



ORDINARY MEETING

AGENDA

19 JUNE 2018

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 19 June 2018 commencing at 9:00am for transaction of the enclosed business.

A handwritten signature in black ink, appearing to read "Mark Davis", is positioned above the printed name of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
14 June 2018

Next Meeting Date: 03.07.18

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:

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

Apologies:

Mayor, Councillor Bill Ludwig
Councillor Patrick Eastwood

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 Shane Weir - Acting Chief Human Resources Officer

3 LEAVE OF ABSENCE / APOLOGIES

3.1 LEAVE OF ABSENCE FOR COUNCILLORS LUDWIG AND EASTWOOD

File No: GB13.4.1

Attachments: Nil

Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

Councillors Bill Ludwig and Pat Eastwood have requested a leave of absence for 19 June Council Meeting.

RECOMMENDATION

THAT Leave of Absence be granted to Councillors Bill Ludwig and Pat Eastwood for 19 June Council Meeting to attend the National General Assembly of Local Government being held in Canberra.

4 PUBLIC FORUMS/DEPUTATIONS

Nil

5 MAYORAL MINUTE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Ordinary Meeting held 5 June 2018

7 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA

8 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

Nil

9 PRESENTATION OF PETITIONS

9.1 PETITION REQUESTING INSTALLATION OF TRAFFIC CALMING IN THE PEDESTRIAN PRECINCT OF QUEEN STREET, YEPPON (FROM THE CARPARK OF IGA TO THE YEPPON KINDERGARDEN)

File No: GV13.4.1

Attachments: 1. Instaff Traffic Calming in the Pedestrian Precinct of Queen Street [↓](#)

Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

Council has received the following petition from Ms Pam Purton (member Queen Street Hall Committee) requesting installation of traffic calming in the pedestrian precinct of Queen Street (from the carpark of IGA to the Yeppoon Kindegarden).

RECOMMENDATION

THAT the petition requesting installation of traffic calming in the pedestrian precinct of Queen Street (from the carpark of IGA to the Yeppoon Kindegarden) be received.

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.

**9.1 - PETITION REQUESTING
INSTALLATION OF TRAFFIC
CALMING IN THE PEDESTRIAN
PRECINCT OF QUEEN STREET,
YEPPOON (FROM THE CARPARK
OF IGA TO THE YEPPOON
KINDERGARDEN)**

**Instaff Traffic Calming in the
Pedestrian Precinct of Queen Street**

Meeting Date: 19 June 2018

Attachment No: 1

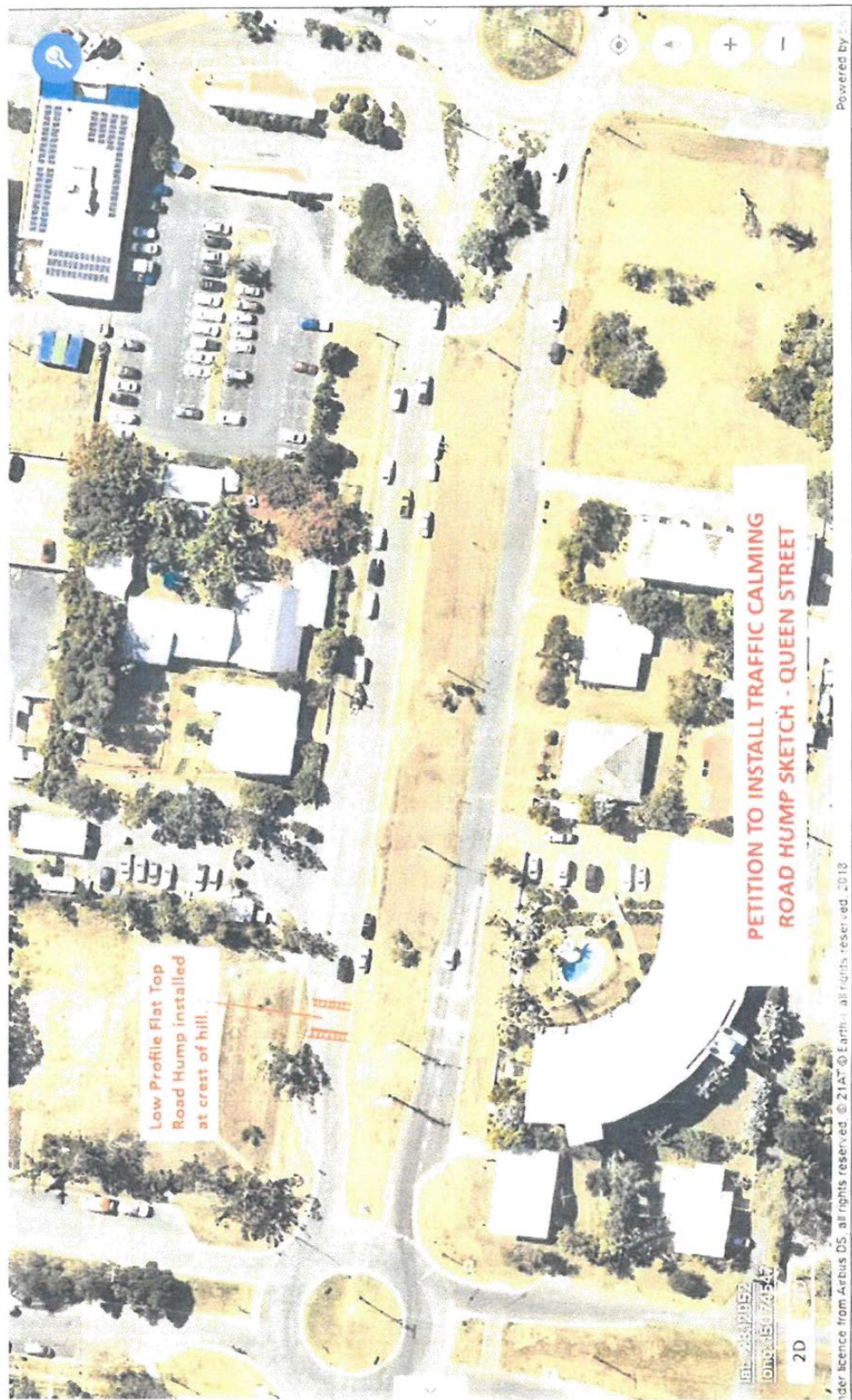
Doc#8838484

LSC Records Management		
File No:	CR 2.12.37	
Doc No:		
15 MAY 2018		
Action Officer:	Infra	
Retention:	Yrs	Box

Petition
lodged 14/05
by
Pam Purton
(Member Queen St
Hall Committee)
0447657642

Document Set ID: 8171076
Version: 1, Version Date: 15/05/2018

Doc#8838484



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Version: 1, Version Date: 15/05/2018

#88 184

Queen St Hall
Shelly +

PETITION TO INSTALL TRAFFIC CALMING in the pedestrian precinct of Queen Street -from the carpark of IGA to the Yeppoon Kindy. FEBRUARY 2018

We, the below concerned citizens, wish to petition **Livingstone Shire Council** to install traffic calming to slow traffic down in the town centre. This area has a high density zone of pedestrian traffic. It also has a high traffic of vehicles, due to its closeness to the beach, parking and businesses. Vehicles tend to speed up coming down the hill and this causes serious issues for infants with their parents from the Kindy, the comings and goings of yoga, craft, taekwondo, dance and meetings at Queen Street Hall and the flow of traffic to service the IGA supermarket. Council's urgent implementation of a speed bump would be greatly appreciated. Thank you.

Name	Address	Phone	Signature
Edwina Mullany	21 School St Yeppoon	0457270408	[Signature]
Tulie Bickley	17 Livingstone Lane Ypn	0421514819	[Signature]
Jean Funnell	123 Childs Rd Yeppoon		[Signature]
G Henningham	32 Cook TRCE MOMA UATF SIKS		[Signature]
Cory Hennessy	83 Polka Rd Byford	48351510	[Signature]
Elaine Warren	4 Lakewood Ct	0438796068	[Signature]
LYN GANIBL	24-26 Mogie Rd	04109393034	[Signature]
Benny Pearson	2171 Jamieson Rd	0448889164	[Signature]
ANTONELLA DIX	19 Cliff St Ypn	0439763917	[Signature]
Beryl Butcher	38 STANLEY AVE Yeppoon	49393510	[Signature]
Wendy Rendon		040415688	[Signature]
Amelia Henry	1/12 Eden Way Yeppoon	0402687480	[Signature]
SA			

RECEIVED
14 MAY 2018

BY:.....

Yeppoon Recreation Youth Club Inc
(please see Queen St Community Hall)

Doc#8838484

Hall

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Name	Address	Phone	Signature
Pam Brambrick	21 School St Yeppoon	0457 930 714	[Signature]
Simone Bradley	35 Whitman St Y	0177 00 11 70	[Signature]
Cassie Jones	13 Hughes St	0425 96 92 3	[Signature]
Elizabeth Hansen	15 Monaco Dr ZILLIE	0448 82 22 77	[Signature]
Lachlan Elliot	17 Fishermans Lane	0428 09 00 14	[Signature]
Amy Parson-Lang	20 POWELL ST YEPPOON	0412 16 12 33	[Signature]
Katey Jones	38 Evelyn St	0428 92 29 11	[Signature]
Kerry Carvans	4 Pacific H20	0417 65 60 19	[Signature]
Leanne Borden	8 Finders Cl.	0427 59 10 74	[Signature]
Laura Lubans Bates	2/16 Kipper Ter Yeppoon 4703	0422 51 96 51	[Signature]
Julie Obst	322 Dean St Frenchville	0427 26 96 66	[Signature]
DIANA SULLY	77 TODD AVE	0410 03 26 64	[Signature]
C. M. [unclear]	92 Explorers		[Signature]
J. [unclear]	7/25 Todd		[Signature]

Yeppoon Recreation Youth Club Inc

(please see - Queen St Community hall)

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Name	Address	Phone	Signature
Chris Cole	Skullcreek St		
Kim Belovic	188 Scenic Hwy		
Martin Turner	26/20-24 Cliff St		
Vicki Vander Meer	34 Dolphin Cres.		
Ika Kehoe	21 John St		
Lisa Domogaj	11 Oak St	0409576927	
Sabrina Burke	23 School Street	0656028070	
CONOR DEEAUXE	11 OAK St		
April Mahony	112 Polka Rd Bldg		
Helen Crandall	80 Little Rock Rd Byfield		
Leanne Stewk	Stannards St Banks Hill		
P Sirova-Schalj	17 Clements St E P		
Maryanne Smith	7 Baecker Pl		
Ann Tami	4 Alse St.		
Pro Atwell	12 Poplar St.		

Yeppoon Recreation Youth Club Inc

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IGA

**PETITION TO INSTALL TRAFFIC CALMING in the pedestrian precinct of
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Name	Address	Phone	Signature
MAR-1 CUNDELL	18 JAMES ST	0402191243	
KYLIE NEWLAND	65 NORMANBY ST	0475567946	
Benn Larsen	17 Ross St	0459211921	
Mitchell b F Grawing	25 Rodney St	0455834532	
Eine Lacy	4B Ward St.	0408718034	
Daniela Fletcher-Matthews	28 Davidson St.	0403195369	
Shayne Fletcher-Matthews	28 Davidson St.	0473970218	
Megan Warlik	14 CAUGHAN ST	0498 269 439	
Kerrie Williams	37 Shaw Avenue	0404934726	
Julie Osborne	Askewson Street	0448690462	
Shari Kennedy	68 Nagle Rd	0414785364	
Sophie Pickering	38 Rockhampton Rd	0475 403 754	

Yeppoon Recreation Youth Club Inc
(Leasee - Queen St Community Hall)

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KINDY

PETITION TO INSTALL TRAFFIC CALMING in the pedestrian precinct of Queen Street -from the carpark of IGA to the Yeppoon Kindy. FEBRUARY 2018

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Name	Address	Phone	Signature
Bridget Daykin	7 Hutten St, Yeppoon	0401149672	B Daykin
Jessie Meluskie	23 Banks St, Yeppoon	0431 123 372	JM
Melissa Brooks	15 Newlands Dr, Yeppoon	0409990166	MB
Damien Barry	32 Swordfish Ave	0467750000	DB
Gary Murphy	55 Jones St, Yeppoon	0427388451	GM
Kirsty Ngata	80-82 Penhaon Street, The Rockhampton		

Yeppoon Recreation Youth Club Inc

(Leases - Queen St Community Hall)

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Name	Address	Phone	Signature
Natilda Rogers	14 Serotina St, Malden Valley	0411 055 371	
Galley Corcoran	16 Kellas St barlow's hill	0478720828	
Lisa Bonne		0438981404	
SHAELEEN GILL	214 EVANS RD BUNGUNDARRA 4703	0427 471 168	
Bree Ryan	26 Cathie St Loore Bay 4703	0413992790	
Catherine Wallick	312 Seale Highway	0424103838	
Samantha King	34 Holt St Yeppoon Q	0400539266	
JONNO FORD	87 ANNIE DRIVE CAWARRAL	0409482766	
WHITLEY MAGNUSSEN	8 OCEAN VIEW DRIVE, ZILLIE	0421 046 543	
SHARIN BLAKE	61 JARMAN ST YEPPON	49391549	

Yeppoon Recreation Youth Club Inc
(Leases :- Queen St Community Hall)

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Name	Address	Phone	Signature
Troy Goltz	9 Seanna Ave	0407 291 621	
Meagan Goltz	9 Seanna Ave, YEPPOON QLD 4703	0450 921 341	
LARON PHILLIPS	10 Sea Salt DR Yeppoon	0408336 499	
Clare Arnold	22 Kevin Drive Yeppoon	040286 9457	
Sue Jensen	33 Shaw Ave YEPPON	0448273044	
Helen Dawson	38 Tasman Crescent Yeppoon	0428141787	
Anne Shepherd	95 Bottlebrush Dr Yeppoon	0788429199	
Kate Baldwin	97 millview Rd Farnborough	0421642899	
Shannyn Browne	430 Bungunstan Rd Yeppoon	0427656348	
Hayley Ballard	108 Stones RD, Woodbury QLD	0484928548	
Tanya Hatten	94 Bottlebrush Drive	0418691012	
Angela Mahana	21 Cuthrie St	0447529596	
Linda Burrell	177 MFD, Yeppoon	0418841194	
Kean Symonds	35 ALTHAMER CT MULUMBIN	0407560774	
Colleen Hooper	11 Elm 4 JT COOEE BA7	0404111188	

Yeppoon Recreation Youth Club Inc
(based :- Queen St Community Hall)

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Kindy

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[illegible]

Jeppoon Recreation Youth Club Inc
(lease :- Queen St Community Hall)

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

Nil

11 COUNCILLOR/DELEGATE REPORTS

Nil

12 REPORTS

12.1 CLOSED CIRCUIT TELEVISION (CCTV) POLICY

File No: CM4.7.14

Attachments: 1. Closed Circuit Television (CCTV) Policy [↓](#)

Responsible Officer: Andrea Ellis - Chief Financial Officer

Author: Rodney Chapman - Acting Coordinator Corporate Governance

SUMMARY

With the recent expansion of Council's CCTV network in public areas within newly constructed Council infrastructure, adoption of the Closed Circuit Television (CCTV) Policy is sought to enhance community awareness and ensure continued management of information and vision acquired by CCTV is collected, used and disclosed only for its intended purposes and in strict accordance with governing legislation.

OFFICER'S RECOMMENDATION

THAT the Closed Circuit Television (CCTV) Policy (Community Policy) be adopted by Council.

BACKGROUND

Council has recently introduced a number of new infrastructure projects for community use as part of the Yeppoon Foreshore and Town Centre Revitalisation Project. The developments have seen the installation of a number of CCTV cameras which provide continuous 24 hour recorded surveillance of Council facilities and public areas.

Council's current CCTV network consists of (49) overt cameras at various locations within Council depots, facilities and public areas. Furthermore, the Smart City Project will likely see a number of additional cameras installed in the Yeppoon foreshore (Kraken) area in due course.

Due to the increased expansion of CCTV coverage, particularly into the public sphere, governing Policy is sought to enhance community awareness as to its use and purpose of Council controlled CCTV and the continuing management of data in an ethical and lawful manner.

COMMENTARY

The *Information Privacy Act 2009* defines 'personal information' as any information or opinion about an individual whose identity is apparent, or can reasonably be ascertained. The capturing of vision or images through CCTV could be considered as personal information collected by Council (dependent on quality, image size and resolution). With any collation of data by Council, it is imperative that any personal information within the data is collected, used and disclosed only for its intended purposes and in strict accordance with governing legislation such as the *Information Privacy Act 2009* and the *Right to Information Act 2009*.

The intention of the Closed Circuit Television (CCTV) Policy (Community Policy) is to enhance public awareness of the use and purpose of Council operated CCTV and to provide the necessary protections for the community through a framework for legislative compliance by Council and its employees. The governing Policy will administer the continued use of Council CCTV with due regard to the privacy and civil liberties of the public and provide

adequate protection against misuse, loss, and unauthorised access, use and disclosure of collected data.

PREVIOUS DECISIONS

Not applicable

BUDGET IMPLICATIONS

No budget implications identified.

LEGISLATIVE CONTEXT

Information Privacy Act 2009;

Right to Information Act 2009.

LEGAL IMPLICATIONS

Council is required to comply with the provisions of the Information Privacy Act 2009 and Right to Information Act 2009 during collection, use and disclosure of any 'personal information' collected by Council through CCTV use.

STAFFING IMPLICATIONS

No staffing implications identified.

RISK ASSESSMENT

Not applicable

CORPORATE/OPERATIONAL PLAN

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

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 Closed Circuit Television (CCTV) Policy aims to educate the community as to the presence and purpose of CCTV and provide the framework and direction for Council's appropriate, ethical and lawful collection, use and disclosure of personal information captured by their use.

12.1 - CLOSED CIRCUIT TELEVISION (CCTV) POLICY

Closed Circuit Television (CCTV) Policy

Meeting Date: 19 June 2018

Attachment No: 1



CLOSED CIRCUIT TELEVISION (CCTV) POLICY (COMMUNITY POLICY)

1. Scope

This policy applies to Livingstone Shire Council's closed circuit television systems installed or being established in public spaces by Council and within Council owned or controlled facilities and land.

2. Purpose

To provide a framework for the establishment and operation of Council's CCTV systems to ensure they are managed in accordance with relevant legislation.

3. References (legislation/related documents)

Information Privacy Act 2009
Invasion of Privacy Act 1971
Local Government Act 2009
Public Records Act 2002
Right to Information Act 2009
Closed Circuit Television (CCTV) Procedure
Information Standard 31: Retention and Disposal of Public Records
Information Standard 40: Recordkeeping

4. Definitions

To assist in interpretation, the following definitions shall apply:

Closed Circuit Television (CCTV)	The use of fixed or mobile video cameras to transmit images that can be recorded or monitored by authorised personnel for surveillance in public spaces and / or Council Property.
Contractor	A person, organisation or entity that performs a specific act or acts including the provision of services and/or materials to Council under an agreement enforceable by law.
Council	Livingstone Shire Council
Employee	Local government employee: (a) the chief executive officer; or (b) a person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Personal Information	As defined by the <i>Information Privacy Act 2009</i> (s12) as: <ul style="list-style-type: none"> "information or an opinion, including information or an opinion forming part of a database, whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion."

Closed Circuit Television (CCTV) Policy

Adopted/Approved: Draft
 Version: 1

Department: Finance and Business Excellence
 Section: Governance

Page 1 of 3

5. Policy Statement

Council endeavours to protect the safety of its assets, employees and the community with a range of initiatives including the installation of CCTV cameras in public spaces and other Council controlled facilities and land.

For the purposes of this Policy, CCTV images may include those obtained from fixed camera, vehicle dashboard camera or remotely piloted aircraft (drone).

Council will operate its CCTV systems in accordance with the following principles:

5.1 Purpose

CCTV systems will be operated within applicable legislation and only for the purposes for which it was intended:

- To assist in the protection of assets and employees;
- To act as a deterrent for anti-social behavior and crime in public spaces to create a safer environment for the community;
- To assist law enforcement agencies with investigation to unacceptable behaviour, suspicious activity and crime;
- To assist in the investigation and prosecution of crimes against a person, civil and criminal offences in relation to the security of public spaces and Council infrastructure;
- To assist in the identification of owners of lost property in public spaces; and
- For investigation and review of incidents to enhance employee and public health, safety and welfare;
- For marketing / promotional purposes (e.g. use of remotely piloted aircraft / drone).

5.2 Public Interest

CCTV systems will be operated with due regard to the privacy and civil liberties of members of the public, employees and contractors by:

- Ensuring CCTV use and the collection, use and disclosure of any *personal information* is in accordance with relevant legislation including the *Invasion of Privacy Act 1971* and *Information Privacy Act 2009* and;
- Development of standard operating procedures that recognise privacy, security and integrity in the viewing and use of all images recorded;
- The use of appropriate signage in place (at fixed locations) to inform the public that a CCTV system is operating;
- Informing authorised employees involved in the recording, observation and capture of images of the standard operating procedures and their responsibility to act in an ethical and lawful manner as required by legislation; and
- Maintaining established processes with the Queensland Police Service in relation to access to recorded images.

5.3 Security of CCTV Equipment and Images

Use of CCTV equipment must be restricted to authorised employees and contractors only in accordance with standard operating procedures;

- Employees and contractors must seek approval to view any images or footage;
- Any personal information obtained will not be used or disclosed unless authorised or permitted by law;

- Measures must be taken to protect against unauthorised access, alteration, dissemination, disclosure, loss or destruction of recorded material;
- Equipment must be maintained to ensure its effective operation;
- Relevant recordkeeping practices must be applied; and
- CCTV footage is retained in accordance with Information Standard 31: Retention and Disposal of Public Records. Generally routine surveillance footage will be retained by Council for approximately 4 - 6 weeks.

6. Changes to this 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

Not applicable.

**CHRIS MURDOCH
CHIEF EXECUTIVE OFFICER**

12.2 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2018**File No:** FM12.14.1**Attachments:** 1. Monthly Financial Report - May 2018 [↓](#)**Responsible Officer:** Andrea Ellis - Chief Financial Officer**Author:** Damien Cross - Senior Accountant

SUMMARY

Presentation of the Livingstone Shire Council Monthly Financial Report for the period ending 31 May 2018 by the Chief Financial Officer.

OFFICER'S RECOMMENDATION

THAT the Livingstone Shire Council Monthly Financial Report for the period ending 31 May 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 (May) and year-to-date position of Council's financial performance for the 2017-2018 financial year.

Commitments are excluded from the reported operating & capital costs.

