case study for the development of a future policy in relation to hardship matters.	Coordinator Revenue	31/03/2019	11 Dec 2018 - 10:27 AM – Coordinator Revenue Internal deadline March.
19 June 2018	Petition Requesting Installation of Traffic Calming in the Pedestrian Precinct of Queen Street, Yeppoon (from the carpark of IGA to the Yeppoon Kindergarten)	THAT the petition requesting installation of traffic calming in the pedestrian precinct of Queen Street (from the carpark of IGA to the Yeppoon Kindergarten) be received.	Executive Director Infrastructure	31/01/2019	11 Dec 2018 - 7:32 AM – Executive Assistant to Executive Director Infrastructure Report in preparation for presentation to Council in the new year.
03 July 2018	Notice of Motion – Councillor Glenda Mather – Yeppoon Showgrounds	THAT Council identify the needs of community groups, and the best use of the various lands which comprise the Yeppoon Showgrounds, otherwise known as Stevenson Park. Council initiate a meeting of all stakeholders at the earliest, prior to any new lease/s for the grounds are re-negotiated and determined.	Manager Disaster Management, Recovery and Resilience	31/01/2019	09 Oct 2018 - 4:06 PM – Manager Disaster Management, Recovery and Resilience Ongoing meetings to be held with tenants.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
17 July 2018	Draft Fig Tree Creek Masterplan	THAT Council endorse the Fig Tree Creek Master Plan for further public consultation and integration into the Council's Strategic Planning Framework.	Coordinator Natural Resource Management	31/01/2019	15 Nov 2018 - 1:43 PM - Support Services Officer - Community Wellbeing Figtree Creek Working Group met on 5 Nov. Fact sheets, based on the 6 key elements for a strategic plan, are now being drafted by the group to provide more detail and to accompany the draft Masterplan on the web page.
07 August 2018	Distribution of Records	THAT Council resolves to send this matter to relevant advisory committee for further information.	Chief Technology Officer	31/01/2019	11 Oct 2018 - 3.20 PM - Chief Technology Officer Information Technology have sourced three quotes. Report coming back to future briefing session.
4 September 2018	Amendment - Subordinate Local Law (Parking) 2018	THAT Council: 1) review draft amendments to Subordinate Local Law No 5 (Parking) 2018; and 2) resolve to propose to make Parking (Amendment No.2) Subordinate Local Law (No. 5) 2018.	Coordinator Public Environments	31/12/2018	13 Nov 2018 - 4:06 PM - Jo McLennan Advertising period for the public notification will commence 14 November 2018 for 21 days. z

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
4 September 2018	Access to Land for Trunk Infrastructure Investigations T-100 Tanby Road – Chandler Road Intersection and T-37 Chandler Road (new)	THAT Council resolve: 1. To commence detailed investigations to determine the best location of the following future trunk infrastructure which is identified in the Adopted Infrastructure Charges Resolution (No. 3) 2018: a. T-100 Tanby Road – Chandler Road Intersection, new, highway, non-signalised; and b. T-37(part) Chandler Road, new, Ch 3100-970, Urban Major Collector. 2. Utilise its powers under s 36 of the <i>Acquisition of Land Act 1967</i> to enter Lot 8 RP613832, Lot 9 RP613833 and Lot 11 RP613833 for the purposes of the detailed investigation including inspection, survey and taking levels.	Policy and Planning Officer	31/01/2019	11 Dec 2018 - 5:15 AM – Policy and Planning Officer Waiting on advice from Department of Main Roads before approaching owners.
18 September 2018	Notice of Motion – Councillor Adam Belot – National Building – Water Harvesting Strategies	THAT 1. Livingstone Shire Council request the opportunity to meet with Senator Canavan, Michelle Landry and Brittany Lauga to discuss the current actions and future agenda in this space and following those discussions; 2. Livingstone Shire Council write to both Federal and State Governments advocating for greater investment and action on 'Nation Building -Water Harvesting strategies' that will lead to more prosperous and sustainable conditions for Queensland and Australian Farmers.	EA to the Mayor	31/01/2019	12 Dec 2018 - 4:00 PM – EA to the Mayor Matter is ongoing. Letters written to Senator Canavan, Michele Landry and Brittany Lauga requesting them to attend an advisory committee to discuss the issue or provide advice in writing.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
18 September 2018	Opening of Road – Gunder Road, The Caves	THAT Council authorise the Chief Executive Officer to commence negotiations with the owners of Lot 69 RP891987 to open new road as shown on Drawing No. 17-112-04.	Policy and Planning Officer	31/01/2019	11 Dec 2018 - 5:14 AM – Policy and Planning Officer Instructed by Manager Construction and Maintenance to take no action until further advised.
18 September 2018	Sale of Land – 16 Red Emperor Way, Lammermoor	THAT Council accepts the offer presented in this report for 16 Red Emperor Way, Lammermoor and delegate authority to the Chief Executive Officer to execute the contract of sale, having due regard to the provisions for the disposal of non-current assets contained in the Queensland Local Government Regulation 2012 and Livingstone Shire Council's Procurement Policy.	Project Support Officer	31/12/2018	11 Dec 2018 - 2:49 AM – Project Support Officer Settlement of 16 Red Emperor Way, Lammermoor occurred on 28 November 2018. No further action required.
18 September 2018	Properties Eligible for Land Sale	THAT (a) pursuant to section 140(2) of the Local Government Regulation 2012 Council proceed with action to sell the land listed below, and also detailed in attachment 1 to the report for overdue rates and charges; and (b) that Council delegate to the Chief Executive Officer the power to take all further steps under Chapter 4, Part 12, Division 3 of the Local Government Regulation 2012 to effect sale of the land (including, for avoidance of doubt, the power to end sale procedures). 127881 - L31 E 15616 140365 - L3 RP 614619	Coordinator Revenue	31/10/2018	11 Dec 2018 - 10:21 AM – Coordinator Revenue Notice of Intention to Sell letters signed 7/11/2018 and issued by CLH Lawyers (Collection House) 16 properties, 1 removed prior to NOITS as property sold. 2 PIF (Paid in full) following NOITS.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
		129980 - L15 RP 618406 40394 - L15 RP 613481 130164 - L4 BUP 60007 141203 - L4 SP 223821 130381 - L80 SP 140933 141607 - L53 SP 167021 133658 - L15 RP 608960 142478 - L110 SP187967 134346 - L42 RP 602148 143907 - L179 SP 217255 136948 - L1 RP 612575 303528 - L51 SP 239036 137355 - L4 RP 618814 131688 - L1 RP 609496 137839 - L34 RP 860164 138232 - L124 RP 842258			
2 October 2018	Paint Pot Gallery Accommodation	THAT Council resolve to meet the cost of extending the lease arrangement to accommodate the Paint Pot Gallery, at Shop 3, 18 James Street Yeppoon from 13 November 2018 to 30 June 2019 unless another viable option is found prior to the execution of the lease extension.	Principal Property Officer	31/12/2018	13 Nov 2018 - 4:00 PM - Principal Property Officer New lease between Council and the property owner has been executed by both parties.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
16 October 2018	Proposed Trustee Leases – Capricorn Tourism and Economic Development Limited and Keppel Coast Arts Council Inc.	THAT Council resolve to: 1) apply the exception mentioned in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to its dealings with Capricorn Tourism and Economic Development Limited and Keppel Coast Arts Council Incorporated for issue of Trustee Leases over land currently described as Lot 2 on Survey Plan 104438, Merv Anderson Park Yeppoon; and 2) provide Trustee Leases over land currently described Reserve for Recreation, Public Boat Ramp, Jetties and Landing Place over Lot 2 on Survey Plan 104438 to: (a) Capricorn Tourism and Economic Development Limited for a term of 20 years for operation of the Capricorn Coast Visitor Information Centre and Shell World; and (b) Keppel Coast Arts Council Incorporated for a term of 5 years for operation of the Artship.	Property Officer	31/01/2019	11 Dec 2018 – 7:57 AM – Property Officer Draft documents being prepared however execution of some cannot occur until the new title is registered over the land. Council is unable to proceed with this matter until notification of registration is received from DNRME.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
16 October 2018	Yeppoon Lagoon Paid Parking Hours - Community and Stakeholder Engagement	THAT Council: 1. receive and consider the community feedback regarding the hours of operation of the paid parking around the Yeppoon Lagoon on Lagoon Place and Anzac Parade. 2. confirm the hours of operation for the paid parking around the Yeppoon Lagoon on Anzac Parade and Lagoon Place will be 8:30am to 5:00pm Monday to Sunday. 3. receive and consider the feedback received from key stakeholder consultation regarding the introduction of paid parking around the Yeppoon Lagoon 4. approve: (a) further investigation into the potential installation of a removable boom-gate to be placed on Anzac Parade outside the Keppel Bay Sailing Clubhouse front car park for use during road closures for sailing Sundays and major sailing events; (b) the provision of two additional disabled car parks on Anzac Parade at the front of the Keppel Bay Sailing Clubhouse; and (c) the allocation of two bays on Lagoon Place close to the entrance of the Yeppoon Lagoon, as a fifteen (15) minute drop off and pick up zones.	Senior Economic Development Officer	31/12/2018	11 Dec 2018 - 2:53 PM - Project Support Officer Council were updated on the key stakeholder and community engagement feedback regarding the hours of operation of the paid parking around the Yeppoon Lagoon. Items 4 (a) and 4 (b) have been closed. Item 4 (c) has been initiated. No further action is required.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
16 October 2018	Potential Sale of Lots 2 and 3 - The Gateway Business and Industry Park	THAT Council: 1. reconfirms its previous decision on 1 May 2018, to sell Lots 2 and 3, known as 3 and 5 Pineapple Drive, Hidden Valley, within Stage One of The Gateway Business and Industry Park, at the nominated offer and acknowledges the new entity (purchaser) listed in this report; 2. confirms its preparedness to accept the option two payment terms and conditions for Lots 2 and 3, outlined in this report, and if deemed acceptable to the purchaser through further negotiation; 3. confirms in lieu of discounting infrastructure charges, it would favourably consider entering into an infrastructure agreement for the deferred payment of infrastructure charges; in accordance with the general terms prescribed by Council's <i>Development Incentive Policy for Reconfiguring a Lot</i>, based on the terms outlined in this report; and if deemed acceptable to the purchaser through further negotiations; 4. authorises the Chief Executive Officer to finalise negotiations with the purchaser, taking into consideration the terms and conditions outlined in this report, and execute a contract of sale for Lots 2 and 3, having due regard to the provisions for the disposal of non-current assets	Director Strategic Growth and Development	31/01/2019	11 Dec 2018 - 2:55 PM – Project Support Officer The purchasers of Lots 2 and 3 at The Gateway Business and Industry Park have been presented with the updated contract of sale for execution.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
		contained in the Queensland <i>Local Government Regulation 2012</i> and Livingstone Shire Council's Procurement Policy.			
16 October 2018	Negotiation of Tenancy – Centre of Excellence for Disaster Management, Innovation and Community Resilience (The Hub)	THAT Council resolve that the exception mentioned in Section 236(1)(b)(i) of the <i>Local Government Regulation 2012</i> may apply in its dealing with The State of Queensland (represented by the Department of Housing and Public Works) on the lease of a tenancy at the Centre of Excellence for Disaster Management, Innovation and Community Resilience (The Hub).	Director Strategic Growth and Development	31/01/2019	11 Dec 2018 - 2:56 PM – Project Support Officer Negotiations with the Department are ongoing and Council's counter-offer is being prepared.
16 October 2018	Proposed Lease of Land at Barnaryee to the Yeppoon and District Show Society Inc.	THAT Council resolve to: 1) apply the exception mentioned in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to its dealings with the Yeppoon and District Show Society Inc. for the issue of a lease over Lot 11 on Registered Plan 848831; and 2) provide the Yeppoon and District Show Society Inc. with a five (5) year lease over Lot 11 on Registered Plan 848831 for the purpose of undertaking due diligence on the site in relation to its possible future use as the location of the Yeppoon Showgrounds and an Equestrian Centre of Excellence; and 3) delegate to the Chief Executive Officer to negotiate the terms of the lease to the Yeppoon and District Show Society Inc.	Principal Property Officer	31/01/2019	11 Dec 2018 - 7:57 AM – Principal Property Officer Principal Property Officer has spoken to Mr Landsberg who advised that the draft lease was being considered by the Society's solicitor.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
		over Lot 11 on Registered Plan 848831; and 4) agree in principle to a possible further lease of Lot 11 on Registered Plan 848831 to the Yeppoon and District Show Society Inc. for the primary purposes of a showground for the conduct of the Yeppoon and District Agricultural Show and an Equestrian Centre of Excellence; and 5) indicate to the Yeppoon and District Show Society Inc. that it provides agreement in principle to a suite of secondary uses (such as that mentioned in the report), which would be subject to all relevant approvals, under any further lease of Lot 11 on Registered Plan 848831.			
6 November 2018	Mayoral Minute - Keppel Sands pathway to E.R. Larcombe Memorial Hall	THAT Council resolves to seal or concrete the existing pathway in the un-named laneway that connects E.R. Larcombe Memorial Hall to Roden Street as a consideration in the Q2 budget revision.	Executive Director Infrastructure	31/01/2019	11 Dec 2018 - 7:33 AM – Executive Director Infrastructure Business case prepared for consideration.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
6 November 2018	Mayoral Minute - Taylor Street Keppel Sands	THAT Council resolves to: 1. Address as a priority, the hazards and safety issues in relation to pedestrian traffic along Taylor Street between the Keppel Sands Caravan Park and Roden Street with the possibility of forming a dedicated pedestrian track / footpath. This will require consideration in the Q2 budget review. 2. Address the identified lack of lighting along Taylor Street between the Keppel Sands Caravan Park and Roden Street and facilitate safer pedestrian access at night. This will require consideration in the Q2 budget review. 3. Send a direction to the appropriate department to look at interim measures in relation to items 1 and 2.	Executive Director Infrastructure	31/12/2018	11 Dec 2018 - 7:36 AM - Executive Director Infrastructure Report to briefing session scheduled for 17th Dec 2018.
6 November 2018	Notice of Motion - Councillor Adam Belot - Wreck Point Pathway	THAT LSC review the current design of the proposed walking path from Cooe Bay to Lammermoor Beach including: a) Consideration of redesigning path alignment/direction b) Design that will best accommodate users of all abilities	Executive Director Infrastructure Services	31/01/2019	11 Dec 2018 - 7:35 AM - Executive Director Infrastructure No progress with this action.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 November 2018	Mayoral Minute - Bicentennial Oval, Emu Park	THAT Council resolves to: 1) conclude Emu Park Sport and Recreation Association's current tenure agreement Lot 1 on LN813152, Bicentennial Oval, Emu Park; 2) apply the exception mentioned in Section 236(1)(b)(ii) of the Local Government Regulation 2012 to its dealings with the Emu Park Sport and Recreation Association for issue of a Trustee Permit over land currently described as Lot 1 on LN813152, Bicentennial Oval, Emu Park; and 3) provide a three (3) year Trustee Permit over Lot 1 on LN813152, Bicentennial Oval, Emu Park on mutually agreeable terms.	Senior Sport and Education Officer	31/01/2019	11 Dec 2018 – 12:06 PM – Senior Sport and Education Officer All operational teams advised of outcome from council meeting and requisite activities have been scheduled.
20 November 2018	Mayoral Minute – International Relationships	THAT Council resolve to undertake a delegation to China in March 2019 to progress international education opportunities within Xinba and build on our relationship with Yangzhong, and express Council's interest in participating in the Taiwan Smart Cities Summit and Expo, 26-29 March 2019.	EA to the Mayor	31/01/2019	12 Dec 2018 – 11:03 AM – EA to the Mayor Arrangements for delegation to China and Taiwan are progressing

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 November 2018	Yeppoon Surf Life Saving Club – Renewal of Tenure Agreement	THAT Council resolve to: 1) apply the exception mentioned in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to its dealings with the Yeppoon Surf Life Saving Club Incorporated for issue of a Reserve Lease over Lot 74 on SP234671; and 2) provide a ten (10) year Reserve Lease to the Yeppoon Surf Life Saving Club Incorporated over Lot 74 on SP234671.	Senior Sport and Education Officer	31/01/2019	11 Dec 2018 - 12:06 PM – Senior Sport and Education Officer CDSR working with Properties to draft requisite lease agreement as per resolution.
20 November 2018	Ogmore Community and Recreation Committee Incorporated Request for Tenure over a Portion of Lot 8 07508 (Bicentennial Park)	THAT Council resolves to 1) apply the exception mentioned in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to its dealings with the Ogmore Community and Recreation Committee Incorporated for issue of a Reserve Lease over a portion of land currently described as Lot 8 on O7508, Bicentennial Park Ogmore; and 2) provide a one (1) year Reserve Lease over a portion of Bicentennial Park, Lot 8 on O7508 to the Ogmore Community and Recreation Committee Incorporated to enable it to seek opportunities to further develop the site as a public space for the Ogmore community and its visitors.	Community Development Officer	31/12/2018	

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 November 2018	Invest Capricorn Coast Region Business and Industry Mapping Project Final Report	THAT Council 1. adopt the Invest Capricorn Coast Region Business and Industry Mapping Project final report as the guiding document for the implementation of targeted investment attraction strategies to further the investment attraction actions of the Invest Capricorn Coast Region Economic Development Plan. 2. A summary of the document be available on Council's website	Senior Economics Development Officer	31/12/2018	11 Dec 2018 - 2:57 PM - Elle Wallin A summary of the Invest Capricorn Coast Region Business and Industry Mapping Project Final Report was prepared and uploaded to Council's website. No further action required.
20 November 2018	Notice of Motion - Councillor Adam Belot - Keppel Sands Laneway	THAT LSC resolve to: 1. Undertake to name the unnamed laneway that connects the E.R Larcombe Memorial Hall to Roden Street by using LSC Naming of Infrastructure Assets Policy 2. Subject to consultation outcomes, resolve to proceed with the naming of the unnamed lane as per Keppel Sands community feedback.	Executive Director Infrastructure	31/01/2019	11 Dec 2018 - 11:11 AM - EA to Executive Director Infrastructure A Pathway Customer Request has been assigned to the appropriate Council officer to action this request.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 November 2018	Mayoral Minute - DNR Application for Closure of Road	THAT Council resolve to lodge a further formal objection to the Department of Natural Resources for the proposed road closure adjacent to Lot 1 RP605702 Ref 2018/000277 stating that Council would prefer that the current road reserve remain intact and available for community access and use.	EA to the Mayor	31/12/2018	12 Dec 2018 – 11:03 AM – EA to the Mayor The letter of formal objection has been lodged and acknowledged prior to the cut-off date 22 November. No further action required.
20 November 2018	GKI Village Waste Removal	THAT Council resolve to approve the alternative waste service arrangement for Great Keppel Island Holiday Village subject to: (a) All necessary permits for the transport of waste being in place and; (b) Should any waste from this business be disposed in public bins, the 7 Waste and 7 Recycling bins with associated charges of \$4,560 (as per previous Council resolution) be reapplied. Further, should it be proven that waste from other businesses with alternative waste service arrangements is being deposited in public bins, the services and charges as per previous resolution be reapplied to the offending business.	EA to Executive Director Infrastructure	31/01/2019	11 Dec 2018 - 9:59 AM – EA to Executive Director Infrastructure Correspondence to affected customers being prepared.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
4 December 2018	Changing Classification Application and Renaming of Livingstone Shire Council	THAT Council resolve to: 1)reconfirm its commitment to proceed with a formal change of classification application for the Livingstone Shire Council area; 2)prior to submitting the change of classification application, utilise Council's 'Get Involved' software to inform the community members with a registered address within Livingstone Shire local government area of the intention to undertake the change of classification process and that the preferred new local government area name is Capricorn Coast Regional Council; and 3)subject to the findings of the community information sharing, resolve to proceed with the change of classification process, and submit a formal written application to the Minister for Local Government responding to the legislative criteria, nominating Capricorn Coast Regional Council as its preferred name for the local government area. 4) note that the cost of rebranding is to be operational over time as part of the organic process of updating items as part of their natural life.	Director Strategic Growth and Development	31/01/2019	11 Dec 2018 - 2:58 PM – Project Support Officer Council reconfirmed its commitment to seeking change classification and determined the preferred name is Capricorn Coast Regional Council. Council's 'Get Involved' software will be utilised to inform community members with a registered address within Livingstone Shire Council local government area of the intention to undertake the change of classification and the new preferred name.

Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
4 December 2018	Acquisition of Easements for Drainage Purposes - Zilzie	THAT Council resolve to authorise the Chief Executive Officer to commence negotiations with the owners of Lot 70 RP604071 and Lot 71 RP604071 to dedicate drainage easements as shown on Drawing No 18-093-01.	Policy and Planning Services	31/01/2019	10 Dec 2018 - 11:07 AM – Policy and Planning Services Letters sent to both owners on 7 December 2018 requesting them to sign an Authority to Enter Land for valuation purposes.

8 PRESENTATION OF PETITIONS

Nil

9 MAYORAL MINUTE

Nil

10 COUNCILLOR/DELEGATE REPORTS

Nil

**11 AUDIT, RISK AND BUSINESS IMPROVEMENT COMMITTEE
 REPORTS**

Nil

12 REPORTS

12.1 SCHEDULE OF MEETING DATES - JANUARY TO DECEMBER 2019

File No: GV13.4.1
Attachments: 1. [Schedule of Council Meetings 2019](#)
Responsible Officer: Chris Murdoch - Chief Executive Officer
Author: Lucy Walker - Executive Support Officer

SUMMARY

The Chief Executive Officer will present the Schedule of Council meetings for the period January to December 2019.

OFFICER'S RECOMMENDATION

THAT the Schedule of Council meetings for the period January to December 2019 be adopted.

BACKGROUND

The Schedule of Meetings for January to December 2019 is required to be published so that the community is aware in advance of the dates that Council Meetings will be held. Council is required to formally adopt the Schedule of Meetings before they can be provided to the community.

COMMENTARY

It is proposed that Council Meetings are held the first and third Tuesday of each month.

PREVIOUS DECISIONS

The Schedule of Council Meetings for January to December 2018 was adopted on 5 December 2017.

BUDGET IMPLICATIONS

Not applicable.

LEGISLATIVE CONTEXT

Not applicable.

LEGAL IMPLICATIONS

Not applicable.

STAFFING IMPLICATIONS

Not applicable.

RISK ASSESSMENT

Not applicable.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: Strategy GO1: Inform and empower the community through ongoing engagement and communication.

CONCLUSION

Not applicable.

12.1 - SCHEDULE OF MEETING DATES - JANUARY TO DECEMBER 2019

Schedule of Council Meetings 2019

Meeting Date: 18 December 2018

Attachment No: 1

Council Meeting Dates 2019	
MEETING DATE	Meeting Time
Tuesday, 22 January 2019	9.00 am
Tuesday, 5 February 2019	9.00 am
Tuesday, 19 February 2019	9.00 am
Tuesday, 5 March 2019	9.00 am
Tuesday, 19 March 2019	9.00 am
Tuesday, 2 April 2019	9.00 am
Tuesday, 16 April 2019	9.00 am
Monday, 6 May 2019	PUBLIC HOLIDAY
Tuesday, 7 May 2019	9.00 am
Tuesday, 21 May 2019	9.00 am
Tuesday, 4 June 2019	9.00 am
Tuesday, 18 June 2019	9.00 am
Tuesday, 2 July 2019	9.00 am
Tuesday, 16 July 2019	9.00 am
Tuesday, 6 August 2019	9.00 am
Tuesday, 20 August 2019	9.00 am
Tuesday, 3 September 2019	9.00 am
Tuesday, 17 September 2019	9.00 am
Monday, 7 October 2019	PUBLIC HOLIDAY
Tuesday, 8 October 2019	9.00 am
Tuesday, 22 October 2019	9.00 am
Tuesday, 5 November 2019	9.00 am
Tuesday, 19 November 2019	9.00 am
Tuesday, 3 December 2019	9.00 am
Tuesday, 17 December 2019	9.00 am

12.2 COUNCILLOR PORTFOLIOS**File No:** GV13.4.1**Attachments:** Nil**Responsible Officer:** Chris Murdoch - Chief Executive Officer**Author:** Rodney Chapman - Coordinator Governance**SUMMARY**

The purpose of this report is to formally acknowledge and adopt the discontinuance of Advisory Committees and the subsequent administrative change for Councillor titles from Committee Chair to Portfolio Holder for their respective areas.

OFFICER'S RECOMMENDATION

THAT Council resolve:

- 1) That Council Advisory Committees be discontinued; and
- 2) That Council adopt the administrative change for Councillor titles from Committee Chair to Portfolio Holder for their respective areas as follows;

Portfolio	Councillor
Municipal Infrastructure <i>(Incl. planning, design, construction and asset management of roads, storm water, drainage, pathways, water and sewerage and community facilities infrastructure)</i>	Cr Mather
Recycling & Waste Management, Water Cycle, and Local Laws	Cr Belot
Libraries, Arts, Culture, Sport & Recreation and Youth	Cr Eastwood
Parks , Open Spaces & Environment	Cr Wyatt
Community Development & Support and Senior Citizens	Cr Kelly
Planning, Finance, Innovation and Business Excellence <i>(incl. urban design/place making and higher level infrastructure planning associated with the LGIP)</i>	Cr Hutton
Economic Development, Major Projects, Government Liaison and International relationships and Disaster Management <i>(noting that PCG's will exist for each specific major project)</i>	Mayor

BACKGROUND

On 17 April 2018, Council resolved to adopt an Advisory Committee structure with each Councillor assigned to chairing the committee which addressed their respective portfolio areas of responsibility and reporting, namely;

Committee	Chair
Municipal Infrastructure <i>(Incl. planning, design, construction and asset management of roads, storm water, drainage, pathways, water and sewerage and community facilities infrastructure)</i>	Cr Mather
Recycling & Waste Management, Water Cycle, and Local Laws	Cr Belot
Libraries, Arts, Culture, Sport & Recreation and Youth	Cr Eastwood
Parks , Open Spaces & Environment	Cr Wyatt
Community Development & Support and Senior Citizens	Cr Kelly
Planning, Finance, Innovation and Business Excellence <i>(incl. urban design/place making and higher level infrastructure planning associated with the LGIP)</i>	Cr Hutton
Economic Development, Major Projects, Government Liaison and International relationships and Disaster Management <i>(noting that PCG's will exist for each specific major project)</i>	Mayor

COMMENTARY

In light of recent adopted changes to Council's Meeting Procedures Policy and adopted Councillor Briefing Sessions Policy (adopted 30 November 2018) resolution is sought to formally acknowledge the discontinuance of Advisory Committee Meetings under the new meeting parameters. With the discontinuance of such it is necessary to acknowledge the administrative change to Councillor titles from Committee Chair to Portfolio Holder for their current respective areas as follows;

Portfolio	Councillor
Municipal Infrastructure <i>(Incl. planning, design, construction and asset management of roads, storm water, drainage, pathways, water and sewerage and community facilities infrastructure)</i>	Cr Mather
Recycling & Waste Management, Water Cycle, and Local Laws	Cr Belot
Libraries, Arts, Culture, Sport & Recreation and Youth	Cr Eastwood
Parks , Open Spaces & Environment	Cr Wyatt
Community Development & Support and Senior Citizens	Cr Kelly
Planning, Finance, Innovation and Business Excellence <i>(incl. urban design/place making and higher level infrastructure planning associated with the LGIP)</i>	Cr Hutton
Economic Development, Major Projects, Government Liaison and International relationships and Disaster Management <i>(noting that PCG's will exist for each specific major project)</i>	Mayor

PREVIOUS DECISIONS

Council resolved on 17 April 2018 to adopt Advisory Committees and subsequently assigned each Councillor to chair the Committees which addressed their respective portfolio areas of responsibility. This resolution will supersede this previous decision.

BUDGET IMPLICATIONS

There are no identified budget implications in relation to this matter.

LEGISLATIVE CONTEXT

Councils meeting structures are consistent with the *Local Government Act 2009* and *Local Government Regulation 2012*

LEGAL IMPLICATIONS

There are no legal implications in relation to this matter.

STAFFING IMPLICATIONS

There are no staffing implications in relation to this matter.

RISK ASSESSMENT

Not applicable.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: Strategy GO2: Develop strategic plans and policies to address local and regional issues and guide service provision.

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) Transparent and effective processes, and decision-making in the public interest; and
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) Democratic representation, social inclusion and meaningful community engagement; and
- (d) Good governance of, and by, local government; and
- (e) Ethical and legal behaviour of councillors and local government employees.

CONCLUSION

The purpose of this report is to formally acknowledge and adopt the discontinuance of Advisory Committees and the subsequent administrative change for Councillor titles from Committee Chair to Portfolio Holder for their respective areas.

12.3 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2018

File No: FM12.14.1
Attachments: 1. Monthly Council Financial Report - November 2018 [↓](#)

Responsible Officer: Andrea Ellis - Chief Financial Officer
Author: Damien Cross - Coordinator Accounting Services

SUMMARY

Presentation of the Livingstone Shire Council Monthly Financial Report for the period ending 30 November 2018 by the Coordinator Accounting Services. .

OFFICER'S RECOMMENDATION

THAT the Livingstone Shire Council Monthly Financial Report for the period ending 30 November 2018 be received.

BACKGROUND

The attached Financial Report has been compiled from information within Council's Finance One and Pathway systems. The report presented includes:

1. Key Strategic Financial Indicators
2. Summary of Financial Results
3. Detailed Statements

The attached financial information presents a snapshot of the month (November) and year-to-date position of Council's financial performance for the 2018-19 financial year.

Commitments are excluded from the reported operating & capital expenditures.

All variances are reported against the 19Q1 Revised Budget as adopted by Council on 6 November 2018. All budgets have been developed on a monthly basis. The attached reports show the business units segregated revenue and expenditure statements and balance sheets.

COMMENTARY

The Financial Report compares actual performance to date with Council's 19Q1 revised budget and identifies significant variances or areas of concern. It also provides information about additional areas of financial interest to Council and reinforces sound financial management practices throughout the organisation. This information is provided through the attached monthly financial report.

Financial Performance

The operating performance for the financial year to 30 November 2018 shows an operating surplus of approximately \$6.5 million compared to a budgeted operating surplus of approximately \$2.8 million.

Financial Performance Summary to 30 November 2018					
	YTD 19Q1 Revised Budget (\$m)	YTD Actual (\$m)	Variance (\$m)	Variance YTD %	Status
Operating Revenue	\$39.7	\$39.4	(\$0.3)	(1%)	■
Operating Expense	(\$36.9)	(\$32.8)	\$4.1	(11%)	✓
<i>Operating Surplus</i>	<i>\$2.8</i>	<i>\$6.5</i>	<i>\$3.7</i>	<i>135%</i>	✓
Capital Revenue	\$3.7	\$4.2	\$0.5	13%	✓
Capital Expenditure	(\$28.8)	(\$13.7)	(\$15.1)	(53%)	✓

Note: Actual results exclude purchase order commitments.

Status Legend:

- Above budgeted revenue or under budgeted expenditure ✓
- Below budgeted revenue or over budgeted expenditure <10% ■
- Below budgeted revenue or over budgeted expenditure >10% ✗

Operating Revenue

The year to date operating revenue is slightly below the year-to-date budget. The half-yearly rates & utility charges were generated in the revenue system in July, with an issue date of 1 August 2018 and a due date of 5 September. First quarter water consumption notices were issued in late October and due in late November. The second instalment of the Financial Assistance Grants was received in mid-November. Table A.1 in the Monthly Financial Report (Attachment 1) shows operating revenue by major category of actuals to budget variances by line item. The 19Q1 revised budget has adjusted the budget phasing for Rates & Utility Charges and Operating Grants and this updating phasing is reflected in this monthly report.

Operating Expenses

Year to date operating expenditure is below budget by \$4.1 million which excludes \$10.6 million in committals. Table A.1 in the Monthly Financial Report (Attachment 1) reports operating expenditure by major category of actuals to budget variances by line item.

Total operating expenses are under budget mostly due to an underspend of \$1.9M in materials & services and \$1.9M in employees benefits with a number of vacant positions currently being at various stages of recruitment. This variance is also in part due to the non-accrual of wages which relate to the month of November.

A snapshot of the expenditure on the rural and urban roads maintenance programs in comparison to both the 19Q1 year to date revised budget and the full year 19Q1 revised budget is outlined below:

	YTD Actual (\$000's)	YTD Revised Budget (\$000's)	Full Year Revised Budget (\$000's)	% Full Year Revised Budget Spent
Rural Maintenance	\$1,471	\$1,671	\$4,351	33.8%
Urban Maintenance	\$682	\$899	\$2,206	30.9%

Note: Actual results exclude purchase order commitments.

Capital Revenue

Total capital revenue is ahead of budget by approximately \$0.5 million. This is mostly due to the timing of the receipt of a \$1 million payment from the Queensland Reconstruction Authority for the Statue Bay Reconstruction Project during July.

The 19Q1 capital revenue budget for developer contributions is \$1.82 million and the trend to the end of November is strongly indicating that this budget item will finish the financial year under budget. This budget variance will need to be assessed in terms of the impact on capital project funding as part of the 19Q2 revised budget process. Year to date developer's contributions are \$269K.

Capital Expenditure

Capital expenditure incurred as at 30 November 2018 is summarized in Table D.1 and D.2 in Attachment 1. The 19Q1 revised budget total capital expenditure is approximately \$48.7 million with YTD actuals of \$13.7 million with a further \$21.5 million in committed expenditure.

Table D.3 highlights the significant capital works projects with a revised expenditure budget greater than \$1 million and includes the YTD actuals and project life-to-date costs in comparison to budget.

Statement of Financial Position as at 30 November 2018

A detailed balance sheet is provided in Table B in Attachment 1 as at 30 November 2018.

The balance sheet shows a low level of total liabilities in comparison to total assets and consists predominantly of trade & other payables, other provisions and loan borrowings.

Council's total loan balances are approximately \$84.8 million following the first quarterly repayment made to the Queensland Treasury Corporation (QTC) during September. Council has not accessed the approved working capital facility.

Interest on long term borrowings range from 3.123% to 5.554%, with the average cost of capital being 4.35%.

Statement of Cash Flows

The statement of cash flows provided in Table C in Attachment 1 shows Council's expected cash flows for the financial year and the actual cash flows. The cash position remains sound with cash totaling approximately \$41.7 million at 30 November 2018.

Available cash is either invested with the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund or held in fixed term deposits with financial institutions. The annual effective interest rate for the QTC Capital Guaranteed Cash Fund at 30 November 2018 was 2.68% p.a. Interest rates for Council's current term deposit is 2.70% and reflect the fixed interest rate for the term of the investment.

Interest earned on cash and investments for the month of November was \$89K.

Outstanding Sundry Debtors

At 30 November 2018, outstanding sundry debtors stand at \$1,734,555 and of this balance \$1,222,949 is current.

There are 30 accounts which are over 60 days totaling \$447,931 which represents approximately 26% of total outstanding sundry debtors.

Outstanding and Overdue Rates and Charges

The total rates debtor balance at 30 November 2018 stands at \$4,160,494. There is \$2,549,761 in prepaid rates as at the 30 November, with net rates outstanding being \$1,610,734 as at 30 November. This includes the current levies not yet due of \$12,811 which represents 0.3% of the balance outstanding.

The KPI target for outstanding rates is to reduce rates receivables to less than 5% of total rates outstanding prior to the next six monthly billing cycle. Whilst the collection process of overdue rates receivables is proceeding, total rates receivables as at 30 November 2018 eligible for collection (excluding the current levy) is \$4,147,683 which is 12% of rates levied.

The following table analyses this overdue amount by age of debt.

Aging Period	Arrears balance (before deducting prepaid rates)	% of eligible total for collection
Current	\$2,013,229	48.39%
1 years	\$1,070,268	25.72%
2 years	\$594,256	14.28%
3 years	\$248,942	5.98%
4 years	\$162,507	3.91%
5 years	\$71,292	1.72%
TOTAL	\$4,160,494	100%

Council offers a direct debit facility with 2,144 direct debits totaling \$173,486 processed in November.

Debt Management

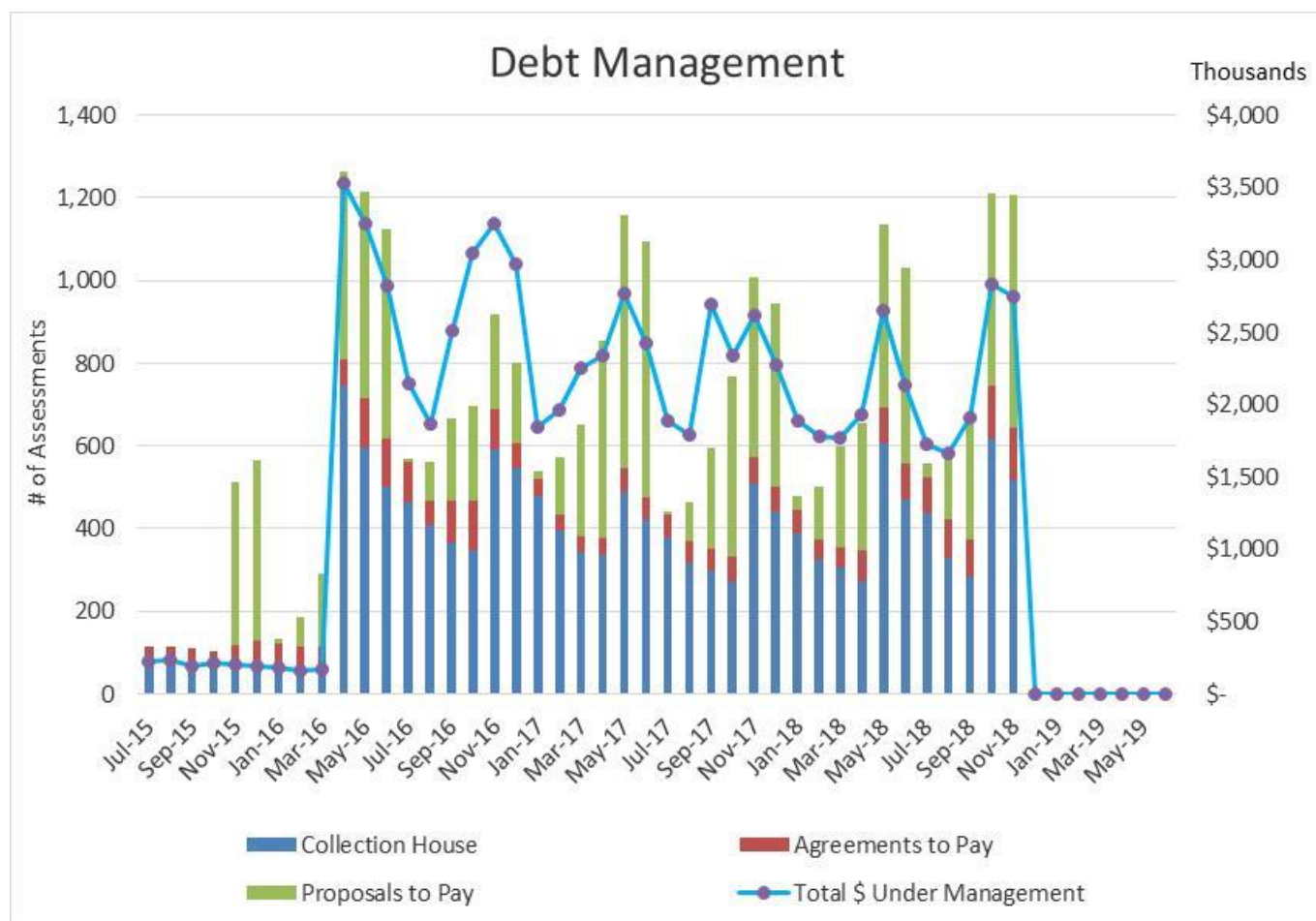
Ratepayers always have the option to enter into formal payment arrangements, which prevents legal action being progressed by Council's debt collection agency. Council resolved to reduce the overdue interest from 10% to 7% per annum in 2018-19, applied monthly, on all overdue balances, including those under a formal payment agreement.

In total, 47% of the overdue balances are under management, this reflects 1,207 assessments out of all (17,517) rateable assessments (6.9%).

November saw an increase of proposals to pay to 562 in total, representing a total of \$383,260. Proposals to pay require all current arrears to be paid in full prior to the next rating period.

There are 128 (October: 127) assessments under long term arrangements (agreements to pay) with a total of \$395,041 with varying settlement periods.

A total of 517 (October: 617) assessments, representing \$1,963,355 (October: \$1,915,336) are currently being managed by Council's debt collection agency. Compared to November 2017, there are 10 more assessments under a debt management arrangement and an increase in the total value under management by \$7,456.



Procurement Activities

Council strongly supports locally-owned and operated businesses, including those with an office or branch in our region. Council is able to report on direct local spend for both operational and capital expenditure in addition to employee salaries & wages. The data provided is only reflective of the payments made through Accounts Payable and via corporate purchase cards and does not make any consideration for other economic impacts.

LSC = Businesses located within the shire boundaries.

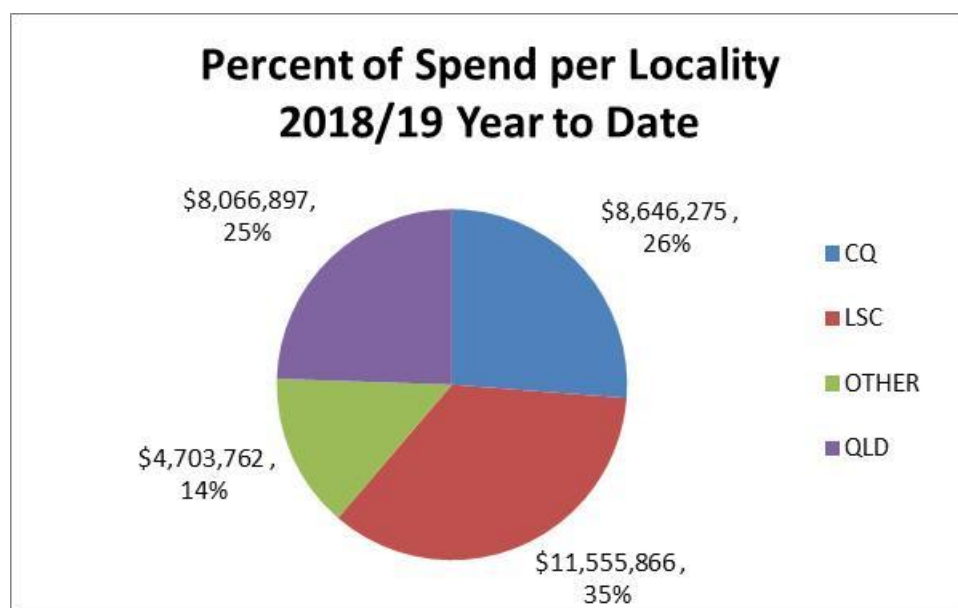
CQ = Business completely set up and run outside of LSC boundaries but within the Central Queensland.

QLD = Business based outside of Central Queensland but within Queensland

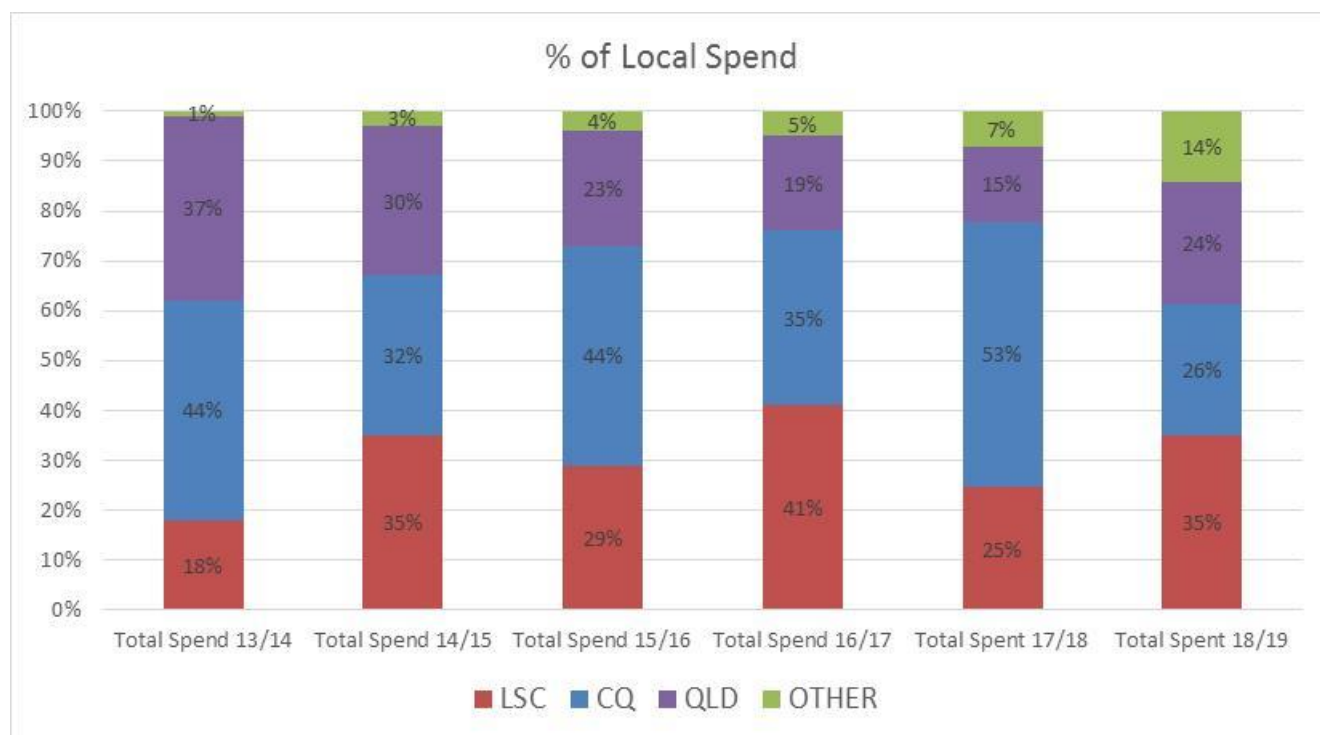
OTHER = Business based outside of Queensland.

The following pie chart illustrates the total dollars spent this financial year by geographical categories.

The total spend on businesses located within the Shire boundaries was 35% or \$11.6 million. For the financial year to 30 November 2018, Council has purchased more of its materials and services from businesses and industries that are located within the Shire boundaries.



The bar graph below summarises the allocation by local spend categories per financial year since 2013-14. Council procures, on average, 70% of materials & services from within the greater Central Queensland area, which includes Livingstone Shire Council.



PREVIOUS DECISIONS

Council adopted the 2018-19 Budget on 24 July 2018. The 19Q1 Revised Budget was adopted by Council on 6 November 2018.

BUDGET IMPLICATIONS

The Monthly Financial Report shows Council's financial position in relation to the 19Q1 revised budget.

LEGISLATIVE CONTEXT

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

LEGAL IMPLICATIONS

There are no legal implications as a result of this report. .

STAFFING IMPLICATIONS

There are no staffing implications as a result of this report.

RISK ASSESSMENT

Regular robust reporting of Council's financial results assists in creating a framework of financial responsibility within the Council and providing sound long term financial management of Council's operations.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: **Strategy GO3: Pursue financial sustainability through effective use of the Council's resources and assets and prudent management of risk.**

CONCLUSION

The Financial Report provides information about Council's financial performance and position for the month ending 30 November 2018. The attached financial results are indication of Council's financial results in 2018-19 in comparison to the 19Q1 Revised Budget.

12.3 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2018

Monthly Council Financial Report - November 2018

Meeting Date: 18 December 2018

Attachment No: 1



Livingstone
SHIRE COUNCIL

**Monthly Financial Report
for period ending
30/11/2018**

Contents

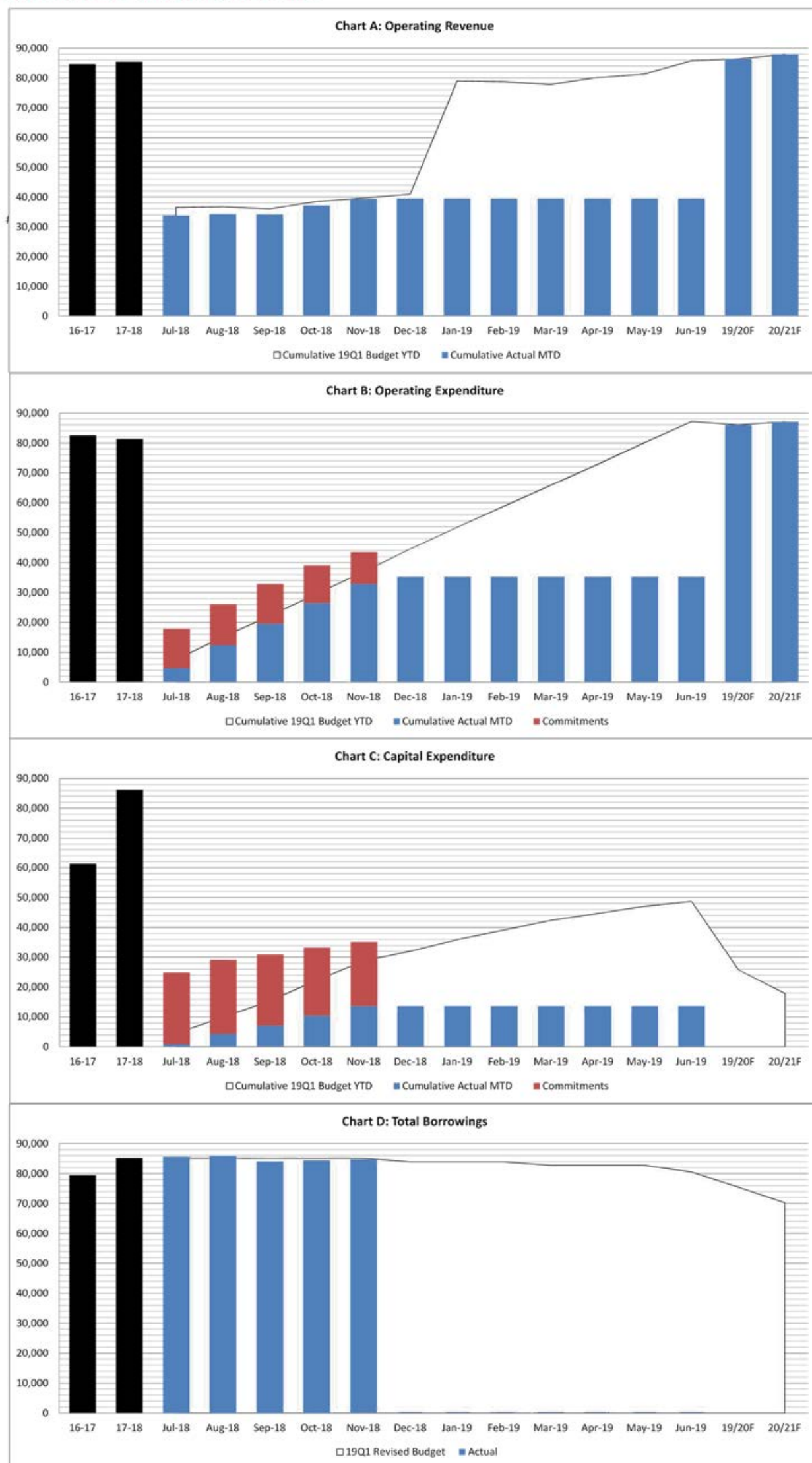
Financial Health Indicators

- Key strategic financial indicators
- Summary financial statements

Attachments: Detailed financial statements

Financial Health Indicators

Key strategic financial indicators: trend analysis



Key strategic financial indicators as at: 30/11/2018					
Operating performance					
	Target Benchmark	19Q1 Revised Budget	YTD Actual	Status	Commentary
Operating surplus ratio					The operating surplus ratio and the operating efficiency ratio are both above their respective target benchmarks mostly due to the levy of the first half-yearly rates charges during July and first quarter water consumption notices levied during October. These ratios indicate that operating revenue is greater than operating expenditure as at 30 November and this assists with funding capital expenditure.
Operating surplus/operating revenue	10%	-1.6%	16.5%	✓	
Operating efficiency ratio					
Operating revenue/operating expense	110%	98%	120%	✓	
Fiscal flexibility					
	Target Benchmark	19Q1 Revised Budget	YTD Actual		Commentary
Net financial liabilities ratio					The Net Financial Liabilities ratio is above the target benchmark of 60% as at the end of November. The own-source operating revenue ratio is above the target benchmark as General Rates and Utility Charges for the half year ending 31 December 2018 were levied in July and first quarter water consumption notices were issued during during October. The interest cover ratio is within the target range.
Total liabilities - current assets / operating revenue	<60%	70%	129%	✗	
Own-source operating revenue ratio					
Own source/operating revenue	>60%	87.7%	93%	✓	
Interest cover ratio					
Net Interest Expense / Total Operating Revenue	0% - 5%	6.2%	4.6%	✓	
Liquidity					
	Target Benchmark	19Q1 Revised Budget	YTD Actual		Commentary
Cash balances - Cash capacity in months					The YTD cash expense cover indicates that Council has sufficient cash to meet current cash operating expenses for 9.7 months. The current ratio is well above the target benchmark of 2.0 due to cash balances being well ahead of the budgeted position at 30 November 2018.
Cash at bank/cash operating expense	3.0	3.0	9.7	✓	
Ability to pay our bills - Current Ratio (times)					
Current assets/current liabilities	2.0	3.2	4.3	✓	
Asset sustainability					
	Target Benchmark	19Q1 Revised Budget	YTD Actual		Commentary
Asset Sustainability Ratio					Asset sustainability ratio will remain lower than the 90% target benchmark due to the large proportion of new assets not requiring renewal at this stage. Approximately only 12% of the capital renewal budget undertaken as at 30 November.
Renewal expenditure/depreciation	90%	51.5%	14%	✗	
Status Legend					
KPI target (budget) achieved or exceeded		✓	KPI target (budget) not achieved		
			✗		

Summary financial statements for the year to date ending
30/11/2018

A. Summary of financial results

A. Income Statements					
	Year-to-date 19Q1 Revised Budget Actual		Variance		Status
	(\$m)	(\$m)	\$	%	
Own-source Revenues	36.22	36.42	0.20	1%	✓
Total Revenues	39.70	39.35	(0.34)	-1%	✗
Employee Expenses	(13.68)	(11.79)	1.88	-14%	✓
Total Expenses	(36.93)	(32.85)	4.08	-11%	✓
Operating Result	2.76	6.50	3.74	135%	
Own source revenue is slightly ahead of the YTD 19Q1 revised budget with half-year rates & utility notices, first quarter water consumption notices levied in October and annual animal registrations being generated & issued in July. Employee expenses are below YTD budget due to a number of vacant positions currently being recruited for and also in part due to the non-accrual of wages which relate to November. A YTD underspend in materials & services expenditure of approximately \$1.9m is contributing to the favourable variance in total expenses.					

B. Balance Sheet					
	Year-to-date 19Q1 Revised Budget Actual		Variance		Status
	(\$m)	(\$m)	\$	%	
Cash and Cash Equivalents	33.28	41.75	8.47	25%	✓
Current Assets	41.08	52.68	11.59	28%	✓
Current Liabilities	10.08	12.36	2.28	23%	✗
Non-Current assets	965.04	963.86	(1.18)	0%	✗
Borrowings	85.17	84.82	(0.36)	0%	✓
Non-Current Liabilities	90.27	91.15	0.88	1%	✗
Net Assets	905.77	913.03	7.26	1%	
Cash balances and total current assets are well ahead of the budgeted position at 30 November 2018 due to the drawdown of loans funds in June 2018 for the Yeppoon Sewerage Treatment Plant Augmentation Project and also due to YTD underspends in both total operational expenditure & and total capital expenditure. Borrowings are reported as slightly below budget following with the first quarterly repayment of Council's loan portfolio with the Queensland Treasury Corporation taking place during September.					

C. Cash flows					
	Year-to-date 19Q1 Revised Budget Actual		Variance		Status
	(\$m)	(\$m)	\$	%	
Net Operating	15.05	12.76	(2.29)	-15%	✗
Net Investing	(23.78)	(13.05)	10.73	-45%	✓
Net Financing	(1.19)	(1.16)	0.03	-3%	✓
Closing Cash Balance	33.28	41.75	8.47	25%	
Net Operating Cash flows are under budget for the five months ending 30 November. There are a number of timing variances which are contributing to this variance with the timing of the budgeted proceeds from the sale of land development being a contributing factor. Net Investing Cash Flows are under budget for the five months ending 30 November mostly due to total capital expenditure being behind the YTD budget.					

D. Capital program					
	Year-to-date 19Q1 Revised Budget Actual		Variance		Status
	(\$m)	(\$m)	\$	%	
Renewal	5.81	1.34	(4.47)	-77%	✗
New/Upgrade	23.00	12.34	(10.66)	-46%	✗
Total Capital Program	28.80	13.68	(15.13)	-53%	
Whilst the capital program costs are significantly lower than the YTD budget it needs to be recognised that a further \$21.5m in capital expenditure commitments have been raised relating to the 2018-19 capital program. The capital budget has been aligned to the delivery program prepared as part of budget, however this is subject to change during the year and will be reviewed in detail as part of the upcoming 19Q2 revised budget.					

Status Legend:

Above budgeted revenue or under budgeted expenditure
Below budgeted revenue or over budgeted expenditure <10%
Below budgeted revenue or over budgeted expenditure >10%



Attachments

A.1: Monthly Summary revenue and expenditure report (by line item) YTD 42%

	This period				Year-to-date				Full year		
	19Q1 Revised Budget	Actual	Variance	Variance	19Q1 Revised Budget	Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)
Revenues											
Rates & Utility Charges	(39)	612	651	-1653%	34,305	34,346	41	0%	71,498	71,498	0
User fees & charges	322	317	(5)	-2%	1,589	1,602	13	1%	3,714	3,714	(0)
Operating grants	671	1,021	351	52%	1,829	2,012	182	10%	6,009	6,009	0
Interest	119	89	(30)	-25%	588	468	(119)	-20%	1,347	1,347	0
Sales revenue	116	112	(5)	-4%	1,062	452	(611)	-57%	2,448	2,448	0
Other	63	60	(3)	-5%	322	471	149	46%	747	747	0
Total operating revenues	1,251	2,210	958	77%	39,695	39,351	(344)	-1%	85,765	85,765	0
Expenses											
Employee benefits	(2,793)	(2,317)	476	-17%	(13,676)	(11,792)	1,884	-14%	(31,729)	(31,715)	15
Materials & Services	(2,209)	(1,853)	356	-16%	(11,322)	(9,347)	1,975	-17%	(27,075)	(27,089)	(15)
Depreciation	(1,898)	(1,766)	132	-7%	(9,491)	(9,491)	0	0%	(22,777)	(22,777)	0
Interest	(357)	(352)	5	-1%	(1,784)	(1,796)	(12)	1%	(4,275)	(4,275)	0
Other	(53)	(127)	(74)	141%	(661)	(423)	238	-36%	(1,264)	(1,264)	0
Less: Total operating expenses	(7,310)	(6,416)	894	-12%	(36,933)	(32,848)	4,085	-11%	(87,120)	(87,120)	(0)
Net operating result	(6,059)	(4,206)	1,852		2,762	6,502	3,740	135%	(1,355)	(1,355)	0
Capital Income											
Capital Grants	1,121	946	(175)	-16%	2,943	3,329	386	13%	10,335	12,376	2,041
Developer Contributions	152	106	(46)	-30%	760	269	(491)	-65%	1,823	1,823	0
Other capital income	0	123	123	0%	(37)	332	369	-998%	(37)	(37)	-
Less: capital expenses	12	0	(12)	-100%	60	0	(60)	-100%	(143)	(143)	-
Net Capital Income	1,265	1,176	(109)	-8%	3,725	3,930	205	5%	11,978	14,019	2,041
Total comprehensive income	(4,774)	(3,030)	1,744		6,487	10,432	3,945	61%	10,623	12,664	2,041

A.2: Monthly Summary revenue and expenditure report (by program) YTD 42%

	This period				Year-to-date				Full year		
	19Q1 Revised Budget	Actual	Variance	Variance	19Q1 Revised Budget	Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)
Office of the CEO											
Revenue	10	60	50	496%	83	183	100	120%	188	188	0
Expenses	(975)	(692)	283	-29%	(5,129)	(4,753)	376	-7%	(12,275)	(12,275)	0
Liveability and Wellbeing											
Revenue	368	370	2	1%	1,327	1,907	580	44%	3,627	3,627	0
Expenses	(1,499)	(1,546)	(47)	3%	(7,517)	(6,611)	906	-12%	(17,332)	(17,332)	0
Infrastructure											
Revenue	258	573	315	122%	16,187	15,804	(382)	-2%	36,834	36,834	0
Expenses	(4,791)	(4,153)	638	-13%	(23,944)	(21,269)	2,675	-11%	(56,566)	(56,566)	0
Central Funds											
Revenue	615	1,206	592	96%	22,098	21,456	(642)	-3%	45,116	45,116	0
Expenses	(45)	(25)	20	-45%	(344)	(216)	128	-37%	(946)	(946)	0

B: Monthly summary of assets and liabilities report										YTD	42%
		Year-to-date				Full year					
	19Q1 Revised Budget	Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget	Variance				
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)				
Assets											
Cash and cash equivalents	32,277	40,751	8,475	26%	13,945	21,984	8,039				
Investments	1,000	1,000	0	0%	1,000	1,000	0				
Inventory	744	445	(299)	-40%	1,511	2,855	1,344				
Trade & Other Receivables	7,064	3,969	(3,095)	-44%	8,069	8,069	0				
Land - for resale	13,786	13,788	2	0%	6,967	6,514	(453)				
Infrastructure:											
PPE	951,254	909,129	(42,125)	-4%	1,026,838	974,063	(52,775)				
Capital WIP	-	45,421	45,421	0%	-	-	0				
Other assets	-	2,039	2,039	0%	1,374	990	(444)				
Total Assets	1,006,125	1,016,543	10,418	1%	1,059,704	1,015,415	(44,289)				
Liabilities											
Employee benefits	4,777	8,031	3,254	68%	4,810	4,777	(33)				
Trade creditors and accruals	504	757	253	50%	4,116	4,181	65				
Borrowings:											
Short-term	4,803	4,447	(356)	-7%	4,989	4,989	0				
Long-term	80,370	80,370	(0)	0%	75,527	75,541	14				
Other liabilities	9,898	9,909	11	0%	10,606	9,898	(708)				
Total Liabilities	100,352	103,514	3,162	3%	100,048	99,386	(662)				
Current assets	41,085	52,679	11,594	28%	32,610	39,590	6,980				
Current liabilities	10,084	12,361	2,277	23%	12,125	12,191	66				
Non-current assets	965,040	963,864	(1,176)	0%	1,027,094	975,825	(51,269)				
Non-current liabilities	90,268	91,153	885	1%	87,923	87,195	(728)				
Net community assets	905,773	913,029	7,256	1%	959,656	916,029	(43,627)				

C: Monthly summary cash flow report										YTD	42%
	This period				Year-to-date				Full year		
	19Q1 Revised Budget	Actual	Variance	Variance	19Q1 Revised Budget	Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)
Cash inflows from operations -											
Rates & utility charges	3,330	2,522	(807)	0%	36,432	35,390	(1,042)	0%	73,749	72,421	(1,328)
User fees and charges	322	448	126	39%	1,603	2,249	645	40%	3,996	3,996	0
Operating grants	1,107	1,021	(86)	-8%	2,702	1,970	(732)	-27%	6,009	6,009	0
Interest	106	89	(18)	-17%	526	468	(58)	-11%	1,207	1,207	(0)
Other	56	(540)	(596)	-1065%	787	(477)	(1,264)	-161%	1,445	1,445	0
Proceeds from sale of land inventory	0	0	0	0%	1,983	230	(1,753)	-88%	7,824	7,824	0
Total operating cash inflows	4,921	3,540	(1,381)	-28%	44,034	39,831	(4,204)	-10%	94,230	92,902	(1,328)
Cash outflows from operations -											
Employee entitlements	(2,793)	(2,317)	476	-17%	(13,676)	(11,769)	1,907	-14%	(31,729)	(31,573)	156
Payments to suppliers	(2,248)	(1,662)	586	-26%	(11,340)	(11,960)	(20)	0%	(27,386)	(28,504)	(1,118)
Borrowing costs & bank charges	(357)	(352)	5	-1%	(1,784)	(1,796)	(12)	1%	(4,275)	(4,109)	166
Other	(53)	(199)	(146)	276%	(495)	(592)	(94)	19%	(1,669)	(9,706)	(8,037)
Payments for land inventory	(350)	(426)	(76)	22%	(1,090)	(953)	137	-13%	(1,860)	(2,040)	(180)
Total operating cash outflows	(5,801)	(4,957)	844	-15%	(28,988)	(27,070)	1,918	-7%	(66,919)	(75,932)	(9,013)
Net cash flows from operations	(880)	(1,417)	(537)	61%	15,047	12,761	(2,286)	-15%	27,311	16,970	(10,341)
Investing cash flows -											
Proceeds on disposal of assets	0	121	121	0%	233	322	89	38%	233	233	0
Capital grants & infrastructure charges	1,273	1,055	(218)	-17%	3,703	3,600	(103)	-3%	12,158	14,199	2,041
Acquisition of assets	(6,053)	(2,573)	3,480	-57%	(27,715)	(16,974)	10,741	-39%	(46,410)	(46,673)	(263)
Other investing activities	0	0	0	0%	0	0	0	0%	(191)	(191)	0
Net investing cash flows	(4,780)	(1,397)	3,383	-71%	(23,779)	(13,052)	10,727	-45%	(34,210)	(32,432)	1,778
Financing cash flows											
Repayments on borrowings	0	0	0	0%	(1,188)	(1,155)	33	-3%	(4,751)	(4,751)	0
Net financing cash flows	0	0	0	0%	(1,188)	(1,155)	33	-3%	(4,751)	(4,751)	0
Net combined cash flows	(5,660)	(2,814)	2,846	-50%	(9,920)	(1,447)	8,474	-85%	(11,650)	(20,213)	(8,563)
Add: Opening cash balance	38,937	44,565	5,629	14%	43,197	43,198	1	0%	26,595	43,197	16,602
Closing cash balance	33,277	41,751	8,475	25%	33,277	41,751	8,475	25%	14,945	22,964	8,019

D.1: Monthly summary capital revenue and expenditure report by category (all projects)										YTD	42%
	This period				Year-to-date				Adopted Budget	Full year 19Q1	
	19Q1 Revised Budget	Actual	Variance	Variance	19Q1 Revised Budget	Actual	Variance	Variance		Revised Budget	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)
Renewal of existing assets -											
Capital grants and contributions	37	0	(37)	-100%	(231)	(242)	(11)	5%	(958)	(763)	195
Renewal expenditure	1,391	420	(971)	-70%	5,805	1,335	(4,470)	-77%	11,528	11,204	324
New assets/Upgrade of existing assets											
Capital grants and contributions	(1,273)	(1,179)	94	-7%	(3,435)	(3,918)	(483)	14%	(11,163)	(13,399)	2,236
New/upgrade expenditure	5,012	2,841	(2,171)	-43%	22,999	12,343	(10,656)	-46%	36,742	37,507	765
Total											
Capital grants and contributions	(1,236)	(1,179)	57	-5%	(3,666)	(4,160)	(494)	13%	(12,121)	(14,162)	2,041
Renewal, upgrade and acquisition	6,403	3,261	(3,142)	-49%	28,804	13,678	(15,126)	-53%	48,270	48,711	441

D.2: Monthly summary capital revenue and expenditure report by asset class (all projects)										YTD	42%
	This period				Year-to-date				Adopted Budget	Full year 19Q1	
	19Q1 Revised Budget	Actual	Variance	Variance	19Q1 Revised Budget	Actual	Variance	Variance		Revised Budget	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)
Land											
Capital grants and contributions	37	(121)	(158)	-427%	37	(251)	(288)	-778%	37	37	-
Renewal, new/upgrade	10	62	52	520%	56	77	21	38%	100	113	13
Buildings											
Capital grants and contributions	-	-	-	0%	-	0	-	0%	-	3	-3
Renewal, new/upgrade	179	56	(123)	-69%	806	198	(608)	-75%	777	980	203
Plant & Equipment											
Capital grants and contributions	0	0	0	0%	-	(136)	(136)	0%	-	-	-
Renewal, new/upgrade	205	166	(39)	-19%	1,045	474	(571)	-55%	2,138	2,164	26
Roads & Drainage											
Capital grants and contributions	(592)	(847)	(255)	43%	(1,947)	(2,593)	(646)	33%	(6,892)	(8,310)	1,418
Renewal, new/upgrade	3,533	2,280	(1,253)	-35%	14,731	7,948	(6,783)	-46%	17,967	22,986	5,020
Bridges											
Capital grants and contributions	-	-	-	0%	-	-	-	0%	0	0	-
Renewal, new/upgrade	-	-	0	0%	79	-	(79)	-100%	1,048	79	969
Water											
Capital grants and contributions	(51)	(54)	(3)	6%	(254)	(97)	157	-62%	(611)	(610)	1
Renewal, upgrade and acquisition	176	88	(88)	-50%	758	330	(428)	-56%	2,100	2,131	31
Sewerage											
Capital grants and contributions	(18)	(16)	2	-11%	(90)	(39)	51	-57%	(3,213)	(3,215)	2
Renewal, upgrade and acquisition	1,291	46	(1,245)	-96%	7,087	2,247	(4,840)	-68%	14,380	13,419	961
Site Improvements											
Capital grants and contributions	(612)	(141)	471	-77%	(1,412)	(814)	598	-42%	(1,442)	(2,061)	619
Renewal, upgrade and acquisition	659	137	(522)	-79%	3,152	1,467	(1,685)	-53%	7,900	4,799	3,101
Land Development											
Capital grants and contributions	-	0	0	0%	-	(230)	(230)	0%	0	0	-
Renewal, upgrade and acquisition	350	426	76	22%	1,090	937	(153)	-14%	1,860	2,040	180

D.3: Summary capital expenditure report by project (>\$1 million)

	% Project Complete	Project Dates		WIP B/F FY 17/18	Project Costs YTD FY18/19			Project EOFY Forecast Cost	Budget FY18/19	Project Life Costs	
		Planned Start Date*	Planned Completion Date*		Actual	Commitments	Total Project Costs		19Q1 Revised Budget	Project LTD Costs	Project Life Budget
Major projects (>\$1m)				(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Capricorn Coast New Cemetery											
988058 (N) Capricorn Coast Cemetery Roadworks	95%	8/05/17	14/09/18	1,933	588	293	881	627	627	2,521	2,500
988173 (N) Capricorn Coast New Cemetery Internal	42%	16/04/18	12/12/18	130	136	183	319	1,770	1,770	266	1,770
1110324 (N) Cap Coast New Cemetery Internal R&D works PCL-530	78%	6/08/18	26/11/18	0	680	645	1,326	1,600	1,600	680	1,730
Subtotal of Capricorn Coast New Cemetery				2,063	1,405	1,121	2,526	3,997	3,997	3,468	6,000
Emu Park Village & Forshore Revitalisation											
1097725 (N) EPV&FR-Emu Park Foreshore Pre-project Plan	10%		15/03/19	75	0	0	0	0	0	75	0
1100767 (N) EPV&FR Emu Park Village & Foreshore detailed design	65%	3/07/17	15/03/19	406	1,272	144	1,416	3,259	3,259	1,677	4,500
1105254 (U) EPV&FR Kerr Park Carpark (SLSC)	100%	6/11/17	6/11/17	805	0	0	0	0	0	805	0
1105255 (U) EPV&FR Tennent Memorial Dr	100%	4/12/17	31/05/18	17	0	0	0	0	0	17	0
1105256 (U) EPV&FR Emu St Stg1 Plans B to E	100%	4/12/17	15/03/19	63	25	132	157	0	0	88	0
1108479 (R) EPV&FR water main replacement Emu St	100%	15/03/18	16/05/18	0	0	0	0	0	0	0	0
Subtotal of Emu Park Village & Forshore Revitalisation				1,366	1,297	277	1,573	3,259	3,259	2,663	4,500
Homemaker Centre											
1067267 (N) Homemaker Centre Demolition & Site F	95%	1/11/17	30/11/18	442	0	0	0	0	0	442	0
1067268 (N) Homemaker Centre General	90%	1/03/15	30/11/18	88	124	26	150	0	0	212	0
1067269 (N) Homemaker Centre Land Development	90%	1/03/15	30/11/18	1,298	59	66	124	2,000	2,000	1,357	6,930
1108266 (N) Homemaker Centre Service Relocation	100%	1/10/17	30/11/18	1,122	23	29	52	0	0	1,144	0
1108267 (R) Homemaker Centre SPS replacement	98%	1/11/17	30/11/18	220	0	1	1	0	0	220	0
1108268 (N) Homemaker Centre Earthworks	98%	1/10/17	30/11/18	2,279	54	58	112	0	0	2,334	0
1108269 (N) Homemaker Centre SRM 300mm trunk sew	98%	1/01/18	30/11/18	53	1	2	3	0	0	54	0
1113203 (N) Homemaker Centre Civil Works	55%	1/07/18	30/11/18	0	663	497	1,159	0	0	0	0
Subtotal of Homemaker Centre				5,502	924	678	1,602	2,000	2,000	5,763	6,930
1066964 (N) UEC-NC-Intersection Taranganba Rd at	15%	31/08/18	6/03/19	39	103	372	475	1,300	1,300	141	1,300
1108790 (N)-RC-NC-Nerimbera Boat Ramp Car-traile	33%	17/09/18	10/01/19	0	175	136	311	1,200	1,200	175	1,200
1108221 (N)-RC-RC-Svendsen Road-Sealed Road Construction	100%	6/05/18	6/09/18	200	711	22	733	700	700	911	700
966564 (N)-UC-NC-R'ton Rd (Barmaryee & Condon Drive Intersection)	75%	11/04/18	21/09/19	668	874	613	1,487	1,630	1,630	1,542	1,630
(N)-UC-PW-Scenic Hwy Statue Bay to Kemp Beach Rosslyn St to											
1104375 Wildin Way	10%	26/06/17	30/06/20	35	156	129	285	2,607	2,607	191	2,607
959072 (U)-SP-SEW-33 STP YPN Augmentation Design & Construction	40%	12/06/17	7/02/2019	2,050	1,825	11,090	12,915	12,950	12,950	3,875	15,000
1105687 (U)-RC-RC-St Christopher Chapel Rd	91%	20/11/17	31/10/18	11	537	168	705	1,000	1,000	548	1,000
1070087 (R)-WC-W-Main Replacement Reticulation V	40%	1/07/18	30/06/19	0	0	3	3	1,230	1,230	0	1,230
CP428 (R)-UEC-RS-AS/SS/SLS-Road Resurfacing Annual Program	2%	1/07/18	30/06/19	0	0	0	0	1,000	1,000	0	1,000
CP422 (R)-REC-GR-Gravel Resheet Program A	4%	1/07/18	30/06/19	0	41	78	119	1,100	1,100	41	1,100
CP427 (R)-UC-PR-Sealed Pavement Renewals AMP annual program	0%	1/07/18	30/06/19	0	0	794	794	1,000	1,000	0	1,000
CP440 (R)-Fleet Renewal Program	24%	1/07/18	30/06/19	0	166	56	221	1,900	1,900	166	1,900

E.1: Business Unit summary revenue and expenditure report (by line item)																YTD					42%
	Water				Sewer				Waste				Council				Consolidated				
	19Q1 Revised Budget	YTD Actual	Variance	Variance	19Q1 Revised Budget	YTD Actual	Variance	Variance	19Q1 Revised Budget	YTD Actual	Variance	Variance	19Q1 Revised Budget	YTD Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget	Actual	Variance	Variance
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	(\$'000)	%
Rates & Utility Charges	16,075	6,463	(9,612)	-60%	9,436	4,891	(4,545)	-48%	5,966	3,006	(2,960)	-50%	40,021	19,986	(20,035)	-50%	71,498	71,498	34,346	(37,152)	-52%
User fees & charges	347	94	(253)	-73%	138	67	(71)	-52%	1,021	345	(676)	-66%	2,208	1,096	(1,112)	-50%	3,714	3,714	1,602	(2,113)	-57%
Operating grants	0	0	0	0%	0	0	0	0%	0	0	0	0%	6,009	2,012	(3,998)	-67%	6,009	6,009	2,012	(3,998)	-67%
Interest	0	0	0	0%	0	0	0	0%	0	0	0	0%	1,347	468	(879)	-65%	1,347	1,347	468	(879)	-65%
Sales revenue	200	87	(113)	-57%	70	21	(49)	-70%	0	0	0	0%	2,178	344	(1,833)	-84%	2,448	2,448	452	(1,996)	-82%
Other	19	1	(17)	-93%	7	(32)	(39)	-570%	40	14	(26)	-64%	681	487	(194)	-29%	746	747	471	(277)	-37%
Total operating revenues	16,641	6,645	(9,996)	-60%	9,651	4,946	(4,704)	-49%	7,026	3,365	(3,661)	-52%	52,446	24,394	(28,052)	-53%	85,765	85,765	39,351	(46,414)	-54%
Expenses																					
Employee benefits	(2,063)	(786)	1,277	-62%	(1,795)	(597)	1,198	-67%	(367)	(125)	243	-66%	(27,490)	(10,285)	17,205	-63%	(31,729)	(31,715)	(11,792)	19,922	-63%
Materials & Services	(6,099)	(2,885)	3,215	-53%	(4,078)	(1,157)	2,922	-72%	(4,385)	(1,418)	2,967	-68%	(12,527)	(3,888)	8,639	-69%	(27,075)	(27,089)	(9,347)	17,743	-65%
Depreciation	(3,248)	(1,353)	1,895	-58%	(4,595)	(1,915)	2,680	-58%	(780)	(325)	455	-58%	(14,154)	(5,898)	8,256	-58%	(22,777)	(22,777)	(9,491)	13,286	-58%
Interest	(391)	(166)	225	-58%	(572)	(388)	184	-32%	(620)	(264)	357	-57%	(2,691)	(978)	1,714	-64%	(4,275)	(4,275)	(1,796)	2,479	-58%
Other	0	0	0	0%	(0)	32	32	0%	(10)	(4)	6	-61%	(1,254)	(451)	803	-64%	(1,264)	(1,264)	(422)	842	-67%
Less: Total operating expenses	(11,801)	(5,190)	6,611	-56%	(11,040)	(4,024)	7,016	-64%	(6,162)	(2,135)	4,027	-65%	(58,116)	(21,499)	36,617	-63%	(87,120)	(87,120)	(32,848)	54,272	-62%
Net operating result	4,840	1,455	(3,385)	-70%	(1,390)	922	2,312	-166%	864	1,230	366	42%	(5,670)	2,895	8,565	-151%	(1,355)	(1,355)	6,502	7,857	-580%

E.2: Business Unit summary of assets and liabilities report										YTD		42%
	Water	Sewerage	Waste	Council	Year-to-date				Full year			
					19Q1 Revised Budget	Actual	Variance	Variance	Adopted Budget	19Q1 Revised Budget		
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)		
Assets												
Cash and cash equivalents	14,691	10,217	11,948	4,896	33,277	41,751	8,475	25%	14,945	22,984		
Inventory	0	0	0	445	744	445	(299)	-40%	1,511	2,855		
Trade & Other Receivables	960	417	451	2,141	7,064	3,969	(3,095)	0%	8,069	8,069		
Land - for resale	0	0	0	13,788	13,786	13,788	2	0%	6,967	6,514		
Infrastructure:	0	0	0	0	0	0	0	0%	0	0		
PPE	195,410	116,027	9,003	588,689	951,254	909,129	(42,125)	-4%	1,026,838	974,063		
Capital WIP	918	5,075	34	39,394	0	45,421	45,421	0%	0	0		
Other assets	0	(0)	0	2,039	0	2,039	2,039	0%	1,374	930		
Total Assets	211,979	131,736	21,436	651,392	1,006,125	1,016,543	10,418	1%	1,059,704	1,015,415		
Liabilities												
Employee benefits	689	684	55	6,603	4,777	8,031	3,254	68%	4,810	4,777		
Trade creditors and accruals	357	22	9	369	504	757	253	50%	4,116	4,181		
Borrowings:												
Short-term	622	732	660	2,434	4,803	4,447	(356)	-7%	4,989	4,989		
Long-term	9,988	16,138	10,505	43,739	80,370	80,370	(0)	0%	75,527	75,541		
Other liabilities	0	0	9,416	493	9,898	9,909	11	0%	10,606	9,898		
Total Liabilities	11,655	17,575	20,645	53,638	100,352	103,514	3,162	3%	100,048	99,386		
Current assets	15,651	10,634	12,399	13,995	41,085	52,679	11,594	28%	32,610	39,590		
Current liabilities	1,625	1,396	724	8,616	10,084	12,361	2,277	23%	12,125	12,191		
Non-current assets	196,328	121,103	9,037	637,397	965,040	963,864	(1,176)	0%	1,027,094	975,825		
Non-current liabilities	10,030	16,180	19,921	45,022	90,268	91,153	885	1%	87,923	87,195		
Net community assets	200,323	114,161	791	597,754	905,773	913,029	7,256	1%	959,656	916,029		

12.4 YOUTH NEEDS ANALYSIS

File No:	CS3.3.9
Attachments:	1. 2018 Youth Needs Analysis ↓ 2. 2014 Youth Needs Analysis ↓
Responsible Officer:	Jared Thomsen - Senior Sport & Education Officer David Mazzaferri - Manager Disaster Management, Recovery and Resilience Brett Bacon - Executive Director Liveability and Wellbeing
Author:	Gemma Hinchliff - Community Development and Engagement Officer

SUMMARY

This report discusses the development of the *2018 Youth Needs Analysis*, details the processes undertaken and presents the finalised document for Council endorsement.

OFFICER'S RECOMMENDATION

THAT Council formally endorse the *2018 Youth Needs Analysis* (as contained in Attachment One) and its associated recommendations.

BACKGROUND

The preceding *Youth Needs Analysis* (as contained in Attachment Two) was completed in 2014 following de-amalgamation. The *2018 Youth Needs Analysis* was finalised in March of this year and provides a current snapshot of young people in Livingstone Shire with the expectation it will guide programmes and activities to ensure the needs of young people are acknowledged and considered to increase youth participation in the community.

The aims of the *2018 Youth Needs Analysis* are:

- 1) to provide a current demographic profile of young people in Livingstone;
- 2) to identify services and facilities available to young people;
- 3) to combine local, state, and national reports to identify the needs of young people in Livingstone; and
- 4) to develop tailored strategies and actions to meet the needs of young people in Livingstone.

COMMENTARY

A series of data collection and consultation processes were undertaken to comprehensively inform the analysis findings and its associated recommendations.

The following key sources informed the data and information collected for the *2018 Youth Needs Analysis*:

- 1) the 2016 Census;
 - 2) local, state, and national reports:
 - (a) the 2016 Primary Health Network Population Health Profile of the Livingstone Local Government Area;
 - (b) the 2017 Queensland Youth Strategy; and
 - (c) the 2016 Mission Australia Youth Survey.
-

The following stakeholders have been involved in the development of the *2018 Youth Needs Analysis*:

- 1) young people in the Livingstone community;
- 2) local secondary schools;
- 3) local services providers, including:
 - (a) health services;
 - (b) counselling services; and
 - (c) homeless support services;
- 4) wider Livingstone community; and
- 5) internal officers.

The following stakeholder consultation processes informed the development of the *2018 Youth Needs Analysis*:

- 1) online surveys;
- 2) school-based paper surveys; and
- 3) focus groups with young people, service providers and the wider community;

The *2018 Youth Needs Analysis* has been guided by the information gathered from these data collection and consultation processes. Additionally, the inclusion of relevant information from the aforementioned sources has ensured the development of a comprehensive, representative and Shire-specific analysis document with associated recommendations that will inform planning of programmes and activities.

Subsequent to the aforementioned presentation and discussion with key stakeholders, the *2018 Youth Needs Analysis* has now been finalised.

PREVIOUS DECISIONS

No previous decisions have been made relating to the 2018 Youth Needs Analysis.

BUDGET IMPLICATIONS

The recommendations within the report are expected to be accommodated within existing budget allocations, external funding will be sought for key projects.

LEGISLATIVE CONTEXT

There is no legislation relevant to this matter.

LEGAL IMPLICATIONS

There are no legal implications associated with this matter.

STAFFING IMPLICATIONS

The development of the *2018 Youth Needs Analysis* was undertaken by Council officers within existing operational capacities. The implementation of recommendations listed will also be accommodated within existing operational capacities.

RISK ASSESSMENT

The following risk associated with endorsing the *2018 Youth Needs Analysis* has been identified:

- 1) Community – Council would need to ensure community expectation is effectively managed and that Council's role in addressing the findings and recommendations are clearly communicated to the community.

The following risk associated with not endorsing the *2018 Youth Needs Analysis* has been identified:

- 1) Reputation – Council's reputation may be impacted if services and programmes relevant to the young people of the Livingstone community are not provided.

CORPORATE/OPERATIONAL PLAN

Strategy CO5 of Council's Corporate Plan states: *'Facilitate the provision of programmes, activities and facilities which create opportunities for the Shire's youth to develop skills and pursue endeavours to equip them for life and enable them to make a valued contribution to the community.'*

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*
- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

The *2018 Youth Needs Analysis* provides a representation of the demographics, needs, and services available to young people in Livingstone Shire. The recommendations and associated actions will ensure that programmes, activities, and engagement processes reflect the needs of young people and improve youth participation in the community.

12.4 - YOUTH NEEDS ANALYSIS

2018 Youth Needs Analysis

Meeting Date: 18 December 2018

Attachment No: 1

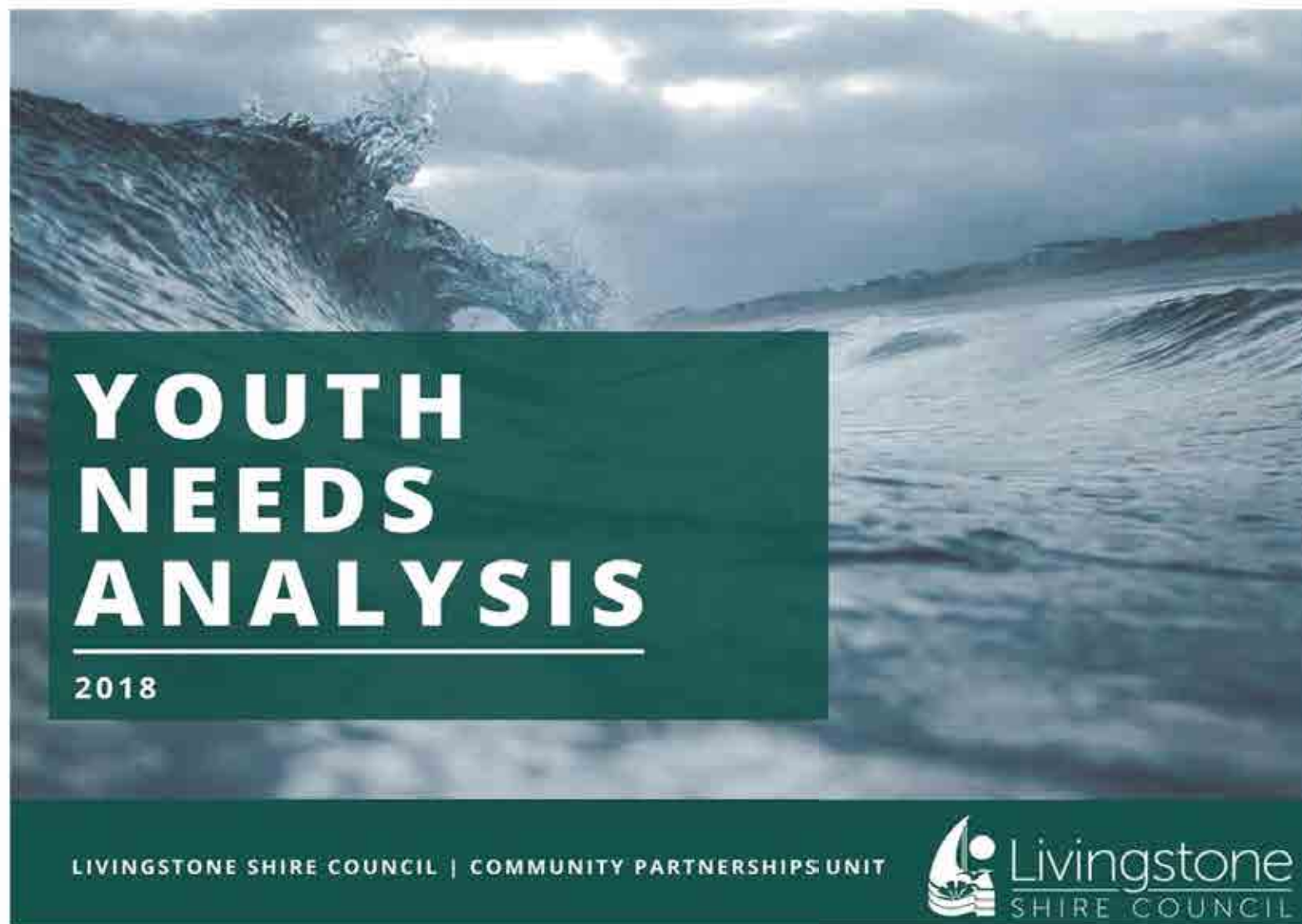




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Foreword

Livingstone Shire Council is proud of the contributions young people make to our community and we strive to support them in these endeavours.

We as a Council believe that young people should have access to programmes, activities, and supports that enable them to develop into the people they want to become.

The *2018 Livingstone Youth Needs Analysis* is an update of the *2014 Livingstone Youth Needs Analysis* and combines demographic data, results from local youth engagement, and a range of other relevant reports.

Council's Community Wellbeing section will use the Youth Needs Analysis to guide programming and projects, and all sections of Council will be actively encouraged to utilise the analysis to guide their services. The analysis will also be available for all local youth service providers to assist in decision making.

On behalf of Council we would like to take the opportunity to thank the various organisations and young people who have contributed to the development of the *2018 Livingstone Youth Needs Analysis*. Your suggestions, concerns, hopes, and ideas are important to us and fundamental in helping us deliver high-quality services to you.

Both we and our fellow Councillors look forward to working in partnership with the community to provide opportunities for our young people to flourish and achieve the goals they have.



Deputy Mayor Nigel Hutton



Councillor Pat Eastwood
(Youth Portfolio – shared)



Background

Livingstone Shire council de-amalgamated from Rockhampton Regional Council in January 2014. At this time, a Youth Needs Analysis was conducted to assess the needs of young people within our community. Four years on, it is time to reassess our young population: who they are, what they do, and what they want. By looking at the results of the 2016 census and a range of local, state, and national reports, it has been possible to get a snapshot of the young people of Livingstone Shire.

Rationale

Livingstone Shire Council is dedicated to supporting young people and helping them to become valued and productive members of our community. In accordance with this, Council is continually seeking to improve their programmes, services, budgets, and long-term planning in line with what will best help our young people. The number of young people in Livingstone Shire has increased significantly since 2011, and is expected to

remain at approximately 30% of our total population in 2036. Council's Youth Services has seen a significant increase in funding and staffing since 2014.

Livingstone Shire Council is currently operating under the 2014-2019 Corporate Plan, which includes Strategy C05, stating the Council endeavours to:

"Facilitate the provision of programmes, activities and facilities which create opportunities for the Shire's youth to develop skills and pursue endeavours to equip them for life and enable them to make a valued contribution to the community."

The Corporate Plan itself is guided by the Local Government Act principles (2009), which are:

- a. Transparent and effective processes, and decision-making in the public interest; and*
- b. Sustainable development and management of assets and infrastructure, and delivery of effective services; and*

c. Democratic representation, social inclusion and meaningful community engagement; and

d. Good governance of, and by, local government; and

e. Ethical and legal behaviour of councillors and local government employees.

This report also reflects these Principles by utilising transparent processes to develop programmes and facilities which reflect the needs and wants of young people.

Aims

The aims of this needs analysis are:

- To develop a demographic profile of youth in Livingstone Shire
- To identify services and facilities available to young people
- To combine local, state, and national reports to identify the needs and desires of young people in our community
- To develop tailored strategies and actions to meet the needs of our young people

Methodology

Methods used include:

- Basic statistical analysis
- Utilising Australian Bureau of Statistics data from the 2016 and 2011 census periods
- Using the .id software available to Council officers (including the community profile and social atlas applications)
- Compiling responses from surveys completed by local school students regarding Council's youth services and entertainment options
- Analysing responses from service providers
- Reviewing outcomes of local, state, and national reports and strategies

Evaluation

This needs analysis will be evaluated in three stages:

1. Young people will be invited to provide input through focus group sessions and their feedback will be incorporated;
2. Both the Community Partnerships unit and elected members will be given opportunity to provide input;
3. A biennial review of this needs analysis will be conducted.

Profile of Youth in Livingstone Shire

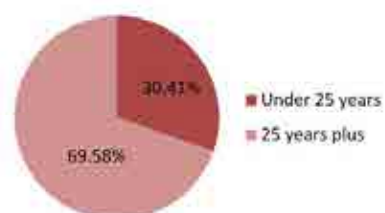
2016 Australian Bureau of Statistics (ABS)

Census.

Livingstone Shire (LS) population aged under 25:

AGE GROUP	# IN LS	% OF LS TOTAL POPULATION
0 – 4	2,035	5.6
5 – 9	2,341	6.5
10 – 14	2,478	6.8
15 – 19	2,345	6.5
20 – 24	1,833	5.1

Population of LS aged under 25 as percentage of general LS population:



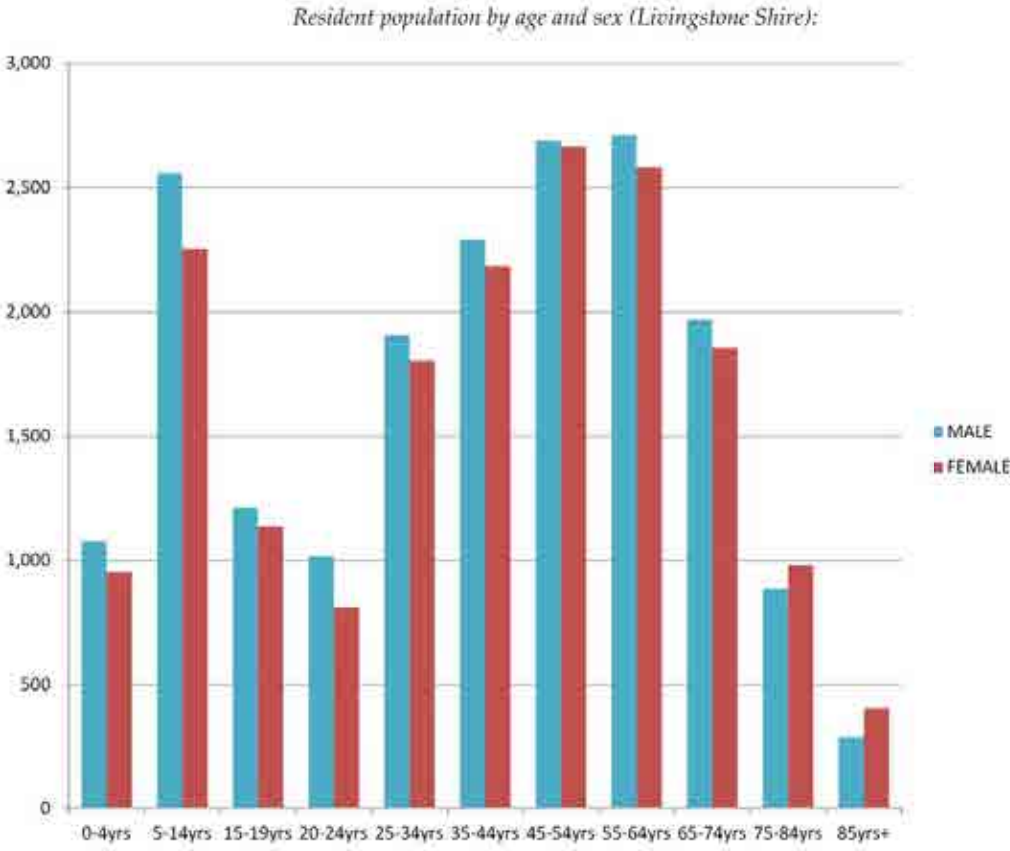
Culturally and linguistically diverse residents aged under 25

Residents under 25 born in a non-English speaking country (NESC) or who speak a language other than English (LOTE):

AGE GROUP	# BORN IN NESC	% OF LS BORN IN NESC
0 – 4	35	0.73
5 – 9	40	0.96
AGE GROUP	# WHO SPEAK LOTE	% OF LS WHO SPEAK LOTE
0 – 4	204	2.9
5 – 9	209	5.1

Estimated Livingstone Shire Aboriginal and Torres Strait Islander population aged under 25:

AGE GROUP	# ATSI 2011	% OF LS ATSI	# ATSI 2016	% OF LS ATSI
0 – 4	84	4.42	146	7.18
5 – 9	121	5.79	146	6.24
10 – 14	174	6.97	220	8.88
15 – 19	163	6.75	215	9.17
20 – 24	96	6.36	151	8.24
TOTAL:	638	6.13	878	7.96



Estimated under 25 population growth rate in Livingstone Shire

Age	2016	2026	2036
0 – 4	2,035	2,541	3,034
5 – 9	4,815	3,005	3,558
10 – 14		3,297	3,911
15 – 19	2,345	3,092	3,672
20 – 24	1,833	2,236	2,843

Youth unemployment

Age	Livingstone Shire				Queensland			
	2011 ABS		2016 ABS		2011 ABS		2016 ABS	
	#	%	#	%	#	%	#	%
15 – 24 yrs	217	8.7	417	15.6	49,143	12.8	62,600	15.8

Families of Livingstone Shire

7% of families with children have both parents unemployed

14% of households are one-parent households

Internet connection

15.3% of private dwellings have no internet connection in Livingstone Shire, compared to 15% in other parts of regional Queensland and 13% in all of Queensland.

Migration from Livingstone Shire

18 – 24 year olds were the only age group demonstrating **negative migration** from Livingstone Shire (i.e. all other age groups had more migration into the area than out of the area).

Youth Disengagement

12.1% of those aged 15 – 24 in Livingstone Shire were considered disengaged (not employed or in education) in 2016 compared to **11.3%** in 2011 (0.8% increase). This is lower than in other parts of regional Queensland (**12.7%**) but slightly higher than Queensland overall (**11.5%**).



Education status of Livingstone Shire residents aged over 15 years

	2011				2016			
	LSC		QLD		LSC		QLD	
	#	%	#	%	#	%	#	%
University qualification	2,837	10.9	548,802	15.9	3,601	12.2	693,410	18.3
Trade qualification	5,640	21.7	686,998	19.9	7,187	24.4	807,105	21.3
Attending university	703	2.2	173,438	4.0	890	2.5	213,227	4.5
Attending TAFE	491	1.5	79,232	1.8	417	1.1	76,989	1.6
Total NSQ	9,671	29.7	1,488,470	34.4	12,095	33.4	1,790,731	38.0

Youth unemployment in Livingstone Shire increased by **6.9%** between the 2011 and 2016 census periods. This is a significantly higher increase in unemployment than in regional Queensland (**2.9%** increase) or Queensland overall (**3%**). The youth labour force, however, increased significantly more in Livingstone Shire (**6.6%**) compared to regional Queensland (**4.8%**) or Queensland overall (**2.6%**) within this period. This disproportionate population increase likely accounts for some of the difference between youth unemployment in Livingstone compared to other parts of the state (which saw much smaller increases in their youth labour force).

Youth Assets

Livingstone Shire Council Youth Services

Current staffing

- one full-time youth worker
- one full-time facilitator (Yeppoon Alternative Learning Space)
- one part-time facilitator (Emu Park Alternative Learning Space) Monday – Thursday

Current activities

>> Case management: the Youth Worker has capacity to case manage young people (aged 12 – 18) in which the needs of young people are assessed and appropriate referrals are made on behalf of the young person.

>> Information, advice, and referrals: the Youth Worker is able to support young people (aged 12 – 18) with information, advice, and referrals as required.

>> Youth movies: two films are shown at the Yeppoon Town Hall each school holiday (one aimed at primary school aged children, the other aimed at high school aged people).

>> Support for two Alternative Learning Spaces (including space and staffing).

>> School holiday activities: creative and technology-based activities are held each school holiday by youth services and library staff.

>> National Youth Week: this annual event is celebrated on the Capricorn Coast and facilitated by Livingstone Shire Council in collaboration with the local Police Citizen's Youth Club (PCYC).

>> Chess club: this event is held monthly and provides young people with an opportunity to socialise while learning new skills in a safe environment.

>> Community engagement and outreach: the Youth in Livingstone Facebook and Instagram accounts are used to promote activities and services provided by Livingstone Shire Council and other local youth-related organisations.

>> The newly opened Lagoon Precinct offers young people in Livingstone a fun, free, place to spend time and enjoy the outdoors.

>> The newly-acquired youth trailer will allow Council to provide a range of engagement and entertainment opportunities in Yeppoon and outlying regions.

Alternative Learning Spaces

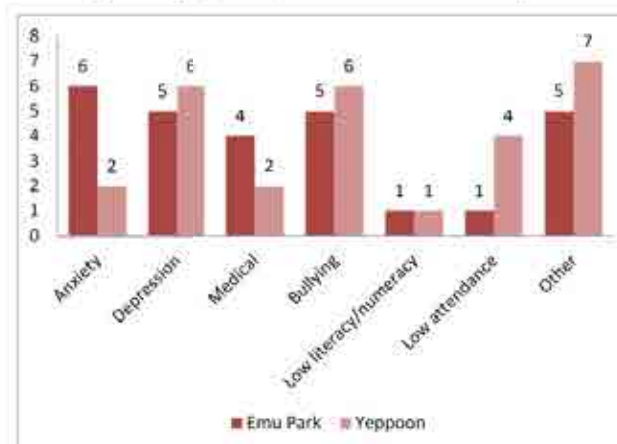
The Alternative Learning Spaces operate, as a partnership between Livingstone Shire Council and the Capricornia School of Distance Education, in Yeppoon (at the Community Centre) and Emu Park (at the Lion's Club Shack).

The programme offers students the opportunity to complete units in literacy and numeracy, which allow students to enter further education or return to mainstream schooling. The programme incorporates elements of real-world learning, including resume development and interviewing skills.

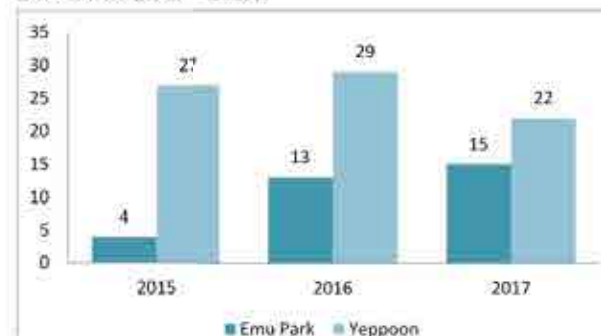
The programme has also recently expanded to allow students to undertake certain TAFE certifications. Staff at the Capricornia School of Distance Education are also in the process of developing new units of study, including art, history, and science.

Additional special-interest courses are run throughout the year, including visual art and mechanics. There was an engagement rate of 84% in 2017 (i.e. 84% students enrolled were attending on all nominated days/times and keeping up to date with work).

Reasons for disengagement from mainstream schooling:



Enrolments (2015 – 2017):



Service Provider Survey

A variety of organisations who work with young people were questioned to gain a broader understanding of issues facing young people within Livingstone Shire. Certain themes were common in their answers:

Mental health

Anxiety, depression, and self-harm were issues commonly seen by other service providers. These issues are compounded by a lack of knowledge about available services. Social issues, particularly problems within friendship groups, were also a common presenting issue.

Drug use

Alcohol, smoking, and drug use were commonly reported by young people. It was noted that social/peer pressure plays a role in normalising this unhealthy behaviour among young people.

Parenting issues

All service providers noted concerns with parents of young people: a lack of knowledge, relationship breakdowns, drug use,

role-modelling unhealthy behaviours, and unemployment among parents were all listed as common and serious concerns by service providers.

Lack of recreational activities

All service providers reported a lack of recreational activities as an issue among young people. Affordable entertainment or sporting opportunities are limited, and a youth drop-in centre does not exist in Livingstone Shire.

Barriers to accessing services

Service providers reported that stigma, transport, costs, and lack of awareness/understanding of available services all impacted young people's ability to access services.

Other

Other issues service providers commonly saw in clients were sexual health concerns, lack of concern for physical health, bullying, school exclusion, family financial stress, difficulty finding work, and the lack of a youth refuge.

Organisations servicing young people in Livingstone Shire

- Livingstone Shire Council Youth Support Services
- Strengthening Family Connections
- Women's Health Services
- Child and Youth Mental Health Services
- Youth Alcohol and Other Drugs Services
- Capricorn Coast Hospital and Health Services
- Headspace
- Darumbal Youth Services
- Rockhampton Police Citizen's Youth Club (PCYC)
- Youth Justice
- The Umbrella Network
- Central Queensland Youth Connect
- Centacare CQ
- Anglicare
- Uniting Care
- St Vincent De Paul
- Salvation Army
- Roseberry Community Services
- Relationships Australia
- Central Queensland Indigenous Development
- Carinity Youth on Track
- Various private (fee-for-service) practitioners

Direct Engagement

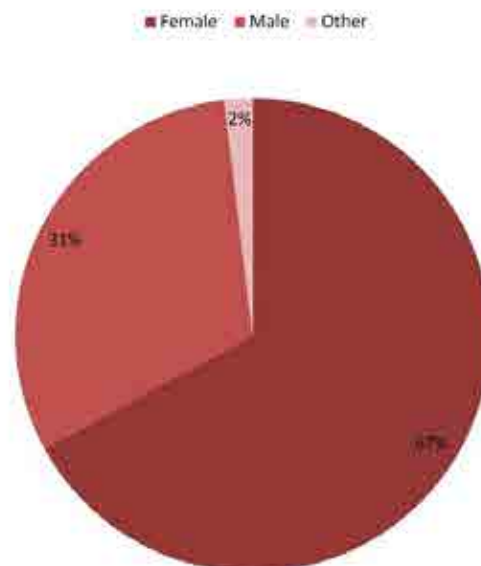
Livingstone Shire Council youth services survey results (2017)

The following data was gathered using an online survey distributed to local schools. 312 young people responded.

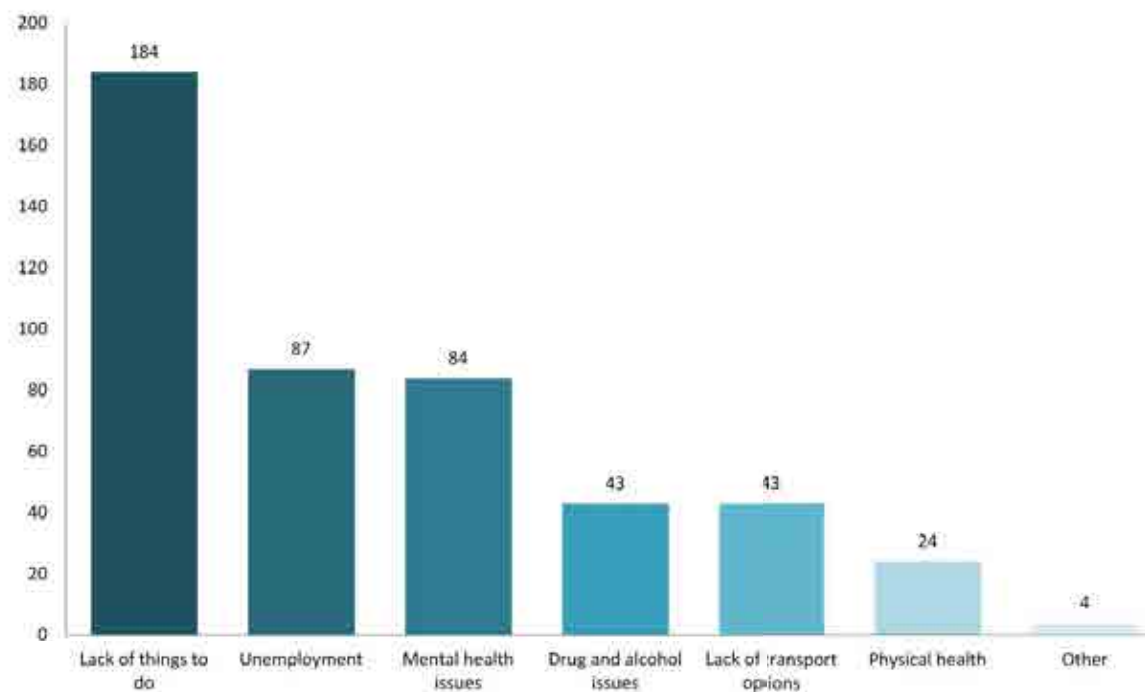
**Please note St Brendan's College did not participate in this survey.*

***Please note multiple responses were permitted on questions 2 - 5.*

Gender of participants:



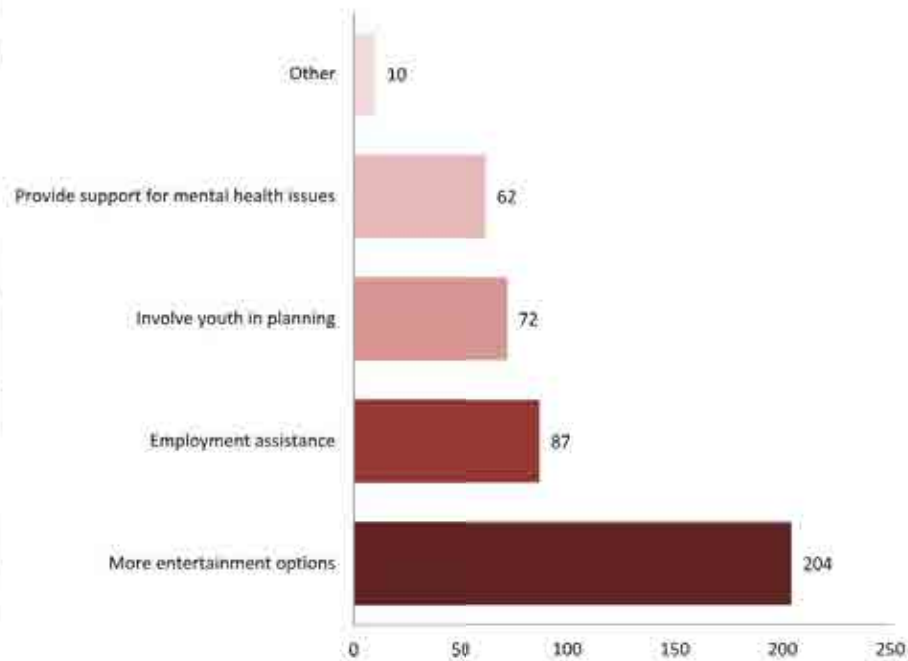
Responses to the question: *What is the biggest issue facing youth in Livingstone Shire?*



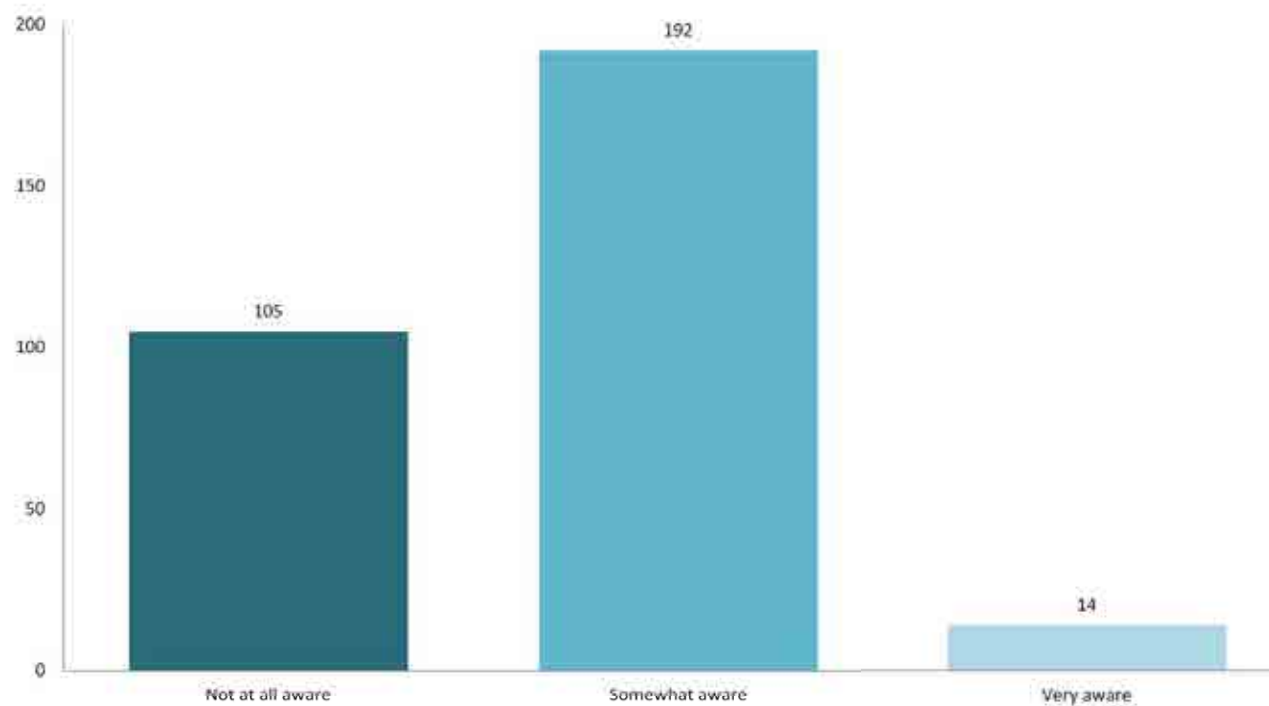
Since this survey was conducted in 2017, a variety of new entertainment options have become available to young people in Livingstone Shire. These include the Lagoon Precinct, the upgraded Yeppoon Skate Park, the upgrades happening at the Emu Park Foreshore, and the youth activities trailer.



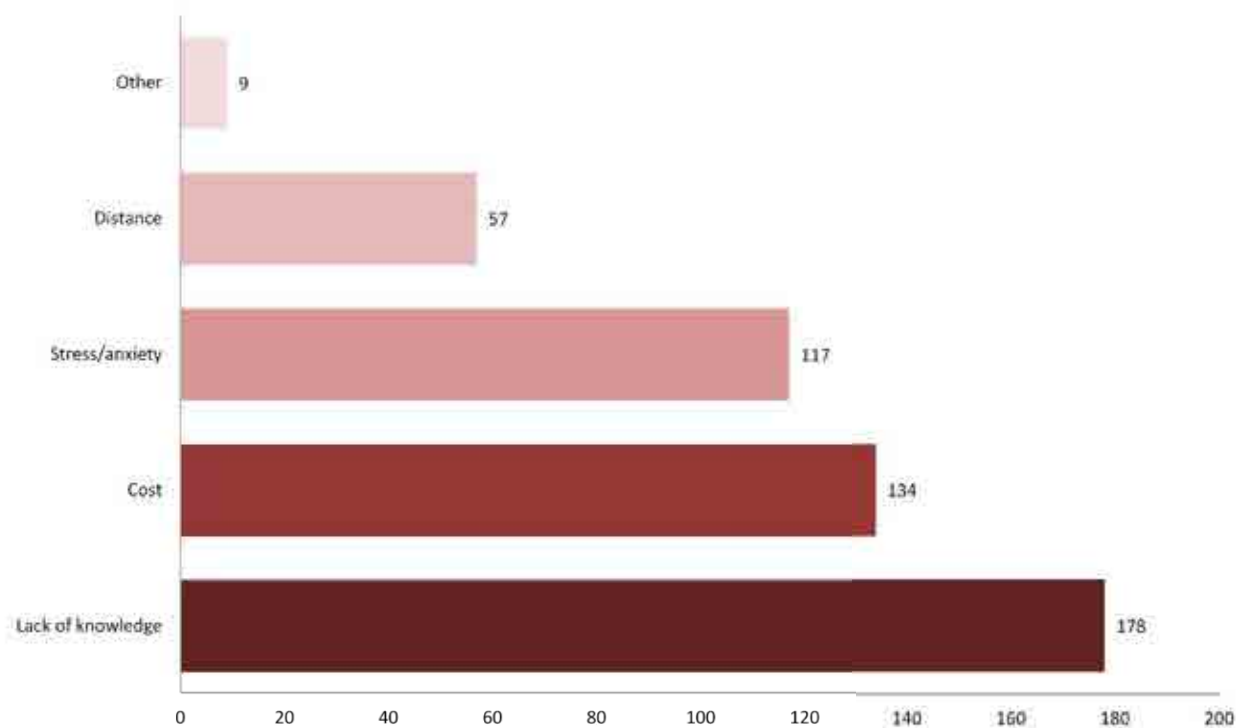
Responses to the question: What would you like to see Livingstone Shire Council do for youth?



Responses to the question: *How aware are you of supports available to young people in Livingstone Shire?*



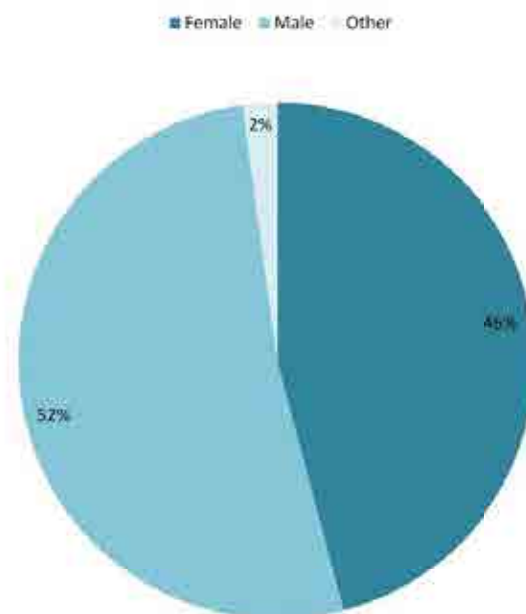
Responses to the question: *What do you think the biggest barrier/s is/are which stop young people accessing available supports?*

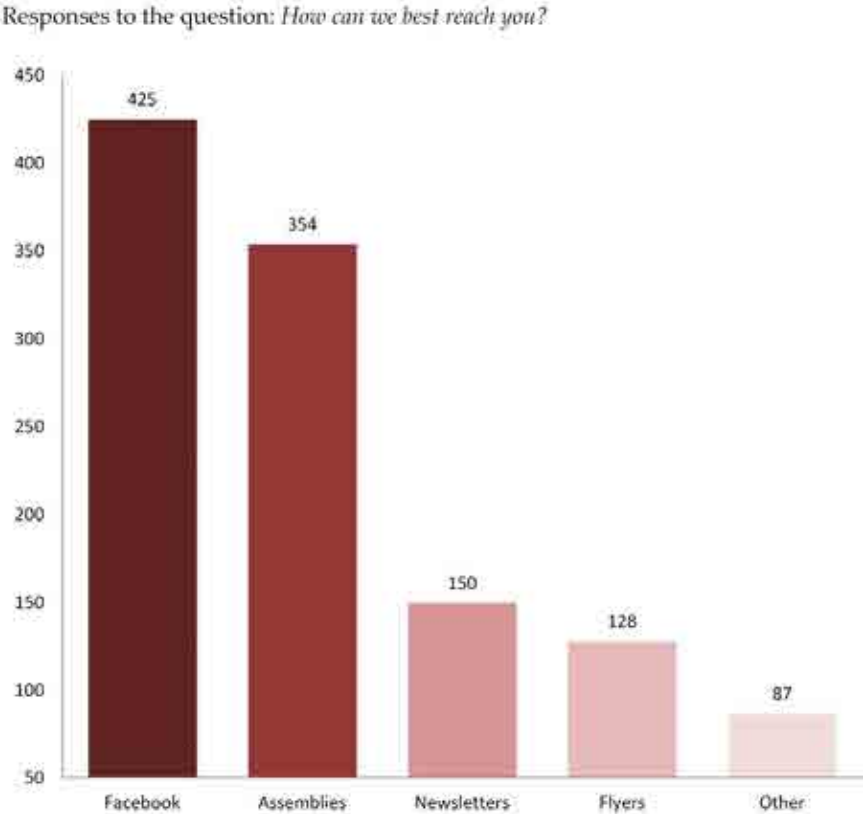


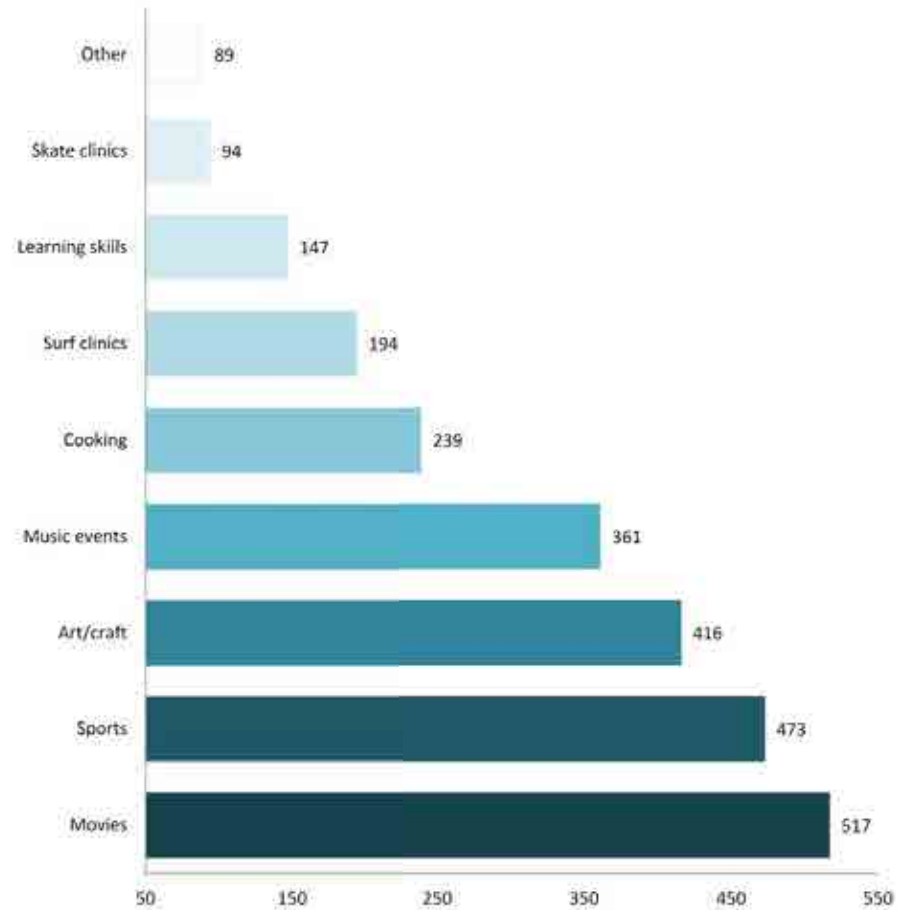
Livingstone Shire Council entertainment options survey (2016)

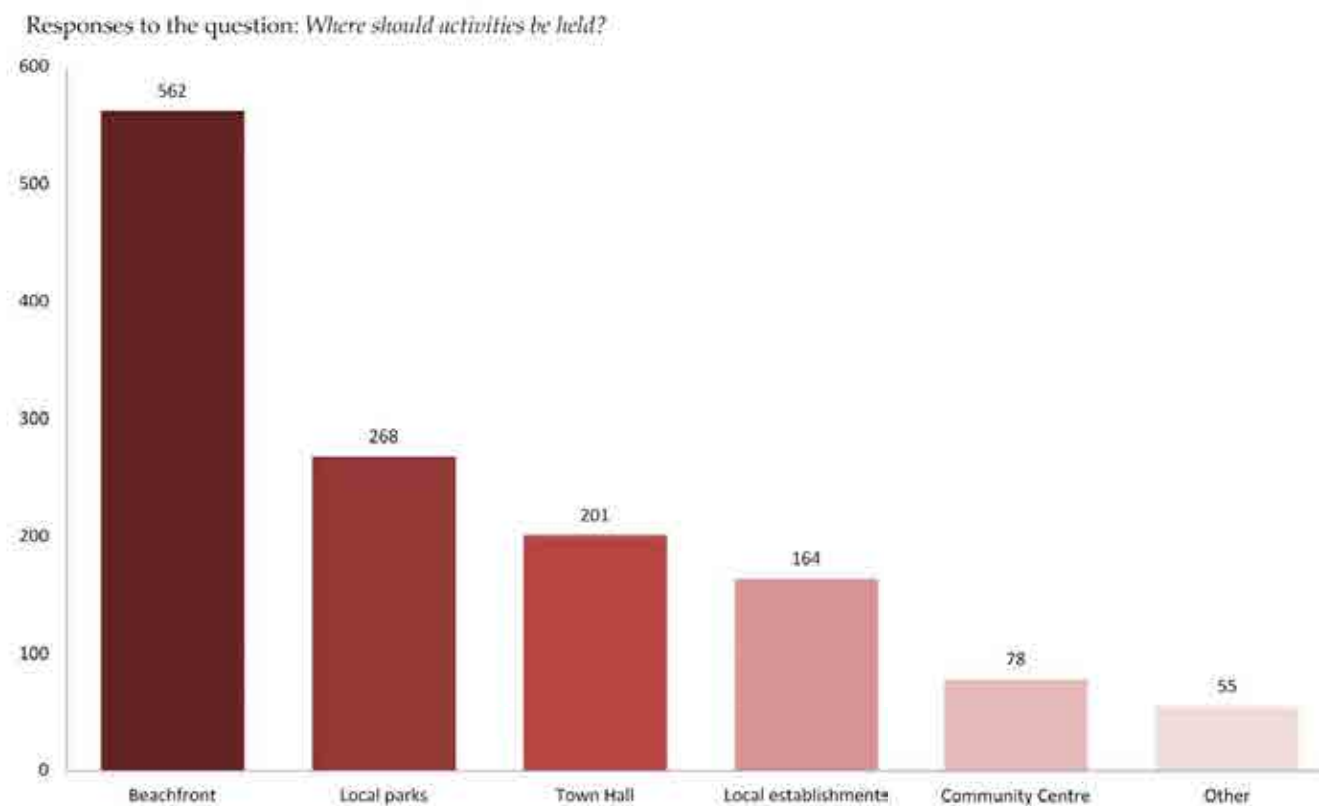
The following data was gathered using a survey distributed to local schools. 837 young people responded.

**Please note multiple responses were permitted on questions 2 – 6.*

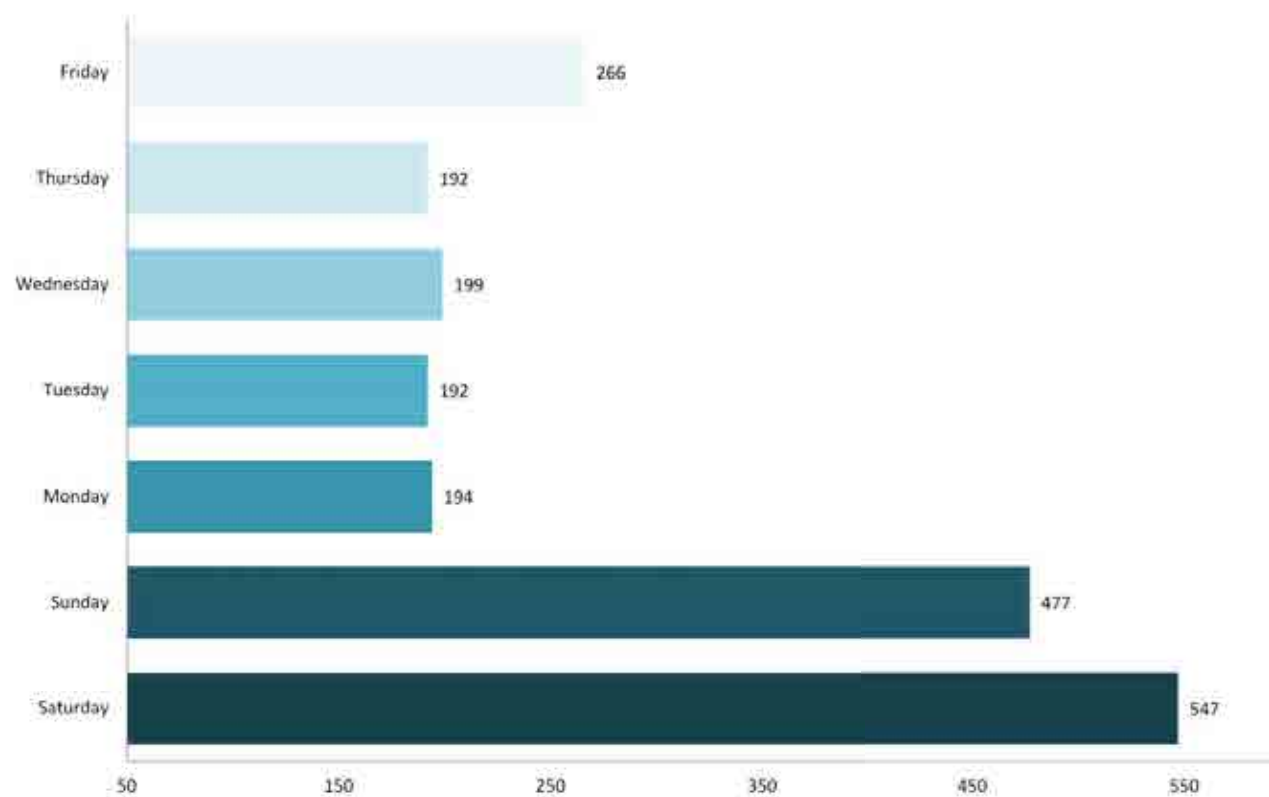




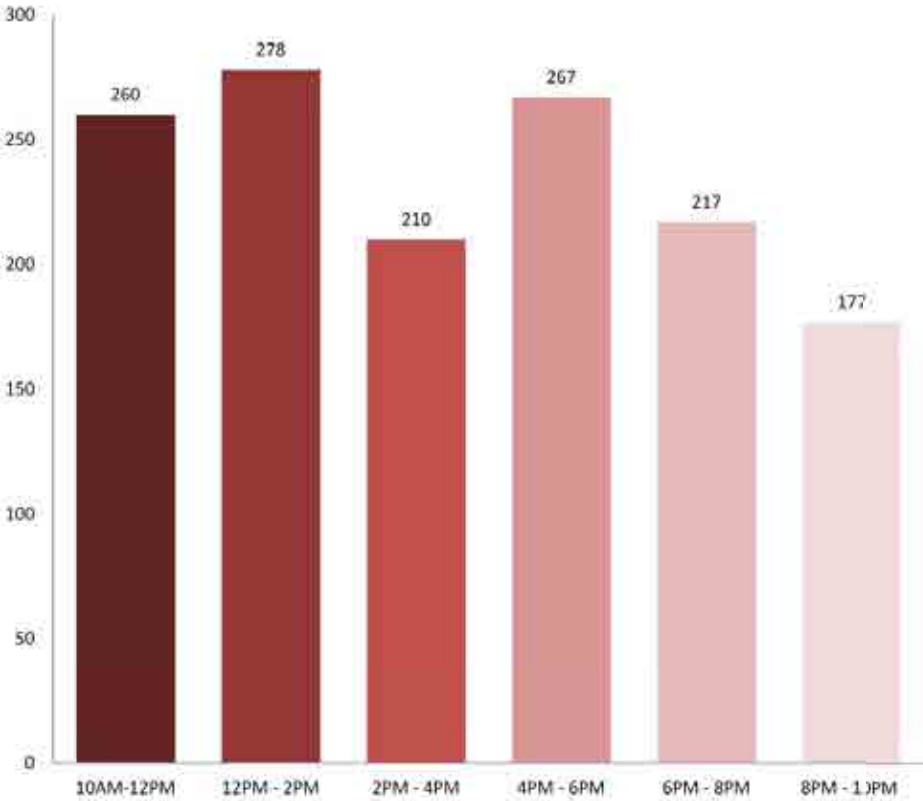
Responses to the question: *What kind of entertainment would you like to participate in?*



Responses to the question: *What day should events be held on?*



Responses to the question: *What time should events be held?*





Other reports

Primary Health Network population health data profile (2016)

The Primary Health Network (PHN) Livingstone local government authority (LGA) presented the following statistics in the 2016 health data profile:

Health Status

- Central Queensland has a higher rate of overweight, obesity, and risky alcohol consumption compared to Queensland overall
- The rate of smoking during pregnancy is significantly higher in Central Queensland (22% of expectant mothers) than in Queensland overall (17%)
- Five out of nine indicators of maternal and infant health were worse in Central Queensland than Queensland overall

Services

- 17% of patients surveyed in Central Queensland felt they waited longer than acceptable to get an appointment with a GP

- Central Queensland showed significantly higher rates of potentially preventable hospitalisations than the rest of the Primary Health Network catchment area

Stakeholder Feedback

- Geographical isolation and limited services in the region is a significant concern for people living in Livingstone. Stakeholders noted that patients often need to travel to Rockhampton for services
- Stakeholders noted limited bulk billing clinics, especially for mental health service
- Due to transport and financial costs, compounded by loss of employment and income, it was felt that many families are unable to access the health services they need
- Long wait lists to access services was raised as a serious concern

Queensland Youth Strategy (2017)

Released in late 2017, the Queensland Youth Strategy focuses on four building blocks, each of which incorporates various actions, and outcomes.

The Four Building Blocks

Building Block 1: Supporting our most vulnerable people

- Young people in out-of-home care
- Aboriginal and Torres Strait Islander young people
- Culturally and linguistically diverse young people
- LGBTQI+ young people
- Young people with a disability
- Young people who are carers
- Young women
- Young people from rural and regional communities

Building Block 2: Housing

Building Block 3: Healthy futures

Building Block 4: Educating into employment

The Strategy incorporates the feedback and ideas from 1,200 young Queenslanders and will maintain engagement throughout the implementation and assessment of the actions.

What does this mean for Livingstone?

The Queensland Government has developed a detailed action schedule for each of the building blocks. Many can be supported or potentially delivered by Livingstone Shire Council, including:

- Action 20: work to reduce the impact of disasters on young people;
- Action 27: deliver outcomes through the Youth Support Program to ensure young people at risk of disengaging are supported in an appropriate way
- Action 32: Support young women to achieve gender equality through leadership opportunities and improved economic, personal, and health outcomes
- Action 59: reduce youth homelessness through early intervention;
- Action 68: work with schools to deliver anti-bullying campaigns;
- Action 70: deliver Respectful Relationships training to prep – year 12 students;
- Action 71: deliver programs to encourage young people to participate in sport and physical activity; and
- Action: 82, 85, 102, 103, 109, 100: facilitate programmes to encourage young people to explore career pathways in the arts, digital fields, tourism, and entrepreneurship.

Mission Australia Youth Survey Report (2017)

In its sixteenth annual youth survey, Mission Australia reported feedback from approximately 24,000 young Australians, making it the most reliable report of its kind. Within this national cohort, the following trends were identified:

- More males than females indicated they did not intend to complete Year 12 (3.8% compared to 2.1%)
- Academic ability, financial difficulty, and mental health were the most commonly stated barriers to young people's post-school goals
- Friendships, study satisfaction, physical and mental health, and financial security were listed as highly valued by respondents
- Respondents identified mental health, alcohol and drugs, and equity and discrimination as the issues of highest concern in Australia, while education and employment have risen in importance since the 2016 report
- Coping with stress, study/school problems, and body image were the most common responses to the question 'what issues are of personal concern to you?'

- 85% of respondents indicated they would go to a friend for help with an important issue; 11% said they would go to a community agency for help
- Around 60% of respondents rated their relationship with their family as either excellent or very good
- Three in four respondents said they were involved in a sport in the past year and over half had done some volunteer work in the same period
- 62% of respondents said they felt positive or very positive about the future

Mission Australia lists eight outcomes which it strives to address with those they work with:

1. Developing and achieving
2. Economic wellbeing
3. Healthy
4. Housed
5. Inclusive and cohesive
6. Connected and participation
7. Safe
8. Supported and resourced



Discussion

Viewed as a whole, the information in this analysis paints an interesting picture of youth in Livingstone. One-third of residents of Livingstone are aged under 25 and yet are often seriously under-represented in engagement and planning activities within our community.

Those aged 18 – 24 represent the only negative net migration out of Livingstone and this is something that needs to be examined more closely in the future.

In terms of youth assets and services, the young people of Livingstone Shire are well supported with a plethora of available services and a range of recreational activities. While service providers reported serious concerns over mental health issues in young people, this is likely a reflection of their clients and the issues they face rather than young people as a whole. While the mental health needs of young people are of high importance, young people within Livingstone reported higher concern over other things.

The majority of young people surveyed said their biggest issue was a lack of things to do here and called on Livingstone Shire Council to provide more entertainment options. Survey results also show young people wanted employment assistance and a say in planning more than mental health support.

Less than one in ten respondents to the Mission Australia survey stated they would go to a community agency for help. More than two in three respondents to the local youth survey stated they were at least somewhat aware of available supports. These results indicate there may be a need to address how young people in Livingstone *do* want to access support services and advocating for this to happen.

Young people in Livingstone have been asked what they want Council to do for them and the resounding response has been 'provide entertainment options.' This response needs to be incorporated into future planning and youth need to be consulted on such plans.

Limitations

While efforts were made throughout consultation, several limitations arose, including:

Participation

Although return rates for both surveys was high, several groups of young people did not have an opportunity to have their say as surveys were delivered within schools, including:

- Young people not attending school;
- Students absent from school during surveying;
- Young people attending school in Rockhampton or other areas;
- Primary school students; and
- Students with low literacy levels;

To address this, systems will be put in place in future engagement to ensure as many young people as possible are involved and supported to provide us with information and feedback.

Leading/closed questions

The nature of survey methods used meant young people were asked a specific set of questions with a set number of possible responses. There was no room for flexibility or explaining their answers; nor were young people encouraged to list or express their own individual concerns or opinions.

To address this, future engagement needs to include more open communication where young people are encouraged to provide their thoughts and opinions rather than being asked to respond to prepared questions.

Youth surveys are potentially not indicative of genuine 'youth issues', nor their responses, if they are prepared and scored by adults.



Conclusions

People aged under 25 years currently make up around 30% of all Livingstone Shire residents; this figure is expected to remain stable into 2038. The years between 2011 and 2016 saw the young population of Livingstone Shire (under 25 years) grow by more than 45%. While the number of young people speaking languages other than English and young people born in non-English speaking countries remains small, it has grown significantly in the past five years.

While the percentage of people in Livingstone Shire who have either obtained a non-school qualification or are currently studying for such a qualification is still around 5% lower than Queensland overall, this figure has increased by 3% since the 2011 census period. Youth unemployment in Livingstone Shire is slightly lower than Queensland overall, but has risen considerably since 2011. When considering the significant increase in the under-25-years population, however, this rise in unemployment is perhaps to be expected.

Young people in Livingstone Shire have access to a wide range of educational, recreational, and support services, with more infrastructure for youth to use being developed at the time of writing this analysis (such as the Yeppoon Foreshore Precinct and Emu Park Foreshore).

Direct engagement and national reports suggest young people are unsure of what supports are available to them and that a large number of young people are uncomfortable accessing services. Young people are also unlikely to utilise community based services.

Primary Health Network (PHN) population health data profile suggests that Central Queensland has a higher rate of preventable hospitalisations than other parts of the PHN catchment. While this data covers all ages, it indicates young people may be particularly susceptible to risky behaviours. Modelling behaviours shown by their peers and family members is especially concerning in young people.

There is a clear trend seen in direct engagement: young people feel that there are limited entertainment options in Livingstone Shire, and want Council to provide more entertainment for them. While the overwhelming majority of survey respondents said they wanted Council to screen films, attendance numbers at the school holidays films in recent months does not reflect this. Tailoring the times and locations of films may help this.

Findings of this analysis demonstrate that young people in Livingstone have opportunities and support, but that there is still room for improvement in how we work with youth.

Recommendations

Based on the findings of this analysis, the following recommendations should, pending feedback from young people, be incorporated into a Youth Action Plan which will be used for annual and long-term planning and programming.

1. A **Youth Action Plan** should be developed using data from both this needs analysis and future youth engagement to ensure continuity of high quality, relevant services are delivered to our young people.
2. A **youth participation framework** should be developed, in collaboration with young people, to ensure Livingstone Shire Council is reaching as many young people and getting the highest-quality information possible; this will also enable young people to participate in planning and have a say in their community.
3. A dedicated and sustainable **youth committee** and a solutions-focussed **youth development/advocacy group** should be established in Livingstone Shire; the two groups should feed into one another and work in partnership to achieve clear and tangible outcomes.
4. A system for **making young people aware of available supports** should be developed to encourage and empower young people to seek relevant supports and opportunities available to them.
5. **Events, programmes, and activities** for young people should align with the feedback given by young people themselves to reflect what they want; **funding opportunities** should only be sought or applied for where the funding criteria mirror the wants and needs of our young people.
6. An annual **youth review** should be held to update this needs analysis and influence programming for that year; this audit should include a small forum, a survey, and focus groups.

Acknowledgements

Livingstone Shire Council Youth Services would like to thank the following groups, organisations, and individuals for their assistance in completing this analysis:

- All young people who participated in surveys and feedback;
- All service providers who participated in surveys and feedback;
- St Brendan's College;
- St Ursula's College;
- Yeppoon State High School;
- Deputy Mayor Nigel Hutton and Councillor Pat Eastwood;
- The Community Development team at Livingstone Shire Council:
 - Jared Thomsen;
 - Gemma Hinchliff;
 - Molly Saunders; and
 - Joyce Tinetti
- David Mazzaferri (Manager Community Wellbeing);
- Brett Bacon (Executive Director Liveability and Wellbeing); and
- All individuals involved in collecting and analysing data and completing reports used within this analysis.

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12.4 - YOUTH NEEDS ANALYSIS

2014 Youth Needs Analysis

Meeting Date: 18 December 2018

Attachment No: 2



Livingstone Shire Council
Community Partnerships Unit
Youth Services

Youth Needs Analysis

Melissa Minter
Coordinator Community Partnerships Unit

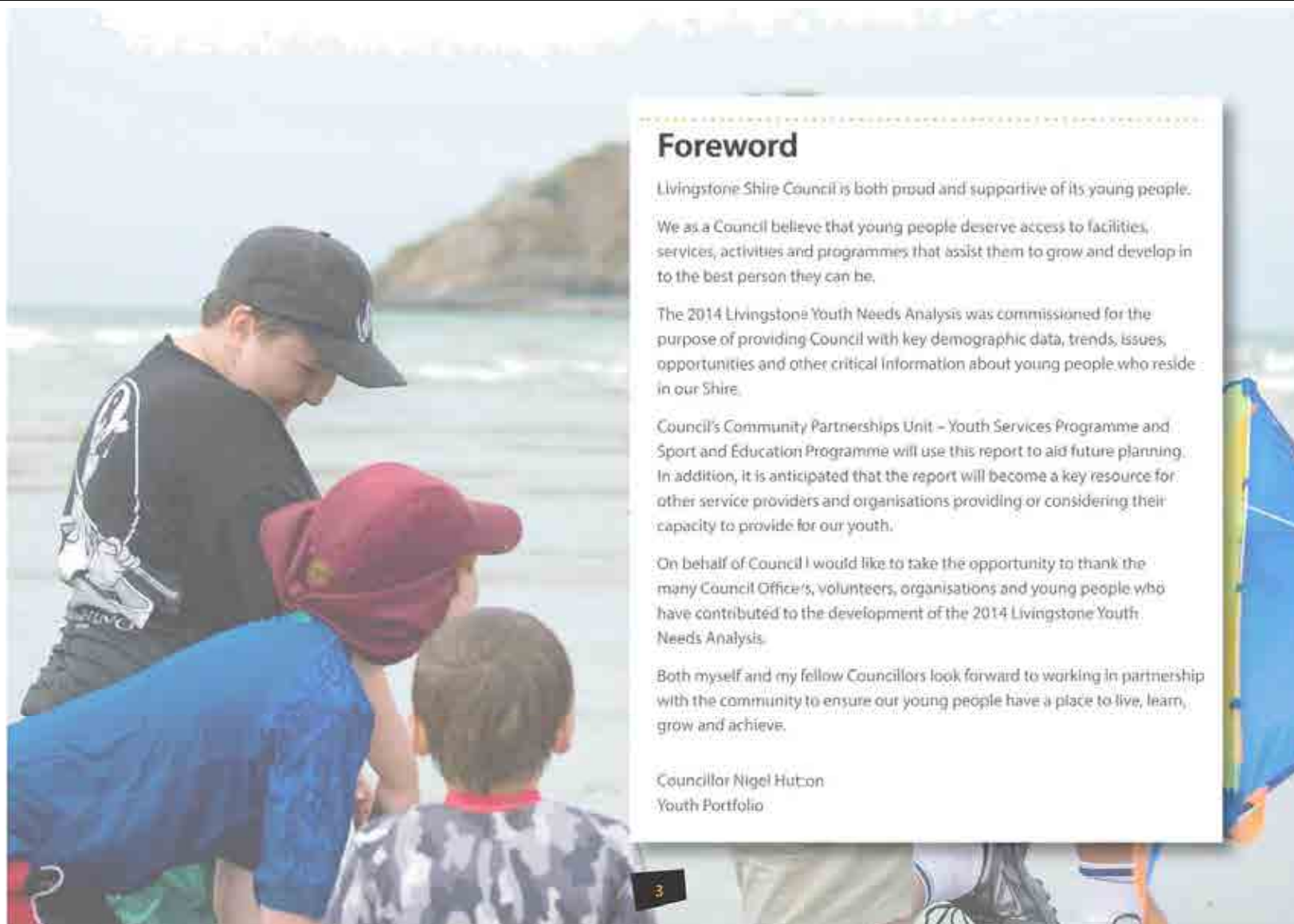
Sarah Owen
Youth Worker

Molly Saunders
CQU Social Work student



A silhouette of a person in mid-jump, arms and legs outstretched, set against a warm, orange-hued sunset sky. The person is positioned on the left side of the frame, with the sun low on the horizon behind them, creating a strong backlight effect.

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Foreword

Livingstone Shire Council is both proud and supportive of its young people.

We as a Council believe that young people deserve access to facilities, services, activities and programmes that assist them to grow and develop in to the best person they can be.

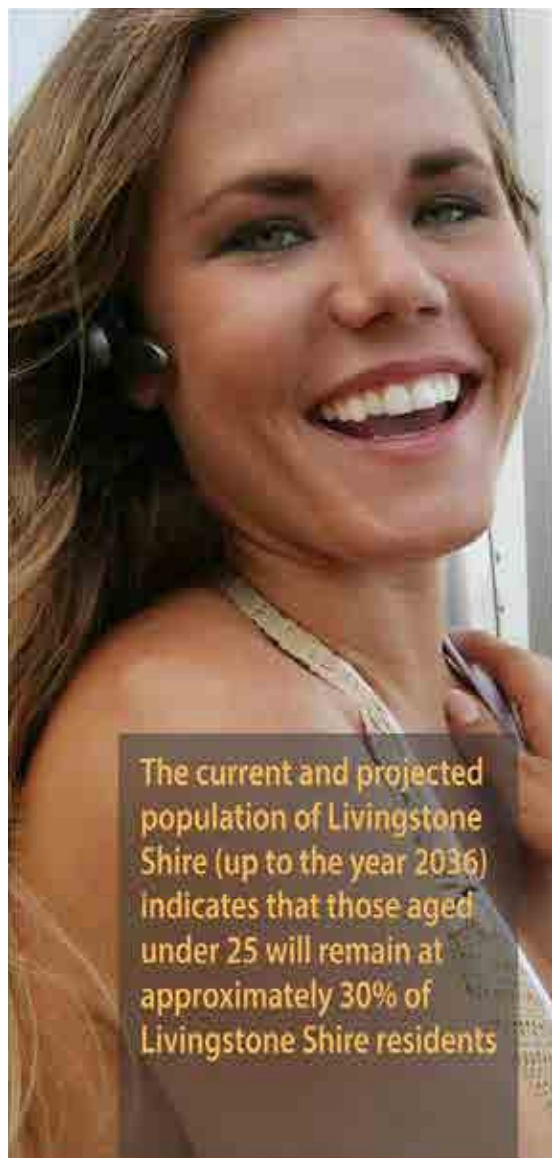
The 2014 Livingstone Youth Needs Analysis was commissioned for the purpose of providing Council with key demographic data, trends, issues, opportunities and other critical information about young people who reside in our Shire.

Council's Community Partnerships Unit – Youth Services Programme and Sport and Education Programme will use this report to aid future planning. In addition, it is anticipated that the report will become a key resource for other service providers and organisations providing or considering their capacity to provide for our youth.

On behalf of Council I would like to take the opportunity to thank the many Council Officers, volunteers, organisations and young people who have contributed to the development of the 2014 Livingstone Youth Needs Analysis.

Both myself and my fellow Councillors look forward to working in partnership with the community to ensure our young people have a place to live, learn, grow and achieve.

Councillor Nigel Hutson
Youth Portfolio



Background

Livingstone Shire Council recently de-amalgamated from Rockhampton Regional Council (January 2014) which has resulted in a general reassessment of Livingstone Shire community needs and council services. Currently, Livingstone Shire Council is working through a process of determining program directions and budgeting arrangements for each of its departments/services. Youth Services currently has one part-time employee (three days per week).

Rationale

Youth Services has suffered a significant decline in resources, space and staff over the past few years (the major factor contributing to this is the amalgamation and de-amalgamation process with Rockhampton Regional Council). The current and projected population of Livingstone Shire (up to the year 2036) indicates that those aged under 25 will remain at approximately 30% of Livingstone Shire residents (Queensland Statisticians Office 2014). There is no current evidence/information to 'show' Livingstone Shire Council what this portion of the community is made up of, wants or needs. More evidence

is required by Livingstone Shire Council to 'back up' arguments for increased resourcing of Youth Services. This report will be tabled at a Livingstone Shire Council workshop with the aim of providing some of the evidence required.

Livingstone Shire Council is currently operating under the 2014-2019 Corporate Plan. "As a guiding principle Livingstone Shire Council will be committed to listening to its community, and will seek to deliver sustainable services in a balanced, considered and collaborative manner" (Livingstone Shire Council 2014, p.1). This plan is guided by the Local Government Act Principles (2009 in Livingstone Shire Council 2014, p.3) which are:

- a transparent and effective processes, and decision-making in the public interest; and
- b sustainable development and management of assets and infrastructure, and delivery of effective services; and
- c democratic representation, social inclusion and meaningful community engagement; and
- d good governance of, and by, local government; and
- e ethical and legal behaviour of councillors and local government employees.

This report adheres to these principles



New services types have been defined and youth services are expected to acquit and report based on their delivery of:

1. Access (Information, advice and referral)
2. Support
3. Integrated response

Each can be delivered by the following modes:

- Mobile – outreach into spaces where young people congregate
- Centre based – a site young people and families can access
- Virtual – an electronic or communication space that young people and families can access e.g. web based, Skype etc.

(Department of Communities, Child Safety and Disability Services 2014)

Aims

- Identify and analyse the current and projected demographics of Livingstone Shire
- Identify services/facilities designed to meet youth needs
- Identify the needs of youth in the Livingstone Shire

- Assess the degree of access young people and their families have to existing services as well as potential barriers that prevent access
- Identify potential strategies and actions to meet needs and ensure types of service specified by the funding body are delivered

Methodology

- Statistical analysis
- Utilising ABS, Queensland Statistician's Office and local services data in comparison to Queensland
- Local services directory and local services: 'snapshot' of service
- Critical analysis of local youth services data including discussion and analysis of barriers to service
- Online and direct engagement results analysis
- Examination and discussion of results from young people's feedback

Evaluation

There will be three levels of evaluation and feedback. Young people are constantly encouraged and given opportunity to provide feedback throughout the entire process. This ongoing feedback will assist in ensuring the direction of the analysis is staying relevant to the 'real' client group. The second stage of evaluation will be feedback from the presentation of this report to the Community Partnerships Unit and the Council table for workshop. The final stage will be a 'What do YOUTH think?' session where young people will be invited to provide feedback on the collated report.

There is a higher percentage (14.6%) of those aged between 10 and 19 in Livingstone than there are in Queensland (12.9%)

Profile of Youth in Livingstone Shire

The following data is from the ABS Census 2011.

Livingstone Shire General Population aged under 25

Age	# in LS	% of LS
0-4	2050	5.92
5-9	2203	6.36
10-14	2541	7.34
15-19	2537	7.33
20-24	1765	5.10

Total Livingstone Shire population aged under 25 - 11,096

32.06% = Livingstone Shire residents aged under 25

14.2% of Livingstone Shire families is low income (earning under \$31,200 combined income) compared to 13.0% across the state

Culturally and Linguistically Diverse Residents aged under 25

*NESC – non-English speaking country

*LOTE – language other than English

2001

Age	#Born in NESC	% of LS	#Speak LOTE	% of LS
0-4	23	0.08	127	0.47
15-24	53	0.19	78	0.29

2011

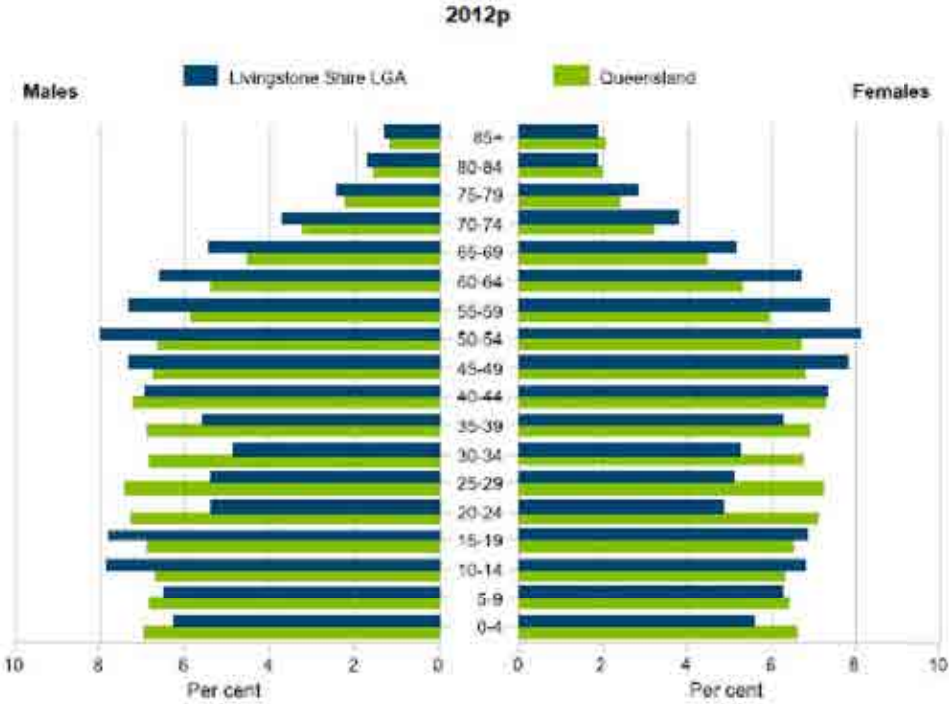
Age	#Born in NESC	% of LS	#Speak LOTE	% of LS
0-4	23	0.35	135	2.08
15-24	30	0.76	84	2.13

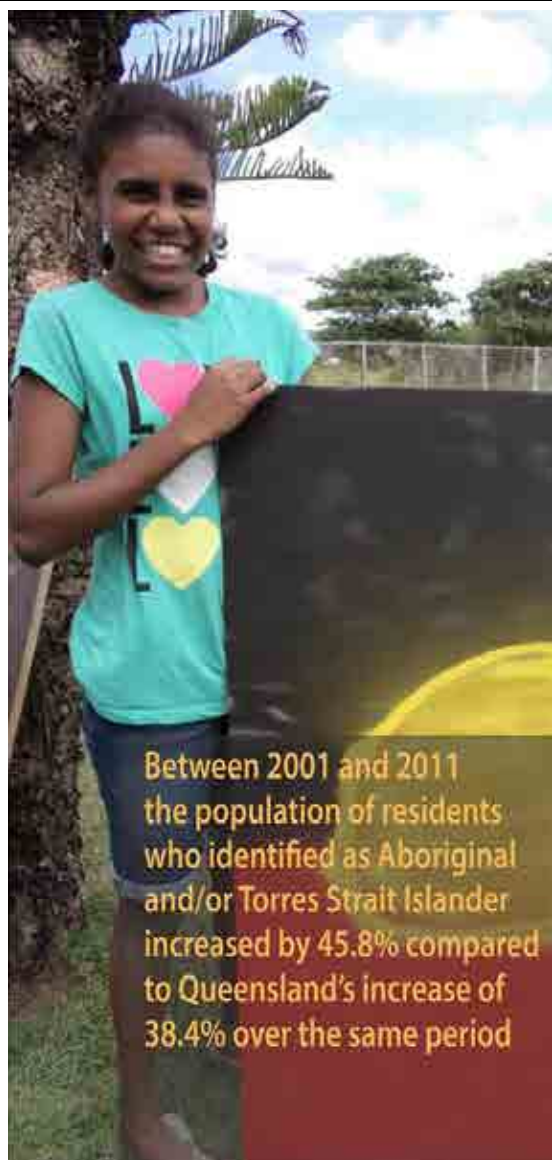
Individual Weekly Income

Income	15-19	% of age group in LS	20-24	% of age group in LS
Nil or negative	717	28.26%	74	4.19%
\$1-\$199	735	28.97%	101	5.72%
\$200-\$299	169	6.66%	106	6.00%
\$300-\$399	170	6.60%	114	6.45%
\$400-\$599	217	8.55%	229	12.97%
\$600-\$799	85	3.35%	276	15.63%
\$800-\$999	26	1.02%	136	7.70%
\$1000-\$1249	20	0.78%	116	6.57%
\$1250-\$1499	4	0.15%	57	3.22%
\$1500-\$1999	3	0.11%	63	3.56%
\$2000+	10	0.39%	30	1.69%
not stated	256	10.09%	209	11.84%

The following figures are the most current population estimates (as at June 2014) provided by the Queensland Government's Statistician's Office.