All variances are reported against the 2017-18 Q2 revised budget. All operating budgets have been developed on a monthly basis; therefore there may be timing variances between actual position and adopted budget. In these instances, the variance will be identified as a timing variance in the commentary. 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 18Q2 revised budget for 2017-18 and identifies, for Councillors' information, 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.

In addition to the presentation of actuals compared to the original budget, there is comparison against the Q2 adopted revised budget. This is particularly relevant for capital projects being undertaken or completed this financial year.

Financial Performance

The operating performance for the month to 31 May 2018 shows an operating surplus of \$5.4M at the end of May (Refer to Table A in attachment 1). The Financial Performance Summary below compares year to date surplus to the year to date budgeted surplus of \$1.8M.

Financial Performance Summary to 31 May 2018					
	YTD 18Q2 Budget (\$m)	YTD Actual (\$m)	Variance (\$m)	Variance YTD %	Status
Operating Revenue	\$83.82	\$81.21	(\$2.61)	(3%)	■
Operating Expense	(\$81.98)	(\$75.81)	\$6.18	(8%)	✓
<i>Operating Surplus</i>	<i>\$1.84</i>	<i>\$5.40</i>	<i>\$3.57</i>	<i>194%</i>	✓
Capital Income	\$45.78	\$42.29	(\$3.49)	(8%)	■
Capital Expenditure	\$80.71	\$74.39	(\$6.32)	(8%)	✓

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 has a variance of \$2.61M below budget. This variance is mostly due to lower than expected recoverable works revenue, the fourth quarter of water consumption to be levied and two quarters of the 2018-19 Financial Assistance Grants expected to be prepaid in June 2018. Table A.1 in the Monthly Financial Report (Attachment 1) shows operating revenue by major category of actuals to budget variances by line item.

Operating Expenses

The year to date operating expenditure as at 31 May 2018 is below budget by \$6.18M, which excludes \$4.35M 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 YTD budget mostly due to an underspend of \$1.95M in employee benefits and \$4.13M in materials & services.

Capital Income

Total capital income is under budget by \$3.49M. Overall the claims process and receipt of grants and subsidies has tracked well during the year and whilst the YTD position of capital grants and subsidies is behind budget, these funds will be received either in the current financial year, or in the next financial year with some capital projects expected to be completed in 2018-19. These changes will be factored into the 18Q3 and 2018-19 budget preparation. Infrastructure charges at \$1.9M YTD continue to track well below the 18Q2 revised budget of \$2.6M and this will be closely monitored during the 2018-19 budget process to assess the impact on capital project funding.

Capital Expenditure

Capital expenditure incurred as at 31 May 2018 is summarized in Table D.1 and D.2 in Attachment 1. The 18Q2 revised budget total capital expenditure is \$97.4M with YTD actuals at \$74.4M with a further \$27.9M in committed expenditure.

Table D.3 highlights the significant capital works projects with an adopted budget greater than \$1M and includes the 18Q2 revised budget and YTD actuals and project life-to-date costs and budget.

Statement of Financial Position as at 31 May 2018

A detailed balance sheet is provided in Table B.1 in Attachment 1 as at 31 May 2018.

The balance sheet shows a low level of liabilities consisting predominantly of trade and other payables, and indicates that Council is currently in a sound financial position.

Council's total loan balances are \$77M with three of the four quarterly financial year repayments having been made to the Queensland Treasury Corporation. Interest on long term borrowings range from 3.123% to 5.554%, with the average cost of capital being 4.54%.

Statement of Cash Flows

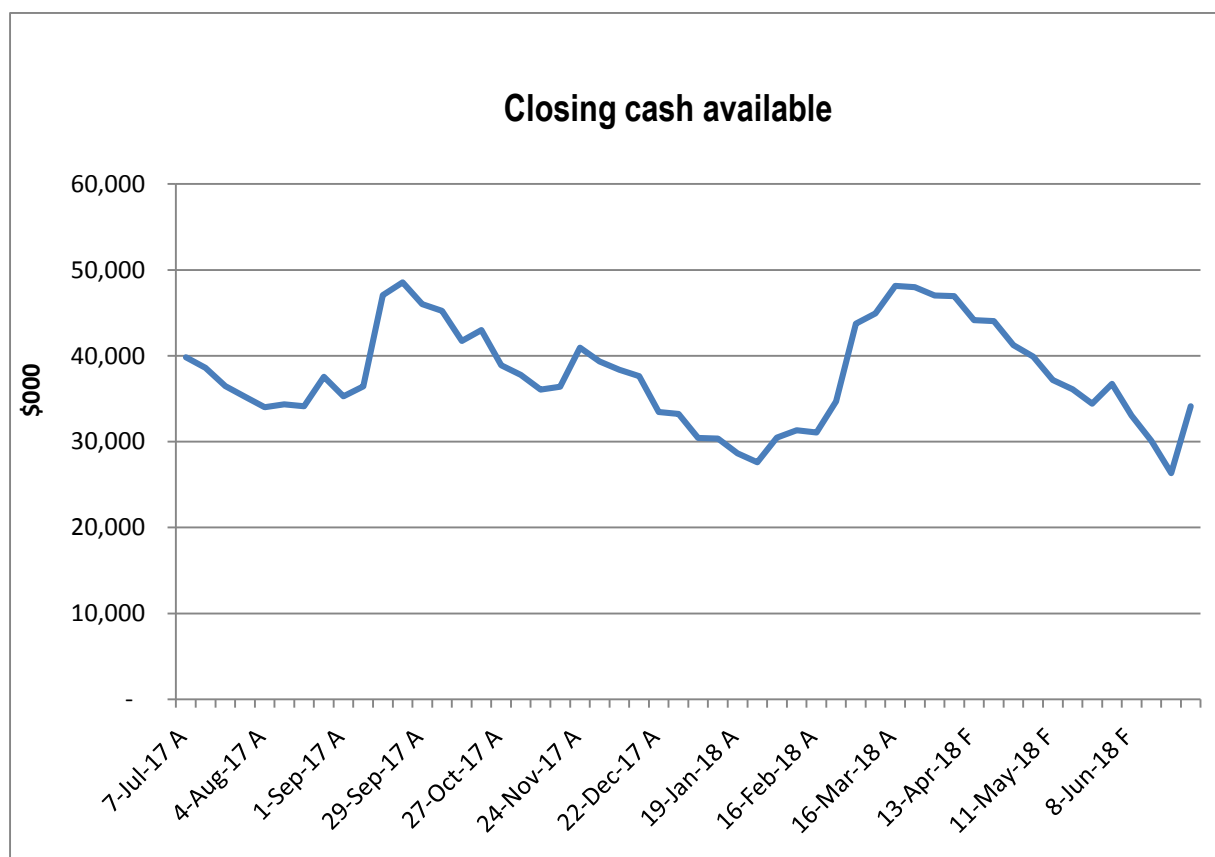
The statement of cash flows provided in Table C in Attachment 1 shows Council's expected cash flows for the financial year and the actual cash flows to 31 May 2018. The cash position is reported as ahead of budget expectations with cash totaling \$31.5M at 31 May 2018 against a budgeted cash position of \$22.4M.

The interim cash flow statement shows a strong surplus from operating activities, primarily from the \$75.7M in rates & utility charges revenue received to 31 May 2018. The surplus from operating activities is being utilised to fund Council's investment activities, predominantly for investment into Council's assets.

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 31 May 2018 was 2.76% p.a. Interest rates for Council's two term deposits are 2.83% and 2.60% p.a and reflect the fixed interest rate for the term of the investment.

Interest earned on cash and investments for the month of May was \$81K.

A graph of the total cash available Actual and projected to 30 June 2018 is presented below.



Outstanding Debtors

At 31 May 2018, outstanding debtors stand at \$2,190,810. This balance comprises a current portion of debtors and that balance is \$1,701,111 or 77% of this balance. There are 30 accounts which are over 60 days and are valued at \$294,360 which represents 13.4% of the total outstanding debtors.

Outstanding and Overdue Rates and Charges

The total rates debtor balance at 31 May 2018 stands at \$4,423,524, which is 6.4% as a percentage of rates revenue (in April 2018 this was 7.33%). There is \$2,356,414 in pre-paid rates at the 31 May, with net rates outstanding being \$2,067,110 at 31 May. The portion of the current levy unpaid is \$2,949,081 which represents 66.7% of the balance outstanding.

The KPI target for Rates debtors is to bring the rates as a percentage of total rates revenue generated to below 3.75% by June 30 and the collection process is on track.

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

Aging Period	Arrears balance (before deducting prepaid rates)	% of total eligible for collection
Current	\$2,949,081	66.67%
1 year	\$814,718	18.42%
2 years	\$337,258	7.62%
3 years	\$202,117	4.58%
4 years	\$88,966	2.01%
5 years	\$30,784	0.70%
TOTAL	\$4,423,524	100%

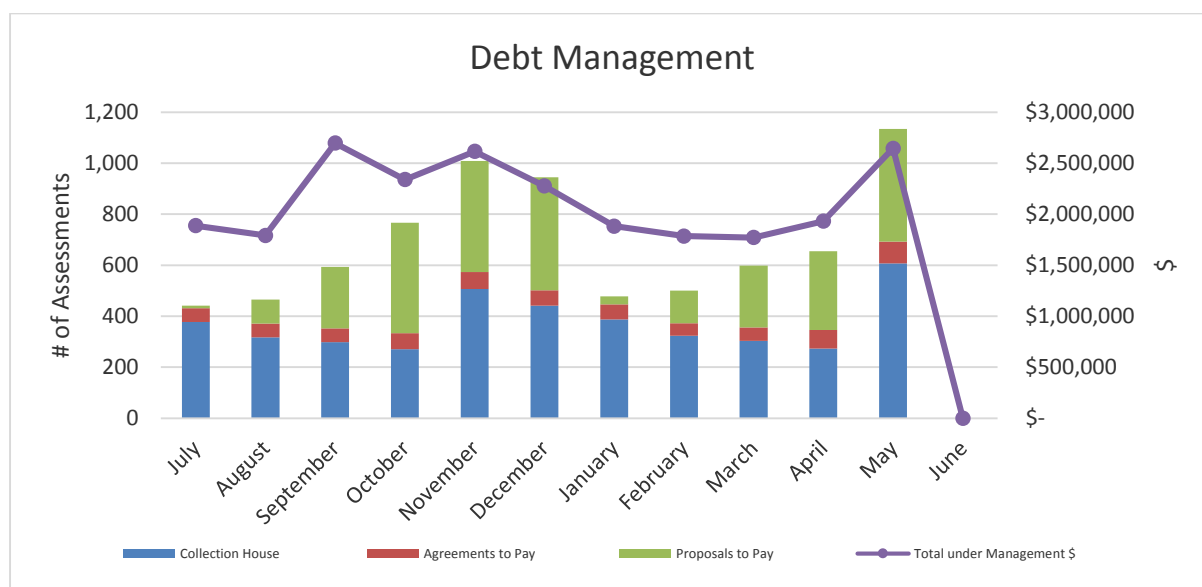
Council offers a direct debit facility with 2879 direct debits totaling \$235,139 processed in May.

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. Interest is applied at a rate of 11% per annum, compounding monthly, on all overdue balances, including those under a formal payment arrangement.

In total 42% of the overdue balances are under management, this reflects 607 assessments out of 17,478 rateable assessments (3.47%).

May saw an increase of 133 ratepayers entering into proposals to pay (442 in total), representing a total of \$443,265. Proposals to pay require all current arrears to be paid in full prior to the next rates issue; all arrangements to pay up to December are now revisited at the end of the March discount period. There are 86 (April: 73) assessments under long term arrangements (agreements to pay) with a total of \$323,578 with varying settlement periods.

A total of 607 (April: 273) assessments, representing \$1,878,757 (April: \$1,275,792) are currently being managed by Council's debt collection agency. There were 419 new accounts referred to Collection House on 16 May 2018.



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.

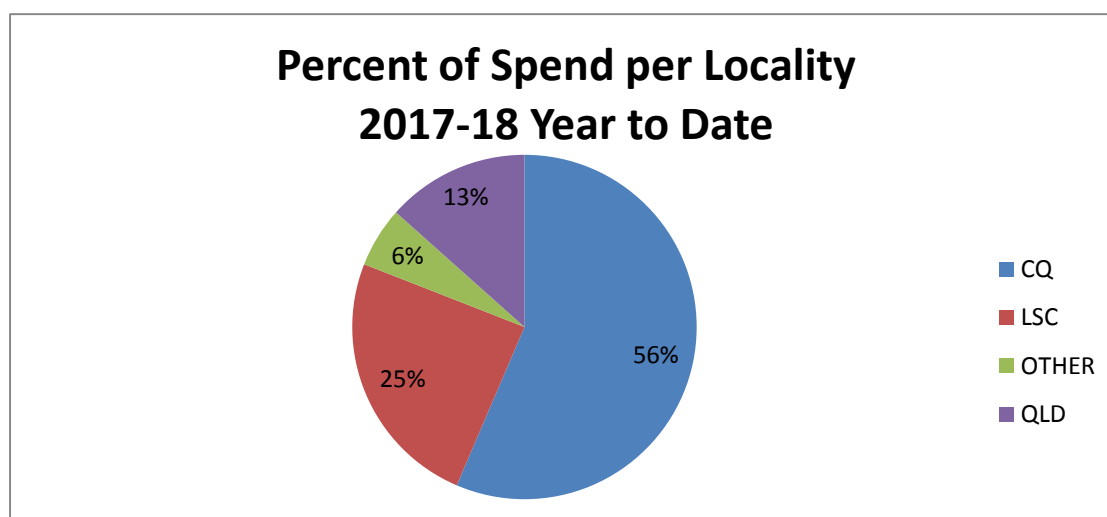
LSC = Businesses located within the shire boundaries.

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

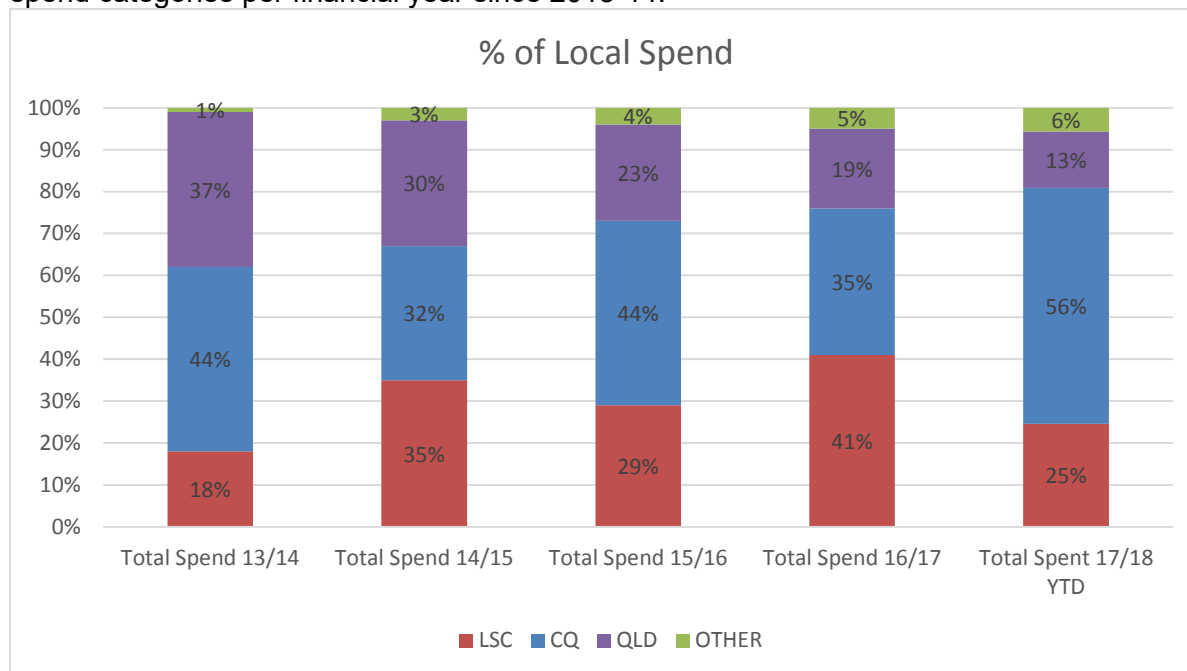
QLD = Business based outside of Central Queensland but within Queensland

OTHER = Business based outside of Queensland.

The following pie chart illustrates the total dollars spent this financial year by geographical categories. Of the \$61.7M spent in CQ, \$37.5M of this represents payments made to three principal contractors delivering major projects.



YTD local spend is 25% or \$26.8M. The bar graph below summarizes the allocation by local spend categories per financial year since 2013-14.



PREVIOUS DECISIONS

Council adopted the 2017-18 budget on 27 June 2017 and the 18Q2 revision was adopted on the 20 March 2018.

BUDGET IMPLICATIONS

The monthly financial report shows Council's financial position in relation to the 18Q2 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

Not applicable.

STAFFING IMPLICATIONS

Not applicable

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 31 May 2018.

12.2 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2018

Monthly Financial Report - May 2018

Meeting Date: 19 June 2018

Attachment No: 1



Livingstone
SHIRE COUNCIL

**Monthly Financial Report
for period ending
31/05/2018**

Contents

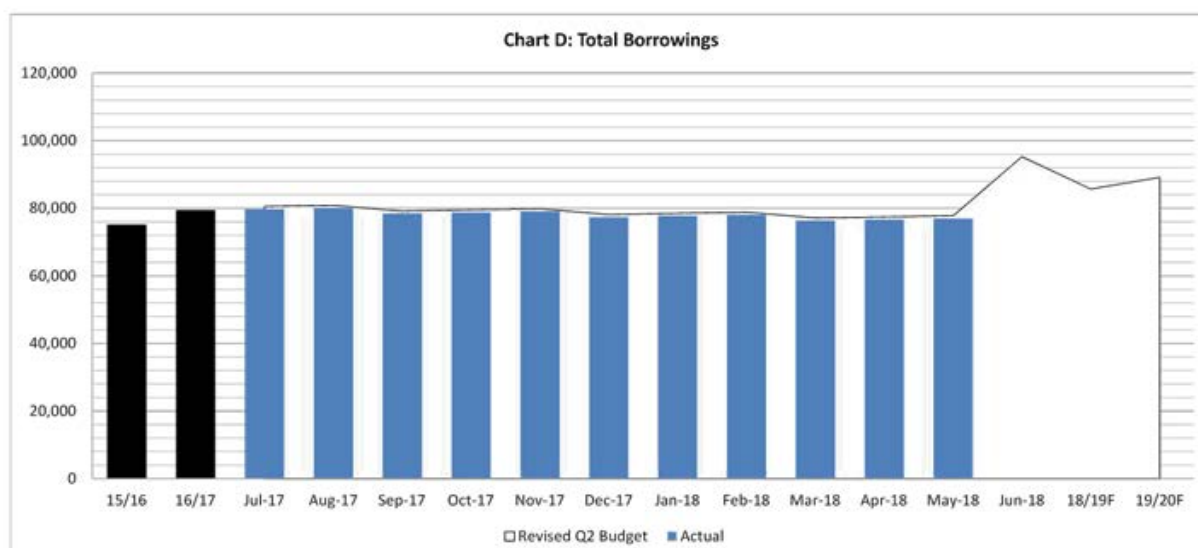
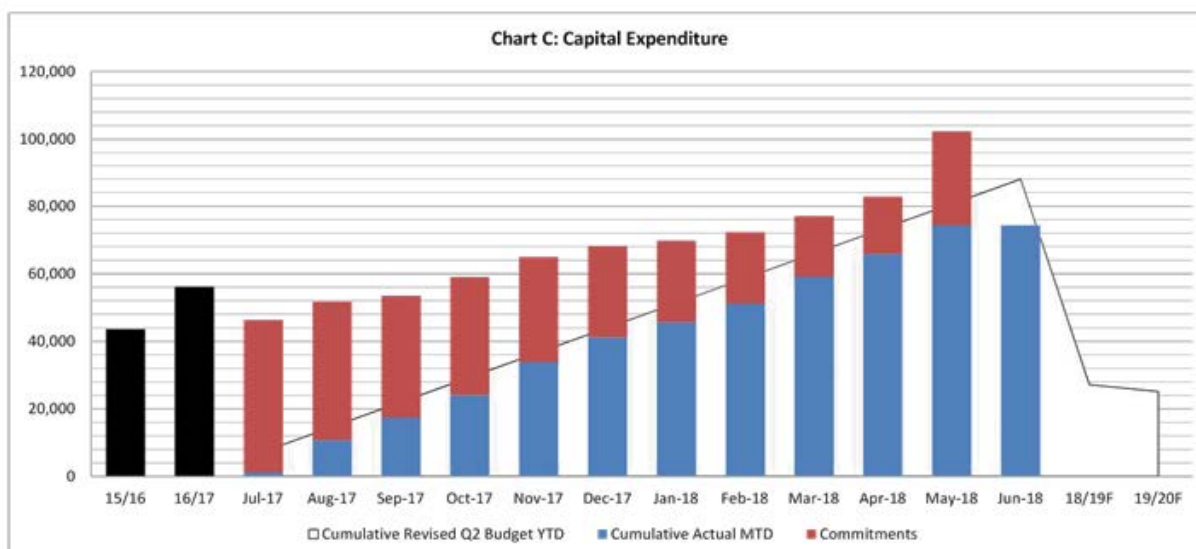
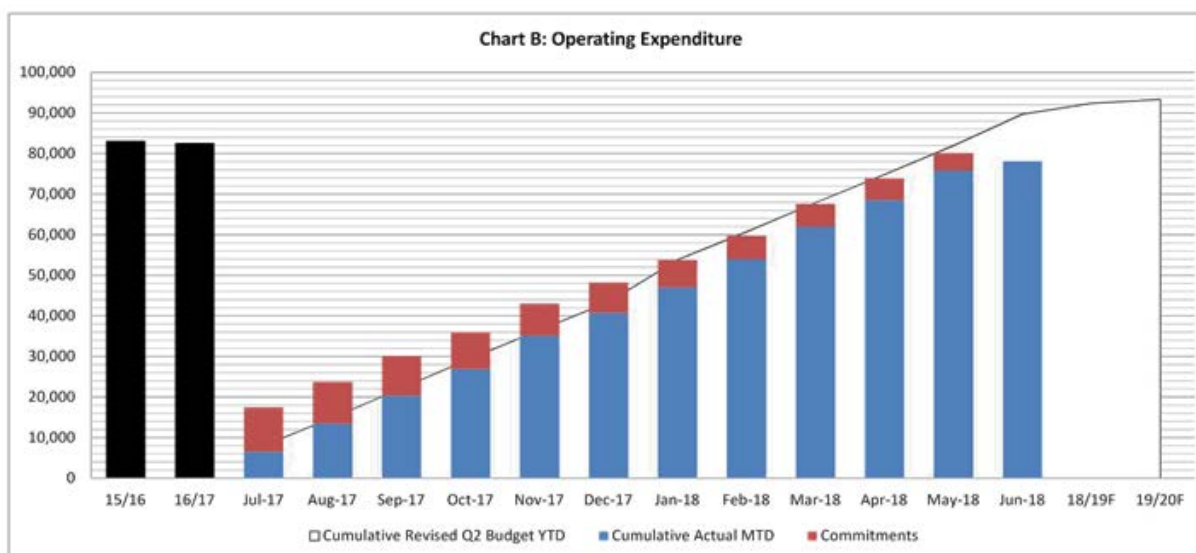
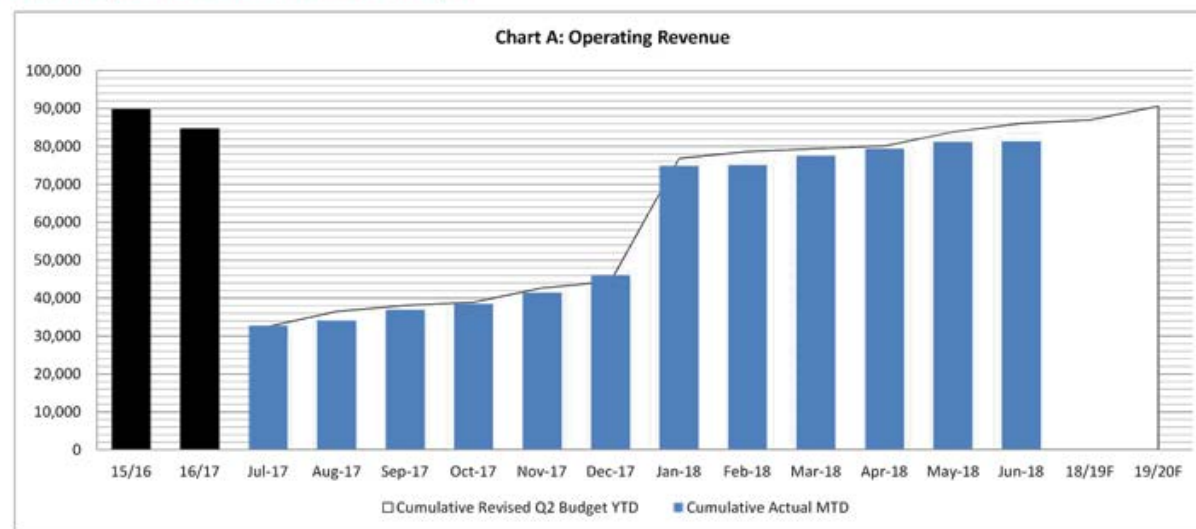
Financial Health Indicators