Resident population estimation by age and sex, Livingstone Shire and Queensland 2012





There is a higher percentage (14.6%) of those aged between 10 and 19 in Livingstone than there are in Queensland (12.9%). This changes in the age bracket 20-30 where there is a significant drop to between 10% to 13% in Livingstone Shire residents of this group.

Between 2001 and 2012 the annual average growth rate in the 15-25 age bracket in Livingstone Shire was 2.5% compared to 2.2% across Queensland.

Estimated General Population and Growth Rate

LGA / State	As at 30 June						Average annual growth rate
	2011 ¹	2016	2021	2026	2031	2036	2011-2036
	Number						%
Livingstone (S)	33,394	39,377	44,072	49,824	56,406	62,228	2.5

Estimated Livingstone residents aged under 25, 2013

Age	2016	2026	2036
0-4	2165	2541	3034
5-9	2603	3005	3558
10-14	2633	3297	3911
15-19	2596	3092	3672
20-24	2060	2236	2843
	2016	2026	2036
LS Gen Pop	38,643	46,893	56,368
% Under 25	31.2	30.21	30.19

Estimated Livingstone Shire Aboriginal and Torres Strait Islander Population aged under 25, 2013

Age	# in LS	% of LS ATSI
0-4	56	4.95
5-9	102	9.01
10-14	190	16.79
15-19	177	15.64
20-24	127	11.22

Total Livingstone Shire Aboriginal and Torres Strait Islander population - 1131

3.26% = Livingstone Shire total residents identify as Aboriginal and/or Torres Strait Islander.

5.87% = Livingstone Shire residents aged under 25 identify as Aboriginal and/or Torres Strait Islander.

Between 2001 and 2011 the population of residents who identified as Aboriginal and/or Torres Strait Islander increased by 45.8% compared to Queensland's increase of 38.4% over the same period.

Families of Livingstone Shire

Families with children aged under 15 with no parent employed are 12.2%.

Between 2001 and 2011 one parent households

in Livingstone Shire increased by 22.8% compared to the increase in Queensland of 21.3%.

14.2% of Livingstone Shire families is low income (earning under \$31,200 combined income) compared to 13.0% across the state.

Highest level of education attained

LGA / State	Did not go to school, or Year 8 or below		Year 9 or 10 or equivalent		Year 11 or 12 or equivalent		Total
	number	%	number	%	number	%	number
Livingstone (S)	1,995	8.0	9,044	38.4	11,009	44.0	21,048
Queensland	219,102	6.6	977,118	29.4	1,838,005	56.3	3,320,701

Non-school qualification

LGA / State	Level of education						Persons with a qualification ⁽¹⁾		Total persons
	Bachelor degree or higher ⁽²⁾		Advanced diploma or diploma		Certificate ⁽³⁾				
	number	%	number	%	number	%	number	%	number
Livingstone (S)	2,925	11.2	1,578	6.1	5,039	21.6	13,540	51.9	38,074
Queensland	548,604	15.9	200,778	7.5	690,993	19.9	1,875,323	54.2	3,409,878

Gender Age	LIVINGSTONE Shire				QUEENSLAND			
	With NSQ		Without NSQ		With NSQ		Without NSQ	
	#	%	#	%	#	%	#	%
Males 15-24	683	31.8	1466	68.2	99829	33.5	198166	66.5
Females 15-24	494	27.8	1287	72.2	103162	35.6	186606	64.4

Internet Connection

20.1% of Livingstone Shire occupied private dwellings do not have internet connection compared to 17% of Queensland.

Employment

Livingstone has an unemployment rate of 7.5% (as at December 2013) compared to Queensland's 6.8% (as per quarter ending June 2014).

The ABC reports (2014) that nationally the unemployment rate for 15-24 year-olds is 14.1% - the highest level since October 2001.

The ABC reports (2014) that the national jobless rate for the 15-19 year olds is 20.4% - the highest since April 1997 and was 30.1% amongst those looking for full-time work.

Mobile Phones

35% of young people in Australia aged 8-11 own a mobile phone.

94% of young people in Australia aged 16-17 own a mobile phone.

71% of young people in Australia aged 8-18 use their phone mostly for texting.



Findings

Livingstone Shire Youth Services Review

(See Attachment A for full list of local and visiting youth services).

Livingstone Shire Council Youth Services

Current staffing - one part time youth worker, three days per week.

Current Activities

(See Attachment B for most recent reports)

- **Information, referral and support.** The Youth Worker is the first point of contact point for those aged between 12 and 25 presenting for assistance at the Livingstone Shire Council Community Centre. The Youth Worker provides appropriate information, referral and support as required.
- **Youth Movies.** At least one event every school holidays where two movies are shown at the Yepoon Town Hall. One movie is aimed at primary school aged young people and the other at high school aged young people. These events are open to the public and family friendly. Local community groups are providing snacks and drinks during the events as a fundraising opportunity for their group.
- **Youth Week.** This is an annual national event in which Livingstone Shire Council Youth Services are heavily involved with local event organisation and implementation. During the most recent Youth Week, Livingstone Shire Council Youth Services ran a very successful Art in the Park (graffiti workshop) program.
- **Schoolies Week.** Livingstone Shire Council in partnership with PCYC organises and implements a full Schoolies program annually.
- **Marketing, Promotion and Education.** Currently Facebook, networking with service providers and public display (e.g. community noticeboards etc.) are the main mechanisms being utilised for promotional purposes. The facebook page, 'YouthinLivingstone' is not Livingstone Shire Council Youth Service specific, the Livingstone Shire Council Youth Worker encourages and invites other youth service providers to contribute relevant material on a regular basis. The page is managed and monitored by the Livingstone Shire Council Youth Worker.
- Livingstone Shire Council Youth Services has established a Youth Advisory Group and fortnightly communique (see Attachment C for Youth Advisory Group SWOT Analysis).



- Livingstone Shire Council Youth Services is a major partner in the establishment of an Alternative Learning Space for young people who have disengaged from education in Livingstone Shire.

Livingstone Shire Council Youth Services Online Survey Results

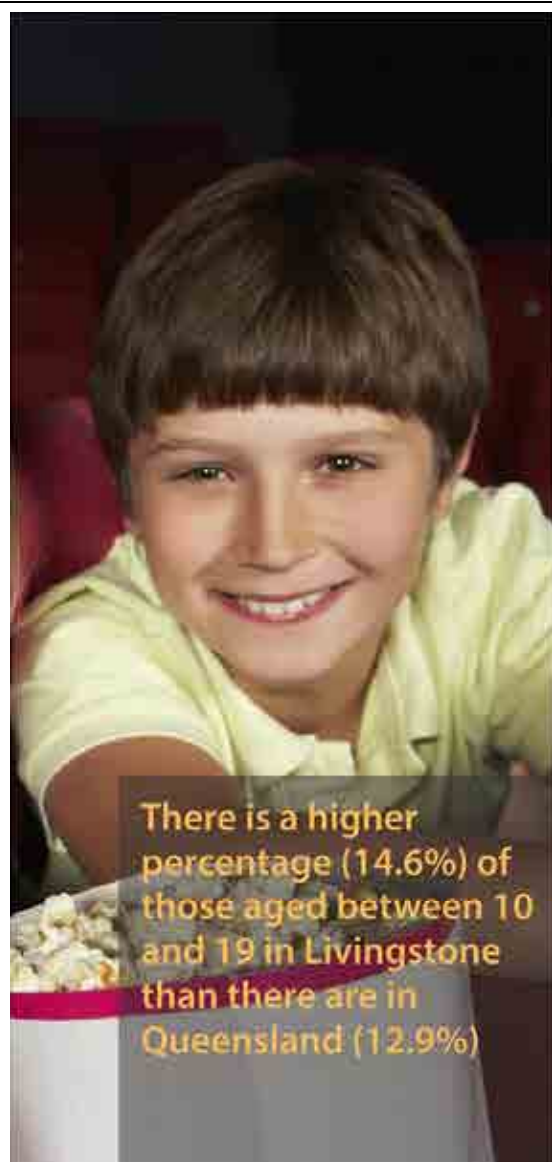
(See Attachment D for additional comments and responses from young people)

The top five online responses to the question, "What do you believe Council can do for the young people of Livingstone?"

1. Permanent Youth Space 2. Cinemas / Movies 3. Entertainment 4. Skate Facilities 5. Water Park

Percentages





Direct Engagement and Online Results

Using inductive analysis, three major themes emerged from the direct engagement and online responses to the question, "What do you believe council can do for the young people of Livingstone?"

Total Participants

Young People – 405 | Stakeholders – 8

1. Entertainment

Most frequent responses – movies, permanent youth space, skatepark, waterpark, live music, festivals, improvement of beachfront/parks/environment and better shopping.

Young People – 397 | Stakeholders – 3

2. Community Inclusion

Most frequent responses – more youth friendly coffee shops/businesses, volunteering/apprenticeship/traineeship/mentoring opportunities, community's perception of young people, young people's perception of youth services and community representation for young people.

Young People – 194 | Stakeholders – 6



3. Support

Most frequent responses – Housing, counselling, disengagement from education, relationships, mental health

Young People – 109 | Stakeholders – 8

'Movies' Feedback Results

Feedback was asked of all attendees at the most recent movies (all ages). Most respondents, aged under 25 reported hearing about the movies via their school (newsletter and posters). Most respondents aged over 25 reported hearing about the movies via Facebook. All respondents reported a positive experience overall.

Other Youth Services

All youth services delivering to Livingstone Shire residents were approached to provide a 'snapshot of service' to inform this needs analysis. Below are the most frequent responses to the questions asked.

What are the most common themes young people present with?

- » Disengagement from education
- » Lack of facilities for young people/boredom
- » Friendship/family conflicts
- » Homelessness/couch surfing

What are the barriers to service young people face in your experience?

- » Lack of support (from family, education system, community)
- » Financial
- » Transport options
- » Mental health issues
- » Lack of housing options

What gaps in the Shire's youth services have you identified as a worker?

- » Lack of appropriate space to 'hang out'/access support
- » Disengagement from education support
- » Lack of housing options
- » Community service/engagement opportunities

As a youth service, what do you think needs to be provided?

- » Youth space on Capricorn Coast (information, referral and support)

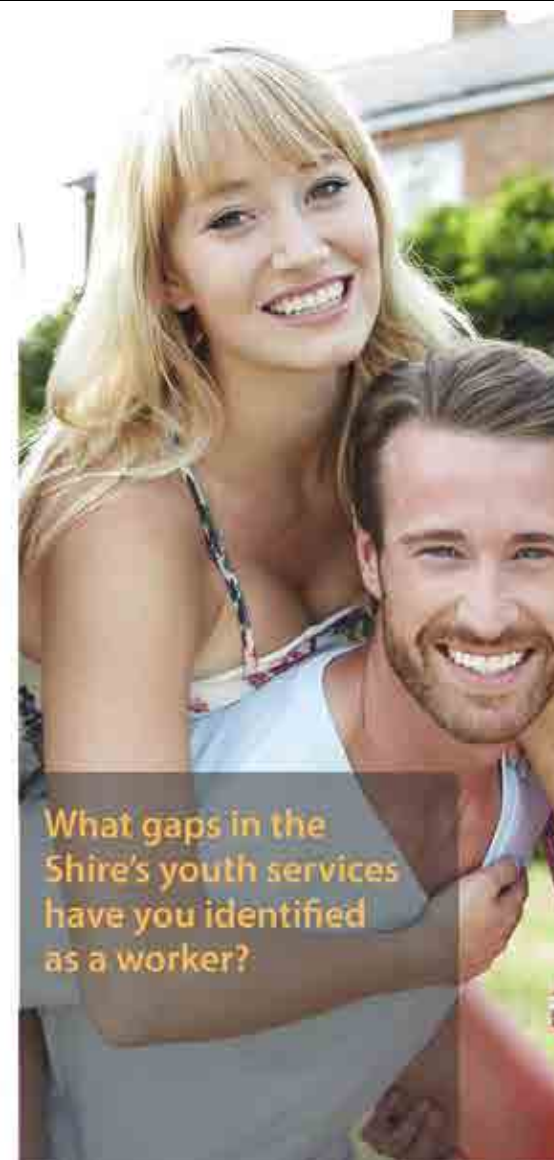
- » Education, development and leadership
- » Emergency and long term affordable housing
- » Early intervention programs

Existing mechanisms for accessing information and services.

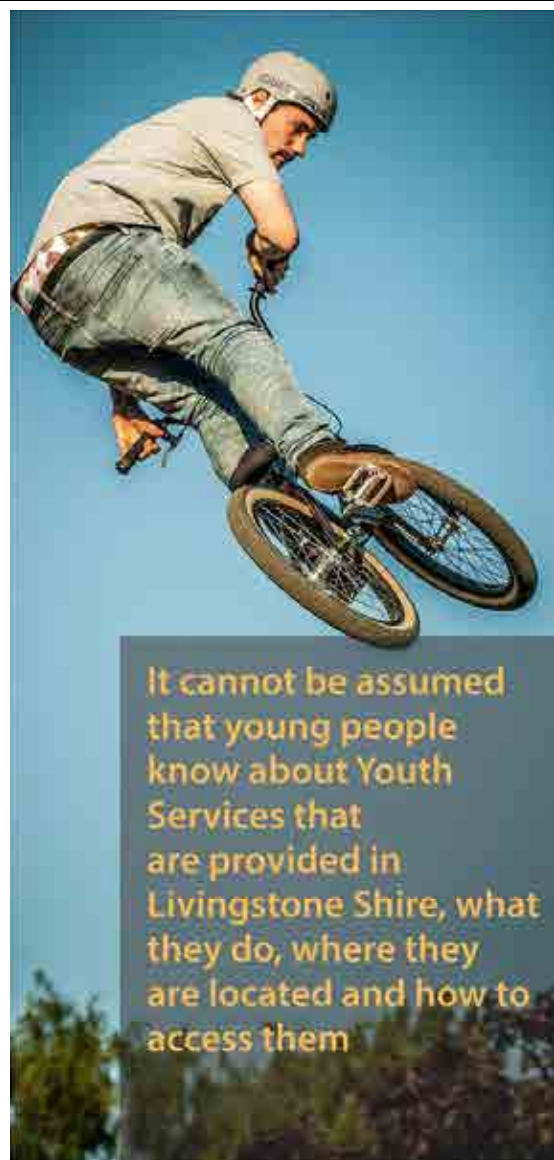
- Online
- School
- Church
- Club (sport, scouts, hobbies etc.)
- Family/friends
- Workplace
- Public places (community notice boards, community centre etc.)

Barriers preventing young people's access

- Financial
- » The cost of: technology (smartphone/tablet/computer/internet connection); club membership, uniform and equipment (e.g. to play netball it costs between \$300 and \$400 per year per person); transport (e.g. It costs \$16 for a return bus trip to Rockhampton,



What gaps in the Shire's youth services have you identified as a worker?



concession/student costs \$8 return). External students of tertiary institutions are ineligible for concession travel (QLD Transport 2014).

- Permission
- » Facebook does not permit those aged under 13 to create a Facebook account.
- » Some of the feedback received, showed that it cannot be assumed that all young people are permitted to use Facebook or similar social networking sites; public transport or be in 'town' after 5pm.
- » Some feedback received from young people indicated that a 'stigma' surrounded youth services. They discussed that there is a general assumption that youth service providers are only concerned with 'at risk' young people. This is also indicated in the national reports where young people felt 'uncomfortable' accessing services.

- Accessibility

Livingstone Shire covers an area 11,784.1 km².

- » Public transport in the Shire is conducted by a private bus company under the QConnect banner. Weekday services run from 7am to 8pm, Weekend services/public holidays run from 7am to 8pm less frequently. During school holidays services decrease significantly. Young people living in Byfield, Farnborough,

Marlborough and The Caves for example have very limited access to public transport.

- » The location of Livingstone Shire Council Youth Services is not 'obvious' to young people and there is a lack of 'private space' for young people and the Livingstone Shire Council Youth Worker to interact. The location of Livingstone Shire Council Youth Services may not appear 'safe' to young people (ie. surrounded by non-young people).
- Education
- » Currently the vocational, alternative and tertiary education options in Livingstone are limited. Due to the recent merger between Central Queensland University (Rockhampton) and Central Queensland TAFE, the Yeppoon CQ TAFE campus is not yet fully operational. Many of the certificates, diplomas and degrees on offer are delivered externally only. To participate in external courses students need access to a computer and the internet (the internet needs to have a reasonable download capacity to ensure all provided material is accessible).
- Awareness
- » It cannot be assumed that young people know about Youth Services that are provided in Livingstone Shire, what they do, where they are located and how to access them.

- It cannot be assumed that young people automatically know how to use online or telephone support services. They also may not be aware that often these services are of no cost and have a strict principle of confidentiality.

Local reports

Health

The Central Queensland Hospital and Health Service, Central Queensland Medicare Local Health Needs Assessment key conclusions (2014).

- 1 in 4 Central Queensland adults (18+) are hazardous drinkers.
- Less than 1 in 10 Central Queensland adults (18+) eat the adequate amounts of fruit and vegetables.
- 2.4% of the Capricorn Coast (Statistical Local Area) has a profound or severe disability.
- 15.5% of children in Central Queensland are developmentally vulnerable on two or more domains on the Australian Early Development Index.
- Between 2006 and 2010, 15.2% of deaths in Central Queensland were from suicide or self-

inflicted injuries in comparison to 13.3% in Queensland.

- The rate of non-Indigenous mental health hospitalisations increases from 10 per 1000 (aged 0-14) to 40 per 1000 (aged 15 and over). The Indigenous rate is approximately double this at 78 per 1000 (aged 15 and over).
- Central Queensland has a high teenage pregnancy rate at 29 deliveries per 1000 15-19 year olds compared to the Queensland rate of 24 per 1000 and the Australian rate of 15.5 per 1000. The Central Queensland Indigenous teen pregnancy rate is 70 deliveries per 1000 15-19 year olds.

Resilient Youth Australia, Resilience Survey Results, 2014

(Over 5500 respondents, in grades 7 to 12 across the Central Queensland Education District)

Students texting between 10pm and 6am (over a weekly period):

Not texting between 10pm and 6am – 46%
Texting between 1 and 5 times in this time – 21%
Texting between 5 and 10 times in this time – 8%
Texting over 11 times in this time – 25%

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Students having online arguments (over a monthly period):

No online arguments – 64%

Between 1 and 5 online arguments – 31%

Between 5 and 10 online arguments – 2%

Over 11 online arguments – 3%

36% of respondents reported feeling hopeful 'some of the time', 'a little of the time' and 'none of the time'.

National Reports

Australian Youth Affairs Coalition, Australia's Youth Matters Annual Report 2013 (over 2500 respondents, aged between 12 and 25)

Top five issues young people would most like to see politicians take action on:

- Housing affordability and availability
- Youth unemployment
- High cost of tertiary education
- Improving the quality of primary and secondary education
- Binge drinking and alcohol fuelled violence

Mission Australia, Annual Youth Survey Results 2013 (over 14,000 respondents, aged between 12 and 25)

Top five concerns for young people:

- Coping with stress
- School/study problems
- Body image
- Depression
- Family conflict

The most important issues in Australia according to respondents:

- The economy and financial matters
- Politics and societal values
- Equity and discrimination
- Alcohol and drugs
- Mental Health Education
- The environment

Primary source of information and support used by respondents:

1 - Internet

2 - Friends

▪ 49.2% of respondents were 'uncomfortable' with accessing a community agency.

▪ 40.7% of respondents were 'uncomfortable' with accessing a school counsellor.

- 59.7% of respondents were 'uncomfortable' with accessing an online counselling service/ site.
- 64.1% of respondents were 'uncomfortable' with accessing a telephone hotline.

International Reports

Facebook (March 2014) (over 1,310,000,000 users; age 13+)

Teens (13-17) using Facebook have declined 25.3% over the last 3 years.

Those aged 18-24 have also declined 7.5% over the last 3 years.

Those aged 25-34 make up the largest Facebook user group at 29.7%

Limitations

- It is unknown how Youth Services are perceived by young people living with a disability. There is a lack of available information to inform this.
- It is unknown how Youth Services are perceived by culturally and linguistically diverse residents. There is a lack of available information to inform this.

- A number of service providers promote themselves as available in Livingstone, however many of these service providers chose not to participate in this analysis. This makes it difficult to get a complete picture of youth services and delivery in the Shire.

- This Youth Analysis was completed in less than 12 weeks. Although a lot of useful information was gathered in this process, a more in-depth, youth driven approach may have expanded this data significantly. It is also worth noting that the current staffing limitations in Livingstone Shire Council Youth Services means that staff do not have capacity (time) to complete analyses of this type.

49.2% of respondents were 'uncomfortable' with accessing a community agency

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Conclusions

The statistics suggest that people aged under 25 will be around 30% of Livingstone Shire until at least 2036. The largest group within this is those aged 10-19 (this is also the largest group of young Indigenous people). 30% is a significant proportion of the Shire; however this drops significantly when residents move to the age bracket of 20-30. This suggests there is a gap in attracting and retaining residents of this age to live and work in the Shire. Most of those in the 15-19 age bracket earn less than \$200 per week which may contribute to seeking employment and opportunities outside of the Shire when they are able. The unemployment rate (higher than Queensland) may also be a contributing factor.

There is small but increasing number of culturally and linguistically diverse residents in Livingstone Shire (this does not include Indigenous).

Livingstone Shire is growing annually at a more rapid rate than Queensland. The increase in Indigenous residents and one parent households are also higher than compared to the state.

Both the highest level of education and non-school qualifications (except certificate level) is below the state. This indicates there is a lack of effective connection and/or support between education providers and young people.

The health report findings indicated that Central Queensland residents are engaging in behaviours that are detrimental to their health. This has an effect on the whole community and particularly influences young people (modelled behaviour). Combined with the fact that young people are participating in high levels of risk taking behaviour suggests that a lot of young people are not engaged with the 'healthy lifestyle' message/s. The rates of teen motherhood, mental health hospitalisations and drug/alcohol hospitalisations are significant.

"Even with family support, life choices can be limited (for teen mothers), and it is important to attend to the health, economic and social problems that can trouble early motherhood. Housing and continuing education can be major issues" (CQH&HS and CQMedicare Local 2014, p.96).

"Youth face barriers to access reproductive and sexual health services, including access to contraception. Cost, distance and concerns about confidentiality with the family general practitioner can stop young people using the services they need, and these barriers are compounded for disadvantaged youth and those living in smaller towns...services must be designed with the youth in mind" (CQH&HS and CQMedicare Local 2014, p.96).

The only two demographic groups to decline in Facebook use were those aged 13-17 and those aged 18-24 and neither of these groups represent the majority of Facebook users.

Online and direct engagement feedback indicated that respondents were not aware of what 'Council' does, can do or the processes required. This suggests a lack of education concerning the roles and responsibilities of Local Government and in turn Livingstone Shire Youth Services.

Online and direct engagement feedback indicated many respondents were unaware of support services, activities and events provided by Livingstone Shire Council Youth Services. The highest response to the survey question was 'movies' yet the attendance at the most recent movie provided was not reflective of this. Some respondents were unaware that new town hall has the capacity to be a cinema and that the movies chosen are current. This suggests that young people are not connecting/engaging with the current promotional strategy. The information regarding all local youth services is not 'cutting through' to the client group unless provided directly through the school system (e.g. newsletters, school noticeboards). This method still excludes those disengaged from education.

Online and direct engagement results indicated

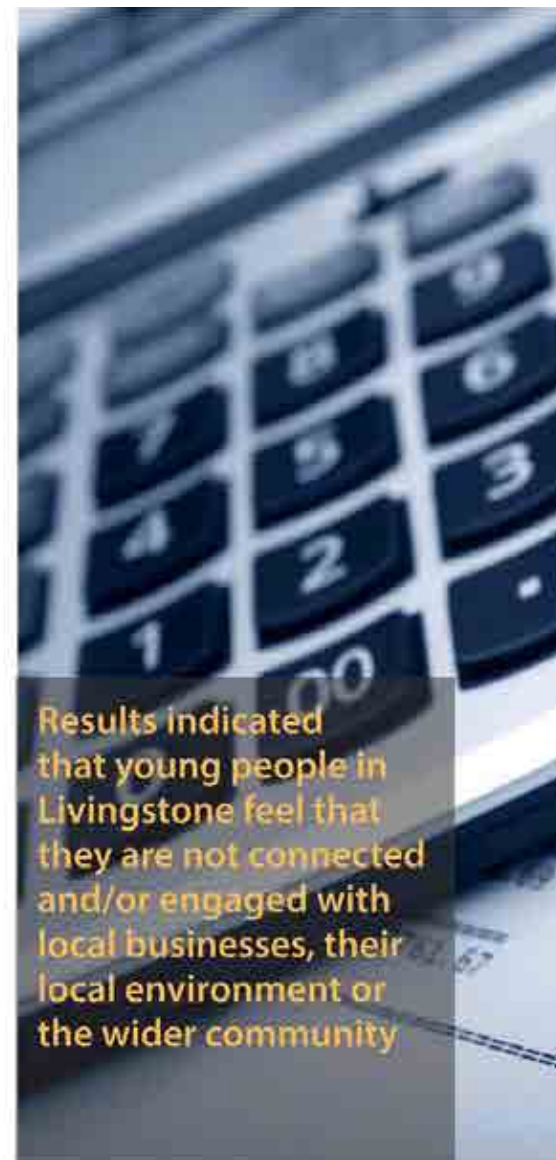
that young people in Livingstone feel that they are not connected and/or engaged with local businesses, their local environment or the wider community.

Combining direct engagement results and national reports suggest that young people are not 'comfortable' with accessing Youth Services. Young people may be restricted from access due to a perception or misunderstanding that portrays the service as only for 'at risk' young people. There may also be a concern around confidentiality/privacy when accessing local services that adds to this 'uncomfortable' feeling.

Not all youth services approached agreed to provide information to inform this needs analysis. This indicates that collaboration with and integration of youth services will require ongoing relationship building and networking.

Some respondents indicated their interest in 'bigger picture' issues rather than activities and services (e.g. Concerned about bottle shop so close to their school).

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Results indicated that young people in Livingstone feel that they are not connected and/or engaged with local businesses, their local environment or the wider community



Recommendations

(See Appendix E for table outlining alignment with Livingstone Shire Council Corporate Plan 2014-2019 Strategic Priorities).

Implement 'best practice' when it comes to working with young people to appropriately and successfully deliver the Access and Support models of service.

Actions

- Research community led development models and frameworks including 'positive youth development theory'.
- Research comparable regions successful programming in youth services.

Implement a Livingstone Shire Council Youth Services programming plan with direct involvement from young people. This can also assist in informing promotion and marketing direction. This will provide insight into the current perception of Livingstone Shire Council Youth Services and how best to 'rebrand'. To successfully deliver the funding model of Support young people need to be consulted in regards to what they need support in/with.

Actions

- Abandon assumptions concerning what the young people of Livingstone like, need, want, do and don't do.
- 'Walk the streets' and talk with young people, asking questions, listening, building relationships and rapport. This should be continuous and built in to Livingstone Shire Council Youth Service's staff weekly activities.
- Establish regular meetings with the youth leadership team (i.e. School Captains) from each of the local high schools.
- Invite and encourage young people to join the Youth Advisory Group.
- Establish a 'feedback loop' (on and offline) to ensure young people are constantly able to provide their thoughts and opinions which will inform the direction of Livingstone Shire Council Youth Services.
- Set up Youth Services 'stand' once per month at each of the Skate Parks as a direct engagement tool and opportunity to build relationships and rapport with young people across the Shire.
- Continue to use and build on what is already successful (i.e. Skate park, Art in the Park) to connect with the young people of Livingstone and to help inform direction of service programming.

Implement a strategic promotion/marketing plan (separate to programming) with a focus on getting the message of 'what we can do' delivered effectively to the client group (on and offline). This will engage young people in the service and assist in framing the Community Centre as a hub referral point. This aligns with the Access and Support models of service.

Actions

- Abandon assumptions concerning what the young people of Livingstone like, need, want, do and don't do.
- Develop a one page 'who we are/what we do' flyer in consultation with young people.
- Investigate the possibilities and limitations of using a text based service to engage with young people.
- Utilise the success of marketing events/ activities directly through the school system (newsletters, school noticeboards, speaking on assembly etc.)
- Liaise with the Capricorn Coast Mirror to establish a 'youth space' in local media.

Increase community inclusion for the young people of Livingstone.

Actions

- Research, implement and support an appropriate 'community representation' models alongside young people and council (eg. youth council, youth committee, youth advisors to councillors).
- Propose, implement and support a 'youth friendliness commitment' plan to local businesses and organisations (eg. student discounts, signage indicating young people are welcome, seating that accommodates groups of young people etc.)

Continue to work on enhancing relationships, integration and partnerships with relevant stakeholders, service providers (not necessarily youth specific) and young people with a view to create a whole of Shire framework/model/strategic plan for working with young people. This aligns with the integration model of service and will assist in building community capacity and sustainability.

Actions

- Expand the Youth Advisory Group to include any service provider/s or community

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member/s with an expressed interest in connecting with and involving the young people of Livingstone.

- Use the base of the Youth Advisory Group to develop linkages between the young people of Livingstone and all community services with a view to providing volunteering/work experience opportunities (e.g. Waru youth action group).

Investigate and implement alternative education and/or support options.

Actions

- Use the base of the Youth Advisory Group to develop linkages between the young people of Livingstone and all community services with a view to providing support with traineeships and/or apprenticeships.
- Establish an Alternative Learning Centre for young people disengaged for education. Provide pastoral support and referral to those young people when required.
- Livingstone Shire Council is currently partnering with PCYC and Capricornia School of Distance Education to establish an Alternative Learning Centre (ALC) at the Community Centre. Young people who have

disengaged from education will be eligible to participate in programs designed to enable them to attain their year 10 or 12 certificate and/or other accreditation/s. This is scheduled to commence in September 2014. This aligns well with the Access, Support and Integration models of service.

Continue and improve on providing 'entertainment options' for young people.

Actions

- Continue with Youth Movies.
- Focus on the schools as the main promotional tool for the Youth Movies.
- Ensure promotion is effective by 'taking a step back'. E.g. Include the details about the town hall's capacity to show movies, there is food and drink available, the movies are not yet out on DVD/still in theatrical release.
- Investigate the option of hosting this event during school term/on a 'regular' weekend.
- Be the link between infrastructure and community, ensuring young people are aware of developments that are of interest to them (e.g. Skate park expansions and improvements, beachfront lighting plan, waterpark development).

- Host and support multiple free youth skating workshops and clinics at every skate park in the region over the next year. Run an Art in the Park workshop alongside each event.
- » Apply for the Triple J One Night Stand competition 2015 or 2016. This competition brings popular Australian bands to perform in regional, rural and remote areas of Australia. This competition relies on youth involvement to be successful.

- » Continue gathering feedback from all events

Investigate the possibilities of creating a permanent 'Youth Space' that is developed from 'positive youth development theory' (Seymour 2012) and promoted as more than a 'help' centre (eg. showcasing recent positive examples of youth in Livingstone). Using this approach will assist in ensuring the negative stigma of youth spaces is limited as much as possible.

Actions

- Connect with Keppel Coast Arts to establish how Youth Services may be able to access and use their 'Fig Tree Shipping Container' space.
- Investigate the current and potential usage of 'the shack' in Emu Park for young people.

Work alongside the Inclusive Communities Officer to:

- » Build relationships with members of the Indigenous and culturally and linguistically diverse community to ensure adequate representation of their wants and needs in future programming. Use this relationship to help improve the 'cultural safety' of Livingstone Shire Council Youth Services.
- » Build relationships with members of the community who live with a disability to ensure adequate representation of their wants and needs in future programming.
- Increase staffing, resources and appropriate training opportunities to Livingstone Shire Council Youth Services staffing. To deliver a high level in the Support model of service, staff would benefit from training in the area of complex case management and counselling.
- Review this Youth Needs Analysis in six months' time.



ACKNOWLEDGEMENTS

- » All young people who participated
- » Livingstone Shire Council – Community Partnerships Unit
- » Melissa Minter - Coordinator Community partnerships Unit
- » Sarah Owen – Livingstone Shire Council Youth Worker
- » Molly Saunders - CQU Social Work Student
- » Capricorn Coast PCYC
- » St Ursulas College
- » St Brendans College
- » Yeppoon State High School
- » Capricornia Training Company
- » Roseberry Community Services
- » Scripture Union Queensland
- » Capricorn Coast Hospital – Community Health
- » Nathan Domrow – Queensland Statisticians Office
- » Jenny Blagdon – CQU Social Work Supervisor
- » Department of Communities, Child Safety and Disability Services
- » Livingstone Youth Advisory Group

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12.5 ENDORSEMENT OF REEF GUARDIAN COUNCILS MAJOR INTEGRATED PROJECTS PROPOSAL**File No:** EM11.12.3**Attachments:**

1. Reef Guardian Councils Major Integrated Projects Proposal: Letter to Councils [↓](#)
2. Reef Guardian Councils Major Integrated Projects Proposal: Summary [↓](#)
3. Reef Guardian Councils Major Integrated Projects Proposal [↓](#)

Responsible Officer: David Mazzaferri - Manager Disaster Management, Recovery and Resilience
Brett Bacon - Executive Director Liveability and Wellbeing**Author:** Leise Childs - Senior Land Protection Officer

SUMMARY

In response to an agreement made by Reef Guardian Councils in 2016 that a coordinated set of prioritised projects should be developed for targeted investment, the Local Government Association of Queensland facilitated the development of the Reef Guardian Councils Major Integrated Projects proposal in partnership with Reef Guardian Councils and the Great Barrier Reef Marine Park Authority.

The Major Integrated Projects proposal is principally an investment prospectus designed to attract external investment to support three priority initiatives. These three initiatives are:

- 1) *wastewater stewardship;*
- 2) *Fish Friendly Councils; and*
- 3) *best practice erosion and sediment control for unsealed roads.*

It is anticipated that funding for the initiatives will come from a range of external sources, including the federal and state governments (direct and grants from aligned areas), the Great Barrier Reef Foundation, and philanthropic and industry investments. Each initiative has been fully costed out. It is envisaged that there will be a minimum 70:30 split between external investment and local government contribution, including where local government contribution may be solely in-kind.

At this stage, the Local Government Association of Queensland is only seeking Council's endorsement of the Reef Guardian Councils Major Integrated Projects proposal as a prospectus for seeking external investment in priority collaborative actions by Reef Guardian Councils, and authorisation for it to include its logo for the publication and promotion of the project.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1) endorse the Reef Guardian Councils Major Integrated Projects proposal as a prospectus for seeking external investment in priority collaborative actions by Reef Guardian Councils; and
- 2) allow the Local Government Association of Queensland to include its logo for the publication and promotion of the Reef Guardian Councils Major Integrated Projects.

BACKGROUND

Collectively, councils in the Reef catchment already make a significant contribution to the Great Barrier Reef. The investment in 2014/15 by just fifteen (15) councils out of thirty-two (32) was estimated at between \$228 and \$600 million per annum, without dedicated federal or state funding support. However, there are always opportunities to extend and improve on the good work being done.

In 2016 the Local Government Association of Queensland hosted the first Reef Councils Roundtable where it was agreed by reef councils that a coordinated set of prioritised projects should be developed for targeted investment. In response the Local Government Association of Queensland facilitated the development of the Reef Guardian Councils Major Integrated Projects proposal in partnership with Reef Guardian Councils and the Great Barrier Reef Marine Park Authority Reef Guardian Councils programme. The concept of a Major Integrated Project is defined as a mechanism to integrate and evaluate the combined effectiveness of a range of tools and innovative approaches, to identify the most effective initiatives, to scale up implementation to other areas and to deliver accelerated progress towards water quality targets. The Major Integrated Projects proposal is principally an investment prospectus designed to attract external investment to support three priority initiatives. Final consultation on the draft Major Integrated Project's proposal was completed at the end of October 2018.

COMMENTARY

The Major Integrated Projects proposal delivers the following:

- 1) agreed definition for excellence in areas significant to achieving positive water quality outcomes;
- 2) clearly identified pathways (projects) to achieve these standards; and
- 3) scoping of levels of investment and resourcing required.

Three key initiatives were selected from a longer list of proposals by officers and elected representatives from Reef Guardian Councils. The three initiatives have been aligned with actions in the Reef 2050 Water Quality Improvement Plan and deliver multiple other outcomes toward actions in the Reef 2050 Plan.

The Major Integrated Project proposes a minimum seventy (70) – thirty (30) split between external investment and local government contribution, including where local government contribution may be solely in-kind. It also identifies the need for two funded coordinators to drive the cross-catchment and council collaboration and implementation of funded projects.

Summary of Initiatives Chosen:**1. Wastewater Stewardship**

The challenge:

- (a) There are over 100 council-owned sewerage treatment plants in the reef's catchment;
- (b) increased nutrient removal is usually directly linked to higher cost and greater energy use;
- (c) upgrade of plants within fifty (50) kilometres of coast to tertiary level = ~ \$719 million and ~\$33 million maintenance costs per annum; and
- (d) cost for Sewerage Treatment Plants in smaller councils disproportionately higher – no economies of scale and a smaller rate base and thus they are least able to afford.

The initiative will:

- (e) consider sewerage treatment plant discharge from a local and whole-of-catchment perspective;
- (f) prioritise sites to test and trial innovative pollutant mitigation approaches;

- (g) create a rigorous framework for testing alternatives to traditional sewerage treatment plant upgrades;
- (h) engage with and increase awareness of local communities;
- (i) provide a decision-making structure to balance costs, risks and benefits;
- (j) inform and amend policy and regulation; and
- (k) fund delivery of the most suitable wastewater management strategy for the location.

2. Fish Friendly Councils (community and industry)

The challenge:

- (a) thousands of barriers to fish passage in the landscape, ultimately impacting on quality and quantity of recreational fishing stocks;
- (b) to the community and industry, water quality policy and regulation is disconnected from the benefits it delivers – viewed as ‘bureaucracy’; and
- (c) technical and design solutions for stormwater management are not designed for areas outside of South East Queensland. Councils are essentially lumped with the maintenance of poorly functioning ‘solutions’.

The initiative will:

- (d) identify and prioritise fish barriers for removal in participating councils’ catchments;
- (e) create a ‘Fish Friendly’ brand, marketing campaign and communications resources;
- (f) enlist community and industry ambassadors to promote what it means to be ‘Fish Friendly’;
- (g) roll out fish friendly habitats projects; and
- (h) generate locally appropriate storm water management solutions, with local designers and industry and provide training for ongoing maintenance.

3. Best practice erosion and sediment control for unsealed roads

The challenge:

- (a) local governments manage thousands of kilometres of unsealed road in Reef catchment, representing significant areas of exposed earth;
- (b) unsealed pavements may lose up to twenty-five (25) millimetres of pavement material per year;
- (c) these contribute to gully erosion and increased sediment loads in waterways;
- (d) multiplied by the lineal kilometres of unsealed roads that report to the Great Barrier Reef the sediment contribution may be significant;
- (e) many will remain unsealed for the long term; and
- (f) more frequent intense and extreme weather events associated with climate change will increase loads to the Reef.

The initiative will:

- (g) establish baseline monitoring in critical areas;
- (h) create a suite of impact management and best practice measures;
- (i) develop a decision/support tool and guidance for Reef water quality consideration in road upgrades, including cost benefit analysis;

- (j) test and match solutions to conditions;
- (k) build local government staff capacity to evaluate and apply; and
- (l) undertake impact management projects.

Funding

It is anticipated that funding for the initiatives will come from a range of external sources, including federal and state governments (direct and grants from aligned areas), the Great Barrier Reef Foundation as well as philanthropic and industry investments. The Major Integrated Project is designed with an initial three-year core stage to trial new approaches and refine and develop capacity (\$13.042 million) followed by a four-year accelerated implementation program (\$44.603 million) at a total cost of \$57.645 million over seven years. A breakdown of the funding for each initiative is shown in the following table:

Activity	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Wastewater Stewardship	\$253,000	\$833,000	\$2,613,000	\$3,699,000	\$20,432,000	\$24,131,000
Fish Friendly	\$796,000	\$1,346,000	\$1,666,000	\$3,808,000	\$3,464,000	\$7,272,000
Unsealed Roads (erosion and sediment control)	\$753,000	\$398,000	\$4,243,000	\$5,394,000	\$20,507,000	\$25,901,000
Program costs	\$50,000	\$50,000	\$50,000	\$150,000	\$200,000	\$350,000
TOTALS	\$1,852,000	\$2,618,000	\$8,572,000	\$13,042,000	\$44,603,000	\$57,645,000

At this stage no commitment is required from Council for a budget and indeed the only commitment may be in-kind if Council decides to participate in one or more of the projects if and when they are guaranteed external funding. Council is only required to endorse the Major Integrated Projects proposal as a prospectus for seeking external investment in priority collaborative actions by Reef Guardian Councils.

PREVIOUS DECISIONS

Council has not previously made any decisions regarding the Reef Guardian Councils Major Integrated Projects proposal.

BUDGET IMPLICATIONS

There are no budget implications from Council endorsing the Reef Guardian Councils Major Integrated Projects proposal.

LEGISLATIVE CONTEXT

There are no legislative consequences arising from this report.

LEGAL IMPLICATIONS

There are no known legal implications that arise from this report.

STAFFING IMPLICATIONS

There are no known staffing implications that arise from this report.

RISK ASSESSMENT

There are no deleterious risks associated with Council endorsing the Reef Guardian Councils Major Integrated Projects proposal.

CORPORATE/OPERATIONAL PLAN

Strategy EN4 of Council's Corporate Plan states: '*Actively participate in conservation and enhancement programs to ensure the preservation of natural assets and identifiable built form.*'

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*
- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

The Reef Guardian Councils Major Integrated Projects proposal has been developed as an investment prospectus designed to attract external investment to support three priority initiatives which will contribute to positive water quality outcomes and ultimately improved health of the Great Barrier Reef Marine Park. Council is being asked by the Local Government Association of Queensland to endorse the use of this prospectus to attract funding for the initiatives.

12.5 - ENDORSEMENT OF REEF GUARDIAN COUNCILS MAJOR INTEGRATED PROJECTS PROPOSAL

Reef Guardian Councils Major Integrated Projects Proposal: Letter to Councils

Meeting Date: 18 December 2018

Attachment No: 1



23rd November 2018

Cr Frederick Ludwig
Mayor
Livingstone Shire Council
PO Box 2292
YEPPON QLD 4703

Dear Frederick,

Request for Council endorsement of the Reef Councils' Major Integrated Projects (MIP) Proposal

Collectively, councils in the Reef catchment already make a significant contribution to the Great Barrier Reef. The investment in 2014/15 by just 15 councils out of 32 was estimated at between \$228 and \$600 million per annum and without dedicated Federal or State funding support.

In 2016, the LGAQ hosted the first Reef Councils Roundtable where it was agreed by reef councils that a coordinated set of prioritised projects should be developed for targeted investment. In response, the LGAQ facilitated the development of the *Reef Councils Major Integrated Projects (MIP) Proposal* in partnership with Reef councils and the Great Barrier Reef Marine Park Authority (GBRMPA) Reef Guardian program. The MIP is principally an investment prospectus designed to attract external investment to support 3 priority initiatives. Final consultation on the draft MIP was completed at the end of October 2018.

On 2 November 2018, the Reef Guardian Councils Steering Committee requested the LGAQ write to all Reef councils to request formal endorsement of the MIP. A summary brief and final MIP are attached for your information and consideration. Please note that endorsement of the MIP prospectus does not commit council to participation.

The LGAQ would like to publish the MIP, by the end of January 2019 to enable its timely use in our advocacy at the Federal level. We hope your council supports this proactive initiative and look forward to a positive response.

If you have any questions, please contact Doreen Erhart, Principal Advisor – Climate Change & the Great Barrier Reef at e: Doreen.Erhart@lgaq.asn.au or T: 3000 2202.

Yours sincerely

Sarah Buckler PSM
GENERAL MANAGER ADVOCATE

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12.5 - ENDORSEMENT OF REEF GUARDIAN COUNCILS MAJOR INTEGRATED PROJECTS PROPOSAL

Reef Guardian Councils Major Integrated Projects Proposal: Summary

Meeting Date: 18 December 2018

Attachment No: 2



Reef Councils Major Integrated Projects Proposal

PURPOSE

The summary information contained within this brief is for council purposes as it deems appropriate and has been prepared at the request of the Reef Guardian Councils Steering Committee.

BACKGROUND

Collectively, councils in the Reef catchment already make a significant contribution to the conservation and resilience of the Great Barrier Reef. The investment in 2014/15 by just 15 councils out of 32 was estimated at between \$228 and \$600 million per annum.

However, there are always opportunities to extend and improve on the good work being done and it was agreed by councils attending the first Reef Councils Roundtable in 2015, that a set of prioritised projects should be developed.

WHAT IS A MAJOR INTEGRATED PROJECT (MIP)?

The concept of a MIP was defined by the Great Barrier Reef Water Science Taskforce (GBRWST) as a mechanism to integrate and evaluate the combined effectiveness of a range of tools and innovative approaches, identify the most effective initiatives, scale up implementation to other areas and deliver accelerated progress towards the water quality targets.

A MIP is a platform for piloting and testing new approaches and innovative techniques and technologies.

Two MIPs have been funded to date – the Wet Tropics and Dry Tropics MIPs – with funding of approximately \$16 million each over 3 years.

HOW WAS THE REEF COUNCIL MIP CREATED?

The LGAQ engaged Huelin Consulting earlier this year to facilitate the development of a Reef Councils Major Integrated Projects proposal. The LGAQ wrote to all Reef catchment local government mayors and CEOs requesting the nomination of a working group representative to participate in the development process. Twenty-four officers, managers, CEOs and elected members from 16 local governments worked with key stakeholders from the Great Barrier Reef Marine Park Authority, Office of the Great Barrier Reef, qldwater, Department of Environment and Science, Regional NRM groups and Healthy Land and Water in a ground up process to identify and prioritise potential initiatives.

Mayors, councillors, and CEOs from 10 Reef councils provided input on the long list of proposals and technical working groups of council and stakeholder representatives worked with the LGAQ and Huelin Consulting to prepare the final three initiatives.

The Draft Reef Councils Major Integrated Projects proposal was circulated to all 32 Reef councils for a final consultation round, with no major changes proposed.

November 18





WHAT IS THE REEF COUNCILS MIP?

The MIP delivers to following:

- agreed definition for excellence in areas significant to achieving positive water quality outcomes;
- clearly identified pathways (projects) to achieve these standards; and
- scoping of levels of investment and resourcing required.

The three key initiatives have been aligned with actions in the Reef 2050 Water Quality Improvement Plan and deliver multiple other outcomes toward actions in the Reef 2050 Plan.

The MIP proposes a minimum 70:30 split between external investment and local government contribution, including where councils' contribution may be solely in-kind.

It also identifies the need for two funded coordinators to drive the cross catchment and council collaboration and implementation of funded projects.

SUMMARY OF INITIATIVES

1. Wastewater Stewardship

The challenge

- 100+ council owned sewerage treatment plants (STPs) in the Reef's catchments;
- increased nutrient removal usually directly linked to higher cost and greater energy use;
- upgrade of plants within 50km of coast to tertiary = ~\$719 million and ~\$33 million maintenance costs p.a.; and
- cost for STPs in smaller councils disproportionately higher - no economies of scale, smaller rate base - least able to afford.

The initiative will:

- consider STP discharge from a local and whole of catchment perspective;
- prioritise sites to test and trial innovative pollutant mitigation approaches;
- create a rigorous framework for testing alternatives to traditional STP upgrades;
- engage with and increase awareness of local communities;
- provide a decision-making structure to balance costs, risks and benefits;
- inform and amend policy and regulation; and
- fund delivery of the right wastewater management strategy for the location.

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2. Fish Friendly Councils (community and industry)

The challenge:

- thousands of barriers to fish passage in the landscape, ultimately impacting on quality and quantity of recreational fishing stocks;
- to the community and industry, water quality policy and regulation is disconnected from the benefits it delivers – viewed as 'bureaucracy'; and
- technical and design solutions for stormwater management not designed for areas outside of SEQ – councils lumped with maintenance of poorly functioning 'solutions'
- The initiative will:
 - identify and prioritise fish barriers for removal in participating council's catchments;
 - create a 'Fish Friendly' brand, marketing campaign and combine resources;
 - enlist community and industry ambassadors to promote what it means to be 'Fish Friendly';
 - roll out fish friendly habitats projects; and
 - generate locally appropriate storm water management solutions, with local designers and industry and provide training for ongoing maintenance.

3. Best practice erosion and sediment control for unsealed roads

The challenge:

- local government manages thousands of kilometres of unsealed road in Reef catchment, representing significant areas of exposed earth;
- unsealed pavements may lose up to 25mm of pavement material per year;
- these contribute to gully erosion and increased sediment loads in waterways;
- multiplied by the linear kilometres of unsealed roads that report to the GBR the sediment contribution may be significant;
- many will remain unsealed for the long term; and
- more frequent intense and extreme weather events associated with climate change will increase loads to the Reef.

The initiative will:

- establish baseline monitoring in critical areas;
- create a suite of impact management and best practice measures;
- develop a decision/support tool and guidance for Reef water quality consideration in road upgrades, including cost benefit analysis;
- test and match solutions to conditions;
- build local government staff capacity to evaluate and apply; and
- undertake impact management projects.

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FUNDING

It is anticipated that funding for the initiatives will come from a range of external sources, including the Queensland and Federal governments (direct and grants from aligned areas), the Great Barrier Reef Foundation and philanthropic and industry investment.

The MIP is designed with an initial three-year core stage to trial new approaches and refine and develop capacity (\$13,042 million) followed by a four-year accelerated implementation program (\$44,603 million) at a total cost of \$57,645 million over 7 years. A breakdown of the funding for each initiative is shown in the table below.

Initiative	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Wastewater Stewardship	\$253,000	\$833,000	\$2,613,000	\$3,699,000	\$20,432,000	\$24,131,000
Fish Friendly	\$796,000	\$1,346,000	\$1,666,000	\$3,808,000	\$3,464,000	\$7,272,000
Unsealed Roads ESC	\$753,000	\$398,000	\$4,243,000	\$5,394,000	\$20,507,000	\$25,901,000
Program costs	\$50,000	\$50,000	\$50,000	\$150,000	\$200,000	\$350,000
TOTALS	\$1,852,000	\$2,618,000	\$8,572,000	\$13,042,000	\$44,603,000	\$57,645,000

RECOMMENDATION

That council

1. endorses the Reef Councils MIP proposal as a prospectus for seeking external investment in priority collaborative actions by Queensland Reef region councils; and
2. resolves to allow the LGAQ to include its logo for the publication and promotion of the Reef Councils MIP.

November 18

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12.5 - ENDORSEMENT OF REEF GUARDIAN COUNCILS MAJOR INTEGRATED PROJECTS PROPOSAL

Reef Guardian Councils Major Integrated Projects Proposal

Meeting Date: 18 December 2018

Attachment No: 3



Reef Councils Major Integrated Project Proposal

PREPARED BY:

Huelin Consulting

DATE: 07 November 2018

Version: Final

Authors: Leesa Huelin/Doreen Erhart

November 18

Doreen Erhart



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Executive Summary

In 2014/15, Reef catchment councils were the single largest investor in actions that contribute to the preservation of the Great Barrier Reef. In the 2014/15 financial year, the investment of just 15 of the 32 local governments within the reef catchment is conservatively estimated to have totalled more than \$228 million in activities that directly benefited the Reef¹.

Councils are identified as a significant partner, contributing to important aspects of the Reef 2050 Plan and the Reef 2050 Water Quality Implementation Plan 2017-2022 execution. This role is not reflected in the limited funding available to local government for projects delivering improved outcomes to Reef health. Councils want to do more, and this is demonstrated through examples of innovation across many Reef catchment councils with small scale trials of new technology and partnerships with universities and industry to find new ways of delivering infrastructure and services that improve Reef outcomes.

Recognising the importance of local governments' ongoing role in protecting the Reef, the work being undertaken already and the opportunities to consolidate and accelerate progress, the Local Government Association of Queensland (LGAQ) sponsored the development of a Reef Councils Major Integrated Project (MIP) proposal. The Great Barrier Reef Marine Park Authority's Reef Guardians Program provided support through funding travel for a council representative to attend a MIP development workshop in Brisbane.

The MIP focuses on improved water quality entering the Great Barrier Reef (GBR) lagoon by identifying 3 overarching initiatives that enable community engagement, improved understanding of priorities and opportunities, trialling and implementation of innovative approaches and improving practices in council management of infrastructure and delivery of services.

The program is divided into a three-year MIP 'core' program, where leading councils will work collaboratively to develop, pilot, trial and refine the initiative activities. At the end of the proposed three-year MIP 'core' program, participating councils will have adopted new 'business as usual' that are proven to deliver better water quality outcomes. It is proposed that the 'core' program is immediately followed by a four-year accelerated implementation program where the refined practices are established widely across councils in the Reef catchment.

MIP Development

A consultative process that incorporated council elected representatives and senior officers, Great Barrier Reef Marine Park Authority, Office of the Great Barrier Reef, *glw*water, Department of Environment and Science, Regional NRM groups and Healthy Land and Water was used to identify MIP initiatives.

Three initiatives were shortlisted and refined according to the principles developed at the first workshop (shown in Table 1 below). Proposed initiatives align with relevant objectives and actions of the Reef 2050 and the Reef 2050 Water Quality Improvement Plans.

¹ Australian Government, Queensland Government, June 2015, [Reef 2050 Plan – Investment Baseline](#)



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Table 1: Principles for initiative selection and development

Principle	Description
Flexible and scalable	Initiatives need to be flexible in their application to suit the varied environments existing across Reef council areas.
Quantifiable and integrated	Understanding the return on investment and adopting an adaptive management approach relies on monitoring and evaluation. The MIP initiatives are grounded in effective monitoring across Reef councils utilising a consistent approach and common platform.
Innovation	Applying and evaluating new approaches and/or applying new approaches proven elsewhere (implemented as leading edge practice by other Reef councils) to a wider range of Reef councils to deliver improved urban water quality outcomes.
Grounded in whole of catchment/system knowledge	Initiative builds on whole of system knowledge and research so implementation occurs where highest impact for improving water quality and delivering Reef 2050 outcomes can be achieved.
Complementary	Initiative complements work being undertaken by other government, stakeholder and research agencies and aligns to local government's realm of influence and responsibility to deliver improved water quality and Reef outcomes.
Builds community ownership and capacity	Initiative builds capacity for improved practice for local government, industry or the general community and the sense of responsibility and ownership of roles in improving water quality and protecting Reef health.
Value for money	Initiative offers value for money in relation to return on investment in delivering water quality and Reef outcomes.

Initiative outlines

Initiative one: Wastewater Stewardship

There are nearly 120 council-owned sewerage treatment plants (STPs) in the Reef's catchments which provide essential services to protect public and environmental health. Even the most advanced STPs produce a residual nitrogen (and phosphorus) load. Nutrients (particularly nitrogen) significantly contribute to poor health of the GBR. Increased nutrient removal is usually directly linked to higher cost and greater energy use.

According to a qldwater discussion paper, to upgrade all remaining plants within 50km of the coast to tertiary treatment would require a \$719 million investment in new infrastructure and a further \$33 million per year for ongoing operational costs.² The cost for STPs in smaller councils is disproportionately higher, and with no economies of scale and a smaller rate base, they are least able to afford it. The prohibitive costs of providing STPs must also be balanced with the needs of populations and economic growth, such as tourism. There are innovative, practical and cost-effective alternatives to tertiary treatment that can be suitable, particularly for small STPs and where development requires new infrastructure.

This initiative will

- consider STP discharge from a local and whole of catchment perspective to prioritise and manage Reef water quality impacts and identify and adopt where appropriate, innovative, pollutant mitigation approaches;
- create a rigorous framework to explore and trial innovative approaches which offer improved outcomes at less cost than traditional STP upgrades; and

² qldwater (2017) Sewage treatment plants in Great Barrier Reef catchments. Industry Discussion Paper (March 2017)



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- provide a decision-making structure to balance costs and risks and facilitate the delivery of the right wastewater management strategy for the location.

The benefits of the proposed initiative include:

- assurance that investment is directed to approaches that will optimise water quality and ecological, social and economic outcomes;
- addressing the question of how GBR councils can best manage their STPs to balance environmental (particularly greenhouse and nutrient) outcomes with local social and financial costs and benefits; and
- innovative approaches that in some circumstances could decrease or offset operating costs and provide improved whole of life asset costs to local government.

Initiative two: Fish Friendly Councils

Fish Friendly Councils is a suite of activities aimed at maintaining or restoring connectivity between catchment, coastal and marine ecosystems to deliver multiple social, environmental and economic outcomes. These will be delivered under a single umbrella and framed through the lens of fish species lifecycles and habitat needs. Activities in this initiative include:

- Fish Friendly Habitats with two sub-projects:
 - Fish barrier identification and prioritisation of legacy barriers to fish migration to provide a prioritised list of sites for remediation to deliver greatest benefit to native fish populations; and
 - Fish Friendly infrastructure and operational delivery to support improving aquatic ecosystem health. Eligible projects would include fishways and fish ladders installation, hard drain naturalisation, riparian revegetation and off-site solutions.
- Be 'Fish Friendly' community campaign to increase awareness and encourage communities to adopt 'fish friendly' practices at a household and individual level.
- Be 'Fish Friendly' industry campaign to increase awareness and encourage industry to adopt 'fish friendly' practices to improve compliance to erosion and sediment control requirements.
- 'WSUD that works for everyone' which focusses on the design and implementation of Water Sensitive Urban Design (WSUD) that is regionally appropriate. The project will include several pilot sites and will demonstrate WSUD that responds to local characteristics.

Initiative three: Best Practice Erosion & Sediment Control for Unsealed Roads

Local government manages thousands of kilometres of unsealed road within the Reef catchment representing significant areas of exposed earth that is prone to erosion particularly over the wet season, contributing to gully erosion and increased sediment loads in waterways. On average, unsealed pavements lose the top 25mm of pavement material per year. This loss can vary depending on traffic volumes (particularly heavy vehicle movements), material and weather. A considerable sediment load is potentially generated when this tonnage / km is equated to the linear kilometres of unsealed roads that report to the GBR catchments in Queensland.

Many of these roads will remain unsealed as they do not attract the volume of traffic to justify sealing. These roads are subject to regular maintenance and grading that requires access to gravel from the nearby environment and the movement of materials to improve road conditions. Traffic movement distributes dust from the road surface and heavy rain can wash out road surfaces. More frequent extreme weather events associated with climate change increases the risk of significant damage to unsealed roads with environmental, economic and community connectivity impacts.

This initiative will improve understanding of unsealed roads and their impact on water quality through:

- establishing a base line and monitoring program at selected indicative sites
- developing a suite of best practice measures
- on the ground implementation and evaluation of measures
- capacity building training and information to enable road managers to better address ESC in the design and maintenance of unsealed roads



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This initiative will also consider how water quality benefits can be considered in the cost benefit assessment of roads under consideration for sealing.

Funding required

The MIP is designed with an initial three-year core stage to trial new approaches and refine and develop capacity (\$13.042 million) followed by a four-year accelerated implementation program (\$44.603 million) at a total cost of \$57.645 million over 7 years. A breakdown of the funding for each initiative is shown in the table below.

Activity	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Wastewater Stewardship	\$253,000	\$933,000	\$2,613,000	\$3,699,000	\$20,432,000	\$24,131,000
Fish Friendly	\$796,000	\$1,346,000	\$1,666,000	\$3,808,000	\$3,464,000	\$7,272,000
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TOTALS	\$1,852,000	\$2,618,000	\$8,572,000	\$13,042,000	\$44,603,000	\$57,645,000



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Introduction

The Local Government Association of Queensland (LGAQ) sponsored the development of a Reef Councils Major Integrated Project (MIP) proposal. The Great Barrier Reef Marine Park Authority's Reef Guardians Program provided support through funding travel for a council representative to attend a MIP development workshop in Brisbane.

The MIP focuses on improved water quality entering the Great Barrier Reef (GBR) lagoon by identifying initiatives that enable community engagement, improved understanding of priorities and opportunities, trialling and implementation of innovative approaches and improving practices in council management of infrastructure and delivery of services. At the end of the proposed three + four-year MIP program, councils will have adopted new 'business as usual' approaches that are proven to deliver better water quality outcomes.

What is a Major Integrated Project?

A MIP is defined by the Great Barrier Reef Water Science Taskforce¹ (GBRWST), as a collaborative demonstration of all the Taskforce's recommendations in high risk areas. MIPs integrate and evaluate the combined effectiveness of a range of tools and innovative approaches. The selection of the most effective initiatives and their widespread implementation can deliver accelerated progress to the water quality targets and inform ongoing investment across Reef catchments.

Why this approach?

Although the GBRWST identified the need to deliver MIPs in two 'hotspot' catchments (Wet Tropics and Burdekin), targeting broadscale landuses, the LGAQ and Reef councils see the value in applying this approach to the urban landscape.

Local government already contribute significantly to improving the quality of water entering the Reef. The MIP approach provides the opportunity to extend and improve on the good work delivered by councils to achieve better outcomes for Reef protection, while at the same time, foster and build upon our collective knowledge on what initiatives work and where.

Reef Councils are varied in terms of geography, population, development and industry. By taking a collective approach in identifying and piloting initiatives across small and large urban settings, Reef councils will contribute to a shared knowledge of on the ground implementation considerations providing practical learnings that can inform investment in the right initiatives in the right locations.

The proposed MIP initiatives align with relevant objectives and actions of the Reef 2050 and the Reef 2050 Water Quality Improvement Plans.

The LGAQ sought participation from all 32 Reef Catchment Councils. Additionally, the project engaged critical stakeholders to ensure awareness of other projects in the catchment area and this was an important input to the proposal's design.

The Great Barrier Reef Marine Park Authority (GBRMPA) Reef Guardians program is a key partner in the project.

¹ The Great Barrier Reef Water Taskforce and the Office of the Great Barrier Reef, (2016). [Final Report – Great Barrier Reef Water Science Taskforce May 2016 Clean Water for a healthy reef](#)



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Part A: Background and overview

Strategic context

Reef 2050 Long Term Sustainability Plan

The Great Barrier Reef is a multi-use area that supports more than 64,000 full time jobs and is worth \$5.4 billion a year to the Australian economy. It is a \$56 billion asset.¹ The overarching vision of the Reef 2050 Long-Term Sustainability Plan (Plan) is to ensure the Great Barrier Reef continues to improve on its Outstanding Universal Value every decade between now and 2050 to be a natural wonder for each successive generation to come.²

The Plan was developed by the Australian and Queensland governments to respond to a 2011 request of the World Heritage Committee for a coordinated and comprehensive long-term plan. The plan provides an overarching strategy for the Reef's management, responding to the challenges facing the Reef with actions to protect its values, health and resilience. Figure 1 shows the Reef 2050 outcomes framework and demonstrates the interrelationships between the vision of the Reef and 2050 outcomes as well as the key themes that support achievement of the vision.

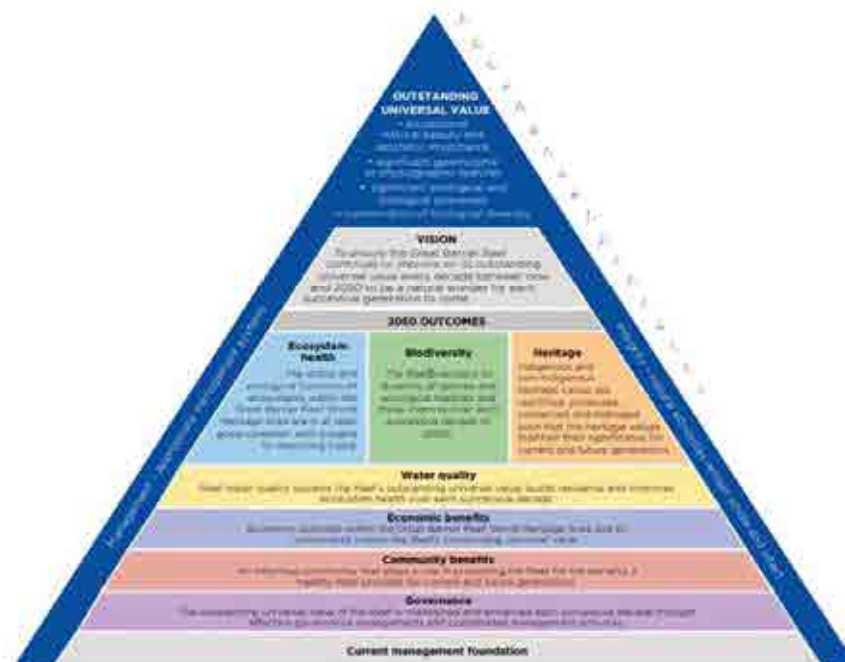


Figure 1 Reef 2050 outcomes framework (Source: Reef 2050 Long-Term Sustainability Plan, July 2018)

¹ Deloitte, (2017). <https://www2.deloitte.com/au/en/pages/economics/articles/great-barrier-reef.html>

² Commonwealth of Australia, (2018). Reef 2050 Long-Term Sustainability Plan, p1



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implementation of the plan is supported by State and Federal funding with water quality improvement a key focus. The Plan also acknowledges the contribution of local government through land use planning, improving sewage treatment and water quality, rehabilitating waterways and coastal areas, managing the impacts of climate change, managing vegetation and pests, sustainable agricultural initiatives and local community education and awareness activities.

A revised Plan was released July 2018 after a mid-term review. It has further defined activities and programs that are 'foundational' to the achievement of specific actions and includes new actions for immediate attention between now and 2020. Actions continue to be grouped under the themes of Ecosystem Health, Biodiversity, Heritage, Water Quality, Economic Benefits, Community Benefits and Governance with many identifying local government as partners in delivery.

Reef 2050 Water Quality Improvement Plan 2017-2022

The five-year Reef 2050 Water Quality Improvement Plan² (the Reef WQIP) aligns with the Reef 2050 Long-Term Sustainability Plan 2018 (Plan). The desired outcome of the Reef WQIP is to ensure that 'Good water quality sustains the Outstanding Universal Value of the Great Barrier Reef, builds resilience, improves ecosystem health and benefits communities.' The Reef WQIP aims to improve the water quality flowing from the catchments adjacent to the Reef and builds upon previous Reef water quality plans to:

- include all sources of land-based water pollution: agriculture, industry, urban and public lands, while recognising that most water pollution still arises from agricultural activities
- incorporate the human dimensions of change. These include social, cultural, institutional and economic factors, from the aspirations and capacities of landholders, industries and communities, to their stewardship practices, and broader governance of the reef.
- setting separate targets for reducing water pollution from each catchment, to enable better prioritisation of where action needs to be taken.

Figure 2 provides an overview of the Reef WQIP outcome, objectives and targets. The MIP proposed initiatives align to the outcome, objectives and targets set out in the Reef WQIP through contributing to its actions. The MIP initiatives also incorporate the adaptive management approach outlined in the Reef WQIP, where management actions are regularly monitored to gain new knowledge about how well these actions are working, so they can be continuously modified and improved. In taking this approach the MIP initiatives include a clear planning, implementation and evaluation cycle and foster a culture of information sharing and knowledge development between participating councils. This approach is shown in Figure 3.

² Queensland Government, 2018, [Reef 2050 Water Quality Improvement Plan 2017-2022](#)



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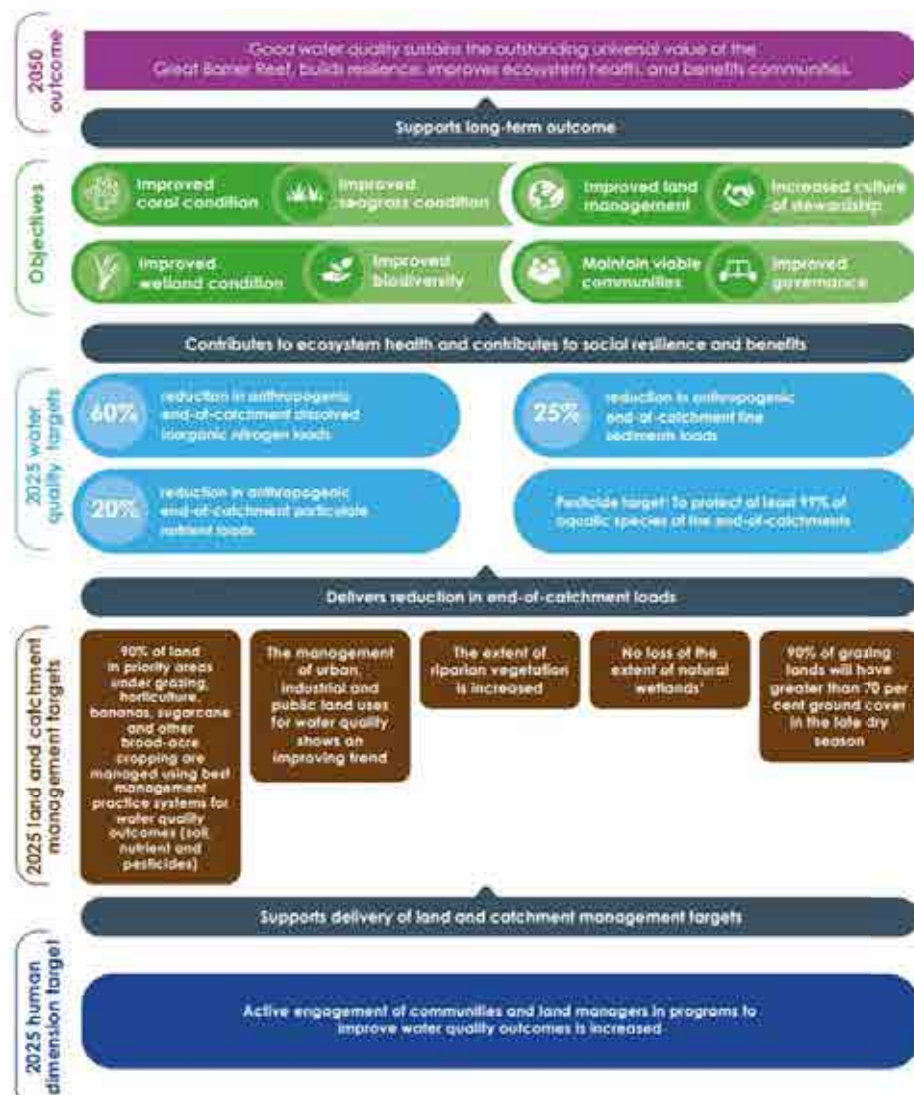


Figure 2: summary of WQIP outcome, objectives and targets (Source: Reef 2050 WQIP)



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Figure 3: Adaptive management approach to implementing WQIP (Source: Reef 2050 WQIP)

Local government's contribution to Reef health

In 2014/15, Reef catchment councils were the single largest investor in actions that contributed to the conservation of the Great Barrier Reef. In the 2014/15 financial year, the investment of just 15 of the 32 local governments within the reef catchment is conservatively estimated to have totalled more than \$228 million in activities that directly benefited that Reef.

Councils are identified as a significant partner, contributing to important aspects of the Reef 2050 Plan and the Reef 2050 WQIP 2017-2022 delivery. As such, the LGAQ recognises the need for Federal and State Governments to engage with and support councils' activities to implement relevant actions in the plans.

A Reef Councils Roundtable, including mayors, deputy mayors, councillors and senior local government officers, met in July 2016 to consider activities within the Reef 2050 Plan for local government implementation. The participants identified that a single program with a primary focus on improving water quality from urban and point sources, could be designed to deliver a range of secondary opportunities such as ecosystem health, renewable energy generation and community benefits. The group stressed this idea was a starting point requiring further work to develop specific actions for implementation.

The MIP development process has enabled Reef catchment councils to collectively identify a range of possible projects at local and regional level that will further local government's existing contribution toward the Reef 2050 Long-Term Sustainability Plan.

The MIP provides an 'investment prospectus' for sourcing additional funding to support and accelerate the delivery of activities.



Principles for initiative selection and development

The following table outlines the principles that have guided the shortlisting and development of initiatives proposed in the MIP. These were developed through a criteria and short list workshop with technical stakeholders from Reef Councils, GBRMPA, Healthy Land and Water, Regional NRM groups and the Department of Environment and Science.

Table 2: Principles for initiative selection and development

Principle	Description
Flexible and scalable	Initiatives need to be flexible in their application to suit the varied environments existing across Reef council areas.
Quantifiable and integrated	Understanding the return on investment and adopting an adaptive management approach relies on monitoring and evaluation. The MIP initiatives are grounded in effective monitoring across Reef councils utilising a consistent approach and common platform.
Innovation	Applying and evaluating new approaches and/or applying new approaches proven elsewhere (implemented as leading edge practice by other Reef councils) to a wider range of Reef councils to deliver improved urban water quality outcomes.
Grounded in whole of catchment/ system knowledge	Initiative builds on whole of system knowledge and research so implementation occurs where highest impact for improving water quality and delivering Reef 2050 outcomes.
Complementary	Initiative complements work being undertaken by other government, stakeholder and research agencies and aligns to local government's realm of influence and responsibility to deliver improved water quality and Reef outcomes.
Builds community ownership and capacity	Initiative builds capacity for improved practice for local government, industry or the general community and the sense of responsibility and ownership of roles in improving water quality and protecting Reef health.
Value for money	Initiative offers value for money in relation to return on investment in delivering water quality and Reef outcomes.



14

Part B Initiative Development

Introduction

This section overviews the process undertaken to identify and scope MIP initiatives and ensure appropriate participation from Reef catchment councils.

MIP development methodology

The MIP has been developed through a consultative process to identify and scope projects that align to State and Federal government policies and actions while informing, supporting and building upon what councils are already doing to varying extents on the ground. Identifying direct correlations between projects and the desired actions and outcomes of Reef 2050 Plan and the Reef WQIP provides justification for funding from State and Federal sources. A high-level methodology for the development of the MIP is shown in Figure 4 and described in Table 3.



Figure 4: MIP development process





Table 3: Description of MIP development process steps and outcomes of these steps.

Process step	Description	Results
MIP Background and methodology paper	The strategic context and methodology sections of this report formed the pre-workshop paper and was distributed to set the scene for the development of the MIP and prepared participants for the first workshop.	The paper was sent with invitations to all Mayors and CEOs of the 32 Reef Catchment Councils with the pre-workshop paper to request participation and the nomination of a "suitably qualified" representative.
Workshop: criteria and project long and short lists	Participants brainstormed project ideas for inclusion in the MIP, workshoped and agreed on criteria for their assessment and shortlisted preferred projects for scoping. State, Regional NRM group and GBRMBA representation also attended.	The workshop was held on 24 April in Brisbane with 23 participants. The workshop resulted in selection criteria which were applied to the long list of initiatives to shortlist from 16 to 8.
Reef Councils Roundtable: Short list consultation	An elected representative briefing was held following the workshop to inform and seek input. State and GBRMBA representation also attended.	A Reef Councils Roundtable was held on 26 April in Brisbane with 18 participants.
Information request: scope shortlisted projects	Workshop summary (see Appendix A) was distributed along with information requests to inform the scoping of the projects for inclusion in the MIP.	Further refinement of the shortlist was undertaken in consultation with stakeholders, in alignment with identified selection criteria and separating out innovations regarding governance and those not currently within the realm of council responsibility. This process refined the shortlist to 3 initiatives with several sub-projects.
MIP proposal scope	Project scope for MIP initiatives documented and distributed to Reef Councils for comment.	A matrix of the proposed shortlist was developed against selection criteria and is included in Table 4. A high-level draft of the MIP initiatives scope was distributed to councils with a request for feedback and input in the development of costs and timeframes. Nominations for participation in targeted meetings to seek this information was requested.
Targeted stakeholder consultation	Small group and individual meetings with state and local government officers and other key stakeholders, undertaken to prioritise and identify project delivery considerations for MIP projects proposed.	A series of stakeholder and small group teleconferences provided the details found in Part C: Initiative outlines section of this document.

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Final consultation: all Reef councils	The draft MIP distributed to Reef councils and other key stakeholders for four weeks to seek comment and confirm support.	Draft MIP sent to Mayors and CEOs of all 32 Reef councils and other key stakeholders: Four-week consultation across October 2018.
Final MIP	The MIP finalised in consideration of feedback and submitted to the Reef Guardian Councils Steering Committee for endorsement and circulation to key potential investors.	02 November 2018

Table 4 identifies the three initiatives proposed in this MIP and their alignment to the criteria used to identify and develop initiatives.

Table 4: MIP initiatives assessment matrix

Principle	Wastewater Stewardship Initiative	Fish Friendly Councils	ESC Best Practice for Unsealed Roads
Flexible and scalable	The initiative will look at several innovative STP management approaches applicable to STPs of various scales and in a range of catchments	Initiative has a set of sub-initiatives that can be implemented individually or as a whole.	Explores a range of measures to manage the impact of maintenance and operation of unsealed roads on water quality Measures will be selected and applied to best suit the situation/environment
Quantifiable and integrated	Monitoring and evaluation is a key element	Integrated in terms of sub-initiatives - common branding, focusses on action from multiple stakeholders and tied to a reliable outcome - fish friendly. Monitoring of outcomes of new infrastructure. Base line /evaluation of community and industry awareness and attitudes is part of the awareness and education aspect.	Monitoring and evaluation is a key element of the initiative to ensure the measures are effective and practical for implementation through regular maintenance in the first case but also infrastructure upgrades
Innovation	New approaches will be trialled and assessed	Innovation in packaging initiatives together to communicate the collective responsibility aspect of fostering fish friendly environments. Implementation of new regionally specific WSUD guidelines	Identifies, tests and enables the adoption of new unsealed road construction and maintenance approaches and infrastructure upgrades to improve ESC on unsealed roads.



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Principle	Wastewater Stewardship Initiative	Fish Friendly Councils	ESC Best Practice for Unsealed Roads
Grounded in whole of catchment/ system knowledge	Provides an understanding of relative need and impact of STP projects across entire catchments to prioritise investment on those projects delivering greatest benefit to water quality.	Whole of system knowledge from Walking the Landscape to provide local and regionally specific information delivered with standard initiative messages. Implementation of infrastructure focussed on where it will have greatest impact. Identifies priorities for fish connectivity.	The roll out of measures outside of improved maintenance regimes will be prioritised based on system knowledge.
Complementary	Work with researchers/universities to trial innovative approaches. Potential knowledge sharing with water quality trials currently underway through the other MIPs. STPs are a key aspect of local government responsibility.	Packages a range of initiatives being delivered by some to varying levels for delivery by more councils. Provides a vehicle to enhance delivery of ESC capacity building with industry, implement new WSUD guidelines and a community education and awareness program to focus on being fish friendly as a relatable concept. Complements the Walking the Landscape process delivered by State in implementation. Has linkages to work being undertaken with rural landholders through the other MIPs.	Provides the opportunity to demonstrate proactive management of ESC on assets under control of local government. Complements the ESC work being done across other industries and MIPs.
Builds community ownership and capacity	Builds total water cycle awareness and understanding in the community through communication strategies raising awareness of the trials.	Community and industry ownership, education and capacity building is a key element of the initiative.	Will provide better awareness of impacts on unsealed roads on water quality and build capacity of road managers in mitigating these.
Value for money	Approaches trialled will be suitable for STPs unlikely to be upgraded to tertiary standard affordably. This initiative aims to provide value for money through applying affordable approaches to gain similar water quality outcomes.	Walking the Landscape and fish barrier prioritisation key to identifying and prioritising infrastructure elements ensures the right measures implemented where greatest benefit can be delivered. For the awareness and education, the development of resources that can be used	Considers best practice maintenance of unsealed roads and limited upgrades to infrastructure that deliver significant improvements to water quality.



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Principle	Wastewater Stewardship Initiative	Fish Friendly Councils	ESC Best Practice for Unsealed Roads
		across all Councils and customised where environmental elements require, offers value for money in the development and roll out of the program	Roads being assessed for sealing due to economic and community access reasons are to consider water quality benefits in business case



Part C: MIP Initiative outlines

Introduction

This section outlines the three proposed initiatives and their implementation considerations including governance, resourcing and supporting activities. This section also provides a breakdown of activities and costs.

Implementation considerations

Project governance

The LGAQ sponsored the development of the MIP through hosting the workshops and the engagement of Huelin Consulting to facilitate the process. The GBRMPA provided support through their Reef Guardians Program by assisting council representatives with travel expenses.

As requested by Reef councils in the 2016 Roundtable, the GBRMPA facilitated Reef Guardian Councils Steering Committee (Steering Committee) will consider adopting the role of providing strategic oversight of the implementation of the projects. The LGAQ is a member of the Steering Committee and the Reef Advisory Committee, providing a direct linkage between the two.

The day to day delivery of the MIP will be managed by two Initiative Coordinators funded by the MIP:

1. Fish Friendly Councils Initiative Coordinator;
2. Wastewater Stewardship and ESC Best Practice for Unsealed Roads Initiatives Coordinator.

The coordinators will work with the 32 Reef councils to coordinate, facilitate and support the delivery of the MIP initiatives.

The coordinators will report to the Steering Committee.

Project management and reporting requirements will be developed and tracked by the coordinators to ensure a consistent approach in the management and tracking of delivery and the outcomes achieved by participating councils.

It is proposed the coordinators be Brisbane based to facilitate cheaper travel across the Reef catchment.

Supporting activities

The MIP engagement identified required activities that inform and underpin the effectiveness of the proposed initiatives. Essential programs for understanding the baselines and tracking the effectiveness of the Reef councils MIP implementation include:

- A. **Walking the Landscape** (Queensland Wetlands Program, DES) a whole of system framework for understanding and mapping environmental processes and values. The primary aim of the process is to develop a whole-of-landscape understanding to improve evidence-based decision making for the sustainable management and restoration of ecological systems.⁷
- B. **Urban Water Quality Monitoring and Modelling** (DNRM&E, Healthy Waters Partnerships, DES, Townsville City Council and Cairns Regional Council)

For some catchments, the extent of catchment knowledge and monitoring is not sufficient to provide a baseline of current conditions or to inform decision making on where investment in activities will deliver greatest benefit. In delivering the MIP, the Walking the Landscape and Urban Water Quality and

⁷ Australian Government Department of Environment and Energy, 2013. [Wetlands Australia National Wetlands Update February 2013](#)



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Monitoring and Modelling programs will be engaged to assist in addressing knowledge gaps to provide adequate baselines.

Resourcing

MIP initiatives will be supported by two full time initiative coordinators to manage cross council aspects and to support and coordinate local government delivery. These resources will manage delivery of 'all of program' aspects of the initiative:

- cross council investigations and prioritisation studies;
- engagement and alignment of projects with key stakeholder activities;
- development of marketing and communication plans;
- branding development;
- resource development for industry and community engagement;
- facilitating the development of training to be rolled out to councils; and
- monitoring and evaluation processes and reporting.

Local government

Local governments participating in the initiatives will contribute funding to aspects that are customised and/or delivered within their area. For example, the cost of the development of the Fish Friendly campaign resources will be funded through the MIP; each council will contribute up to 30% of the cost of events held in their area. They will also be responsible for ensuring adequate resourcing to effectively manage projects/trials delivered in their area within required timeframes.

Local government's 30% contribution can take the form of funding or in-kind support. In-kind funding will be in terms of total contribution of council officer time to implementation, promotion of initiatives through council's communication channels and the quantification of value added outcomes and leveraging. An agreed framework to quantify in-kind contributions will be determined and used consistently across councils.

Other agencies and stakeholders

Integration with the research and initiatives of other agencies and stakeholders will be sought where relevant to maximise reuse of data collected and research being undertaken and to ensure value for money in initiative delivery. Project management and stakeholder engagement plans will be developed for each initiative to identify related projects and key stakeholders and guide how initiatives will engage these to maximise the benefit of the initiative, council learning and overall benefit to Reef health.

Program assumptions for delivery

- There will be a program management overhead that will be fully funded by the MIP funding partners to coordinate all three initiatives.
- The MIP initiatives will be delivered on a 70/30 funding partner/local government cost split for aspects implemented within an individual LG area.
- The MIP will be delivered via a three-year trial and capacity building phase followed by a four year rolling implementation acceleration program.
- Aim to engage all 32 Reef Councils in the seven-year life of the program.
- By the end of the three-year core program participating councils will be upskilled to adopt these new ways of delivering improved water quality outcomes as a component of business as usual.
- The four-year implementation phase will provide the funding for councils to implement these new approaches, accelerating local government contribution to improving water quality, ecosystem health, stewardship and resilience in the Reef catchment.



Initiative one: Wastewater Stewardship Initiative

Description

Wastewater stewardship will be enhanced through a GBR-wide focus with increased knowledge sharing and collaboration across councils, and where relevant, with industry. Outcomes will be promoted through the Urban Stewardship components of the Healthy Waterways Partnerships Report Cards.

This initiative will:

- consider sewerage treatment plant (STP) discharge from a local and whole of catchment perspective to prioritise and manage Reef water quality impacts and identify and adopt where appropriate, innovative, pollutant mitigation approaches;
- create a rigorous framework to explore and trial innovative approaches which offer improved outcomes at less cost than traditional STP upgrades; and
- provide a decision-making structure to balance costs and risks and facilitate the delivery of the right wastewater management strategy for the location.

Objectives

- A. Establish an evidence-based prioritisation of STPs requiring upgrade according to performance and risk to water quality entering the Reef lagoon.
- B. Provide a decision-making framework for the assessment of traditional and innovative wastewater management options to identify the right approach to deliver value for money to ratepayers while meeting environmental requirements and improving water quality entering the Reef lagoon.
- C. Identify a suite of cost effective and innovative, non-traditional approaches to improving water quality impacted by STPs;
- D. Optimal mix of non-traditional and traditional approaches at priority STPs within the Reef catchment will inform future investment in sewage treatment.
- E. Build state and local government knowledge of technical and operational implementation of alternative wastewater management approaches;
- F. Explore opportunities for resource recovery and reuse and creating new resources from waste;
- G. Explore opportunities to reduce emissions and contribute to the State's emissions reduction target;
- H. Build community understanding of total water cycle management and the role of wastewater (in partnership with existing activities by NRM, industry and agriculture peak bodies); and
- I. Allow for urban expansion in Reef catchment local government areas while minimising costs to ratepayers through the deployment of non-traditional approaches where appropriate.

Outcomes

1. Make an equitable and proportionate contribution to meeting water quality targets in key catchments
2. Contribute to a net decrease in nutrient in catchments.
3. Evidence based knowledge and decision-making of alternative wastewater management approaches
4. Data sharing baselines and progress monitoring processes established and contributing to the Urban Water Management Framework.
5. Increased community awareness of total water cycle management and wastewater innovation
6. Enable Reef Councils to more cost effectively unlock opportunities for population and tourism growth.



Rationale

There are nearly 120 council-owned STPs in the Reef's catchments which provide essential services to protect public and environmental health. Even the most advanced STPs produce a residual nitrogen (and phosphorus) load. Nutrients (particularly nitrogen) significantly contribute to poor health of the GBR. Increased nutrient removal is usually directly linked to higher cost and greater energy use.

Traditionally, tertiary level treatment of sewage is considered the gold standard for wastewater management. Upgrades to a tertiary level are costly in terms of capital investment and upgraded plants are more expensive to operate with higher energy needs. Not only does the cost/benefit limit greater removal of nutrients but the associated increased energy requirement is counter to strategies to mitigate climate change – the greatest threat to Reef health.

According to a qldwater discussion paper, to upgrade all remaining plants to tertiary treatment within 50km of the coast, a \$719 million investment in new infrastructure and a further \$33 million per year for ongoing operational costs is required.⁸ The cost for smaller STPs is disproportionately higher and with no economies of scale with a smaller population to cover the cost. The prohibitive costs of providing STPs must also be balanced with the needs of growing populations and economic growth, such as tourism.

There are innovative and practical alternatives to tertiary treatment that can be suitable, particularly for small STPs and where development requires new infrastructure.

The benefits of the proposed initiative include:

- assurance that investment is directed to approaches that will optimise water quality, ecological, social and economic outcomes;
- addressing the question of how GBR councils can best manage their STPs to balance environmental (particularly greenhouse and nutrient) outcomes with local social and financial costs and benefits; and
- innovative approaches in some circumstances could potentially decrease or off set operating costs and provide improved whole of life asset costs to local government.

Alignment with Reef 2050 Plan actions

Initiative one will contribute to Reef 2050 Plan actions identified in the following table.

Table 5: Initiative one contributions to Reef 2050 Plan

Foundational programs and activities
Reef 2050 Water Quality Improvement Plan 2017–2022 provisions including: • applying minimum practice standards across all industries and land uses • supporting industries and communities to build a culture of innovation and stewardship that takes them beyond minimum standards • restoring catchments through works to improve or repair riparian vegetation, streambanks, gullies, waterways and wetlands; • Regional report cards • Ongoing activities to reduce nutrients including nominated sewage treatment plant upgrades, implementing regulatory standards for stormwater run-off, dredging, sewage outfalls, mine discharges and industrial contaminants
Reef Guardians
Local Marine Advisory Committees
Regional report card partnerships

⁸ qldwater (2017) Sewage treatment plants in Great Barrier Reef catchments, Industry Discussion Paper (March 2017)



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Sewerage treatment plant solutions including upgrades, where appropriate, to deliver net tertiary grade treatment
Regulatory standards for storm water run-off, sewage outfalls, mine discharges and industrial contaminant
Actions
MTR EHA1 Finalise development of the Reef 2050 Net Benefit Policy and identify pathways for implementation
MTR EHA13 Finalise the Reef 2050 Cumulative Impact Management Policy and identify pathways for implementation
MTR EBA2 Improve guidance and procedural requirements for offsetting impacts to the Reef from industry activities using standardised policies, procedures and guidelines
MTR WQA1 Implement the Reef 2050 Water Quality Improvement Plan 2017-2022 *
GA12 Prioritise and develop specific implementation plans and reporting protocols addressing the Plans targets and actions in consultation with the community
MTR GA3 Identify, develop and implement opportunities for local governments to facilitate and support achievement of targets and objectives

Alignment with Reef WQIP actions

Initiative one will contribute to the Reef 2050 WQIP actions identified in the following table:

Table 6: Initiative one contribution to Reef 2050 WQIP actions

Implementation Table A1: Minimum Practice standards apply everywhere	
Action	Delivery
1.2 Ensure that urban, industrial and mining activities comply with requirements under the Environment Protection and Biodiversity Conservation Act 1999, Planning Act 2016, Environmental Protection Act 1994, and Waste Reduction and Recycling Act 2011.	Additional activity that will contribute to this action's delivery*
1.3 Refine existing standards, regulations and planning frameworks as new information improves knowledge for all industries	Update the Voluntary Market Based Nutrient Management and Point-source Water Quality Offsets Policies in line with new science and practice standards
Implementation Table A2: Culture of innovation and stewardship	
2.1 Support land managers, industries and local governments to adopt improved management practices, e.g. through coordinated extension, education and awareness programs.	Deliver communication and education activities to foster behaviour within communities and industries that minimise negative impacts on water quality from urban areas. Build capacity of local governments and industry to design, deliver and maintain: - total water cycle management - water sensitive urban design into new and existing urban and industrial development
2.6 Trial and implement innovative monitoring, land management and treatment system solutions that aim to deliver water quality benefits.	Foster innovation and continuous improvement in the management and release of point-source discharges and industrial land run-off. Develop leading practice standards based on successful



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	trials to encourage broader adoption of improved management
Implementation Table A3: Catchment restoration	
3.1 Use whole-of-system catchment management, planning and information to support prioritisation	Additional activity that will contribute to this action's delivery*
3.2 Trial and implement innovation in catchment repair projects to reduce sediment and nutrient delivery to the Reef	Additional activity that will contribute to this action's delivery*
Implementation Table B1: Applying the best available science and knowledge	
4.2 Integrate forms of knowledge including science, policy, management, Traditional Owner and community through regular synthesis workshops and theme specific working groups to support consistent communication messages and guidance for manager	Capture on-ground management knowledge and expertise to provide guidance for program designers and managers
4.3 Deliver decision support tools, communication and education products tailored to specific audiences	Develop new tools and technologies to support land managers and program managers
Implementation Table B2: Coordinating and prioritising investment	
5.2 Identify opportunities for co-investment or alignment of funds and resources with industry, research organisations, philanthropists, Natural Resource Management bodies, community and corporate organisations to achieve water quality objectives	Expand on cross-government co-investment opportunities
5.3 Prioritise investment across Reef catchments according to catchment priorities and targets	Use decision support tools, Walking the Landscape workshops, regionally developed plans and modelling scenarios, e.g. eReefs and Source Catchments, to determine program priorities
5.4 Identify the benefits and appropriate applications of different investment mechanisms	Additional activity that will contribute to this action's delivery*
Implementation Table B3: Governance to support coordinated decision-making and accountability	
6.4 Include all stakeholders including local organisations, communities and Traditional Owners in decision-making and priority setting	Establish mechanisms to ensure decision-making across all levels of government is coordinated and delivers water quality improvement outcomes
Implementation Table B4: Evaluating performance	
7.5 Report progress towards targets, objectives and outcomes	Report on implementation of Reef 2050 WQIP actions through Reef 2050 Plan implementation reporting
7.6 Communicate regionally relevant information for management decisions and local communities	Continue to build cultural reporting capacity in regional report cards

*Activity is in addition to activities identified under the Delivery column

Activities

The initiative has four sub projects: strategic assessment; decision making framework; innovation trials; and innovation roll out.



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Strategic assessment

Undertake a strategic assessment of STPs across the 32 Reef Catchment councils

This activity will involve partnerships across Reef councils and the Department of Environment and Science (DES) to source data and willing research institutions to frame the assessment and prioritisation methodology. This project will be accelerated through use of data from work currently underway by gldwater and DES.

This project will assess STPs across the region to identify those with the highest impact to Reef water quality. Those sites most suitable for conducting innovation trials will also be selected considering suitability for acting as a surrogate for high impact STPs without increasing risk to water quality. Innovation trial sites will be rigorously assessed comparing innovative and traditional approaches to select the best options for the location, size of the STP and whole of life costs to council.

An indicative list of potential innovative approaches that may be considered for assessment and trial is included in Table 7 and presented according to the waste and resource management hierarchy.

This phase will help to refine the number of trial sites and cost of installation and maintenance of alternative approaches.

Table 7: Possible wastewater treatment approaches according to hierarchy of preferred approach

Strategy hierarchy	Possible approaches
Reduce	- balance production of biosolids vs effluent - sewer rehabilitation to reduce inflow and infiltration - evaporation ponds in dry areas
Recycle	- reuse of low grade effluent - A+ effluent reuse for public greening - direct or indirect potable reuse - nutrient recovery - beneficial reuse of biosolids - new technologies for biosolid reuse
Release to land	- irrigation efficiencies - joint biosolids collection - biosolid drying/treatment technologies
Release to Waters & Offset	Offsets to mitigate nutrients elsewhere
Release to Waters with best practice treatment	Biological nutrient removal and other 'tertiary' treatment



Decision-making framework:

Develop a decision-making framework to support council assessment of STP upgrade options considering whole of life economic, environmental and social risks, costs and benefits. This framework will provide for the comparison of traditional and innovative approaches.

This framework will build upon the processes and learnings from the strategic assessment to develop a practical tool for use at a council and catchment wide level. The framework will be complemented by resources including factsheets, case studies and key contacts for further information.

Innovation trials:

Trials will be undertaken to test and provide demonstration sites of the innovative approaches at locations identified through the strategic assessment and in close collaboration with partners such as universities. A suite of innovations will be trialled in locations across a range of catchment typologies to test, monitor and evaluate the approaches within a pre-agreed framework. This may include approaches such as alternative nutrient management using algae, offsets, recycling wastewater and reuse of biosolids.

Community engagement will raise awareness through the trials and enhance understanding of the total water management cycle and the role each element plays - positive and negative.

Trial outcomes will be documented to formally contribute to collective scientific and practice knowledge in relation to wastewater treatment for improved water quality. The initiative coordinator and councils will work with DES to identify how successful outcomes can be used to update and support existing policies and regulatory requirements.

Innovation roll out:

A new annual wastewater management program will be sought to fund proven cost-effective methods to complement traditional approaches. The decision-making framework and information, demonstration sites and contacts for advice relating to practical considerations for the implementation of alternative measures will be available, informed by the innovation trials.

In years four of the MIP program, the first round will be funded to identified high priority STPs (identified through the strategic assessment) and is proposed to continue until year seven. Funding will be available to undertake option assessment and delivery stages on a 70/30 split. Funding will only be available to upgrade existing STPs.

Community engagement and awareness will continue to be an element. Building capacity with wastewater stewardship through knowledge sharing activities across councils will be ongoing and a requirement associated with accessing funding.





Initiative 1. Funding requirements

The following table sets out broad activities to occur under each stage, timeframes for completion and estimated resource requirements.

Table 8: Indicative costings for Wastewater Stewardship Initiative

Activity	Inputs	Delivery parties	Duration	Cost
Strategic assessment	Design communication and engagement – industry stakeholder and community awareness and engagement and associated materials	Consultant, LG, NRM, industry, Agriculture (psal bodies)	4 months	\$50,000 + in kind
	Collect waste water quality data, identify loads and data gaps	SG (Current gldwatre project and DES projects)	6 months	In kind
	Develop methodology to identify priority and trial sites and criteria to assess solutions. Identify representative small, medium and large STPs in high and low-impact catchments (based on existing reef modeling). Consider Council capacity/willingness to undertake trials and overall funding co-contribution.	Analyst LG – in kind in workshop, capacity to undertake, including possible funding co-contributions Qld Govt (DES) / Co-ocoris – modelling and science support	3 months	\$30,000 + in kind
	Identify alternative options for trial sites - desktop investigation of alternative options and seek recommendations from industry experts/ service providers to the industry	University/Consultant	2 months	\$20,000
	Undertake a detailed life cycle assessment of alternatives considering environmental, social and economic costs and benefits and apply short list of priority sites	University/Consultant	3 months	\$70,000
	Gap resolution and stakeholder workshop using representative STPs as a focus and the criteria developed in 3	University/Consultant, SG & LG	3-6 months	\$20,000 + in kind
	Assessment and prioritisation report on short listed opportunities	University/Consultant	1-2 months	\$15,000
	Negotiate and select alternative approaches with stakeholders at a trial site level	University/Consultant, SG & LG	4 months	\$10,000 + in kind
	Develop testing parameters, monitoring indicators and evaluation framework	University/Consultant	3 months	\$15,000
	Establish trial governance framework and discuss contractual arrangements with technology/approach providers	SG, LG, research and industry partners	2 months	In kind
TOTAL			12-18 months	\$240,000

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Activity	Inputs	Delivery parties	Duration	Cost
Trials	Construct and commence trials and outcome monitoring (repeat trial sites in different catchments - \$ dependent)	University/Consultant, SG & LG	18 months	\$3,000,000
	Commence community awareness and engagement activities	LG	18 months	\$150,000 + partner in kind
	TOTAL		18 months	\$3,150,000
Decision making framework	Draft decision-making framework outline for consultation with Reef councils. The outline will identify key investigation, assessment and governance process.	Consultant	2 months	\$20,000
	Workshop decision-making framework with councils to identify organisational or practical opportunities or issues in applying framework.	Consultant Councils- in kind participation	1 month	\$20,000 in kind
	Develop guidance information to guide councils in the implementation of the framework including the development of fact sheets and case studies describing innovative approaches and learnings.	Consultant	3 months	\$40,000
	Test framework with councils	Councils in kind Consultant support	6 months	\$15,000 in kind
	Finalise framework incorporating amendments identified through trials	Consultant	1 month	\$5,000
	Distribute, training and promote to Reef councils	LGAQ/ Reef Guardian Councils	1 month	\$20,000 in-kind
	TOTAL		1 year	\$120,000
Innovation roll out program	Annual roll out by priority site	SG & LG (contribution based on LGAQ subscription formula) \$5 M/p.a. fund	Varies	\$20,000,000
	Continue outcome monitoring (number of sites)	SG, LG, NRM body	Per schedule	in-kind
	Continue community awareness and engagement approach	LG - 3 catchments @ \$15,000/catchment per annum	On-going concurrent	\$180,000
	TOTAL		4 years	\$20,180,000



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Total Initiative Budget

The annual costs, total cost for the 'core' phase of the MIP and total cost of the initiative are shown in Table 9 below.

Table 9: Annual, 'core' program and total costs for the Wastewater Stewardship Initiative

Activity	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Strategic Assessment	\$190,000	\$50,000	—	\$240,000	—	\$240,000
Innovation Trials + community engagement	—	\$600,000	\$2,550,000	\$3,150,000	—	\$3,150,000
STP Decision Making Framework	—	\$120,000	—	\$120,000	—	\$120,000
Innovation Roll out Program	—	—	—	—	\$20,180,000	\$20,180,000
S FTE Initiative Projects Coordinator (PC)	\$63,000	\$63,000	\$63,000	\$189,000	\$252,000	\$441,000
TOTAL	\$253,000	\$833,000	\$2,613,000	\$3,699,000	\$20,432,000	\$24,131,000

Case Study – Working together to explore innovation

Reef catchment councils are already actively seeking innovations, tapping into research and industry expertise, and working together to benefit GBR health and share learnings across council boundaries in the management of wastewater. This is in response to aging WTP infrastructure with high operational costs, particularly in terms of energy, combined with the drive to improve water quality entering Reef catchments. This work is currently small scale and limited with funding restricted to councils allocating what they can afford from annual budget and through submissions for funding grants that align to expected outcomes. Below are a selection of these initiatives and their status.

Burdekin Shire Council

Burdekin Shire Council (BSC), in partnership with James Cook University (JCU) and MBD Energy Ltd has been trialling the use of macro algal treatment to remove nitrogen and phosphorus from wastewater streams. The trials have been very successful and promise effective removal of both nutrient pollutants at a capital and carbon cost of perhaps as little as 10% of those associated with current treatment technologies. In the case of the Ayr/Brandon Waste Water Treatment Plant, which might require a capital investment of \$30 million dollars to meet the current standard DEHP 5N/2P licences, a solution may be found for under \$2 million dollars, including initial operational expenses in fine-tuning the new technology over the first 2 years. BSC has to date been unsuccessful in securing funding to deliver the first full-scale permanent commercial implementation of the technology to provide proof of concept in the real world. When proven successful, the solution could be applied to most of the 129 similarly problematic plants not yet upgraded in the catchment area of the Great Barrier Reef. This represents at once a saving of over 90% (billions of dollars) on current treatment solutions and a chance to make large, measurable gains in reducing the impact of human society on the Reef environment.

Cairns Regional Council

In partnership with James Cook University and Itron Australasia, Cairns Regional Council (CRC) was successful in receiving funding under Round 1 of the Federal Government's Smart Cities and Suburbs program to deliver a connected network of 30 environmental sensors installed in urban waterways to obtain real-time water quality data on discharges entering the Great Barrier Reef Marine Park. The project will deliver functional tools for CRC to make evidence-based decisions using up-to-date environmental data (nutrients, sediments and flow). By establishing baseline indicators CRC will be able to measure the efficiency and effectiveness of the environmental programs as they are delivered.

In the STP space, CRC has been actively investigating potential options for the management of organic waste (including biosolids), partnering with industry to facilitate wastewater recycling and the use of macro algae for STPs.

Townsville City Council/Townsville Water (Townsville)

Townsville has also been trialling the use of smart technology for monitoring water quality and is currently investigating flow monitoring. They are also looking at using this technology to provide sewer and stormwater overflow alerts.

Like BSC, Townsville has undertaken a small-scale trial of macro-algae treatment at their Mt St Johns WWTP and are also in the process of developing a 15ML/day recycled water scheme from Cleveland Bay WWTP.

These initiatives demonstrate leading edge practice and innovative approaches and are being undertaken locally across individual councils. Trialling innovation and then rolling out to a full-scale trial / implementation is costly. If full scale trials prove as successful as research and small trials indicate, wide spread adoption of these new ways of doing things will deliver a range of benefits including cost savings (capital and annual operational costs), lower energy use, improved water quality and the potential for new income streams.

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Initiative two: Fish Friendly Councils

Description

Fish Friendly Councils is a suite of new activities aimed at maintaining or restoring connectivity between catchment, coastal and marine ecosystems to deliver multiple social, environmental and economic outcomes. These will be delivered under a single umbrella and framed through the lens of fish species' lifecycles and habitat needs. The activities will be a mix of habitat restoration, flow reconnection and local stormwater quality improvement. The activities will raise awareness and build capacity for behaviour change within local government, community and industry, and improve system understanding, infrastructure and maintenance regimes.

Objectives

- A. Create a community-based movement to improve fish habitat in participating Reef catchments through a series of clearly identified actions.
- B. Facilitate industry and council improvement in compliance with and enforcement of erosion and sediment control and stormwater management requirements.
- C. Establish a suite of Water Sensitive Urban Design (WSUD) solutions appropriate for different Reef catchment types and location characteristics.
- D. Build State, local government and industry knowledge of design and management of WSUD solutions.
- E. Support Reef councils in addressing barriers to fish migration.
- F. Establish demonstration sites showcasing techniques in turning stormwater management systems into fish habitats.

Outcomes

1. Increased community and industry awareness of, support for and participation in protection and restoration of fish habitats in Reef catchments.
2. Improved local government capacity to incorporate 'fish friendly' practices in maintenance of stormwater drainage systems and in meeting requirements of the Fisheries Queensland Waterways Barrier Works Accepted Development Code (Fisheries Act 1994).
3. Net increase in health of urban and peri-urban fish habitats in participating Reef catchments.
4. An equitable contribution to meeting water quality targets in key catchments.
5. Improved connectivity between fish habitats to support native fish populations.
6. Contribute to a net decrease in pollution from urban stormwater and erosion in other catchments.

Rationale

Fish Friendly Councils is immediately relatable to the broader community as an outcome and instils meaning and purpose into perceived 'bureaucratic' requirements such as erosion and sediment control (ESC), stormwater and waterway management. As a program, it taps into the recreational (and commercial) fishers audience – a large and diverse group of people – up and down the Reef catchment.

The activities focus on building social capital to act in protect and enhance high priority fish habitats in participating Reef catchments through collaboration, good design, informed management and compliance with minimum standards. It also facilitates improved understanding within local government areas of fish habitats and priorities for their management and rehabilitation.

Connectivity between catchment, coastal and marine ecosystems is a critical driver of Reef health and the resilience of native fish species. Fish migration is an essential aspect of the lifecycle of many fish species. Migration between habitats have evolved for various reasons, including feeding and reproduction purposes, to avoid predators and maintain genetic diversity. Barriers and low-quality habitats that have resulted from urban and rural development are preventing connectivity between habitats, impacting fishery productivity and creating environmental conditions favouring invasive species.



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Diadromous fish species rely on good connectivity between saltwater spawning grounds and freshwater nursery habitats. These fish are important to recreational and commercial fisheries and indigenous culture and cultural practices. Barramundi and sea mullet are diadromous and are Queensland's most valuable inshore net commercial species, contributing millions of dollars to the state's economy every year. This initiative facilitates a strategic approach to existing and proposed council and partner activities across the GBR contributing to ecosystem connectivity and function.

Alignment with Reef Plan actions

Initiative two will contribute to Reef 2050 actions identified in the following table.

Table 10: Initiative one contribution to Reef 2050 Plan actions

Foundational programs and activities:
Reef 2050 Water Quality Improvement Plan 2017–2022 provisions including: • applying minimum practice standards across all industries and land uses • supporting industries and communities to build a culture of innovation and stewardship that takes them beyond minimum standards • restoring catchments through works to improve or repair riparian vegetation, streambanks, gullies, waterways and wetlands • Regional report cards • Ongoing activities to reduce nutrients including nominated sewage treatment plant upgrades • Implementing regulatory standards for stormwater run-off, dredging, sewage outfalls, mine discharges and industrial contaminants
Queensland Wetlands Program
Local government coastal hazard adaptation strategies
OCoast 2100
Great Barrier Reef Coastal Ecosystem Assessment Framework
Reef Guardians
Local Marine Advisory Committees
Regional report card partnerships
Regulatory standards for storm water run-off, sewage outfalls, mine discharges and industrial contaminant
Action
EHA3 Support Traditional Owner stewardship activities that contribute to Reef health and resilience, including removing and, where possible, identifying the sources of marine debris.
MTR EHA3 Investigate, deliver and support active localised restoration activities, as identified in the Reef Blueprint
EHA5 Develop, implement and coordinate a protocol and knowledge management system for recording, storing, protecting and, where appropriate, sharing of knowledge, innovations and practices; conserving and cultural use of biocultural diversity, and use in decision making
EHA27 Implement on-ground activities to reduce the volume of debris and gross pollutants generated in or entering the World Heritage Area and adjoining aquatic ecosystems, as well as undertake education and awareness raising activities to minimise the source and occurrence of debris
MTR EHA1 Finalise development of the Reef 2050 Net Benefit Policy and identify pathways for implementation
MTR EHA7 Implement the Wetlands in the Great Barrier Reef Catchments Management Strategy 2016–2021



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MTR EHA9 Through the Queensland Land Restoration fund, support land sector carbon reduction projects that deliver water quality, biodiversity and social cobenefits, including in Great Barrier Reef catchments
MTR EHA13 Finalise the Reef 2050 Cumulative Impact Management Policy and identify pathways for implementation
MTR WQA1 Implement the Reef 2050 Water Quality Improvement Plan 2017–2022 *
MTR EBA2 Improve guidance and procedural requirements for offsetting impacts to the Reef from industry activities using standardised policies, procedures and guidelines
GA12 Prioritise and develop specific implementation plans and reporting protocols addressing the Plans targets and actions in consultation with the community
MTR GA3 Identify, develop and implement opportunities for local governments to facilitate and support achievement of targets and objectives

Alignment with Reef WQIP actions

Initiative two will contribute to the WQIP actions identified in the following table:

Table 11: Initiative two contribution to Reef 2050 WQIP actions

Implementation Table A1: Minimum Practice standards apply everywhere

Action	Delivery
1.2 Ensure that urban, industrial and mining activities comply with requirements under the Environment Protection and Biodiversity Conservation Act 1999, Planning Act 2016, Environmental Protection Act 1994, and Waste Reduction and Recycling Act 2011.	Additional activity that will contribute to this action's delivery*
1.3 Refine existing standards, regulations and planning frameworks as new information improves knowledge for all industries	Additional activity that will contribute to this action's delivery*

Implementation Table A2: Culture of innovation and stewardship

2.1 Support land managers, industries and local governments to adopt improved management practices, e.g. through coordinated extension, education and awareness programs.	Deliver communication and education activities to foster behaviour within communities and industries that minimise negative impacts on water quality from urban areas. Build capacity of local governments and industry to design, deliver and maintain: • total water cycle management • water sensitive urban design into new and existing urban and industrial development Facilitate erosion and sediment control training for local governments and industry to reduce pollutants from urban areas.
2.2 Empower stewardship leaders to influence peers and the broader community to adopt improved practices.	Facilitate peer to peer learning, mentoring and influencing opportunities. Ensure Reef Guardians and other stewardship leaders have knowledge and skills to enhance their capacity to influence stewardship of the Reef

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	Continue to participate in the Reef Guardian Councils program and encourage and incentivise Reef Catchment Councils to join the program
Implementation Table A3: Catchment restoration	
3.1 Use whole-of-system catchment management, planning and information to support prioritisation.	Use modelling, gully, ground cover, riparian extent, wetland and Walking the Landscape mapping to identify sites for on-ground intervention that maximise water quality benefits and consider co-benefits. + Additional activity that will contribute to this action's delivery*
3.2 Use guidelines, Traditional knowledge and decision support tools to design and inform interventions.	Use the Gully and Stream Bank Toolbox and lessons from relevant monitoring and research projects to inform design and selection of site remediation actions. + Additional activity that will contribute to this action's delivery*
3.3 Trial and implement innovation in catchment repair projects to reduce sediment and nutrient delivery to the Reef	Trial innovative approaches to catchment repair. Deliver targeted catchment repair projects including riparian revegetation, gully repair, streambank stabilisation and coastal wetlands rehabilitation through the Major Integrated Projects, Land Restoration Fund and Reef Trust.
3.4 Modify existing urban area stormwater management and rehabilitate urban waterways.	Additional activity that will contribute to this action's delivery*
3.5 Partner with voluntary stewardship groups, Traditional Owner groups, Indigenous Land and Sea Rangers and other organisations to deliver catchment repair projects.	Additional activity that will contribute to this action's delivery*
3.6 Support the development of ground up, multi-stakeholder programs for the delivery of catchment repair projects	Strengthen regional partnerships (such as Reef Alliance, regional waterway health and water quality reporting partnerships) to support water quality improvement initiatives aimed at on-ground actions, monitoring and reporting. + Additional activity that will contribute to this action's delivery*
Implementation Table B1: Applying the best available science and knowledge	
4.2 Integrate forms of knowledge including science, policy, management, Traditional Owner and community through regular synthesis workshops and theme-specific working groups to support consistent communication messages and guidance for manager	Capture on-ground management knowledge and expertise to provide guidance for program designers and managers
Implementation Table B2: Coordinating and prioritising investment	
5.2 Identify opportunities for co-investment or alignment of funds and resources with industry, research organisations, philanthropists, Natural Resource Management bodies, community and	Expand on cross-government co-investment opportunities



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corporate organisations to achieve water quality objectives	
Implementation Table B3: Governance to support coordinated decision-making and accountability	
6.4 Include all stakeholders including local organisations, communities and Traditional Owners in decision-making and priority setting	Establish mechanisms to ensure decision-making across all levels of government is coordinated and delivers water quality improvement outcomes.
Implementation Table B4: Evaluating performance	
7.5 Report progress towards targets, objectives and outcomes.	Report on implementation of Reef 2050 WQIP actions through Reef 2050 Plan implementation reporting.
7.6 Communicate regionally relevant information for management decisions and local communities.	Continue to build cultural reporting capacity in regional report cards.

*Activity is in addition to activities identified under the Delivery column.

Activities

Fish Friendly Habitats

Fish barrier prioritisation

Barriers impact fish communities, effect aquatic ecosystem resilience and reduce the value local communities place on waterways flowing into the Great Barrier Reef Marine Park. Box culverts, pipes, road crossings, weirs, dams, stream flow gauging structures, floodgates, barrages and bunds (or ponded pastures) can all block and impede connectivity and reduce fish populations. Many of these assets are owned and managed by local government.

Modern standards and legislation mitigate the risk of introducing new fish barriers. This initiative focuses on identifying and prioritising remediation of legacy structures. Removing or by-passing these barriers through appropriately designed fishways to reconnect fish habitats and support the reinstatement of natural migratory habits. Most local government areas have thousands of fish barriers in their region. Fish barrier prioritisation is a methodical and holistic approach to identify and prioritise fish barriers that will deliver greatest benefit to fish migratory outcomes. The project builds on existing information, harmonising data and filling gaps. Steps in the process include:

- identifying all potential barriers using aerial imagery and local knowledge;
- rank the large number of fish barriers using a rapid assessment GIS process that comprehensively evaluates fishery, economic, social and eco-system benefits of fish barrier removal at each site;
- ground truth highest ranking potential fish barriers in the field to validate and assess impact;
- further prioritise actual fish barriers based on configuration and ecological characteristics;
- develop and apply a decision-making process to ensure key functions of barriers (e.g. flood mitigation) are considered in the prioritisation process;
- produce a list of the highest priority fish barriers in each region where remediation activities will deliver the greatest 'Bang for Buck' to ecological and social outcomes.

The process also recommends the most suitable solutions to remediate the top 30 fish barriers in the catchment. The result is an action plan of projects that can then be programmed and delivered.

Fish Friendly infrastructure and operational delivery

A funding pool to enable strategic investment in efforts to increase fish populations and improve aquatic ecosystem health will be available to Reef councils. Eligible projects will include, but not be limited to:

- fishways and fish ladder design and construction to remediate fish barriers by allowing fish the opportunity to reach required upstream habitats and complete their life-cycle;
- off-site solutions;



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- hard drainage naturalisation;
- management of invasive species (including invasive fish species);
- riparian assisted restoration and/or revegetation.

Be 'Fish Friendly' community campaign

Campaign to increase awareness and encourage communities to adopt 'fish friendly' practices at a household and individual level. The campaign will include:

- recruit 'Be Fish Friendly' ambassadors for child, adult and industry audiences
- targeted awareness and information campaign across multiple media to increase understanding of impacts affecting fish habitats and personal actions to be 'Fish Friendly'
- local community events to migrate audiences from 'awareness to action' through connection with local fish habitats
- targeted educational program with catchment schools through the development of resources for use in classroom environments.

Be 'Fish Friendly' industry campaign

Campaign to increase awareness and encourage industry to adopt 'fish friendly' practices to improve compliance with regards to erosion and sediment control requirements. This will include the following activities:

- create simple information tools to support industry knowledge of best practice compliance (build on existing tools and resources such as the Industry App, training days and demonstration sites)
- offer Fish Friendly industry certification for developers and contractors to foster stewardship and leading practice
- provide training to Fish Friendly councils on the compliance to enforcement spectrum
- establish a self-compliance system using the Industry App and council systems (NOTE: The App and this model could also be rolled out to road construction/maintenance contractors as part of the roads initiative)
- councils set a benchmark for best practice in their own works.

WSUD that works for everyone

This project focusses on the design and implementation of Water Sensitive Urban Design (WSUD) that is regionally appropriate. Projects will include several pilot sites and will demonstrate WSUD that responds to local characteristics. This would involve:

- identify geophysical characteristics and variables that determine WSUD design constraints for each pilot catchment
- facilitate innovation sprints for local professionals to generate locally appropriate WSUD design and maintenance principles through to design ideas (series of half day workshops)
- proof of concept sites – low risk sites for testing design innovations and plant species suitability
- monitoring and maintenance
- sites used to train council maintenance staff.

Prerequisites

These activities require holistic catchment knowledge and understanding. The State funded "Walking the Landscape" program is a key initiative as an input to identifying the 'right mix' of activities to maximise benefits to water quality flowing to the Reef. Access to fish barrier remediation funding is dependent on completing the fish barrier prioritisation process. Therefore, in some catchments more detailed Walking the Landscape assessments may be required.





Funding requirements

The following table sets out broad activities to occur under each stage, timeframes for completion and estimated resource requirements.

Table 12: Indicative program activities and costings

Activity	Inputs	Delivery parties	Duration	Cost
Program wide activities	Program development – including confirmation of 2 pilot councils	Consultant/Program coordinator, LG, SG, NRM and other key stakeholders (e.g. CAREFISH, Sunfish)	3 months	\$35,000 + in-kind
	Market research to inform pilot evaluation and review prior to wider roll out	Consultant, LG media and comms	3 months	\$35,000 + in-kind
	Marketing and communications (planning)	Consultant, LG media/ comms	3 months	\$45,000 + in-kind
	Resource development (technical input, professional drafting and design) website, fact sheets and other collateral, including profile and role of ambassadors and partners	Consultant, LG media and comms, SG, NRM and other key stakeholders (e.g. CAREFISH, Sunfish)	6 months	\$70,000 + in-kind
	Design monitoring and evaluation for all program sub-components	Consultant, LG, SG	6 months	\$45,000 + in-kind
	Undertake monitoring and evaluation – from year 2 for duration of program	Consultant, LG, SG	6 years from year 2	\$60,000 + in-kind
	TOTAL		12 months + 6 years	\$290,000

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Activity	Inputs	Delivery parties	Duration	Cost
Be Fish Friendly Campaign	Recruitment of "Fish Friendly" ambassadors	Program coordinator (PC), LG, SG	4-5 months	PC salary: + in-kind
	Plan and deliver launches of Fish Friendly to piloting councils x 2	PC, LG, SG, partners and Ambassadors @\$10,000/event x 2 counnits x 3 years	3 years	\$60,000 + in-kind
	Roll out "Fish Friendly" community events x 2 pilots x 3 years	LG, partners, PC @\$40,000/event x 2 councils x 3 years	3 years	\$240,000 + in-kind
	Promotion of "Fish Friendly" industry and habitats sub program achievements x 2 pilots x 3 years	LG, partners, PC @\$40,000/p.a.	3 years	\$120,000 + in-kind
	Roll out across approximately 10 Reef councils	PC, LG and partners	Years 4-7	\$660,000 + in-kind
	TOTAL		3 + 4 years	\$1,080,000
Be Fish Friendly Industry	Resource development (technical input, professional drafting and design)	Consultant, LG media and comms, SG, NAM and other key stakeholders (e.g. CAREFISH, Sunfish)	6 months	\$60,000
	Pilot in selected councils	LG, partners, PC	2 years	In-kind
	Roll out across approximately 10 Reef councils - including adjusting and adapting resources	Consultant, LG, partners, PC	Years 4-7	\$60,000
TOTAL			2 + 4 years	\$120,000

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Activity	Inputs	Delivery parties	Duration	Cost
WSUD that works for everyone	Establish project governance group and communication and engagement approach	PC, LG, SG and stakeholders	3 months	PC salary + in kind
	Identify geophysical characteristics and variables that determine WSUD design constraints for each pilot catchment in consultation with local stakeholders	SG (Urban Water Management Framework), Consultant, LG, Design/construction stakeholders	6 months	\$65,000
	Generate locally appropriate WSUD design and maintenance principles and design ideas through a series of half day "Innovation Sprint" workshops	PC, LG and stakeholders	3 months	\$25,000 + in kind
	Identify proof of concept sites – low risk sites for testing design innovations and species suitability – in consultation with stakeholders	LG and stakeholders	6 months	In kind
	Idea design development and technical specifications x 2 pilot catchments x 3-4 solutions for each	Local design consultant consortiums	5 months	\$120,000
	Construct trial WSUD 6-8 solutions	LG, Construction industry partners	1 year	\$600,000
	Monitoring and maintenance	LG	3 years	In kind
	Staff used to train LG maintenance staff x 3 training days/p.a.	Consultant, LG	3 years	\$40,000
TOTAL			4 years	\$850,000

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Activity	Inputs	Delivery parties	Duration	Cost
Fish Friendly Habitats	Fish prioritisation study- undertake for coastal councils that have not yet undertaken a fish barrier assessment- assume 2-3 coastal local governments per year	Consultant, NRM, LG @ \$50,000/council x 3 p.a.	6 months each/3 years	\$450,000 + in kind
	Implementation of on the ground projects including: Off-site solutions Hard drainage naturalisation to improve management of urban/per-urban waterways (fish nurseries) to improve fish numbers Management of invasive species (including invasive fish species) Riparian revegetation x 2 catchments x 3 sites each Removal of fish barriers x 2 catchments x 3 sites each	LG, NRM, Development industry \$720,000 p.a. X 5 years	5 years	\$3,600,000 + in kind
	TOTAL		7 years	\$4,050,000

Total Initiative Budget

The annual costs, total cost for the 'core' phase of the MIP and total cost of the initiative are shown in Table 13 below

Table 13: Annual 'core' program and total costs for the Fish Friendly Councils Initiative

Activity	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Program wide activities	\$230,000	\$10,000	\$10,000	\$250,000	40,000	\$290,000
Be Fish Friendly Campaign	\$140,000	\$140,000	\$140,000	\$420,000	\$660,000	\$1,080,000
Be Fish Friendly Industry	\$60,000	-	-	\$60,000	\$60,000	\$120,000
WSUD that works for everyone	\$90,000	\$200,000	\$520,000	\$810,000	\$40,000	\$850,000
Fish Friendly Habitats	\$150,000	\$870,000	\$870,000	\$1,890,000	\$2,160,000	\$4,050,000
1 FTE Initiative Projects Coordinator (PC)	\$126,000	\$126,000	\$126,000	\$378,000	\$504,000	\$882,000
TOTAL	\$795,000	\$1,345,000	\$1,665,000	\$3,808,000	\$3,464,000	\$7,272,000



Case Study – Fish barrier prioritisation and remediation

Mackay Regional Council (MRC) is leading practice in the adoption of 'fish friendly' approaches including the management of urban stormwater, remediation of natural waterways, the identification, prioritisation and remediation of fish barriers and coastal foreshore management. With an investment of over \$8.5 million across almost 30 projects and maintenance programs, MRC is achieving improved water quality outcomes and native fish numbers.

In 2015, MRC and local NRM body (Reef Catchments) commissioned a Fish Barrier Prioritisation Report. Undertaken by Catchment Solutions, the report was developed through a similar methodology as proposed for the MIP and focussed on providing a full picture of fish barriers for the region which improved capacity amongst council staff in the identification and remediation of fish barriers. The process resulted in a prioritised list that is used to access funding through council budget processes to address high priority barriers.

The fish barrier prioritisation report identified 2,929 potential barriers to fish migration within the MRC local government area. As of July 2018, MRC has addressed 18 of its highest priority barriers with detailed planning undertaken for a further 3-4 barriers to be remediated by the end of the 2018/19 financial year. Projects delivered have seen significant improvement in fish movements. Recently, a record 31,000 fish in one day were sampled moving through the most downstream fishway at Mackay's Gooseponds. This fishway is located right on the transition zone between freshwater and saltwater environments and enabling movement from the estuary to a freshwater safe-haven is critical to the survival of these fish. (See media release - <http://reefcatchments.com.au/community/31000-fish-all-in-a-days-work/>)

MRC has also been active in changing the perception of stormwater drains and urban waterways across council, industry and the community. Urban drains and stormwater systems are potential fish habitats and have a significant connection to Reef health. The naturalisation of urban waterways through natural channel design, revegetation and weed control and community engagement associated with these projects are assisting in changing perceptions and providing water quality, ecosystem, amenity and social benefits.

MRC, as with other Reef councils, are committed to improving practices. They are continuing to explore ways to improve environmental, social and economic outcomes through new ways of approaching traditional council business as usual. Funding and partnerships to trial new approaches is fundamental to achieving this and is most beneficial where councils work together to trial and share learnings and knowledge. Funding to assist in the cost of addressing legacy infrastructure in high priority, high impact locations is also important to improve outcomes for Reef health.



Initiative three: Best Practice for Erosion & Sediment Control from Unsealed Roads

Description

This initiative will improve understanding of unsealed roads and their impact on water quality. It will inform development of a framework to enable road managers to better address ESC in the design and maintenance of unsealed roads.

This initiative will also consider how water quality benefits can be considered in the cost benefit assessment of roads under consideration for sealing, trialling the application of the Reef Net Benefit and Cumulative Impacts Policies.

Objectives

- A. Through an evidence-based assessment establish the impact of unsealed roads on water quality and gully erosion to identify high risk road segments where improved infrastructure design or maintenance processes would benefit water quality;
- B. Identify a suite of cost effective and practical measures to improve the management of water quality impacts from unsealed roads;
- C. Facilitate road manager adoption and implementation of identified impact management measures to improve water quality in Reef catchments;
- D. Provide funding to address high priority/high risk locations.

Outcomes

1. Make an equitable contribution to meeting water quality targets in key catchments
2. Minimum practice standards are in place for the management of unsealed roads in Reef catchments
3. Road managers actively engaged in identifying and implementing best practice measures to improve water quality outcomes
4. Measure/s of the water quality benefits of sealing roads in Reef catchments inform business cases proposing sealing of unsealed roads
5. Baseline data established; monitoring and data sharing processes in place

Rationale

Local government manages thousands of kilometres of unsealed road within the Reef catchment representing significant areas of exposed earth that is prone to erosion particularly over the wet season, contributing to gully erosion and increased sediment loads in waterways. On average, unsealed pavements lose the top 25mm of pavement material per year. This loss can vary depending on traffic volumes (particularly heavy vehicle movements), material and weather. A considerable sediment load is potentially generated when this tonnage / km is equated to the linear kilometres of unsealed roads that report to the GBR catchments in Queensland. Of particular concern is the finer fraction of this pavement material (the plastics), being more mobile and dispersive in nature, can be transported to our major rivers draining to the GBR lagoon. This finer fraction is about 8% mass for a typical C grade pavement material.

Many of these roads will remain unsealed as they do not attract the volume of traffic to justify sealing. These roads are subject to regular maintenance and grading that requires access to gravel from the nearby environment and the movement of materials to improve road conditions. Traffic movements distribute dust from the road surface and heavy rain can wash out road surfaces. More frequent extreme weather events associated with climate change increases the risk of significant damage to unsealed roads with environmental, economic and community connectivity impacts.



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Alignment with Reef 2050 actions

Initiative three will contribute to Reef 2050 actions identified in the following table.

Table 14: Initiative three contribution to Reef 2050 WQIP actions

Foundational programs and activities
Reef 2050 Water Quality Improvement Plan 2017–2022 provisions including: • applying minimum practice standards across all industries and land uses • supporting industries and communities to build a culture of innovation and stewardship that takes them beyond minimum standards • Regional report cards • Ongoing activities to reduce nutrients including nominated sewage treatment plant upgrades Implementing regulatory standards for stormwater run-off, dredging, sewage outfalls, mine discharges and industrial contaminants
Queensland Wetlands Program
Great Barrier Reef Coastal Ecosystem Assessment Framework
Reef Guardians
Local Marine Advisory Committees
Regional report card partnerships
Action
EHA5 Develop, implement and coordinate a protocol and knowledge management system for recording, storing, protecting and, where appropriate, sharing of knowledge, innovations and practices; conserving and cultural use of biocultural diversity; and use in decision making
MTR EHA1 Finalise development of the Reef 2050 Net Benefit Policy and identify pathways for implementation
MTR EHA13 Finalise the Reef 2050 Cumulative Impact Management Policy and identify pathways for implementation
MTR WQA1 Implement the Reef 2050 Water Quality Improvement Plan 2017–2022 *
MTR EBA2 Improve guidance and procedural requirements for offsetting impacts to the Reef from industry activities using standardised policies, procedures and guidelines
GA12 Prioritise and develop specific implementation plans and reporting protocols addressing the Plans targets and actions in consultation with the community
MTR GA3 Identify, develop and implement opportunities for local governments to facilitate and support achievement of targets and objectives



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Alignment with Reef WQIP actions

Initiative three will contribute to the WQIP actions identified in the following table

Table 15: Initiative three contribution to Reef 2050 WQIP actions

Implementation Table A1: Minimum Practice standards apply everywhere	
Action	Delivery
1.2 Ensure that urban, industrial and mining activities comply with requirements under the Environment Protection and Biodiversity Conservation Act 1999, Planning Act 2016, Environmental Protection Act 1994, and Waste Reduction and Recycling Act 2011.	Additional activity that will contribute to this action's delivery*
1.3 Refine existing standards, regulations and planning frameworks as new information improves knowledge for all industries	Provides frameworks and guidance for management of unsealed roads.
Implementation Table A2: Culture of innovation and stewardship	
2.1 Support land managers, industries and local governments to adopt improved management practices, e.g. through coordinated extension, education and awareness programs.	Facilitate erosion and sediment control training for local governments and industry to reduce pollutants from urban areas Additional activity that will contribute to this action's delivery*
2.2 Empower stewardship leaders to influence peers and the broader community to adopt improved practices.	Facilitate peer to peer learning, mentoring and influencing opportunities Ensure Reef Guardians and other stewardship leaders have knowledge and skills to enhance their capacity to influence stewardship of the Reef Continue to participate in the Reef Guardian Councils program and encourage and incentivise Reef Catchment Councils to join the program.
2.4 Identify and address barriers to change and practice improvement uptake through programs and policy	Undertake targeted research about barriers and motivators as part of existing projects and programs. Conduct economic evaluations to validate the economics of management practices that improve water quality and provide information to landholders as part of the extension program. * Additional activity that will contribute to this action's delivery*
2.6 Trial and implement innovative monitoring, land management and treatment system solutions that aim to deliver water quality benefits	Additional activity that will contribute to this action's delivery*
Implementation Table A3: Catchment restoration	
3.1 Use whole-of-system catchment management, planning and information to support prioritisation	Additional activity that will contribute to this action's delivery*
3.2 Use guidelines, traditional knowledge and decision support tools to design and inform interventions.	Additional activity that will contribute to this action's delivery*



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3.3 Trial and implement innovation in catchment repair projects to reduce sediment and nutrient delivery to the Reef.	Deliver targeted catchment repair projects including riparian revegetation, gully repair, streambank stabilisation and coastal wetlands rehabilitation through the Major Integrated Projects, Land Restoration Fund and Reef Trust.
Implementation Table B1: Applying the best available science and knowledge	
4.2 Integrate forms of knowledge including science, policy, management, Traditional Owner and community through regular synthesis workshops and theme specific working groups to support consistent communication messages and guidance for manager.	Capture on-ground management knowledge and expertise to provide guidance for program designers and managers.
Implementation Table B2: Coordinating and prioritising investment	
5.2 Identify opportunities for co-investment or alignment of funds and resources with industry, research organisations, philanthropists, Natural Resource Management bodies, community and corporate organisations to achieve water quality objectives.	Expand on cross-government co-investment opportunities.
Implementation Table B3: Governance to support coordinated decision-making and accountability	
6.4 Include all stakeholders including local organisations, communities and Traditional Owners in decision-making and priority setting.	Establish mechanisms to ensure decision-making across all levels of government is coordinated and delivers water quality improvement outcomes.
Implementation Table B4: Evaluating performance	
7.5 Report progress towards targets, objectives and outcomes.	Report on implementation of Reef 2050 WQIP actions through Reef 2050 Plan implementation reporting.
7.6 Communicate regionally relevant information for management decisions and local communities.	Continue to build cultural reporting capacity in regional report cards.

Activities

Site selection and baseline data collection

Establish criteria to select unsealed road sections for baseline monitoring and piloting of treatment approaches in consultation with the State's Paddock 2 Reef program, councils, NRM bodies and other key stakeholders. Ideally, selection of water monitoring and gully erosion sites will include a diversity of environmentally sensitive locations across a range of climate 'zones' and soil types. Data collection would occur across a year and be evaluated against other available data and modelling to establish baseline water quality.

Developing a suite of impact management and best practice measures

Industry best practice will be identified, and a set of measures will be developed for trial. Consultation with road managers will ensure measures are affordable, practical and achievable.

Funding and programming will also be explored with councils and State Government to address potential programming challenges that exist with the allocation of funding in annual budgets and climatic constraints associated with the wet season.

Develop guidance/decision support for considering Reef water quality in road upgrades.



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The Reef Net Benefit and Cumulative Impacts Policies will be used to support the consideration of water quality benefits in the cost benefit assessment of roads under consideration for sealing. State and local government road infrastructure planners will be engaged in the development of a guidance/decision support tool.

Testing ESC options

Treatments will be piloted across ten sites over two years. Monitoring of the test sites will continue for the remainder of the MIP program. This monitoring will seek to evaluate the impact of treatments on water quality, erosion, road network resilience and whole-of-life asset costs. This evaluation will inform recommendations for the most effective ESC practices in differing environments.

Capacity building and rollout

Deliver a toolkit of resources and guidance to support the delivery of recommended measures and road manager and industry awareness and capacity building activities. Toolkit will also provide guidance on the identification and prioritisation of sites.

Works funding

A program will be in place for the final two years of the MIP program to fund impact management at high priority sites.





Funding requirements

The following table sets out broad activities to occur under each stage, timeframes for completion and estimated resource requirements.

Table 16: Indicative initiative activities and costings

Activity	Inputs	Delivery parties	Timing	Cost
Measuring and establishing impacts	Nomination of 10 sites across 2 years for monitoring and testing of measures	PC, LG, NRM, SG, key stakeholders	2 months	PC salary
	Selection of water and erosion monitoring sites – mix of climates and soil types across a 12-month period to establish a baseline	PC, SG, LG, NRM, key stakeholders	3 months	PC salary
	Develop methodology for establishment of baselines	Consultant	2 months	\$10,000
	Installation of monitoring at pilot sites	LG	6 months	\$500,000 + in-kind
	Baseline monitoring of pilot sites	LG	12 months	\$100,000
	Finalise testing sites and monitoring report	Consultant	2 months	\$15,000
	TOTAL		25 months	\$625,000
Development of best practice options	Research industry best practice	Consultant	2 months	\$15,000
	Develop a set of draft measures	Consultant	2 months	\$50,000
	Consult to ensure measures are practical and achievable and identify the best toolkit format for adoption	Consultant, PC, LG road managers, NRM, SG, key stakeholders	2 months	\$20,000 + in-kind
	Prepare final toolkit of measures to be trialled	Consultant	4 months	\$40,000
TOTAL			10 months	\$120,000

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Activity	Inputs	Delivery parties	Timing	Cost
Design and option testing	Establish testing project governance arrangements	PC, LG and key stakeholders	1 month	PC salary
	Implement suitable measures at prioritised sites - 5 sites per year across 2 years	LG	2 years	\$4,000,000
	Monitor and evaluate success of measures 10 sites x 2 years	Consultant, PC, LG	2 years	\$80,000 In-kind
	Finalise trial report with recommendations for suitable measures	Consultant, PC, LG, SG	3 months	\$40,000 + In-kind
	Determine measure/s of water quality benefits of sealing roads in Reef catchments for adoption in Business Cases considering sealing of unsealed roads	Consultant, LG road managers, PC and key stakeholders	3 months	\$15,000 + In-kind
	TOTAL		3-4 years	\$4,135,000
Guidance for WQ in road business case	Work with councils to identify 'candidate projects' to apply Reef Net Benefit and Cumulative Impacts Policies	LG/ Program Coordinator/ Consultant	2 months	\$15,000 + In-kind
	Identify practical considerations and guidance and add to best practice capacity building program	Consultant	2 months	\$10,000
	TOTAL		2 months	\$25,000



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Activity	Inputs	Delivery parties	Timing	Cost
Best practice capacity building	Assess toolkit of resources for roll-out of recommended measures	Consultant	3 months	\$35,000
	Deliver road manager awareness and capacity building	Consultant	2.5 years	\$110,000
	Undertake assessment of adoption rates in year 3	Consultant, PC, LG road managers, NRM, SG, key stakeholders	6 months	\$10,000 + linked
	TOTAL		3 years	\$155,000
Works funding	Identification and delivery of projects, including ongoing capacity building with each new council.	LG/Program Coordinator/Steering Committee	12 months	\$20,000,000
	TOTAL		4 years	\$20,000,000
Long term monitoring	4 year pilot site monitoring program	LG	48 months	\$400,000
	TOTAL		4 years	\$400,000



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Total Initiative Budget

The annual costs, total cost for the 'core' phase of the MIP and total cost of the initiative are shown in Table 13 below.

Table 17: Annual, 'core' program and total costs for the Best Practice for Erosion and Sediment Control from Unsealed Roads Initiative

Activity	Year 1	Year 2	Year 3	Core Stage Total	Years 4-7	TOTAL
Measuring and establishing impacts	\$510,000	\$115,000	—	\$625,000	—	\$625,000
Developing suite of best practice options	\$100,000	\$20,000	—	\$120,000	—	\$120,000
Design and option testing - 5 sites per year with year 1 design	\$80,000	—	\$4,000,000	\$4,080,000	\$65,000	\$4,145,000
Guidance for water quality consideration in Business Cases	—	\$25,000	—	\$25,000	—	\$25,000
Capacity building	—	\$75,000	\$80,000	\$155,000	—	\$155,000
Works funding	—	—	—	—	\$20,000,000	\$20,000,000
Long term monitoring	—	\$100,000	\$100,000	\$200,000	\$200,000	\$400,000
5 FTE Initiative Projects Coordinator (PC)	\$63,000	\$63,000	\$63,000	\$189,000	\$252,000	\$441,000
TOTAL	\$753,500	\$398,500	\$4,243,000	\$5,394,000	\$20,507,000	\$25,901,000



Case Study - Cassowary Coast Regional Council

Unsealed roads represent thousands of square kilometres of exposed earth across Reef catchments, often in environmentally sensitive locations. These roads can be a major source of sediment entering waterways and making its way into the Reef lagoon and have been found to be the source points for gully erosion on nearby properties.

Cassowary Coast Regional Council (CCRC) is one of many Reef catchment councils with unsealed roads and as a case study, demonstrates the issue. The CCRC is in far north Queensland, south of Cairns and centred around the towns of Innisfail, Cardwell and Tully. The local government covers approximately 4,700km² and has a population of just under 30,000 people.

Like many councils within the GBR catchment CCRC owns and manages a significant local road network. Of CCRC's 1,200km of local road network, approximately 45% or around 550km are unsealed. Coupled with 2,134mm annual average rainfall which mostly falls between January and April, it is unsurprising that maintaining unsealed roads for safe use by residents and visitors is a significant pressure. While it must be acknowledged that the township of Tully holds the nation's annual rainfall record, the pressure of maintaining unsealed roads with significant rainfall events during the wet season is a common story across many Reef councils.

While funding sources such as the Natural Disaster Relief and Recovery Arrangements (NDRRA, to be replaced by the Disaster Funding Arrangements 2018 on 1 November 2018) provide financial assistance to affected councils during declared natural disasters, this does not provide for enhancement works leading to some locations failing regularly. Capacity to address this repeat failure is limited by ongoing financial pressure from low rates growth and frequent wide disruption of the rate base by disasters. This means that proactive works are often outside the reach of council's available funding. Assessment of these types of works under any traditional Cost Benefit Analysis (CBA) would never justify costly works such as sealing or targeted works at high risk, due to very low traffic volumes.

Annual road maintenance, new road construction and legacy road problems contribute to sediment levels in GBR catchments. Repeat road reconstruction and maintenance needs to be assessed with another lens with the protection of the Reef as a key outcome. Local councils such as CCRC are acutely aware of the impacts and are currently investing in exploring solutions from within their own constrained budgets, which means progress is slow. Using binding agents, varying gravel mixes, reviewing cross falls and drainage are all techniques that are being explored.

**12.6 USE OF LOCAL GOVERNMENT CONTROLLED AREA, FACILITIES AND ROADS
- XTREME JET PACKS PTY LTD**

File No: CR21.1.5

Attachments: 1. Kemp Beach Images [↓](#)

Responsible Officer: Brett Bacon - Executive Director Liveability and Wellbeing

Author: Trish Weir - Manager Customer Service
David Battese - Manager Strategy & Development
Craig Newsome - Coordinator Public Environments

SUMMARY

Council has received a request from Xtreme Jet Packs Pty Ltd to operate a new recreational business off Kemp Beach. The business is aimed at the tourism market and is one of only three businesses in Australia appropriately licenced to operate fly board and jetpack flights. The business currently operates off the beach at Great Keppel Island and Kemp Beach. With specific reference to operating at Kemp Beach Xtreme Jet Packs Pty Ltd has identified the process of setup is physically demanding.

This report discusses a request that Council provide a dispensation from vehicle restrictions for beach access as prescribed under local law, to facilitate the transportation of equipment onto Kemp Beach,

OFFICER'S RECOMMENDATION

THAT the request by Xtreme Jet Packs for vehicular access to Kemp Beach be refused, as access to Kemp Beach by a vehicle for the purposes intended by Xtreme Jet Packs is prohibited pursuant to *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011*.

BACKGROUND

Xtreme Jet Packs Pty Ltd is a new tourism venture in the Livingstone region. The company corresponded with Council in October 2018 regarding the placement of a marquee near Kemp Beach, vehicle access to Kemp Beach and other business related activities.

Council responded advising vehicular access to Kemp Beach could not be granted as the relevant local law restricted the activity. Council's Principle Local Law Officer met with the owner of Xtreme Jet Packs Pty Ltd in November 2018 at a proposed site on Kemp Beach to discuss operational requirements, including the placement of a marquee within a Council controlled road reserve.

Xtreme Jet Packs Pty Ltd was provided advice on the restricted nature of vehicle access under the local law and that a permit application for a commercial activity within a Council controlled area was required prior to the placement of a marquee within the road reserve. An application has subsequent been received.

On 28 November 2018, Council's Mayor, Deputy Mayor and operational staff met with the owner of Xtreme Jet Packs Pty Ltd for a general discussion regarding the proposed business activity on Great Keppel Island and Kemp Beach and were presented with an argument for a review of vehicle access to Kemp Beach.

Xtreme Jet Packs Pty Ltd was provided an opportunity to present to the greater council through a deputation. It was further noted that consideration and further review of the relevant local laws would be undertaken in regard to beach access and alternative vehicle use (such as a quad).

Xtreme Jet Packs Pty Ltd reassured Council of that it had the requisite qualifications, training and licences pertaining to this activity:

- 1) recognised manufacturer training from Jetlev jetpacks Germany and Flydive Corp in the United States of America;
- 2) necessary first aid and cardiopulmonary resuscitation (CPR) qualifications;
- 3) comprehensive health and safety plan, including operations manual and risk assessments;
- 4) coxswain Ex 38, JetSki and boat licence from Maritime Safety Queensland and Federal Australian Maritime Safety Authorities, operating under Ex1, 2, 3 as accepted by Australian Maritime Safety Authority.
- 5) the operators' skills are registered as domestic commercial vessels with Australian Maritime Safety Authority and Maritime Safety Queensland and are insured, as are all vehicles.

COMMENTARY

The jetpack device to be used by Xtreme Jet Packs Pty Ltd is worn over the shoulders like a backpack or on a board from a standing position, enabling the participant to travel through the air by means of jet propulsion. Once considered something of a futuristic device, new technological enhancements now present an opportunity to introduce the device into the commercial tourism market.

Xtreme Jet Packs Pty Ltd acknowledges a genuine increase in interest by the public toward this activity was apparent during trial operations on Kemp Beach and off Great Keppel Island over the past few months. Xtreme Jet Packs Pty Ltd envisages at this time, the activity will operate on weekends only, during suitable tide times. Xtreme Jet Packs Pty Ltd notes it is physically demanding and time consuming when moving jetpacks and associated equipment by hand. It is therefore desirable that this equipment be transported onto the beach through the use of a four-wheel drive, quad or similar type vehicle. After set up, the vehicle would be removed until the retrieval of goods was required. The process will incur a minimum of four incursions. A large three metre by three metre marquee will be located at an agreed location within a Council controlled area (for example, road reserve), with relevant advertising of the attraction being on display.

The use of such a device and vehicle access onto Kemp Beach raises a number of ecological concerns. The waters off the Capricorn Coast are relatively shallow and extreme in low and high tides during certain periods, placing limitations on the activity. Predominately, use will only occur during the period of high tide, thus confining the activity further towards the dunes and in proximity of fauna and flora.

Kemp Beach is presently a restricted vehicle area, having no vehicle access points and therefore is considered a safe haven particularly for nesting turtles. The introduction of vehicle use may present a high risk with potential adverse effects on the beach through compaction, disturbance to turtle nests and vegetation vested in the protection of sand dunes. In the absence of any environmental impact assessment, vehicle use (both marine and land) may heighten the risk to marine life and vegetation through exposure to contaminant deposition through refuelling, fluid leakages and other materials (for example, rubber and rubbish).

A permit application for use of Local Government Controlled Areas, Facilities and Roads relevant to the placement of a marquee within road reserve has been received and will be subject of consideration for conditional approval in accordance with the relevant local law.

A review of *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* regarding the use of a quad vehicle confirms such use is a restricted activity. In accordance with schedule 2 of Subordinate *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011*, bringing a motor vehicle onto, or driving a motor vehicle on, the area of bathing reserve or foreshore (in this instance, Kemp Beach) is permitted only if the motor vehicle is—

- 1) an essential services vehicle being used to provide the service for which it is designed or ordinarily used; or
- 2) a life-saving patrol vehicle being used to provide the service for which it is designed or ordinarily used; or
- 3) attached to a trailer and the driver of the motor vehicle is using a boat ramp on the area to launch or retrieve a trailable vessel from the trailer.

In this instance, the vehicle would not constitute an essential services vehicle nor a life-saving patrol vehicle. With respect to point three, there is no boat ramp at Kemp Beach, nor any vehicular access to Kemp Beach and, even if there were, the vehicle is not being used to launch or retrieve a vessel from a trailer. Consequently, Council has no lawful mechanism by which to grant any right or authority for a vehicle to be driven on Kemp Beach in as part of any activities associated with Xtreme Jet Packs Pty Ltd.

PREVIOUS DECISIONS

This matter has not been the subject of any decision by Council.

BUDGET IMPLICATIONS

Xtreme Jet Packs Pty Ltd will bear the cost of an application fee and Licence fee of \$154.00 each.

LEGISLATIVE CONTEXT

The administration of the use of Council controlled areas, facilities and roads is governed by the requirements prescribed by *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* and *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011*.

LEGAL IMPLICATIONS

There are no foreseen legal implications for Council.

STAFFING IMPLICATIONS

There are no staffing implications associated with the consideration of this matter.

RISK ASSESSMENT

The principal risks associated with the consideration of this matter are:

- 1) if the request were to be approved, potential reputational risk arises, where Council's actions contravene Council's adopted local government principles and local law;
- 2) the risk of precedence, which could result in other persons or entities seeking similar access onto Kemp Beach or other restricted access beaches; and
- 3) potential for harm to a sensitive coastal environment.

CORPORATE/OPERATIONAL PLAN

Strategy EC3 of Council's Corporate Plan states: '*Promote Livingstone Shire as a desirable destination for investment, business, industry, tourism and living.*'

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*

- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

The economic growth and promotion of the Capricorn Coast continues to be one of the prime objectives of Council. The activities proposed by Xtreme Jet Packs Pty Ltd may provide the Capricorn Coast region with another 'must do or hero activity' which in turn may offer locals and visitors alike further variation in available attractions therefore assisting to achieve the objective.

The environmental growth and continued sustainable practices around caring for Kemp Beach should also be a high priority objective for Council. Community focus on the area is high due to the relatively untouched nature of the beach, joint community and Council beach restoration projects and known turtle nesting.

Regardless of these factors, the *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* expressly precludes this form of vehicle access onto Kemp Beach and thus Council cannot acquiesce to the proposed vehicle access without contravening its own laws.

12.6 - USE OF LOCAL GOVERNMENT CONTROLLED AREA, FACILITIES AND ROADS - XTREME JET PACKS PTY LTD

Kemp Beach Images

Meeting Date: 18 December 2018

Attachment No: 1









12.7 REVIEW OF PLUMBING AND DRAINAGE POLICY**File No:** CM4.7.13**Attachments:**

1. **Plumbing and Drainage Policy (Existing)**[↓](#)
2. **Track changed version of Plumbing and Policy**[↓](#)
3. **New Plumbing and Drainage Policy**[↓](#)

Responsible Officer: Brett Bacon - Executive Director Liveability and Wellbeing**Author:** David Battese - Manager Strategy & Development

SUMMARY

This report relates to a review of Council's Plumbing and Drainage Policy. The policy has been modified by removing provisions which are considered to be adequately addressed within current legislation.

OFFICER'S RECOMMENDATION

THAT Council adopt the revised version of the *Plumbing and Drainage Policy* as contained within Attachment Three.

BACKGROUND

The current *Plumbing and Drainage Policy* was developed in response to a number of issues which were not clearly addressed in legislation at the time the policy was created. However, most of the matters identified in the policy are now considered to be adequately addressed through legislation and the supporting codes and standards (suggesting that Council was an industry leader at the time of the original policy being drafted). The one issue which is still believed to require a policy position by Council relates to the possibility of scalding from inadequate protection of the discharge of hot water from temperature/pressure relief valves on solar hot water systems. This is because these have the ability to discharge large amounts of hot water and if not properly protected could potentially cause injury to persons (and indeed have done so).

COMMENTARY

As mentioned above it is now considered that most of the provisions in Council's existing *Plumbing and Drainage Policy* can be removed as they are now adequately addressed through current legislation and the supporting codes and standards. Consequently, the following sections of the existing policy have been removed due to the issues they were addressing now being covered in legislation:

- 1) Section 6- The locations of sanitary drains;
- 2) Section 9- Evapo-transpiration-absorptions-seepage systems (ETA/ETS); and
- 3) Section 10- Garbage grinders.

The one matter which should continue to be supported through a Council policy is the discharge of hot water from temperature/pressure relief valves on hot water systems, which if not adequately installed and protected can have severe consequences from scalding.

Whilst the National Construction Code and Australian Standards do reference the need to ensure that the disposal of hot water from these types of systems is undertaken to safeguard people from injury, the lack of clarity around what constitutes adequate safeguarding has

caused uncertainty for the plumbing industry. Accordingly, it is considered that a policy with prescriptive criteria is warranted.

PREVIOUS DECISIONS

Livingstone Shire Council has not previously considered this policy.

BUDGET IMPLICATIONS

There are no budget implications associated with the consideration of this matter.

LEGISLATIVE CONTEXT

Volume Three of the *National Construction Code 2016* contains an objective to safeguard people from injury and Clause 5.11.3(d) of AS/NZS 3500.4:2015 (the principal standard for plumbing and drainage) states *'The point of discharge from each drain line shall be located so that the release of steam or hot water does not cause a nuisance, is readily discernible and incurs no risk of damage to the buildings or injury to persons.'* Regrettably, it fails to provide any guidance around how such an outcome is achieved, hence the need for the policy.

LEGAL IMPLICATIONS

There are no legal implications associated with the adoption of the revised policy.

STAFFING IMPLICATIONS

The adoption of the policy will provide officers with guidance and direction in relation to methods of safe disposal of hot water from temperature/pressure relief valves on solar hot water systems.

RISK ASSESSMENT

A risk assessment has been completed indicating that the adoption of the policy is likely to reduce the risk of injury to persons. Failure to have the policy and its associated standards will create an environment of ambiguity for the industry and could result in plumbing and drainage work being undertaken which could severely injure a person.

CORPORATE/OPERATIONAL PLAN

Strategy EN1 of Council's Corporate Plan states: *'Apply environmentally responsible land use planning to balance environmental and development outcomes.'*

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*
- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

Due to changes in legislation and industry practices it is recommended that Council adopt the attached revised Plumbing and Drainage Policy which now only deals with the issue of the safe disposal of hot water from temperature/pressure relief valves on solar hot water systems.

12.7 - REVIEW OF PLUMBING AND DRAINAGE POLICY

Plumbing and Drainage Policy (Existing)

Meeting Date: 18 December 2018

Attachment No: 1



POLICY NO. POL.P1.2

PLUMBING AND DRAINAGE POLICY

1. Scope:

This Policy specifies the interpretational or additional standards applicable to the design and installation of plumbing and sanitary drainage and applies to new installations as well as alterations, additions or repairs to existing installations within the Rockhampton Regional Council jurisdiction.

The Policy must always be read in conjunction with the relevant legislation, codes and Australian Standards.

2. Purpose:

This Policy confirms and clarifies standards necessary to achieve industry best practice, compliance and the intent of relevant legislation where differing interpretations may exist.

3. Reference (for example: Legislation, related documents):

- AS/NZS 3500.2:2003 (as amended) and in particular clause 3.2
- *Plumbing and Drainage Act 2002*
- *Standard Plumbing and Drainage Regulation 2003*
- Plumbing Code of Australia (PCA)

4. Definitions:

To assist in interpretation, the following definitions shall apply:

Appropriately Qualified means, for a person to whom a power under the *Plumbing and Drainage Act 2002* (as amended) may be delegated, includes having qualifications or experience appropriate to exercise the power.

Council means the Rockhampton Regional Council.

Inspector means a person appointed under section 107 of the *Plumbing and Drainage Act 2002* (as amended) as an inspector for the *Plumbing and Drainage Act 2002* (as amended).

Rockhampton Region means the entire geographical area within the jurisdiction of the Rockhampton Regional Council.

ADOPTED/APPROVED:
AMENDED:
DUE FOR REVISION:
REVOKED/SUPERSEDED:
GROUP:
SECTION:

Council Meeting, 23 March 2010
Version No. 1
March 2012

Infrastructure and Planning
Planning

Policy No: POL.P1.2/2page 1

5. Context:

All plumbing and drainage works in the region must be compliant with the referenced formal instruments. For the avoidance of doubt there is also a need to create an interpretative standard in some areas to clarify how Council will apply some sections or specify additional requirements if deemed necessary by Council in the interests of public safety and/or achieving a consistent and appropriate industry standard.

6. The location of sanitary drains**6.1 Location of sanitary drains:**

Council requires that, wherever practical, drains must be located external to the building.

6.2 Interpretation of 'wherever practical':

Decisions regarding the interpretation of 'wherever practical' will only be made by Council and Appropriately Qualified Inspectors, on a case by case basis.

6.3 Mandatory:

For clarity, compliance with this Policy is mandatory.

7. Solar Hot Water Systems in Sewered Areas

The discharge termination point for a pressure relief valve from an uncontrolled energy source associated with a solar hot water system at a sewered property must satisfy the following:

7.1 Pipe must terminate at a disconnector gully trap or overflow relief trap;**7.2 The trap must be charged by waste water from a grey water fixture or positioned under a hose tap;****7.3 A 100 millimetre pipe must be installed vertically and in parallel to the riser of the trap;****7.4 The vertical riser must finish 300 millimetres above the top of the gully grate. The end of the pressure relief pipe must finish inside the 100 millimetre DWV pipe riser and must terminate with a separation distance of 150 millimetres between the top of the gully grate and the end of the relief pipe;****7.5 A concrete surround must be formed around the pipe riser to ensure the stability of the riser and prevent damage to the pipe.****8. Solar Hot Water Systems in Non-Sewered Areas**

The discharge termination point for a pressure relief valve from an uncontrolled energy source associated with a solar hot water system at a non-sewered property (on site sewerage system) must have the following:

8.1 Pipe must terminate at a disconnector gully trap;**8.2 The trap must be charged/positioned under a hose tap;****8.3 A 100 millimetre pipe must be installed vertically and in parallel to the riser of the trap;****8.4 The vertical riser must finish 300 millimetres above the top of the gully grate. The end of the pressure relief pipe must finish inside the 100 millimetre DWV pipe riser and must terminate with a separation distance of 150 millimetres between the top of the gully grate and the end of the relief pipe;**

ADOPTED/APPROVED:
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GROUP:
SECTION:

Council Meeting, 23 March 2010
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Infrastructure and Planning
Planning

Policy No: POL.P1.2//Page 2

- 8.5 A concrete surround must be formed around the pipe riser to ensure the stability of the riser and prevent the pipe being damaged;
- 8.6 The gully trap must discharge to a rubble pit no less than one cubic metre in volume and located no less than two metres from the building footings.

9. Evapo-Transpiration-Absorption-Seepage Systems(ETA/ETS)

ETA/ETS will not be approved for Soil Categories 1, 2 and 3.

10. Garbage Grinders

A garbage grinder must not be used in conjunction with an on-site sewerage facility.

11. Evaluation Process:

This Policy is reviewed when any of the following occur:

1. The related information is amended or replaced.
2. Other circumstances as determined from time to time by Council.

Notwithstanding the above, this Policy is to be reviewed at intervals of no more than two years.

12. Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager, Infrastructure and Planning
Policy Owner	Strategic Manager, Planning
Policy Compliance	Reform and Innovation

13. Changes to Policy:

This Policy is to remain in force until otherwise determined by Council.

ALASTAIR DAWSON
CHIEF EXECUTIVE OFFICER

ADOPTED/APPROVED:	Council Meeting, 23 March 2010	Policy No: POL.P1.2//Page 3
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DUE FOR REVISION:	March 2012	
REVOKED/SUPERSEDED:		
GROUP:	Infrastructure and Planning	
SECTION:	Planning	

12.7 - REVIEW OF PLUMBING AND DRAINAGE POLICY

Track changed version of Plumbing and Policy

Meeting Date: 18 December 2018

Attachment No: 2



POLICY NO. POL.P1.2

PLUMBING AND DRAINAGE POLICY

PLUMBING AND DRAINAGE POLICY (SOLAR HOT WATER SYSTEMS) (COMMUNITY POLICY)

1. Scope:

~~This Policy specifies the interpretational or additional standards applicable to the design and installation of plumbing and sanitary drainage and applies to new installations as well as alterations, additions or repairs to existing installations within the Rockhampton Regional Council jurisdiction.~~

~~The Policy must always be read in conjunction with the relevant legislation, codes and Australian Standards.~~

The Plumbing and Drainage Policy (Solar Hot Water Systems) specifies the design and installation requirements for the pressure relief valve termination point of solar hot water systems and applies to new installations as well as alterations, additions or repairs to existing installations within the Livingstone Shire Council jurisdiction.

2. Purpose:

~~This Policy confirms and clarifies standards necessary to achieve industry best practice, compliance and the intent of relevant legislation where differing interpretations may exist.~~

This Policy is intended to minimise the risk of damage to buildings and injury to person by confirming and clarifying standards necessary to achieve industry best practice, compliance and the intent of relevant legislation where differing interpretations may exist.

3. Reference (for example: Legislation, related documents):

~~• AS/NZS 3500.2:2003 (as amended) and in particular clause 3.2~~

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REVOKED/SUPERSEDED:		
GROUP:	Infrastructure and Planning	
SECTION:	Planning	

- ~~Plumbing and Drainage Act 2002~~
- ~~Standard Plumbing and Drainage Regulation 2003~~
- ~~Plumbing Code of Australia (PCA)~~

Legislative references

Plumbing and Drainage Act 2002

Standard Plumbing and Drainage Regulation 2003

Related documents

National Construction Code – Volume 3 'Plumbing Code of Australia'

AS/NZS 3500.2:2015 Plumbing and drainage Part 2: Sanitary plumbing and drainage

AS/NZS 3500.4:2015 Plumbing and drainage Part 4: Heated water services

4. Definitions:

To assist in interpretation, the following definitions shall apply:

~~**Appropriately Qualified** means, for a person to whom a power under the *Plumbing and Drainage Act 2002* (as amended) may be delegated, includes having qualifications or experience appropriate to exercise the power.~~

~~**Council** means the Rockhampton Regional Council.~~

~~**Inspector** means a person appointed under section 107 of the *Plumbing and Drainage Act 2002* (as amended) as an inspector for the *Plumbing and Drainage Act 2002* (as amended).~~

~~**Rockhampton Region** means the entire geographical area within the jurisdiction of the Rockhampton Regional Council.~~

<u>Uncontrolled energy source</u>	<u>Close coupled solar hot water system not fitted with a thermosiphon arrester.</u>

ADOPTED/APPROVED: Council Meeting, 23 March 2010
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 REVOKED/SUPERSEDED:
 GROUP: Infrastructure and Planning
 SECTION: Planning

Policy No: POL.P1.2//Page 2

5. **Context:****Policy Statement**

All plumbing and drainage works in the region must be compliant with the referenced formal instruments. For the avoidance of doubt there is also a need to create an interpretative standard in some areas to clarify how Council will apply some sections or specify additional requirements if deemed necessary by Council in the interests of public safety and/or achieving a consistent and appropriate industry standard.

This Policy must always be read in conjunction with the relevant legislation, codes and Australian Standards.

All plumbing and drainage works in the Livingstone Shire Council area must be compliant with the referenced formal instruments. For the avoidance of doubt, there is also a need to create an interpretative standard in some areas to clarify how the Livingstone Shire Council will apply some sections or specify additional requirements, if deemed necessary by Livingstone Shire Council in the interests of public safety and/or achieving a consistent and appropriate industry standard.

6. **The location of sanitary drains**6.1 **Location of sanitary drains:**

Council requires that, wherever practical, drains must be located external to the building.

6.2 **Interpretation of 'wherever practical':**

Decisions regarding the interpretation of 'wherever practical' will only be made by Council and Appropriately Qualified Inspectors, on a case-by-case basis.

6.3 **Mandatory:**

For clarity, compliance with this Policy is mandatory.

7.5.1 **Solar Hot Water Systems in Sewered Areas**

The discharge termination point for a pressure relief valve from an uncontrolled energy source associated with a solar hot water system at a sewered property must satisfy the following:

The discharge termination point for a temperature/pressure relief valve drain line from an uncontrolled energy source associated with a solar hot water system at a sewered property must satisfy the following:

7.1 **Pipe must terminate at a disconnector gully trap or overflow relief trap:**

7.2 **The trap must be charged by waste water from a grey water fixture or positioned under a hose tap:**

7.3 **A 100 millimetre pipe must be installed vertically and in parallel to the riser of the trap:**

7.4 **The vertical riser must finish 300 millimetres above the top of the gully grate. The end of the pressure relief pipe must finish inside the 100 millimetre DWV pipe riser and must terminate with a separation distance of 150 millimetres between the top of the gully grate and the end of the relief pipe:**

A concrete surround must be formed around the pipe riser to ensure the stability of the riser and prevent damage to the pipe.

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REVOKED/SUPERSEDED:
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Council Meeting, 23 March 2010
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Planning

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- 1) Physical protection from temperature/pressure relief valve discharge must be provided;
- 2) Drain lines from temperature/pressure relief valves must have physical protection in locations which are exposed and readily accessible;
- 3) Waste riser and in-ground pipework must be a minimum of 100 millimetres;
- 4) Temperature/pressure relief drain line must terminate at a disconnector gully trap to sewer or to a rubble pit no less than 0.5 of a cubic metre in volume and located no less than two metres from the footings of any building;
- 5) The termination point must be visible; and

7.5 An air gap must be maintained.

8.5.2 Solar Hot Water Systems in Non-Sewered Areas

The discharge termination point for a ~~pressure relief valve~~ temperature/pressure relief valve drain line from an uncontrolled energy source associated with a solar hot water system at a non-sewered property (on site sewerage system) must have the following:

8.1 ~~Pipe must terminate at a disconnector gully trap;~~

8.2 ~~The trap must be charged/positioned under a hose tap;~~

8.3 ~~A 100 millimetre pipe must be installed vertically and in parallel to the riser of the trap;~~

8.4 ~~The vertical riser must finish 300 millimetres above the top of the gully grate. The end of the pressure relief pipe must finish inside the 100 millimetre DWV pipe riser and must terminate with a separation distance of 150 millimetres between the top of the gully grate and the end of the relief pipe;~~

8.5 ~~A concrete surround must be formed around the pipe riser to ensure the stability of the riser and prevent the pipe being damaged;~~

8.6 ~~The gully trap must discharge to a rubble pit no less than one cubic metre in volume and located no less than two metres from the building footings;~~

1) Physical protection from temperature/pressure relief valve discharge must be provided;

2) Drain lines from temperature/pressure relief valves must have physical protection in exposed readily accessible locations;

3) Waste riser and in-ground pipework must be a minimum of 100 millimetres;

4) In-ground pipework must terminate to a rubble pit no less than 0.5 of a cubic metre in volume and located no less than two metres from the footings of any building;

5) The termination point must be visible; and

6) An air gap must be maintained.

9. ~~Evapo-Transpiration-Absorption-Seepage Systems(ETA/ETS)~~

~~ETA/ETS will not be approved for Soil Categories 1, 2 and 3.~~

10. ~~Garbage Grinders~~

~~A garbage grinder must not be used in conjunction with an on-site sewerage facility.~~

ADOPTED/APPROVED:
AMENDED:
DUE FOR REVISION:
REVOKED/SUPERSEDED:
GROUP:
SECTION:

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Planning

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11. Evaluation Process:

This Policy is reviewed when any of the following occur:

1. The related information is amended or replaced.
2. Other circumstances as determined from time to time by Council.

Notwithstanding the above, this Policy is to be reviewed at intervals of no more than two years.

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12. Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager, Infrastructure and Planning
Policy Owner	Strategic Manager, Planning
Policy Compliance	Reform and Innovation

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13.6 Changes to Policy:

This Policy is to remain in force until otherwise determined by Council.

1. The related information is amended/replaced; or
2. Other circumstances as determined from time to time by the Council.

7. Repeals

This Policy repeals the former Rockhampton Regional Council Policy No. POL.P1.2 'Plumbing and Drainage Policy'.

ALASTAIR DAWSON
CHRIS MURDOCH
CHIEF EXECUTIVE OFFICER

ADOPTED/APPROVED:	Council Meeting, 23 March 2010	Policy No: POL.P1.2/2page 5
AMENDED:	Version No. 1	
DUE FOR REVISION:	March 2012	
REVOKED/SUPERSEDED:		
GROUP:	Infrastructure and Planning	
SECTION:	Planning	

12.7 - REVIEW OF PLUMBING AND DRAINAGE POLICY

New Plumbing and Drainage Policy

Meeting Date: 18 December 2018

Attachment No: 3



PLUMBING AND DRAINAGE POLICY (SOLAR HOT WATER SYSTEMS) (COMMUNITY POLICY)

1. Scope

The Plumbing and Drainage Policy (Solar Hot Water Systems) specifies the design and installation requirements for the pressure relief valve termination point of solar hot water systems and applies to new installations as well as alterations, additions or repairs to existing installations within the Livingstone Shire Council jurisdiction.

2. Purpose

This Policy is intended to minimise the risk of damage to buildings and injury to person by confirming and clarifying standards necessary to achieve industry best practice, compliance and the intent of relevant legislation where differing interpretations may exist.

3. References (legislation/related documents)

Legislative references

Plumbing and Drainage Act 2002

Standard Plumbing and Drainage Regulation 2003

Related documents

National Construction Code – Volume 3 ‘Plumbing Code of Australia’

AS/NZS 3500.2:2015 Plumbing and drainage Part 2: Sanitary plumbing and drainage

AS/NZS 3500.4:2015 Plumbing and drainage Part 4: Heated water services

4. Definitions

To assist in interpretation, the following definitions shall apply:

Uncontrolled energy source	Close coupled solar hot water system not fitted with a thermosiphon arrester.

5. Policy Statement

This Policy must always be read in conjunction with the relevant legislation, codes and Australian Standards.

All plumbing and drainage works in the Livingstone Shire Council area must be compliant with the referenced formal instruments. For the avoidance of doubt, there is also a need to create an interpretative standard in some areas to clarify how the Livingstone Shire Council will apply some sections or specify additional requirements, if deemed necessary by Livingstone Shire Council in the interests of public safety and/or achieving a consistent and appropriate industry standard.

Plumbing and Drainage Policy

Adopted/Approved: Draft

Version: 1

Department: Community and Planning Services

Section: Strategy and Development

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5.1 Solar Hot Water Systems in Sewered Areas

The discharge termination point for a temperature/pressure relief valve drain line from an uncontrolled energy source associated with a solar hot water system at a sewered property must satisfy the following:

- 1) Physical protection from temperature/pressure relief valve discharge must be provided;
- 2) Drain lines from temperature/pressure relief valves must have physical protection in locations which are exposed and readily accessible;
- 3) Waste riser and in-ground pipework must be a minimum of 100 millimetres;
- 4) Temperature/pressure relief drain line must terminate at a disconnector gully trap to sewer or to a rubble pit no less than 0.5 of a cubic metre in volume and located no less than two metres from the footings of any building;
- 5) The termination point must be visible; and
- 6) An air gap must be maintained.

5.2 Solar Hot Water Systems in Non-Sewered Areas

The discharge termination point for a temperature/pressure relief valve drain line ~~pressure relief valve~~ from an uncontrolled energy source associated with a solar hot water system at a non-sewered property (on site sewerage system) must have the following:

- 1) Physical protection from temperature/pressure relief valve discharge must be provided;
- 2) Drain lines from temperature/pressure relief valves must have physical protection in exposed readily accessible locations;
- 3) Waste riser and in-ground pipework must be a minimum of 100 millimetres;
- 4) In-ground pipework must terminate to a rubble pit no less than 0.5 of a cubic metre in volume and located no less than two metres from the footings of any building;
- 5) The termination point must be visible; and
- 6) An air gap must be maintained.

6. Changes to Policy

This Policy is to remain in force until any of the following occur:

1. The related information is amended/replaced; or
2. Other circumstances as determined from time to time by the Council.

7. Repeals

This Policy repeals the former Rockhampton Regional Council Policy No. POL.P1.2 'Plumbing and Drainage Policy'.

CHRIS MURDOCH
CHIEF EXECUTIVE OFFICER

Plumbing and Drainage Policy
Adopted/Approved: Draft
Version: 1

Department: Community and Planning Services
Section: Strategy and Development

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Plumbing and Drainage Policy
Adopted/Approved: Draft
Version: 1

Department: Community and Planning Services
Section: Strategy and Development

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12.8 TOOKERS ROAD - REQUEST FROM CR MATHER FOR UPGRADING

File No: CR2.13.37
Attachments: 1. Request for Upgrading - Tookers Road - Cr Mather [↓](#)
Responsible Officer: Chris Murdoch - Chief Executive Officer
Author: Dan Toon - Executive Director Infrastructure Services

SUMMARY

This report provides information to assist Council when considering the attached correspondence from Cr Mather related to Tookers Road.

OFFICER'S RECOMMENDATION

THAT Council resolve to consider upgrading of Tookers Road in accordance with the adopted Upgrading of Unsealed Rural Roads to Sealed Standard Policy and Procedure.

BACKGROUND

The intent of the attached correspondence from Cr Mather to the Chief Executive Officer is clear and the most relevant paragraph which constitutes a request is reproduced below.

"That subject to a favourable budget review, Council give consideration to sealing the two small gravel sections of Tookers Road which intersect with Annie Drive, based on health and safety grounds."

COMMENTARY

Tookers Road is a mostly unsealed road and a recent traffic count recorded average daily vehicle movements of 143 vpd. This count ranks the road approximately 11th when compared with the prioritized list of unsealed road segments currently listed for upgrading in the Forward Works Program and on the current rate of projected completions would be scheduled for the financial year 2027/28. New traffic counts are scheduled to occur in the new year for several other roads such as Sleipner, Mount Chalmers and Cobraball to facilitate reassessment of priorities in preparation for the 2019/20 budget discussions, however, it is highly unlikely the top five priorities would change.

The two unsealed segments referred to by Cr Mather are 100m and 170m long, not 100m and 75m as identified in the notice, and are separated by a 100m sealed section with unknown pavement quality. In response to this request, a concept estimate was prepared to upgrade the intersection at Annie Drive and upgrade 370m of Tookers Road to sealed standard. The estimate is \$300,000. This expenditure cannot be accommodated by the current budget and consideration for inclusion in the 2019/20 budget would cause deferral of one of the two similar projects currently listed, the Old Byfield Road/Lake Mary Road Intersection Upgrade or Greenlake Road/Lake Mary Road Intersection Upgrade. The unsealed pavement is adequate for the volume of traffic currently experienced.

PREVIOUS DECISIONS

Nil

BUDGET IMPLICATIONS

Consideration for inclusion in the 2019/20 capital works program would cause deferral of another similar project.

LEGISLATIVE CONTEXT

Nil applicable.

LEGAL IMPLICATIONS

Nil applicable.

STAFFING IMPLICATIONS

Nil applicable.

RISK ASSESSMENT

Tookers Road is currently maintained in accordance with the adopted intervention levels.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: Strategy AM4: Operate, maintain and use Council assets to deliver efficient and cost effective services to the community.

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) Transparent and effective processes, and decision-making in the public interest; and
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) Democratic representation, social inclusion and meaningful community engagement; and
- (d) Good governance of, and by, local government; and
- (e) Ethical and legal behaviour of councillors and local government employees.

CONCLUSION

Unsealed roads can be a source of dust from time to time depending on the prevailing weather conditions and the circumstance referred to in this report is not unique to this specific location. Upgrading from unsealed to sealed standard has been reliably guided by the adopted policy and procedure for a lengthy period of time.

12.8 - TOOKERS ROAD - REQUEST FROM CR MATHER FOR UPGRADING

Request for Upgrading - Tookers Road - Cr Mather

Meeting Date: 18 December 2018

Attachment No: 1

PO Box 5186
Red Hill PO
Rockhampton Q 4701
26 November 2018

Chief Executive Officer
Livingstone Shire Council
Yeppoon Q 4703

Notice of Motion
Tookers Road - Health & Safety Issues

Dear Madam CEO,
I hereby give Notice of my intention to move the following motion at the next Ordinary Meeting set down for Tuesday 4 November 2018:

"That subject to a favourable budget review, Council give consideration to sealing the two small gravel sections of Tookers Road which intersect with Annie Drive, based on health and safety grounds."

Background:

The two small sections in question are approximately 100mtrs and 75mtrs respectively. The young family on the corner of Tookers Rd / Annie Drive suffer regular asthma attacks, and sealing of these sections will substantially reduce ~~if not eliminate the need for regular medical treatment~~ THE DUST FROM PASSING TRAFFIC.

Also, the accumulation of gravel on the wide intersection itself is notorious for drivers to enter and leave on the wrong side of the road, increasing the dangers. This was also raised at the last Community Forum.

Many thanks
Glenda Mather Cllr

12.9 CYCLE GRANTS PROJECTS 2019/20

File No: 16-024
Attachments: Nil
Responsible Officer: Amal Meegahawattage - Co-ordinator Infrastructure Planning
Michael Prior - Manager Infrastructure Operations
Dan Toon - Executive Director Infrastructure Services
Author: Reece Sainsbury - Infrastructure Planning Engineer

SUMMARY

The purpose of this report is to gain endorsement for shared path links to apply for funds under the Cycle Network Local Government Grants Program 2019/20.

OFFICER'S RECOMMENDATION

THAT Council endorses the following two (02) projects for submission to the Cycle Network Local Government Grants Program 2019/20 for 50% funding:

1. Yeppoon Precinct Shared Pathways – 800m, ~ **\$750,000 (\$375,000 LSC Contribution)**;
2. Pacific Heights Road Shared Path (Missing Links) – 400m, ~ **\$250,000 (\$125,000 LSC Contribution)**;

and confirms the following projects as priorities for future Cycle Grants funding:

3. Mulambin Beach Shared Path – 600m, ~ **\$1,100,000**;
4. Matthew Flinders Drive Shared Path (Chrisney Street - Wreck Pt) – 400m, ~ **\$200,000**;
5. Adelaide Park Road Pedestrian Bridge – 1 Bridge + Approaches ~ **\$400,000**;
6. Appleton Drive Shared Path (Missing Links) - 450m, ~ **\$300,000**; and
7. Pattison Street Shared Path Northern Extension – 60m, ~ **\$50,000**.

BACKGROUND**Current Projects**

Council has currently committed and received approval to construct the following shared paths under the Cycle Grants Funding Program:

1. Kemp Beach Shared Path – 2017/18 & 2018/19
 - a. Stages 1-3 – Construction Phase
 - b. Stages 4-6 – Design Phase
2. Hill Street Emu Park Shared Path Extension – 2018/19 – Design Phase
3. Barmaryee Road Shared Path – 2018/19 – Design Phase
4. Tanby Road Shared Path – 2018/19 – Design Phase
5. Yeppoon Precinct Design Only (Formally Adelaide Park Road) – 2018/19 – Design Phase
6. Taranganba Road East Shared Path – 2018/19 – Design Phase

Applications for Cycle Grants Funding Program 2019/20 opened in October 2018 with the submission deadline on 21 December 2018.

COMMENTARY**Cycle Grants Funding Program 2019/20**

Applications for Cycle Grants Funding Program 2019/20 opened on 2 October 2018 with the submission deadline on 21 December 2018. Successful projects will be announced in June / July 2019 through the publication of the Queensland Transport and Roads Investment Program (QTRIP).

Cycle Grants Priorities for 2019/20

Projects for the Cycle Grants Program 2019/20 have been selected and prioritised based on following criteria:

1. Shared path missing links within the current Principal Cycle Network Plans (PCNP);
2. Shared path links that extend existing pathways within PCNP and provides efficient connectivity between origins and destinations; and
3. Projects that are already included in Forward Works Program (FWP), which also constitute missing links or directly link to PCNP.

Apart from ongoing Cycle Grants projects, the following four (4) projects, which are located on the current PCNP, are already identified in FWP):

1. Mulambin Beach Recreation Reserve Footpath Stage 3 135 metres (\$33,750. FY Beyond);
2. Adelaide Park Road off road Pedestrian Bridge
3. Pacific Heights Road Footpath – Roberts Road to Laceys Road (\$190,000. FY 2020/21);
4. Pacific Heights Road Footpath – Crayke Court to Yearsley Grove (\$17,400. FY Beyond); and
5. Pattison Street Shared Path – Sleeman Street to Vernon Street (\$165,000. FY STF)*

Notes:

** denotes the projects included in the Forward Works Program and STF denoting 'subject to funding' - 2019/20.*

Above projects 3 and 4 are proposed can be delivered as a combined project.

It is proposed to seek funds for the following two (02) projects under the Cycle Grants Program in 2019/20 (in the order of priority):

1. Yeppoon Precinct Shared Pathways – 800m approx, ~ \$750,000;
2. Pacific Heights Road Shared Path (Missing Links) – 400m approx, ~ \$250,000;

Council officers are also recommending that the following projects, listed in priority order are considered for future Cycle Grants Projects:

3. Mulambin Beach Shared Path – 600m, ~ \$1,100,000;
4. Matthew Flinders Drive Shared Path (Chrisney Street-Wreck Pt) – 400m, ~\$200,000;
5. Adelaide Park Road Pedestrian Bridge – 1 Bridge + Approaches ~ \$400,000;
6. Appleton Drive Shared Path (Missing Links and crossing facilities) - 450m, ~ \$300,000; and
7. Pattison Street Shared Path Northern Extension – 60m, ~ \$50,000.

Proposed projects are shown in the Figure 1 and 2 below.





1. Yeppoon Precinct Shared Pathways

PCNP Priorities

Connectivity

This project will provide shared pathways on Priority A PCNP links on Normanby Street, Adelaide Park Road and Braithwaite Street and provide connections where there are current missing links, between Council's existing pathway network and other Priority A PCNP links

on the Rail Trail. This project will also provide a continuous connection along Adelaide Park Road into Yeppoon CBD area.

This project is estimated to cost \$750,000.

2. Pacific Heights Road Shared Path

Two separate missing footpath links have been identified on Pacific Heights Road in order to provide a continuous connection within this section of the PCNP. The first missing link is between Roberts Road and Armstrong Road, and the second missing link is between Crayke Court and Yearsley Grove.

The project is considered the second highest priority due to the following reasons:

PCNP Priorities

The shared pathway on Pacific Height Road is part of current PCNP network and is ranked Priority C. The project has been highlighted as a high priority as this would be the last opportunity for Council to claim 50% of funding to complete the project as Pacific Heights Road will soon be removed from the PCNP network preventing any further applications for cycle grants funding.

Connectivity

Applying for funding through Cycle Grants provides Council with an opportunity to construct a shared pathway on a high priority Council's footpath network. The link will also provide a complete off-road connection between key origin-destinations in the locality of Pacific Heights.

Demand from the Public

Council has received a number of customer requests for the pathway to be extended from Roberts Road to Armstrong Road. In 2016/17 LSC constructed a section of footpath from Samoa Street to Roberts Road, with another project to construct the proposed section of footpath from Roberts Road to Armstrong Road currently identified in the FWP for 2020/21.

The first missing link from Roberts Road to Armstrong Road is estimated to cost approximately \$200,000.

The second missing link from Crayke Court to Yearsley Grove is estimated to cost \$50,000.

3. Mulambin Beach Shared Pathway

A section of shared pathway is required on Mulambin Beach from Wildin Way to Blue Water Boulevard and then to Causeway Lake. The project is considered a priority due to the following reasons:

PCNP Priorities

This path forms part of PCNP link between Yeppoon and Emu Park. Current PCNP Priority Route Maps recognise this section as a Priority B, however council officers have already proposed for a Priority A upgrade in the next PCNP review. Upon completion of the Kemp Beach Shared Path project and also considering the shared pathway connection across Causeway Bridge, the project completes a missing link in the current PCNP network.

KBCW Priorities

AECOM completed Keppel Bay Coastal Walk Study (Study) and assessed 50 packages along the costal corridor for priorities. The proposed **Mulambin Beach Shared Pathway** project includes following high priority packages from the study:

1. Package 31b Mulambin Beachfront, KBCW Rank 1
2. Package 33 Mulambin South – Bluewater Blvd to Causeway, KBCW Rank 4
3. Package 32 Mulambin West, KBCW Rank 9
4. Package 34 Causeway Park, KBCW Rank 3 (connectivity only)

Connectivity

This project will extend existing pathways within PCNP on Scenic Highway, linking the communities in South Mulambin and Causeway Lake to the surrounding localities of Rosslyn, Lammermoor, Cooe Bay and further into the Yeppoon CBD, which currently has no connectivity. The shared path will also provide an important recreational link to Mulambin Beach and the surrounding residential areas and extend the existing recreational connection along Scenic Highway and popular coastal destinations between Yeppoon and Mulambin Beach. A pair of bus stops is also situated between Wildin Way and Blue Water Boulevard.

Long term objective to connect Emu Park and Yeppoon

The completion of this link forms part of the long term strategic objective to form an off-road pedestrian and cyclist connection from Yeppoon to Emu Park. Once this project is complete, the connection between Causeway Lake and Emu Park is the only section which remains incomplete.

This link is estimated to cost approximately \$1.1M.

4. Matthew Flinders Drive Shared Path

A section of footpath is required on Matthew Flinders Drive between Chrisney Street and Wreck Point in order to provide a connection between the newly constructed Wreck Point lookout and also the existing shared path network on Matthew Flinders Drive. Council has identified the need for a connection between key recreational and tourist destinations located at Wreck Point Lookout and also at the Cooe Bay Sports Complex.

The project is considered the fourth highest priority due to the following reasons:

PCNP Priorities

The entire Matthew Flinders Drive corridor forms part of PCNP and is a Priority A route. Council has previously constructed a shared path connection, under cycle grants program, along Matthew Flinders Drive, Gregory Street and Chrisney Street, bypassing the Wreck Point lookout due to issues with existing topography and road width. Council officers find this round of Cycle Grants as an opportunity to complete the high priority PCNP connection from Chrisney Street and Wreck Point.

Connectivity

There are various developments in the area that have, and will continue to have, influence on recreational and tourist related pedestrian and cyclist traffic. The Wreck Point lookout is now a key destination following its recent upgrade and currently there are no pedestrian or cyclist facilities which extend to this location. Future developments such as the Daniel Park and the Cooe Bay Swimming Pool upgrades will attract more visitors and users resulting in increase of pedestrian and cyclist volumes.

The project is estimated to cost \$200,000.

5. Adelaide Park Road Pedestrian Bridge

A new pedestrian bridge, located on Adelaide Park Road between Hughes Street and Meiland Street, is required to allow safe and efficient connectivity between origins and destinations located in the Yeppoon CBD and the Adelaide Park area. The existing timber pedestrian bridge, which is in poor condition, crosses a waterway which inundates the bridge during large storm events and offers very limited flood immunity. Each time the bridge is inundated there is large amounts of debris which gets caught on the bridge and causes damage to the structure compromising pedestrian & cyclist safety until the debris is cleared and damage is fixed. A bridge inspection project previously undertaken has recommended the structure be replaced due to its current poor condition.

This project is estimated to cost \$400,000.

6. Appleton Drive Shared Path

Several sections of footpath and pedestrian crossing facilities are required on Appleton Drive, Barry Street and Whitman Street surrounding the newly constructed Appleton Drive

roundabout and providing connections from the existing footpath networks to the Lagoon Precinct.

The project is considered the sixth highest priority due to the following reasons:

Pedestrian Safety

Council has received several customer requests to construct pedestrian footpaths and crossing facilities on the approaches surrounding the roundabout due to reports that people and specifically children are crossing the road at unsafe locations where there is no infrastructure in place. Providing off road pedestrian and cyclist crossing facilities at the intersection of Appleton Drive, Barry Street and Lagoon Place will significantly improve safety for these user groups at the intersection and encourage travel to the lagoon area and foreshore via the footpaths. Parking at locations other than on site at the Lagoon will be encouraged also as safe and efficient access to the area can be achieved via the south from crossings strategically installed close-by on Appleton Drive, Whitman Street and Barry Street and not just from the Anzac Parade crossing.

Connectivity

Capricorn Coast BUG has also expressed accessibility concerns at this location and also requested that Council investigate providing infrastructure to connect existing shared pathways on Anzac Parade and Barry Street, to other existing infrastructure on Whitman Street and Appleton Drive.

PCNP Priorities

Appleton Drive – Anzac Parade corridor forms part of PCNP and is currently a Priority A link. Construction of standard shared pathway connections with the surrounding pedestrian and cycling network is necessary to encourage safe and effective use of the PCNP routes.

This project is estimated to cost \$300,000

7. Pattison Street Shared Path Northern Extension

A section of footpath of approximately 60 metres in length is required on Pattison Street / Sleeman Street, Emu Park to connect residents further north including the RSL retirement village to the existing pathway network into the Emu Park CBD area. Livingstone Shire Council has previously submitted a funding application for this project in the 2016/17 round of Cycle Grant funding however was unsuccessful due to additional proposed sections of footpath on Oak Street not being located on the PCNP.

PCNP Priorities

This project is located on a Priority B section of the PCNP on Pattison Street. Other sections of Pattison Street closer to the Emu Park Township are Priority A and this extension would provide connectivity to this part of the network.

Demand from Public

Several customer requests have been received, including a few from the RSL Retirement Village residents, who would have liked to utilise the shared path on Pattison Street but have no safe route other than traveling on a road, with no shoulder, to reach it as well as the nearby bus stops. The existing footpath network on Pattison Street currently extends north from the Emu Park CBD along Pattison Street and finishes at Sleeman Street. This current gap in the network prevents residents at the retirement village to get to shared path infrastructure and bus stops safely. It also prevents residents living in Tanby Point to get to Emu Park CBD without walking on or close to roads. Also, school children walking to and from bus stops do not have a safe route under current circumstances. This link will give residents in the area, including school children, a safe route into Emu Park CBD as well as to Tanby Point and various Bus Stops.

This project is estimated to cost \$50,000.

PREVIOUS DECISIONS

Council officers submitted a funding application for Sleeman Street Shared Path including a section of the path on Oak Street, following Council's endorsement for 2017/18 Cycle Grants applications. However, DTMR declined the application on the basis of the inclusion of a non-PCNP portion in the scope, along with some other reasons. The project proposed in this report does not include the Oak Street component for compliance with Cycle Grants objectives.

Council has already committed to deliver Kemp Beach Shared Path Project by the end of FY 2018/19 with possible extension to complete by 2019/20. This project is planned to be delivered in 6 stages. Council officers have completed detailed design of the first 3 stages.

Estimated costs for the stages and fund allocations are shown in Table 1.

Table 1 - Summary of Cost Estimations and Fund Availability – Kemp Beach Shared Pathway

Stage	Description	Est Cost
2018/19		
Stage 1	Scenic Hwy (Mulambin Rd to Rosslyn St)	\$ 524,931
Stage 2	Scenic Hwy (Rosslyn St to Vin E Jones Dr)	\$ 708,953
Stage 3	Vin E Jones Dr	\$ 465,097
Stage 4	Scenic Hwy (Vin E Jones Dr to Kemp Beach)	\$ 479,151
2019/20		
Stage 5	Kemp Crossing	\$ 848,843*
Stage 6	Wildin Way (Kemp Crossing to Wildin Way)	\$ 650,000*
Total		\$ 3,676,975
	Funding Summary	
	Approved Project Amount (Total)	\$ 2,641,700
	Approved Cycle Grants (50% of above)	\$ 1,320,850
	Estimated Cycle Grants Requirement (TBC)	\$ 1,838,488
	Estimated Cycle Grants Variation (TBC)	\$ 517,638
	Approved LSC Amount	\$ 1,300,850
	Estimated LSC Requirement	\$ 1,838,488
	Short fall for Kemp Beach (19/20)	\$ 537,638

Notes:

* – This project is currently in design stage.

Summary of shared pathway / footpath projects included in the FWP, excluding already approved Cycle Grants projects, is shown in Table 2.

Table 2 – Footpath Projects in Current FWP

FY	Project	Council Allocation
2020/21	Adelaide Park Road	\$515,000
2020/21	Normanby Street ¹	\$63,750
2020/21	Pacific Heights Road	\$190,000
2020/21	Fountain Street	\$101,563
2021/22	Clayton Rd	\$135,000
2021/22	Kingston Park - Barmaryee	\$25,000
Total		\$1,030,313

If all of the Council allocations shown in Table 2 can be reallocated to deliver Cycle Grants projects listed in Table 3, Council would be able to obtain 50% matched funds from DTMR, hence, additional works (approximately \$1M worth of) can be delivered across 2019/20 and 2020/21 FYs.

Table 3 - Suggested Additional Funding Allocations 19/20 and 20/21

FY	Project	Council Allocation
2019/20	Hill Street Tourist Car Park (TTC) Short Fall ¹	\$ 27,500
2019/20	Kemp Beach Stages 5 & 6 ²	\$ 502,813
2020/21	Yeppoon Precinct Construction Only	\$ 375,000
2020/21	Pacific Heights Road	\$ 125,000
	Total	\$ 1,030,313

Notes:

1 – This change has been endorsed by Council, following a report on 20 November 2018.

2 – Amount has been adjusted to reallocate full amount in Table 2.

BUDGET IMPLICATIONS

As the amounts are only reallocated, there will be no budget implications expected.

LEGISLATIVE CONTEXT

All the proposed shared pathways are located within road reserve areas where Council is authorised to undertake works under the Local Government Act.

LEGAL IMPLICATIONS

There are no known legal issues.

STAFFING IMPLICATIONS

Design and Construction would be undertaken by Council staff in accordance with relevant QA procedures.

RISK ASSESSMENT

Following risks are present with proposed cycle grants funding applications:

#	Risk	Consequences	Control Measures
1	Cost estimates increase during the Detailed Design stage	Inadequate cycle grants to deliver full scope	Apply for a positive variation for additional funds, or Consider savings by changed scope, or Negotiate with DTMR for a reduced scope and apply for a negative variation
		Inadequate council funds to deliver full scope	Consider savings by changed or reduced scope, or Consider if additional funds can be sourced by differing other projects, or Project is staged so that parts can be excluded from the current project scope and deliver in the future.
2	Cycle grants application is unsuccessful	Inadequate council funds to deliver full scope	Differ allocations to the next FY, leaving opportunity to submit another funding application for the same or other project, or Differ the project and utilise current allocations to deliver other fully council funded project(s), or Differ the project and utilise current allocations to deliver additional scopes of other approved Cycle Grants projects
3	Cycle grants application is successful, but with conditions, resulting additional costs	Inadequate council funds to deliver full scope	Refer to above Risk #1
4	Delays in obtaining necessary external agency approvals	Delays in delivery	Relevant officers to apply for approvals in advance, Stage works to minimise progress of the overall project, and Inform DTMR of possible delays, seek approval for extensions
5	Delays in completing Detailed Design	Delays in delivery	Provide additional resources to expedite design progress, Stage works to minimise progress of the overall project, and Inform DTMR of possible delays, seek approval for extensions

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: Strategy AM3: Design and implement practical infrastructure solutions.

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) Transparent and effective processes, and decision-making in the public interest; and
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) Democratic representation, social inclusion and meaningful community engagement; and
- (d) Good governance of, and by, local government; and
- (e) Ethical and legal behaviour of councillors and local government employees.

CONCLUSION

In conclusion, it would be recommended that the two (2) projects outlined below be supported and submitted for consideration in the next round of funding through the Cycle Network Local Governments Grants Program.

- Yeppoon Precinct Shared Pathways – 800m, ~ **\$750,000**;
- Pacific Heights Road Shared Path (Missing Links) – 400m, ~ **\$250,000**;

Council officers also recommend that the following projects, listed in priority order are considered for future Cycle Grants Projects:

- Mulambin Beach Shared Path – 600m, ~ **\$1,100,000**;
- Matthew Flinders Drive Shared Path (Chrisney Street - Wreck Pt) – 400m, ~**\$200,000**;
- Adelaide Park Road Pedestrian Bridge – 1 Bridge + Approaches ~ **\$400,000**;
- Appleton Drive Shared Path (Missing Links) - 450m, ~ **\$300,000**; and
- Pattison Street Shared Path Northern Extension – 60m, ~ **\$50,000**.

12.10 PARKING (AMENDMENT NO.2) SUBORDINATE LOCAL LAW (NO. 5) 2018**File No:** TT30.13.1**Attachments:**

1. (Consolidated) Parking Amendment No.2 Subordinate local law No.5 2018 [↓](#)
2. Parking Amendment No.2 Subordinate Local law No.5 2018 [↓](#)
3. Public notice - Parking Amendment No.2 Subordinate Local law No.5 2018 [↓](#)
4. Local Law Making Process Resolution [↓](#)

Responsible Officer: Brett Bacon - Executive Director Liveability and Wellbeing
David Battese - Manager Strategy & Development**Author:** Craig Newsome - Coordinator Public Environments

SUMMARY

This report provides a recommendation to receive proposed amendments and resolve to adopt a consolidated version of *Subordinate Local Law (Parking) 2018* to remain as titled.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1) acknowledge no submissions received regarding proposed amendments to *Subordinate Local Law No.5 (Parking) 2018* pursuant to section 29A (3) of the *Local Government Act 2009*; and
- 2) make *Parking (Amendment No.2) Subordinate Local Law No.5 2018* as amended; and
- 3) pursuant to section 32 of the *Local Government Act 2009*, adopt a consolidated version of *Parking (Amendment No.2) Subordinate Local Law No.5 2018* to be known as *Subordinate Local Law No.5 (Parking) 2018*.

BACKGROUND

At its ordinary meeting 04 September 2018 Council discussed a report regarding proposed changes to *Subordinate Local Law No.5 (Parking) 2018*. All amendments were relevant to the subordinate law; there remains no requirement at this time to amend the current Local Law.

In accordance with the adopted Local Law Making Process Resolution, Council consulted with the community by way of public notification 14 November 2018, advertising the proposed amendments *Parking (Amendment No.2) Subordinate Local Law No.5 2018* for the legislated period of Twenty-One (21) days.

A search of Council records finds no submissions were received by the close of business 7 December 2018, being the closing date as prescribed under public notification. A copy of the amending subordinate law is attached to this report.

COMMENTARY

The creation of additional declared traffic areas and off-street regulated parking areas triggers amendment to Schedules one (1) and two (2) of *Subordinate Local Law No.5 (Parking) 2018*.

The proposed amendments have been considered in conjunction with the guidelines for conducting reviews on anti-competitive provisions in local laws under the National Competition Policy. In accordance with the guideline, local laws (and thus by implication subordinate local laws) regulating the behaviour of individuals (for example; regulating the parking of vehicles) are excluded from the review of anti-competitive provisions.

Council may note variations to mapping previously shown at its Ordinary Meeting 4 September 2018. Primarily the changes to the mapping within schedule one and schedule two of the amending subordinate local law were undertaken enabling a more accurate definition of designated Traffic Areas and Off Street Regulated Parking Areas. Consequently, the table within each schedule was updated to reflect changes.

PREVIOUS DECISIONS

Council previously made the following decisions regarding the local law making process in general and the amendment of *Local Law and Subordinate Local Law No. 5 (Parking) 2011* in particular:

- 1) Ordinary Meeting 5 December 2017 Council resolved to make amendments to *Local Law No.5 (Parking) 2011 and Subordinate Local Law No.5 (Parking) 2011*; and
- 2) Ordinary Meeting 20 March 2018 Council resolved to propose to make proposed amendments to *Subordinate Local Law No.5 (Parking) 2011*.
- 3) Ordinary Meeting 3 July 2018 Council resolved to make amendments to and adopt a consolidated version of *Subordinate Local Law No.5 (Parking) 2018*.
- 4) Ordinary Meeting 4 September 2018 Council resolved to propose to make proposed amendments to *Subordinate Local Law No.5 (Parking) 2018*.

BUDGET IMPLICATIONS

The majority of costs associated with the amendment will be absorbed through internal resources. Minimal costs mainly associated with legal advice may be incurred. Where Council proceeds with the declaration of a Traffic Area, a budget provision would be required for the deployment of appropriate signage and the necessary infrastructure required for the implementation of a paid parking regime within the Lagoon Precinct.

The degree to which technology is applied to parking management and the level of compliance within the community will have a direct bearing on resourcing requirements and decisions.

The resourcing needs to enforce and administer compliance with the new parking regime associated with the Local Law amendments is unknown but it is anticipated that it will have a detrimental impact on Council's current Local Law activities. Accordingly, it is proposed that a report will be presented to Council after three to six months of the new regime's implementation addressing any budget or resourcing issues in detail.

Paid parking signage costs

Legislative signage required to support paid parking has been estimated at approximately \$18,000. This amount will be refined at design stage and will need to be accounted for as part of one of the budget reviews for the 2018/19 financial year.

LEGISLATIVE CONTEXT

The management of local laws and the regulation of car parking is guided by:

- 1) Section 29(1) of the *Local Government Act 2009*;
- 2) *Subordinate Local Law No.5 (Parking) 2011*; and
- 3) *Legislative Standards Act 1992*.

LEGAL IMPLICATIONS

There are no legal implications associated with the adoption of an amended subordinate local law. The amendments will enable Council to efficiently and effectively regulate parking within designated areas.

In the absence of adherence to the Transport Operations (Road Use Management) Act 1995, Manual of Uniform Traffic Control Devices and necessary amendment of Subordinate Local Law No. 5 (Parking) 2018 Council is unable to implement a paid parking regime within the Lagoon Precinct.

STAFFING IMPLICATIONS

The degree to which technology is applied to parking management and the level of compliance within the community will have a direct bearing on resourcing requirements and decisions.

The resourcing needs to enforce and administer compliance with the new parking regime associated with the Local Law amendments is unknown but it is anticipated that it will have a detrimental impact on Council's current Local Law activities. Accordingly, it is proposed that a report will be presented to Council after three to six months of the new regimes implementation addressing any budget or resourcing issues in detail.

RISK ASSESSMENT

In the absence of appropriate legislative adherence and resolution of relevant amendments to subordinate law, Council is vulnerable to lawful challenge of any implemented paid parking fee.

CORPORATE/OPERATIONAL PLAN

Strategy GO5 of Council's Corporate Plan states: *'Deliver customer focused and responsive services efficiently and effectively.'*

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*
- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

Amendments to the current subordinate local law were deemed necessary to broaden the scope of traffic areas and off-street regulated parking areas therefore enabling the implementation of paid parking and authorised persons to effectively enforce regulated parking with the Yeppoon Town Centre and Lagoon Precinct.

Designating Traffic and Off-street Regulated Parking Areas identified for the Town Centre of Emu Park may be considered long term planning for the next stage in realising growth within the local economy.

**12.10 - PARKING (AMENDMENT NO.2)
SUBORDINATE LOCAL LAW (NO. 5)
2018**

**(Consolidated) Parking Amendment
No.2 Subordinate local law No.5 2018**

Meeting Date: 18 December 2018

Attachment No: 1

**(Amendment No.2) Subordinate Local Law No.5
(Parking) 2018**

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 5 (Parking) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 5 (Parking) 2011*, which provides for the exercise of local government powers authorised under the TORUM Act.
- (2) The purpose is to be achieved by providing for—
 - (a) the establishment of traffic areas and off-street regulated parking areas; and
 - (b) the persons that may be issued with a parking permit; and
 - (c) the vehicles that may be issued with a commercial vehicle identification label; and
 - (d) the infringement notice penalty amounts for minor traffic offences.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 5 (Parking) 2011* (the **authorising local law**).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 4 defines particular words used in this subordinate local law.

Part 2 Declaration of parking areas for the TORUM Act

5 Declaration of traffic areas—Authorising local law, s 5

- (1) For section 5(1) of the authorising local law, the part of the local government area indicated by hatching in the map in schedule 1 is declared to be a traffic area.
- (2) For section 5(2) of the authorising local law, the boundaries of the traffic area are indicated by a black line circumscribing the hatched area on the map in schedule 1.

6 Declaration of off-street regulated parking areas—Authorising local law, s 6

- (1) For section 6(1) of the authorising local law, each area of land identified in schedule 2 is declared to be an off-street regulated parking area.
- (2) For section 6(2) of the authorising local law, the boundaries of each off-street regulated parking area are the boundaries of the land identified in schedule 2.

Part 3 Parking contrary to parking restriction

7 Parking permits issued by local government—Authorising local law, s 7(2)

- (1) This section prescribes -
 - (a) the persons that may be issued with a parking permit mentioned in section 7(1) of the authorising local law; and
 - (b) the circumstances in which the parking permits may be issued.
- (2) A parking permit (a **resident parking permit**) may be issued to a person whose circumstances are as follows—
 - (a) the person resides in a residence¹ situated on a section of road and parking immediately adjacent to the residence is regulated by time; and
 - (b) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area; and
 - (c) the residence does not have, and cannot reasonably be provided with, adequate off-street parking; and
 - (d) if the parking permit is granted — there would not be in force more than 1 resident parking permit for the same residence.
- (3) A parking permit (a **community service organisation parking permit**) may be issued to a person whose circumstances are as follows—
 - (a) the person is a community service organisation²; and
 - (b) the person will use the parking permit for an activity which is consistent with the objects of the community service organisation; and
 - (c) the activity is undertaken on a section of road where ☐
 - (i) parking is regulated by time; and
 - (ii) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area.
- (4) A parking permit (a **temporary parking permit**) may be issued to allow the holder of the parking permit to park one or more vehicles in a designated parking space or spaces for a period specified in the parking permit despite an indication on an official traffic sign to the contrary and despite the fact that paid parking would otherwise apply to the space or spaces.
- (5) A temporary parking permit may only be granted if the local government is satisfied that -

¹ See definition of **residence** in the dictionary.

² See definition of **community service organisation** in the dictionary.

- (a) the applicant is engaged in some temporary activity affecting premises immediately adjacent to the designated parking space or spaces to which the application relates; and
 - (b) it is not reasonably practical for the applicant to carry out the activity unless the designated parking space or spaces to which the application relates are allocated to the applicant's exclusive use for the duration of the activity.
- (6) A parking permit (a **works zone parking permit**) may be issued to a person if the local government is satisfied that -
 - (a) the part of the road to which the application relates is adjacent to a site at which the person is proposing to undertake building or construction work; and
 - (b) the carrying out of the building or construction work is lawful; and
 - (c) having regard to the nature of the building or construction work and the characteristics of the site, it is not reasonably practical for all work activity involving vehicle loading and unloading and associated vehicle movements to be confined within the site.
- (7) A parking permit (a **visitor parking permit**) may be issued to a person whose circumstances are as follows—
 - (a) the person (the **resident**) resides in a residence situated on a section of road and parking immediately adjacent to the residence is regulated by time; and
 - (b) the parking permit is to be made available by the resident for use by another person who —
 - (i) is visiting or attending at the residence identified in the parking permit; and
 - (ii) intends parking on the section of road immediately adjacent to the residence; and
 - (c) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area; and
 - (d) the residence does not have and cannot reasonably be provided with adequate off-street parking; and
 - (e) if the parking permit is granted — there would not be in force more than 1 visitor parking permit for the same residence.

Part 4 Minor traffic offence infringement notice penalties

8 Infringement notice penalty amounts—Authorising local law, s 9

For section 9 of the authorising local law, the infringement notice penalty amount³ for an offence mentioned in column 1 of schedule 3 is the corresponding amount stated in column 2 of schedule 3.

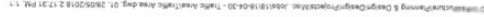
³ See section 5 of the *Penalties and Sentences Act 1992*. The value of a penalty unit is, for a local law, or an infringement notice under the *State Penalties Enforcement Act 1999* for an offence against a local law—the amount, as prescribed under a regulation. See section 3 of the *Penalties and Sentences Regulation 2015*. The value of a penalty unit for a local law made by a local government not mentioned in schedule 1 of the Regulation, or an infringement notice under the *State Penalties Enforcement Act 1999* for an offence against a local law made by a local government not mentioned in schedule 1 of the Regulation, is \$100.00.

Schedule 1 Declaration of traffic area

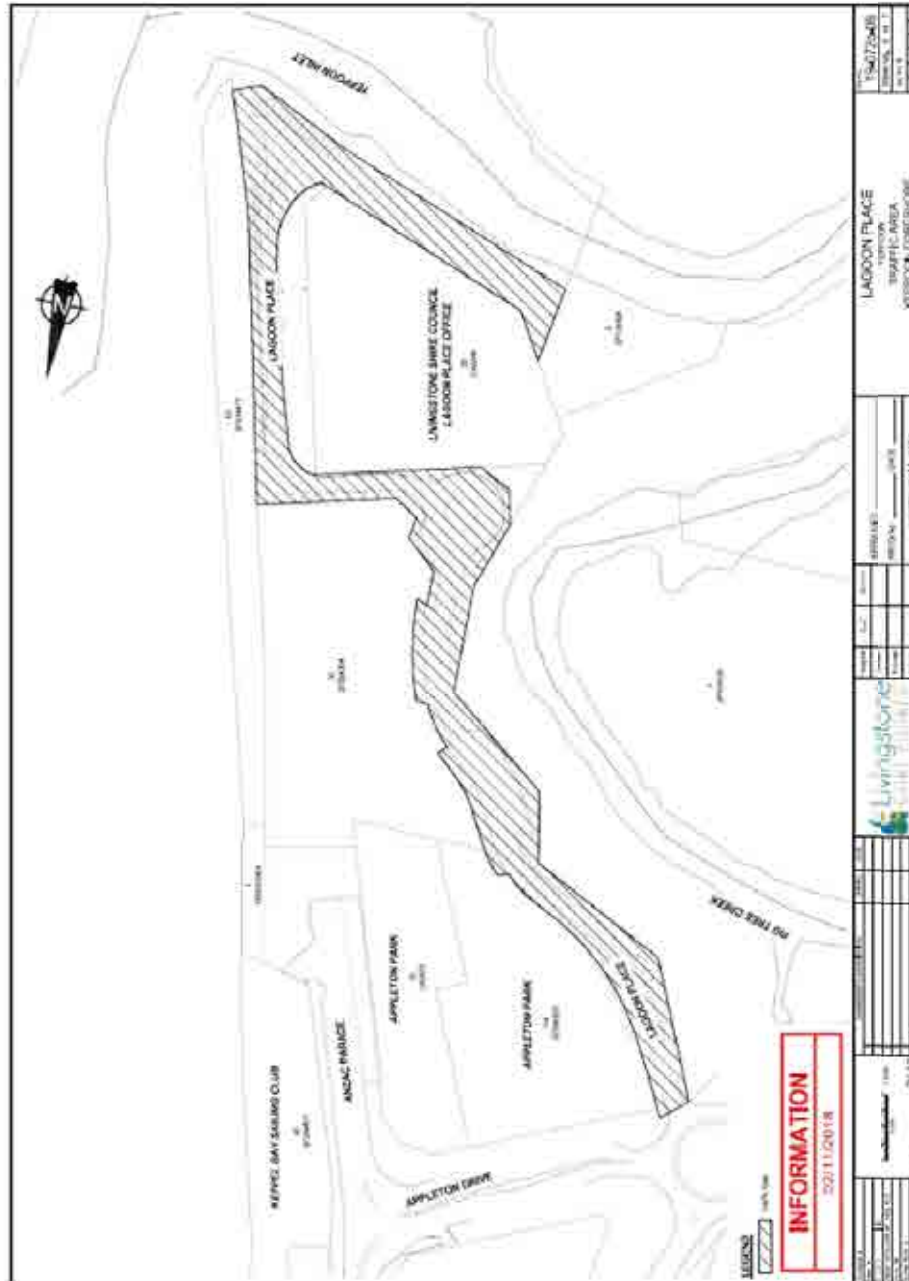
Section 5

Facility Common Name	Street Address
Traffic Area 01 Central Business District Yeppoon	James Street, Normanby Street, Queen Street, Anzac Parade, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 02 Lagoon Place Yeppoon	Lagoon Place, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 03 Anzac Parade Yeppoon	Anzac Parade, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 04 Central Business District Yeppoon	Hill Street, Emu Street, Pattison Street, Granville Street, but limited to the area shown hatched in black on the map in this schedule 1.

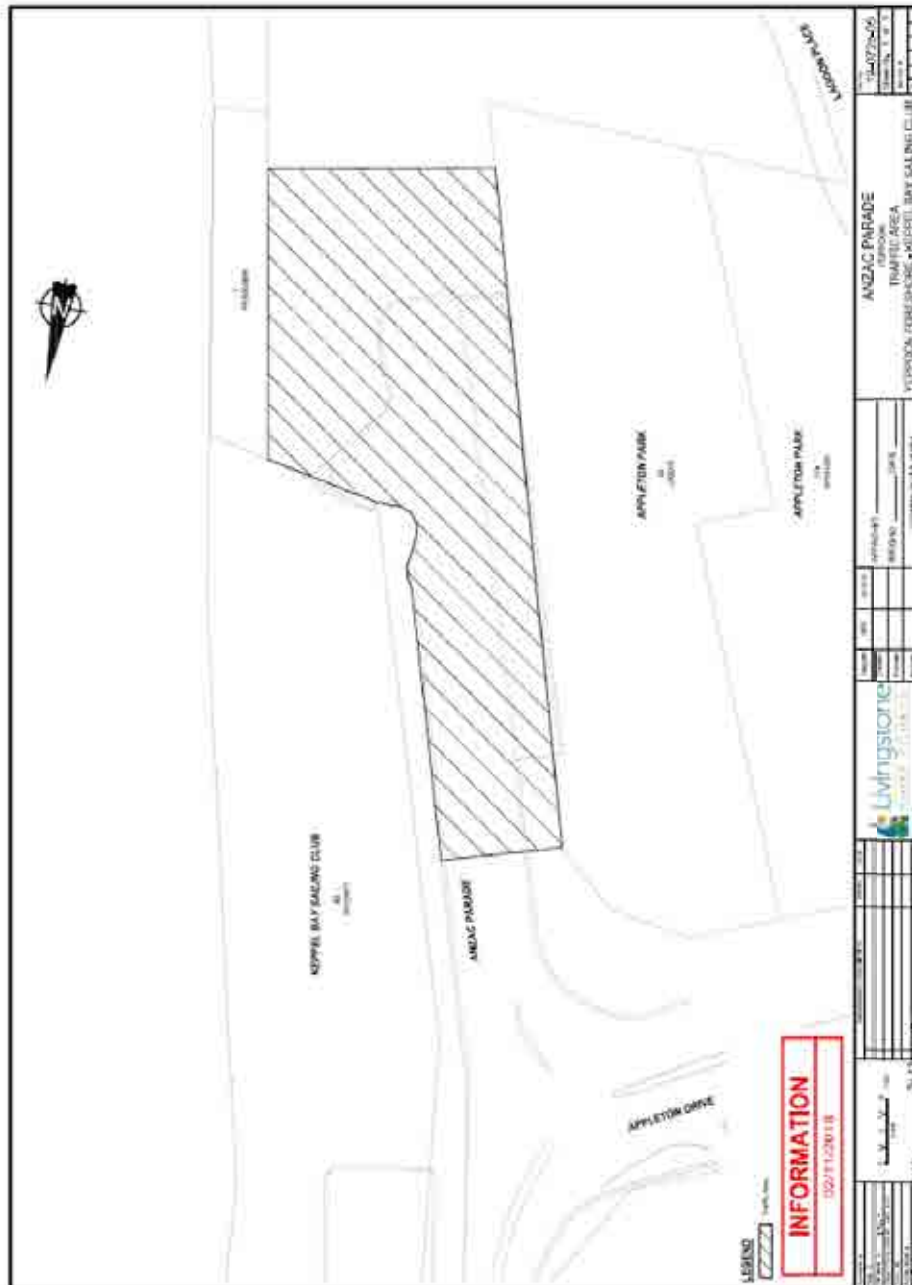
Traffic Area 01 – Central Business District, Yeppoon



14. For a full discussion of the implications of the results, see the discussion section of the paper.



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INFORMATION
05/11/2018

Schedule 2 Declaration of off-street regulated parking areas

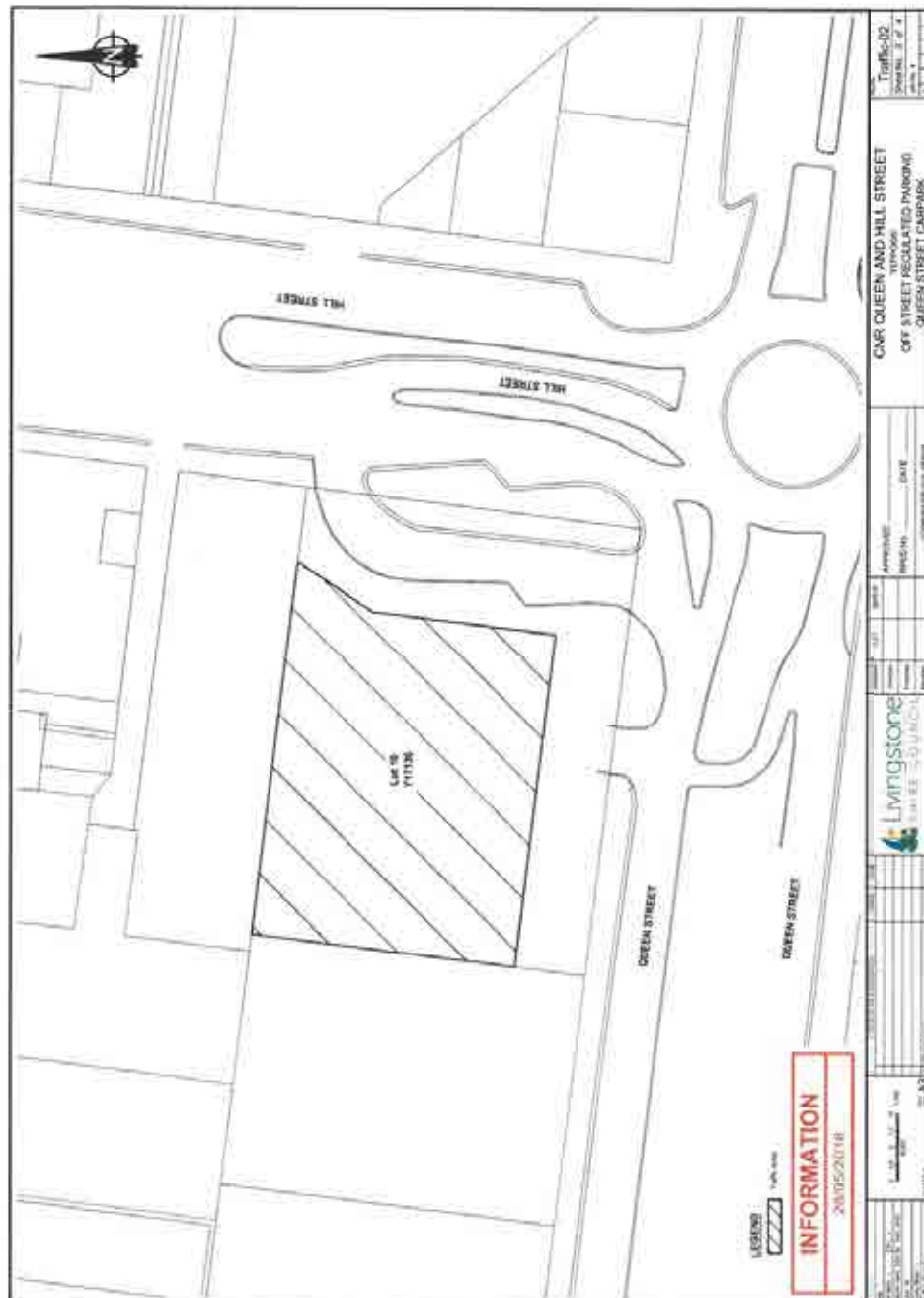
Section 6

Facility Common Name	Street Address	Real Property Description	
		Lot	Plan
Queen Street Carpark	Corner Queen and Hill Streets, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 10	Y17136
Yeppoon Foreshore	Anzac Parade, Yeppoon limited to the area shown hatched in black on the map in this schedule 2.	Lot 65	SP234671
Yeppoon Town Centre Car Park	17 Hill Street, Yeppoon but limited to the area shown hatched in black on the map in this schedule 2.	Lot 10	SP289416
Yeppoon Foreshore	Lagoon Place, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 39	LN2298
Appleton Park	Appleton Drive, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 114	SP294303
Emu Park CBD Precinct	Kerr Park, Lot 1 Granville Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 1	SP107103
Emu Park CBD Precinct	Bell Park, Lot 9 Hill Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 9	LN1169
Emu Park CBD Precinct	Bell Park, Lot 100 Hill Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 100	SP251104

Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

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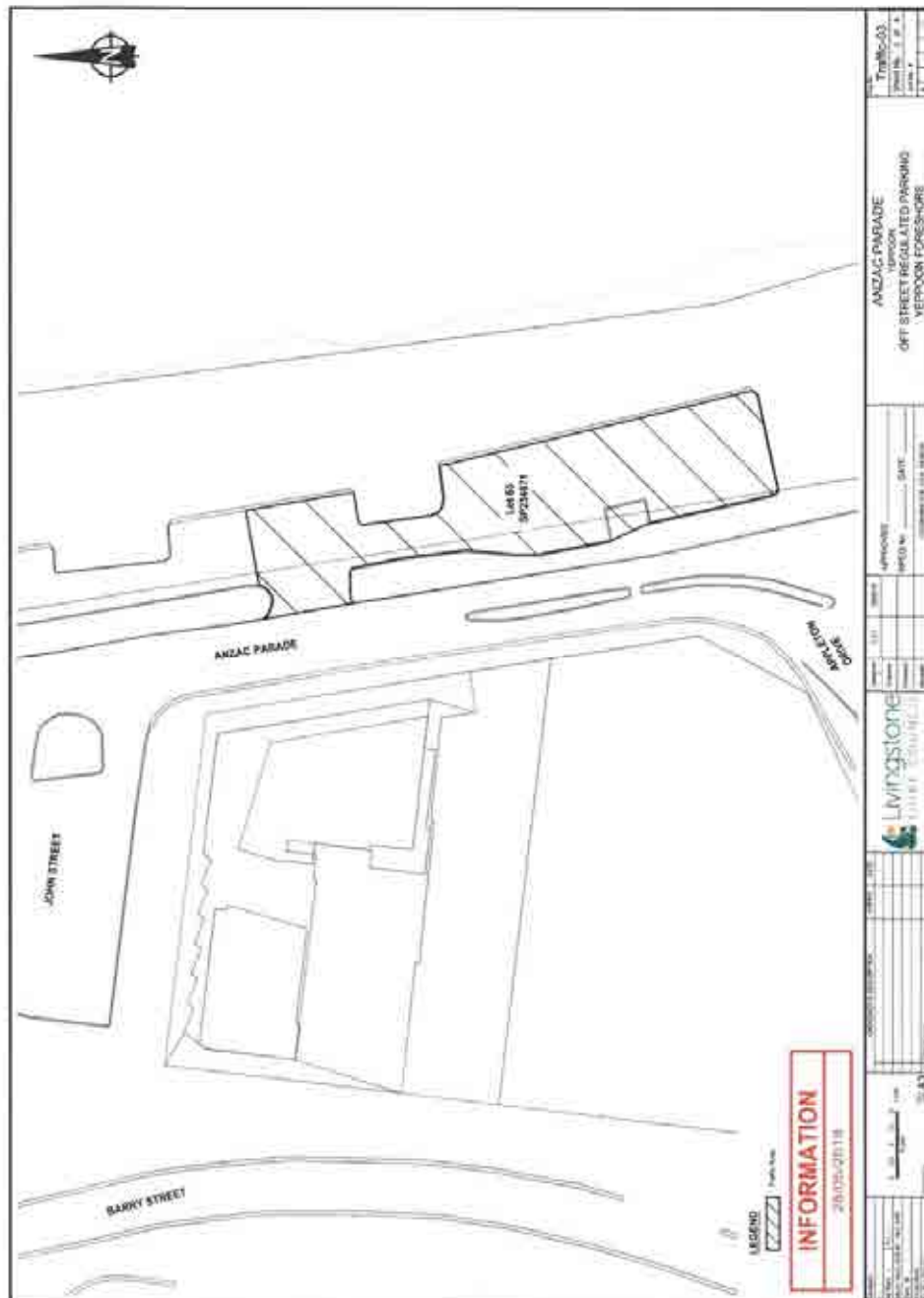
**Off Street Regulated Parking Area – Queen Street Carpark,
Corner Queen and Hill Streets, Yeppoon**



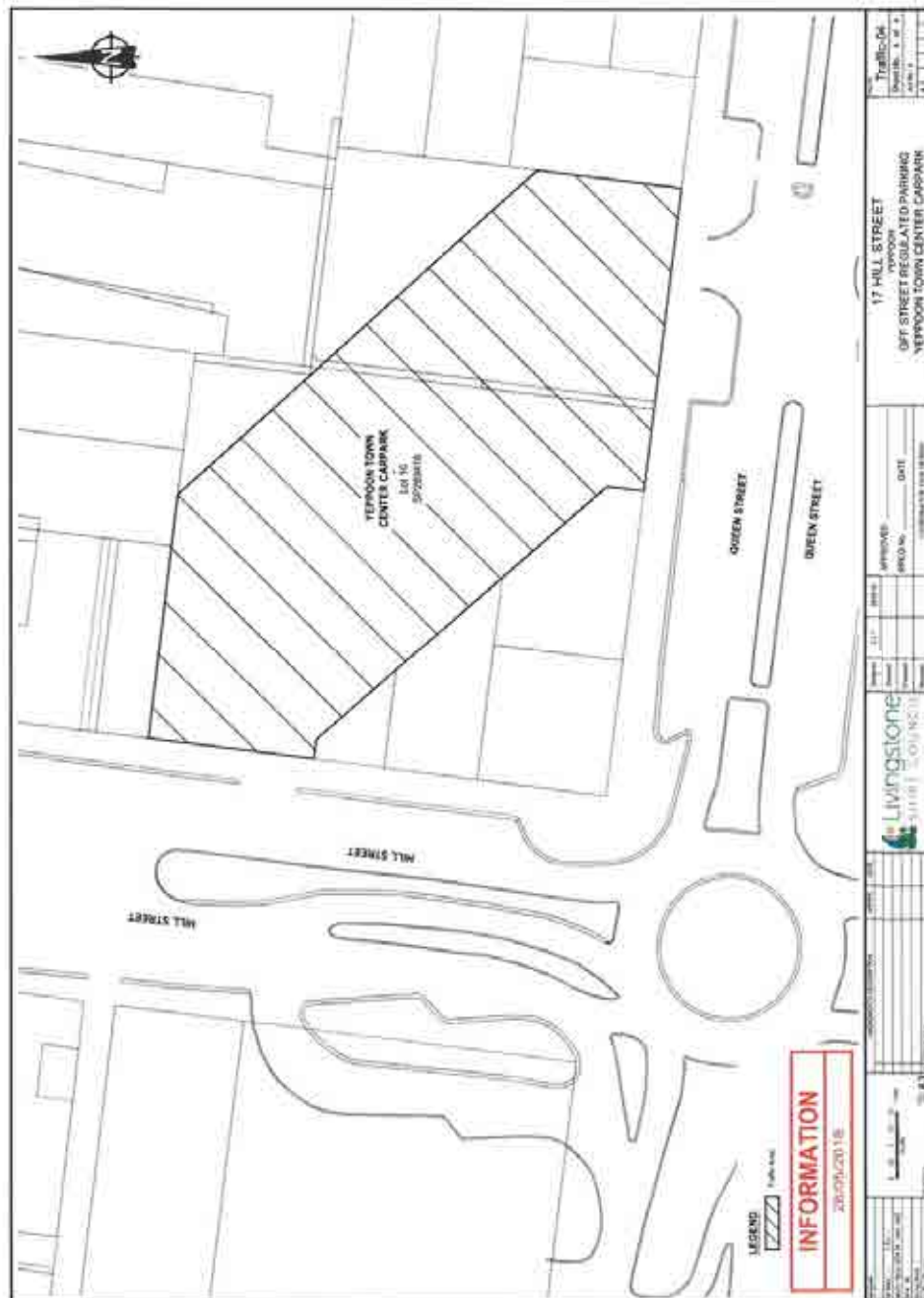
Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

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**Off Street Regulated Parking Area – Yeppoon Foreshore,
Anzac Parade, Yeppoon**



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13. *Journal of the American Statistical Association*, 96(456):1039-1052, 2001. doi:10.1198/016214501753166111.



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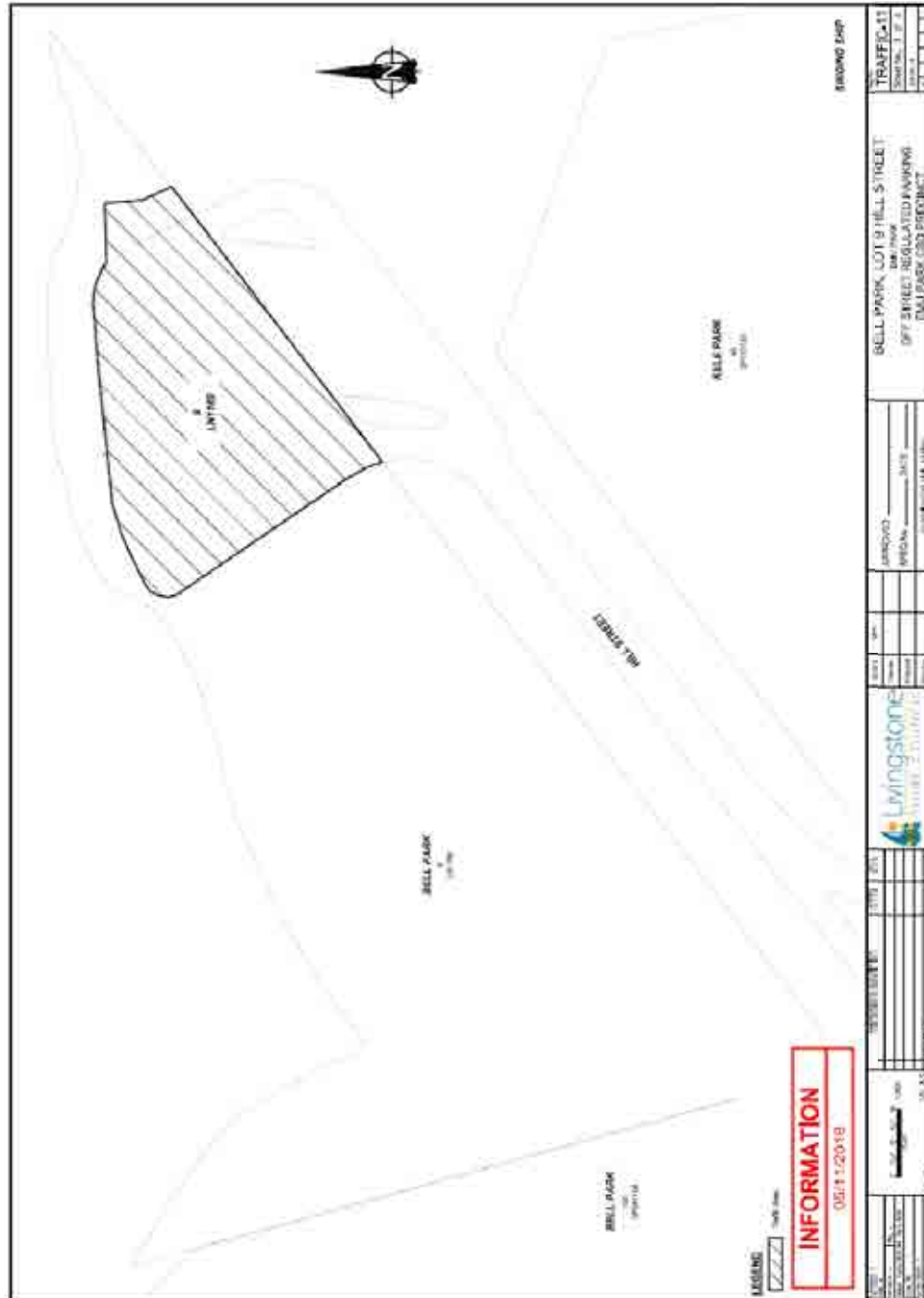
**Off Street Regulated Parking Area – Emu Park CBD Precinct,
Kerr Park, Lot 1 Granville Street, Emu Park**



Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

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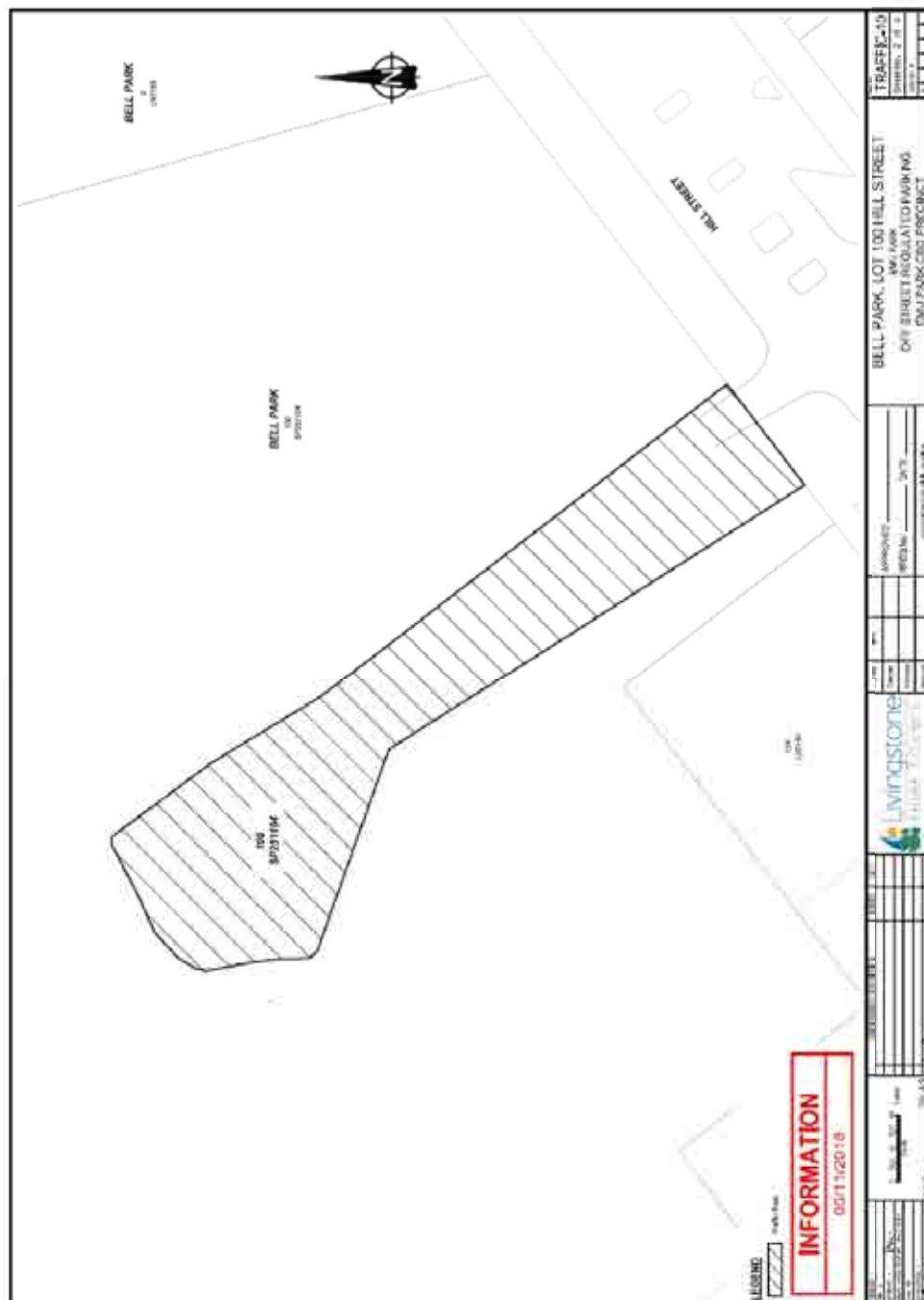
**Off Street Regulated Parking Area – Emu Park CBD Precinct,
Bell Park, Lot 9 Hill Street, Emu Park**



Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

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Off Street Regulated Parking Area – Emu Park CBD Precinct
Bell Park, Lot 9 Hill Street, Emu Park



Schedule 3 Infringement notice penalty amounts for certain minor traffic offences

Section 9

Column 1		Column 2
<i>Transport Operations (Road Use Management) Act 1995 provision</i>	Minor Traffic Offence	Infringement notice penalty amount
106(1)(a)(i)	Parking a vehicle in a designated parking space unless a parking meter or park at area installed for the space indicates that the parking fee has been paid	0.4 penalty units
106(1)(a)(ii)	Parking a vehicle in a designated parking space unless the person has done what is required by an authorised system that applies in relation to the space	0.4 penalty units
106(1)(b)	Parking a vehicle in a designated parking space for a time longer than the maximum time indicated on the official traffic sign installed for the space	0.4 penalty units
106(1)(c)	Parking a vehicle in a designated parking space if another vehicle is parked in the space	0.4 penalty units
106(1)(d)	Parking a vehicle in a designated parking space so that the vehicle is not wholly within the space	0.4 penalty units

Column 1		Column 2
<i>Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision</i>	Minor Traffic Offence	Infringement notice penalty amount
167	Stopping on a length of road or in an area to which a no stopping sign applies	0.4 penalty units
169	Stopping at the side of a road marked with a continuous yellow edge line	0.4 penalty units

Column 1		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
170(1)	Stopping in an intersection	0.4 penalty units
170(2)	Stopping within 20m of an intersection with traffic lights unless permitted by a sign	0.4 penalty units
170(4)(a)	Stopping within 10m of an intersection without traffic lights unless permitted by a sign	0.4 penalty units
172(1)	Stopping within 20m before a pedestrian crossing that is not at an intersection otherwise than as permitted by a sign	0.4 penalty units
172(1)	Stopping within 10m after a pedestrian crossing that is not at an intersection otherwise than as permitted by a sign	0.4 penalty units
176(1)	Stopping on a road contrary to a clearway sign	0.4 penalty units
179(1)	Stopping an unauthorised vehicle in a loading zone	0.4 penalty units
179(2)(a)	Authorised driver stopping in a loading zone for longer than 30 mins	0.4 penalty units
179(2)(b)	Authorised driver stopping in a loading zone for longer than permitted by a sign	0.4 penalty units
181	Unauthorised driver stopping in a works zone	0.4 penalty units
182(1)	Stopping an unauthorised vehicle in a taxi zone	0.4 penalty units

Column 1		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
183(1)	Stopping an unauthorised vehicle in a bus zone	0.4 penalty units
183(1)	Stopping a bus in a bus zone contrary to a bus zone sign	0.4 penalty units
185(1)	Stopping an unauthorised vehicle in a permit zone	0.4 penalty units
186(1)	Stopping in a mail zone	0.4 penalty units
189(1)(a)	Stopping on a two way road between the centre of the road and another vehicle parked at the side of the road	0.4 penalty units
191	Stopping on a road so as to obstruct traffic	0.4 penalty units
195(1)	Stopping within 20m before a bus stop unless permitted by a sign	0.4 penalty units
195(1)	Stopping within 10m after a bus stop unless permitted by a sign	0.4 penalty units
197(1)	Stopping on a bicycle path, footpath, shared path or dividing strip or a nature strip adjacent to a length of road in a built- up area unless permitted by a sign	0.4 penalty units
198(2)	Stopping on or across a driveway unless dropping off or picking up, passengers	0.4 penalty units
199	Stopping near a postbox	0.4 penalty units
202	Stopping contrary to a motorbike parking sign	0.4 penalty units
203(1)	Stopping contrary to a people with disabilities parking sign	0.4 penalty units

Column		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
205(1)(a)	Parking for longer than the period indicated on a permissive parking sign	0.4 penalty units
208(1)	Parking on a two way road other than parallel and as near as practicable to the far left side of the road	0.4 penalty units
208(1)	Parking on a one way road other than to the far left or far right of the road unless permitted by a sign	0.4 penalty units
208(1)	Parking within 3m of a continuous dividing line or dividing strip unless permitted by a sign.	0.4 penalty units
210(1)	Angle parking - failing to properly position the vehicle.	0.4 penalty units
211(2)	Parking otherwise than completely within the confines of a parking bay	0.4 penalty units
Part 12	Other parking offences provided for in Part 12 (Restrictions on stopping and parking)	0.4 penalty units

Schedule 4 Dictionary

Section 4

community service organisation means an association incorporated under the *Associations Incorporation Act 1981* which has as the main purpose of its objects, making financial gain for community service, charitable or similar purposes.

community service organisation parking permit see section 7(3).

penalty unit means the fine amount for an offence under Queensland State legislation and the laws of local governments is identified as a penalty unit. *Queensland's Penalties and Sentences Regulation 2015* defines the dollar value of a penalty unit. This is subject to a yearly review by the State Treasurer.

residence means a building, or part of a building, that is ☐

- (a) fixed to land; and
- (b) designed, or approved by a local government, for human habitation by a single family unit; and
- (c) used for residential purposes.

resident see section 7(7)(a).

resident parking permit see section

7(2). **temporary parking permit** see section 7(4).