- Key strategic financial indicators
- Summary financial statements

Attachments: Detailed financial statements

Financial Health Indicators

Key strategic financial indicators: trend analysis



Summary financial statements for the year to date ending
31/05/2018

A. Summary of financial results

A. Income Statements

	Year-to-date		Variance		Status	Comments
	Budget	Actual				
	(\$m)	(\$m)	\$	%		
Own-source Revenues	74.07	73.80	(0.27)	-0.4%	■	Own-source revenue is reported as slightly behind budget following the second bi-annual issue of General Rates in January. 2018-19 Q4 water consumption notices will increase YTD own-source revenues. Total Operational Revenue is behind in comparison to the YTD Budget mostly as the result of 3 factors: 1) Recoverable works behind budget by approximately \$1.2M 2) The sale of two land parcels at The Homemaker Centre likely to be settled in 2018-19 rather than in the current financial year and 3) Two quarters of the 2018-19 Financial Assistance Grant are expected to be prepaid prior to the 30 June which is expected to more total revenue in closer proximity to budget. Employee expenses are under budget primarily due to leave reduction strategies and the tightening of recruitment processes for vacant roles. Overall operating expenses are under YTD budget by approximately \$6.2M of which the vast majority is due to an underspend of \$1.95M in employee benefits and \$4.2M in materials & services.
Total Revenues	83.82	81.21	(2.61)	-3%	■	
Employee Expenses	(29.94)	(28.00)	1.95	-7%	✓	
Total Expenses	(81.98)	(75.81)	6.17	-8%	✓	
Operating Result	1.83	5.40	3.56	194%		

B. Balance Sheet

	Year-to-date		Variance		Status	Comments
	Budget	Actual				
	(\$m)	(\$m)	\$	%		
Cash and Cash Equiv	22.40	31.53	9.13	41%	✓	Total current assets are above budget as second half-yearly rates notices were issued during January ahead of their budgeted timeframe which has in turn increased Council's cash balances as at end of May. The underspend on employee costs and materials & services outlined above is also contributing to Current Assets being above budget. Total liabilities are reported as below budget with creditor expenditure accruals and end of financial year adjustments to provisions to only be recognised at 30 June 2018.
Current Assets	26.52	42.43	15.91	60%	✓	
Current Liabilities	18.64	9.67	(8.98)	-48%	✓	
Non-Current assets	989.13	953.06	(36.07)	-4%	■	
Borrowings	77.83	77.00	(0.83)	-1%	✓	
Non-Current Liabilities	83.69	86.47	2.78	3%	■	
Net Assets	913.31	899.36	(13.96)	-2%		

C. Cash flows

	Year-to-date		Variance		Status	Comments
	Budget	Actual				
	(\$m)	(\$m)	\$	%		
Net Operating	13.64	20.94	7.30	54%	✓	In line with total cash & cash equivalents being above budget, net operating cash flows are above budget, due mostly to the savings outlined above in relation to employee benefits and materials & services. The variance in net investing cash flows is mostly due to cash outlays on the construction of assets being behind the YTD Budget which was recognised in 1/12th instalments.
Net Investing	(32.84)	(30.94)	1.89	-6%	✓	
Net Financing	(2.39)	(2.46)	(0.06)	3%	✓	
Closing Cash Balance	22.40	31.53	9.13	41%		

D. Capital program

	Year-to-date		Variance		Status	Comments
	Budget	Actual				
	(\$m)	(\$m)	\$	%		
Renewal	10.04	5.50	(4.55)	-45%	✓	Total renewals are reported as less than budget partly due the capital works program not being delivered in 1/12 equal portions during the year (budget timing difference). Re-prioritisation of capital projects due to the requirement to meet funding expenditure deadlines has resulted in an increase in expenditure on new/upgrade capital projects. Council currently has \$102.3M either spent (\$74.4M) or committed (\$27.9M) towards the 18Q2 Capital Expenditure budget of \$97.4M (including land development).
New/Upgrade	70.66	68.89	(1.77)	-3%	✓	
Total Capital Program	80.71	74.39	(6.32)	-8%		

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%



**Key strategic financial indicators as at:
31/05/2018**

Operating performance					
	Target Benchmark	Revised Q2 Budget	YTD Actual		Commentary
Operating surplus ratio					
Operating surplus/operating revenue	10%	-4.3%	6.6%	×	Both ratios are below the target benchmark due to total operating revenue being below YTD budget. Whilst the prepayment of 2 quarters of the 2018-19 Financial Assistance Grant in June 2018 and the YTD underspend in employee costs and materials & services would otherwise assist both of these ratios, both ratios are expected to move towards the Revised Q2 ratios at 30 June 2018.
Operating efficiency ratio					
Operating revenue/operating expense	110%	96%	107%	×	
Fiscal flexibility					
	Target Benchmark	Revised Q2 Budget	YTD Actual		Commentary
Net financial liabilities ratio					
Total liabilities - current assets /operating revenue	<60%	79%	66%	×	The Net Financial Liabilities ratio is reported as above the target benchmark of 60%. Whilst the expected prepayment of 2 quarters of the 2018-19 Financial Assistance Grant in June would otherwise assist in bringing this ratio down towards the target benchmark, the drawdown of Council's loan borrowings from the Queensland Treasury Corporation in June will put pressure on this ratio to stay within the target benchmark.
Own-source operating revenue ratio					
Own source/operating revenue	>60%	80.5%	91%	✓	
Interest cover ratio					
Net Interest Expense / Total Operating Revenue	0% - 5%	4.9%	4.7%	✓	The own-source operating revenue ratio is favourable when compared to the target benchmark as General Rates & Utility Charges and Fees & Charges are when viewed together are in close proximity to budget and represent the vast majority of total operating revenue. The interest cover ratio at 4.7% is within the target benchmark range due to the levy of half-yearly rates & utility charges and Council having now made three of the quarterly repayments on the loan portfolio for the 2017-18 financial year.
Liquidity					
	Target Benchmark	Revised Q2 Budget	YTD Actual		Commentary
Cash balances - Cash capacity in months					
Cash at bank/cash operating expense	3.0	3.0	6.9	✓	This ratio indicates that Council has sufficient cash to meet current cash operating expenses for approximately 6.9 months. This favourable ratio is due to the timing of the collection of the vast majority of half-yearly General Rates and Utility Charges in February and March 2018 and the underspend in employee costs and materials & services outlined above.
Ability to pay our bills - Current Ratio (times)					
Current assets/current liabilities	2.0	2.9	4.4	✓	The current ratio is well above the target benchmark of 2.0, again due to the same reasoning as immediately above.
Asset sustainability					
	Target Benchmark	Revised Q2 Budget	YTD Actual		Commentary
Asset Sustainability Ratio					
Renewal expenditure/depreciation	90%	46%	25%	×	Asset sustainability ratio will remain lower than the target benchmark due to the large proportion of new assets not requiring renewal at this stage. Capital renewal projects are progressing as per the capital works schedule with 50.2% of the 18Q2 capital expenditure renewal budget spent YTD.
Status Legend					
KPI target (budget) achieved or exceeded		✓	KPI target (budget) not achieved		
			×		

Attachments

A.1: Monthly Summary revenue and expenditure report (by line item) YTD 92%

	This period				Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committals) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Revenues											
Rates & Utility Charges	1,967	598	(1,369)	-70%	69,463	68,842	(620)	-1%	68,903	68,624	100%
User fees & charges	282	274	(7)	-3%	3,911	4,114	203	5%	4,197	4,216	98%
Operating grants	1,097	641	(456)	-42%	5,677	4,754	(923)	-16%	4,798	6,280	76%
Interest	93	81	(12)	-13%	1,026	846	(181)	-18%	1,010	1,120	76%
Sales revenue	226	97	(129)	-57%	3,043	1,810	(1,234)	-41%	6,297	4,251	43%
Other	66	99	33	50%	698	843	145	21%	651	710	119%
Total operating revenues	3,730	1,791	(1,939)	-52%	83,818	81,208	(2,610)	-3%	85,856	85,201	-95%
Expenses											
Employee benefits	(2,724)	(2,388)	336	-12%	(29,945)	(27,998)	1,946	-7%	(33,807)	(32,695)	-86%
Materials & Services	(2,325)	(2,549)	(223)	10%	(25,128)	(19,770)	5,359	-21%	(26,557)	(27,067)	-89%
Depreciation	(1,720)	(1,964)	(244)	14%	(21,840)	(21,716)	124	-1%	(23,452)	(23,568)	-92%
Interest	(344)	(339)	5	-1%	(3,782)	(3,810)	(28)	1%	(4,243)	(4,127)	-92%
Other	(71)	(42)	29	-41%	(1,289)	(2,516)	(1,227)	95%	(1,400)	(1,406)	-184%
Less: Total operating expenses	(7,183)	(7,281)	(97)	1%	(81,984)	(75,809)	6,174	-8%	(89,459)	(88,863)	-90%
Net operating result	(3,454)	(5,490)	(2,037)		1,834	5,399	3,565	194%	(3,602)	(3,661)	-29%
Capital Income											
Capital Grants	3,919	2,388	(1,531)	-39%	43,112	37,542	(5,570)	-13%	40,202	47,031	4%
Infrastructure Charges	238	175	(62)	-26%	2,614	1,899	(715)	-27%	4,500	2,852	0%
Other capital income	17	1,000	983	5900%	183	2,846	2,663	1453%	200	200	0%
Less: capital expenses	(12)	0	12	-100%	(128)	0	128	-100%	(140)	(140)	0%
Net Capital Income	4,162	3,563	(599)	-14%	45,781	42,287	(3,494)	-8%	44,762	49,943	-97%
Total comprehensive income	708	(1,927)	(2,635)		47,615	47,686	71		41,160	46,282	94%

A.2: Monthly Summary revenue and expenditure report (by program) YTD 92%

	This period				Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committals) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Office of the CEO											
Revenue	16	1	(15)	-95%	373	250	(124)	-33%	453	438	-57%
Expenses	(1,148)	(668)	480	-42%	(12,335)	(8,365)	3,971	-32%	(13,358)	(13,990)	63%
Infrastructure											
Revenue	2,380	271	(2,109)	-89%	32,616	34,655	2,039	6%	35,328	37,247	-93%
Expenses	(4,683)	(5,334)	(651)	14%	(54,849)	(49,973)	4,876	-9%	(58,870)	(59,588)	-89%
Liveability and Wellbeing											
Revenue	338	389	51	15%	3,107	4,305	1,197	39%	3,104	3,342	-129%
Expenses	(1,552)	(1,422)	130	-8%	(17,448)	(17,659)	(211)	1%	(18,999)	(19,043)	-96%
Central Funds											
Revenue	987	1,130	143	14%	44,116	42,000	(2,116)	-5%	46,972	45,013	-93%
Expenses	199	144	(55)	-28%	2,649	187	(2,462)	-93%	1,768	2,919	-2%

Reason for year-to-date variance	Action required/taken to correct variance
	Review the detailed allocation for operating expenses between the Office of the CEO and Strategic Growth & Economic Development departments.

B: Monthly summary of assets and liabilities report
YTD 92%

	Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committeds) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Assets							
Cash and cash equivalents	20,403	29,533	9,131	45%	13,337	32,330	91%
Investments	2,000	2,000	0	0%	2,000	2,000	100%
Inventory	1,255	384	(871)	-69%	1,350	1,255	31%
Receivables:							
Rates	-	4,237	4,237	0%	7,405	7,503	56%
Other	-	-	0	0%	-	-	0%
Land - for resale	6,495	9,560	3,065	47%	6,495	14,473	66%
Infrastructure:							
PPE	984,123	832,665	(151,458)	-15%	992,547	984,123	85%
Capital WIP	-	113,693	113,693	0%	-	-	0%
Other assets	1,374	3,418	2,044	149%	2,281	1,374	249%
Total Assets	1,015,650	995,490	(20,159)	-2%	1,025,415	1,043,058	95%
Liabilities							
Employee benefits	5,004	8,085	3,081	62%	5,025	5,004	162%
Trade creditors and accruals	8,522	576	(7,946)	-93%	8,921	8,522	7%
Borrowings:							
Short-term	5,117	1,878	(3,239)	-63%	5,026	5,117	37%
Long-term	72,715	75,122	2,407	3%	90,418	90,151	83%
Other liabilities	10,978	10,473	(505)	-5%	10,199	10,978	95%
Total Liabilities	102,336	96,135	(6,201)	-6%	119,589	119,772	80%
Current assets	26,519	42,433	15,915	60%	29,254	52,237	81%
Current liabilities	18,643	9,666	(8,977)	-48%	17,059	17,611	55%
Non-current assets	989,131	953,057	(36,074)	-4%	996,161	990,821	96%
Non-current liabilities	83,693	86,469	2,776	3%	102,529	102,161	85%
Net community assets	913,314	899,355	(13,958)	-2%	905,626	923,286	97%

C: Monthly summary cash flow report
YTD 92%

	This period				Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committeds) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Cash inflows from operations -											
Rates & utility charges	1,967	2,904	938	48%	69,173	75,717	6,544	9%	68,903	72,707	104%
User fees and charges	533	401	(131)	-25%	7,205	6,218	(987)	-14%	7,777	7,924	78%
Operating grants	1,097	641	(456)	-42%	5,667	4,631	(1,036)	-18%	4,798	6,270	74%
Interest	93	81	(12)	-13%	1,026	846	(181)	-18%	1,010	1,120	76%
Other	32	(198)	(230)	-713%	376	(851)	(1,227)	-327%	7,889	1,253	-68%
Total operating cash inflows	3,722	3,830	108	3%	83,446	86,560	3,114	4%	90,377	89,274	97%
Cash outflows from operations -											
Employee entitlements	(2,724)	(2,388)	336	-12%	(29,948)	(27,924)	2,024	-7%	(33,807)	(32,698)	85%
Payments to suppliers	(2,901)	(2,198)	703	-24%	(34,834)	(28,955)	5,880	-17%	(26,557)	(38,737)	75%
Interest	(330)	(339)	(9)	3%	(3,630)	(3,810)	(180)	5%	(4,243)	(3,960)	96%
Other	(71)	(44)	27	-38%	(1,392)	(4,928)	(3,536)	254%	(3,241)	(1,509)	327%
Total operating cash outflows	(6,025)	(4,968)	1,057	-18%	(69,805)	(65,616)	4,189	-6%	(67,848)	(76,904)	85%
Net cash flows from operations	(2,304)	(1,138)	1,166	-51%	13,642	20,944	7,302	54%	22,530	12,371	169%
Investing cash flows -											
Proceeds on disposal of assets	0	156	156	0%	0	1,466	1,466	0%	300	317	462%
Capital grants & infrastructure charges	2,172	2,563	391	18%	47,870	38,269	(9,600)	-20%	44,702	49,884	77%
Net tfr from cash investments	0	0	0	0%	0	1,000	1,000	0%	0	0	0%
Acquisition of assets	(7,337)	(7,978)	(641)	9%	(80,707)	(71,680)	9,027	-11%	(95,112)	(88,043)	81%
Net investing cash flows	(5,165)	(5,258)	(93)	2%	(32,837)	(30,945)	1,892	-6%	(50,110)	(37,842)	82%
Financing cash flows											
New borrowings	0	0	0	0%	0	0	0	0%	20,000	20,000	0%
Repayment of borrowings	340	328	(12)	-4%	(2,394)	(2,458)	(64)	3%	(4,098)	(4,190)	59%
Net financing cash flows	340	328	(12)	-4%	(2,394)	(2,458)	(64)	3%	15,902	15,810	-16%
Net combined cash flows	(7,129)	(6,069)	1,060	-15%	(21,589)	(12,459)	9,131	-42%	(11,678)	(9,662)	129%
Add: Opening cash balance	29,531	37,602	8,071	27%	43,992	43,992	8,071	18%	27,017	43,992	100%
Closing cash balance	22,403	31,533	9,131	41%	22,403	31,533	9,131	41%	15,339	34,330	92%

D.1: Monthly summary capital revenue and expenditure report by category (all projects) YTD 92%

	This period				Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committals) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Renewal of existing assets -											
Capital grants and contributions	0	0	0	0%	-	(1,079)	(1,079)	0%	-	-	0%
Renewal expenditure	913	1,250	337	37%	10,045	5,498	(4,547)	-45%	14,156	10,958	57%
New assets/Upgrade of existing assets											
Capital grants and contributions	(4,157)	(3,563)	594	-14%	(45,727)	(41,208)	4,519	-10%	(40,202)	(49,884)	83%
New/upgrade expenditure	6,424	7,270	846	13%	70,661	68,892	(1,769)	-3%	83,272	77,085	125%
Total											
Capital grants and contributions	(4,157)	(3,563)	594	-14%	(45,727)	(42,287)	3,440	-8%	(40,202)	(49,884)	85%
Renewal, upgrade and acquisition	7,337	8,520	1,183	16%	80,706	74,390	(6,316)	-8%	97,428	88,043	116%

D.2: Monthly summary capital revenue and expenditure report by asset class (all projects) YTD 92%

	This period				Year-to-date				Full year		
	Revised Q2 Budget	Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance	Adopted Budget	Revised Q2 Budget	%YTD (Incl Committals) of Revised Q2 Budget
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	%
Land											
Capital grants and contributions	-	-	-	0%	-	(768)	768	0%	-	-	0%
Renewal, upgrade and acquisition	4	1	3	-76%	46	32	(14)	-30%	150	50	122%
Buildings											
Capital grants and contributions	(245)	0	245	-100%	(2,694)	(7,386)	(4,692)	174%	(1,006)	(2,939)	251%
Renewal, upgrade and acquisition	551	123	428	-78%	6,062	6,600	538	9%	5,290	6,613	103%
Plant & Equipment											
Capital grants and contributions	-	0	0	0%	-	(765)	(765)	0%	-	-	0%
Renewal, upgrade and acquisition	251	429	178	71%	2,765	1,834	(931)	-34%	2,276	3,016	70%
Roads & Drainage											
Capital grants and contributions	(1,565)	(1,192)	373	-24%	(17,216)	(14,820)	2,396	-14%	(13,496)	(18,781)	79%
Renewal, upgrade and acquisition	2,759	3,730	971	35%	30,353	22,277	(8,076)	-27%	26,650	33,112	101%
Water											
Capital grants and contributions	(74)	(14)	60	-81%	(813)	(607)	206	-25%	-	(887)	68%
Renewal, upgrade and acquisition	315	242	(73)	-23%	3,463	2,690	(773)	-22%	3,735	3,778	78%
Sewerage											
Capital grants and contributions	(210)	(5)	205	-98%	(2,310)	(190)	2,120	-92%	(3,000)	(2,520)	8%
Renewal, upgrade and acquisition	397	765	368	93%	4,371	1,545	(2,826)	-65%	16,260	4,768	321%
Site Improvements											
Capital grants and contributions	(1,808)	(1,352)	456	-25%	(19,887)	(15,089)	4,798	-24%	(21,500)	(21,695)	70%
Renewal, upgrade and acquisition	3,059	3,043	(16)	-1%	33,646	34,186	540	2%	40,767	36,705	99%
Land Development											
Capital grants and contributions	(255)	(1,000)	(745)	292%	(2,808)	(2,662)	146	-5%	(1,200)	(3,063)	87%
Renewal, upgrade and acquisition	577	187	(390)	-68%	6,345	5,225	(1,120)	-18%	2,300	6,922	80%