TORUM Act means *Transport Operations (Road Use Management) Act 1995*

visitor parking permit see section 7(7).

works zone parking permit see section 7(6).

This and the preceding 14 pages bearing my initials is a certified copy of *Subordinate Local Law No. 5 (Parking) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Livingstone Shire Council by resolution dated the 19th day of June 2018.

.....
Chris Murdoch
Chief Executive Officer
Livingstone Shire Council

12.10 - PARKING (AMENDMENT NO.2) SUBORDINATE LOCAL LAW (NO. 5) 2018

Parking Amendment No.2 Subordinate Local law No.5 2018

Meeting Date: 18 December 2018

Attachment No: 2

**(Amendment No.2) Subordinate Local Law No.5
(Parking) 2018**

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Schedule 4	Dictionary.....	24

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 5 (Parking) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 5 (Parking) 2011*, which provides for the exercise of local government powers authorised under the TORUM Act.
- (2) The purpose is to be achieved by providing for—
 - (a) the establishment of traffic areas and off-street regulated parking areas; and
 - (b) the persons that may be issued with a parking permit; and
 - (c) the vehicles that may be issued with a commercial vehicle identification label; and
 - (d) the infringement notice penalty amounts for minor traffic offences.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 5 (Parking) 2011* (the **authorising local law**).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 4 defines particular words used in this subordinate local law.

Part 2 Declaration of parking areas for the TORUM Act

5 Declaration of traffic areas—Authorising local law, s 5

- (1) For section 5(1) of the authorising local law, the part of the local government area indicated by hatching in the map in schedule 1 is declared to be a traffic area.
- (2) For section 5(2) of the authorising local law, the boundaries of the traffic area are indicated by a black line circumscribing the hatched area on the map in schedule 1.

6 Declaration of off-street regulated parking areas—Authorising local law, s 6

- (1) For section 6(1) of the authorising local law, each area of land identified in schedule 2 is declared to be an off-street regulated parking area.
- (2) For section 6(2) of the authorising local law, the boundaries of each off-street regulated parking area are the boundaries of the land identified in schedule 2.

Part 3 Parking contrary to parking restriction

7 Parking permits issued by local government—Authorising local law, s 7(2)

- (1) This section prescribes -
 - (a) the persons that may be issued with a parking permit mentioned in section 7(1) of the authorising local law; and
 - (b) the circumstances in which the parking permits may be issued.
- (2) A parking permit (a **resident parking permit**) may be issued to a person whose circumstances are as follows—
 - (a) the person resides in a residence¹ situated on a section of road and parking immediately adjacent to the residence is regulated by time; and
 - (b) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area; and
 - (c) the residence does not have, and cannot reasonably be provided with, adequate off-street parking; and
 - (d) if the parking permit is granted — there would not be in force more than 1 resident parking permit for the same residence.
- (3) A parking permit (a **community service organisation parking permit**) may be issued to a person whose circumstances are as follows—
 - (a) the person is a community service organisation²; and
 - (b) the person will use the parking permit for an activity which is consistent with the objects of the community service organisation; and
 - (c) the activity is undertaken on a section of road where ☐
 - (i) parking is regulated by time; and
 - (ii) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area.
- (4) A parking permit (a **temporary parking permit**) may be issued to allow the holder of the parking permit to park one or more vehicles in a designated parking space or spaces for a period specified in the parking permit despite an indication on an official traffic sign to the contrary and despite the fact that paid parking would otherwise apply to the space or spaces.
- (5) A temporary parking permit may only be granted if the local government is satisfied that -

¹ See definition of **residence** in the dictionary.

² See definition of **community service organisation** in the dictionary.

- (a) the applicant is engaged in some temporary activity affecting premises immediately adjacent to the designated parking space or spaces to which the application relates; and
 - (b) it is not reasonably practical for the applicant to carry out the activity unless the designated parking space or spaces to which the application relates are allocated to the applicant's exclusive use for the duration of the activity.
- (6) A parking permit (a **works zone parking permit**) may be issued to a person if the local government is satisfied that -
- (a) the part of the road to which the application relates is adjacent to a site at which the person is proposing to undertake building or construction work; and
 - (b) the carrying out of the building or construction work is lawful; and
 - (c) having regard to the nature of the building or construction work and the characteristics of the site, it is not reasonably practical for all work activity involving vehicle loading and unloading and associated vehicle movements to be confined within the site.
- (7) A parking permit (a **visitor parking permit**) may be issued to a person whose circumstances are as follows—
- (a) the person (the **resident**) resides in a residence situated on a section of road and parking immediately adjacent to the residence is regulated by time; and
 - (b) the parking permit is to be made available by the resident for use by another person who —
 - (i) is visiting or attending at the residence identified in the parking permit; and
 - (ii) intends parking on the section of road immediately adjacent to the residence; and
 - (c) the issue of the parking permit would not unduly impede the flow of traffic either on the road or in the area; and
 - (d) the residence does not have and cannot reasonably be provided with adequate off-street parking; and
 - (e) if the parking permit is granted — there would not be in force more than 1 visitor parking permit for the same residence.

Part 4 Minor traffic offence infringement notice penalties

8 Infringement notice penalty amounts—Authorising local law, s 9

For section 9 of the authorising local law, the infringement notice penalty amount³ for an offence mentioned in column 1 of schedule 3 is the corresponding amount stated in column 2 of schedule 3.

³ See section 5 of the *Penalties and Sentences Act 1992*. The value of a penalty unit is, for a local law, or an infringement notice under the *State Penalties Enforcement Act 1999* for an offence against a local law—the amount, as prescribed under a regulation. See section 3 of the *Penalties and Sentences Regulation 2015*. The value of a penalty unit for a local law made by a local government not mentioned in schedule 1 of the Regulation, or an infringement notice under the *State Penalties Enforcement Act 1999* for an offence against a local law made by a local government not mentioned in schedule 1 of the Regulation, is \$100.00.

Schedule 1 Declaration of traffic area

Section 5

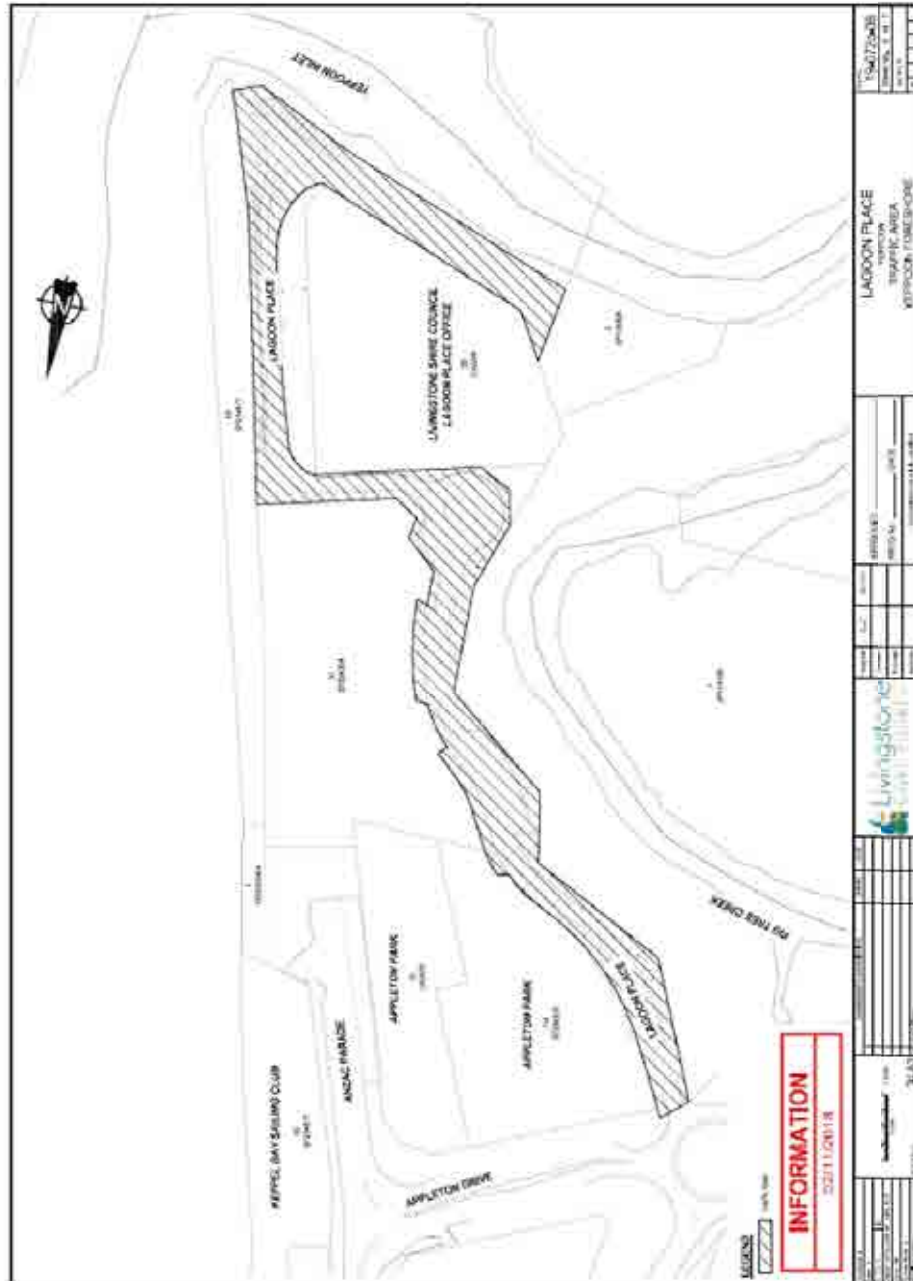
Facility Common Name	Street Address
Traffic Area 01 Central Business District Yeppoon	James Street, Normanby Street, Queen Street, Anzac Parade, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 02 Lagoon Place Yeppoon	Lagoon Place, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 03 Anzac Parade Yeppoon	Anzac Parade, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 1.
Traffic Area 04 Central Business District Yeppoon	Hill Street, Emu Street, Pattison Street, Granville Street, but limited to the area shown hatched in black on the map in this schedule 1.

Schedule 1 Declaration of traffic area

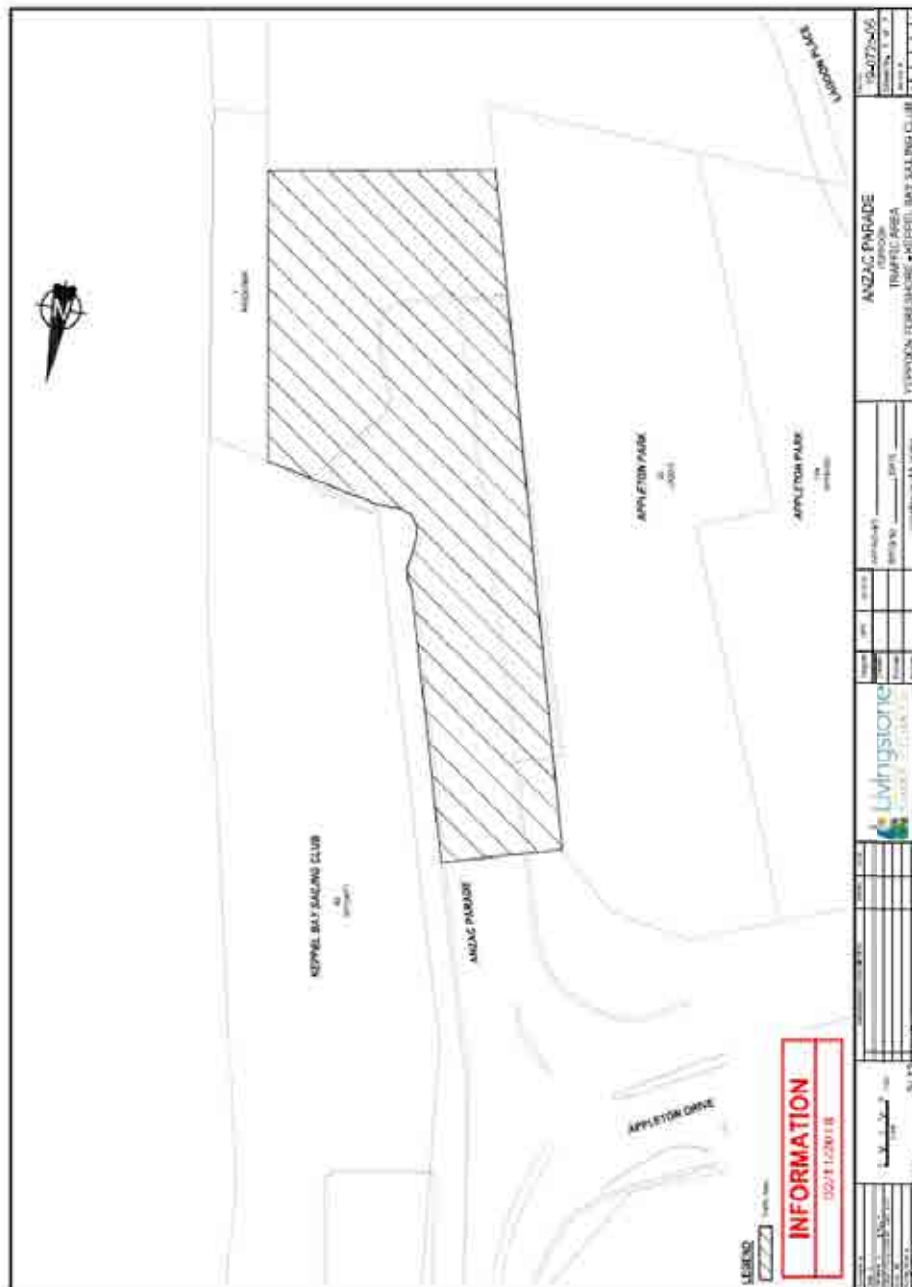
Traffic Area 01 – Central Business District, Yeppoon



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CENTRAL BUSINESS DISTRICT

TRAFFIC-100

DATE: 05/11/2010

PROJECT NO. 1000

PROJECT NAME

CLIENT

DATE

INFORMATION

05/11/2010

LIVINGSTONE

PARK LAND

Schedule 2 Declaration of off-street regulated parking areas

Section 6

Facility Common Name	Street Address	Real Property Description	
		Lot	Plan
Queen Street Carpark	Corner Queen and Hill Streets, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 10	Y17136
Yeppoon Foreshore	Anzac Parade, Yeppoon limited to the area shown hatched in black on the map in this schedule 2.	Lot 65	SP234671
Yeppoon Town Centre Car Park	17 Hill Street, Yeppoon but limited to the area shown hatched in black on the map in this schedule 2.	Lot 10	SP289416
Yeppoon Foreshore	Lagoon Place, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 39	LN2298
Appleton Park	Appleton Drive, Yeppoon, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 114	SP294303
Emu Park CBD Precinct	Kerr Park, Lot 1 Granville Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 1	SP107103
Emu Park CBD Precinct	Bell Park, Lot 9 Hill Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 9	LN1169
Emu Park CBD Precinct	Bell Park, Lot 100 Hill Street, Emu Park, but limited to the area shown hatched in black on the map in this schedule 2.	Lot 100	SP251104

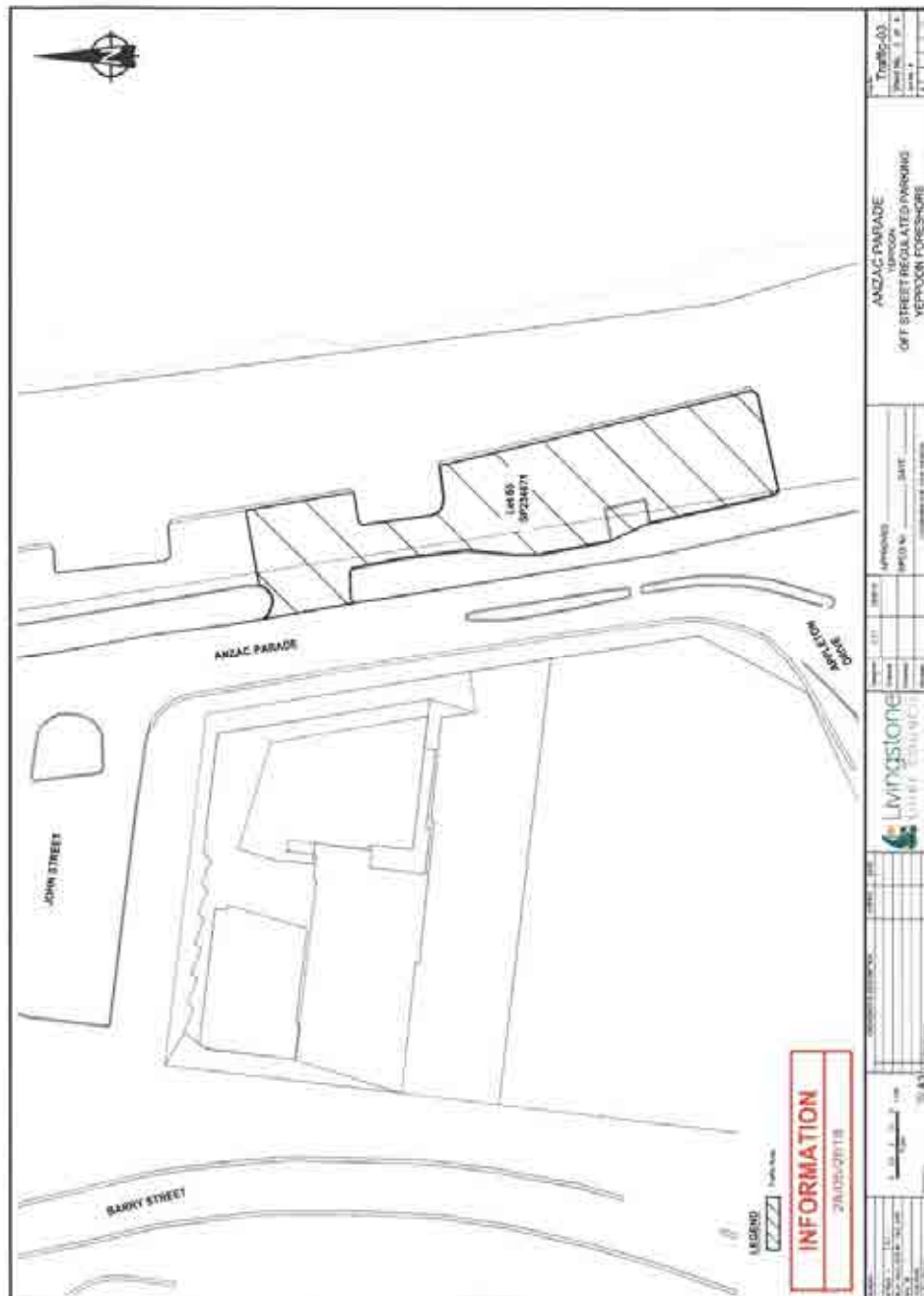
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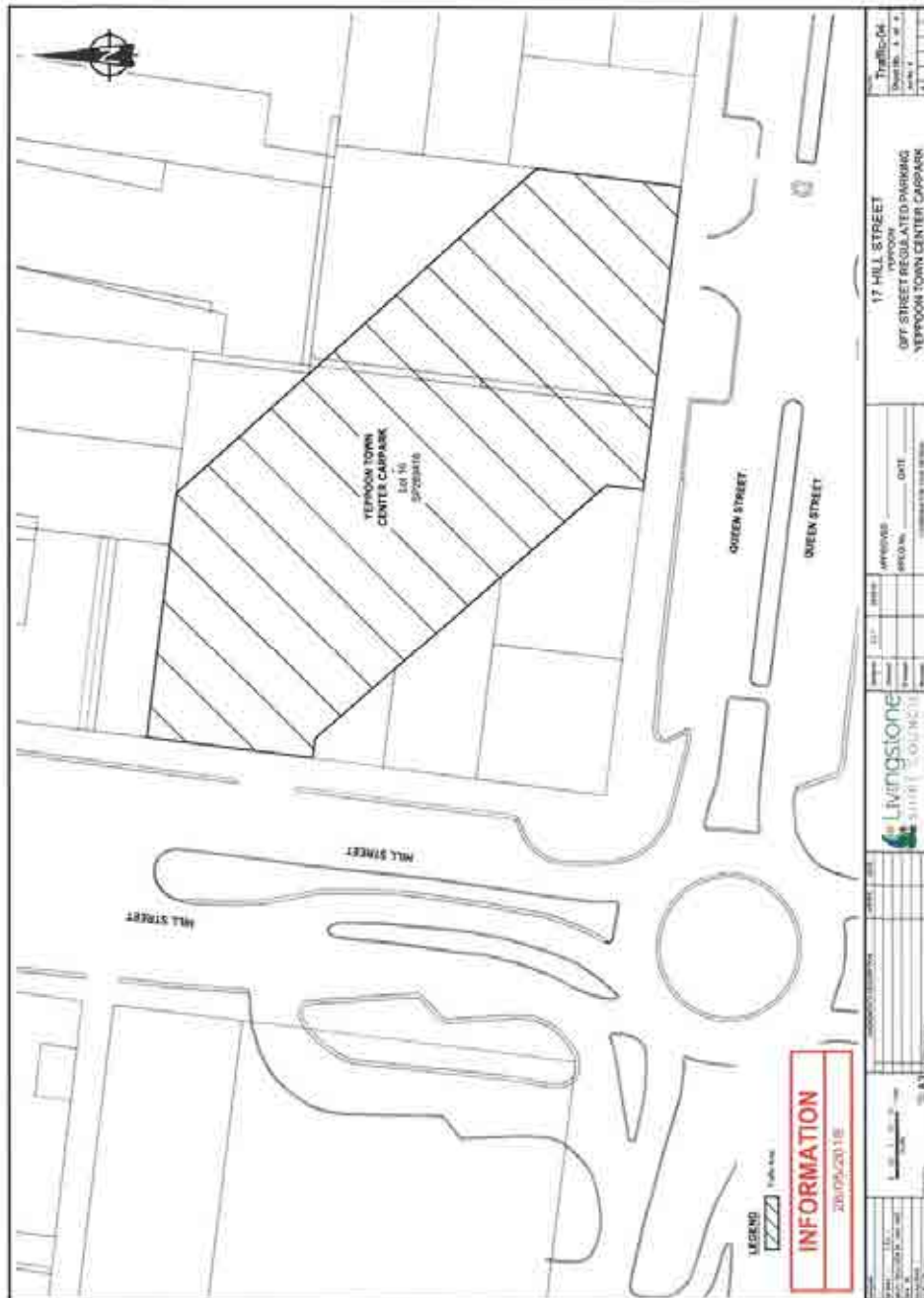
Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

13

**Off Street Regulated Parking Area – Yeppoon Foreshore,
Anzac Parade, Yeppoon**



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11. <https://doi.org/10.1016/j.jmb.2019.05.009> (2019).



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Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

17

**Off Street Regulated Parking Area – Emu Park CBD Precinct,
Kerr Park, Lot 1 Granville Street, Emu Park**

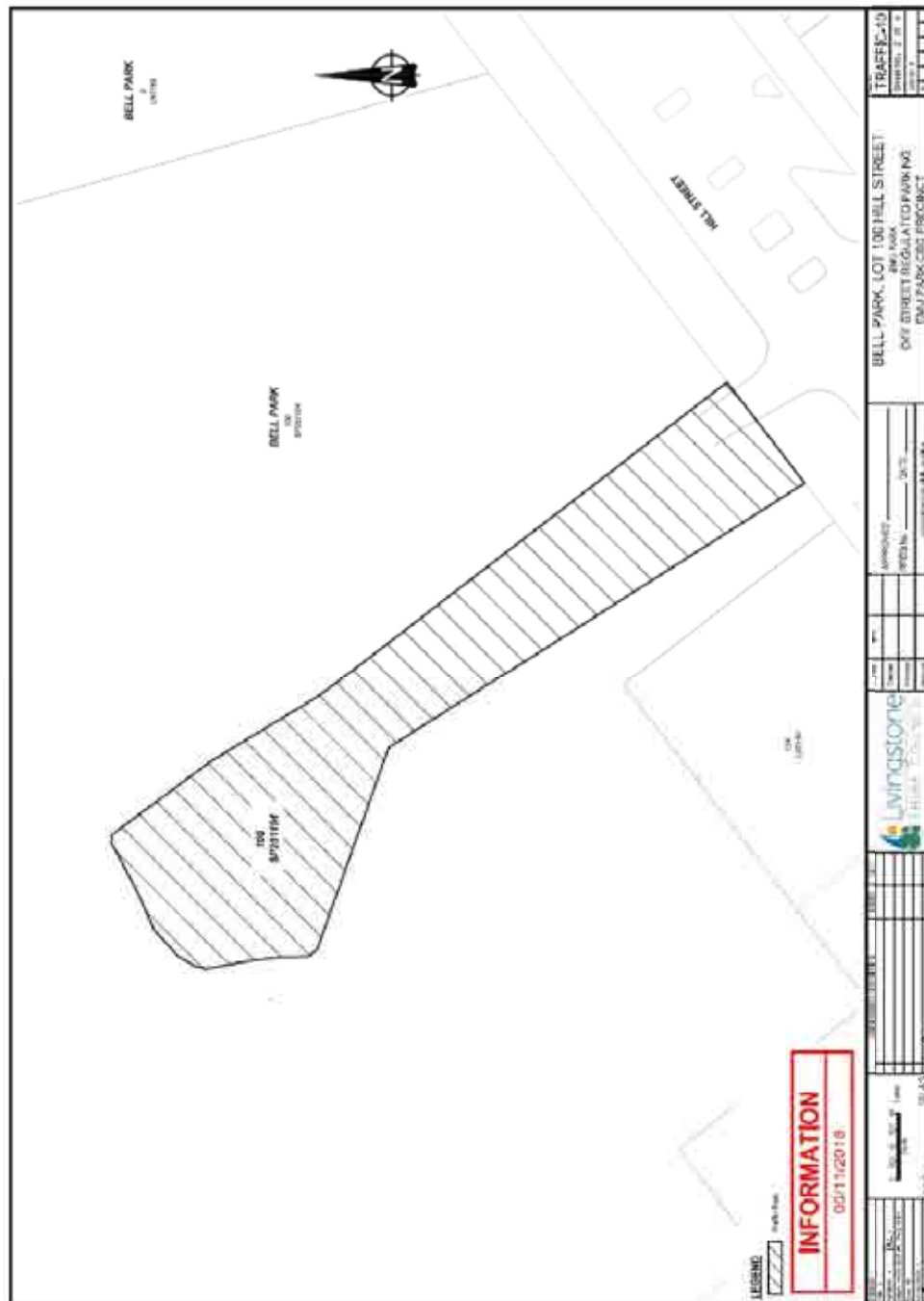


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Amendment No.2 Subordinate Local Law No. 5 (Parking) 2018

19

Off Street Regulated Parking Area – Emu Park CBD Precinct
Bell Park, Lot 9 Hill Street, Emu Park



Schedule 3 Infringement notice penalty amounts for certain minor traffic offences

Section 9

Column 1		Column 2
<i>Transport Operations (Road Use Management) Act 1995 provision</i>	Minor Traffic Offence	Infringement notice penalty amount
106(1)(a)(i)	Parking a vehicle in a designated parking space unless a parking meter or park at area installed for the space indicates that the parking fee has been paid	0.4 penalty units
106(1)(a)(ii)	Parking a vehicle in a designated parking space unless the person has done what is required by an authorised system that applies in relation to the space	0.4 penalty units
106(1)(b)	Parking a vehicle in a designated parking space for a time longer than the maximum time indicated on the official traffic sign installed for the space	0.4 penalty units
106(1)(c)	Parking a vehicle in a designated parking space if another vehicle is parked in the space	0.4 penalty units
106(1)(d)	Parking a vehicle in a designated parking space so that the vehicle is not wholly within the space	0.4 penalty units

Column 1		Column 2
<i>Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision</i>	Minor Traffic Offence	Infringement notice pena ty amount
167	Stopping on a length of road or in an area to which a no stopping sign applies	0.4 penalty units
169	Stopping at the side of a road marked with a continuous yellow edge line	0.4 penalty units

Column 1		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
170(1)	Stopping in an intersection	0.4 penalty units
170(2)	Stopping within 20m of an intersection with traffic lights unless permitted by a sign	0.4 penalty units
170(4)(a)	Stopping within 10m of an intersection without traffic lights unless permitted by a sign	0.4 penalty units
172(1)	Stopping within 20m before a pedestrian crossing that is not at an intersection otherwise than as permitted by a sign	0.4 penalty units
172(1)	Stopping within 10m after a pedestrian crossing that is not at an intersection otherwise than as permitted by a sign	0.4 penalty units
176(1)	Stopping on a road contrary to a clearway sign	0.4 penalty units
179(1)	Stopping an unauthorised vehicle in a loading zone	0.4 penalty units
179(2)(a)	Authorised driver stopping in a loading zone for longer than 30 mins	0.4 penalty units
179(2)(b)	Authorised driver stopping in a loading zone for longer than permitted by a sign	0.4 penalty units
181	Unauthorised driver stopping in a works zone	0.4 penalty units
182(1)	Stopping an unauthorised vehicle in a taxi zone	0.4 penalty units

Column 1		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
183(1)	Stopping an unauthorised vehicle in a bus zone	0.4 penalty units
183(1)	Stopping a bus in a bus zone contrary to a bus zone sign	0.4 penalty units
185(1)	Stopping an unauthorised vehicle in a permit zone	0.4 penalty units
186(1)	Stopping in a mail zone	0.4 penalty units
189(1)(a)	Stopping on a two way road between the centre of the road and another vehicle parked at the side of the road	0.4 penalty units
191	Stopping on a road so as to obstruct traffic	0.4 penalty units
195(1)	Stopping within 20m before a bus stop unless permitted by a sign	0.4 penalty units
195(1)	Stopping within 10m after a bus stop unless permitted by a sign	0.4 penalty units
197(1)	Stopping on a bicycle path, footpath, shared path or dividing strip or a nature strip adjacent to a length of road in a built- up area unless permitted by a sign	0.4 penalty units
198(2)	Stopping on or across a driveway unless dropping off or picking up, passengers	0.4 penalty units
199	Stopping near a postbox	0.4 penalty units
202	Stopping contrary to a motorbike parking sign	0.4 penalty units
203(1)	Stopping contrary to a people with disabilities parking sign	0.4 penalty units

Column		Column 2
Transport Operations (Road Use Management – Road Rules) Regulation 2009 provision	Minor Traffic Offence	Infringement notice penalty amount
205(1)(a)	Parking for longer than the period indicated on a permissive parking sign	0.4 penalty units
208(1)	Parking on a two way road other than parallel and as near as practicable to the far left side of the road	0.4 penalty units
208(1)	Parking on a one way road other than to the far left or far right of the road unless permitted by a sign	0.4 penalty units
208(1)	Parking within 3m of a continuous dividing line or dividing strip unless permitted by a sign.	0.4 penalty units
210(1)	Angle parking - failing to properly position the vehicle.	0.4 penalty units
211(2)	Parking otherwise than completely within the confines of a parking bay	0.4 penalty units
Part 12	Other parking offences provided for in Part 12 (Restrictions on stopping and parking)	0.4 penalty units

Schedule 4 Dictionary

Section 4

community service organisation means an association incorporated under the *Associations Incorporation Act 1981* which has as the main purpose of its objects, making financial gain for community service, charitable or similar purposes.

community service organisation parking permit see section 7(3).

penalty unit means the fine amount for an offence under Queensland State legislation and the laws of local governments is identified as a penalty unit. *Queensland's Penalties and Sentences Regulation 2015* defines the dollar value of a penalty unit. This is subject to a yearly review by the State Treasurer.

residence means a building, or part of a building, that is ☐

- (a) fixed to land; and
- (b) designed, or approved by a local government, for human habitation by a single family unit; and
- (c) used for residential purposes.

resident see section 7(7)(a).

resident parking permit see section

7(2). **temporary parking permit** see section 7(4).

TORUM Act means *Transport Operations (Road Use Management) Act 1995*

visitor parking permit see section 7(7).

works zone parking permit see section 7(6).

This and the preceding 14 pages bearing my initials is a certified copy of *Subordinate Local Law No. 5 (Parking) 2018* made in accordance with the provisions of the *Local Government Act 2009* by Livingstone Shire Council by resolution dated the 19th day of June 2018.

.....
Chris Murdoch
Chief Executive Officer
Livingstone Shire Council

12.10 - PARKING (AMENDMENT NO.2) SUBORDINATE LOCAL LAW (NO. 5) 2018

Public notice - Parking Amendment No.2 Subordinate Local law No.5 2018

Meeting Date: 18 December 2018

Attachment No: 3

PUBLIC NOTICE

Local Government Act 2009

1. Livingstone Shire Council (the "Council") has proposed to make—
 - (a) *Parking (Amendment No.2) Subordinate Local Law (No. 5) 2018* (the "amending subordinate local law").
2. The amending subordinate local law amends *Subordinate Local Law No. 5 (Parking) 2018*.
3. *Local Law No. 5 (Parking) 2011* authorises the making of the amending subordinate local law.
4. The purpose and general effect of —
 - (a) the amending subordinate local law is to define areas (Roads) to be included within the declaration of parking areas, a Traffic Area as contained in Schedule 1 of the amending subordinate local law; and
 - (b) the amending subordinate local law is to define areas (Reserves) to be included within the declaration of parking areas, Off Street Regulated Parking Areas as contained in Schedule 2 of the amending local law.
5. Written submissions by any person in support of, or objecting to, the amending subordinate local law are invited for a 21 day period commencing on **Thursday 15 November** and ending on **Friday 7 December** (the "consultation period").
6. During the consultation period Livingstone Shire Council will make available for inspection and purchase at Council's public office at **Yeppoon Town Hall** and **Emu Park Library** copies of the amending subordinate local law.
7. Submissions must be received on or before **Friday 7 December** stating—
 - (a) the grounds of the submission; and
 - (b) the facts and circumstances relied on in support of the grounds.

.....
Acting Chief Executive Officer

12.10 - PARKING (AMENDMENT NO.2) SUBORDINATE LOCAL LAW (NO. 5) 2018

Local Law Making Process Resolution

Meeting Date: 18 December 2018

Attachment No: 4

LOCAL LAW MAKING PROCESS RESOLUTION

Introduction

For the purposes of section 29(1) of the *Local Government Act 2009*, the local government resolves to adopt a process for making each local law of Council as detailed below. The process applies unless the local government has begun, but not completed, its process for making a local law before the commencement of the *Local Government and Other Legislation Amendment Act 2012*.

The process—

- (a) applies to the making of—
 - (i) each local law that incorporates a model local law; and
 - (ii) each local law that is a subordinate local law; and
 - (iii) each other local law; but
- (b) does not apply to a local law that is an interim local law.

Making a local law that incorporates a model local law

The process (model local law making process) stated in this resolution must be used to make a local law that incorporates a model local law into the local laws of the local government.

- Step 1 — By resolution, propose to incorporate the model local law.
- Step 2 — If the model local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions.
- Step 3 — If there is an existing local law about a matter in the model local law that would be inconsistent with the matter in the model local law—amend or repeal the existing local law so that there is no inconsistency.
- Step 4 — By resolution, incorporate the model local law.
- Step 5 — Let the public know that the local law has been made, by publishing a notice of the making of the local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.
- Step 6 — As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government's public office.
- Step 7 — Within 14 days after the notice is published in the gazette, give the Minister—
 - (a) a copy of the notice; and
 - (b) a copy of the local law in electronic form; and

- (c) if the local law contains 1 or more anti-competitive provisions—
 - (i) advice of each anti-competitive provision; and
 - (ii) the reasons for their inclusion.

Step 8 — Update the local government's register of its local laws.

Making an "other" local law

The process (other local law making process) stated in this resolution must be used to make a local law (a proposed local law) other than—

- (a) a model local law; or
- (b) an interim local law; or
- (c) a subordinate local law.

Step 1 — By resolution, propose to make the proposed local law.

Step 2 — Consult with relevant government entities about the overall State interest in the proposed local law.

Step 3 — Consult with the public about the proposed local law for at least 21 days (the consultation period) by—

- (a) publishing a notice (a consultation notice) about the proposed local law at least once in a newspaper circulating generally in the local government's area; and
- (b) displaying the consultation notice in a conspicuous place at the local government's public office from the first day of the consultation period until the end of the last day of the consultation period; and
- (c) making a copy of the proposed local law available for inspection at the local government's public office during the consultation period; and
- (d) making copies of the proposed local law available for purchase at the local government's public office during the consultation period.

The consultation notice must state the following—

- (a) the name of the proposed local law; and
- (b) the purpose and general effect of the proposed local law; and
- (c) the length of the consultation period and the first and last days of the period; and
- (d) that written submissions by any person supporting or objecting to the proposed local law may be made and given to the local government on or before the last day of the consultation period stating—

- (i) the grounds of the submission; and
- (ii) the facts and circumstances relied on in support of the grounds.

If the local government decides, by resolution, that the proposed local law only amends an existing local law to make an insubstantial change, the local government may proceed to step 6 without satisfying step 3 or step 5.

Step 4 — If the proposed local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. For avoidance of doubt, step 3, and this step 4, may be undertaken contemporaneously.

Step 5 — Accept and consider every submission properly made to the local government.

A submission is properly made to the local government if it —

- (a) is the written submission of any person about the proposed local law; and
- (b) states—
 - (i) the grounds of the submission; and
 - (ii) the facts and circumstances relied on in support of the grounds; and
- (c) is given to the local government on or before the last day of the consultation period.

Step 6 By resolution, decide whether to—

- (a) proceed with the making of the proposed local law as advertised; or
- (b) proceed with the making of the proposed local law with amendments; or
- (c) make the proposed local law as advertised; or
- (d) make the proposed local law with amendments; or
- (e) not proceed with the making of the proposed local law.

If the local government resolves to proceed with the making of the proposed local law with amendments, and the amendments are substantial, the local government may again —

- (a) consult with the public at step 3; and
- (b) accept and consider every submission properly made to the local government at step 5.

For the avoidance of doubt, if an amendment changes an anti-competitive provision, the local government must again comply with the procedures prescribed under a regulation for the review of anti-competitive provisions for

the amended anti-competitive provision.

- Step 7 — Let the public know that the local law has been made, by publishing a notice of the making of the local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.
- Step 8 — As soon as practicable after the notice is published in the gazette, ensure that a copy of the local law may be inspected and purchased at the local government's public office.
- Step 9 — Within 14 days after the notice is published in the gazette, give the Minister—
- (a) a copy of the notice; and
 - (b) a copy of the local law in electronic form; and
 - (c) if the local law contains 1 or more anti-competitive provisions—
 - (i) advice of each anti-competitive provision; and
 - (ii) the reasons for their inclusion.
- Step 10— Update the local government's register of its local laws.

Making a subordinate local law

The process (subordinate local law making process) stated in this resolution must be used to make a subordinate local law (a proposed subordinate local law).

The local government may start the process for making a subordinate local law even though the process for making the local law (including a model local law) on which the subordinate local law is to be based (the proposed authorising law) has not finished.

The local government may use steps 1 to 5 of the subordinate local law making process (other than actually making the subordinate local law) before the proposed authorising law is made if—

- (a) in making the proposed authorising law, the local government has to satisfy—
 - (i) the model local law making process; or
 - (ii) the other local law making process; and
- (b) if the proposed authorising law is made under the other local law making process—
the notice about the subordinate local law under step 2 of the subordinate local law making process is published no earlier than the notice about the proposed authorising law under step 3 of the other local law making process is published.

For the avoidance of doubt, a subordinate local law made by the local government using the process detailed in this resolution may provide for the local government to, from time to time, by resolution, reference or incorporate information.

For example, under the *Local Government Regulation 2012*—

- (a) the identification guidelines for the identification of anti-competitive provisions are a document made by the department and available for inspection on the department's website; and
- (b) the public interest test procedures are a document made by the department and available for inspection on the department's website.

Step 1 — By resolution, propose to make the proposed subordinate local law.

Step 2 — Consult with the public about the proposed subordinate local law for at least 21 days (the consultation period) by—

- (a) publishing a notice (also a consultation notice) about the proposed subordinate local law at least once in a newspaper circulating generally in the local government's area; and
- (b) displaying the consultation notice in a conspicuous place in the local government's public office from the first day of the consultation period until the end of the last day of the consultation period; and
- (c) making a copy of the proposed subordinate local law available for inspection at the local government's public office during the consultation period; and
- (d) making copies of the proposed subordinate local law available for purchase at the local government's public office during the consultation period.

The consultation notice must state the following—

- (a) the name of the proposed subordinate local law; and
- (b) the name of—
 - (i) the local law allowing the proposed subordinate local law to be made; or
 - (ii) if the local government has started the process for making a subordinate local law even though the process for making the proposed authorising law on which the subordinate local law is to be based has not finished — the proposed authorising law; and
- (c) the purpose and general effect of the proposed subordinate local law; and
- (d) the length of the consultation period and the first and last days of the period; and
- (e) that written submissions by any person supporting or objecting to the proposed subordinate local law may be made and given to the local government on or before the last day of the consultation period stating—

- (i) the grounds of the submission; and
- (ii) the facts and circumstances relied on in support of the grounds.

If the local government decides, by resolution, that the proposed subordinate local law only amends an existing subordinate local law to make an insubstantial change, and the amendment does not affect an anti-competitive provision, the local government may proceed to step 5 without satisfying any of step 2 to step 4 inclusive.

Step 3 — If the proposed subordinate local law contains an anti-competitive provision, comply with the procedures prescribed under a regulation for the review of anti-competitive provisions. For avoidance of doubt, step 2, and this step 3, may be undertaken contemporaneously.

Step 4 — Accept and consider every submission properly made to the local government.

A submission is properly made to the local government if it—

- (a) is the written submission of any person about the proposed subordinate local law; and
- (b) states—
 - (i) the grounds of the submission; and
 - (ii) the facts and circumstances relied on in support of the grounds; and
- (c) is given to the local government on or before the last day of the consultation period.

Step 5 — By resolution, decide whether to—

- (a) proceed with the making of the proposed subordinate local law as advertised; or
- (b) proceed with the making of the proposed subordinate local law with amendments; or
- (c) make the proposed subordinate local law as advertised; or
- (d) make the proposed subordinate local law with amendments; or
- (e) not proceed with the making of the proposed subordinate local law.

If the local government resolves to proceed with the making of the proposed subordinate local law with amendments, and the amendments are substantial, the local government may again —

- (a) consult with the public at step 2; and
- (b) accept and consider every submission properly made to the local government at step 4.

For the avoidance of doubt, if an amendment changes an anti-competitive provision, the local government must again comply with the procedures prescribed under a regulation for the review of anti-competitive provisions for the amended anti-competitive provision.

- Step 6 — Let the public know that the subordinate local law has been made, by publishing a notice of the making of the subordinate local law in accordance with the requirements of section 29B(1) to (4) inclusive of the *Local Government Act 2009*.
- Step 7 — As soon as practicable after the notice is published in the gazette, ensure that a copy of the subordinate local law may be inspected and purchased at the local government's public office.
- Step 8 — Within 14 days after the notice is published in the gazette, give the Minister—
- (a) a copy of the notice; and
 - (b) a copy of the subordinate local law in electronic form; and
 - (c) if the subordinate local law contains 1 or more anti-competitive provisions—
 - (i) advice of each anti-competitive provision; and
 - (ii) the reasons for their inclusion.
- Step 9 — Update the local government's register of its local laws.

Local Law Making Process Resolution.doc

12.11 TEMPORARY DELEGATION FOR DEVELOPMENT APPLICATION DECISIONS**File No:** PL22.1.8.1**Attachments:****Responsible Officer:** David Battese - Manager Strategy & Development**Author:** Erin McCabe - Co-ordinator Development Assessment

SUMMARY

The purpose of this report is to obtain a temporary delegation to the Chief Executive Officer to facilitate the statutory requirements of the Sustainable Planning Act 2009 and Planning Act 2016 to accommodate the limited Council meeting schedule over the December 2018 – January 2019 period.

OFFICER'S RECOMMENDATION

THAT pursuant to section 257 of the *Local Government Act 2009* Council resolves to delegate its powers as 'Assessment Manager' under the *Sustainable Planning Act 2009* and *Planning Act 2016* to the Chief Executive Officer for the period 19 December 2018 until 21 January 2019, both dates inclusive, subject to the following limitation:

- (1) The exercise of this delegation will only occur following consultation with and written concurrence (inclusive of email) from, two (2) elected members from the Mayor, Deputy Mayor (inclusive of an Acting Mayor or Acting Deputy Mayor) and Councillor with the Portfolio of Planning, Finance, Innovation and Business Excellence.

BACKGROUND

Council's role under the *Sustainable Planning Act 2009* and *Planning Act 2016* is both specific and time constrained in terms of decision making. Prescribed timeframes under the legislation will require the determination of development applications over the December-January period.

COMMENTARY

To ensure legislative compliance during the December-January period, Council must consider the delegation of its powers as Assessment Manager. This delegation can be achieved under section 257 of *Local Government Act 2009*:

Delegation of local government powers

- (1) A local government may, by resolution, delegate a power under this Act or another Act to—
 - (a) the mayor; or
 - (b) the chief executive officer; or
 - (c) a standing committee, or joint standing committee, of the local government; or
 - (d) the chairperson of a standing committee, or joint standing committee, of the local government; or
 - (e) another local government, for the purposes of a joint government activity.
- (2) However, a local government must not delegate a power that an Act states must be exercised by resolution.
- (3) A **joint standing committee**, of the local government, is a committee consisting of councillors of 2 or more of the local governments.
- (4) A delegation to the chief executive officer under subsection (1) must be reviewed annually by the local government.

In response to the need to decide applications pursuant to the requirement of the planning legislation and the Local Government Act, officers are seeking temporary delegations to the Chief Executive Officer where consultation and concurrence occurs with two elected

members during the period. In determining this position, consideration has been given to the following items:

- elected member availability;
- transparency of decision making;
- accountability of decision making;
- efficiency of decision making;

The exercise of this delegation will only occur following consultation with and written concurrence (inclusive of email) from, two (2) elected members from the Mayor, Deputy Mayor (inclusive of an Acting Mayor or Acting Deputy Mayor) and Councillor with the Portfolio of Planning, Finance, Innovation and Business Excellence.

The recommendation as proposed is considered to provide the greatest flexibility to council in meeting its statutory requirements over this period whilst maintaining the integrity, transparency and accountability of the administration of planning process.

PREVIOUS DECISIONS

Similar decisions have been made in past years during this same period with the same structure of delegation and consultation.

BUDGET IMPLICATIONS

No budget implications are anticipated as a result of this determination.

LEGISLATIVE CONTEXT

The *Sustainable Planning Act 2009* and *Planning Act 2016* identifies Council as the Assessment Manager for certain types of development. This Act also prescribes the process and timeframes by which Council must discharge its obligations as an Assessment Management.

Local Government Act 2009 provides the mechanism by which the Council may delegate its powers as Assessment Manager.

LEGAL IMPLICATIONS

Legal implications are not anticipated as a result of this determination.

STAFFING IMPLICATIONS

Staffing implications are not anticipated as a result of this determination.

RISK ASSESSMENT

Failure to meet the statutory requirements of the planning legislative is considered to be high in the absence of mitigating action. The action as proposed alleviates the risk.

CORPORATE/OPERATIONAL PLAN

The relevant Corporate Plan Reference applicable to this report is Strategy GO4: Provide transparent and accountable decision making reflecting positive leadership to the community.

CONCLUSION

Council has determined its meeting schedule for the period 19 December 2018 until 21 January 2019 and limited meetings are available whereby which it can exercise its power as Assessment Manager in compliance with the *Sustainable Planning Act 2009* and *Planning Act 2016*.

Consequently, there is a period where some development applications may not be able to be processed in accordance with the requirements of the planning legislation. It is considered appropriate to provide a temporary delegation to the Chief Executive Officer, subject to the limitations identified in the recommendation, to facilitate the statutory requirements of planning legislation in terms of decision making.

12.12 LOCAL GOVERNMENT INFRASTRUCTURE DESIGNATION FOR THE CAPRICORN COAST MEMORIAL GARDENS LOCATED AT LOT 1 MULAMBIN ROAD, TAROOMBALL AND LOT 362 MULAMBIN ROAD, TANBY

File No: D-112-2018

Attachments:

1. [Locality Plan](#)
2. [Infrastructure designation area plan](#)
3. [Final Environmental Assessment Report \(extract\)](#)
4. [Notice of outcome of state interest review](#)

Responsible Officer: Erin McCabe - Co-ordinator Development Assessment
David Battese - Manager Strategy & Development

Author: Madelaine Ward - Senior Planning Officer

SUMMARY

Infrastructure entity: Livingstone Shire Council C/- Reel Planning CQ

Land owner: Livingstone Shire Council

Real Property Address: Lot 1 on SP190911 and Lot 362 on SP190911

Common Property Address: Lot 1 Mulambin Road, Taroomball and Lot 362 Mulambin Road, Tanby

Area of Site: 99.6 hectares

Planning Scheme: *Livingstone Planning Scheme 2018*

Planning Scheme Zone: Rural

Planning Scheme Overlays:

- OM01 – Acid sulfate soils
- OM02 – Ag land classifications (Class A & B)
- OM07 - Biodiversity
- OM10 – Waterways and wetlands
- OM11 – Waterways and impact buffer
- OM13 – Coastal erosion area
- OM14 – Stormtide hazard
- OM17 – Flood hazard
- OM21 – Scenic amenity

Existing development: Vacant land

Submissions: Nil received

APPLICATION PROGRESS:

Infrastructure proposal made to Council:	29 June 2018
Development Control Unit Meeting held:	4 July 2018
Infrastructure proposal properly made (payment received):	5 July 2018
Local government's acknowledgement sent:	27 July 2018
Local government's acknowledgement re-issued:	2 August 2018
Draft environmental assessment report received:	20 August 2018

Public Consultation Notice of Local Government Infrastructure Designation received:	22 August 2018
Public Consultation period (15 business days):	23 August to 12 September 2018
Draft environmental assessment report sent for State Interest review:	22 August 2018
State interest review period (30 business day):	22 August to 3 October 2018
State interest review response received:	30 October 2018
Final Environmental assessment report received:	21 November 2018
Workshop meeting date:	17 December 2018
Council meeting date:	18 December 2018
Statutory decision due:	19 December 2018

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the Local Government Infrastructure Designation (Capricorn Coast Memorial Gardens), made by Livingstone Shire Council C/- Reel Planning, on Lot 1 on SP190911 and Lot 362 on SP190911, and located at Lot 1 Mulambin Road, Taroomball and Lot 362 Mulambin Road, Tanby, Council resolves to:

1. Designate the premises, including any matters required to be included in the designation by the chief executive under section 35(3) of the *Planning Act 2016*; and
2. Give a notice of the decision to the infrastructure entity in accordance with Part 5, section 9.2 (a) of the *Minister's Guidelines and Rules*; and
3. Give the chief executive any information required to update state databases and geographic information system mapping layers in accordance with Part 5, section 9.2 (b) of the *Minister's Guidelines and Rules*; and
4. Publish a gazette notice that states -
 - (a) that the designation has been made; and
 - (b) a description of the designated premises; and
 - (c) the type of infrastructure for which the premises were designated.

RECOMMENDATION B

THAT in relation to the Local Government Infrastructure Designation (Capricorn Coast Memorial Gardens), made by Livingstone Shire Council C/- Reel Planning, on Lot 1 on SP190911 and Lot 362 on SP190911, and located at Lot 1 Mulambin Road, Taroomball and Lot 362 Mulambin Road, Tanby, Council resolves to designate the premises and include the following conditions in the notice:

1.0 **ADMINISTRATION**

- 1.1 The Developer is responsible for ensuring compliance with this approval and the Conditions of the approval by an employee, agent, contractor or invitee of the Developer.

- 1.2 All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.
- 1.3 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- 1.4 All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Infrastructure Designation Area Plan	Appendix D	29 April 2018
Stormwater Drainage General Layout	18-005-D-01	28 May 2018
Vegetation Plan	Not numbered	29 November 2018
Capricorn Coast Memorial Gardens Preliminary Bushfire hazard assessment and Bushfire management plan	40853 BMP Memorial Gardens LSC V2	31 July 2018
Addendum to Capricorn Coast Memorial Gardens Preliminary Bushfire hazard assessment and Bushfire management plan	40853 BMP Memorial Gardens LSC V2	18 November 2018

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
- 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the commencement of any works on the site.

3.0 ACCESS AND PARKING WORKS

- 3.1 All works must be designed and constructed in accordance with the approved plans (refer condition 2.1), *Capricorn Municipal Development Guidelines* and *Australian Standard AS2890 "Off Street Car Parking"*.
- 3.2 On-site car parking must be provided at the rate of one (1) space per twenty-five (25) square metres or part thereof of gross floor area for the development and must be provided commensurate to the gross floor area for the relevant stage being developed.
- 3.3 A dual access driveway must be designed and constructed prior to the commencement of the first change of use.
- 3.4 All public vehicular access, car parking and associated vehicle manoeuvring areas must be sealed or to an equivalent standard.
- 3.5 Universal access spaces must be provided in accordance with *Australian Standard*

AS 2890.6. 2009 “Off-Street parking for people with disabilities”.

4.0 PLUMBING AND DRAINAGE WORKS

- 4.1 All internal plumbing and sanitary drainage works must be in accordance with the *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act*, regulated work under the *Plumbing and Drainage Act* and Council’s Plumbing and Drainage Policies.
- 4.2 An on-site sewerage treatment and disposal facility must be provided within the proposed site in accordance with the *Queensland Plumbing and Wastewater Code, Australian Standard AS1547:2012 - On Site Domestic-Wastewater Management* and Council’s Plumbing and Drainage Policies.
- 4.3 Any structures or buildings must not be located within the on-site sewerage treatment and disposal area or conflict with the separation distance as detailed with the *Queensland Plumbing and Wastewater Code*.
- 4.4 Adequate on-site water storage must be provided to support the consumption needs of the development.
- 4.5 The development must be provided with on-site water storage for firefighting purposes in accordance with the recommendations in the approved Bushfire Hazard Assessment and Bushfire Management Plan and addendum dated 18 November 2018 (refer to condition 2.1).

5.0 STORMWATER WORKS

- 5.1 All stormwater management works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Queensland Urban Drainage Manual, Capricorn Municipal Development Guidelines, Urban Stormwater Quality Planning Guidelines, State Planning Policy* and sound engineering practice.
- 5.2 All stormwater must achieve demonstrated lawful discharge and must not adversely affect the upstream or downstream land when compared to pre-development condition by way of blocking, altering or diverting existing stormwater runoff patterns or cause an actionable nuisance or damage infrastructure.
- 5.3 Any culvert/cross drainage structure must be designed to ensure flood immunity in a Q2 event and traffic immunity in a Q20 event, with twenty (20) per cent blockage factor. The maximum flow depth over the cross drainage structure must be limited to 200 millimetres, demonstrating allowable velocity/depth product(s).
- 5.4 All roof and allotment runoff including runoff from car parking spaces and vehicle manoeuvring areas must be collected within the site and must drain so as to demonstrate lawful discharge in accordance with the requirements of the *Queensland Urban Drainage Manual*.

6.0 BUILDING WORKS

- 6.1 All earthworks must be undertaken in accordance with *Australian Standard AS3798 “Guidelines on Earthworks for Commercial and Residential Developments”*.
- 6.2 Site works must be constructed such that they do not, at any time, in any way adversely restrict, impair or change the natural flow of runoff water to cause an actionable nuisance to adjoining properties or damage infrastructure.
- 6.3 The development must be undertaken generally in accordance with the principles and actions of the *Crime prevention through environmental design guideline* outlined in Chapter 6 of The design of the Public Realm and The design of Pedestrian and Cyclist Systems. Detailed site plans must be provided to Council prior to making any development application for Building works.
- 6.4 Any buildings or structures located within the drainage easement must be located above the Q100 flood level.

7.0 ELECTRICITY AND TELECOMMUNICATIONS

- 7.1 The development must be provided with an on-site energy supply installed in accordance with all laws and regulations and current best practice. (Note if the development is provided with a reticulated grid electricity supply, the reticulated supply must be provided in accordance with the requirements of the relevant energy supply authority.)
- 7.2 The development must be provided with on-site telecommunications infrastructure for the use sufficient to enable contact in normal circumstances with the each of the nearest emergency (Note if the development is provided with reticulated telecommunications infrastructure, the reticulated infrastructure must be provided in accordance with the requirements of the relevant telecommunications supply authority.)

8.0 ENVIRONMENTAL

- 8.1 An Erosion and Sediment Control Management Plan must be implemented and maintained on-site for the duration of the works, and until all exposed soil areas are permanently stabilised (for example, turfed, hydromulched, concreted, landscaped). The prepared Erosion and Sediment Control Management Plan must be available on-site for inspection by Council Officers during those works.
- 8.2 The development must be undertaken in accordance with *Australian Standard AS3959 "Construction in Bushfire Prone Areas"* and the recommendations in the approved Bushfire Hazard Assessment and Bushfire Management Plan and addendum dated 18 November 2018 (refer to condition 2.1).
- 8.3 Revegetation must be undertaken within the riparian area north of the Mulambin Road alignment on Lot 1 on SP190911 for a width of ten (10) metres either side of the top of the bank generally in accordance within the Vegetation management plan (refer to condition 2.1). A revegetation plan must be provided to Council prior to the first commencement of use.
- 8.4 Old growth trees such as *Eucalyptus platyphylla*, *Eucalyptus tereticornis* and Fig Trees located within the designation area must be retained where possible.
- 8.5 Any landscaping or revegetation to be undertaken must utilise native fire tolerant species. A species planting plan must be provided prior to any building application.
- 8.6 Any vegetation cleared or removed must be:
- (i) mulched on-site and utilised on-site for landscaping purposes, in accordance with the landscaping plan approved by Council; or
 - (ii) removed for disposal at a location approved by Council;
- within sixty (60) days of clearing. Any vegetation removed must not be burnt, unless otherwise approved by the relevant branch of the Rural Fire Brigade.

9.0 OPERATING PROCEDURES

- 9.1 All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in Mulambin Road.
- 9.2 All waste storage areas must be kept in a clean, tidy condition which;
- 9.2.1 is screened from view from a public place by a solid screen fence, wall or dense vegetation having a minimum height of 1.8 metres;
 - 9.2.2 has an imperviously sealed pad, on which to stand the bin(s), and which is drained to an approved waste disposal system;
 - 9.2.3 is within proximity to a hose cock;
 - 9.2.4 is large enough to accommodate one (1) or more bin of a size appropriate to

the nature and scale of use.

BACKGROUND

Livingstone Shire's existing cemeteries have been identified as being close to capacity. Accordingly, the subject site has been identified as containing trunk infrastructure (land for community facilities - Map No 53-5 and Transport - Map 55-3) in accordance with the *Adopted Infrastructure Charges Resolution (No. 3) 2018*.

A Pre-lodgement Meeting was held on 10 January 2018 following confirmation from the project team that an Infrastructure Designation would be pursued as the best way to expedite the planning process involved with such a long term project. It is also noted that community engagement by way of an information night was held on 12 July 2018 which included a total of nine (9) attendees.

A previous Development Permit D-208-2017 for Reconfiguring a Lot (two lots into two lots) was approved on 17 July 2018 via negotiated decision to re-align the boundaries to suit the proposed development area. This Development Permit conditioned that a drainage easement be dedicated in favour of Council over all major overland flow paths and major drainage systems to provide drainage corridors suitable for the conveyance of peak stormwater flows through the land during the Defined Flood Event.

Building our Regions funding of \$1.75 million has been secured for the project with a 1 April 2019 delivery for stage one of the project.

COMMENTARY

PROPOSAL

The Infrastructure Designation area is 33.577 hectares in area and is to enable the development of the Capricorn Coast Memorial Gardens which includes a cemetery, crematorium and associated recreational opportunities. Specifically, the site will be developed in a landscaped parkland setting across approximately two (2) hectares, which will encompass the memorial gardens and will be open to the public. Ancillary uses include two (2) chapels for funeral services, one (1) of which will include the crematorium as well as an earthen columbarium mound, walking trails and on-site car parking.

SITE AND LOCALITY

The subject sites are located on the eastern side of Tanby Road within the localities of Taroomball and Tanby and directly west of the Causeway Lake with a combined lot area of 99.6 hectares.

The topography of the site is relatively flat with natural ground level being low given the proximity of the site to the Causeway Lake wetlands and ranges from eleven (11) metres Australian Height Datum in the west to five (5) metres Australia Height Datum in the east. The sites are currently vacant and contain a twenty (20) metre wide road reserve through the northern portion of the site as identified in the *Adopted Infrastructure Charges Resolution (No. 3) 2018* (Map No 55-3) for Transport and Community facilities (Map No 55-5). The site is not connected to any reticulated networks and/or power, however is connected to the transport network via the western section Mulambin Road connecting to Tanby Road.

The area is characterised by similar sized land parcels generally with a single Dwelling house and necessary outbuildings for rural purposes such as cattle grazing.

Internal advice and assessment

Development Engineering – 15 July 2018

Support, subject to conditions.

Natural Resource Management Unit – 27 July 2018

The unit requested the Draft Environmental Assessment Report include the following:

- *Long term protection of the large area of mapped remnant vegetation in the south west portion for example covenant*
- *Revegetation to compensate for vegetation clearing and works within the Biodiversity Corridor and to encourage wildlife movement between patches of native vegetation, such as, installation of riparian vegetation as a buffer both sides of the waterway (currently unmapped) occurring in the north west portion of the site within the corridor.*

Conditions to this effect are included within the recommendation.

Environmental Health Unit – 4 July 2018 (at the Development Control Unit Meeting)

No comments.

Growth Management – 29 November 2018

“The infrastructure designation will deliver essential community infrastructure.

The proposed cemetery and crematorium is located in a rural area outside of existing urban communities. The infrastructure is identified as trunk infrastructure in the Local Government Infrastructure Plan as PCL-530. In addition, trunk intersection (T-113) and new road (T-78) are also associated with delivery of the new facility.

The proposed community infrastructure designation is replacing existing facilities in the urban areas of Yeppoon and Emu Park, which have no opportunity for expansion.”

LOCAL GOVERNMENT INFRASTRUCTURE DESIGNATION PROCESS

This Infrastructure Designation has been made and will be assessed in accordance with Chapter 8 of the *Minister’s Guidelines and Rules*, July 2017 and Chapter 2, Part 5 of the *Planning Act 2016*. This involves a five-part process, namely:

Part 1 - Planning and preparation

The process undertaken is detailed under the background section of this report above.

Part 2 - Local government’s acknowledgement

The Local Government’s acknowledgement notice was issued on 22 July 2018 and reissued 2 August 2018 to omit items requested for further information as they would be provided in the final EAR, in accordance with the Ministers Guidelines and Rules. In identifying the affected parties, officers including elected local, state and federal members, adjoining land owners and all attendees at Council’s information night hosted by the Engagement and Events team. The acknowledgement was issued without any information request items.

Part 3 – Draft environmental assessment report

The draft environmental report was sent to Council on 22 August 2018. The report provides an assessment of the impacts of the development in terms of natural hazards, flora and fauna, cultural heritage and native titles as well as operations and amenity, construction management and social and economic outcomes. This document formed the basis of the consultation material available to the public.

Part 4 – Consultation and state interest review

The Local Government Infrastructure Designation was the subject of consultation, in accordance with the requirements of the *Planning Act 2016* for a period of fifteen (15) business days between 21 August 2018 and 12 September 2018 and no submissions were received.

The designation was subject to State Interest Review between 22 August 2018 and 3 October 2018. The notice of the state interest review was received 30 October 2018 and did not contain any specific conditions however does require that the Memorial Gardens be located within the developable area in order to not adversely impact upon any state interests.

Part 5 – Finalise environmental assessment and decision

The final Environmental Assessment was provided to Council on 21 November 2018 in accordance with the relevant requirements and provides additional information such as evidence of consultation with the local government about any associated infrastructure requirements, specifically roles and responsibilities and funding arrangements as well as an assessment against the local planning instruments identified below.

Strategic Framework – Natural environment and hazards theme Special purpose zone code Acid sulfate soil overlay code Biodiversity overlay code Bushfire hazard overaly code Coastal hazard overlay code General development code	<i>Livingstone Planning Scheme 2018</i> , version 2, in effect 25 June 2018.
Part E: State interest policies and assessment benchmarks – Planning for safety and resilience to hazards and Water quality	<i>State Planning Policy</i> , July 2017

In this regard, an Infrastructure designation for the Capricorn Coast Memorial Gardens will make any future assessable development under the *Livingstone Planning Scheme 2018* or subsequent planning schemes, exempt development in accordance with the *Planning Regulation 2017*. This is preferable for a project of this scope and where staging of specific aspects of development is relatively unknown. Infrastructure designations are common for State Infrastructure such as Hospitals and Public Schools as well as infrastructure entities such as Ergon Energy for major power line infrastructure and substation works.

Livingstone Planning Scheme 2018

Strategic Framework

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

- (a) the strategic intent, and statements of preferred dominant land uses in the form of describing the *places* that form part of the planning scheme area;
- (b) the following six (6) *themes* that collectively represent the policy intent of the planning scheme:
 - (i) Settlement pattern
 - (ii) Natural environment and hazards;
 - (iii) Community identity and diversity;
 - (iv) Access and mobility;
 - (v) Infrastructure and services; and
 - (vi) Natural resources and economic development.
- (c) the *strategic outcomes* proposed for development in the planning scheme area for each theme;
- (d) the *specific outcomes* for each, or a number of, elements of each theme; and
- (e) the *land use strategies* for achieving these outcomes.

The theme of Natural environment and hazards is specifically relevant to the assessment of this application given the site characteristics.

Natural environment and hazards

The strategic outcomes for natural environment and hazards theme are expressed in section 3.4.1. The following strategic outcomes are relevant to this application and an assessment against/response to those outcomes are as follows:

- (1) *Important areas containing matters of environmental significance and landscape features are identified and protected for their contribution to the planning scheme area's biodiversity, economic prosperity, culture, identity, character and sense of place.*

Complies: The subject site is identified as containing matters of environmental significance being for habitat and vegetation as well as being traversed by a biodiversity corridor. In this regard, the Final Environmental Assessment Report includes an Environmental Impact Assessment which provides for a local biodiversity offset area as well as identification of other mitigation measures. Council's Natural Resource Management team have requested that remnant vegetation which is mapped with both local and state significance be protected through revegetation be undertaken north of the development area and old growth trees within the cemetery be protected, where practicable. These measures are conditioned as per the recommendation.

- (2) *Areas which are affected by natural hazards including storm tide, erosion, sea-level rise or other coastal processes, flooding, bushfire, or landslide, are identified and development does not occur in these areas if it is incompatible with the nature of the hazard or if it is likely to expose people, property and vital infrastructure to unacceptable risk.*

Complies: The infrastructure designation area is located wholly outside the storm tide, erosion and flood overlay mapping. The risk of bushfire will be appropriately mitigated through the construction of the trunk road as a logical bushfire break to mitigate the risk from the north. Risk from the east is considered negligible given the vegetation community being primarily wetlands. The Bushfire Management Plan provided as part of the Final Environmental Assessment Report find the risk of bushfire at the site to be tolerable level. Specifically, in regards to the chapels, a BAL-12.5 construction standard and for the maintenance shed a BAL-19. All buildings and structures are conditioned to comply with the AS3959 in relation to construction standards.

- (3) *Development does not result in adverse impacts on:*
(a) *the natural functioning of flood plains;*
(b) *environmentally significant waterways and wetlands which support biodiversity;*
(c) *waterway and wetlands which support landscape and scenic amenity values; and*
(d) *the quality of water entering waterways, wetlands, local catchments and the Great Barrier Reef Marine Park.*

Complies: The designation area is clear of flood plains and mapped wetlands however is intersected by a mapped waterway which forms part of the southern Great Barrier Reef catchment. The on-ground location of this waterway has been identified in consultation with the Department of Agriculture and Fisheries and it is understood to be located north of the designation area. Significant drainage easement and subsequent works have been undertaken outside the designation area to ensure minimal impact upon the receiving waterways.

The performance assessment of the proposal demonstrates that the development will not compromise the policy direction of the Strategic Framework, in particular with regards to the theme of Natural environment and hazards.

The subject site is located in a Rural place and the development is not identified as a preferred land use. Given the nature of the proposal, being a Crematorium and Cemetery, is listed within the Special activities group, primary consideration is given to the Special purpose zone code. The assessment against the Rural zone code, being the zone in which the development is located, concludes that the proposal, whilst not a use anticipated in the zone, does not compromise existing rural activities on the premises or on adjoining premises given the scale of the development and co-location with natural features. Further, it is considered to be an appropriate location given the proximity to both the Yeppoon and Emu Park localities, with the land being of the appropriate topography for the proposed use, suitably buffered from any nearby sensitive land uses.

Special purpose zone code

The purpose of the special purpose zone code is:

- (1) *to identify the desired character and amenity for the zone and to protect it from incompatible development;*
- (2) *to provide for development of public uses that are owned or operated by a government, statutory authority, government owned corporation, local government, or private organisation in the course of a public utility undertaking;*
- (3) *to provide for the development of special development areas such as maritime development areas, strategic port land or state development areas;*
- (4) *to provide for the development of a limited range of other uses which support or are compatible with the public uses within the zone;*

The purpose of the special purpose zone code is achieved through the following overall outcomes:

- (1) *the development is:*
 - (a) *a use within the special activities group which serves the needs of the community; or*
 - (b) *a use that is not within the special activities group which:*
 - (i) *is compatible with and supports a use within the special activities group; or*
 - (ii) *does not limit or compromise the development of a use within the special activities group; and*
- (2) *the development of a use within the special activities group occurs within the zone in the following circumstances:*
 - (a) *it is a use that has relatively low-impacts;*
 - (b) *it is designed to integrate with development in the immediate area;*
 - (c) *it is located, designed and operated in a manner that maintains public safety; and*
 - (d) *if the use is likely to generate a significant amount of traffic, it is located at a site adjoining an appropriate road in the planning scheme road hierarchy;*
- (3) *the development of a use within the special activities group, which is likely to have a significant adverse impact on the amenity of sensitive land use, does not occur within the zone unless the site has suitable characteristics and there is appropriate design and siting to minimise adverse impacts on other land use;*
- (4) *the development of a public use that generates frequent and a large amount of public visitation is highly accessible and is well located in relation to public and active transport networks;*

- (5) *sensitive land use is not located in proximity to any established incompatible uses without appropriate design and siting to minimise adverse impacts on amenity;*
- (6) *the development is compatible with a form that is characterised by:*
- (a) *buildings and structures having a height, bulk and site cover designed relative to the operational needs of the use, and the characteristics of the location and the surrounding land use;*
 - (b) *use of vegetation screening and buffering between development having high impacts and any adjoining sensitive land use;*
 - (c) *a reasonable level of visual amenity when viewed from the street and public places;*
- (7) *the development is provided with adequate infrastructure and essential services; and*

Table 6.5.6.4.1 – Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Officer comment
Built Form	
PO1 The height, bulk, and site cover of buildings and structures are consistent with the intended character of the zone and the reasonable expectations as to the operational needs of the use, and do not adversely impact the amenity of the streetscape, adjoining sites or surrounding area.	Complies The buildings and structures, being the bush chapel, the columbarium mound, the main chapel, the carparks and the maintenance sheds are considered to be relative to the operational needs of the proposed use. Visual screening is utilised through the development to provide screening and buffering between areas. Although no vegetation has been proposed directly between the main chapel and the columbarium mound in order to allow viewing of both the columbarium and also the natural landscape from the main chapel.
PO2 The design and siting of buildings and structures does not adversely impact the amenity of the streetscape or adjoining sites having regard to the following: (a) minimisation of potential sources of nuisance; (b) enhancing the ability to soften the visual impact of large expanses of walls by the provision of areas for the planting of dense screening vegetation; (c) provision of and maintenance of access to natural light and ventilation; and (d) provision of and maintenance of privacy for any habitable buildings.	Complies Due to the location of the subject site with respect of surrounding hills and elevated slopes, visual amenity is paramount. Although the proposed development does not have a final design, the buildings and structures are sympathetic of the natural environmental and are consistent with those of a rural landscape setting.

Table 6.5.6.4.2 – Additional outcomes for assessable development

Performance outcomes	Officer comment
Land use	
PO4 The use is: (a) a use within the special activities group which serves the needs of the community; or (b) a use that is not from within the special activities group however the use: (i) is compatible with and supports a use within the special activities group; or (ii) does not limit or compromise the	Complies The use is for a Crematorium, Cemetery and ancillary parklands which are uses within the Special activities group. In addition, this is considered essential community infrastructure.

development of a use within the special activities group.	
PO5 The use appropriately integrates with any established uses in the immediate area.	Complies The use is orientated internally given the rural nature of the locality so as to achieve appropriate separation distances from surrounding rural uses for large home sites and cattle grazing.
PO6 The use is located, designed and operated in a manner that maintains public health and safety.	Complies The use provides for an internal road network and car parking provisions in accordance with the planning scheme requirements to ensure safety. Specific consideration of Crime Prevention Through Environmental Design must be made at the detailed building and design stage, as conditioned in the recommendation. Further, the operations of the use are not anticipated to exceed any public health thresholds contained within the Environmental Protection Act.
PO7 The development of a use from within the special activities group, which is likely to have high impact on land use in the immediate area, occurs only if the location has suitable characteristics and there is appropriate design, siting and operational measures to minimise adverse impacts on other land use.	Complies The nature of the use is not considered to have a high impact upon the surrounding land uses, being primarily large home sites with some cattle grazing. The use itself is provided with its own strategic road network so as to have least impact upon the surrounding properties in terms of traffic.
PO8 The development of a public use that generates frequent and a large amount of public visitation: (a) is highly accessible; and (b) is well located in relation to public and active transport networks.	Complies The development will be accessed from a key strategic link road, being Mulambin Road which is currently under construction and completed to the subject site boundary.
Appearance	
PO14 The development is designed in a manner that does not significantly adversely affect visual amenity when viewed from the street, public places, and the surrounding area.	Complies The conceptual plans and landscape designs provided as well as the limited extent of the designation area itself ensure minimal adverse impacts upon the visual amenity of the site. Revegetation measures as well the requirement to retain mature old growth vegetation within the development area ensures the site retains its natural features as an asset to the site, rather than a constraint to development. This approach is conducive to the vision for the Capricorn Coast Memorial Gardens being for a community use, utilised primarily as a public place.
Infrastructure	
PO15 Safe, accessible, robust and reliable infrastructure relating to access and parking, energy supply, roads, roof and allotment drainage, sewage and wastewater treatment and disposal, stormwater management, telecommunications, and water supply, is adequately provided for the development in accordance with best practice and endorsed standards for the location, and relative to the needs of the development.	Complies Given the Rural location, the site is not connected to municipal water or sewer networks. In this regard, provision for on-site sewer and water must be provided, as conditioned in the recommendation.

As evident from the above assessment, the proposal complies with the various requirements of the Special purpose zone code. Acid sulfate soils overlay code

The purpose of the acid sulfate soils code is to ensure that development which may disturb acid sulfate soils is planned and managed to avoid potential adverse impacts on the natural and built environment, including infrastructure.

The purpose of the acid sulfate soils overlay code zone code is achieved through the following overall outcomes:

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

- (1) *the presence and extent of acid sulfate soils are identified; and*
- (2) *the generation or release of acid and metal contaminants into the environment from acid sulfate soils is avoided by:*
 - (a) *not disturbing acid sulfate soils when excavating or otherwise removing soil or sediment, extracting groundwater or filling land; or*
 - (b) *treating and, if required, undertaking ongoing best practice management of any disturbed acid sulfate soils and drainage waters.*

Table 8.2.1.4.1 – Outcomes for assessable development

Performance outcomes	Assessment response
PO1 Development assesses the extent and severity of potential acid sulfate soils risk.	Complies The final Environmental Assessment Report includes a preliminary acid sulfate soils assessment (dated 31 July 2018 and 16 November 2018). 25 test points were included within the areas of most likely disturbance.
PO2 Development does not result in the release of acid and metal contaminants which may damage the natural environment, the built environment or infrastructure.	Complies The secondary testing conducted in November 2018 concluded that the soils were not acid sulfate soils and therefore a management plan for the construction and on-going maintenance of the site is not required.

As evident from the above assessment, the proposal complies with the various requirements of the Acid sulfate soils overlay code. Biodiversity overlay code

The purpose of the biodiversity overlay code is to identify, protect, enhance and rehabilitate areas containing matters of environmental significance and the ecological processes and biodiversity values of terrestrial and aquatic ecosystems.

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

- (1) *matters of environmental significance and corridors which link them are identified, protected, enhanced and rehabilitated to maintain ecological processes and biodiversity;*
- (2) *nature corridors or links are maintained and where appropriate, rehabilitated and expanded to support:*
 - (a) *the natural movement and proliferation of native species;*
 - (b) *ecological responses to climate change;*
 - (c) *the maintenance of large scale migratory lifecycle processes; and*
 - (d) *connectivity between significant habitat areas and areas of remnant vegetation;*
- (3) *development does not cause significant adverse impacts on areas containing matters of environmental significance, by appropriately addressing impacts on issues including but not limited to the following:*
 - (a) *species or habitat loss or disturbance, including terrestrial and aquatic wildlife corridors;*
 - (b) *soil degradation, pollution, erosion, contamination, acidification or salinization;*

- (c) *modification to natural processes; and*
- (d) *reduction in water quality, ecological values and the natural hydrological regimes of surface and ground waters;*
- (4) *development maintains or increases the resilience of ecosystems and wildlife habitats to threatening processes, including the impacts of climate change; and*
- (5) *development facilitates land tenure and other management arrangements for the long-term conservation of environmentally significant areas, ecological processes and biodiversity values.*
- (6) *corridors and associated buffers have dimensions which suitably provide for:*
 - (a) *movement of native fauna;*
 - (b) *viable habitat areas;*
 - (c) *minimisation of edge effects;*
 - (d) *maintenance of the hydrological functions of waterways or wetlands;*
 - (e) *appropriate access for sustainable recreation; and*
 - (f) *any additional maintenance and bushfire setback functions to be located outside the areas required for ecological purposes;*
- (7) *fragmentation of existing habitat areas is minimised, particularly where it impacts on the future health of populations of native fauna and flora species.*

Table 8.2.3.4.1 — Outcomes for assessable development

Performance outcomes		Assessment response
Land use		
PO1 In areas identified as having matters of environmental significance, all uses are located, designed and operated to: (a) retain and protect significant environmental values; and (b) maintain the underlying ecological functions and biophysical processes of the site and surrounds.	Complies in part The proposed development is mapped as including MLES Habitat and Vegetation and containing a Local Biodiversity Corridor. The majority of the corridor will be incorporated into the bio detention basin however will be traversed by the strategic road. In this regard, revegetation within the vicinity is conditioned as part of the recommendation. This approach is consistent with the recommendations of the Environmental Impact Assessment compiled by Denley Environmental. The proposed development is also mapped within Overlay Map 10 – Biodiversity – Wetlands and Waterways (MSES – Watercourse), however the waterway is mapped incorrectly and traverses the north-western corner of the site, as confirmed with the Department of Agriculture and Fisheries. The true location of the waterway is north of the infrastructure designation area and will be largely avoided in the future development of the site.	
Native vegetation and habitat		
PO2 Development retains and regenerates native vegetation in such a way as to: (a) retain vegetation that is in patches of greatest size and smallest possible edge-to-area ratio; (b) maximise the linkages between vegetation located on the subject site; (c) maximise linkages between vegetation located on adjacent properties within the biodiversity network; allow the dispersal or movement through biodiversity corridors; and (d) protect riparian vegetation in and adjacent to	Complies in part As detailed above, the site contains a Local Biodiversity Corridor as well as mapped vegetation of state and local significance. These areas are largely outside the infrastructure designation area however through the provision of revegetation to the north of the biodiversity corridor and the retention of old growth vegetation within the development site itself (where possible), the linkages within and between the native vegetation and habitat will be retained, albeit modified.	

Performance outcomes	Assessment response
watercourses.	
PO3 Development retains, protects and enhances areas of habitat that support a critical life stage in ecological process such as feeding, breeding or roosting for the identified species.	Complies The development avoids areas of regulated vegetation and wildlife habitat.
PO4 Development protects existing biodiversity corridors and assists in the establishment of new corridors which have adequate dimensions and characteristics to support: (a) unimpeded movement of terrestrial and aquatic fauna that are associated with or are likely to use the biodiversity corridor as part of their normal life cycle evolutionary and genetic processes; (b) the natural change in distributions of species and connectivity between populations of species over long periods of time; (c) ecological responses to climate change; (d) maintenance of large scale seasonal/ migratory species processes and movement of fauna; (e) connectivity between large tracts and patches of native remnant vegetation and habitat areas; and (f) effective and continuous movement of terrestrial and aquatic fauna.	Complies in part The location of the mapped biodiversity corridor is transected by the strategic road, being Mulambin Road and therefore will be offset to the north through revegetation. The location of this revegetation will ensure the connectivity of the corridor continues to perform its ecological function, despite the severance by the road.
Wetlands and waterways	
PO5 Development retains waterways and wetlands and avoids impacts on: (a) native riparian vegetation; (b) habitat; (c) ecological functions; (d) water quality; and (e) nature conservation values.	Complies The designation area does not include any mapped wetlands however it is noted that a mapped waterway transects the site. The actual location of this waterway has been confirmed to be north of the designation area and therefore the development itself will have minimal impacts upon the function of the waterway. It should also be noted that a large easement extent has been provided to cater for drainage purposes in this regard.
PO6 Development does not cause land degradation near a waterway or wetland, including: (a) mass movement, gully erosion, rill erosion, sheet erosion, tunnel erosion, stream bank erosion, wind erosion, or scalding; and (b) loss or modification of chemical, physical or biological properties or functions of soil.	Complies As above, the location of the mapped waterway which transects the site has been revised to further north of the designation area. This was confirmed by the Department of Agriculture and Fisheries in the Final Environmental Assessment Report.
Hydrology	
PO8 Development enhances or maintains the existing surface water hydrological regime of all areas containing matters of environmental significance.	Complies The development is bordered by a drainage easement as conditioned under D-208-2017, for which the survey plan has been endorsed. The easement extent covers the Q100 flood area and overland flow will be managed within this area.
PO9 Development: (a) enhances or maintains the existing groundwater hydrological regime of all areas containing matters of environmental significance;	Complies The development is required to provide for on-site water storage and will not impact upon the groundwater storage within the vicinity of the site.

Performance outcomes	Assessment response
(b) ensures that the water table and hydrostatic pressure in the area of environmental significance is returning to its natural state; and (c) does not result in ingress of saline water into freshwater aquifers.	
Ongoing management, construction and operation	
PO10 During the construction and operation of development, ongoing management, monitoring and maintenance is undertaken to ensure impacts on environmentally significant areas, biodiversity values and ecological processes, including water quality and hydrology, are avoided or minimised.	Complies The final Environmental Assessment Report, includes details of the ongoing construction and operation stages which will be managed by Council. The conditions include a condition requiring an Erosion and Sediment Control Management Plan.
PO11 Development transfers into public ownership, or incorporates within a voluntary statutory covenant registered under the <i>Land Title Act 1994</i> , any land required for public access or for some other public purpose consistent with its ecological functions, including: (a) access for maintenance; (b) linking core and remnant habitat areas; and (c) land protecting water quality and ecological processes.	Complies The designation area is owned by Livingstone Shire Council and will be required for public access given the nature of the future uses.
Rehabilitation	
PO12 Areas degraded as a result of development are rehabilitated by the proponent as near as is practicable to the naturally occurring local native plant species and ecological communities.	Complies Rehabilitation and revegetation is conditioned for the biodiversity corridor to the north of the designation area.
Vegetation clearing	
PO13 Development avoids indiscriminate and unnecessary clearing of vegetation in order to protect: (a) the visual integrity of the natural landscape; (b) ecological features and processes that underpin biodiversity.	Complies The retention of old growth vegetation within the designation area itself will support both the visual amenity of the site and the ecological processes. This is included as a condition of the designation, where practicable.
PO14 Development retains and protects locally significant species, including but not limited to the following: (a) <i>Cycas ophiolitica</i> ; (b) <i>Byfield Fern</i> ; (c) <i>Stackhousia tryonii</i> ; and (d) <i>Koala</i> .	Complies The environmental impact assessment did not find any of the listed species during any field survey undertaken.

As evident from the above assessment, the proposal complies with the various requirements of the Biodiversity overlay code. Bushfire hazard overlay code

The purpose of the bushfire hazard overlay code is to ensure that development in bushfire prone areas does not increase risk to life, property, community, economic activity and the environment during bushfire events.

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

- (1) *development is located where bushfire hazard risk to personal safety and property is avoided or minimised and mitigated to acceptable levels;*
- (2) *highly vulnerable and community uses are not located in bushfire hazard areas;*

- (3) *vegetation which is identified as matters of State or local environmental significance is not cleared to achieve bushfire hazard minimisation;*
- (4) *natural processes and the protective function of landforms and vegetation are maintained in bushfire hazard areas;*
- (5) *access is provided for safe entry and exit requirements for residents during bushfire events;*
- (6) *development provides for the efficient operational requirements of fire fighters during bushfire events;*
- (7) *development is provided with adequate water supply and fittings for fire-fighting vehicles, and access arrangements for fire fighters;*
- (8) *emergency services facilities are located and designed to function effectively during and after a bushfire;*
- (9) *development does not create an unacceptable burden on disaster management response or recovery capacity and capabilities; and*
- (10) *development avoids the storage of hazardous materials in a bushfire hazard area.*

Table 8.2.4.4.1 — Outcomes for assessable development

Performance outcomes	Assessment response
Bushfire planning	
PO1 Development does not expose people and property to unacceptable risk from bushfire hazard taking into account: (a) vegetation type; (b) slope; (c) aspect; (d) bushfire history; (e) ongoing maintenance; and (f) on-site and off-site fire hazard implications.	Complies The final Environmental Assessment Report is supported by a Bushfire Hazard Assessment and Management Plan. The topography of the land is flat with a gentle upslope to the west. The vegetation on the site was identified to be woodland grassland under AS3959 and exhibits some dry rainforest. There was no evidence of fire at the time of inspection. The assessment indicated a maximum risk of BAL-29 with a BAL less than 12.5 achievable subject to clearing.
PO2 In areas determined to be at an unacceptable risk from bushfire hazards, development does not occur if it is for a use which: (a) results in a significant concentration of people at any one time; or (b) results in a significant increase in people living or working in the area; or (c) involves institutional uses where evacuating people may be difficult; or (d) involves a significant number of vulnerable people; or (e) involves essential public infrastructure; or (f) involves manufacture or storage of hazardous materials.	Not applicable The Bushfire Management Plan provided confirms that the land is not identified as being at an unacceptable risk of bushfire, being below BAL29.
PO3 In areas determined to have bushfire hazard risk within tolerable levels, development occurs only if: (a) it adequately mitigates potential adverse impacts from bushfire hazard through siting, design, and other mitigation measures; (b) it supports safe and efficient evacuation and emergency services access to the site in the event of a bushfire; and (c) essential public infrastructure is not put at significant risk from destruction or failure during and immediately after bushfire events.	Complies The Bushfire Management Plan provided includes mitigation measures to ensure the site is not at significant risk. This includes setback zones of 25 metres to the Chapels and 10 metres to the maintenance shed from hazardous vegetation. Retention of some trees can occur within this area however the canopy cover must not exceed ten percent of the setback zone. In addition, all buildings and structures must comply with the Australian Standard AS3959 construction standards.
PO4 Buildings, structures and their associated buffer areas, access routes and fire management trails, are located to maximise the protection of vegetation in	Complies Setback zones are identified in the Bushfire Management Plan and further conditioned in the recommendation this includes the installation of

Performance outcomes	Assessment response
areas of high biodiversity or scenic value.	gutter guards to prevent build-up of combustible materials.
PO5 Development ensures that the location, siting, and design of development and associated internal access ways: (a) avoid potential for entrapment during a bushfire; and (b) enable safe evacuation of the site during a bushfire for site occupants.	Complies The internal access provides for a link road through the existing maintenance road to avoid internal entrapment. In addition, upon completion of Mulambin Road, the site will be accessible from both Tanby Road (current connection) and Clayton Road (future connection).
PO6 Development has adequate access to external road networks which can be utilised by emergency vehicles, and provides safe evacuation in the event of a bushfire.	Complies Mulambin Road is being constructed to a Major rural collector standard.
PO7 Development provides adequate water supply for firefighting purposes and the water supply is safely located and freely accessible for firefighting.	Complies The subject site is not connected to municipal water supply and the network is not located within proximity to the locality. As such, provision must be made on-site. A condition to this effect is included in the recommendation.
PO8 The manufacture or storage of hazardous materials does not increase the risk of fire hazard.	Not applicable The anticipated land use will not involve the manufacture or storage of hazardous materials.
PO9 Landscaping does not create an unacceptable risk to people or property and provides for ongoing management of risk to the development and people from a bushfire.	Complies The conceptual plans do not details landscaping at this stage however it is intended that native old growth be retained and any landscaping be of native and fire tolerant species to reduce any additional risk of bushfire.
PO10 Development utilises fencing that: (a) does not contribute to the spread of bushfire; (b) provides access for fire-fighting purposes; (c) facilitates the safe movement of fauna in rural areas.	Not applicable The nature of the use being for community infrastructure and the rural setting does not necessitate fencing.

As evident from the above assessment, the proposal complies with the various requirements of the Bushfire hazard overlay code. Coastal hazard overlay code

The purpose of the coastal hazard overlay code is to ensure that development in the coastal zone is planned, designed, constructed and operated to:

- (1) *avoid, or minimise and mitigate risk to people and property from coastal hazards including storm tide inundation and coastal erosion, taking into account predicted effects of climate change; and*
- (2) *protect coastal resources and allow for natural fluctuations in coastal processes as far as possible.*

Overall outcomes

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

- (1) *foreshore ecosystems and biological diversity are protected and managed to maintain their natural protective functions and allow for natural fluctuations to continue as far as possible;*

- (2) *in areas zoned for urban development, risk from coastal hazards (including predicted effects of climate change) is avoided or mitigated and managed to acceptable levels;*
- (3) *matters of State or local environmental significance are not adversely impacted on in order to achieve hazard minimisation or mitigation;*
- (4) *coastal dependent land use and infrastructure is undertaken in a manner which minimises impacts on coastal resources and mitigates risks to people and property;*
- (5) *emergency services facilities and vulnerable community uses are located and designed to function effectively during and after coastal hazard events;*
- (6) *development does not create an unacceptable burden on disaster management response or recovery capacity and capabilities;*
- (7) *development avoids the storage of hazardous materials in a coastal hazard area;*
- (8) *public access to the foreshore is maintained and enhanced; and*
- (9) *development does not include canals and artificial waterways that connect to tidal waterways.*

Table 8.2.5.4.1 — Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Assessment response
Storm tide hazard	
PO1 Development of an existing lot is designed and constructed to avoid adverse impacts on people and property from storm tide inundation.	Complies All development is located outside the mapped hazard area.
PO2 Development involving essential electrical services is located and designed to ensure public safety and minimise consequences of damage due to storm tides.	Complies The site will be connected to electricity however all development is located outside the mapped hazard area.
Erosion prone land	
PO3 Development is located, designed and constructed to avoid adverse impacts on people and property from coastal erosion.	Complies All development is located outside the mapped hazard area

Table 8.2.5.4.2 — Additional outcomes for assessable development

Performance outcomes	Assessment response
Storm tide hazard areas included in overlay maps	
PO4 Development is located, designed and constructed to avoid adverse impacts on people and property from storm tide inundation.	Complies All development is located outside the mapped hazard area
PO1 The development does not directly, indirectly or cumulatively increase the severity of the coastal hazard and the potential damage of other properties.	Complies All development is located outside the mapped hazard area
PO2 A basement (excluding basement storage used only for bike storage, or change room, or building maintenance storage) is suitably located and designed to ensure public safety.	Not applicable The proposal does not involve basement levels.
PO3	Not applicable

Performance outcomes	Assessment response
Land, buildings and structures used for the manufacture, transport or storage of hazardous materials in bulk, are located and designed to prevent hazardous materials, whether loose or in containers, from entering any water body, waterway or storm tide inundation area.	The proposal will not involve hazardous materials.
PO4 Development does not include man-made canals or artificial waterways that connect to tidal waterways.	Complies The development does not include a man-made canal or artificial waterway.
PO5 Emergency services facilities and vulnerable community uses are located and designed to function effectively during and after coastal hazard.	Complies All development is located outside the mapped hazard area
PO6 Development maintains existing natural environmental features such as mangroves and wetlands to mitigate impacts from storm-tide inundation and permanent inundation due to sea-level rise.	Complies The designation area does not include any mapped wetlands and no mangroves were found during site survey.
PO7 Development is located, designed and operated to maintain or enhance existing levels of public access to and along the foreshore.	Not applicable The designation area is not within proximity to the foreshore.
PO8 Minor public marine development minimises disturbance of the natural environment within waterways	Not applicable The designation is not for minor public marine development.
PO9 Development avoids or mitigates any increase in risk to people and property from adverse coastal erosion impacts by: (a) minimising the area of the development footprint within the erosion prone area; (b) locating development as far landward as possible; (c) maximising the ability for buildings or structures to be abandoned, or disassembled for relocation either on the site or to another site; (d) installing and maintaining on-site coastal protection works.	Complies The designation area is located outside the mapped areas for storm tide hazard and erosion prone land.
PO10 Where used, coastal protection works are: (a) consistent with a shoreline erosion management plan that has been prepared for the area; or (b) undertaken in response to a demonstrated need to protect existing permanent structures from an imminent threat of coastal erosion, where abandonment or relocation of the structures is not feasible, and a relevant shoreline erosion management plan has not been prepared.	Not applicable The designation does not involve coastal protection work. All works are located outside the erosion prone land.
PO11 Development in an erosion prone area: (a) maintains, protects or enhances vegetation on coastal landforms; (b) maintains sediment volumes of dunes and	Not applicable The development itself is sited outside this hazard area.

Performance outcomes	Assessment response
near-shore coastal landforms; or (c) mitigates any increased risks from erosion through the location, design, construction and operating standards of development; (d) maintains physical coastal processes beyond the development including longshore transport of sediment along the coast; and (e) prevents increasing the risk of shoreline erosion for areas adjacent to the development, unless the development is an erosion control structure.	

As evident from the above assessment, the proposal complies with the various requirements of the Coastal hazard overlay code. General development code

The purpose of the general development code is to:

- (1) *to enable an assessment of the suitability of the location, design, siting, operation and other aspects of development that are not zone dependent;*
- (2) *to facilitate the achievement of the overall outcomes sought for development.*

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

- (1) *the development is located at a site which does not result in an unacceptable risk to health and safety of occupants of the premises or an unacceptable risk of property damage;*
- (2) *the development contributes to functional and safe private and public environments;*
- (3) *the development is located at a site which has a sufficient area and suitable dimensions relative to the characteristics of the use and the characteristics of surrounding land use;*
- (4) *the development does not compromise the safety, efficiency and effectiveness of the transport network;*
- (5) *the development appropriately integrates with adjoining land use;*
- (6) *the development protects the character and amenity of the surrounding area; and*
- (7) *the development does not significantly adversely affect valued natural environment and landscape features of the site and surrounds.*

Table 9.3.1.4.1 – Outcomes for development that is accepted subject to requirements and assessable development

Performance outcomes	Assessment response
Flood resilience	
PO1 The development is resilient to the adverse impacts of flood events which result in unacceptable risk to health and safety or unacceptable risk of property damage.	Complies The designation area is located outside the mapped flood hazard area.
Location, design, siting, operation	
PO2 The development is located at a site that is able to accommodate all the buildings, facilities, and operational needs of the use without increasing the likelihood of land use conflict by: (a) adversely affecting the amenity of adjoining land	Complies The designation area is able to cater for all elements of the concept plan. The concept itself and inclusion of conditioning to support retention of vegetation as well as revegetation will ensure the rural amenity is protected.

Performance outcomes	Assessment response
use and the surrounding area; (b) adversely affecting the safety, health and wellbeing of occupants of sensitive land use; (c) adversely affecting the operations of adjoining land use; (d) reducing the potential to use adjoining land for its intended purpose; and (e) adversely affecting the safe and effective provision of services to the development.	
PO3 Development maintains a high level of amenity for adjoining sensitive land use with regard to the generation of unreasonable noise.	Not applicable The nature of the use and distance from adjoining properties does not pose an unreasonable noise nuisance.
PO4 Outdoor lighting maintains the amenity of any adjoining residential zoned premises and does not adversely impact the safety for vehicles or pedestrians on the adjoining streets as a result of light emissions, either directly or by reflection.	Not applicable Public lighting is to be provided in accordance with the relevant standards, as conditioned in the recommendation however the site does not adjoin residential zoned land.
PO5 A refuse container and container storage area is provided in a manner that: (a) maintains the amenity of the surrounding area; (b) is of adequate size to accommodate the expected amount of refuse to be generated by the use; (c) is in a position that is conveniently accessible for collection; and (d) is able to be kept in a clean state at all times.	Complies All waste storage areas must be kept in a clean, tidy condition in accordance with the Acceptable Outcome, which is conditioned in the recommendation.

Table 9.3.1.4.2 – Additional outcomes for assessable development

Performance outcomes	Assessment response
Community safety	
PO6 Personal safety and property security are optimised through the design of buildings and spaces incorporating the following: (a) means of easily identifying the premises; (b) appropriate night lighting; (c) suitably designed and located building entry and exit points; (d) opportunities for surveillance; (e) appropriate plant species for landscaping; (f) clear definition of boundaries between private and public spaces; and (g) any best practice for crime prevention through environmental design.	Complies As the site will be accessible to the public, consideration of crime prevention through environmental design is vital. The site is not located within an urban area and will not benefit from casual surveillance. As such, the design must incorporate the principles and actions outlined in Chapter 6 of the design of the Public Realm and the design of Pedestrian and Cyclist Systems under the <i>Crime Prevention Through Environmental Design Guidelines</i>, as conditioned in the recommendation.
Location, design, siting, operation	
PO7 The safety, efficiency, effectiveness and operation of the transport network servicing the site and surrounding area or any identified future components of the transport network, are not compromised by the development.	Complies The designation area will not impede the transport network and will in fact provide for a vital strategic link between Tanby Road and Scenic Highway in years to come. The designation area has been chosen with these future trunk projects in mind.
PO8 Development that generates use by a high quantity of	Complies The designation area is accessible via a higher order

Performance outcomes	Assessment response
people or frequent use by people is located at a highly accessible premises: (a) which is convenient for people needing to use the premises; and (b) which: (i) contains public transport facilities, or (ii) is in proximity to current or future public transport facilities; or (iii) is in proximity to current or future high order transport routes; and (c) which provides for the efficient travel of emergency vehicles; and (d) which can minimise adverse impacts on local amenity.	road, being Mulambin Road.
PO9 Development that requires frequent use of heavy haulage vehicles, bulk freight of goods, or the transportation of dangerous or hazardous goods, liquids, materials and the like, is located at premises able to effectively utilise major transport facilities and routes, and other high order components of the transport network.	Not applicable The use will not involve these components.
PO10 Development occurs on sites that are safe from contaminants that may cause harm to people or property.	Complies The land is not identified on the contaminated land register.
PO11 The development does not significantly adversely affect valued natural environment and landscape features of the site and surrounds including but not limited to the following: (a) large tracts of established native vegetation; or (b) inland and coastal waterways and wetlands; or (c) riparian vegetation; or (d) biodiversity corridors; or (e) visually prominent mainland and island mountains, hills, ridges, headlands, dunes, beaches; or (f) important urban green break areas; or (g) cultural heritage features.	Complies As previously stated, conditions have been included to provide for revegetation and retention to support the biodiversity values of the site.

As evident from the above assessment, the proposal complies with the various requirements of the Development works code. **PUBLIC CONSULTATION**

The proposal was the subject of public notification between 22 August 2018 to 3 October 2018, as per the requirements of the *Planning Act 2016* and as stipulated in the acknowledgement notice, and no submissions were received. Notices were issued to all adjoining landowners, attendees at an information session held by Livingstone Shire Council, all elected members and Darumbal enterprises.

STATE INTEREST REVIEW

The infrastructure designation was referred to the Department on 22 August 2018 in accordance with Part 4 of the Ministers Guidelines and Rules. The notice of state interest review was received 30 October 2018 and the Minister is satisfied that the designation, provided it is located within the development area, will not compromise or impact any state interest.

PREVIOUS DECISIONS

There are no previous decisions relevant to the subject application. This is the first Local Government Infrastructure Designation within Queensland.

BUDGET IMPLICATIONS

In general, the management of this application has been within the existing budget allocations. There are some financial implications in not deciding the designation in a timely manner in terms of availability of funding.

LEGISLATIVE CONTEXT

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

LEGAL IMPLICATIONS

Legal implications associated with deciding this matter are unlikely given there were no submitters during notification and the Minister has supported the designation. The risk of not deciding the designation favourably brings about potential consequences for breach of the funding agreement which may arise in legal implications.

STAFFING IMPLICATIONS

There are no significant staffing implications for the assessment however it is noted that an application of this scale consumes considerable resources from across various sections of Council.

RISK ASSESSMENT

The risks associated with this assessment have been addressed in the planning scheme assessment in this report. The risk of not deciding the designation favourably brings about potential consequences for breach of the funding agreement.

CORPORATE/OPERATIONAL PLAN

Corporate Plan Reference: **Strategy GO4: Provide transparent and accountable decision making reflecting positive leadership to the community.**

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) Transparent and effective processes, and decision-making in the public interest; and
- (b) Sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) Democratic representation, social inclusion and meaningful community engagement; and
- (d) Good governance of, and by, local government; and
- (e) Ethical and legal behaviour of councillors and local government employees.

CONCLUSION

The proposed infrastructure designation, being for the Capricorn Memorial Gardens has been made and assessed in accordance with the provisions of Chapter 8 of the *Minister's Guidelines and Rules*, July 2017 and Chapter 2, Part 5 of the *Planning Act 2016*.

The land subject to the designation is located within the Rural Zone under the *Livingstone Planning Scheme 2018* as is identified under the *Local Government Infrastructure Plan Map No 55-3*) for Transport for Mulambin Road and Community facilities for the Memorial Gardens itself (Map No. 55-5). Officers have assessed the final Environmental Assessment Report against the relevant local planning instrument, specifically in terms of the natural environment and hazards given the mapped matters of local environmental significant for habitat and vegetation and subsequent bushfire hazard as well as the coastal hazards

surrounding storm tide hazard, flood and acid sulphate soils given the proximity to the Causeway Lake wetlands. In this regard, the proposed infrastructure designation area is located and designed so as to appropriately mitigate potential adverse impacts of the development on receiving environments and serves an immediate community need.

Accordingly, officers recommend the premises be designated for the purpose of Community infrastructure, being for the Capricorn Coast Memorial Gardens.

**12.12 - LOCAL GOVERNMENT
INFRASTRUCTURE DESIGNATION
FOR THE CAPRICORN COAST
MEMORIAL GARDENS LOCATED AT
LOT 1 MULAMBIN ROAD,
TAROOMBALL AND LOT 362
MULAMBIN ROAD, TANBY**

Locality Plan

Meeting Date: 18 December 2018

Attachment No: 1

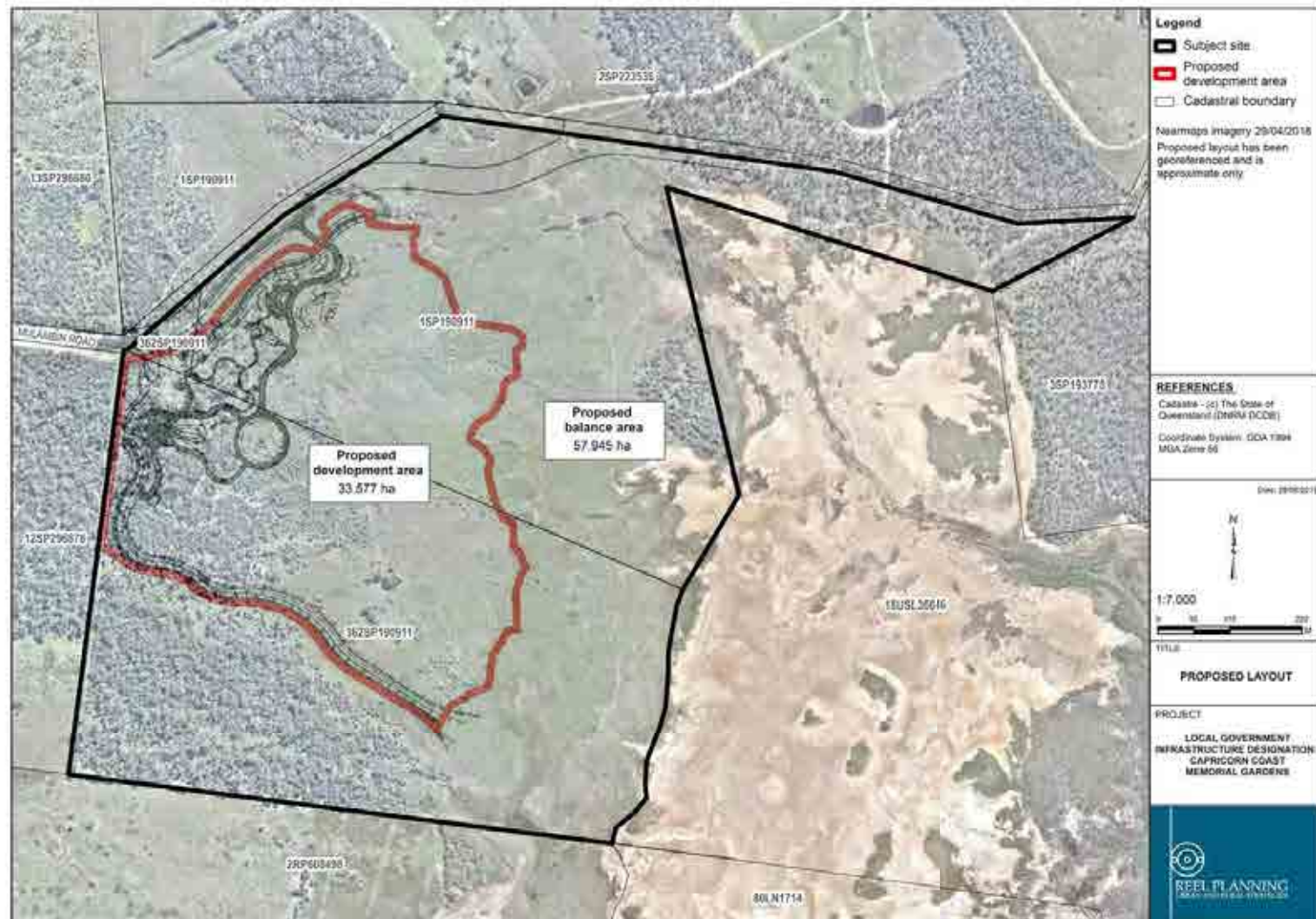


**12.12 - LOCAL GOVERNMENT
INFRASTRUCTURE DESIGNATION
FOR THE CAPRICORN COAST
MEMORIAL GARDENS LOCATED AT
LOT 1 MULAMBIN ROAD,
TAROOMBALL AND LOT 362
MULAMBIN ROAD, TANBY**

Infrastructure designation area plan

Meeting Date: 18 December 2018

Attachment No: 2



**12.12 - LOCAL GOVERNMENT
INFRASTRUCTURE DESIGNATION
FOR THE CAPRICORN COAST
MEMORIAL GARDENS LOCATED AT
LOT 1 MULAMBIN ROAD,
TAROOMBALL AND LOT 362
MULAMBIN ROAD, TANBY**

**Final Environmental Assessment
Report (extract)**

Meeting Date: 18 December 2018

Attachment No: 3



REEL PLANNING CQ
URBAN AND RURAL STRATEGIES

21 November 2018

The Chief Executive Officer
Livingstone Shire Council
PO Box 2292
YEPPOON QLD 4703

Attn: Ms Maddie Ward, Principal Planning Officer - Development Assessment

Dear Maddie,

LOCAL GOVERNMENT INFRASTRUCTURE DESIGNATION REQUEST – CAPRICORN COAST MEMORIAL GARDENS - FINAL ENVIRONMENTAL ASSESSMENT REPORT

On behalf of Livingstone Shire Council's Infrastructure and Planning Design Group, as the infrastructure entity for the above request, we lodge herewith the final Environmental Assessment Report (EAR) to Livingstone Shire Council's development assessment unit for decision. The final EAR seeks an infrastructure designation over land at Lot 1 and Lot 362, Mulambin Road, Taroomball, formally described as Lot 1 and Lot 362 on SP190911, to enable the development of a cemetery, crematorium and memorial gardens. This Local Government Infrastructure Designation request is made in accordance with section 37 (6) of the *Planning Act 2016*.

The following documents are given to Council for consideration and decision:

- Final Environmental Assessment Report by Reel Planning CQ; and
- GIS data for the proposed designated premises (Lot 1 and Lot 362 on SP190911).

These documents are given in accordance with the Minister's Guidelines and Rules, Chapter 8, Part 3, section 8.6 as part of finalising the environmental assessment. The report demonstrates that the infrastructure proposal is an essential community facility at an appropriate location and will not adversely affect local or state government planning interests. On this basis, we believe the request warrants favourable consideration by Council to allow for the designation of the premises.

If you have any queries concerning this submission please contact the undersigned on (07) 4927 3878 or email rachel@reelplanning.com

Yours faithfully,

Rachel Ovenden
Senior Town Planner
Reel Planning Pty Ltd

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Reel Planning Pty Ltd

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REEL PLANNING
URBAN AND RURAL STRATEGIES

FINAL ENVIRONMENTAL ASSESSMENT REPORT

LOCAL GOVERNMENT INFRASTRUCTURE DESIGNATION
FOR CAPRICORN COAST MEMORIAL GARDENS

LIVINGSTONE SHIRE COUNCIL

21 November 2018

ENVIRONMENTAL ASSESSMENT REPORT

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VERSION CONTROL

Version	Details	Originator	Reviewer	Review Date
1.1	Final	RO	LSC	21 November 2018

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1 EXECUTIVE SUMMARY

Pursuant to section 37(6) of the Planning Act 2016 (the Act), Livingstone Shire Council proposes to make a Local Government Infrastructure Designation (ID) over land at Lot 1 and Lot 362 Mulambin Road, Taroomball in the Livingstone Shire Council local government area. The ID will enable the development of the Capricorn Coast Memorial Gardens, which will satisfy Council's infrastructure demand for additional cemetery land and a crematorium, as existing cemeteries in the shire are projected to reach capacity by the end of 2018.

On behalf of the Council's Infrastructure and Planning Design Group, being the Infrastructure Entity that is seeking this designation, we submit herewith the final Environmental Assessment Report (EAR). The EAR is prepared in accordance with the Minister's Guidelines and Rules (MGR), *Chapter 8 – Designation process rules for local government when making or amending a designation*.

The submission of the final EAR is part of the last step of the designation process rules, being *Part 5 – Finalise environmental assessment*, and follows the completion of public consultation and receipt of the State interest review outcome. Broadly, the final EAR will satisfy the requirements under section 36 of the Act regarding adequate environmental assessment and public consultation. These requirements are further set out in the MGR.

The final EAR builds upon the content of the draft EAR, dated 15 August 2018, prepared by our firm and submitted to the Department of State Development, Manufacturing, Infrastructure and Planning for State interest review on 22 August 2018. The draft EAR included a detailed description of the infrastructure proposal and a comprehensive assessment of all potential impacts, such as environmental, social and economic impacts, and how these impacts will be avoided, mitigated or offset. These matters were addressed in the context of relevant planning instruments and assessment benchmarks, with the support of technical reports.

Chapter 8, section 8.3 of the MGR prescribes the matters that must be addressed in the final EAR, which are summarised in relation to the infrastructure proposal as follows:

- A list of all parties and stakeholders consulted during the public consultation period;
- A summary of all submissions and how any issues raised in the submissions have been addressed (no submissions were received);
- A response to any matters raised by the Minister during the State interest review (in the Minister's notice of outcome of state interest review, no matters were raised requiring a response from the infrastructure entity);
- Details of any matters that the chief executive requires the local government to include in the designation (Council's development assessment unit has confirmed that no matters have been directly imposed by the chief executive on the designation);
- Any changes that have occurred to the infrastructure proposal as a result of the state interest review outcome (*minor changes*, as defined in the MGR, have been made in relation to recommendations from acid sulfate soil investigations, and bushfire hazard management, based on new information at hand. We note these minor changes are not as a result of the state interest review outcome);
- Any further environmental, social or economic impacts identified through the consultation, and how these impacts will be avoided, mitigated or offset (no submissions were received during consultation identifying further impacts. In general, no impacts in addition to those identified in the draft EAR have been identified by the infrastructure entity); and

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- Evidence of consultation with the local government about any associated infrastructure requirements, specifically roles and responsibilities and funding arrangements.

In this report, the above matters will be addressed in conjunction with the detailed description of the infrastructure proposal and the assessment of impacts and relevant planning instruments, as set out in the former draft EAR. GIS data for the proposed designated premises is also supplied as part of finalising the EAR.

The final EAR and its supporting material demonstrate that the proposed ID integrates land use and infrastructure planning to deliver an essential community facility in a cost-effective and streamlined way. Following the state interest review outcome which endorses the proposal, the ID request is considered to have adequate merit to warrant favourable consideration by Council, subject to reasonable and relevant conditions.

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2 SITE CONTEXT AND DESCRIPTION

2.1 SITE CONTEXT

Livingstone Shire is located along the Capricorn Coast in Central Queensland. The Shire covers approximately 11,776 square kilometres and has a population of almost 36,000 residents. The major centres include the coastal towns of Yeppoon and Emu Park, with the smaller communities of Byfield, Farnborough, Cawarral, Keppel Sands, The Caves, Marlborough, Ogmoo and Stanage Bay.

The site to be subject to the infrastructure designation (the ID site) is located in the suburb of Taroomball, which is a rural area approximately mid-way between Yeppoon and Emu Park, and within close proximity to the residential suburbs of Mulambin, Lammermoor, Rosslyn and Kinka Beach, as shown in Figure 1. The ID site is located to the east of Tanby Road, which is a State-controlled Road, and is accessed via Mulambin Road.



Figure 1 – Locality Map (Nearmaps Imagery 29/04/2018)

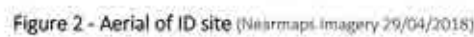
2.2 SITE DESCRIPTION

The address of the ID site is Lot 1 and Lot 362 Mulambin Road, Taroomball, and is formally described as Lot 1 and Lot 362 on SP190911.

Currently, Lot 1 on SP190911 comprises two parts to the north and south of Mulambin Road. Only the southern part of Lot 1 is subject to the proposed ID and has an area of 44.3 hectares. Lot 362 on SP190911 also comprises two parts with an area of 46.8522 hectares, and both parts will be subject to the proposed ID. In turn, the cumulative area of the ID site is 91.1522 hectares.

Mulambin Road has recently been constructed by Council and currently terminates at the western edge of Lot 362, as shown in Figure 2. The balance of the Mulambin Road reserve to the north-east remains unconstructed.

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Capricorn Coast Memorial Gardens



The ID site has historically been used for rural purposes, predominantly as pasture for livestock grazing. Currently, the land is not improved by any buildings or infrastructure services. Figure 3 shows a view to the north-east over pasture area and Figure 4 shows a view to the west where proposed development will be focused.



Figure 4 - View to the west on the ID site

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Contours on the site range from 10m AHD to below 5m AHD, sloping west to east where western pasture areas give way to the low-lying marine plain on the eastern side of the site, as shown in Figure 5. A large intact area of mature vegetation extends into the site from the west and covers the western/south-western side of the site (as seen in Figure 2). A pocket of mature vegetation is viewable on the eastern boundary of the site (refer to Figure 5 in the distance). A water course also traverses the site from west to east (as seen in Figure 5 to the left and Figure 6).



Figure 5 - View towards the eastern boundary of the ID site
(Source: LSC and Reel Planning 2018)



Figure 6 – The ID site's water course

2.3 SURROUNDING LAND USES

Immediately adjoining uses and surrounds are shown in Appendix A. To the north of the ID site is the Mulambin Road reserve. Only the north-western section of the road reserve is constructed from the Tanby Road intersection. Across the road is the balance of Lot 1 on SP190911 (not subject to the ID) and a 173ha property. The property is used for rural purposes (grazing) with large tracts of preserved vegetation. A dwelling is located at the northern extremity of the property. Beyond are rural residential properties, unimproved land and the low density residential community of Lammermoor.

East and south-east of the ID site is the coastal plain of Causeway Lake, which features extensive clay pan, salt marsh, Mulambin Creek inlets, mangroves and other tracts of preserved vegetation.

South of the ID site is vacant land, which appears to be cleared for pasture, and smaller rural residential properties fronting to Tanby Road.

West of the ID site is the recently constructed section of Mulambin Road and its newly formed intersection with Tanby Road (as shown in Figures 7 and 8). Tanby Road is flanked by rural residential land holdings and grazing pastures.



Figure 7 - View west from Mulambin Road towards the Tanby Road intersection under construction



Figure 8 - View west along Mulambin Road, to be extended to the ID site access

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3 BACKGROUND INFORMATION

For context, matters relevant to the ID are explained below regarding the current development approval that the ID site is subject to, and the extent of local and state government consultation that has been undertaken to date about the proposal.

3.1 CURRENT DEVELOPMENT APPROVAL

Lots 1 and 362 on SP190911 are subject to a development approval (Negotiated Decision Notice D/208-2017) for reconfiguring a lot (two lot boundary realignment). Livingstone Shire Council was the applicant.

As discussed in section 2.2, lot 1 comprises two parts, separated by the Mulambin Road reserve. The boundary realignment seeks to change the lot arrangement by removing the severance so that there is one lot on each side of the road. This will mean that the ID site, formerly comprising the southern part of Lot 1 and the entirety of Lot 362, will form one single large allotment. The re-alignment of Mulambin Road will also reduce the size of the ID site area from approximately 91ha to 86.5452ha.

The approved reconfiguration plan is included in Appendix B.

3.2 STATE AND LOCAL GOVERNMENT PRE-LODGEEMENT CONSULTATION

During the early planning stages of the infrastructure proposal, the infrastructure entity undertook consultation with the former Department of Infrastructure, Local Government and Planning about relevant matters of State interest. More recently, our firm consulted with Council as the designator, and the State Government department responsible for IDs. Council has also recently held an 'information night' for the community. The outcome of this consultation is outlined below.

State government

Written pre-lodgement advice was sought from the Fitzroy and Central Office of the former Department of Infrastructure, Local Government and Planning in September 2017. At this stage the Council was still considering obtaining a development permit for material change of use and operational works, rather than an infrastructure designation, to establish the use. The advice, dated 12 October 2017, is provided in Appendix C and considers matters of State interest relating to:

- Waterway barrier works
- Marine plants
- Clearing native vegetation
- Tidal works or work in a coastal management district.

The EAR addresses these matters in section 5.2.1 of this report. Further consultation with the State was undertaken as part of the local government consultation discussed below.

Local government

A pre-lodgement meeting was held with Council's development assessment unit on Wednesday 6 June 2018, with the inclusion of the State Government's Infrastructure Designation Planning Group (based in Brisbane) via teleconference. Meeting outcomes were as follows:

- The Capricorn Coast Memorial Gardens is the first proposed ID to be considered by the State Government under the local government designation process rules as per chapter 8 of the MGR
- A Local Government ID affords Council with a high level of discretion regarding assessment responsibilities throughout the process, and expectations of infrastructure entities in terms of level of detail for plans and reporting.

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- There was no issue from the State or Council's perspective regarding the designation of the entire premises, if avoidance or management of constrained areas can be demonstrated. It was explained that the landscape character of constrained areas, such as regulated vegetation and the marine plain, was a key part of the development's parkland setting and wider scenic amenity and is included in the designation area for these reasons.
- The concept plans were considered acceptable. However further investigation was required to determine the eastern extent of the proposed development area, in relation to mapped local and state planning interests.
- The State interest review of the EAR is based on a 'first principles' assessment and not specific requirements under the State Development Assessment Provisions.
- At this stage, the State does not have any standard conditions for decisions of approval as part of its State interest review.
- Council agreed that minimum consultation requirements as per the MGR will be appropriate for the public consultation strategy.
- Council's interpretation of section 39 of the Act (duration of designation) is that the ID exists in perpetuity once the first change of use has commenced within the six year currency period. For this reason, the ID has not been staged for the purpose of allocating currency periods to each stage (i.e. once the first stage has commenced during the six year currency period, the following stages can commence at any time, for example, outside of the six year currency period).

The above consultation outcomes relating to matters of State interest, the interpretation of the designation process rules and the effect of the designation under the Act, have been considered in the EAR.

Community engagement – Information night

The Council held an information night on 12 July 2017 to discuss the development intent of the Capricorn Coast Memorial Gardens. The meeting was attended by nine Council staff and nine members of the public. The key messages were the minimal impact to neighbouring properties, the project's vision to integrate the infrastructure within the natural setting of the site, and the strategic location of the site on Mulambin Road which is planned to be extended. It is understood that community feedback was positive if impacts can be appropriately managed. Out of courtesy, attendees to the information night were sent notices via letter as part of consultation (refer to section 7.0).

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4 INFRASTRUCTURE PROPOSAL

The infrastructure proposal is described in terms of the matters outlined in Chapter 8, Part 1 of the MGR. This includes information about the type of infrastructure, the intent of the designation, and the nature, scale and intensity of each use comprising the infrastructure.

4.1 TYPE OF INFRASTRUCTURE

The purpose of the ID is to allow the following type of infrastructure to be developed on the site as defined in Schedule 5, Part 2 of the *Planning Regulation 2017*:

• 1 Cemeteries and Crematoriums

In the context of the definition, it is proposed that the subject land will be used to provide:

- Two chapels, with the main chapel including a crematorium facility;
- Cemetery burial areas;
- Earthen columbarium mound;
- Retention basin and pavilion;
- Landscaped gardens, memorialisation areas and walking trails; and
- An internal ring road, parking facilities and a maintenance building.

4.2 INTENT OF DESIGNATION

The ID seeks to designate the subject land for a cemetery and crematorium facility in a parkland setting. The facility is intended to service the Livingstone Shire Council community. Currently there are six Council operated cemeteries and two privately operated cemeteries within Livingstone Shire. Projections indicate that these facilities will be at capacity and will be required to close at the end of 2018.

The proposed ID's burial areas are expected to cater for the long term need for new cemetery land in Livingstone Shire for at least the next 50 years. The other component uses of the ID, including the crematorium, chapels and memorial garden areas, will provide varied and contemporary options for funeral services and rites that are not currently available in the local government area.

The development of proposed infrastructure is intended to be undertaken in stages given the nature and scale of the project. Preliminary staging has been contemplated (refer to section 4.3 below), however the Infrastructure Entity seeks the greatest amount of flexibility possible in delivering the full scope of works. Therefore, a staged approval is not sought and staging plans have not been provided for approval. Figures shown below provide an indication of staging for information purposes only. In the absence of staging and due to the scale of the works, a 10-year currency period is requested to allow the works to be completed.

The proposal also forms part of a long-term infrastructure investment plan by Council for a regionally significant road and parkland linkage to the coastal communities to the east. The recently constructed section of Mulambin Road, which only services the ID site, is planned to be further extended eastward to Clayton Road as a Rural Major Collector by 2031 (as per Council's Adopted Infrastructure Charges Resolution No. 3 2018 (AICR), map reference T-78, transport trunk network schedule of works).

It is also expected that the memorial facility will form a significant part of a broader parkland setting. The second part of Lot 1 on SP190911 to the north of Mulambin Road, which does not form part of the ID site, is earmarked for development by Council as parkland. Walking trails are proposed to link this parkland and the landscaped corridors of the memorial gardens to existing recreational areas at Causeway Lake.

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4.3 PROPOSAL DESCRIPTION

Land to be designated includes the developable land to the south of Mulambin Road (the development area), and land that will be preserved in its natural state due to environmental and hazard constraints (the balance area), as shown in Appendix D – Proposed Layout and in Figure 9 below. While the balance area will not be subject to development, it still forms a key part of the ID design concept based on its contribution to the parkland setting of the memorial gardens.

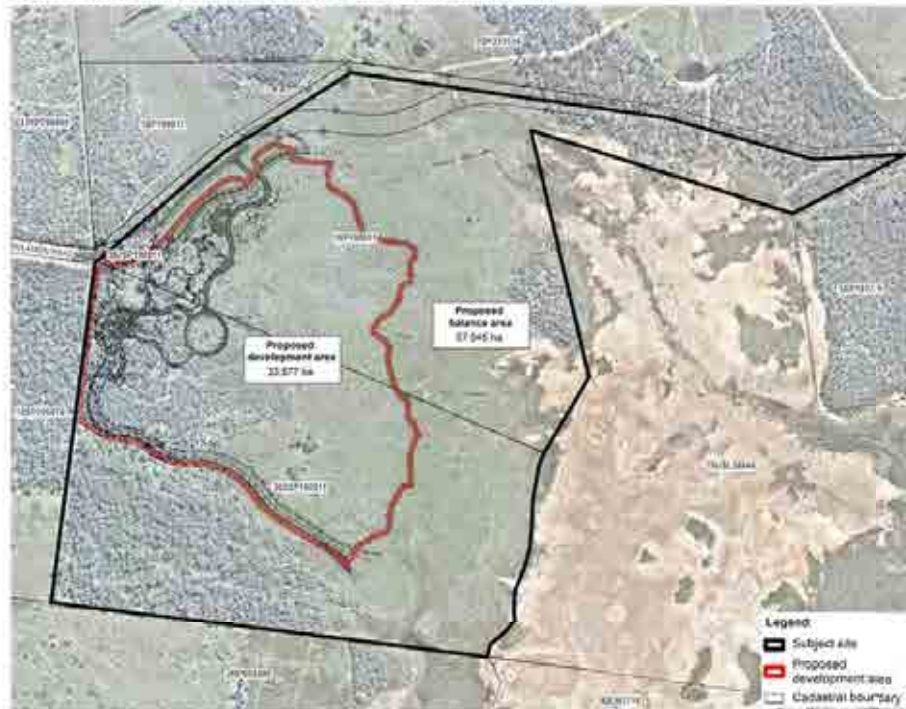


Figure 9 - The overall layout of infrastructure on the ID site (Nearmaps Imagery 29/04/2018)

The Council anticipates that 20 hectares will be required to satisfy the long term infrastructure need for a new cemetery and crematorium in the local government area, incorporating burial land and associated built infrastructure for funeral services and facilities.

The available development area on the site is approximately 33.5 hectares, which is free of major environmental constraints and achieves the 20 hectare land requirement. The stormwater drainage channels that service the development area define the northern and southern extremities of this area. Most of the developable area will be preserved in its natural state and used for burial plots, if required in the long term. The memorial garden is focused in the western part of the site as an elongated footprint that extends from the north-western site entrance on Mulambin Road. The built infrastructure will be set within the landscape design scheme of the memorial gardens, which will integrate and blend with existing vegetation and other natural features of the site.

In turn, while the size of designation is quite expansive at 91 hectares approximately, its scale is moderated by the preservation of constrained areas on-site in the balance area, and the lack of hard

infrastructure in the development area, which will be developed in accordance with a landscape design scheme for the memorial gardens.

4.3.1 Development Area

The layout of the development area is shown by concept plans in Appendix E and explained in a concept design report in Appendix F, which expands on the native landscaping scheme of the memorial gardens. Servicing arrangements for the development area are discussed in section 6.1 of this report.

The development area of the ID will comprise the memorial gardens, including buildings, infrastructure services, and burial/memorialisation areas in natural and more formal settings, while the wider expanse of land will be progressively used as required for burials for the lifetime of the development.

Figure 10 shows the overall staging of works proposed, which is broken into stage 1 and a future stage. It is intended that Stage 1 be developed immediately due to a funding commitment (further explained in section 5.1), while the future stage will be developed when the works are needed, and further funding is secured.

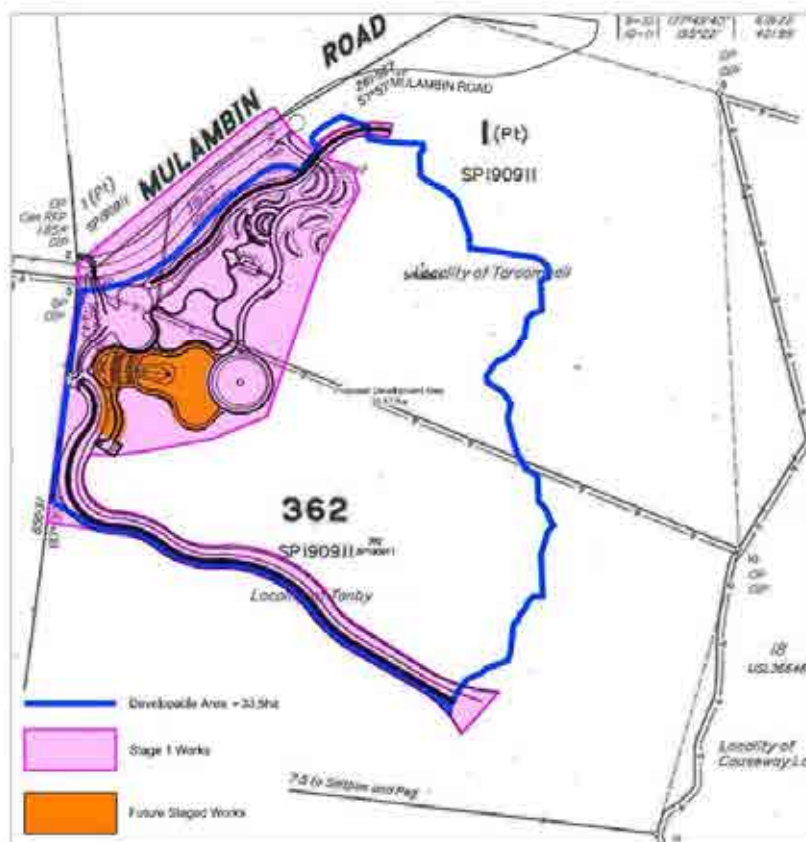


Figure 10 - Overall staging of works (GSPC survey 6/10/2015)

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As per the staging above, Figure 11 shows the component burial areas within the memorial gardens. It is anticipated that these burial areas will provide for the shire's cemetery needs for the next 25 years. Burial plots will be capable of accommodating two coffins on top of each other ('double depth'), which will require excavations approximately 2.1 metres below the surface.



Figure 11 - Approximate burial area locations in the memorial gardens
(Alderson+ Associates Landscape Architects April 2018)

Table 1 sets out the proposed uses for each stage of works in the development area. Note that quantified areas for buildings are approximate only and will be subject to change once the detailed design is considered. However, the scale of each building will be generally in accordance with building footprints nominated on the concept plans. Building heights for the chapels will most likely be double volume, which may exceed the standard two storey building height of 8.5 metres due to tall structural elements that are characteristic of chapel designs.

Table 1 - Proposed uses in development area (Note: m² building areas are approximate only)

Stage 1

Site entry

The entry to the ID site is via Mulambin Road, which forms an intersection with Tanby Road to the west. The driveway access is two-way and framed by a series of low grass covered mounds. The access winds southward as a paved ring road to buildings and land forms discussed below.

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Bush Chapel

The bush chapel is one of two key built forms that appears to the west of the ring road and will be used for funeral services. Linked via pathways, the bush chapel is supported by an ancillary car parking area to the north, and smaller car parking areas situated along the ring road. The proposed dimensions of the chapel will be consistent with the low density character of development in the rural area, and are estimated as follows:

Gross Floor Area: 338sqm

Unenclosed Area: 210sqm – majority of this space is covered to allow flexibility for expansion of the chapel if required.

Seating for 140 people

Facilities include: Chapel 277sqm, kitchenette 12sqm, store 20sqm, amenities (PWD WC 6sqm, F WC 7.5sqm and M WC 7.5sqm) and cleaner 2.5sqm.

Retention Basin and Pavilion - The retention basin is configured around a natural depression in the western part of the subject site where pondage occurs. The basin has a dual purpose as an ornamental waterbody featuring native wetland plant species, and as a key element of the site's stormwater management strategy from which the northern and southern drainage channels extend across the site. A pavilion situated on the bank of the basin will provide a viewing platform and sheltered picnic area. An indicative elevation plan is available of the pavilion in the set of concept plans, and dimensions are estimated as follows:

Gross Floor Area: 11sqm

Unenclosed Area: 100sqm covered

Facilities include: Kitchenette 5sqm and amenities (PWD WC 6sqm).

Columbarium Mound - The earthen columbarium mound is located to the east of the main chapel and forms a distinctive land mark in the memorial gardens. The mound is bisected by an open corridor; the walls of which will serve as a formal memorialisation area with cast-in interment recesses for cinerary urns. The domed crest of the mound has an approximate height of four metres.

Memorialisation/burial areas – The built elements above are linked via a series of bush pathways and walking trails across an open woodland setting, incorporating incidental seating, shelter and rest areas. Different forms of memorialisation are envisaged across this area, comprising approximately 8,742m², such as feature burial areas, columbaria, tree planting sites and rock mounted plaques.

Future stage

Main Chapel

Further into the site to the south, the main chapel is the second of the two key built forms and will be multi-purpose, comprising the chapel for funeral services, a crematorium, function area, and small café area. An ancillary car parking area will support the main chapel, with at least three separate parallel parking areas along the ring road.

The main chapel will be the largest of the project's buildings but will be well landscaped to soften its presentation within the rural setting of the site. Dimensions and facilities are estimated as follows:

Gross Floor Area: 618sqm

Unenclosed Area: 114sqm + 36sqm covered drop off / entry area

Seating for 310 people

Facilities include: Chapel 520sqm, vestibule 30sqm, vestry 10.5sqm, kitchenette 12sqm, store 20sqm, amenities (PWD WC 6sqm, F WC 7.5sqm and M WC 7.5sqm), cleaner 2.5sqm.

The above areas exclude the enclosure for the crematorium. The area required will be based on the cremation system chosen, and any separation distances required by regulation. The crematorium area is not anticipated to affect the overall scale of the main chapel.

A maintenance building, serviced by a small car parking area, will be situated to the south of the main chapel and will support Council's caretaker obligations on the site.

Burial areas are planned in a more formal memorialisation setting between the main chapel and the earthen columbarium mound, comprising approximately 3,013m².

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The wider burial area

Unconstrained land to the east of the memorial gardens will be available for burial plots, which will be used in the long term as required. The extent of the burial area will incorporate relevant separation distances from the constrained balance area of the ID site and approximately 10 metres from the stormwater drainage channels.

4.3.2 Balance Area

The balance area of the ID site, being to the east and south of the development area are constrained by mapped environmental features and natural hazards regulated at the state and local government levels. The balance area is a development exclusion zone and will not be subject to any works associated with the development area.

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5 STATUTORY PLANNING ASSESSMENT

The infrastructure proposal and the intent of the designation is driven by a budgetary commitment and community need, which satisfies important criteria under the Act for making an infrastructure designation.

The assessment of relevant planning instruments and assessment benchmarks, and the assessment of impacts generally in section 6.0, also satisfies the balance of criteria under the Act relevant to the reporting requirements at this stage of the designation process rules (being Part 5 – Finalise environmental assessment).

5.1 SECTION 36 (1) OF THE ACT

The Act sets the criteria for making an infrastructure designation. Importantly, the infrastructure proposal must satisfy section 36 (1) of the Act where a budgetary commitment for the supply of infrastructure, or a need for efficient and timely supply of the infrastructure, must be demonstrated. The infrastructure proposal for the Capricorn Coast Memorial Gardens satisfies these criteria, as outlined below.

Budgetary commitment

Livingstone Shire Council has obtained funding from the State Government's Building Our Regions program through the Regional Capital Fund to assist in the establishment of the proposed infrastructure. State funding is equivalent to \$1.75 million, which is being matched by Council funding for a total budget of \$3.5 million for the first stage of works. Council funding for these works is reflected in the 2018-2019 budget.

Need for efficient and timely supply of infrastructure

As previously discussed in section 4.2, Livingstone Shire's existing cemeteries are almost at capacity and projections indicate that they will be closed to new burials towards the end of 2018. As such, the ID site is identified as trunk infrastructure (land for community facilities, map reference PCL-530) under the AICR.

5.2 FINAL ENVIRONMENTAL ASSESSMENT

Table 2 addresses the matters that must be satisfied in the final EAR, pursuant to Chapter 8, section 8.3 of the MGR. These matters are mostly procedural, relating to the public consultation period and the State interest review outcome, while other matters relating to the level of impact from the development, and funding arrangements, were considered as part of the draft EAR and are sufficiently addressed in other sections of this report.

Table 2 – Matters to be addressed under the MGR for the final EAR

MGR Chapter 8, Part 5, Section 8.3 – <i>The final environmental assessment report must include:</i>	Response to matter
a) a list of all parties and stakeholders consulted (other than persons who have indicated that they do not wish to be identified or referenced in the report);	A list of all parties and stakeholders consulted, as well as evidence of actions undertaken for consultation (newspaper notice and letters), is provided in section 7 of this report.
b) a summary of all submissions;	Council confirmed no submissions were received during the public consultation period.
c) the issues raised in the submissions and how those issues have been addressed;	As above, no submissions were received, and therefore, no issues were raised by any parties or stakeholders consulted in relation to the proposed ID.
d) the infrastructure entity's response to any matters in the outcome of the state interest	The state interest review response is addressed in section 7 of this report. The response states that the Minister is

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review, including any formal endorsement of the proposal by a state department the Minister requires be given;	satisfied the proposed ID will not adversely affect state interests, provided the memorial gardens are located within the proposed development area, as shown in Figure 9 of the draft EAR (also shown as Figure 9 in this report). In relation to matter (d), there were no matters raised during the state interest review period that required a response from the infrastructure entity. Further, a formal endorsement by a state department was not required by the Minister to be given.
e) details of any matters the chief executive requires the local government to include in the designation under section 35(3) of the Act;	Livingstone Shire Council has not been contacted by the chief executive to include any matters in the designation under section 35(3) of the Act.
f) any changes that have occurred to the infrastructure proposal following the end of the state interest review;	The state interest review response did not require any changes to the proposed ID. However, the infrastructure entity has reviewed aspects of the proposal and have made minor changes summarised as follows: • Bushfire hazard management: Under the original bushfire hazard management plan in the draft EAR, water supply for fire fighting purposes has been changed to comply with the bushfire hazard overlay code under Council's Planning Scheme. Minimum on-site storage of 25,000 litres for each chapel is now proposed. The alternative access way for emergency fire fighting vehicles has also been altered to avoid crossing the southern stormwater drainage channel. These changes are further discussed in section 5.3.4.3 in relation to the bushfire hazard overlay under Council's Planning Scheme. • Acid sulphate soils management (ASS): An additional ASS investigation report undertaken by qualified geotechnical consultants has found that an ASS Management Plan is not required due to negligible presence of ASS in the proposed development area. Instead, a set of recommendations is put forward and is only applicable to any earthworks undertaken during the construction stage. This differs to the draft EAR, which stated that an ASS management plan would most likely be necessary for construction and operational stages of development. However, this was only based on a limited set of soil samples. The ASS investigation is further discussed in section 5.3.4.3 in relation to the ASS overlay under Council's Planning Scheme. These changes qualify as a <i>minor change</i> as defined under Schedule 8 of the MGR. This is further addressed in Table 3 below.
g) any further environmental, social or economic impacts identified through the consultation, and how these impacts will be avoided, mitigated or offset; and	The consultation period did not result in any submissions being made, and therefore no further impacts were raised. The level of impact is discussed in detail in section 6 of this report. It is noted through informal consultation with Council, at their request, further information is provided on site design measures to achieve crime prevention through

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	environmental design outcomes. Refer to section 5.3.4.4 of this report regarding the General Development Code under Council's Planning Scheme. This matter expands on items considered as part of the draft EAR, and is therefore not considered a minor change or other change.
h) evidence of consultation with the local government about any associated infrastructure requirements, specifically roles and responsibilities and funding arrangements.	As discussed in section 5.1 above, the proposed ID advances the trunk infrastructure designation (community facility) and funding commitments that are already planned for in Livingstone Shire Council's corporate/statutory documents. In turn, further consultation with Council about roles, responsibilities and funding arrangements was not considered necessary, as these matters have already been considered and endorsed by the Councillors through Council resolution for the adoption of these documents. In summary: - The ID site is identified as trunk infrastructure (land for community facilities) under the AICR. Pursuant to Council's resolution at its ordinary meeting on 12 December 2017, the AICR commenced on Monday 29 January 2018. This is evidence of consultation with Council about the infrastructure requirement. - Council funding is dedicated to the development of the ID, as outlined in the 2018-2019 budget, which was adopted at Council's special meeting on 24 July 2018. Additional funding for the infrastructure proposal was secured through the State Government's Building Our Regions program and can be accessed via the below link. These funding arrangements, which have been endorsed by Council by resolution and through a funding application, is evidence of consultation about the infrastructure requirement. http://statedevelopment.qld.gov.au/index.php/region-development/regional-economic-development/building-our-regions/regional-capitals-fund/1378-capricorn-coast-memorial-gardens

In relation to matter (f), Table 3 assesses the changes relating to bushfire hazard and acid sulphate soil management against the criteria for a *minor change*, as defined under Schedule 8 of the MGR.

Table 3 – Assessment of proposed changes as a 'minor change' under MGR	
'Minor change' definition under MGR, Schedule 8	Assessment of proposed changes
a) would not result in substantially different infrastructure;	The changes will not result in substantially different infrastructure – the ASS report recommendations only relate to management of earthworks during the construction stage, while changes relating to bushfire hazard management only relate to water tank sizes, and emergency access options which utilise an existing firebreak and existing cleared areas.
b) can be demonstrated would not cause additional social, environmental or economic impacts; and	The changes will not cause additional impacts – an ASS management plan was not considered necessary based on new information and the recommendation for

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	earthworks will ensure no adverse environmental impacts. Regarding bushfire hazard management, additional impacts also will not be caused – the revised water supply requirements reflect current provisions under the Planning Scheme, while the emergency access options make better use of existing firebreaks and cleared areas, without conflicting with the proposed southern drainage channels. This will improve the level of safety for people and property on the ID site.
c) would not cause any of the following to occur—	Refer to responses below.
i. the inclusion of prohibited development in the development;	The proposed changes will not result in the inclusion of prohibited development. We note the emergency access options will either utilise existing firebreaks along the western and southern property boundaries, or will be sufficiently separated from the remnant vegetation area in the south-west corner of the ID site, which ensures accepted operational work (native vegetation clearing) does not occur.
ii. assessment against additional state interests; or	The proposed changes do not implicate additional state interests. The proposed development area will remain the same.
iii. a low impact designation to be reassessed for consultation requirements.	Not applicable – the ID was not identified as a low impact designation and was therefore subject to consultation requirements.

Based on the assessment outcome, the changes to the infrastructure proposal qualify as a minor change, which does not trigger any procedural requirements under the MGR (i.e. the changes can occur prior to decision without affecting the assessment process).

In summary, all matters have been addressed to finalise the environmental assessment for this infrastructure designation. To update Council databases as necessary, GIS data for the proposed designated premises will be provided separately to Council via email, in accordance with Chapter 8, section 8.6 (c) of the MGR.

5.3 PLANNING ASSESSMENT

Relevant planning instruments for the assessment of the ID include the current version of the State Planning Policy (SPP), Regional Plan and Local Government Planning Scheme. The *Planning Regulation 2017* and associated SARA DA mapping is also considered to identify further matters of State interest that are relevant to the ID site and any corresponding State Development Assessment Provisions (SDAP).

For each planning instrument and any SDAP codes, statements are provided to demonstrate compliance with the relevant planning interests and assessment benchmarks. Where any conflict with assessment benchmarks is identified, alternative solutions are proposed to overcome the conflict.

It is noted that the site is not located in a State Development Area or Priority Development Area under the *State Development and Public Works Organisation Act 1971* and *Economic Development Act 2012*, respectively. In turn, this legislation and corresponding instruments are not addressed as part of the planning assessment.

5.3.1 Planning Regulation 2017

The *Planning Regulation 2017* is assessed to identify matters of State interest that are relevant to the ID site. Although State agency referral requirements under Schedule 10 of the Regulation do not take

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effect as part of the designation process rules, it is understood that the purpose and performance outcomes of any relevant SDAP will guide the 'first principles' assessment to be undertaken as part of the State interest review.

At this stage, matters of State interest relating to Environmental Relevant Activities (ERAs) cannot be determined due to the preliminary stage of the master plan where the exact scale and intensity of uses are not yet confirmed. An Environmental Authority will be sought separately, if necessary, for any relevant ERAs, such as for sewage treatment.

Matters of State interest relating to marine plants are also not relevant to the development area of the ID site due to the separation distance from tidal lands associated with Mulambin Creek and its marine fringe area. The field survey conducted for the Environmental Impact Assessment in Appendix G did not involve any observations of marine plants. In turn, the associated SDAP code is not triggered for assessment.

A review of the State Government's Development Assessment (DA) Mapping System has been undertaken and the following mapped matters of State interest apply to the ID site:

- Coastal management district
- Coastal area –
 - Erosion prone area
 - Medium storm tide inundation area
 - High storm tide inundation area
- Queensland waterways for water barrier works
- Regulated vegetation management map (remnant vegetation – least concern regional ecosystem and essential habitat)

These matters of state interest and associated SDAP are considered below.

As shown in Figure 12, the ID site is included in the Coastal Management District (CMD), except for the western corner of the development area, adjacent to Mulambin Road. The coastal hazard areas in the form of high and medium storm-tide inundation, and the erosion prone area, affect the eastern side of the site. While the development area is mostly covered by the CMD, all coastal hazard areas are confined to the balance area and will be avoided by development. The SDAP code associated with these matters of State interest is not triggered for assessment due to the avoidance of the erosion prone area.

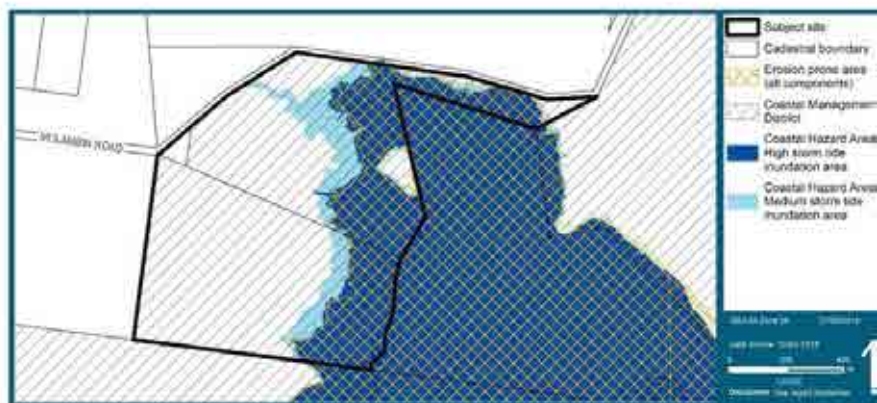


Figure 12 - Coastal management district, coastal hazard areas and erosion prone area (DA Mapping 2018)

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In terms of Queensland waterways, it is noted that the 'moderate waterway' in Figure 13 below is mapped incorrectly. Appendix H provides correspondence between Council and the Department of Agriculture and Fisheries that verifies the actual path of the waterway to the north. The waterway exits the site via a culvert under Mulambin Road, and re-enters the site naturally from the north (over the unconstructed section of Mulambin Road). Upon re-entering the site, the waterway intercepts the proposed northern stormwater drainage channel for conveyance to its natural point of discharge. Due to the absence of the mapped waterway, waterway barrier works will not occur as part of the ID. Similarly, work in the mapped tidal waterway will not occur due to the westward location of the development area. Therefore, these matters of State interest and associated SDAP are not triggered for assessment of the ID.



Figure 13 - Queensland waterways for water barrier works (DA Mapping 2018)

Regulated vegetation in the form of Category B remnant vegetation (least concern regional ecosystem), as shown in Figures 14 and 15, affects land in the north-eastern/eastern and south-western areas of the ID site. The regulated vegetation will form part of the balance area of the ID and will not be subject to clearing.

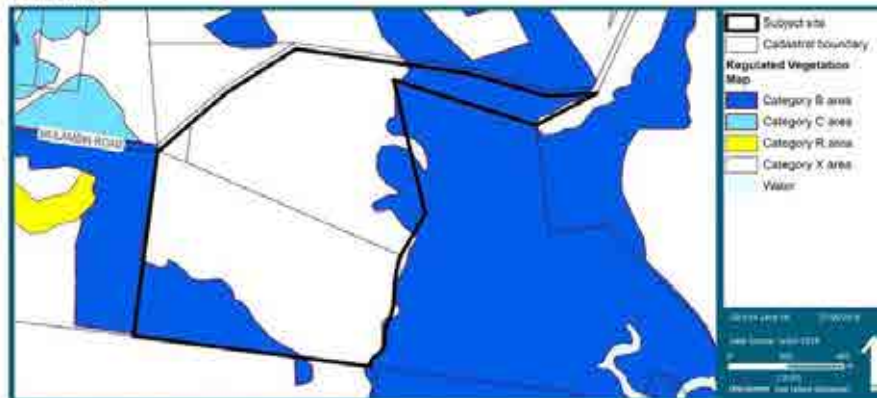


Figure 14 - Native Vegetation (Regulated Vegetation) (DA Mapping 2018)

To avoid accepted operational work (native vegetation clearing) from occurring in relation to the south-west regulated vegetation area, a separation distance is proposed of 10m to the southern stormwater

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drainage channel. Due to the wider extent of the balance area along the eastern side of the site, the north-eastern/eastern regulated vegetation area is sufficiently protected within this balance area and therefore, accepted operational work is not at risk of occurring. As native vegetation clearing will not be occurring as part of the ID, the SDAP applicable to this matter of State Interest is not triggered for assessment.



Figure 15 - Native Vegetation (Regional Ecosystems) (DA Mapping 2018)

Based on the assessment of matters of State Interest, marine plants and mapped environmental features will be avoided by development and do not require assessment against corresponding SDAP codes. An environmental authority for any applicable ERA will be obtained as necessary.

5.3.2 State Planning Policy

The current State Planning Policy (July 2017) (SPP) commenced on the 3 July 2017 and gives effect to the State's interests in land use planning and development. Aspects of the SPP have been appropriately integrated into the local government planning scheme, however for clarity, the relevant State interests and corresponding assessment benchmarks under Part E of the SPP are assessed separately to demonstrate the most current State interests relevant to the infrastructure proposal.

State interest – Liveable communities

The proposed ID advances the State interest policies for liveable communities through the provision of an essential facility that responds to a community need for new cemetery land, with value-adding services and opportunities for passive recreation. The facility's incorporation of high quality urban design and place making outcomes comply with the policies' intent for an environment that achieves aspirations of community identity, are multi-functional, inclusive and attractive, and reflects and integrates with local landscape character. The assessment benchmarks under this State interest are not applicable.

State interest – Agriculture

As shown in Figure 16, the mapped agricultural land extends into the site from the west, covering existing vegetated areas. The southern stormwater drainage channel is proposed between the two intact agricultural land areas on-site. The agricultural land on the southern side of the channel is also affected by regulated vegetation and comprises part of the balance area of the ID site that will not be subject to development. The agricultural land on the northern side of the channel is part of the development area.

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The loss of this agricultural land for agricultural purposes is not considered to be significant in the context of its scale or impact to the local economy, given the low-order rural use of the land historically, which is consistent with surrounding properties' uses for hobby farms, small-scale grazing and preserved vegetation corridors.

In the case of the ID, there is an overriding community need for new cemetery land in the shire based on existing town cemeteries reaching capacity and there being no other available sites fit for this purpose. In turn this essential community infrastructure and the lack of other available sites outside of Class A or B agricultural land, justifies the loss of the northern mapped area of agricultural land.

The ID will not compromise the sustainable agricultural use of Class A and B agricultural land on properties nearby or more broadly. There are no assessment benchmarks for this State interest.

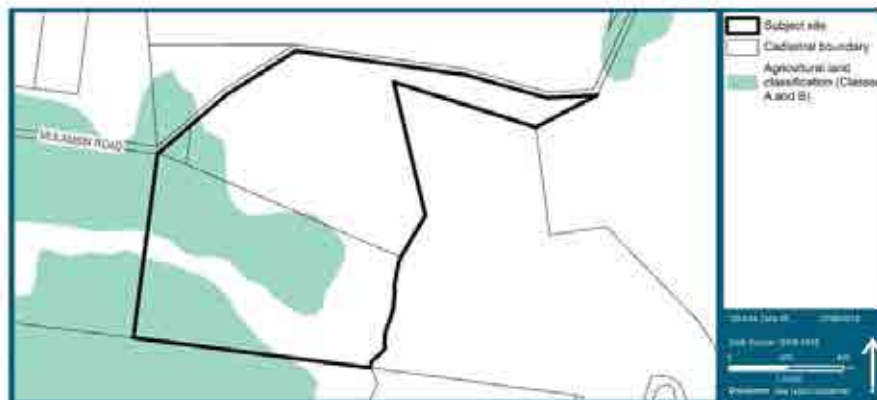


Figure 16 - Agricultural Land (SPP mapping 2018)

State interest – Biodiversity

As shown in Figure 17, the regulated vegetation (essential habitat) and wildlife habitat is located in the south-west corner of the ID site and is part of the balance area that will not be subject to development.

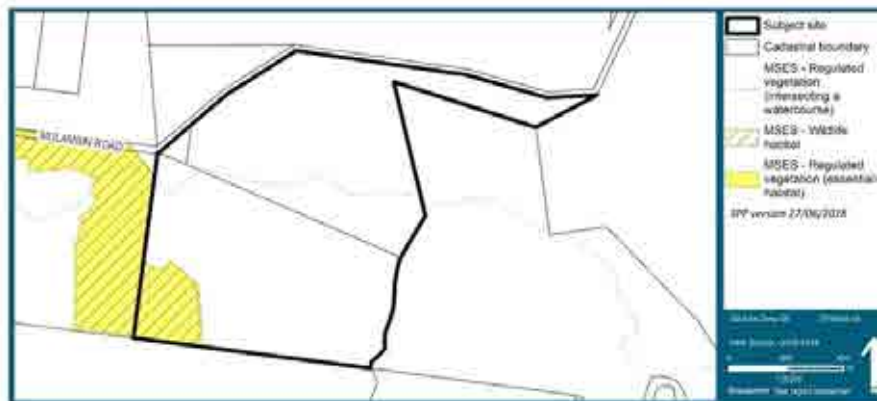


Figure 17 – Matters of State Environmental Significance (SPP mapping 2018)

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The vegetation associated with the mapped watercourse traverses the development area. As previously discussed, this watercourse is confirmed to be incorrectly mapped and is, in reality, located further to the north. There also appears to be no mapped regulated vegetation associated with the waterway that would be subject to clearing.

In accordance with the State interest policies for biodiversity, all impacts to matters of environmental significance are either avoided or sensitively managed. Impacts to matters of State environmental significance are avoided due to the location of the proposed development area. Based on the findings of the Environmental Impact Assessment in Appendix G, development also avoids significant impact on matters of national environmental significance. Matters of local environmental significance are also preserved or recommended to be offset, as further detailed in section 5.2.4.3 of this report. There are no assessment benchmarks for this state interest.

State interest – Coastal environment

As shown in Figure 12 above, the ID site is included in the Coastal Management District, except for the western corner of the development area, adjacent to Mulambin Road. With reference to the memorial garden concept, the layout of the development and balance areas, and the stormwater management strategy; the scenic amenity of the coastal landscape and vistas will be enhanced, while the natural state and processes of the coastal environment will be maintained in line with the State interest policies. There are no assessment benchmarks for this state interest.