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

	% Project Complete	Project Dates		WIP B/F FY 16/17	Project Costs YTD FY17/18			Project EOFY Forecast Cost*	Budget FY17/18			Project Life Costs	
		Planned Start Date*	Planned Completion Date*		Actual	Commitments	Total Project Costs		Adopted Budget	Revised Budget*	Variance	Project LTD Costs Exc Cap	Approved Project Life Budget
				(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
Major projects (>\$1m)													
<u>Scenic Hwy Reconstruction at Statue Bay</u>													
1050897 (U) UEC-RC-Scenic Hwy - Statue Bay Downslope	90%	27/09/16	14/03/18	2,307	5,033	2,840	7,873	7,400	6,450	7,400	950	10,179	0
1068232 (U)-UC-RC-Scenic Hwy at Statue Bay-Clayt	90%	3/07/17	17/07/18	1,660	144	61	205	1,630	800	1,630	830	1,865	16,500
1103745 (N)-UC-NC-Scenic Hwy - Statue Bay Upslope	90%	26/03/17	14/03/18	382	4,358	2,493	6,851	7,350	6,190	7,350	1,160	7,233	0
1108775 (U)-UC-NC-Scenic Hwy-Statue Bay Construction	36%	14/03/18	17/07/18	0	3,267	1,964	5,231						
<i>Subtotal of Scenic Hwy Reconstruction at Statue Bay</i>				4,349	12,802	7,358	20,160	16,380	13,440	16,380	2,940	19,278	16,500
<u>Panorama Drive</u>													
1025985 (U) REC-NC-Panorama Drv-Segment 1A T-43	100%	-	22/12/17	0	13	0	13	0	0	0	0	4,037	9,690
1067045 (N) REC-NC-Panorama Drv project management T-39 T-43 T-13	100%	-	22/12/17	6,635	66	6	72	75	0	75	75	6,707	8,810
1067046 (N) REC-NC-Panorama Drv Segment 2 design T-43 T-13	100%	-	22/12/17	777	0	0	0	0	0	2,300	2,300	777	0
1067047 (N) REC-NC-Panorama Drv Segment 2 civil	99%	-	17/05/18	16,254	2,125	85	2,209	2,300	1,251	1,251	0	18,464	11,500
1067048 (U) REC-RC-Panorama Drv Segment 1B Limestone Creek Rd T-39	0%	-	-	76	1	0	1	8	220	8	(212)	77	0
<i>Subtotal of Panorama Drive</i>				23,743	2,204	90	2,295	2,383	1,471	3,634	2,163	30,432	30,000
<u>Yeppoon Foreshore Redevelopment</u>													
976018 (N) Foreshore Design & Project Managemen	98%	-	30/06/18	2,762	1,561	11	1,572	1,612	1,173	1,612	440	4,334	1,500
1074103 (N) Foreshore Multi-Deck Carpark and Ten	100%	-	31/07/16	615	160	0	160	161	210	161	(50)	10,871	12,000
1074104 (N) Foreshore Service Road, Paths to Wat	100%	-	15/12/17	1,779	1,395	0	1,395	1,345	1,175	1,345	170	3,174	2,000
1074106 (N) Foreshore Water Park Precinct (pool,	94%	-	30/05/18	820	20,166	99	20,264	19,886	17,623	19,897	2,275	21,085	13,000
1074107 (U) Foreshore Anzac Parade Shared Zone a	86%	3/07/17	30/06/18	225	3,855	130	3,985	4,567	3,916	4,567	651	4,210	8,250
1074108 (U) Foreshore Revetment Wall, Timber Boardwalk and Wharf	100%	-	30/11/17	42	53	0	53	53	1,713	53	(1,660)	95	4,000
1074109 (N) Foreshore Contingency and Management Reserve	100%	-	30/11/17	281	31	0	31	25	245	25	(220)	313	3,500
1074111 (U) Foreshore Road Realignment (Appleton	100%	15/05/17	15/12/17	1,738	1,885	0	1,885	1,859	1,664	1,859	194	3,623	3,000
<i>Subtotal of Yeppoon Foreshore Redevelopment</i>				8,263	29,107	240	29,347	29,507	27,719	29,519	1,800	47,704	47,250
<u>Gateway Land Development</u>													
1051624 (N) Gateway Stg1 Land Development	95%	-	30/06/18	0	136	0	136	158	0	158	158	136	0
1063754 (N) Gateway General	85%	-	30/06/18	0	165	8	173	140	0	100	100	173	0
1067294 (N) Gateway Stg2 Land Development	95%	-	30/06/18	0	679	9	688	760	0	760	760	2,661	1,800
1067296 (N) Gateway Stg3 Land Development	0%	-	-	0	0	0	0	0	0	0	0	552	0
<i>Subtotal of Gateway Land Development</i>				0	980	16	996	1,058	0	1,018	1,018	3,521	1,800
<u>Homemaker Centre</u>													
1067267 (N) PED Homemaker Centre Demolition & Site Fencing	90%	-	31/05/18	0	240	11	251	300	0	300	300	451	200
1067268 (N) PED Homemaker Centre General	70%	-	31/08/18	0	68	3	71	100	0	100	100	89	0
1067269 (N) Homemaker Centre Land Development	60%	6/09/17	31/05/18	0	845	40	885	2,300	1,100	2,124	1,024	1,298	3,000
1108266 (N) Homemaker Centre Service Relocation	95%	6/09/17	30/06/18	0	1,006	102	1,108	450	0	450	450	1,108	0
1108267 (R) Homemaker Centre SPS replacement	70%	6/09/17	31/05/18	0	161	39	200	200	0	200	200	200	0
1108268 (N) Homemaker Centre Earthworks	98%	6/09/17	31/05/18	0	2,181	96	2,277	2,741	0	2,741	2,741	2,277	0
1108269 (N) Homemaker Centre SRM 300mm trunk sewer rising main	50%	6/09/17	31/05/18	0	53	3	56	50	0	50	50	56	0
<i>Subtotal of Homemaker Centre Land Development</i>				0	4,554	294	4,848	6,141	1,100	2,524	1,424	5,479	3,200
0971753 (R)-REC-GR-Gravel Resheet Program A	79%	3/07/17	28/05/18	0	658	3	661	779	1,131	779	(352)	661	779
1105686 (U)-RC-RC-Coowonga Road-26km	65%	8/11/17	31/05/18	0	627	307	934	1,400	1,500	1,400	0	934	1,500
1105687 (U)-RC-RC-St Christopher Chapel Rd	5%	8/01/18	2018/19	0	11	0	11	1,000	1,000	1,000	0	11	1,000
1100767 (N)-PED-Emu Park Village & Forshore Revitalisation	13%	3/07/17	21/12/18	60	78	1,208	1,286	800	4,250	800	(3,450)	1,346	4,500
1100768 (N)-CC-Emu Park multi-sports Complex Stg2 & 3	90%	3/07/17	18/05/18	215	4,254	521	4,775	4,926	3,870	4,478	608	4,990	4,500
1074856 (N)-UC-SW-Taranganba Rd culverts at Ross	5%	1/08/17	2018/19	21	55	0	55	1,300	1,300	1,300	0	76	1,300
1100771 (N)-UC-Misc-Various Infrastructure Agree	0%	3/07/17	26/06/18	0	0	0	0	500	1,000	1,000	0	0	1,000
0983816 (R)-Fleet Renewal Program	83%	3/07/17	27/06/18	0	1,465	272	1,737	2,650	2,250	2,650	400	1,737	2,650
988058 (N) Capricorn Coast Cemetery Roadworks	60%	8/05/17	28/06/18	725	639	818	1,457	1,850	2,500	1,835	(665)	2,183	1,835
988173 (N) Capricorn Coast New Cemetery Internal	7%	2/03/18	21/08/18	0	84	53	137	1,000	1,500	1,000	0	137	1,000
1100027 (N) Local Disaster Coordination Centre	100%	2/01/17	28/05/18	451	5,777	2	5,779	5,774	5,015	5,774	760	6,230	6,220
1103892 (R)-WC-W-Main Replacement Reticulation Glendale Rd	70%	9/01/18	31/05/18	0	341	44	385	860	1,000	860	0	385	860
959072 (N) SN STP YPN Augmentation SEW-33	7%	4/12/16	28/06/19	254	1,044	13,397	14,441	3,500	15,000	3,500	(11,500)	14,695	15,000

*18Q2 estimates

E.1: Business Unit summary revenue and expenditure report (by line item)

	Water				Sewer				Waste				Council				Consolidated				YTD	92%
	Revised Q2 Budget	YTD Actual	Variance	Variance	Revised Q2 Budget	YTD Actual	Variance	Variance	Revised Q2 Budget	YTD Actual	Variance	Variance	Revised Q2 Budget	YTD Actual	Variance	Variance	Revised Q2 Budget	Actual	Variance	Variance		
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%		
Rates & Utility Charges	15,102	14,538	(564)	-4%	9,008	9,299	292	3%	5,641	5,745	104	2%	38,873	39,260	387	1%	68,625	68,842	218	0%		
User fees & charges	340	298	(42)	-12%	118	143	25	21%	1,019	950	(69)	-7%	2,738	2,723	(15)	-1%	4,216	4,114	(102)	-2%		
Operating grants	0	0	0	0%	0	0	0	0%	0	0	0	0%	6,280	4,754	(1,526)	-24%	6,280	4,754	(1,526)	-24%		
Interest	0	0	0	0%	0	0	0	0%	0	0	0	0%	1,120	846	(274)	-24%	1,120	846	(274)	-24%		
Sales revenue	0	0	0	0%	0	0	0	0%	0	0	0	0%	819	0	(819)	-100%	819	0	(819)	-100%		
Other	214	87	(128)	-59%	326	65	(261)	-80%	46	63	16	35%	4,394	2,438	(1,956)	-45%	4,981	2,653	(2,328)	-47%		
Total operating revenues	15,657	14,923	(734)	-5%	9,452	9,507	55	1%	6,707	6,758	51	1%	54,224	50,020	(4,204)	-8%	86,040	81,208	(4,832)	-6%		
Expenses																						
Employee benefits	(2,072)	(1,677)	395	-19%	(1,776)	(1,334)	442	-25%	(405)	(343)	62	-15%	(28,442)	(24,644)	3,798	-13%	(32,695)	(27,998)	4,697	-14%		
Materials & Services	(4,638)	(4,035)	604	-13%	(3,572)	(2,811)	762	-21%	(4,391)	(3,189)	1,202	-27%	(21,542)	(16,180)	5,362	-25%	(34,143)	(26,214)	7,929	-23%		
Depreciation	(3,243)	(2,973)	270	-8%	(4,551)	(4,172)	379	-8%	(780)	(715)	65	-8%	(14,994)	(13,856)	1,138	-8%	(23,568)	(21,716)	1,852	-8%		
Interest	(681)	(382)	299	-44%	(343)	(559)	(216)	63%	(661)	(607)	54	-8%	(2,443)	(2,262)	180	-7%	(4,127)	(3,810)	317	-8%		
Other	(2,307)	(2,031)	276	-12%	(1,301)	(1,155)	146	-11%	238	199	(39)	-17%	8,202	6,916	(1,285)	-16%	4,832	3,929	(903)	-19%		
Less: Total operating expenses	(12,942)	(11,098)	1,845	-14%	(11,543)	(10,030)	1,513	-13%	(5,997)	(4,655)	1,343	-22%	(59,219)	(50,026)	9,192	-16%	(89,702)	(75,809)	13,892	-15%		
Net operating result	2,715	3,825	1,110	41%	(2,091)	(523)	1,568	-75%	710	2,104	1,394	196%	(4,995)	(6)	4,989	-100%	(3,661)	5,399	9,061	-247%		

E.2: Business Unit summary of assets and liabilities report

	Water				Sewerage				Waste				Council				Consolidated				YTD	67%
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)		
Assets																						
Cash and cash equivalents	10,516	3,561	11,798	5,658	13,741	31,533	17,793	129%	15,337	34,330	92%											
Inventory	0	0	0	384	1,255	384	(871)	-69%	1,350	1,255	31%											
Receivables:	0	0	0	0	0	0	0	0%	0	0	0%											
Rates	1,053	442	318	2,424	0	4,237	4,237	0%	7,405	7,503	56%											
Land - for resale	0	0	0	9,560	6,495	9,560	3,065	47%	6,495	14,473	66%											
Infrastructure:	0	0	0	0	0	0	0	0%	0	0	-											
PPE	191,391	118,837	9,659	513,228	984,123	832,665	(151,458)	-15%	992,547	984,123	85%											
Capital WIP	3,395	2,083	142	108,073	0	113,693	113,693	0%	0	0	0%											
Other assets	65	4	198	2,701	1,374	3,418	2,044	149%	2,281	1,374	249%											
Total Assets	206,421	124,926	22,115	642,028	1,006,988	995,490	-11,497	-1%	1,025,415	1,043,058	95%											
Liabilities																						
Employee benefits	672	653	62	6,693	5,004	8,085	3,081	62%	5,025	5,004	162%											
Trade creditors and accruals	19	40	0	518	8,522	576	(7,946)	-93%	8,921	8,522	7%											
Borrowings:	0	0	0	0	0	0	0	0%	-	-	0%											
Short-term	269	172	285	1,153	5,117	1,878	(3,239)	-63%	5,026	5,117	37%											
Long-term	10,840	6,931	11,241	46,110	72,715	75,122	2,407	3%	90,418	90,151	83%											
Other liabilities	0	0	9,736	743	10,978	10,473	(505)	-5%	10,199	10,978	95%											
Total Liabilities	11,800	7,795	21,324	55,216	102,336	96,135	(6,201)	-6%	119,589	119,772	80%											
Current assets	11,646	4,006	12,314	20,727	26,519	42,433	15,915	60%	29,254	52,237	81%											
Current liabilities	921	826	340	8,364	18,643	9,666	(8,977)	-48%	17,059	17,611	55%											
Non-current assets	194,775	120,920	9,801	621,301	989,131	953,057	(36,074)	-4%	996,161	990,821	96%											
Non-current liabilities	10,879	6,969	20,984	46,852	83,693	86,469	2,776	3%	102,529	102,161	85%											
Net community assets	194,622	117,131	791	586,812	913,314	899,355	-13,958	-2%	905,826	923,286	97%											

12.3 ASSET CAPITALISATION POLICY**File No:** FM12.9.2**Attachments:** 1. **Asset Capitalisation Policy**[↓](#)**Responsible Officer:** Andrea Ellis - Chief Financial Officer**Author:** Damien Cross - Senior Accountant

SUMMARY

Council's Asset Capitalisation Policy has been reviewed and is now presented to Council for adoption in accordance with Section 206 of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT Council adopt the Livingstone Shire Council Asset Capitalisation Policy as contained in Attachment One.

BACKGROUND

Council currently has in place an Asset Capitalisation Directive which outlines Council's asset classes and their associated capitalisation thresholds. Internal consultation was undertaken between Finance & Asset Management staff & the Acting Director Corporate Services. A review was undertaken of contemporary Asset Capitalisation Policies of a number of other Queensland Local Governments. Feedback was also sought from Council's external Auditors Deloitte. The attached Draft Policy was tabled at the Audit, Risk & Business Improvement Committee Meeting on 14 May and the Council Workshop on 4 June 2018 for feedback and comment.

The attached Asset Capitalisation Policy is now presented to Council for adoption.

COMMENTARY

The main change in the attached Policy is the removal of Heritage and Cultural Assets as a separate asset class as most recently disclosed in Council's 2016-17 general purpose financial statements. Whilst this change is an administrative change, a Council resolution is required in accordance with Section 206 of the *Local Government Regulation 2012*.

The Queensland Audit Office in recent years has been recommending the simplification of Queensland Local Government annual general purpose financial statements in order to improve the relevance and readability for all stakeholders and the community at large. Council has commenced on this journey to simplification and incorporated a number of simplification measures in recent financial years. However, there is further simplification works which can be completed. One of these simplification measures was to complete a review of Council's asset classes and associated capitalisation thresholds.

ARABIC Committee members did not recommend any changes to the attached draft when discussed on 14 May. The main change in the attached Policy is the removal of Heritage and Cultural Assets as a separate asset class. This will simplify the general purpose financial statements whilst also reducing the administrative burden for Council Finance and Asset Management staff. It is recommended that Heritage and Cultural Assets are removed as a separate asset class effective from 1 July 2017. It is important to note that no heritage and cultural assets are being disposed of or sold as a result of the changes recommended in this report. Rather only the administrative change of removing the Heritage and Cultural as an asset class.

Heritage and Cultural Assets as at 30 June 2017 totaled \$329,190.00 and comprised of 31 individual assets. Only 3 of these 31 assets are worth more than \$10,000 individually.

Heritage and Cultural Assets are valued at fair value and all are non-depreciable assets. It is proposed that all assets currently classified as Heritage and Cultural Assets are to be transferred to the Site Improvements Asset Class. Those assets that don't meet the capitalisation threshold of \$10,000 are to then be removed from the asset register and from the general ledger. The total combined value of the 3 Heritage and Cultural Assets to be transferred to the Site Improvements Asset Class is \$300,000.00 with the remaining \$29,190 to not continue to be recognised as non-current assets effective 1 July 2017.

PREVIOUS DECISIONS

There are no previous decisions regarding this matter.

BUDGET IMPLICATIONS

The adoption of this Policy by Council is not foreseen to have any impact upon Council's budget position.

LEGISLATIVE CONTEXT

Adoption of this Policy is required in accordance with Section 206 of the *Local Government Regulation 2012*.

LEGAL IMPLICATIONS

There are no foreseen legal implications associated with the adoption of this Policy.

STAFFING IMPLICATIONS

There are no staffing implications associated with the adoption of this Policy.

RISK ASSESSMENT

Regular robust reporting of Council's Financial Policies 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 AM1: Develop an innovative and integrated framework for long term, cost effective asset management.**

CONCLUSION

Council currently has in place an Asset Capitalisation Directive which outlines Council's asset classes and their associated capitalisation thresholds. Following a period of internal consultation, a review of other Queensland Local Government Asset Capitalisation Policies, discussions with Council's external Auditors, Deloitte and presentation of the attached Draft Policy to the ARABIC on 14 May and to Council Workshop on 4 June, Council staff has undertaken a review of Council's Asset Capitalisation Directive. The main change to the Directive is the removal of Heritage and Cultural Assets as a separate asset class. Whilst this change is an administrative change, a Council resolution is required in accordance with Section 206 of the *Local Government Regulation 2012*.

12.3 - ASSET CAPITALISATION POLICY

Asset Capitalisation Policy

Meeting Date: 19 June 2018

Attachment No: 1



ASSET CAPITALISATION POLICY

1. Scope

The Asset Capitalisation Policy (this 'Policy') applies to the asset management activities of Livingstone Shire Council.

2. Purpose

To determine asset classes and set a monetary threshold value by asset class for the capitalisation of non-current assets for Council in accordance with the *Local Government Regulation 2012*.

Council is committed to:

- providing accurate capture and recording of non-current asset information for timely and accurate reporting to management, Councillors and the community; and
- meeting all statutory requirements.

3. References (legislation/related documents)

Legislative reference

Local Government Act 2009

Local Government Regulation 2012

Related documents

AASB116 – Property, Plant and Equipment Accounting Standard

AASB13 – Fair Value Measurement Accounting Standard

AASB Framework for the Preparation and Presentation of Financial Statements

4. Definitions

To assist in interpretation, the following definitions shall apply:

AASB	Australian Accounting Standards Board.
Asset Class	A grouping of assets of a similar nature and use in its operations.
Capital Expenditure	Expenditure used to procure, upgrade the capability, extend the life or restore the (non-current) asset.
Capitalisation Threshold	The amount below which the value of a non-current asset must be treated as an expense.
Council	Livingstone Shire Council.
GST	Goods and Services Tax.
Maintenance Expenditure	Is the expenditure to maintain the condition of a non-current asset to ensure that it continues to operate at the current level of service until the end of its useful life to Council.

Asset Capitalisation Policy

Adopted/Approved: Draft
Version: 2

Portfolio: Office of the CEO and Mayor
Business Unit: Finance and Business Excellence

Page 1 of 5

Networked Assets	Are multiple non-current assets grouped as performing a whole service.
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5. Policy Statement

5.1 Definition of an Asset

The Framework for the Preparation and Presentation of Financial Statements section 49 (a) defines an asset as:

- A resource controlled by the entity as a result of past events and from which future economic benefits are expected to flow to the entity.

The key features of an asset are:

- The entity must have control over the future economic benefits of the asset;
- There was a past transaction or event which gave rise to the control of the future economic benefits; and
- There must be future economic benefits expected to flow to the entity.

A non-current asset refers to an asset that is expected to be used during more than one financial year period.

5.2 Recognition of an Asset

The criteria for recognising an asset as outlined in Paragraph 7 of Accounting standard AASB116 – Property, Plant and Equipment is stated below:

- The cost of an item of property, plant and equipment shall be recognised as an asset if, and only if:
 - (a) it is probable that future economic benefits associated with the item will flow to the entity; and
 - (b) the cost of the item can be measured reliably.

The key elements of recognition are detailed below:

- Probable future economic benefits – if the entity considers that it is more likely than not that future benefits will be realised; and
- Reliably measured – generally the value of goods and services can be measured reliably by the price charged by the supplier, while constructed assets can be measured from labour and other costing systems. If the cost cannot be measured reliably, an asset should not be recognised.

5.3 Measurement of Recognition

The measurement of the value of an asset is its cost. Accounting standard AASB116 – Property, Plant and Equipment outlines this in Paragraph 15:

- An item of property, plant and equipment that qualifies for recognition as an asset shall be measured at its cost; and
- Aus 15.1- Notwithstanding paragraph 15, in respect of not-for-profit entities, where an asset is acquired at no cost, or for a nominal cost, the cost is its fair value as at the date of acquisition.

AASB116 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Council records intangible assets and plant and equipment assets at cost with all other asset classes in the table below recorded at fair value.

5.4 Classification of Assets

Accounting standard AASB116, Paragraph 37 states that a class of property, plant and equipment is a grouping of assets of a similar nature and use in an entity's operations. Council adopts the following asset classes:

Asset Classes
Land
Buildings
Plant and Equipment (including Information Technology Equipment)
Road and Drainage Assets
Bridge Assets
Water Infrastructure
Sewerage Infrastructure
Site Improvements (including Heritage and Cultural assets)
Intangible Assets

5.5 Capitalisation Thresholds

Section 206(2) of the *Local Government Regulation 2012* requires a Local Government to set an amount for each different type of non current physical asset below which the value of an asset of the same type must be treated as an expense. Council adopts the following thresholds:

Asset Class	Capitalisation Threshold (excluding GST)
Land	\$1
Buildings	\$10,000
Plant and Equipment (including Information Technology Equipment)	\$5,000
Road and Drainage Assets	\$10,000
Bridge Assets	\$10,000
Water Infrastructure	\$10,000
Sewerage Infrastructure	\$10,000
Site Improvements (including Heritage and Cultural assets)	\$10,000
Intangible Assets	\$10,000

5.6 Capital Expenditure

Where the expenditure is above the capitalisation threshold and is used to procure a new asset, upgrade the capability of the asset, extend the life of the asset or restore the asset, the expenditure shall be capital expenditure. The corresponding budget is held in the capital works budget.