State interest – Cultural heritage

The ID site is not identified as a local or State heritage place, nor does it adjoin a heritage place. In terms of indigenous cultural heritage, the Darumbal People are the traditional custodians of the land. Appendix I provides correspondence from Darumbal Enterprises, on behalf of the Darumbal People, confirming cultural heritage clearance for the ID site, as no Darumbal cultural heritage sites are recorded against the property.

Requirements under the *Aboriginal Cultural Heritage Act* and the *Torres Strait Islander Cultural Heritage Act 2003* will be adhered to prior to the construction phase of the proposal. In turn, there is no conflict between the ID and the state interest policies for cultural heritage. There are no assessment benchmarks for this state interest.

State interest – Water quality

The stormwater strategy for the site is discussed in section 6.1 of this report and is supported by concept plans and a technical statement from the project engineer. The process for managing stormwater quality is achieved through the retention basin and expansive pasture areas, which will achieve stormwater management design objectives under the SPP and will avoid adverse impacts on environmental values, as required by the State interest policies and assessment benchmarks.

State interest – Emissions and hazardous activities

The Capricorn Coast Memorial Gardens will be operated by Council in a manner that protects community health and safety and the natural environment. In particular, the location of burial areas avoids all constrained areas on the site, and the crematorium will be constructed and operated in accordance with applicable standards. In turn, there is no conflict between the ID and the state interest policies for emissions and hazardous activities.

State interest – Natural hazards, risk and resilience

The site is affected by natural hazard areas including high and medium storm-tide inundation and erosion prone areas (as shown in Figure 12 above), and flood hazard area and bushfire prone area (as shown in Planning Scheme overlays in section 5.2.4.3). The coastal and flood hazard areas on the

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eastern side of the site are entirely avoided by development. The bushfire hazard area affects vegetated areas on the western side of the site. Bushfire hazard risks have been assessed and addressed through a management plan provided in Appendix J, which achieves compliance with the state interest policies and assessment benchmarks for this state interest.

State interest – Infrastructure integration

The proposed ID advances the state interest policies for infrastructure integration, being a planned local government infrastructure investment that will deliver an essential community facility. The ID will benefit from and form part of Council's longer-term plans to develop regionally-significant road and parkland linkages to the coastal communities in the east.

In summary, there is a high level of compliance between the proposed ID and applicable state interest policies and assessment benchmarks under the SPP.

5.3.3 Regional Plan

The relevant regional plan for the ID site is the *Central Queensland Regional Plan 2013*. Areas of regional interest under the plan are the Priority Agricultural Area (PAA) and the Priority Living Area (PLA). The site is not included in the PAA, however part of the western extent of the PLA for Yeppoon/Kinka Beach/Mulambin is adjacent to the ID site and overlaps the site's far eastern corner to a marginal extent (as shown in Figure 18). The proposed ID will be complementary to the regional planning policies for the PLA, through its provision of essential infrastructure and parkland, within proximity to the PLA's communities.

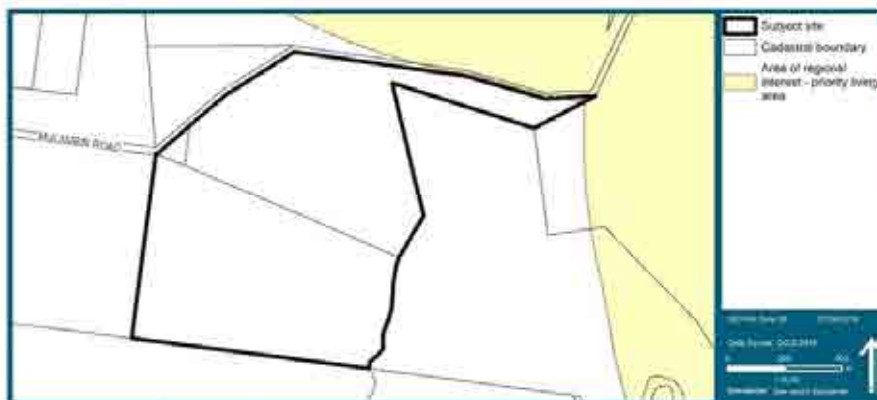


Figure 18 - Area of Regional Interest - Priority Living Area (DA Mapping System 2018)

5.3.4 Livingstone Planning Scheme 2018

The *Livingstone Planning Scheme 2018* commenced on 1 May 2018 and is the applicable planning scheme for the ID site. Council's Acknowledgement Notice for the ID request lists elements of the Planning Scheme that are of particular local interest in the assessment of the ID, and are identified as follows:

- Strategic Framework – Natural environment and hazards theme
- Special purpose zone code
- Acid sulfate soil overlay code
- Biodiversity overlay code
- Bushfire hazard overlay code
- Coastal hazard overlay code
- General Development Code

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The assessment of the ID in the context of the Planning Scheme focuses on the above key elements to demonstrate an appropriate level of compliance with local level planning provisions aimed at achieving an infrastructure proposal that minimises land use conflict and will meet the needs and expectations of the community.

5.3.4.1 Strategic Framework

The strategic framework sets the policy direction for the Planning Scheme and is structured by way of its strategic intent and six themes that collectively represent the policy intent. Two themes are discussed to demonstrate the proposal's integration with the high-level policy intent of the scheme, being the settlement pattern theme and natural environment and hazards theme. Based on Council's Acknowledgement Notice, the latter theme is of particular importance for assessment purposes due to the natural landscape context of the site.

Figure 19 shows the Strategic Framework map, which designates the site as a Rural place, bordered by a Nature Conservation and Open Space area to the east and adjoining the future road link to the north. These features set the scene for the ID, where Council's trunk infrastructure plan to develop a Rural Major Collector road will service the memorial gardens in the short-term and will accommodate long-term traffic demands between rural communities in the west and coastal communities in the east. However, coupled with the intention for major road infrastructure development, there is also overarching recognition and protection of the area's rural and environmental values, and the shire's open space network, as per the strategic framework mapping designations over the ID site and surrounding land.

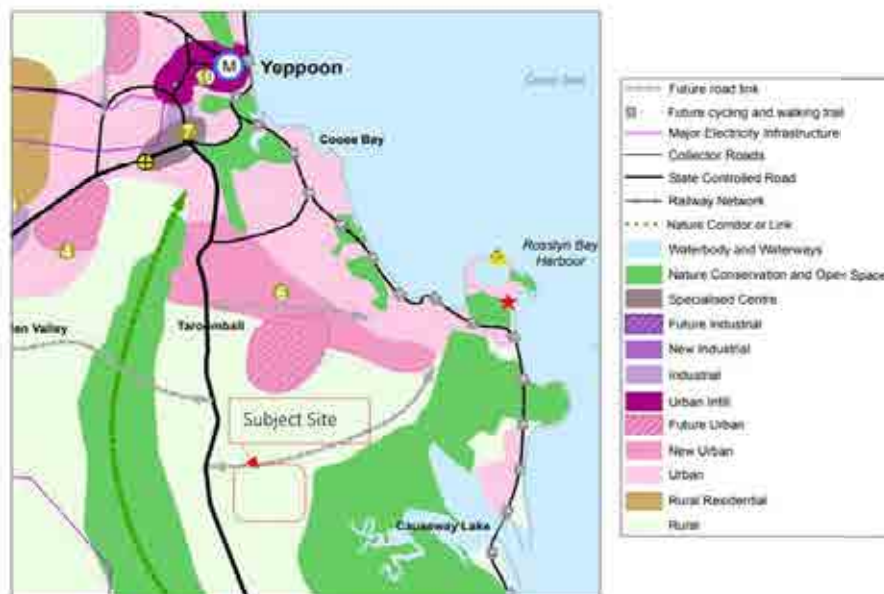


Figure 19 - Strategic Framework Map (LSC 2018)

While the specific outcomes for Rural places do not envisage the type of infrastructure proposed by the ID, there is allowance for non-rural activities to occur if there is an overriding need for a large land area that is not available in an urban zone, and where the proposal does not limit or compromise rural activities in the surrounding area. This overriding need is validated by the shire's existing cemeteries.

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that are nearing capacity, and the unavailability of land in the main towns of the shire, being Yeppoon and Emu Park, for a cemetery use. In response to this need, the ID site is well located approximately mid-way between these towns. The land mass of the site provides the opportunity for a balanced outcome between limited built form, and enhancement of the landscape and open space network for the community's enjoyment and use, which is achieved by the memorial garden concept plan. Through this sensitive development approach, current and potential rural activities in the surrounding area are not limited or compromised, and the Nature Conservation and Open Space area is preserved. In turn, there is not a high level of conflict between the ID and the settlement pattern theme under the Strategic Framework.

Similarly, the proposed ID will not conflict with outcomes sought under the Strategic Framework's natural environment and hazards theme and its elements as follows:

- Areas of ecological significance – As further detailed in this report, the development will not result in significant impact to matters of national or state environmental significance over the site. Matters of local environmental significance in terms of flora areas will either be avoided (mapped habitat and vegetation), while any loss of vegetation in the mapped regional biodiversity corridor will be offset through revegetation of areas nearby.
- Natural hazards and climate change – The proposed development area is not constrained by mapped natural hazards. Mapped natural hazards are confined within the balance area of the ID site, which will be preserved in its natural state and not subject to development. It is understood that sea level rise predictions are considered in the mapped coastal hazard areas, which do not encroach into the proposed development area.
- Coastal environment – Coastal environmental features are mostly contained within the Nature Conservation and Open Space area to the east of the ID site, where the marine plain leading to Causeway Lake and Mulambin Creek will continue to be preserved. The proposed development area avoids impacts to any coastal environmental features, such as the mapped wetland, which is contained within the balance area of the site and will be preserved. The watercourse mapped through the centre of the site is incorrectly identified due to an absence of defined banks and riparian features.
- Water resources, catchment management and healthy waters – the stormwater management concept of the site will maintain the pre-development scenario of run-off quality and quantity. Erosion and sediment controls will be enforced during the construction phase of development.
- Landscape and scenic amenity – The memorial gardens concept plan proposes broadscale revegetation of the land to improve the overall scenic amenity of the site, in line with rural and coastal environmental values. The limited built form proposed is consistent with the bulk and scale of development expected in a rural area and will not interrupt the natural skyline.
- Emissions and hazardous materials – Due to the passive nature of the proposed use, the memorial gardens will not result in air, noise, light or odour emissions that may affect the health and safety of the community. It is expected that conditions will be imposed in relation to the design and operation of the crematorium to control potential emissions.

The plans and technical reporting included as part of this EAR support the above statements in terms of the proposal's consistency with the high-level policy intent of the Planning Scheme's Strategic Framework.

5.3.4.2 Zone Code

In the context of the site's designation as a Rural Place under the Planning Scheme, the site is included in the Rural Zone as shown in Figure 20. As above, the proposed ID is not a development that is anticipated by the Planning Scheme for the Rural Zone, however due to the overriding need and land requirements of the infrastructure, the location of the site is considered ideal in terms of road accessibility, separation from sensitive land uses, and compatibility with rural activities.

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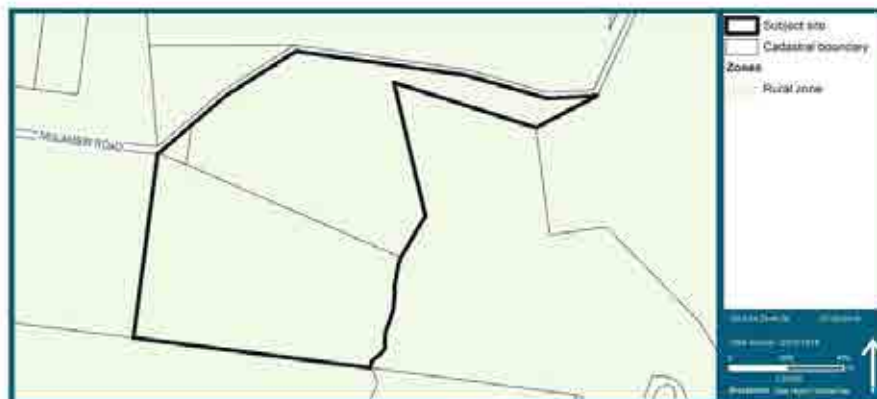


Figure 20 - Zone Map (LSC 2018)

As per Council's Acknowledgement Notice, the ID has been assessed against the Special Purpose Zone Code, as opposed to the Rural Zone Code, due to the unique purpose of the proposal in serving a community need. As explained above for the Rural place, the designation of the site will not compromise the achievement of planning outcomes sought for the Rural Zone in the surrounding area.

The Special Purpose Zone Code provides for development of public uses that are owned or operated by government, which is consistent with the proposed ID, being a Council owned and operated facility that will be available to the public. The proposal is consistent with relevant overall outcomes (1-7) of the code as follows:

- 1) The component uses of the ID are identified within the special activities group, being 'cemetery' and 'crematorium', which will serve the needs of the community. The ancillary parkland area of the memorial gardens will provide a setting that enhances the experience and amenity of the infrastructure.
- 2) The development of the cemetery and crematorium will:
 - a) have low impacts due to the passive nature of the burial areas and the appropriate design of the crematorium in controlling and treating potential air, noise and odour emissions;
 - b) be integrated with development in the immediate area through its siting in a parkland setting that blends with surrounding tracts of vegetation;
 - c) be located, designed and operated in a manner that maintains public safety. This has been achieved through the avoidance of natural hazard areas on-site. Council will implement crime prevention measures such as outdoor lighting to ensure the safety of visitors in the early morning and evening; and
 - d) benefit from high-order access to a Rural Major Collector Road, which will be able to cater for the development's annual average daily traffic (AADT) of 24 vehicles per day.
- 3) The ID will not result in significant adverse impacts on the amenity of sensitive uses in the surrounding area due to sufficient separation distances and the low level of impact that will result from the proposal;
- 4) Frequent and large volumes of visitation is not anticipated on a daily basis. The site's access to Mulambin Road as a Rural Major Collector can cater for an AADT of 4,000 vehicles per day. The memorial garden is expected to generate 24 vehicles per day, with visitation peaking for funeral services. The site is therefore highly accessible via Mulambin Road.
- 5) The ID does not involve any sensitive land uses;

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- 6) The development's buildings in the form of two chapels, a pavilion and maintenance building are consistent with the operational needs of the use, and will not result in over development of the site; and
- 7) The ID site will be serviced by on-site water supply, power supply, sewerage, telecommunications, and parking and access facilities.

The proposal's consistency with the overall outcomes of the Special Purpose Code translates to an appropriate level of compliance with the code's performance outcomes and acceptable outcomes. In turn, there is no conflict between the code and the special activity uses of the ID, in its intent to satisfy a community need.

5.3.4.3 Overlays

The following overlays are mapped in relation to the site under the Planning Scheme and are discussed in terms of proximity to or relationship with the proposed development area and the balance area. The corresponding overlay codes, as identified in Council's Acknowledgement Notice, have been addressed at a high level to demonstrate the compliance between the ID and the code provisions.

Acid sulfate soils overlay

As shown by Figure 21, the eastern and south-eastern extent of the ID site is affected by known actual or potential acid sulfate soils. The 5m AHD contour passes north-south through the centre of the site, and land to the west is between the 5m-20m AHD contour. The proposed development area does not extend past the 5m AHD contour, however it is possible that excavations may reach this level.

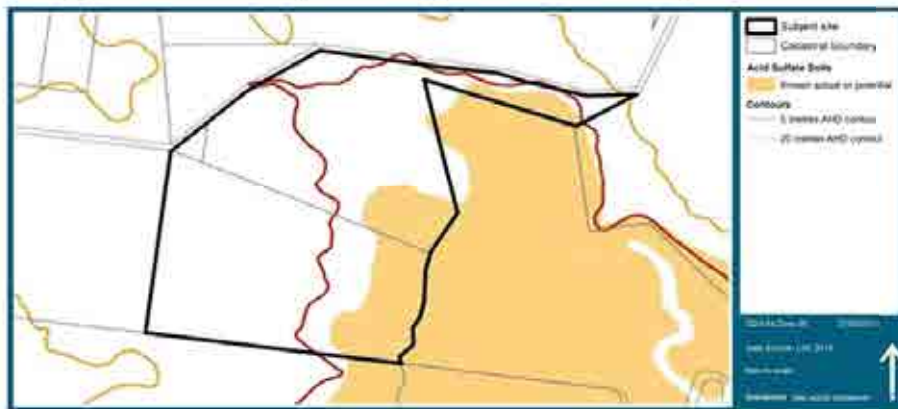


Figure 21 - Acid sulfate soils overlay (ISC 2018)

A preliminary assessment of acid sulphate soils, dated 31 July 2018, is provided in Appendix K. Testing was limited to five bores in the main disturbance areas of the proposed development area. Based on the soil sample results, further testing was recommended to potentially inform an acid sulfate soil management plan for the site. The results from the further testing across 20 test pits is provided in the additional acid sulfate soil investigation report, dated 16 November 2018, in appendix L. This report found that negligible potential exists for future oxidation of sulfur from potential acid sulfate soils across the previous and additional samples. The soils encountered at all test locations are considered not to be acid sulfate soils. Recommendations are still put forward during any earthworks in the construction phase, however a management plan is not necessary for the construction and on-going maintenance of the facility. On this basis, the findings and recommendations of the reports are considered to satisfy the provisions of the acid sulfate soils overlay code.

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Biodiversity overlays

There are two biodiversity overlays relevant to the site, being habitat and vegetation of significance shown in Figure 22, and waterways and wetlands shown in Figure 23, as separately discussed below.

In terms of Figure 22, the matters of State and local environmental significance mostly relate to the area of intact vegetation in the south-western corner of the ID site. As discussed for SPP mapping, land to the south of the southern drainage channel will be preserved as part of the balance area of the ID site, so impacts to wildlife habitat and regulated vegetation at the state level, and habitat and vegetation at the local level, will be avoided. Similarly, the habitat and vegetation area at the local level encroaching over the eastern property boundary will be confined to the balance area. In turn, compliance with the intent of the Planning Scheme's biodiversity overlay code is achieved due to the preservation of these areas of environmental significance.

The Environmental Impact Assessment in Appendix G identifies impacts to the local biodiversity corridor in the north-western corner of the ID site due to the proposed location of the retention basin. In this part of the site, adjacent to the retention basin, an offset area in the form of revegetation around the north-western drainage line and the dedication of nearby woodland is proposed to ensure the natural corridor is rehabilitated and continues to serve its purpose as a locally significant link between habitat areas. This alternative solution is considered appropriate in the context of the biodiversity overlay code and will uphold outcomes sought for the local biodiversity corridor.



Figure 22 - Biodiversity - Habitat and vegetation of significance (LSC 2018)

In terms of Figure 23, the mapped wetland encroaches across the eastern boundary of the ID site to a marginal extent. This land forms part of the balance area that will not be subject to development. The preservation of this biodiversity feature does not result in any conflict with the biodiversity overlay code. As previously discussed, the waterway (stream order 1 and 2) is incorrectly mapped – in reality it traverses the north-western corner of the ID site, exits the site, and then re-enters at the northern boundary. The true path of this waterway has been considered in the stormwater management concept and will be subject to revegetation as per the recommended offset for the local biodiversity corridor.

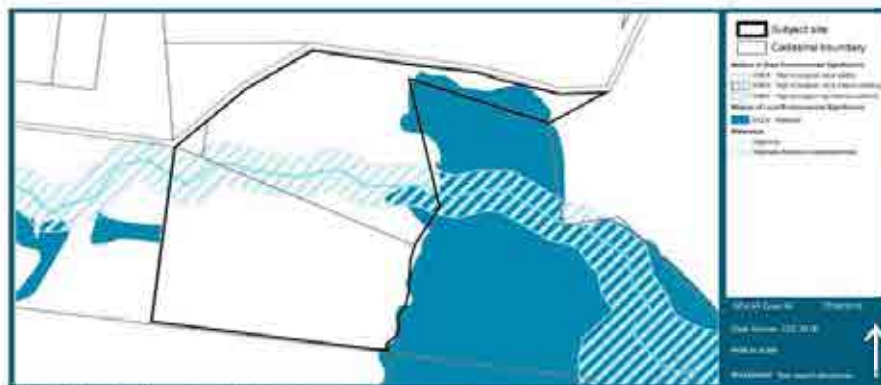


Figure 23 - Biodiversity – Wetlands and waterways (LSC 2018)

Bushfire hazard overlay

The bushfire hazard area in Figure 24 reflects the extent of SPP mapped bushfire hazard on the ID site. The north-western location of the memorial facility will be affected by the bushfire prone area. A Bushfire Hazard Assessment and Management Plan is provided in Appendix J, which satisfies the requirements of the Bushfire Hazard Overlay Code. Please note that an addendum is attached at the end of Appendix J addressing the minor changes to minimum water supply requirements for fire fighting purposes, and suggested emergency access options for fire fighting vehicles (the original access option unintentionally resulted in a constructed crossing over the southern drainage channel).

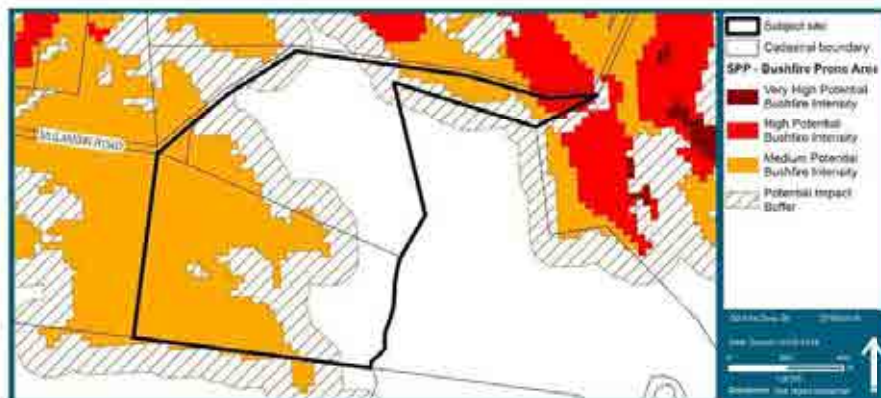


Figure 24 - Bushfire hazard overlay (LSC 2018)

Coastal hazard overlays

There are two coastal hazard overlays relevant to the site, being the erosion prone and storm tide hazard areas, as shown in Figures 25 and 26, respectively. The coastal hazard areas reflect the extent of SPP mapped erosion prone and high storm tide inundation areas. These constraints form part of the balance area of the ID site and will be avoided by development. In turn, there is no conflict with Coastal Hazard Area Overlay Code due to the avoidance approach adopted in the development layout.

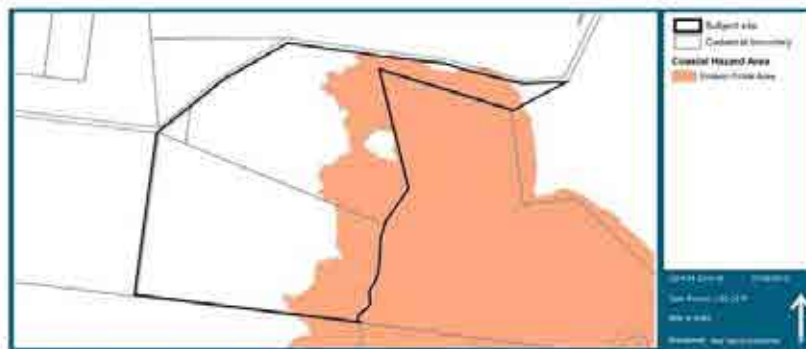


Figure 25 - Coastal hazard overlay – Erosion prone area (LSC 2018)

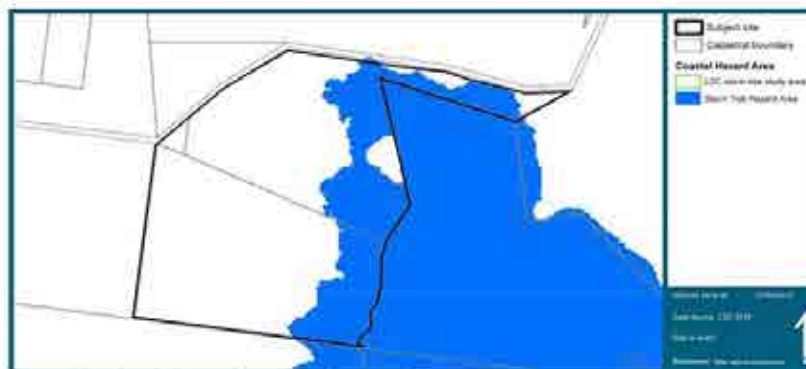


Figure 26 - Coastal hazard overlay – Storm tide hazard area (LSC 2018)

Flood hazard overlay

As shown in Figure 27, the flood hazard area affects part of the eastern side of the ID site and will be contained within the balance area where development is avoided. In turn, there is no conflict with Flood Hazard Overlay Code due to avoidance approach adopted in the development layout.

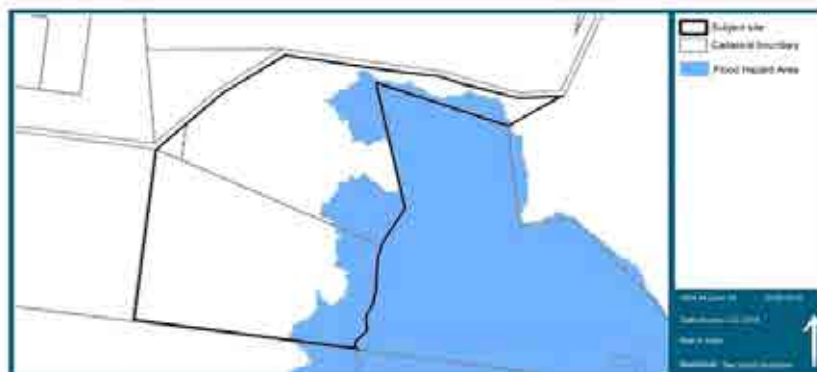


Figure 27 - Flood hazard area (LSC 2018)

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In summary, Council is committed to a risk-averse outcome in terms of the siting of the proposed development area, to ensure the safety of people and property for the lifetime of the memorial facility's operation, and the enhancement of the site's biodiversity values. Appendix M provides a mapping set of primary constraints identified through State and local planning interests to clearly demonstrate the separation of the development area from constrained areas on-site.

In this context, the major hazard areas that encroach upon the eastern side of the site have been entirely avoided, which includes mapped known or potential acid sulfate soils, coastal hazard areas and the flood hazard area. Due to the contours of the site, comprehensive soil testing of the proposed development area was necessary under the code, and an expert assessment of these results has confirmed that an acid sulfate soil management plan is not required. Only minor recommendations are relevant for any earthworks undertaken during the construction phase. The bushfire hazard risk will be acceptable following the implementation of recommended management measures in the design and operation of the facility, while the local biodiversity corridor will be re-instated through offset areas.

Based on the outcomes above, the assessment benchmarks of the relevant overlay codes will not be compromised by the ID.

5.3.4.4 General Development Code

Council's Acknowledgement Notice requires assessment of the Planning Scheme's General Development Code. The ID will meet the code's performance outcomes as follows:

- PO1 – The ID will be resilient to flood impacts due to the proposed development being located outside of the flood hazard area;
- PO2 – The ID will not result in any land use conflict due to its low level of impact that will not compromise rural or residential use activities from occurring on surrounding land;
- PO3 – The ID will not exceed relevant noise generation levels at the property boundary, as set out under the *Environmental Protection (Noise) Policy*;
- PO4 – Outdoor lighting for early morning and evening operations will be designed, installed and maintained in accordance with the current version of the *Australian Standard AS4282 - Control of the obtrusive effects of outdoor lighting*;
- PO5 – A refuse container storage area will be provided in an appropriate location on the ID site. It will be screened from view from a public place (minimum screen height of 1.8 metres), have an imperviously sealed pad with lawful drainage, within proximity to a hose cock, and will be large enough to cater for the use.
- PO6 – As a Council owned and operated facility, appropriate crime prevention measures will be incorporated into the final design, such as outdoor lighting of public places. This is further discussed below.
- PO7/8 – The high order standard of Mulambin Road, as a Rural Major Collector (AADT 4000 vehicles per day), will be adequate to cater for the use (AADT 24 vehicles per day), and is highly accessible via Tanby Road.
- PO9/10 – The storage and transportation of any contaminated goods associated with the crematorium will be undertaken in a secure and safe manner by qualified personnel.
- PO11 – As per the concept plan report and the environmental impact assessment, the natural landscape values will be preserved and enhanced around the development area.

As requested through informal consultation with Council, further details are provided regarding the achievement of best practice Crime Prevention Through Environmental Design (CPTED) outcomes on-site, to ensure compliance with PO6 (community safety) under the General Development Code.

The Reconfiguring a Lot Code, while not relevant to this proposal, provides further information on the preferred guidance material for achieving CPTED outcomes under the Planning Scheme, stating under **FINAL ENVIRONMENTAL ASSESSMENT REPORT**
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PO30 that to address community safety, emphasis should be given to the elements described in the *CPTED Guidelines for Queensland* (based on desktop research, a 2007 version by the State Government is available online). This document is taken to be best practice for the creation of safer places at the local level.

Based on pre-lodgement consultation with local and state government, the memorial gardens concept plans (tabled at the pre-lodgement meeting) were considered acceptable for showing the works for the infrastructure designation. Importantly, the plans 'lock in' the proposed development area, which demonstrates avoidance of most mapped local and state planning interests. As opposed to typical proposal plans for a development application, an ID is reflected through a more high level master plan. In turn, detailed design of public spaces in the memorial gardens will not commence until Council's decision is made on the ID request.

Notwithstanding, written assurance is herewith provided that detailed plans for any subsequent building application will consider CPTED elements in accordance with the *CPTED Guidelines for Queensland* as follows:

- **Surveillance:** Passive surveillance will be achieved through a compatible mix of uses that encourages pedestrian movement between use areas, for example, walking trails between the pavilion and the bush chapel and burial areas, where individual and community activities can be undertaken. The design will incorporate appropriate sightlines to different use areas, and will avoid 'blind spots' where there is a reduced opportunity to see and be seen. Operating hours for the public are intended between 6am and 8pm, Monday to Sunday; lighting will be designed to ensure appropriate surveillance and avoid shadows and glare that may put people at risk.
- **Legibility:** Way-finding through the memorial gardens will be achieved through sufficient signage, including signed maps, identifying various places, features and building names. Signage will be located in logical places, in a balanced, integrated and creative fashion, to ensure it is not excessive or obtrusive to visitors.
- **Territoriality:** Public and private places will be physically distinguished on the site through the use of signage in the first instance for areas like the maintenance building in the south-west part of the development area. However due to the natural setting of the infrastructure as memorial gardens, built and landscaped features will be implemented to define desired movement areas and delineate borders such as planting, changes of material and texture in roads and pedestrian paths, pedestrian shelter, changes of level, artwork, low walls, seating and the like.
- **Ownership:** Empowering visitors to the memorial gardens with a sense of ownership of the public realm is crucial to the safe use and enjoyment of the facility. The diversity of use areas in the memorial gardens will encourage community and individual activities; it will appeal to, and accommodate, various societal groups including the elderly, young families, persons with disabilities and different ethnic groups, which will result in active 'place management'. This delivers the array of legitimate activities for which the infrastructure is intended to be used, and promotes a sense of community pride in the facility as a shared asset. The opportunities for social contact, whether incidental or formally through funerals or family gatherings, will create opportunities for social contact, and through that, the building of social capital.
- **Management:** Basic maintenance and management of the physical asset will assist in deterring vandalism and would-be offenders. The designated maintenance building in the south-west part of the development area will support such maintenance activities relating to rubbish

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management and maintenance of lighting, signage, landscaping, equipment and other elements of the public realm. These activities will be supported through the use of robust materials and fittings and resistant finishes in the design to ensure efficient upkeep of the facility.

- **Vulnerability:** As above, the design of different use areas in the memorial gardens will ensure a minimal degree of vulnerability or risk to visitors. Places will be designed to be well-lit, active and overlooked (passive surveillance) by pedestrian and vehicle access ways. The creation of concealment or blind spots and isolated or poorly-lit areas will be avoided in the final design.

On this basis, as a Council owned and operated facility, the infrastructure entity is committed to delivering the above CPTED elements in the final design of the memorial gardens at the building application stage.

In summary, the proposed layout and operation of the ID can comply with the performance outcomes of the General Development Code, particularly with regard to community safety, and it is expected that relevant acceptable outcomes will be imposed as conditions.

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6 ASSESSMENT OF IMPACTS

An assessment of all impacts that may result from the proposed ID are considered in detail. These include environmental, social and economic impacts, as well as whole-of-life and off-site impacts regarding the construction and operation of the facility. The consideration of impacts is provided to identify the positive outcomes and benefit of the memorial gardens to the community, and how any negative impacts will be avoided or mitigated to acceptable levels.

6.1 INFRASTRUCTURE IMPACTS

The ID will not result in impacts to the surrounding infrastructure network. There are no anticipated impacts to Council's reticulated water supply or sewerage infrastructure networks, or electricity and telecommunication services, all of which are not in proximity to the site. On-site services will enable the operation of the uses comprising the ID. Stormwater quality and quantity will be managed within acceptable limits, while the proposed access and parking arrangements will be adequate to cater for anticipated vehicle trips associated with the memorial facility.

Water supply

The site is not serviced by Council's reticulated water supply network, as there are no existing water mains within close proximity to the site and extending this infrastructure would be cost prohibitive. As such, on-site water supply is proposed to service the ID.

The ID is intended to be serviced by several rainwater tanks which will provide drinking water for visitors and serve as a water supply for garden maintenance. There are no on-site or off-site impacts resulting from this water supply arrangement.

Recommendation

A condition be imposed requiring a water supply management plan that details potable and non-potable water supply quantities for drinking, general garden maintenance and fire fighting reserves.

Sewerage

The site is not serviced by Council's reticulated sewerage network, as there are no existing sewer mains within close proximity to the site and extending this infrastructure would be cost prohibitive. As such, an on-site sewage treatment system in the form a package treatment plant is proposed to service the ID. There are no on-site or off-site impacts resulting from this sewerage arrangement, following the recommendation below.

Recommendation

A condition be imposed that the proposal be developed with an on-site sewage treatment system. The system is to be located within the proposed development area and must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2002, Council's Plumbing and Drainage Policies and the provisions of a Development Permit for Plumbing and Drainage Works.

Stormwater Management

The stormwater management concept for the ID site involves three key elements, being the retention basin in the western area of the ID site and two vegetated drainage channels that traverse part of the site from west to east. The channels extend from the retention basin and define the northern and southern extremities of the ID site's development area.

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Plans of the stormwater management design are provided in Appendix N. The Catchment Plan shows the function of the retention basin as capturing stormwater flows from the five higher catchment areas to the west of the ID site. Originally these external flows would disperse into two waterways and other smaller water courses that drain the site from west to east, where land at the eastern extremity of the ID site falls away onto the marine plain. These flows are now controlled via the retention basin and the northern and southern channels, conveying the flows to their natural point of dispersal into existing water courses that lead onto the marine plain. Internal flows will be discharging overland to the marine plain.

A supporting stormwater management statement from the project engineer addressing stormwater quantity and quality is provided in Appendix O. On-site and off-site impacts from internal or external flows are appropriately managed by the proposed stormwater control measures and the maintained expanse of vegetated pasture that opens out onto the marine plain, which will achieve the SPP's stormwater quality objectives and offset stormwater discharge to the pre-development scenario.

Recommendation

A condition be imposed that the ID be carried out generally in accordance with the stormwater management plans in Appendix N.

Electricity Supply

The site is not currently connected to mains electricity. In the short to medium term, the ID will most likely be serviced by solar power with a backup generator or battery. However, there is the potential that mains electricity will be made available to the ID site during this time. Otherwise, in the medium to long term, the planned extension of Mulambin Road eastward to Clayton Road will allow for the construction of mains electricity along this road, which will enable the connection of mains electricity supply to the site. There are no on-site or off-site impacts from these short to long term power supply arrangements.

Recommendation

A condition be imposed requiring an alternative power source (such as solar power) that is adequate to support proposed uses, until such time that mains electricity is directly available.

Telecommunications

The site is not connected to telecommunication services. As above, telecommunication connections will most likely be available to the site upon completion of the Mulambin Road extension. Until such time, the site will be provided with mobile data.

Recommendation

A condition be imposed requiring an alternative telecommunication source that is adequate for proposed uses, until such time that telecommunication services are directly available.

External road access

External road access to the site is gained from the west, via an intersection between Tanby Road and a newly constructed section of Mulambin Road. The intersection between Tanby Road and Mulambin Road has been upgraded into a channelised right turn and an auxiliary left turn, as approved by the Department of Transport and Main Roads (refer to Appendix P - DTMR Conditional Approval of Road Works).

The recently constructed section of Mulambin Road will be extended another 600 metres in the unformed road reserve to provide direct access to the site. No off-site parking along Mulambin Road is proposed as all parking will be provided on-site. The entire facility is expected to generate an AADT of

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24 vehicles per day. In anticipation for the planned eastward link to Clayton Road, Mulambin Road has been constructed to a Rural Major Collector standard with an AADT of up to 4,000 vehicles per day. This standard of intersection and external road access can therefore cater for the proposal's expected vehicle generation rate of 24 vehicles per day. No off-site impacts are anticipated due to this higher road standard, which will benefit visitors to the facility.

Recommendation

A condition be imposed requiring Mulambin Road to be constructed in accordance with design plans for a Rural Major Collector road standard, certified by a Registered Professional Engineer of Queensland (RPEQ).

Internal access and on-site carparking

The concept plan for the ID shows approximately 80 car parks to service the facility, split between a parking area per chapel, sections of parallel parking along the ring road, and a small parking area at the maintenance building. The internal ring road will be pavement sealed and will provide access to the component use areas of the memorial facility.

The 80 car parks are an indicative figure only and there is a commitment to provide on-site car parking for visitors and staff as per an appropriate rate based on gross floor area under the Planning Scheme. This is important due to the relatively remote location of the site from town centre parking areas, which currently support existing urban-based cemeteries. The car parking rates shown in Table 4 under the Planning Scheme are relevant to the proposed uses comprising the ID.

Table 4 – Off-street car parking rates as per Planning Scheme	
Defined use under Planning Scheme, Schedule 1	Minimum vehicle parking requirements under Planning Scheme, Development Works Code, Table 9.3.2.4.3
Cemetery	As determined by Council
Crematorium	In accordance with the following: (a) one (1) space per staff member who works at the premises each day at any given time; and (b) one (1) space per twenty (20) square metres of part thereof of gross floor area of any visitor area.
Place of Worship	In accordance with the following: (a) where: (i) not located in the major centre zone of Yeppoon, one (1) space per fifteen (15) square metres or part thereof of gross floor area

It is proposed to impose the rates for Place of Worship and the Crematorium on the respective use areas of the ID, as follows:

- The gross floor area of the bush chapel and main chapel will require one car park per 15m² of gross floor area;
- The gross floor area of the crematorium will require one car park per 20m² of gross floor area of any visitor area and one space per staff member who works at the premises each day at any given time; and
- Where the visitor area of the crematorium conflicts with the main chapel area, the higher car parking rate for Place of Worship will prevail.

An additional parking rate for the broader cemetery land to be used for burials is not proposed, as the extent of parking to be provided as per above rates is considered sufficient to cater for any other visitors to the garden or burial areas. Due to the passive nature of the facility, the anticipated number of visitors are expected to be very low volume and infrequent throughout any given day. It is unlikely that both

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chapels will be in use at the same time, or will be used every day, in which case at least one of the two parking areas, combined with parallel parking sections along the ring road, will be available to other visitors.

Recommendation

A condition be imposed which states the car parking rates and requires a RPEQ engineer to certify detailed design plans of the internal ring road and on-site car parking areas. Plans must make provision for all vehicles likely to use the site to be able to enter and leave the site in a forward gear, and that parking spaces, pick-up areas, loading and unloading areas, circulation and manoeuvring areas are designed and constructed in accordance with the most up to date version of the Australian Standards as relevant to the development, including but not limited to the following:

- Australian Standard AS2890.1-1993: *Parking Facilities – Off-street Car parking*;
- Australian Standard AS1428.1-2001: *Design for access and mobility – General requirements for access – New building work*;
- Australian Standard AS2890.2-1993: *Off-street parking – Commercial vehicle facilities*.

6.2 ENVIRONMENTAL, SOCIAL AND ECONOMIC IMPACTS

Environmental impacts are discussed in detail due to the undeveloped rural nature of the site, which involves consideration of natural hazards, flora and fauna communities, cultural heritage, general amenity during the operational phase of development, and construction management practices. In the context of environmental impacts, there are found to be no negative social or economic impacts on the immediate and wider community.

6.2.1 Natural Hazards

The site is affected by natural hazards due to the low-lying marine plain in the eastern part of the site, and vegetated areas over parts of the site. As detailed in section 5.0, the mapped acid sulfate soil, flood and coastal hazard areas are avoided, and the bushfire hazard risk for the development area will be within acceptable limits following the implementation of specialist recommendations.

Bushfire Hazard

A bushfire prone area affects the western part of the site. The southwestern part of the bushfire prone area is in the balance area and will be avoided by development. However, the north-western location of the memorial facility will be affected by the bushfire prone area. A Bushfire Hazard Assessment and Management Plan (refer to Appendix J) has been prepared in accordance with the guidelines set out in the Australian Standard 3959-1999 *Construction in Bushfire Prone Areas* and meets the requirements of the Planning Scheme policy and code relating to assessment and management of bushfire hazard risk.

Recommendation

A condition be imposed that approves the Bushfire Hazard Assessment and Management Plan.

Flood Hazard

The flood hazard area affects part of the eastern side of the ID site and will be contained within the balance area where development is avoided. The flood hazard area also does not compromise vehicle access between the site and Tanby Road.

Recommendation

No conditions are considered necessary in relation to flood hazard impacts, given this hazard area will be entirely avoided by development.

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Coastal Hazards

The mapped high storm tide inundation area and erosion prone area affects the eastern side of the site due to the coastal hazard influence of Causeway Lake and Mulambin Creek. The medium storm tide inundation area is mapped north-south through the centre of the site, extending to the north-west boundary. These mapped areas form part of the balance area and will be avoided by development. The coastal hazard areas also do not compromise vehicle access between the site and Tanby Road.

Recommendation

No conditions are considered necessary in relation to coastal hazard impacts, given this hazard area will be entirely avoided by development.

Acid Sulfate Soils

While the development area avoids mapped areas of potential and actual acid sulfate soils, there is the potential for works to reach 5m AHD in the proposed development area. Recent investigations detailed in Appendix L has found that an acid sulphate soil management plan is not necessary for the facility, and only minor recommendations are applicable in relation to earthworks during the construction stage.

Recommendation

That the recent ASS report in Appendix L be approved to enforce the recommendations of this assessment.

6.2.2 Flora and Fauna

Matters of national, state and local environmental significance are relevant to the site, with flora mapped over parts of the site, and fauna species potentially present. An Environmental Impact Assessment (refer to Appendix G) has been prepared following a field survey and a desktop assessment of relevant environmental databases, which are summarised below in terms of relevant environmental legislation.

The assessment makes the important point that the ID's requirement for a significant area of land should avoid natural areas that have intact vegetation communities, given the higher biodiversity value of flora and fauna in such areas. The selection of the subject site is therefore quite ideal with the land being largely disturbed by historical clearing and farming practices, leading to the subsequent invasion of weeds and other pests such as feral pigs. Only isolated areas of regulated vegetation exist, which will be avoided by development. Coupled with the intent to enhance the existing quality of the natural landscape through the memorial facility gardens, management measures for flora and fauna will be imposed to safeguard matters of environmental significance.

Environment Protection and Biodiversity Conservation Act 1999

The *Environment Protection and Biodiversity Conservation Act 1999* (EPBC ACT) provides the legal framework to protect and manage matters of national environmental significance. The Environmental Impact Assessment provides a summary on the likelihood of occurrence of flora and fauna, based on preferred habitat, that are listed as MNES. The majority of listed species are identified as being of low likelihood of occurrence, with three bird species listed as being within the low to moderate likelihood threshold, one bird species within the moderate likelihood threshold, and two bird species within the moderate to high likelihood threshold.

Despite the likelihood of species occurrences, it is summarised that the nature of the development's impact, and the degraded condition of a large proportion of the site, is unlikely to result in a significant impact on MNES, as assessed under the EPBC Act.

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Recommendation

A controlled action referral under the EPBC Act is not recommended at this stage due to the absence of a significant impact on MNES.

Nature Conservation Act 1992

As required under the *Nature Conservation Act 1992* (NCA), a protected plant flora survey has been undertaken due to the site's location within a High Risk Area on the Protected Plant Flora Survey trigger map. The Environmental Assessment Report states that threatened flora was not located during the survey, and a Clearing Exemption Permit has since been approved for development areas on the site. In turn, there is no risk of impacts to NCA protected flora.

Breeding places for fauna, as defined under the NCA, will be inspected prior to the removal of trees or other vegetation in the development area. If any breeding places such as hollows or nests are located, then a Species Management Plan (SMP) will be submitted to the Department of Environment and Science as required.

Recommendation

A condition or advisory note be imposed to guide the inspection of breeding places prior to the removal of trees or vegetation from the development area. A SMP will be prepared separately as necessary.

Vegetation Management Act 1999

As per vegetation classes regulated under the *Vegetation Management 1999* (VMA), the majority of the site is located in a Category X area. Being a freehold property, the Category X area allows for exempt clearing work to occur. The development area is located within the Category X area and avoids the patches of regulated vegetation on the site, which are confined to the balance area. Regulated vegetation includes essential habitat and remnant vegetation that is a least concern regional ecosystem in the south-western corner of the site, and the latter vegetation class also encroaches over the eastern property boundary.

It is noted that the southern extent of the development area is within proximity to the south-western patch of regulated vegetation in the balance area. To avoid accepted operational work for native vegetation clearing from occurring in this area, it is proposed to enforce a separation distance of 10 metres from the regulated vegetation and any works associated with the southern drainage channel.

Recommendation

A condition be imposed that preserves regulated vegetation areas and enforces an appropriate separation distance that avoids accepted operational work from occurring.

Matters of State Environmental Significance

The site contains matters of state environmental significance (MSES), as identified in the Environmental Impact Assessment and section 5.0 of this report. The MSES fauna species are as per the MNES mentioned above, while MSES flora on the site is summarised as follows:

- Wildlife habitat in the south-western corner of the site;
- Regulated vegetation (essential habitat) in the south-western corner of the site; and
- Regulated vegetation (intersecting a watercourse) through the centre of the site from west to east.

As discussed above, wildlife habitat and regulated vegetation for essential habitat will be preserved in the balance area of the site. As discussed in section 5.0, there is no regulated vegetation associated with the incorrectly mapped waterway. No recommendations are necessary.

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Matters of Local Environmental Significance

As per the Planning Scheme, the site contains matters of local environmental significance (MLES) in the form of habitat and vegetation in the south-western corner of the site and a local biodiversity corridor in the north-western corner of the site. The habitat and vegetation area will be preserved as part of the balance area, however the biodiversity corridor is located in the development area and will be impacted by the proposed retention basin and northern drainage channel.

Recommendation

Engage further with Council to identify an appropriately sized area for the revegetation of the Local Biodiversity Corridor, so there is no net loss of vegetation. At this stage, revegetation of part of the northern drainage channel and dedication of woodland along the western boundary of the ID site is proposed as per the recommendation in the Environmental Assessment Report.

Pest Management

The Environmental Assessment Report identifies pest plants and animals that occur on the site, for which Council's pest management strategy and resources will be enforced to manage potential impacts.

Recommendation

A condition be imposed to enforce Council's pest management strategy for the construction and operational phases of the development.

6.2.3 Cultural Heritage and Native Title

The site and adjoining properties are not identified as either a Local or State Heritage Place. In turn, impacts to places of cultural heritage significance will not be caused by the ID.

In terms of indigenous cultural heritage matters, the Darumbal People are the traditional owners of the land. Appendix I provides correspondence from Darumbal Enterprises, on behalf of the Darumbal People, confirming cultural heritage clearance for the ID site, as no Darumbal cultural heritage sites are recorded against the property. As the site is freehold, Native Title is deemed to be wholly extinguished.

Recommendation

An advice note be included about cultural heritage obligations under the *Aboriginal Cultural Heritage Act 2003*.

6.2.4 Operations and Amenity

The operation of the memorial facility will not result in impacts or emissions that would adversely affect amenity levels on-site and in relation to nearby rural and residential areas as follows:

- Plans for the crematorium have not yet been prepared due to the preliminary stage of the master plan, and the intention for this aspect to be developed as part of stage 2 in the medium term. The crematorium will be developed in accordance with Australian Standards and contemporary technology, which will not result in noise or air emissions that may adversely affect residents on surrounding properties. The adequate separation distances between on-site development and sensitive uses will also ensure negligible risk of impact from the crematorium;
- There will be negligible risk of dust emissions given the pavement construction of road and parking areas, and the landscaping concept for the gardens and the retention of wider vegetated areas;
- Noise emissions will not cause environmental nuisance due to separation distances from sensitive uses and hours of operation. The hours of operation are intended to be between 5am and 8pm, Monday to Sunday. It is anticipated that funerary services will occur later in the morning and in the early afternoon, and any other visitation will be comparatively low volume.

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and infrequent during the day and evening. On this basis, a noise impact assessment has not been prepared.

- Outdoor lighting for early morning and evening opening times will be installed in accordance with the *Australian Standard AS4282 Control of the obtrusive effects of outdoor lighting*, which will negate any glare or other nuisance to residents and vehicle users.
- In accordance with the Environmental Protection (Waste Management) Regulations, all waste storage areas will be kept in a clean, tidy condition, and sufficient waste containers and services will be provided to cater for the containment and removal of all waste generated on the site.
- The memorial garden facility will result in high quality visual amenity outcomes in keeping with the rural and coastal character of the site, as discussed in the concept design report (refer to Appendix F). Landscaping will be implemented in accordance with the concept plans in Appendix E.

Recommendation

That standard conditions be imposed approving the concept plans (for landscaping purposes as well), and regarding Environmental Protection Regulations for waste management and environmental nuisance, and the Australian Standard for outdoor lighting. A condition should also be imposed requiring detailed design plans of the crematorium to be submitted to Council's development assessment unit for assessment of noise and air controls prior to construction of the facility.

6.2.5 Construction Management

Construction activities will be undertaken in accordance with a Construction Management Plan that will address (where applicable):

- Public safety, amenity and site security: the construction works will be identified and defined;
- Construction hours: works will be carried out in accordance with the minimum default noise standards stated in the *Environmental Protection Act 1994* (EP Act) unless otherwise granted through permits. The EP Act states building work must not make audible noise:
 - before 6.30 am and after 6.30 pm on a business day or Saturday; or
 - on any other day, at any time;
- Dust management: dust control will be implemented in accordance with relevant Australian Standards and *Workplace Health and Safety Act 2011* and regulations;
- Stormwater and sediment control: works will be carried out in accordance with a site-specific erosion and sediment control plan;
- Light: external lighting will be provided in accordance with the relevant Australian Standards;
- Waste management: waste generated from development works will be handled and disposed of in accordance with the requirements of the EP Act; and
- Traffic management: prior to work commencing on the site, traffic controls will be programmed in accordance with relevant requirements and will be implemented and kept onsite throughout the construction phase.

Recommendation

A condition be imposed requiring a Construction Management Plan detailing the items above.

6.2.6 Social and Economic Outcomes

The proposed ID will result in positive social outcomes due to the provision of an essential facility that meets a community need by offering unique memorialisation options, as well as passive recreational opportunities. The facility will also result in positive economic outcomes through job creation for the construction and operational/maintenance phases of the development.

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7 CONSULTATION AND STATE INTEREST REVIEW

In accordance with Chapter 8, Part 4, section 5 and 7 of the MGR for the Local Government ID process, the infrastructure entity has completed actions prescribed for consultation and state interest review.

7.1 Consultation

Based on the scale and community need for the proposed ID, the minimum consultation requirements were considered adequate and were stipulated on Council's Acknowledgement Notice for the ID request.

The minimum consultation requirements were undertaken as follows:

- A notice was given to all affected parties and stakeholders listed in Table 5 below on Wednesday 22 August 2018 via registered express post or email. The notice:
 - Stated how the EAR can be viewed or accessed, and
 - Provided details of how a submission could be made within the consultation period.
- At the same time as giving the notice, a public notice was published in the Capricorn Coast Mirror, being a locally circulated newspaper, on Wednesday 22 August 2018. The notice complied with the public notice requirements prescribed under Schedule 4, section 6 of the MGR.
- The 15 business day consultation period commenced from Thursday 23 August to 12 September 2018.

Appendix Q provides a copy of registered post receipts and emails, an example of the letters sent to the affected party and stakeholders, and a copy of the newspaper notice.

The affected party and stakeholders are identified in Table 5, as nominated in the draft EAR and Council's Acknowledgement Notice. There is only one 'affected party', defined under the Act as being the land owner of the premises to which the designation will apply (being the ID site). The balance of those listed are stakeholders. Council has confirmed that no stakeholder requested their details to be kept confidential for reporting purposes. On this basis, service addresses are provided as per the registered post receipts in Appendix Q.

Table 5 – Affected parties and stakeholders nominated for the ID's consultation period

Role of consulted affected party / stakeholder	Name of consulted affected party / stakeholder	Consultation method
Affected party (owner of ID site)	Livingstone Shire Council, Chief Executive Officer	Via letter
Department of State Development, Manufacturing, Infrastructure and Planning	Planning and Development Services – Fitzroy and Central Region (State Assessment and Referral Agency)	Via letter
Traditional Land Owners	Darumbal Enterprises (acts on behalf of Darumbal people)	Via email
Livingstone Shire Council	Project Control Group for the Capricorn Coast Memorial Gardens	Via email
Local Elected Members	Mayor Bill Ludwig and Local Councillors for Livingstone Shire Council	Via email
State Member for Keppel	Brittany Lauga MP	Via letter
Federal Member for Capricornia	Michelle Landry MP	Via letter
Adjoining landowner	State of Queensland	Via letter
Adjoining landowner	A A and D A Power and Causeway Lake Developments Pty Ltd Tte and Others	Via letter
Adjoining landowner	K M Maker	Via letter

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Adjoining landowner	H S Barlow and D Barlow	Via letter
Adjoining landowner	J W Dalglish	Via letter
Adjoining landowner	R J Sing and R M O'Reilly PR	Via letter
Attendee of information night	Lesley Holland	Via letter
Attendee of information night	Terry and Kerry Card	Via letter
Attendee of information night	Barry and Denise Griffin	Via letter
Attendee of information night	John Watson	Via letter
Attendee of information night	Denise and John Christensen	Via letter
Attendee of information night	Mark Wellman	Via letter
Attendee of information night	Ron Gallagher	Via letter
Attendee of information night	Ross Martin	Via letter

It is noted that two letters were 'returned to sender' (our office) due to unavailable addresses. These were dealt with as follows:

- Adjoining landowner - State of Queensland, PO Box 15155, Brisbane City East QLD 4002: Following consultation with the Rockhampton Office of the Department of Natural Resources, Mines and Energy (DNRME), being the entity responsible for managing ownership of the land, the letter was re-sent to the State Asset Land Management unit, DNRME Rockhampton, PO Box 1762, Rockhampton QLD, 4700.
- Information night attendee – Ross Martin, 34 Evelyn Street, Lammermoor QLD 4703: Following consultation with Council and DNRME property records, no alternative address could be found for the letter to be re-sent. This is not considered to adversely affect the overall transparency of the ID's consultation process, given the stakeholder is not an adjoining landowner and alternatively had the opportunity to view the newspaper notice.

Following the completion of consultation, Council confirmed that no submissions were received during the consultation period from the affected party, stakeholders, or members of the public. In turn, no changes were made to the Infrastructure proposal as a result of consultation.

7.2 State Interest Review

In accordance with the MGR's requirements for state interest review, the draft EAR was given to the Minister at the commencement of consultation actions on Wednesday 22 August 2018. The report was given via email to the Infrastructure Designation Planning Group in the Department of State Development, Manufacturing, Infrastructure and Planning. Based on a 30 business day assessment period, the state interest review outcome was due on Wednesday 3 October 2018, however was not received until 30 October 2018. Based on email correspondence with the ID Planning Group, it is understood the delay was due to internal workload.

The state interest review outcome, provided in Appendix R, requires the memorial gardens to be located in the proposed development area, as shown in Figure 9 of the draft EAR (also Figure 9 in this report). No further conditions are imposed. In turn, no changes were made to the infrastructure proposal as a result of the state interest review outcome.

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8 CONCLUSION

This project seeks to facilitate an infrastructure designation on behalf of Council's Infrastructure and Planning Design Group for the Capricorn Coast Memorial Gardens, which integrates land use and infrastructure planning to deliver an essential community service in a cost-effective and streamlined way.

Livingstone Shire Council, as the designator, is the decision maker for this local government ID proposal under Chapter 2, Part 5, section 35 of the Act. The EAR, as set out herein, is the final version under Chapter 8, Part 5 of the MGR. It reflects the outcome of consultation and the state interest review, which did not result in any changes to the infrastructure proposal. Only minor changes have been made to the proposal since the draft EAR, which will not result in any additional impacts.

In summary, based on the comprehensive assessment provided in this report, the level of impact is determined to be acceptable for the site and surrounds, considering social, economic and environmental factors. The infrastructure proposal also achieves an acceptable level of compliance with applicable State and local planning instruments. On this basis, the ID request is considered to have adequate merit to warrant favourable consideration by Council, subject to reasonable and relevant conditions.

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9 APPENDICES

9.1 Appendix A – Map of Surrounds

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9.2 Appendix B – Approved Reconfiguration Plan

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9.3 Appendix C – State Pre-lodgement Advice

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9.4 Appendix D – Proposed Layout

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9.5 Appendix E – Concept Plans of Memorial Facility

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9.6 Appendix F – Concept Design Report

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9.7 Appendix G – Environmental Impact Assessment

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9.8 Appendix H – DAF Waterway Correspondence

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9.9 Appendix I – Darumbal Enterprises Correspondence

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9.10 Appendix J – Bushfire Hazard Assessment and Management Plan and
Addendum

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9.11 Appendix K – Preliminary Acid Sulphate Soil Assessment

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9.12 Appendix L – Additional Acid Sulphate Soil Investigation Report

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9.13 Appendix M – Mapping of Primary Constraints

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9.14 Appendix N – Concept Stormwater Management Plans

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9.15 Appendix O – Stormwater Management Statement

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9.16 Appendix P - DTMR Conditional Approval of Road Work

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9.17 Appendix Q – Consultation Material

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9.18 Appendix R – State Interest Review Outcome

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**12.12 - LOCAL GOVERNMENT
INFRASTRUCTURE DESIGNATION
FOR THE CAPRICORN COAST
MEMORIAL GARDENS LOCATED AT
LOT 1 MULAMBIN ROAD,
TAROOMBALL AND LOT 362
MULAMBIN ROAD, TANBY**

**Notice of outcome of state interest
review**

Meeting Date: 18 December 2018

Attachment No: 4



The Hon. Cameron Dick MP
Minister for State Development, Manufacturing,
Infrastructure and Planning

Our ref: LGID-00818-0300
MBN18/2084

1 William Street
Brisbane QLD 4000
PO Box 15009 City East
Queensland 4002 Australia
Telephone +61 7 3719 7200
Email statedevelopment@ministerial.qld.gov.au
www.dsdmip.qld.gov.au

30 OCT 2018

Livingstone Shire Council
c/- Ms Rachel Ovenden
Reel Planning CQ
PO Box 437
ROCKHAMPTON QLD 4700

Email: rachel@reelplanning.com

Dear Ms Ovenden

**Notice of outcome of state interest review – proposed Local Government
Infrastructure Designation for the Capricorn Coast Memorial Gardens**
(Given under chapter 8, part 4, section 7.2 of the Minister's Guidelines and Rules)

I refer to the request from Reel Planning CQ, on behalf of the Livingstone Shire Council (the council), for a state interest review for the proposed local government infrastructure designation (LGID) for the Capricorn Coast Memorial Gardens.

A state interest review has been undertaken on the proposed LGID and draft Environmental Assessment Report dated 15 August 2018, in accordance with chapter 8, part 4, section 7 of the Minister's Guidelines and Rules.

I am satisfied that, provided the memorial gardens are located within the proposed developable area, as shown in Figure 9 – *The overall layout of infrastructure on the ID site (Nearmaps imagery 29/04/2018)*, of the draft Environmental Assessment Report, the proposed designation does not adversely affect state interests.

If you require further information, please contact Ms Morag Elliott, Manager, Development Assessment Division, Department of State Development, Manufacturing, Infrastructure and Planning, on (07) 3452 7653 or email morag.elliott@dsdmip.qld.gov.au, who will be pleased to assist.

Yours sincerely

CAMERON DICK MP
Minister for State Development, Manufacturing,
Infrastructure and Planning

12.13 REQUEST FOR VIEWS - APPLICATION FOR THE CONVERSION OF TERM LEASE 232503 OVER LOT 25 ON PS97 TO FREEHOLD TENURE

File No: GR14.4.2

Attachments:

1. Notice from Department of Natural Resources, Mines and Energy [↓](#)
2. Aerial Image [↓](#)

Responsible Officer: Mark McLean - Principal Property Officer
David Mazzaferri - Manager Disaster Management, Recovery and Resilience
Brett Bacon - Executive Director Liveability and Wellbeing

Author: Maddie Crigan - Property Officer

SUMMARY

The purpose of this report is to provide information in relation to an application received by the Department of Natural Resources, Mines and Energy for the conversion of a Term Lease over Lot 25 on PS97 to freehold tenure.

OFFICER'S RECOMMENDATION

THAT Council resolves to object to the conversion of Term Lease 232503 over Lot 25 on PS97 to freehold tenure for the following reasons:

1. the significance of the environmental attributes of the site (the site borders the Corio Bay Declared Fish Habitat Area and the internationally listed *Shoalwater and Corio Bays Area Ramsar* internationally important wetland) and the constraints which are required to support the management of land in this vicinity;
2. the lot does not have legal access; and
3. Council cannot guarantee that the required planning, building or plumbing approvals, as mentioned above, would be granted if the conversion of Lot 25 were to occur.

BACKGROUND

In November 2018, Council received notice from the Department of Natural Resources, Mines and Energy (the Department) that it had received an application from the lessee for conversion of Term Lease 232503 over Lot 25 on PS97, located at Corbetts Landing Road, Byfield, to freehold tenure (refer Attachment One).

Lot 25, which has an area of approximately 15.4 hectares, has frontage to Water Park Creek. The site is zoned Rural, pursuant to the *Livingstone Planning Scheme 2018*, and the existing lease allows use of the land for residential purposes and no other purpose whatsoever.

COMMENTARY

Section 166 of the *Land Act 1994* allows an existing lessee to make an application to the Department to convert their tenure from leasehold to freehold tenure. As part of the Department's application assessment process under section 167(1) of the *Land Act 1994*, Council has been asked to provide its views and/or requirements which may affect the future use of the land or impact the Department's decision in granting the conversion.

Comment on the application was sought from Council's Natural Resource Management section, Development Assessment section and Infrastructure Portfolio, details of which are as follows:

Natural Resource Management

The conversion of the tenure over Lot 25 from term lease to freehold is not supported on the basis of the significance of the environmental attributes of the site and the constraints which are required to support the management of land in this vicinity.

The land borders the Corio Bay Declared Fish Habitat Area and the internationally listed "Shoalwater and Corio Bays Area Ramsar internationally important wetland". This wetland area is protected under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* and State *Fisheries Act 1994* and *Nature Conservation Act 1992*.

Ideally the property should be managed as part of the conservation estate in conjunction with Byfield National Park and the freeholding of the land is likely to lead to expectations for development which are contradictory to long term protection of the area.

Comment provided by Development Assessment

The conversion of the tenure over Lot 25 from term lease to freehold is not supported and the following comments are provided in relation to the application.

Lot 25 is in the Rural Zone and affected by the following overlays:

Overlay Map OM01 – Acid sulfate soils (land at or below twenty (20) metres Australian Height Datum);

Overlay Map OM06 – Biodiversity - Declared Fish habitat

Overlay Map OM07 – Biodiversity – Habitat and Vegetation

- Matters of State Environmental Significance (Regulated Vegetation)
- Matters of State Environmental Significance (Wildlife habitat)

Overlay Map OM10 – Biodiversity – Wetlands and waterways

- Matters of Local Environmental Significance (Wetlands)
- Waterway - Matters of State Environmental Significance watercourse

Overlay Map OM11 – Biodiversity – Stream order

- Waterway potential assessment area
- Watercourse stream order (3) (to the north)
- Watercourse stream order (6) (to the east)

Overlay Map OM12 – Bushfire hazard area

- High potential bushfire intensity
- Medium potential bushfire intensity
- Potential impact buffer

Overlay Map OM13 – Coastal hazard – Erosion prone area

Overlay Map OM14 – Coastal hazard – Stormtide hazard area

Overlay Map OM15 – Drainage problem

Overlay Map OM18 – Landslide hazard area

Lot 25 does not have a frontage to a road and therefore does not have formal access to service the lot. An access easement would need to be secured over adjoining land to service Lot 25 and this would be through a Reconfiguring a Lot application.

Based on aerial imagery (refer Attachment Two) it appears improvements exist on Lot 25. Council has no record of approvals (planning, building or plumbing) for these improvements recorded against the property.

A Dwelling house on the site would require a development application for a Material Change of Use. Any ancillary sheds (to a house) would likely also need a development approval for Building Works regulated under the *Livingstone Planning Scheme 2018*, due to the Biodiversity overlay mapping.

Development Assessment does not support the conversion as the lot does not have formal access. Further, Council cannot guarantee that the required planning, building or plumbing approvals, as mentioned above, would be granted if the conversion of Lot 25 were to occur.

Comment provided by Infrastructure Portfolio

Infrastructure Planning and Design does not object to the conversion of the tenure over Lot 25 from term lease to freehold subject to the applicant gaining an access easement over the adjacent State Forest land.

If an access easement cannot be gained, then there is the unacceptable risk of Council being pressured to provide a formal land access. Lot 25 appears to only have lawful access from Waterpark Creek, unlike adjacent lots which have road frontages. There are tracks across the adjacent State Forest land that are being used for land access to Lot 25.

PREVIOUS DECISIONS

No previous decisions have been made by Livingstone Shire Council regarding this matter.

BUDGET IMPLICATIONS

There are no foreseeable budget implications associated with the consideration of this matter.

LEGISLATIVE CONTEXT

The conversion of Term Lease 232503 over Lot 25 on PS97 to freehold tenure is regulated by the *Land Act 1994*. Any future use of the site would be regulated by the *Planning Act 2016*, *Building Act 1975* and *Plumbing and Drainage Act 2018*.

LEGAL IMPLICATIONS

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

STAFFING IMPLICATIONS

There are no foreseeable staffing implications associated with the consideration of this matter.

RISK ASSESSMENT

The risk of agreeing to the conversion is the loss of public owned land immediately adjoining the Shoalwater and Corio Bays Area Ramsar internationally important wetland.

Opposing the conversion enables public land to be retained in public ownership.

CORPORATE/OPERATIONAL PLAN

Strategy AM4 of Council's Corporate Plan states: '*Operate, maintain and use Council assets to deliver efficient and cost effective services to the community.*'

LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*
- (b) *Sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*

- (e) *Ethical and legal behaviour of councillors and local government employees.*

CONCLUSION

The Department of Natural Resources, Mines and Energy has sought views and/or requirements of Council in relation to an application received for the conversion of Term Lease 232503 over Lot 25 on PS97 to freehold tenure. For reasons identified above, the conversion is not supported and the land should be retained in public ownership.

**12.13 - REQUEST FOR VIEWS -
APPLICATION FOR THE CONVERSION
OF TERM LEASE 232503 OVER LOT 25
ON PS97 TO FREEHOLD TENURE**

**Notice from Department of Natural
Resources, Mines and Energy**

Meeting Date: 18 December 2018

Attachment No: 1

Author: Michelle Davis
File / Case: 2018/003816
Directorate / Unit State Land Asset Management
Phone (07) 4536 8363



Department of
Natural Resources,
Mines and Energy

22 November 2018

Livingstone Shire Council
Emailed: enquiries@livingstone.qld.gov.au

Dear Sir or Madam,

**APPLICATION FOR CONVERSION OF TERM LEASE TO FREEHOLD TENURE
OVER LOT 25 ON PS97. APPLICANTS ARE KELVIN PAUL APPLETON AND
PETER ALLAN SMITH.**

The department has received the above application. The proposed use of the land is for Residential purposes.

Copies of documents supporting the application are enclosed for your information. The enclosed Shaded Smartmap shows the subject land and the surrounding locality.

Please advise the Department of your views or requirements that the department should consider when assessing this application in terms of Section 167(1) of the *Land Act 1994*. Objections to the application, and any views or requirements that may affect the future use of the land. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

Your response is required by close of business on **28 December 2018**.

If you wish to provide a response but are unable to do so before the due date, please advise the contact Officer to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be assumed that you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organization, without the express written permission of the department unless required.

If you wish to discuss this matter please contact Michelle Davis on (07) 4536 8363 or via email michelle.davis@dnrme.qld.gov.au quoting reference number 2018/003816.

Kind regards

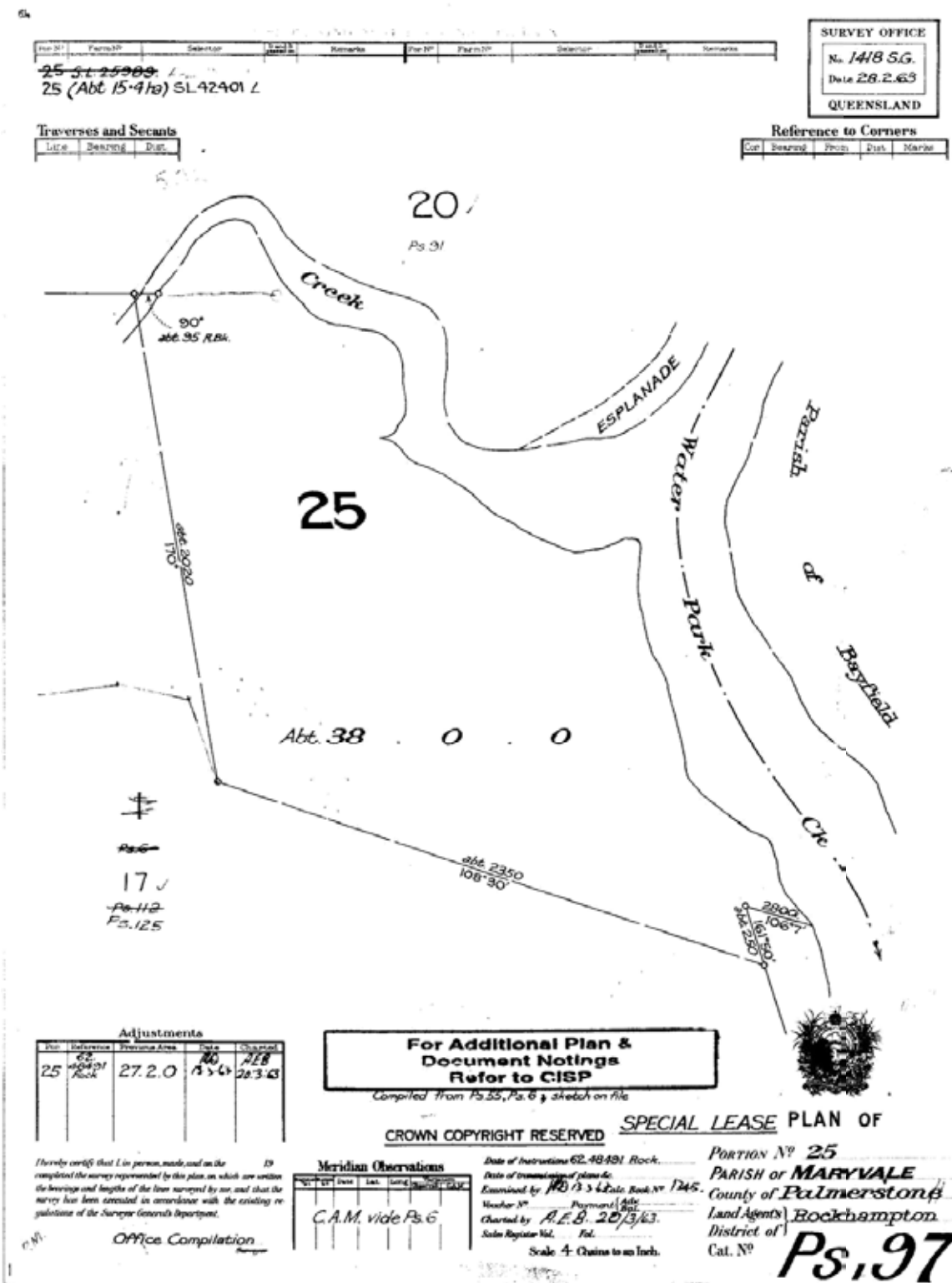
Michelle Davis

Michelle Davis
Land Administration Officer
State Land Asset Management
Department of Natural Resources, Mines and Energy

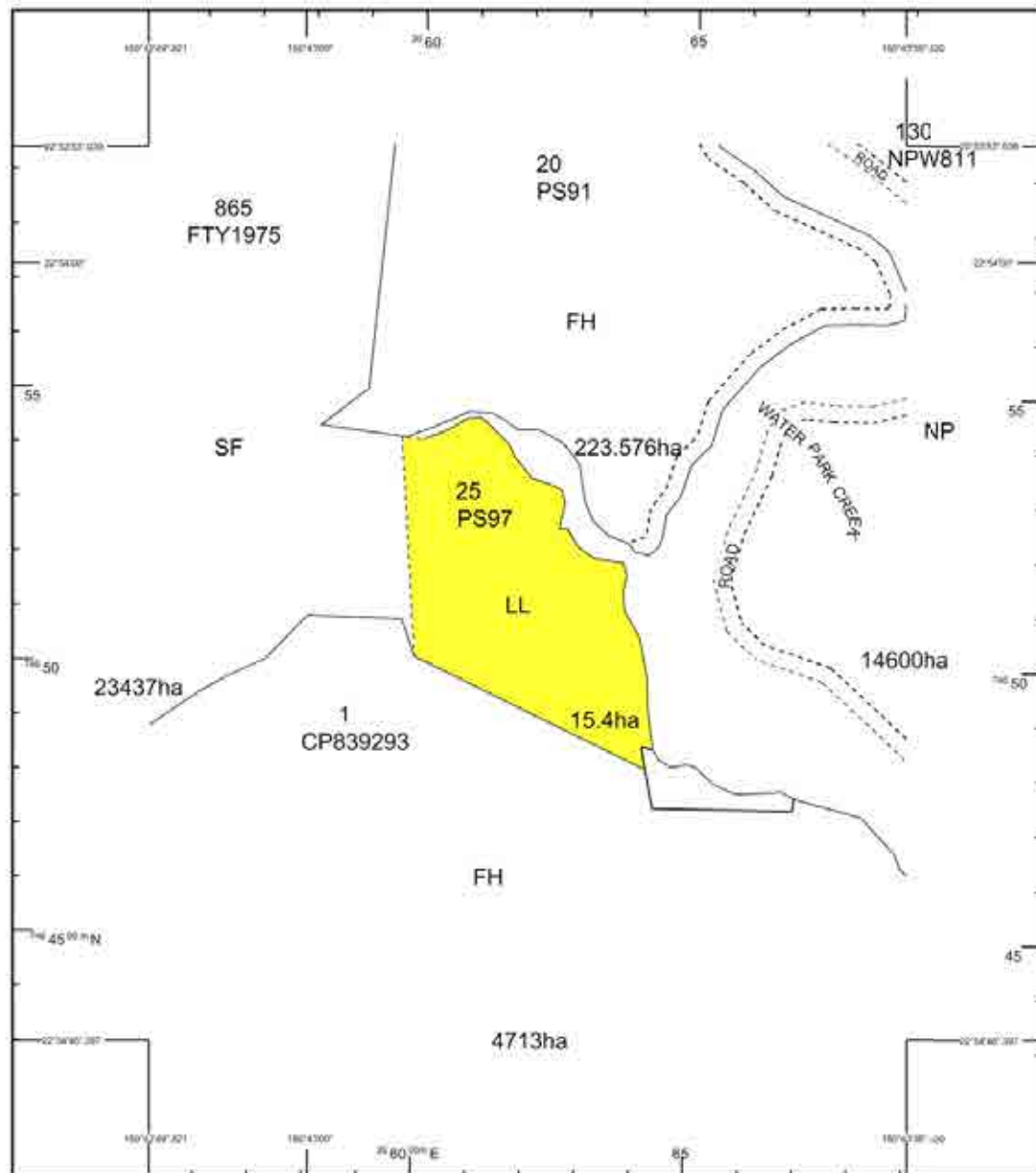
Postal:
Michelle Davis
DNRME Longreach
PO Box 210 Longreach 4730 QLD

Email: michelle.davis@dnrme.qld.gov.au
Telephone: (07) 4536 8363

PS97 V0 Page 1 of 1 Not To Scale



Copyright protects the plan's being ordered by you. Unauthorised reproduction or amendments are not permitted.



STANDARD MAP NUMBER
9052-32113

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

25/1996
15.4ha
(LAND) LEASE
LIVINGSTONE SHIRE
BYFIELD
42146019

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 22/11/2018
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB: 21/11/2018

Users of this information recorded in this document (the information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRMSE) best efforts, DNRMSE makes no representations or warranties in relation to the information, and to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the information.

For further information on SmartMap products visit <http://www.qld.gov.au/property/smartmap/>

SmartMap

An Essential Product of
SmartMap Information Services
Based upon geospatial data from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2018.

**12.13 - REQUEST FOR VIEWS -
APPLICATION FOR THE CONVERSION
OF TERM LEASE 232503 OVER LOT 25
ON PS97 TO FREEHOLD TENURE**

Aerial Image

Meeting Date: 18 December 2018

Attachment No: 2







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

Nil

14 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

15.1 Acquisition of Land for Drainage Purposes - Farnborough Road, Yeppoon

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

15.2 Land Enquiries relating to Tanby Road, Taroomball and Crannys Road Inverness

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

15 CONFIDENTIAL REPORTS

15.1 ACQUISITION OF LAND FOR DRAINAGE PURPOSES - FARNBOROUGH ROAD, YEPPON

File No: 5.2.2-004

Attachments:

1. Locality Plan
2. Plan of proposed boundary realignment
3. Valuation

Responsible Officer: Dan Toon - Executive Director Infrastructure Services

Author: Carrie Burnett - Policy & Planning Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

SUMMARY

This report seeks a resolution of Council for the purchase of a property required to address drainage issues at Todd Avenue.

15.2 LAND ENQUIRIES RELATING TO TANBY ROAD, TAROOMBALL AND CRANNYS ROAD INVERNESS**File No:** ED8.5.5**Attachments:**

1. Aerial Map of 182 and 200 Tanby Road, Taroomball
2. Aerial Map of L 6 Crannys Road, Inverness

Responsible Officer: Brett Bacon - Executive Director Liveability and Wellbeing
Debra Howe - Director Strategic Growth & Development**Author:** Elle Wallin - Project Support Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

SUMMARY

Council is working with potential purchasers, developers and local Real Estate Agents to dispose of and/or develop Council owned land.

16 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

17 CLOSURE OF MEETING