Examples of general capital expenditure include, but are not limited to:

- purchase / construction of infrastructure;
- purchase / replacement of plant and equipment;
- purchase / resumption of land;
- addition of building extensions or partitions;
- replacement of roof or bathroom facilities in a building; and
- upgrade of air conditioning system to increase its capacity or extend its life.

5.7 Expenditure on Networked Assets

Multiple non-current assets, when taken to perform a whole service are classified as networked assets. Expenditure on networked assets for the purposes of procuring a new asset, upgrading the capability of the asset, extending the life or restoring the asset is classified as capital expenditure. If the total capital expenditure per project exceeds the asset class capitalisation threshold as stated in the table above, the project is capitalised irrespective of whether or not the individual asset components exceed the capitalisation threshold.

Networked Assets can be classified as follows:

- Roads and associated assets including kerb and channel, footpaths, cycleways and reseals or asphalt overlay of roads;
- Drainage – including lined channels, underground culverts and pipe components;
- Water and wastewater – underground pipe components, telemetry equipment, water meters and re-lining of pipes; and
- Communication equipment – including Council's Private Automatic Branch Exchange (Internal telephone network) and trunked radios.

5.8 Maintenance Expenditure

Where the expenditure is to ensure that an asset continues to operate at normal capacity until the end of its useful life, it is regarded as maintenance / operational expenditure and the corresponding budget is held in the operating budget. This type of expenditure is typically recurrent in nature and includes regular preventative maintenance as well as unscheduled emergency response repairs.

5.9 Asset Disposal

Where physical non-current assets are disposed of during the financial period, the profit or loss on disposal of the asset will be taken into account in the Financial Statements.

Partial derecognition of an infrastructure assets is to occur whenever:

- A significant component or section of an infrastructure asset is destroyed, abandoned or decommissioned with no future benefit expected to be generated from its use; or
- Major renewal works have been undertaken resulting in a significant component or section of an infrastructure asset being replaced.

5.10 Write Off of Physical Non-Current Assets

Where an asset ceases to provide future economic benefits to Council, due to loss, theft, damage, obsolescence or other factors, the value of the asset will be written down to a nil value and if appropriate, disposed in the period that the write off occurs.

6. Changes to this Policy

This Policy is to remain in force until any of the following occur:

1. The related legislation/documents is amended/replaced; or
2. Other circumstances as determined from time to time by the CEO.

7. Repeals

This Policy repeals the former Livingstone Shire Council Directive titled 'Asset Capitalisation Directive (v1)', approved 16 December 2014.

**CHRIS MURDOCH
CHIEF EXECUTIVE OFFICER**

Asset Capitalisation Policy

Adopted/Approved: Draft
Version: 2

Portfolio: Office of the CEO and Mayor
Business Unit: Finance and Business Excellence

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12.4 YEPPOON LAGOON OPERATING HOURS

File No: 18-060

Attachments: 1. Lane 4 Attendance Record - Pre 8am and Post 6pm [↓](#)

Responsible Officer: Dan Toon - Executive Director Infrastructure

Author: Daniel Pearce - Manager Assets & GIS

SUMMARY

This report provides a follow-up to the Council Workshop report on 4 June 2018 to support the recommendation to implement winter operating hours for the lagoon immediately.

OFFICER'S RECOMMENDATION

THAT Council endorses implementation of winter operating hours for the lagoon effective from the 8th June 2018.

BACKGROUND

A report was presented to Ordinary Council on 20 March 2018 requesting the implementation of summer operating hours (6am to 9pm) throughout the immediate post opening period of the lagoon, which in normal operations would have been winter hours 8am to 6pm.

On 4 June 2018 a follow-up report was presented to Council to implement normal winter operating hours immediately due to low patronage between the hours of 6am to 8am and 6pm to 9pm.

COMMENTARY

Council has requested Lane 4 to monitor patronage for the periods of 6am to 8am and 6pm to 9pm being the hours outside of the normal winter operating period.

The reporting obtained from Lane 4 has shown that patronage during these periods has been low (as per attached document) and based on that, it does not appear to be justifiable for Council to continue to operate with the interim term of summer hours.

PREVIOUS DECISIONS

Ordinary Council Resolution on 20 March 2018 adopting lagoon operating hours as proposed.

Seasonal Period	Days per week	Open Time	Close Time	Access Hours per Day	Access Hours per Week
Opening period (May – June 2018 only)	Monday – Sunday (Including Public Holidays)	6:00am	9:00pm	15 Hours	105 Hours
Summer (September – April)	Monday – Sunday (Including Public Holidays)	6:00am	9:00pm	15 hours	105 Hours
Winter (May – August)	Monday – Sunday (Including Public Holidays)	8:00am	6:00pm	10 Hours	70 Hours

On 4 June 2018 a follow-up report was presented to Council Workshop to implement normal winter operating hours immediately due to low patronage between the hours of 6am to 8am and 6pm to 9pm. This was supported and it was agreed to provide a further report to Ordinary Council for a resolution.

BUDGET IMPLICATIONS

The reduction in the operating hours will result in an immediate reduction in the number of hours lifeguards are required to be onsite. This will however be offset by making security personnel available to patrol the lagoon precinct for these hours.

LEGISLATIVE CONTEXT

N/A

LEGAL IMPLICATIONS

N/A

STAFFING IMPLICATIONS

Some minor reallocation of hours, in particular casuals may be necessary for the reduced winter operating hours.

RISK ASSESSMENT

N/A

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

In accordance with the action item from the Council Workshop on 4 June 2018 it is recommended that Council support a resolution to implement the winter hours (8am to 6pm) effective immediately.

12.4 - YEPPPOON LAGOON OPERATING HOURS

Lane 4 Attendance Record - Pre 8am and Post 6pm

Meeting Date: 19 June 2018

Attachment No: 1

Attendance Before 8am Lagoon

Date	Time	Numbers	Time	Numbers
09/05/2018	6am-7am		7am-8am	
10/05/2018	6am-7am		7am-8am	
11/05/2018	6am-7am		7am-8am	
12/05/2018	6am-7am		7am-8am	
13/05/2018	6am-7am		7am-8am	
14/05/2018	6am-7am	4	7am-8am	6
15/05/2018	6am-7am	3	7am-8am	5
16/05/2018	6am-7am	3	7am-8am	0
17/05/2018	6am-7am	0	7am-8am	2
18/05/2018	6am-7am	1	7am-8am	2
19/05/2018	6am-7am	0	7am-8am	1
20/05/2018	6am-7am	0	7am-8am	2
21/05/2018	6am-7am	15 St Brendan's Students	7am-8am	1
22/05/2018	6am-7am	0	7am-8am	1
23/05/2018	6am-7am	0	7am-8am	0
24/05/2018	6am-7am		7am-8am	
25/05/2018	6am-7am		7am-8am	
26/05/2018	6am-7am		7am-8am	
27/05/2018	6am-7am		7am-8am	
28/05/2018	6am-7am		7am-8am	
29/05/2018	6am-7am		7am-8am	
30/05/2018	6am-7am		7am-8am	
31/05/2018	6am-7am		7am-8am	
Total		11	Total	20

Grand Total
AM

31
(excluding St Brendan's Students)

Attendance after 6pm Lagoon

Date	Time	Numbers	Time	Numbers	Time	Numbers
09/05/2018	6pm-7pm	12	7pm-8pm	11	8pm-9pm	2
10/05/2018	6pm-7pm	9	7pm-8pm	6	8pm-9pm	6
11/05/2018	6pm-7pm	11	7pm-8pm	2	8pm-9pm	1
12/05/2018	6pm-7pm	8	7pm-8pm	1	8pm-9pm	3
13/05/2018	6pm-7pm	6	7pm-8pm	2	8pm-9pm	1
14/05/2018	6pm-7pm	4	7pm-8pm	2	8pm-9pm	0
15/05/2018	6pm-7pm	6	7pm-8pm	3	8pm-9pm	5
16/05/2018	6pm-7pm	8	7pm-8pm	3	8pm-9pm	1
17/05/2018	6pm-7pm	6	7pm-8pm	3	8pm-9pm	2
18/05/2018	6pm-7pm	2	7pm-8pm	0	8pm-9pm	1
19/05/2018	6pm-7pm	4	7pm-8pm	2	8pm-9pm	3
20/05/2018	6pm-7pm	4	7pm-8pm	1	8pm-9pm	0
21/05/2018	6pm-7pm	0	7pm-8pm	0	8pm-9pm	0
22/05/2018	6pm-7pm	0	7pm-8pm	0	8pm-9pm	0
23/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
24/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
25/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
26/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
27/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
28/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
29/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
30/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
31/05/2018	6pm-7pm		7pm-8pm		8pm-9pm	
Total		80	Total	36	Total	25

Grand Total
PM

141

12.5 LOCAL GOVERNMENT INFRASTRUCTURE PLAN - ADOPTION AND COMMENCEMENT

File No:	LU18.3.5
Attachments:	1. Livingstone Shire Local Government Infrastructure Plan <u>↓</u>
Responsible Officer:	David Battese - Manager Strategy & Development Brett Bacon - Executive Director Liveability and Wellbeing
Author:	Melissa Warwick - Senior Strategic Planner

SUMMARY

There is a requirement for local governments to have in place a Local Government Infrastructure Plan by 30 June 2018. On 1 May 2018, Council resolved to advance the Local Government Infrastructure Plan without change following the review of submissions. The final Local Government Infrastructure Plan and required documentation was referred to Council's appointed reviewer for review on 1 May 2018 as required by Statutory Guideline 01/16 - Making and amending local planning instruments.

With the completion of the abovementioned review, the Local Government Infrastructure Plan was recommended for referral to the Minister on 11 May 2018 by Council's appointed reviewer. Council wrote to the Minister, Hon Cameron Dick on 14 May 2018 seeking approval to adopt. Council received written advice from the Minister on 6 June 2018 that it may now proceed to adopt the proposed Local Government Infrastructure Plan.

The Livingstone Shire Local Government Infrastructure Plan will become Part Four of the Livingstone Planning Scheme 2018 which commenced on 1 May 2018.

OFFICER'S RECOMMENDATION

THAT Council resolve to:

- 1) adopt the proposed Local Government Infrastructure Plan as Part of the *Livingstone Planning Scheme 2018* to commence on 25 June 2018; and
- 2) place required notices into the Government gazette and a newspaper circulating locally; and
- 3) make the Local Government Infrastructure Plan available on the Council's website as part of the *Livingstone Planning Scheme 2018* in accordance with *Statutory Guideline 01/16 - Making and amending local planning instruments*.

BACKGROUND

There has been a requirement for councils to integrate infrastructure planning into planning schemes for more than fifteen (15) years. The current requirement is for the commencement of Local Government Infrastructure Plans by 30 June 2018. The process for the preparation of these plans is set by *Statutory Guideline 01/16 - Making and amending local planning instruments*.

This report follows the report to Council on 1 May 2018 where submissions were discussed.

COMMENTARY

A resolution to adopt and commence completes the process required for council to have a Local Government Infrastructure Plan.

PREVIOUS DECISIONS

Council received a letter from the Hon Cameron Dick MP, Minister for State Development, Manufacturing, Infrastructure and Planning dated 2 March 2018 approving the draft Local Government Infrastructure Plan with conditions to proceed to public consultation.

Public consultation of the draft Local Government Infrastructure Plan commenced on 8 March 2018 and ended on 23 April 2018 (with two submissions received).

At the council meeting on 1 May 2018 Council resolved to advance the Local Government Infrastructure Plan to Council's third party reviewer (Cardno) as part of the statutory process.

BUDGET IMPLICATIONS

There could be adverse budget implications (associated with revenue) for not completing and commencing the Local Government Infrastructure Plan by 30 June 2018.

LEGISLATIVE CONTEXT

The Local Government Infrastructure Plan will form Part 4 of the *Livingstone Planning Scheme 2018* predominantly. Other parts of the scheme have been amended in order to integrate the Local Government Infrastructure Plan entirely into the scheme. Any future changes to the Local Government Infrastructure Plan will be required to follow the relevant statutory provisions.

The process followed to be followed to date has been *Statutory Guideline 01/16 – Making and amending local planning instruments*, with future amendments required to follow the *Ministers Guidelines and Rules* and provision of the *Planning Act 2016*.

The requirement for all Local Governments to have a Local Government Infrastructure Plan in place by 30 June 2018 is prescribed the *Planning Act 2016*.

LEGAL IMPLICATIONS

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

STAFFING IMPLICATIONS

The requirement to follow the process set out in *Statutory Guideline 01/16 – Making and amending local planning instruments*, involves internal staff resources. The importance of this project has meant that officers have been allocated specifically to advance the plan at each step of the process to ensure it continues to advance.

RISK ASSESSMENT

The risk for this project was the inability to levy charges in the absence of the plan not commencing by 30 June 2018. This has now been averted due to the approval received from the Minister on 6 June 2018 and Council considering making the required amendments and Resolution to approve and commence the Local Government Infrastructure Plan prior to 30 June 2018.

CORPORATE/OPERATIONAL PLAN

Strategy GO2 of Council's Corporate Plan states: '*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 report recommends Council adopt and commence the new Local Government Infrastructure Plan before 30 June 2018 as Part 4 of the *Livingstone Planning Scheme 2018*.

12.5 - LOCAL GOVERNMENT INFRASTRUCTURE PLAN - ADOPTION AND COMMENCEMENT

Livingstone Shire Local Government Infrastructure Plan

Meeting Date: 19 June 2018

Attachment No: 1



Livingstone Planning Scheme Part 4

LOCAL GOVERNMENT INFRASTRUCTURE PLAN (LGIP)

March 2018

This is to certify that this is a true and correct copy of the Local Government Infrastructure Plan (LGIP) for the Livingstone Shire Council area submitted for the First State Interest Review.

Signed:

Chief Executive Officer

Date TBA

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4.1 Preliminary

- (1) This local government infrastructure plan (LGIP) has been prepared in accordance with the requirements of the Sustainable Planning Act 2009.
- (2) The purpose of the local government infrastructure plan is to:
 - a) integrate infrastructure planning with the land use planning identified in the planning scheme;
 - b) provide transparency regarding a local government's intentions for the provision of trunk infrastructure
 - c) enable a local government to estimate the cost of infrastructure provision to assist its long term financial planning
 - d) ensure that trunk infrastructure is planned and provided in an efficient and orderly manner; and
 - e) provide a basis for the imposition of conditions about infrastructure on development approvals.
- (3) The local government infrastructure plan:
 - a) states in Section 4.2 (planning assumptions) the assumptions about future growth and urban development including the assumptions of demand for each trunk infrastructure network
 - b) identifies in Section 4.3 (priority infrastructure area) the prioritised area to accommodate urban growth up to 2031
 - c) states in Section 4.4 (desired standards of service) for each trunk infrastructure network the desired standard of performance
 - d) identifies in Sections 4.5 (plans for trunk infrastructure) the existing and future trunk infrastructure for the following networks:
 - i. water supply
 - ii. sewerage
 - iii. stormwater
 - iv. transport
 - v. parks and land for community facilities;
 - e) provides a list of supporting documents that assist in the interpretation of the local government infrastructure plan in Section 4.6 (Extrinsic material)

4.2 Planning Assumptions

- (1) The planning assumptions state the assumptions about:
 - a) population and employment growth
 - b) the type, scale, location and timing of development including the demand for each trunk infrastructure network

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- (2) The planning assumptions together with the desired standards of service form a basis for the planning of the trunk infrastructure networks and the determination of the priority infrastructure area.
- (3) The planning assumptions have been prepared for:
- a) the base date 2011 and the following projection years to accord with future Australian Bureau of Statistics census years:
 - i. mid 2016
 - ii. mid 2021
 - iii. mid 2026
 - iv. mid 2031
 - b) the LGIP development types in column 2 that include the uses in column 3 of Table 4.1.
 - c) the projection areas identified on Local Government Infrastructure Plan Figures SC 3.2.1, SC 3.2.2 and SC 3.2.3

Table 4.1—Relationship between LGIP development categories, LGIP development types and uses

Column 1 LGIP development category	Column 2 LGIP development type	Column 3 Uses
Residential development	Single Dwelling	Dwelling house Dual occupancy Caretakers accommodation
	Multiple Dwelling	Multiple dwelling Hotel (accommodation component) Short-term accommodation Rooming accommodation Retirement facility Relocatable home park
	Other	Dwelling unit Tourist park Community residence Nature based tourism (accommodation component) Non-resident workforce accommodation Resort complex (accommodation component) Rural workers' accommodation
Non-residential development	Commercial	Bulk goods: <ul style="list-style-type: none"> • Agricultural supplies store • Bulk landscape supplies • Garden centre • Hardware and trade supplies • Outdoor sales • Showroom Office:

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Column 1 LGIP development category	Column 2 LGIP development type	Column 3 Uses
		<ul style="list-style-type: none"> Office Sales office
	Retail	Adult store Bar Food and drink outlet Service industry Service station Shop Shopping centre
	Industrial	Low impact industry Medium impact industry Research and technology industry Warehouse Marine industry High impact industry Special industry Low impact Rural industry <ul style="list-style-type: none"> Animal husbandry Cropping Permanent plantation High impact Rural industry <ul style="list-style-type: none"> Aquaculture Intensive animal industry Intensive horticulture Rural industry Wholesale nursery Winery
	Community	Places of Assembly: <ul style="list-style-type: none"> Child care centre Club Community care centre Community use Educational establishment Function facility Funeral parlour Place of worship Entertainment: <ul style="list-style-type: none"> Hotel Nightclub entertainment facility Theatre Sport and recreation: <ul style="list-style-type: none"> Indoor sport and recreation Outdoor sport and recreation Essential Services:

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Column 1 LGIP development category	Column 2 LGIP development type	Column 3 Uses
		<ul style="list-style-type: none"> • Detention facility • Emergency services • Health care services • Hospital • Residential care facility • Veterinary services
	Other	<p>Specialised uses</p> <ul style="list-style-type: none"> • Air services • Animal keeping • Brothel • Car wash • Crematorium • Extractive industry • Market • Major sport, recreation and entertainment facility • Motor sport facility • Outstation • Parking station • Port services • Renewable energy facility • Tourist attraction • Transport depot • Utility installation <p>Minor Uses</p> <ul style="list-style-type: none"> • Cemetery • Environment facility • Home based business • Landing • Major electricity infrastructure • Park • Roadside stall • Substation • Telecommunications facility • Temporary use

- (4) Details of the methodology used to prepare the planning assumptions are stated in the extrinsic material (refer Section 4.6).

4.2.1 Population and Employment Growth

- (1) A summary of the assumptions about population and employment growth for the planning scheme area is stated in Table 4.2—Population and employment assumptions summary.

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Table 4.2—Population and employment assumptions summary

Column 1- Description		Column 2 Assumptions					
		Base date 2011	2016	2021	2026	2031	Ultimate development
Population	No	33,400	37,960	41,434	46,001	51,151	57,052
	% change		14%	9%	11%	11%	12%
Employment	No	10,832	12,311	13,437	14,918	16,589	18,502
	% Change		14%	9%	11%	11%	12%

- (2) Detailed assumptions about growth for each projection area and LGIP development type category are identified in the following tables in Schedule 3 Local government infrastructure plan mapping and tables:

- a) for population, Table SC 3.1.1—Existing and projected population;
- b) for employment, Table SC 3.1.5—Existing and projected employees

4.2.2 Development

- (1) The developable area is identified on Local Government Infrastructure Plan Figures SC 3.2.1, SC 3.2.2 and SC 3.2.3—Local government infrastructure plan mapping and tables.

Editor's note: The approach taken to identify the developable area is stated in the extrinsic material document titled – Livingstone Shire Council Local Government Infrastructure Plan Assumptions Report 2018.

- (2) The planned density for future development is stated in Table SC 3.1.3 in Schedule 3—Local government infrastructure plan mapping and tables.
- (3) A summary of the assumptions about future residential and non-residential development for the planning scheme area is stated in Table 4.3—Residential dwellings and non-residential floor space assumptions summary.

Table 4.3—Residential dwellings and non-residential floor space assumptions summary

Column 1- Description		Column 2 Assumptions					
		Base date 2011	2016	2021	2026	2031	Ultimate
Residential Dwellings	No	15,718	18,142	20,109	22,672	25,210	28,119
	% change		15%	11%	13%	11%	12%
Non-Residential floor space (m2 GFA)	No	294,430	334,635	365,256	405,513	450,911	502,931
	% Change		14%	9%	11%	11%	12%

- (4) Detailed assumptions about future development for each projection area and LGIP development type are identified in the following tables in Schedule 3 Local government infrastructure plan mapping and tables:

- a) for residential development, Table SC 3.1.2
- b) for non-residential development, Table SC 3.1.4

4.2.3 Infrastructure Demand

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- (1) The demand generation rate for a trunk infrastructure network is stated in Table SC 3.1.6 in Schedule 3 Local government infrastructure plan mapping and tables.
- (2) A summary of the projected infrastructure demand for each service catchment (i.e. Water supply network, sewerage network, stormwater network, transport network, parks and land for community facilities network) is stated in Table SC 3.1.7

4.3 Priority Infrastructure Area

- (1) The Priority Infrastructure Area (PIA) identifies the area prioritised for the provision of trunk infrastructure to service the existing and assumed future urban development up to 2031.
- (2) The Priority Infrastructure Area is identified on Local Government Infrastructure Plan Maps SC 3.2.1, SC 3.2.2 and SC 3.2.3.

4.4 Desired Standards of Service

- (1) This section states the key standards of performance for a trunk infrastructure network.
- (2) Details of the standard of service for a trunk infrastructure networks are identified in the extrinsic material.

4.4.1 Water Supply Network

- (1) The desired standards of service for the water supply system are detailed in Tables 4.4 and 4.5.
- (2) Livingstone Shire Council aims to provide reticulated potable water supply to the consumer to meet the demands imposed upon it by both the consumers and the fire fighting requirements.
- (3) It is acknowledged that in some cases, due to local circumstances, the desired standards of service may not be met. In these situations, water supply trunk infrastructure aims to meet the standards to the greatest degree practicable.

Table 4.4 - Water Supply Network Design Criteria

Design criteria	Measure
Average Day (AD) Demand	500 litres per equivalent person per day (L/EP/Day)
Maximum Day (MD) Demand	1.9 x average day (AD)
Maximum Hour (MH) Demand	1/12 x maximum day (MD)
One (1) equivalent tenement (ET)	2.7 equivalent persons (EP)
Minimum Service Pressure	<ul style="list-style-type: none"> 22 metres head at the centroid of the residential lot during normal diurnal flow in the reticulation non-trunk network for trunk network to be a minimum 1-meter head at all times.
Desirable Upper Service Pressure	50 metres head at the centroid of the residential lot during normal diurnal flow in the reticulation non-trunk network
Maximum Service Pressure	<ul style="list-style-type: none"> 80 meters head at the centroid of the residential lot in the reticulation non-trunk network; 90 meters for the trunk network.
Fire Fighting Pressure	12 metres minimum in the reticulation non-trunk water supply network
Fire Flow for residential area in the	15 litres per second for a duration of two (2) hours at minimum pressure of

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Design criteria	Measure
reticulation non-trunk network	120 kilopascals (kPa)
Fire Flow for industrial/commercial area in the reticulation non-trunk network	30 litres per second for a duration of four (4) hours at minimum pressure of 120 kilopascals (kPa)
Pipeline design maximum velocity	two (2) metres per second (1.5m/sec desirable for optimum energy useage)
Reservoir Capacity	one (1) Maximum Day for the supply zone
Trunk Water Main sizing	<ul style="list-style-type: none"> Average Day (AD) supply to Trunk Dams Maximum Day (MD) supply to Reservoirs Maximum Hour (MH) supply to reticulation

Table 4.5 – Water Supply Network Desired Standards of Service

Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
Reliability / continuity of supply	The water supply system has been designed to provide water twenty-four (24) hours a day seven (7) days a week, but under certain circumstances, Livingstone Shire Council may need to interrupt or limit this service so that essential repair and maintenance work can be carried out.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme. Section 3 and table 3.1 FRW Strategic Asset Management Plan 22/11/2012. <i>Water Supply (Safety and Reliability) Act</i>. Compliance with the requirements of the System Leakage Management Plan for the Rockhampton Region. Capricorn Municipal Development Guidelines.
Adequacy of supply	The objective of the water supply system is to provide to the consumer a reticulated potable water supply to meet the demands imposed upon it by both the consumer and fire fighting requirements.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme. Water Development Code and Planning Scheme Policy – Livingstone Shire Planning Scheme. Capricorn Municipal Development Guidelines <i>Water Supply (Safety and Reliability) Act</i> Compliance with the requirements of the System Leakage Management Plan for the Rockhampton Region.
Quality of supply	Livingstone Shire Council will ensure that the water quality is generally in accordance with recognised standards that safeguards community health.	<ul style="list-style-type: none"> Australian Drinking Water Quality Guidelines issued by the National Health and Medical Research Council. Section 3 table 3.2 FRW Strategic Asset Management Plan 22/11/2012.
Environmental impacts	The environmental impacts of the water supply network are minimised in accordance with community expectations.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme. Compliance with the requirements of the <i>Environmental Protection Act 1994</i> <i>Water Supply (Safety and Reliability) Act</i>.
Pressure and leakage management	The water supply network is monitored and managed to maintain the reliability and adequacy of supply and to minimise environmental impacts.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme. Compliance with the requirements of the System Leakage Management Plan for the Rockhampton Region. <i>Water Supply (Safety and Reliability) Act</i>.
Infrastructure design/planning standards	Design of the water supply network will comply with established guidelines, codes and standards.	<ul style="list-style-type: none"> Capricorn Municipal Development Guidelines – Design Specifications and Standard Drawings. Water Reticulation Code of Australia WSA 03-1999. Department of Natural Resources and Mines Planning Guidelines for Water Supply and Sewerage March 2005.

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4.4.2 Sewerage Network

- (1) The desired standards of service for the sewerage system are detailed in Tables 4.6, 4.7 and 4.8.
- (2) Livingstone Shire Council aims to provide reticulated sewerage to the consumer to meet the demands imposed upon it by the consumers and the Environmental Protection Agency.
- (3) The objective of the sewerage system is to transport sewage from domestic, commercial and industrial properties using gravity flow pipes and where this is uneconomical, by pumping to the treatment plant.
- (4) It is acknowledged that in some cases, due to local circumstances, the desired standards of service may not be met. In these situations, sewerage trunk infrastructure aims to meet the standards to the greatest degree practicable.

Table 4.6 – Sewerage Network Design Criteria

Design criteria	Measure
One (1) equivalent person (EP)	200 litres per equivalent person per day (L/EP/day)
One (1) equivalent tenement (ET)	2.7 equivalent person (EP)
Average Dry Weather Flow (ADWF)	540 litres per equivalent tenement per day (L/ET/day)
Peak Dry Weather Flow (PDWF)	2.5 x Average Dry Weather Flow (ADWF)
Wet Weather Flow (WWF)	Five (5) x Average Dry Weather Flow (ADWF)
Sewage pump station emergency storage	Four (4) hours minimum
Total sewage pump station capacity	Wet Weather Flow or Five (5) x Average Dry Weather Flow (ADWF) minimum
Gravity Main Flow Capacity	75% of full depth at Wet Weather Flow (WWF) capacity.
Gravity Main Minimum velocity at Peak Dry Weather Flow (PDWF)	0.7 m/sec at Peak Dry Weather Flow (PDWF) capacity.
Gravity Main Maximum velocity at wet weather flow (WWF)	2 m/sec at Wet Weather Flow (WWF) capacity.
Rising main minimum scouring velocity	0.7 m/sec at Peak Dry Weather Flow (PDWF) capacity.
Rising main maximum velocity	<ul style="list-style-type: none"> 1.5m/sec for new trunk sewer rising mains at Wet Weather Flow (WWF) capacity; 2 m/sec for augmentation of existing trunk sewer rising mains at Wet Weather Flow (WWF) capacity.
Planning Horizon	<ul style="list-style-type: none"> Ultimate for reticulation (non-trunk) network 20 yrs for trunk gravity mains, trunk sewage pump stations, trunk sewer rising mains, trunk effluent pressure mains.
Odour Protection	<ul style="list-style-type: none"> Required for new trunk sewage pump stations where initial loadings cause long detention times; Not required for augmented sewage pump stations
Air Release and Air Scour	<ul style="list-style-type: none"> Air Venting in all gravity sewer mains at locations of excessive turbulence – particularly where a steep (super-critical flow) meets a flat section (sub-critical flow), and discharge chambers;

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	<ul style="list-style-type: none"> Air scours on rising mains where air lock is a risk.
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Table 4.7 – Treated water quality

Criteria	Measure
Biological Oxygen Demand (BOD)	Less than 20 milligrams per litre
Dissolved Oxygen (DO)	Greater than 6 milligrams per litre
Suspended Solids (SS)	Less than 30 milligrams per litre
pH	6.5 – 7.5
Free chlorine residual	Less than 0.7 milligrams per litre

Table 4.8 – Sewerage Network Desired Standards of Service

Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
Reliability	Livingstone Shire Council is to provide prompt, courteous and effective sewerage services to its customers. Staff make every effort to ensure the sewerage system operates adequately and with minimal disruption.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme. Section 3.2 and tables 3.3 to 3.5 Fitzroy River Water Strategic Asset Management Plan 22/11/2012.
Quality of treatment	Livingstone Shire Council uses every effort to continue to operate the sewerage system efficiently and effectively, ensuring the highest value for effluent is received for all sewerage treatment plants. The quality of treatment ensures the health of the community, the safe and appropriate level of treatment and proper disposal of treated effluent.	<ul style="list-style-type: none"> Compliance with the requirements of the <i>Environmental Protection Act 1994</i>. Tables 2.15 to 2.18 Fitzroy River Water Strategic Asset Management Plan 22/11/2012.
Environmental impacts	Livingstone Shire Council uses every effort to continue to operate the sewerage system efficiently and effectively and minimise sewage overflows and interruptions. The environmental impacts of the sewerage network are minimised in accordance with community expectations.	<ul style="list-style-type: none"> Livingstone Shire Planning Scheme Compliance with the requirements of the <i>Environmental Protection Act 1994</i>.
Effluent reuse	Livingstone Shire Council reuses effluent wherever possible.	<ul style="list-style-type: none"> Compliance with the requirements of the <i>Environmental Protection Act 1994</i>. Queensland Water Recycling Guidelines – December 2005.
Infrastructure design/planning standards	Design of the sewerage network will comply with the established guidelines, codes and standards.	<ul style="list-style-type: none"> Capricorn Municipal Development Guidelines – Design Specifications and Standard Drawings. Sewerage Reticulation Code of Australia WSA 03-1999. Department of Natural Resources and Mines Planning Guidelines for Water Supply and Sewerage March 2005. <i>Water Supply (Safety and Reliability) Act</i>.

4.4.3 Stormwater Network

- (1) The function of Council's stormwater drainage systems is to collect and convey stormwater through respective catchment areas via connected flowpaths with minimal nuisance, danger or damage, at a cost that is acceptable to the community.

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- (2) It is acknowledged that in some cases, due to local circumstances, the desired standards of service may not be met. In these situations, stormwater trunk infrastructure aims to meet the standards to the greatest degree practicable.
- (3) The Defined Flood Event (DFE) and Defined Flood Level (DFL) are defined in the Planning Scheme and Policies.
- (4) Table 4.9 outlines the planning and design criteria for the stormwater network within the Livingstone Shire Council area. Some significant design parameters are as follows:
- Major and Minor System Criteria are required.
 - Q100 (AEP 1% or ARI 100) for all Major Systems, Q5 for residential and Q10 for industrial Minor Systems.
 - Building level freeboard not less than 300 millimetres above DFE level.
 - Natural flowpaths will be connected and protected.

Table 4.9 – Stormwater Network Desired Standards of Service

Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
Connectivity	Ensure trunk drainage flowpaths are connected to ensure lawful access for development	<ul style="list-style-type: none"> Water Act defined Watercourses are assumed to be protected under State authority, but is desirable in urban areas to have drainage Easement for the natural bed and banks; Water Act defined Watercourses are to have Q100 flood drainage easements; Water Act defined Drainage Features are to have Q100 drainage easements for the natural flowpath; Water Act defined Overland Flow does not require drainage easements over the natural flowpaths. Combined use for parks and sporting facilities according to the risks.
Quantity	Collect and convey stormwater in natural and engineered channels, a piped, drainage network and system of overland flow paths to a lawful point of discharge, in a safe manner that minimises the inundation of habitable rooms and protects life.	<ul style="list-style-type: none"> Local government standards in planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and Queensland Urban Drainage Manual.
Quality	The water quality of urban catchments and waterways is managed to protect and enhance environmental values and pose no health risk to the community.	<ul style="list-style-type: none"> Local water quality guidelines prepared in accordance with the National Water Quality Management Strategy; and Queensland Water Quality Guidelines 2009 — Environmental Protection Agency (EPA); and National Water Quality Guidelines — National Water Quality Management Strategy.
Environmental impacts	Where appropriate, adopt water-sensitive urban design principles and on-site water quality management to achieve Environmental Protection Agency water	<ul style="list-style-type: none"> Local government standards/codes in the planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and

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Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
	quality objectives.	<ul style="list-style-type: none"> Environmental Protection [Water] Policy 1997.
Infrastructure design / planning standards	Design of the stormwater network will comply with established codes and standards.	<ul style="list-style-type: none"> Local government standards in the planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and Queensland Urban Drainage Manual; and Natural Channel Design Guidelines.

4.4.4 Transport Network

(1) The transport network contains three integrated systems being roads, public transport, and the pedestrian and cycle network. The desired standards are below.

a) Roads:

- i. The desired standards of service for trunk roads are largely dependent on the road hierarchy classification, lanes, traffic loading, traffic pattern, and level of service (LOS) (shown in Tables 4.11 and 4.12);
- ii. The desired standards of service apply to all trunk infrastructure roads within the Livingstone Shire Council area in accordance with Table 4.10.

b) Public transport:

- i. Bus facilities are to include bus stopping treatments and shelters in accordance with Table 4.10.

c) Pedestrian and cycle network:

- i. Desired standards of service for cycleways and pedestrian pathways concern geometric design considerations required for the construction of trunk infrastructure as defined by on-road and off-road facilities identified in the Capricorn Municipal Development Guidelines, and summarised in Table 4.10 below.

(2) It is acknowledged that in some cases, due to local circumstances, the desired standards of service may not be met. In these situations, transport trunk infrastructure aims to meet the standards to the greatest degree practicable.

Table 4.10 – Transport Network Desired Standards of Service

Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
Road network design/planning standards	<p>The road network provides a functional urban and rural hierarchy that supports settlement patterns, commercial and economic activities and freight movement.</p> <p>Design of the road system aims to meet minimum Level of Service (LOS) D at the Planning Horizon Peak Hour</p>	<ul style="list-style-type: none"> Local government road design and development manual/standards/codes in the planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and The Queensland Department of Transport and Main Roads Road Planning and Design Manual; and Australian Standards; and AUSTROADS guides; and

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Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
	Pattern for the particular site.	<ul style="list-style-type: none"> Maximum acceptable degree of saturation for intersections identified in Table 4.12 or minimum levels of service (LOS) D in Table 4.11; and Level of service (LOS) – Table 4.11
Public Transport design/planning standards	Ensure development accommodates the access to and integration of public transport services. Provide bus stops including bus bays, shelters, seating and bus information systems in accordance with Council's adopted standards identified in the planning scheme.	<ul style="list-style-type: none"> Local government road design and development manual/standards/codes in the planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and Design accords with the performance criteria set by Department of Transport and Main Roads; and Queensland Government TRANSLINK Public transport infrastructure manual; and AUSTROADS guides for road-based public transport and high-occupancy vehicles.
Cycleway and pathway design/planning standards	Cycleways and pathways provide a safe and convenient network that encourages walking and cycling as acceptable travel alternatives. Design of the network will comply with Council's adopted standards identified in the planning scheme.	<ul style="list-style-type: none"> Local government road design and development manual/standards/codes in the planning scheme, planning scheme policies and Capricorn Municipal Development Guidelines; and Australian Standards; and AUSTROADS Guides; and Complete Streets.

Table 4.11 - Level of service (LOS) for trunk roads, intersections, pedestrian and cycle networks *

Level of Service	Short Description	Loading
A	Free flow	< 33 %
B	Reasonably free flow	< 50 %
C	Stable flow	< 65 %
D	Approaching unstable flow	< 80 %
E	Unstable flow	100 %
F	Forced or breakdown flow	

* Refer to Department of Main Road Planning and Design Manual

Table 4.12 – Maximum Degree of Saturation for Road Intersections

Road Network Item	Maximum degree of saturation
Traffic Signals	0.9
Roundabout	0.85
Priority controlled	0.8
Traffic signals (State-controlled)	0.9

4.4.5 Public Parks and Land for Community Facilities Network

- (1) The desired standards of service for the public parks and land for community facilities trunk infrastructure are shown in Tables 4.13 to 4.18 – desired standards of service – public parks and land for community facilities, and they should be read in conjunction with Council's adopted technical standards – Capricorn Municipal Development Guidelines and the Economic Development Queensland Guidelines 11 and 12.

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- (2) It is acknowledged that in some cases, due to local circumstances, the desired standards of service may not be met. In these situations, public parks and land for community facilities trunk infrastructure aims to meet the standards to the greatest degree practicable.

Table 4.13 – Public Parks and Land for Community Facilities Network Desired Standards of Service

Measure	Planning criteria (qualitative standards)	Design criteria (quantitative standards)
Functional network	A network of parks and community land is established to provide for the full range of recreational and sporting activities and pursuits.	<ul style="list-style-type: none"> Parks and community land are provided at a local, district and local government area wide level. Parks and community land address the needs of both recreation and sport.
Accessibility	<p>Public parks and land for community facilities will be located to ensure adequate pedestrian, cycle and vehicle access.</p> <p>Co-locate land for multi-purpose community facilities with parks and recreation land and commercial/retail centres.</p>	<ul style="list-style-type: none"> 2,000 square metres of land for community facilities is to be provided when such land is co-located with a district and regional park. Accessibility standards are identified in Table 4.15.
<ul style="list-style-type: none"> Land quality/suitability Area/1,000 persons Minimum size Shape of land Minimum desired flood immunity Maximum desired grade Road frontage and visibility 	Public parks and land for community facilities will be provided to a standard that supports a diverse range of recreational, sporting, community and health-promoting activities to meet community expectations. This includes ensuring land is of an appropriate size, configuration and slope, and has an acceptable level of flood immunity.	The rate of land provision is identified in Table 4.14. The minimum size, shape of land, minimum desired flood immunity, maximum desired grade and road frontage and visibility for land is identified in Table 4.16.
Facilities / embellishments	Public parks and land for community facilities contain a range of embellishments to complement the type and purpose of the park.	Indicative embellishments for each type of park, land for community facilities and sports grounds are identified in Table 4.17 and Table 4.18.
Infrastructure design / performance standards	Maximise opportunities to collocate recreational parks and land for community facilities in proximity to other community infrastructure, transport hubs and valued environmental and cultural assets.	Local government standards in the planning scheme and planning scheme policies Australian Standards.

Table 4.14 – Rate of Land Provision

Infrastructure type	Rate of provision (Hectare per 1000 people)	
	District	Local government-wide
Recreation park	0.8	0.5
Sports Ground	2.5	2.5
Land for Community Facilities	<p>Rate of provision to be determined by minimum land sizes and at least one (1) district facility per the following planning sectors:</p> <ul style="list-style-type: none"> Yeppoon Emu Park 	<p>Rate of provision to be determined by minimum land sizes and at least one (1) regional facility per the following planning sectors:</p> <ul style="list-style-type: none"> Yeppoon

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Table 4.15 – Accessibility Standard

Infrastructure type	Accessibility standard (km)	
	District	Local government-wide
Recreation park	2.5 kilometres in urban areas and within 500 metres of a public transport pick up/drop off point.	Local government area and within 500 metres of a public transport pick up/drop off point.
Sports ground	2.5 kilometres in urban areas and within 500 metres of a public transport pick up/drop off point.	Local government area and within 500 metres of a public transport pick up/drop off point.
Land for community facilities	Within 800 metres of a public transport pick up/drop off point.	Within 500 metres of a public transport pick up/drop off point.

Table 4.16 – Public Parks and Land for Community Facilities Characteristics

Characteristic	Recreation Parks and Land for Community Facilities		Sports Grounds	
	District	Regional	District	Regional
Minimum size of open space (hectares)	Two (2) hectares of usable space for parkland One (1) hectare of usable space for land for community facilities	Six (6) hectares of usable space for parkland 1.5 hectares of usable space for land for community facilities	A minimum of three (3) hectares, sufficient to boast two (2) fields per one (1) oval collocating and room for ancillary facilities (club house, toilets, car parking)	A minimum of four (4) hectares, sufficient to boast three (3) fields per two (2) ovals collocating and room for ancillary facilities (club house, toilets, car parking)
Shape of land	The preferred shape for a park/land for community facilities is square to rectangular with the sides no greater than 2:1		To maximise the area available for playing fields, a square or rectangular shape is considered most efficient	
Minimum desired flood immunity for parks	At least twenty-five (25) per cent of total area above Q50 with main activity area/s above Q100	At least fifty (50) per cent of total area above Q50 with main activity area/s above Q100 and free of hazards	Free of hazards. Ninety per cent of land above Q20. Fields/courts above Q50. Built facilities above Q100	
Maximum desired grade	Recreation parks — average grade of 1:14 for eighty (80) per cent of the area of the park to facilitate wheelchair access to parks. Variable topography is satisfactory for the remaining area No area of the park will have a grade greater than 1:6 Community facilities — a maximum grade of no more than six (6) per cent for the entirety of the site or ten (10) per cent for the footprint of the community facility	Recreation parks — average grade of 1:20 for main use areas, 1:50 for kick about area, and variable topography for remainder No area of the park will have a grade greater than 1:6 Community facilities — a maximum grade of no more than six (6) per cent for the entirety of the site or ten (10) per cent for the footprint of the community facility	Laser levelling to a maximum gradient of playing surface 1:100	
Road frontage and	Twenty-five (25) per cent of park perimeter to have	Fifty (50) per cent of park perimeter to have	Twenty-five (25) per cent of the ground	

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Characteristic	Recreation Parks and Land for Community Facilities		Sports Grounds	
	District	Regional	District	Regional
visibility	direct road frontage, preferably on a collector road.	direct road frontage, preferably on a collector road.	perimeter to have direct road frontage.	

Table 4.17 – Indicative Embellishments for the Hierarchy of Recreation Parks and Land for Community Facilities

Embellishment	Recreation parks	
	District	Local government-wide
Internal roads	None.	As required to service car parking and access requirements.
Car parking	Forty (40) sealed car parks.	Minimum of 120 sealed car parks.
Fencing/bollards, lock rail	Fencing/bollards along road frontages and including a lock rail.	Fencing/bollards along road frontages and including a lock rail.
Lighting	Lighting to all roadways, parking, picnic nodes and primary pedestrian paths.	Lighting to all roadways, parking, picnic nodes and primary pedestrian paths.
Toilets/public amenities	One (1) toilet (location to be determined in consultation with Council).	Two (2) toilets (location to be determined in consultation with Council).
Pedestrian pathway access network	2.2 metre wide concrete shared pedestrian and cycle path through and around park connecting to adjacent pathways.	Entrance and access paths. Concrete shared pedestrian and cycle path (minimum 2.2 metre wide generally and minimum 3.5 metre wide in key, high use areas) connecting to adjacent pathways.
Bench seating	Minimum of four (4), located for supervision of any play area (if not otherwise serviced by sheltered tables), and/or along recreation corridors/pedestrian pathways to provide rest stops.	As determined in consultation with Council. Located for: <ul style="list-style-type: none"> supervision of any play area (if not otherwise serviced by sheltered tables); and along recreation corridors/pedestrian pathways to provide rest stops; and/or enjoyment of views/amenity.
Shade structures or trees (over playgrounds)	Yes.	Yes.
Shelters/gazebo with tables and seating and bins	Minimum of six (6) shaded tables, seating and bins.	Minimum of fifteen (15) shaded tables, seating and bins (further provision to be determined in consultation with Council).
Tap/bubbler	Three (3) drinking fountain/bubbler and taps.	Ten (10) drinking fountain/bubbler and taps.
Barbeques	Three (3) barbeques.	Ten (10) barbeques (to be determined in consultation with Council – provision may consist of multiple double barbecues located to service picnic nodes for individuals, families and large groups).
Rubbish bins	As required to service activity areas, picnic nodes, key access/egress areas and pathway systems.	As required to service activity areas, picnic nodes, key access/egress areas and pathway systems.
Landscaping and turfing	Shade trees, landscaping and turfing to enhance amenity (determined in consultation with Council).	Shade trees, landscaping and turfing to enhance amenity (determined in consultation with Council).
Signage	Park identification and way finding signage, located at key entrances. Optional — interpretive signage (for nature	Park identification and way finding signage, located at key entrances. Optional — interpretive signage and/or trail signage

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Embellishment	Recreation parks	
	District	Local government-wide
	appreciation areas) or trail signage (for example distance markers on recreation corridors).	(for example distance markers on recreation corridors). Signage theme reflecting key features of the park.
Recreation activity areas	Mix of ten (10) recreation activity areas, clustered in two or more nodes (for example mix of toddlers, children, youth, picnic and barbecue area, dog off-leash, skate park, meeting area, older adults, pathway systems).	Mix of fifteen (15) recreation activity areas dispersed across well-defined nodes of activity focus (for example a mix of toddlers, children, youth, older adults, major picnic and barbecue area, dog off-leash, skate park, meeting areas, trail network, event area, nature appreciation area).
Irrigation	In identified high use areas.	In identified high use areas.
Bike racks	Three (3) bike racks for a minimum of fifteen (15) bikes.	Bike racks for a minimum of thirty (30) bikes.
Bus pull-through	No.	Yes (location to be determined in consultation with Council).
Bus parking	No.	Yes (location to be determined in consultation with Council).

Table 4.18 – Indicative Embellishments for the Hierarchy of Sport Parks

Park element	Embellishment details	
	District	Local government-wide
Courts/fields	As a minimum, two (2) rectangular fields and capacity for additional facilities/courts (as determined in consultation with Council). Sports grounds and facilities meet accepted standards including dimensions, playing surface and subsurface drainage.	As a minimum, three (3) rectangular fields and capacity for additional facilities/courts (as determined in consultation with Council). Sports grounds and facilities meet accepted standards including dimensions, playing surface and subsurface drainage.
Goal posts/line marking	According to accepted standards.	According to accepted standards.
Irrigation	Main field as a minimum (to be determined in consultation with Council).	Two (2) main fields as a minimum (to be determined in consultation with Council).
Field/court lighting	Lighting for night sports.	Lighting for night sports.
Spectator seating	100 seats and earth mounds (determined in consultation with Council)	150 seats and earth mounds (determined in consultation with Council)
Tap/bubbler	Four (4) drink bubblers and taps located near activity areas and canteen/clubhouse area.	Eight (8) drink bubblers and taps located near activity areas and canteen/clubhouse area.
Sports clubhouse	Minimum of one (1) (exact provision to be determined in consultation with Council) including a toilet/change room, canteen, storage and administrative/office space.	Minimum of two (2) (exact provision to be determined in consultation with Council) including a toilet/change room, canteen, storage and administrative/office space.
Landscaping and turfing	Trees/shade provision for spectators, landscaping of boundaries to buffer noise/light spill to any surrounding properties.	Trees/shade provision for spectators, landscaping of boundaries to buffer noise/light spill to any surrounding properties.
Feature paving/concrete stencilling	Located at key entry areas or high use zones (to be determined in consultation with Council).	Located at key entry areas or high use zones (to be determined in consultation with Council).
Internal roads	Yes.	Yes.
Bus pull-through	Yes.	Yes.
Bus parking	Yes.	Yes.

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Park element	Embellishment details	
	District	Local government-wide
Car parking	Minimum of sixty (60) sealed spaces for a two (2) field complex or twelve (12) per court.	Minimum of 100 sealed spaces for a three (3) field complex or twelve (12) per court.
Bike racks	Bike racks for a minimum of thirty (30) bikes.	Bike racks for a minimum of fifty (50) bikes.
Fencing/bollards, lock rail	Fencing/bollards along road frontages and including a lock rail.	Fencing/bollards along road frontages and including a lock rail.
Security Lighting	Security lighting to all roadways, parking, picnic nodes and primary pedestrian paths.	Security lighting to all roadways, parking, picnic nodes and primary pedestrian paths.
Pedestrian pathway access network	Entrance and access paths, walking/cycling network. Minimum 2.2 metre wide concrete shared pedestrian and cycle path.	Entrance and access paths, walking/cycling network. Minimum 2.2 metre wide concrete shared pedestrian and cycle path.
Public artwork	To be determined in consultation with Council.	To be determined in consultation with Council.
Signage	Park identification and way finding signage, located at key entrances.	Park identification and way finding signage, located at key entrances.
Recreation activity areas (for example play spaces, fitness circuits, half courts, hit up walls)	Mix of three (3) recreation activity areas (for example play spaces, fitness circuits, half courts, free to use courts).	Mix of five (5) recreation activity areas (for example play spaces, fitness circuits, half courts, free to use courts).

4.5 Plans for Trunk Infrastructure

- (1) The plans for trunk infrastructure (PFTI) identify the trunk infrastructure networks intended to service the existing and assumed future urban development at the desired standard of service up to 2031

4.5.1 Plans for Trunk Infrastructure maps

- (1) The existing and future trunk infrastructure networks are shown on the following maps via hyperlinks in Local government infrastructure plan mapping and tables:

Table 4.19 – Locality Map References for Livingstone Shire Council Plans for Trunk Infrastructure

Locality	Map Series Reference	Locality	Map Series Reference	Locality	Map Series Reference
Adelaide Park	1	Greenlake	23	Pacific Heights	45
Bangalee	2	Hidden Valley	24	Rockyview	46
Barlows Hill	3	Inverness	25	Rosslyn	47
Barmarjee	4	Ironpot	26	Rossmoya	48
Barmoya	5	Jardine	27	Sandringham	49
Bondoola	6	Joskeleigh	28	Shoalwater	50
Bungundarra	7	Keppel Sands	29	Stanage	51
Byfield	8	Kinka Beach	30	Stockyard	52
Canal Creek	9	Kunwarara	31	Tanby	53
Canoona	10	Lake Mary	32	Taranganba	54
Causeway Lake	11	Lammermoor	33	Taroomball	55
Cawarral	12	Marlborough	34	The Caves	56
Cobraball	13	Maryvale	35	The Keppels	57
Coote Bay	14	Meikleville Hill	36	Thompson Point	58
Coorooman	15	Milman	37	Tungamull	59
Coowonga	16	Mount Chalmers	38	Wattlebank	60

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Locality	Map Series Reference	Locality	Map Series Reference	Locality	Map Series Reference
Coral Sea	17	Mount Gardiner	39	Weeriba	61
Emu Park	18	Mulambin	40	Woodbury	62
Etna Creek	19	Mulara	41	Yaamba	63
Farnborough	20	Nankin	42	Yeppoon	64
Glendale	21	Nerimbera	43	Zilzie	65
Glenlee	22	Ogmore	44		

Table 4.20 – Locality Plans for Trunk Infrastructure Networks

Network	Maps
Water supply	1-1, 2-1, 3-1, 4-1, 5-1, 6-1, 7-1, 8-1, 9-1, 10-1, 11-1, 12-1, 13-1, 14-1, 15-1, 16-1, 17-1, 18-1, 19-1, 20-1, 21-1, 22-1, 23-1, 24-1, 25-1, 26-1, 27-1, 28-1, 29-1, 30-1, 31-1, 32-1, 33-1, 34-1, 35-1, 36-1, 37-1, 38-1, 39-1, 40-1, 41-1, 42-1, 43-1, 44-1, 45-1, 46-1, 47-1, 48-1, 49-1, 50-1, 51-1, 52-1, 53-1, 54-1, 55-1, 56-1, 57-1, 58-1, 59-1, 60-1, 61-1, 62-1, 63-1, 64-1, 65-1
Sewerage	1-2, 2-2, 3-2, 4-2, 5-2, 6-2, 7-2, 8-2, 9-2, 10-2, 11-2, 12-2, 13-2, 14-2, 15-2, 16-2, 17-2, 18-2, 19-2, 20-2, 21-2, 22-2, 23-2, 24-2, 25-2, 26-2, 27-2, 28-2, 29-2, 30-2, 31-2, 32-2, 33-2, 34-2, 35-2, 36-2, 37-2, 38-2, 39-2, 40-2, 41-2, 42-2, 43-2, 44-2, 45-2, 46-2, 47-2, 48-2, 49-2, 50-2, 51-2, 52-2, 53-2, 54-2, 55-2, 56-2, 57-2, 58-2, 59-2, 60-2, 61-2, 62-2, 63-2, 64-2, 65-2
Transport	1-3, 2-3, 3-3, 4-3, 5-3, 6-3, 7-3, 8-3, 9-3, 10-3, 11-3, 12-3, 13-3, 14-3, 15-3, 16-3, 17-3, 18-3, 19-3, 20-3, 21-3, 22-3, 23-3, 24-3, 25-3, 26-3, 27-3, 28-3, 29-3, 30-3, 31-3, 32-3, 33-3, 34-3, 35-3, 36-3, 37-3, 38-3, 39-3, 40-3, 41-3, 42-3, 43-3, 44-3, 45-3, 46-3, 47-3, 48-3, 49-3, 50-3, 51-3, 52-3, 53-3, 54-3, 55-3, 56-3, 57-3, 58-3, 59-3, 60-3, 61-3, 62-3, 63-3, 64-3, 65-3
Stormwater	1-4, 2-4, 3-4, 4-4, 5-4, 6-4, 7-4, 8-4, 9-4, 10-4, 11-4, 12-4, 13-4, 14-4, 15-4, 16-4, 17-4, 18-4, 19-4, 20-4, 21-4, 22-4, 23-4, 24-4, 25-4, 26-4, 27-4, 28-4, 29-4, 30-4, 31-4, 32-4, 33-4, 34-4, 35-4, 36-4, 37-4, 38-4, 39-4, 40-4, 41-4, 42-4, 43-4, 44-4, 45-4, 46-4, 47-4, 48-4, 49-4, 50-4, 51-4, 52-4, 53-4, 54-4, 55-4, 56-4, 57-4, 58-4, 59-4, 60-4, 61-4, 62-4, 63-4, 64-4, 65-4
Public parks and land for community facilities	1-5, 2-5, 3-5, 4-5, 5-5, 6-5, 7-5, 8-5, 9-5, 10-5, 11-5, 12-5, 13-5, 14-5, 15-5, 16-5, 17-5, 18-5, 19-5, 20-5, 21-5, 22-5, 23-5, 24-5, 25-5, 26-5, 27-5, 28-5, 29-5, 30-5, 31-5, 32-5, 33-5, 34-5, 35-5, 36-5, 37-5, 38-5, 39-5, 40-5, 41-5, 42-5, 43-5, 44-5, 45-5, 46-5, 47-5, 48-5, 49-5, 50-5, 51-5, 52-5, 53-5, 54-5, 55-5, 56-5, 57-5, 58-5, 59-5, 60-5, 61-5, 62-5, 63-5, 64-5, 65-5

- (2) The State infrastructure forming part of the transport trunk infrastructure network has been identified using information provided by the relevant State infrastructure supplier¹

4.5.2 Schedules of Works Spreadsheet (SOWS)

- (1) Details of the existing and future trunk infrastructure networks are identified in the electronic Excel schedule of works model which can be viewed at Councils website (<https://www.livingstone.qld.gov.au/>).
- (2) The future trunk infrastructure is identified in the following tables in Schedule 3—Local government infrastructure plan mapping and tables;
- for the water supply network, Table SC 3.2.1
 - for the sewerage network, Table SC 3.2.2
 - for the stormwater network, Table SC 3.2.3
 - for the transport network, Table SC 3.2.4
 - for the parks and land for community facilities network, Table SC 3.2.5

¹ LGIP has been discussed previously with DTMR (note minutes of meeting of 9 March 2016 and email correspondence of July 14 and 16 2016), as part of the discussion of Councils Adopted Infrastructure Charges Resolution (AICR). Advice to Council is that DTMR have no objection to the structure/content of the LGIP

4.6 Extrinsic Material

- (1) The below table identifies the documents that assist in the interpretation of the local government infrastructure plan and are extrinsic material under the Statutory Instruments Act 1992.

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Table 4.21 – Extrinsic Material

Trunk Infrastructure Network	Title of Document
Growth Projections, Planning assumptions and PIA (for all networks)	<ul style="list-style-type: none"> • ABS Catalogue 2004.0 and 2001.0-2012 Community Profile Services • Livingstone Shire Council Draft Planning Scheme (2015) • Rockhampton Regional Council Industrial Land Use Study, GHD, December 2010 • Rockhampton Centres Study, Urban Economics and Buckley Van, Nov 2010 • Queensland Regional Profiles - Livingstone Shire Local Government Area (LGA), Queensland Governments Statisticians Office, 26 October 2015 • Livingstone Shire Council Corporate Plan (2014-2019) • Livingstone Shire Council Local Government Infrastructure Plan Assumptions Report 2018
Water Supply	<ul style="list-style-type: none"> • FRW Strategic Asset Management Plan (22/11/2012) • Infrastructure Strategic Planning Report, April 2016; • Capricorn Municipal Development Guidelines (CMDG); • Australian Drinking Water Quality Guidelines, National Health and Medical Research Council
Sewerage	<ul style="list-style-type: none"> • FRW Strategic Asset Management Plan (22/11/2012) • Infrastructure Strategic Planning Report, April 2016 • Capricorn Municipal Development Guidelines (CMDG)
Stormwater	<ul style="list-style-type: none"> • Infrastructure Strategic Planning Report, April 2016 • Capricorn Municipal Development Guidelines (CMDG) • Queensland Urban Drainage Manual (QUDM) • PDA Guideline No. 15 for Protection from flood and storm tide inundation, EDQ, May 2015
Transport	<ul style="list-style-type: none"> • Infrastructure Strategic Planning Report, April 2016 • Capricorn Municipal Development Guidelines (CMDG) • Austroads Guidelines
Public Parks and Land for community facilities	<ul style="list-style-type: none"> • Infrastructure Strategic Planning Report, April 2016; • PDA Guideline No.12 for Park Planning and Design • Multiple Use Public Open Space, Consultation Report, DILGP, Sept 2015 • PDA Guideline No. 11 for Community Facilities, EDQ, May 2015 • Livingstone Shire Open Space and Recreation Plan, Amama 2002
Other	<ul style="list-style-type: none"> • Department of Infrastructure and Planning, PIP Calculator Version 11 (2011) • Statutory guideline 03/14 - Local government infrastructure plans • Statutory guideline 04/14 Making and amending local planning instruments • LGIP Service Catchments Map 1 Shire • LGIP Service Catchments Map 2

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4.7 Schedules

Schedule 1 –Definitions

Term	Acronym	Definition
Base Date		Date from which a local government has estimated its projected infrastructure demands and costs.
Capital works		Infrastructure or other works that ensures the land is suitable for development for its intended purpose
Approved Capital Works Program		The schedule of works and capital costs, approved by Council and presented in the Council Budget documents. outlined in the Plans for Trunk Infrastructure and associated Infrastructure Schedules
Degree of Saturation	DOS	The degree of saturation (used in regards to transport modelling) is the arrival flow divided by the entry (absorption) capacity of a lane or intersection.
Developable Area		The area of land available for development. It does not include land that cannot be developed due to constraints such as conservation land, flood affected land or steep slope.
Equivalent Tenement	ET	A property-based unit of measurement used to indicate infrastructure demand. The demand from a property, with a single detached dwelling is 1 ET.
Equivalent Person	EP	A unit of measurement used for determining water demand or the quality and/or quantity of sewerage discharge for a person in a detached house/dwelling.
Fraction Impervious		The part of a catchment / site which is the impervious area, expressed as a decimal or percentage.
Impervious Area		A surface or area within a Stormwater drainage catchment where the majority of rainfall will become runoff (no infiltration).
Planning Scheme		Livingstone Shire Councils Draft Planning Scheme (2017)
Statistical Local Area	SLA	An Australian Standard Geographical Classification defined area.
Trips		The number of trips generated from a traffic district between a generator and attractor (or from origin to destination) as a single trip
Ultimate Development		The realistic extent of development anticipated to be achieved when a site (or locality) is fully developed.

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Schedule 3 – Local government infrastructure plan mapping and tables

SC3.1 Planning assumption tables

Table SC3.1.1—Existing and projected population

Column 1 Projection Area	Column 2 LGIP development type	Column 3 - Existing and Projected Population					
		2011	2016	2021	2026	2031	Ultimate
Inside PIA - Emu Park and Zilzie	Single Dwelling	2,722	3,094	3,377	3,749	4,169	4,650
	Multiple Dwelling	204	232	253	281	312	348
	Other	220	250	273	303	337	376
	Total	3,147	3,576	3,903	4,334	4,819	5,375
Inside PIA - Kinka Beach	Single Dwelling	570	648	707	785	873	974
	Multiple Dwelling	43	49	53	59	65	73
	Other	46	52	57	64	71	79
	Total	659	749	818	908	1,009	1,126
Inside PIA – Yeppoon (including Cooee Bay, Taranganba, Lammermoor, Rosslyn, Pacific Heights, Mulambin, Hidden Valley, Taroomball and Inverness)	Single Dwelling	12,190	13,854	15,122	16,789	18,668	20,822
	Multiple Dwelling	913	1,038	1,133	1,258	1,398	1,560
	Other	987	1,121	1,224	1,359	1,511	1,685
	Total	14,089	16,013	17,479	19,405	21,577	24,067
Outside PIA (incl Byfield, Caves, Keppel Sands)	Single Dwelling	13,414	15,246	16,641	18,475	20,543	22,913
	Multiple Dwelling	1,005	1,142	1,246	1,384	1,539	1,716
	Other	1,086	1,234	1,347	1,495	1,663	1,855
	Total	15,505	17,622	19,234	21,354	23,745	26,484
Livingstone Council LGA	Single Dwelling	28,896	32,842	35,847	39,798	44,254	49,359
	Multiple Dwelling	2,164	2,460	2,685	2,981	3,315	3,697
	Other	2,339	2,658	2,902	3,222	3,582	3,995
	Total	33,400	37,960	41,434	46,001	51,151	57,052

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Table SC3.1.2—Existing and projected residential dwellings

Column 1 Projection Area	Column 2 LGIP development type	Column 3 - Existing and Projected Dwellings					
		2011	2016	2021	2026	2031	Ult
Inside PIA - Emu Park and Zilzie	Single Dwelling	1,201	1,386	1,536	1,732	1,926	2,148
	Multiple Dwelling	145	168	186	210	233	260
	Other	134	155	172	194	215	240
	Total	1,481	1,709	1,894	2,136	2,375	2,649
Inside PIA - Kinka Beach	Single Dwelling	252	290	322	363	403	450
	Multiple Dwelling	30	35	39	44	49	55
	Other	28	32	36	41	45	50
	Total	310	358	397	447	498	555
Inside PIA – Yeppoon (including Cooee Bay, Taranganba, Lammermoor, Rosslyn, Pacific Heights, Mulambin, Hidden Valley, Taroomball and Inverness)	Single Dwelling	5,378	6,207	6,880	7,757	8,625	9,620
	Multiple Dwelling	651	752	833	939	1,045	1,165
	Other	602	694	770	868	965	1,076
	Total	6,630	7,653	8,483	9,564	10,635	11,862
Outside PIA (incl Byfield, Caves, Keppel Sands)	Single Dwelling	5,918	6,830	7,571	8,536	9,492	10,587
	Multiple Dwelling	717	827	917	1,034	1,150	1,282
	Other	662	764	847	955	1,062	1,184
	Total	7,296	8,422	9,335	10,525	11,703	13,053
Livingstone Council LGA	Single Dwelling	12,748	14,713	16,309	18,388	20,447	22,805
	Multiple Dwelling	1,544	1,782	1,975	2,227	2,476	2,762
	Other	1,426	1,646	1,825	2,057	2,287	2,551
	Total	15,718	18,142	20,109	22,672	25,210	28,119

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Table SC 3.1.3 Planned density and demand generation rate for a trunk infrastructure network

Column 1 – Area Classification (Zone)	Column 2 – LGIP Land Uses	Column 3 – Planned Density	
		Non-residential	Residential Density (dwellings/dev ha)
Residential			
Township	Dwelling House		12.5
	Dual Occupancy		5
Emerging Communities	Dwelling House		15
	Dual Occupancy		25
Low Density Residential	Dwelling House		15
	Dual Occupancy		25
Low-Medium Density Residential	Dwelling House		15
	Dual Occupancy		33.3
	Multiple Dwelling – 1 storey buildings		20 -60
	Multiple Dwelling – 2 storey buildings		25-50
	Multiple Dwelling – 3 storey buildings		35-80
Medium Density Residential	Dwelling House		20
	Dual Occupancy		33.3
	Multiple Dwelling – 1 storey buildings		20 -60
	Multiple Dwelling – 2 storey buildings		25-50
	Multiple Dwelling – 3 storey buildings		35-80
Major Centre	Dwelling House		16.6
	Dual Occupancy		33.3
	Multiple Dwelling – 1 storey buildings		20 -60
	Multiple Dwelling – 2 storey buildings		25-50
	Multiple Dwelling – 3 storey buildings		35-80
	Mixed Use (4 storey)		80
	Mixed Use (6 storey)		100
District Centre	District Centre (4 storey)		80
	District Centre (8 storey)		278.6
Limited Development (Constrained Land)	Dwelling House		0
Rural	Dwelling House; 10 ha area		0.1
	Dwelling House; 60 ha area		0.017
	Dwelling House; 150 ha area		0.007
Rural Residential	Dwelling House (Park Residential Precinct)		2.5
	Dwelling House (NON-Park Residential)		0.5
Non-Residential			
Local Centre	Local Centre	0.58m ² GFA/m ² Site Area	
Neighbourhood centre	Neighbourhood Centre	0.48m ² GFA/m ² Site Area	
Specialised centre	Specialised Centre	0.37m ² GFA/m ² Site Area	
Major Centre	Major Centre	0.72m ² GFA/m ²	

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Column 1 – Area Classification (Zone)	Column 2 – LGIP Land Uses	Column 3 – Planned Density	
		Non-residential	Residential Density (dwellings/dev ha)
		Site Area	
District centre	Principal Centre (Primary Frontage Building)	0.72m ² GFA/m ² Site Area	
Community Facilities	Community Facilities	0.21m ² GFA/m ² Site Area	
Sport and recreation	Sport and recreation	0.48m ² GFA/m ² Site Area	
Open space	Open space	NA	
Low impact industry	Low impact industry	28.1ET/ha	
Medium impact industry	Medium impact industry	28.1ET/ha	
Special Purpose	Special Purpose	28.1ET/ha	
Tourism	Tourism	28.1ET/ha	

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Table SC 3.1.4 - Existing and projected non-residential floor space

Column 1 Projection Area	Column 2 LGIP development type	Column 3 - Existing and Projected Non-Residential Floor Space					
		2011	2016	2021	2026	2031	Ult
Inside PIA - Emu Park and Zilzie	Commercial	15,393	17,495	19,096	21,200	23,574	26,293
	Retail	5,656	6,428	7,016	7,790	8,662	9,661
	Industrial	30,722	34,917	38,112	42,313	47,050	52,477
	Community	NA	NA	NA	NA	NA	NA
	Other#	NA	NA	NA	NA	NA	NA
	Total	51,770	58,840	64,224	71,303	79,285	88,432
Inside PIA - Kinka Beach	Commercial	3,224	3,665	4,000	4,441	4,938	5,508
	Retail	1,185	1,346	1,470	1,632	1,814	2,024
	Industrial	6,435	7,314	7,983	8,863	9,856	10,993
	Community	NA	NA	NA	NA	NA	NA
	Other#	NA	NA	NA	NA	NA	NA
	Total	10,844	12,325	13,453	14,936	16,608	18,524
Inside PIA – Yeppoon (including Cooe Bay, Taranganba, Lammermoor, Rosslyn, Pacific Heights, Mulambin, Hidden Valley, Taroomball and Inverness)	Commercial	68,926	78,338	85,506	94,930	105,558	117,736
	Retail	25,325	28,783	31,417	34,880	38,785	43,259
	Industrial	137,564	156,349	170,656	189,465	210,676	234,981
	Community	NA	NA	NA	NA	NA	NA
	Other#	NA	NA	NA	NA	NA	NA
	Total	231,815	263,470	287,579	319,275	355,018	395,975
Outside PIA (incl Byfield, Caves, Keppel Sands)	Commercial	0	0	0	0	0	0
	Retail	0	0	0	0	0	0
	Industrial	0	0	0	0	0	0
	Community	NA	NA	NA	NA	NA	NA
	Other#	NA	NA	NA	NA	NA	NA
	Total	0	0	0	0	0	0
Livingstone Council LGA	Commercial	87,543	99,497	108,602	120,572	134,070	149,537
	Retail	32,165	36,558	39,903	44,301	49,261	54,943
	Industrial	174,721	198,580	216,751	240,641	267,581	298,451
	Community	NA	NA	NA	NA	NA	NA
	Other#	NA	NA	NA	NA	NA	NA
	Total	294,430	334,635	365,256	405,513	450,911	502,931

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Table SC 3.1.5 - Existing and projected employees

Column 1 Projection Area	Column 2 LGIP development type	Column 3 - Existing and Projected Employees					
		2011	2016	2021	2026	2031	Ult
Inside PIA - Emu Park and Zilzie	Commercial	770	875	955	1,060	1,179	1,315
	Retail	226	257	281	312	346	386
	Industrial	279	317	346	385	428	477
	Community	214	243	265	294	327	365
	Other#	0	0	0	0	0	0
	Total	1,489	1,692	1,847	2,051	2,280	2,543
Inside PIA - Kinka Beach	Commercial	161	183	200	222	247	275
	Retail	47	54	59	65	73	81
	Industrial	59	66	73	81	90	100
	Community	45	51	56	62	69	76
	Other#	0	0	0	0	0	0
	Total	312	354	387	430	478	533
Inside PIA – Yeppoon (including Cooe Bay, Taranganba, Lammermoor, Rosslyn, Pacific Heights, Mulambin, Hidden Valley, Taroomball and Inverness)	Commercial	3,446	3,917	4,275	4,747	5,278	5,887
	Retail	1,013	1,151	1,257	1,395	1,551	1,730
	Industrial	1,251	1,421	1,551	1,722	1,915	2,136
	Community	957	1,088	1,187	1,318	1,465	1,634
	Other#	0	0	0	0	0	0
	Total	6,667	7,577	8,270	9,182	10,210	11,388
Outside PIA (incl Byfield, Caves, Keppel Sands)	Commercial	0	0	0	0	0	0
	Retail	0	0	0	0	0	0
	Industrial	0	0	0	0	0	0
	Community	0	0	0	0	0	0
	Other#	2,364	2,687	2,933	3,256	3,621	4,039
	Total	2,364	2,687	2,933	3,256	3,621	4,039
Livingstone Council LGA	Commercial	4,377	4,975	5,430	6,029	6,703	7,477
	Retail	1,287	1,462	1,596	1,772	1,970	2,198
	Industrial	1,588	1,805	1,970	2,188	2,433	2,713
	Community	1,215	1,381	1,508	1,674	1,861	2,076
	Other#	2,364	2,687	2,933	3,256	3,621	4,039
	Total	10,832	12,311	13,437	14,918	16,589	18,502

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Table SC3.1.6 – Trunk Infrastructure Demand Generation Rates

Planning Identification (Zone)	Scheme	Planned Infrastructure Demand Rate			
		Water Supply (ET/dwelling)	Sewerage (ET/dwelling)	Stormwater Quantity (imp fraction)	Transport (trips//dwelling)
Residential dwelling		1	1	0.6	10
Medium density urban		0.5	1	0.9	17
Commercial		0.004	0.004	0.9	3.5-7 (**)
Retail		0.004	0.007	0.9	3.5-7 (**)
Light industry		0.0014	0.00217	0.9	3.75 – 8.5 (**)
Medium industry		0.0014	0.00217	0.9	3.75 – 8.5 (**)
Heavy industry		0.0014	0.00217	0.9	3.75 – 8.5 (**)

Footnotes:

(*) Assessed by Council on a case by case basis

(**) Figures provided are indicative only. The transport demand will be assessed by Council on a case by case basis due to high variability of demand across different types of commercial and local industry activity

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Table SC 3.1.7—Existing and projected demand for the water supply, sewerage, transport, drainage, and parks and land for community facilities trunk networks

Column 1 – Service Catchment		Column 2 – Existing and Projected Demand (ET)				
Catchment No (*)	Catchment Name (**)	2011	2016	2021	2026	2031
Cost Catchment 1	Yeppoon	3,437	3,706	4,606	4,872	5,479
Cost Catchment 2	Coote Bay	842	857	857	864	928
Cost Catchment 3	Taranganba	1,006	1,059	1,059	1,063	1,084
Cost Catchment 4	Lammermoor	665	806	806	894	957
Cost Catchment 5	Rosslyn	340	576	576	576	576
Cost Catchment 6	Meikleville Hill	245	259	276	296	366
Cost Catchment 7	Barlows Hill	350	385	385	395	463
Cost Catchment 8	Pacific Heights	361	622	938	939	948
Cost Catchment 9	Mulambin	196	246	246	246	246
Cost Catchment 10	Causeway Lake	68	72	72	72	72
Cost Catchment 11	Hidden Valley	163	277	493	751	751
Cost Catchment 12	Taroomball	268	322	410	687	912
Cost Catchment 13	Farnborough	353	353	353	353	353
Cost Catchment 14	Emu Park	1,279	1,842	2,028	2,417	2,900
Cost Catchment 15	Zilzie	924	1,247	1,457	1,542	1,567
Cost Catchment 16	Kinka Beach	368	379	379	379	379
Cost Catchment 17	Tanby	105	144	144	144	144
Cost Catchment 18	Barmaryee	284	328	412	443	476
Cost Catchment 19	Inverness	92	96	96	96	96
Cost Catchment 20	Adelaide Park	134	134	134	134	134
Cost Catchment 21	Bangalee	90	104	104	104	104
Cost Catchment 22	Keppel Sands	270	270	270	270	270
Cost Catchment 23	Glenlee-Rockyview (incl Glendale, Glenlee, rockyview, The Caves and Etna Creek)	1,323	1,409	1,409	1,409	1,409
Cost Catchment 24	NE Shire & Shoalwater (incl Shoalwater, Stockyard, Weerriba, Bungundarra, Byfield, Maryvale, Woodbury)	465	465	465	465	465
Cost Catchment 25	Sth Shire (incl Mulara, Cawarral, Boodool, Cobraball, Iron Pot)	508	540	540	578	664
Cost Catchment 26	SE Shire (incl Coorooman, Coowonga, Mount Chalmers, Nankin, Tungamull, Joskeleigh, Thompson Point)	432	432	432	432	432
Cost Catchment 27	Rural Localities w. water (incl Marlborough, Ogmoo, Nerimbera)	190	190	190	190	191
Cost Catchment 28	N & W Shire - Rural (incl Green Lake, Lake Mary, Milman, Rossmoya, Sandringham, Barmoya, Kunwarara, Stanage, Canal Creek, Canoona, Jardine, Mount Gardner, Wattlebank, Yaamba)	307	307	307	307	307
Cost Catchment 29	The Keppels	19	19	19	19	19

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Cost Catchment 30	Coral Sea					
	Totals	15,087	17,447	19,463	20,938	22,692

Footnotes:

- (*) Source: Livingstone – 160213 LGIP SOW Model (DSDIP V24June2015).xls
- (**) Aligned with the Locality Map References contained in Table 4.19

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SC3.2 Schedules of Works (SOW)

Table SC 3.2.1—Water Supply Network Schedule of Works

Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost ²
64-1	WAT-6	Rockhampton Rd 300 trunk main, upgrade, Yep West HZ, MH design, 1000m	2031	\$524,400
1-1	WAT-7	Adelaide Park Rd 300 trunk main, upgrade, Inverness HZ, MH design, 1000m	2031	\$524,400
64-1	WAT-8	Farnborough Rd 200 trunk main, New, Woodwind LZ, MH design, 390m	2031	\$844,560
55-1	WAT-9	Carige Blv 375 trunk main, New, Taroomball LZ, to Taroomball Res, MD design, 1600m	2031	\$1,014,300
55-1	WAT-10	Tanby Rd 375 trunk main, New, Taroomball LZ, MD design, 1620m	2031	\$1,352,400
40-1	WAT-11	Mulambin LZ Res 375 Inlet, New, MD design, 430m	2031	\$297,528
40-1	WAT-12	Mulambin LZ Res 375 Outlet New, MD design, 430m	2031	\$297,528
65-1	WAT-16	Hartley St & Svendsen Rd 375 trunk main, upgrade, Zilzie LZ, MD design, 2560m	2031	\$1,758,120
30-1	WAT-20	West Emu Park HZ 200 distrib main, New, east direction, MH design, 750m nom.	2031	\$703,800
30-1	WAT-21	West Emu Park HZ 200 distrib main, New, west direction, MH design, 750m nom.	2031	\$703,800
65-1	WAT-23	GBRR LZ Reservoir, 4ML, New, MD design.	2031	\$1,759,500
53-1	WAT-24	Kinka West LZ Reservoir, 4ML, New. MD design.	2031	\$1,759,500
40-1	WAT-25	Mulambin LZ Reservoir, 4ML, New, MD design	2031	\$1,759,500
18-1	WAT-26	West Emu Park LZ Reservoir, 4ML, New, MD design	2021	\$1,686,188
18-1	WAT-28	Emu Park HZ Booster PS, upgrade, new building, pumps, pipes, elec, generator, MH design.	2021	\$449,650
65-1	WAT-29	GBRR HZ Booster PS, New, building, pumps, pipes, elec, generator, rechlor, MH design.	2031	\$469,200
1-1	WAT-30	Inverness HZ Booster PS, New, building, pumps, pipes, elec, generator, rechlor, MH design	2021	\$449,650
65-1	WAT-31	Keppel Sands BPS, New, building, pumps, pipes, elec, generator, MH design.	2021	\$449,650
45-1	WAT-33	Pacific Hts HZ Booster PS, upgrade, pumps, elec, MH design.	2021	\$449,650
18-1	WAT-34	West Emu Park HZ Booster PS, New, building, pumps, pipes, elec, generator, rechlor, MH design.	2031	\$469,200
55-1	WAT-46	Taroomball LZ Reservoir, 4 ML New, MD design	2031	\$1,759,500
55-1	WAT-47	Taroomball HZ Booster PS, New, building,	2031	\$469,200

² The establishment cost is expressed in current cost terms as at the base date.

Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost ²
		pumps, pipes, elec, generator, rechlor, at Taroomball Res site, MH design		
55-1	WAT-52	Taroomball HZ 200 distribution main, South, new, MH design, 270m nom.	2031	\$117,300
55-1	WAT-53	Taroomball HZ 200 distribution main, North, new, MH design, 270m nom.	2031	\$117,300
55-1	WAT-54	Chandler Rd 375 trunk main, New, to Clayton Rd, Taroomball LZ, MD design, 1500m.	2026	\$980,490
55-1	WAT-54	Chandler Rd 375 trunk main, New, to Clayton Rd, Taroomball LZ, MD design, 1500m.	2026	\$109,544
#N/A	WAT-59	CCW 375 Kinka Bch Rd to Tanby Rd - Kinka West LZ	2026	\$169,050
24-1	WAT-60	Yeppoon West Reservoir - Pines LZ[2], New, 4ML, mixing, MD[3] design,	2026	\$1,759,500
24-1	WAT-61	Yeppoon West HZ[4] Booster Pump Station, New, MH[5] design, generator, rechlorination	2031	\$469,200
24-1	WAT-62	Yeppoon West Pines LZ Distrib East 300 trunk main, new, MH design, 1610m.	2031	\$891,480
22-1	WAT-63	Dunbar Rd 300 trunk main, New, Caves LZ, MH design, 3500m	2031	\$1,835,400
22-1	WAT-64	McLaughlin St 300 trunk main, New, Caves LZ, MH design, 2700m	2031	\$1,415,880
25-1	WAT-65	Panorama HZ Reservoir, 1ML, New, MD design.	2031	\$938,400
25-1	WAT-66	Panorama HS Booster Pump Station, New, land, building, pumps, pipes, elec, generator, MH design.	2031	\$469,200
25-1	WAT-67	Panorama HZ 300 Dist Main, MH design, 500m	2031	\$262,200
47-1	WAT-68	Vin E Drive, Rosslyn Harbour, 300 trunk main, upgrade, MH design, 640m	2031	\$335,616
24-1	WAT-69	Yeppoon West Transfer Pumps, Pines Res to St Faith & Taranganba Res, New, building, pumps, pipes, elec, generator, MD design.	2031	\$703,800

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Table SC3.2.2—Sewerage Network Schedule of Works

Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
4-2	SEW-33	CCSY Yeppoon STP augm	2021	\$18,239,000
18-2	SEW-49	CCEP 225 GM Brown St EA33 Augm (CCSEP Emu Park West)	2031	\$253,603
18-2	SEW-50	CCEP 375 RM PS1 to STP Augm (CCSEP Emu Park West)	2031	\$700,819
18-2	SEW-51	CCEP 300 GM Hill St New (CCSEP West Emu Park)	2031	\$1,100,467
18-2	SEW-52	CCEP 150 RM New (CCSEP West Emu Park)	2031	\$1,293,750
18-2	SEW-53	CCEP 150 RM Augm (CCSEP Emu Park East)	2021	\$262,847
18-2	SEW-55	CCEP 150 RM Augm mudflats (CCSEP Zilzie West)	2031	\$323,438
65-2	SEW-56	CCEP 200 RM Hartley St Augm (CCSEP GBRR Nth)	2031	\$1,715,519
65-2	SEW-58	CCEP 100 RM Reef St New (CCSEP Reef St)	2031	\$437,184
30-2	SEW-59	CCEP 100 RM Stg 3 SPS New (CCSEP Kinka Beach)	2026	\$48,576
64-2	SEW-60	CCY 300 RM Cordingley St Augm (CCSY Charles St)	2021	\$478,877
64-2	SEW-62	CCY 300 GM James & Normanby Augm (CCSY Yeppoon Central)	2031	\$556,416
64-2	SEW-63	CCY 225 GM Tanby Rd Nth Augm (CCSY Tanby Rd Nth)	2031	\$441,048
64-2	SEW-64	CCY 200 RM Tanby Rd New (CCSY Hidden Valley)	2031	\$341,964
55-2	SEW-65	CCY 375 GM Ross Cr New (CCSY Tanby Sth)	2031	\$1,302,720
55-2	SEW-66	CCY 200 RM Tanby Rd Augm (CCSY Tanby Sth)	2031	\$1,139,880
36-2	SEW-67	CCY 300 GM Farnborough Rd Augm (CCSY Farnborough)	2031	\$383,309
64-2	SEW-68	CCY 200 RM Farnborough Rd Augm (CCSY Farnborough)	2021	\$950,375
64-2	SEW-69	CCY 225 GM Smith St Augm (CCSY Barlows Todd)	2031	\$231,550
64-2	SEW-70	CCY 300 GM Smith & Farnborough Rd Augm (CCSY Pacific Hts)	2021	\$592,480
54-2	SEW-71	CCY 375 GM Scenic Hwy Augm (CCSY Cooee Bay)	2021	\$986,268
18-2	SEW-75	CSEP SPS 1 Rockhampton Rd Augm (CCSEP Emu Park West)	2021	\$757,793
18-2	SEW-76	CSEP SPS 2 Bell Park Augm (CCSEP Emu Park East)	2021	\$757,793
18-2	SEW-77	CSEP SPS 7 Hartley St Augm (CCSEP Zilzie West)	2031	\$790,740
65-2	SEW-78	CSEP SPS 13 Reef St New (CCSEP Reef St)	2031	\$527,160
30-2	SEW-79	CSEP SPS Behind Big Whale New (CCSEP Kinka Beach)	2031	\$527,160
30-2	SEW-80	CSEP SPS Stg 3 Behind Island View New (CCSEP Kinka Beach)	2026	\$527,160
64-2	SEW-81	CSY SPS 2 Farnborough Rd Augm (CCSY Farnborough)	2021	\$899,300
24-2	SEW-82	CSY SPS Tanby Rd (Yeppoon Cr) New (CCSY Hidden Valley)	2031	\$790,740
54-2	SEW-83	CSY SPS Shaw Ave Augm (CCSY Shaw Ave)	2026	\$1,173,000
47-2	SEW-84	CSY SPS 15 Rosslyn St Augm (CCSY Statue Bay)	2031	\$790,740
55-2	SEW-86	CSY SPS Tanby Rd (Ross Cr) New (CCSY Tanby Sth)	2031	\$790,740
30-2	SEW-96	CCEP 100 RM Stg 4 SPS New (CCSEP Kinka Beach)	2031	\$145,728
18-2	SEW-102	CSEP SPS Rockhampton Rd Cap Green New (CCSEP West Emu Park)	2031	\$527,160
55-2	SEW-121	CCSY 300 TGM Carige Boulevard (CCSY Tanby Sth)	2031	\$803,712
55-2	SEW-122	CCSY 300 TGM Taroomball (CCSY Tanby Sth)	2031	\$1,323,034
55-2	SEW-123	CCSY 225 TGM Tanby Road South (CCSY Tanby Sth)	2031	\$330,786
18-2	SEW-124	CCSEP 750 TGM Emu Park Rd (CCSEP Emu Park West)	2031	\$87,975
18-2	SEW-125	CCSEP 450 TGM Hartley St (CCSEP Emu Park West)	2031	\$390,995
64-2	SEW-126	CCSY 300 TGM Arthur St (CCSY Yeppoon Central)	2021	\$663,578

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Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
64-2	SEW-127	CCSY 375 TGM Arthur St (CCSY Yeppoon Central)	2021	\$274,657
64-2	SEW-128	CCSY 600 TGM Arthur St (CCSY Yeppoon Central)	2021	\$526,091
64-2	SEW-129	CCSY 300 TGM James St (CCSY Yeppoon Central)	2031	\$741,888
18-2	SEW-131	CCSY 375 TGM Hidden Valley (CCSY Hidden Valley)	2031	\$1,302,720
64-2	SEW-133	Arthur St SPS, New, civil 1 of 2	2021	\$505,195
18-2	SEW-134	Emu Park Sewage Treatment Plant Inlet, upgrade, inlet, screens, grit, CCSEP STP, WWF design.	Completed 2017	\$2,000,000

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Table SC 3.2.3—Stormwater Network Schedule of Works

Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
33-4	D-9	Chandler Road, Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2026	\$79,603
55-4	D-10	Tanby Road drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$22,646
24-4	D-12	Yeppoon Creek tributary B drainage system. Establish tenure - trunk drainage system connectivity.	2021	\$88,448
24-4	D-13	Yeppoon Creek drainage system. Establish tenure - trunk drainage system connectivity.	2021	\$99,883
24-4	D-14	Yeppoon Creek tributary C drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$102,462
24-4	D-15	Yeppoon Creek tributary D drainage system. Establish tenure - trunk drainage system connectivity.	2021	\$69,752
24-4	D-16	Yeppoon Creek tributary E drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$25,219
64-4	D-17	Yeppoon Creek tributary F drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$37,891
64-4	D-18	Fig Tree Creek drainage system. Establish tenure - trunk drainage system connectivity.	2021	\$122,921
64-4	D-19	Fig Tree Creek tributary A drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$213,756
3-4	D-21(part)	Todd Ave Drain. Establish tenure - trunk drainage system connectivity.	2031	\$9,248
3-4	D-21(part)	Meikleville Hill Gully -Found St to Famborough Rd. Establish tenure - trunk drainage system connectivity.	2031	\$3,083
20-4	D-23	Roberts Road to Famborough Road drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$57,078
22-4	D-25	Ramsay Creek watercourse Q100 floodplain	2031	\$555,180
24-4	D-28	Yeppoon Creek - Hidden Valley Rd. Establish tenure - trunk drainage system connectivity.	2031	\$325,191
55-4	D-29	Ross Cr drainage system - Tanby Rd. Establish tenure - trunk drainage system connectivity.	2031	\$116,468
24-4	D-40	Yeppoon Creek Tributary G Drainage System. Establish tenure - trunk drainage system connectivity.	2031	\$103,468
53-4	D-41	Causeway Lake tributary. Establish tenure - trunk drainage system connectivity.	2031	\$292,534
45-4	D-42	Roberts Rd to Famborough Rd. Establish tenure - trunk drainage system connectivity.	2031	\$25,123
3-4	D-43	Barlows Hill Gully - Jarman to Famborough Road. Establish tenure - trunk drainage system connectivity.	2031	\$14,695
20-4	D-44	Tributary of Barwells Cr. Establish tenure - trunk drainage system connectivity.	2031	\$183,353
25-4	D-46	Fig Tree Crk drainage corridor works. Establish tenure - trunk drainage system connectivity.	2031	\$47,240
64-4	D-47	Fig tree Creek tributary D. Establish tenure - trunk drainage system connectivity.	2026	\$102,046
4-4	D-48	Corduoy Creek tributary F. Establish tenure - trunk drainage system connectivity.	2031	\$42,978

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Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
4-4	D-49	Corduory Creek tributary E. Establish tenure - trunk drainage system connectivity.	2031	\$43,247
53-4	D-50	Coorooman Creek tributary. Establish tenure - trunk drainage system connectivity.	2031	\$148,410
4-4	D-52	Corduory Creek tributary A. Establish tenure - trunk drainage system connectivity.	2031	\$305,832
1-4	D-53	Corduory Creek tributary B. Establish tenure - trunk drainage system connectivity.	2031	\$239,203
4-4	D-54	Corduoy Creek tributary D. Establish tenure - trunk drainage system connectivity.	2031	\$152,854
64-4	D-55	Todd Ave Drain - Smith to Kean St. Establish tenure - trunk drainage system connectivity.	2021	\$24,721
33-4	D-57	Chandler Road Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$12,409
33-4	D-58	Chandler Road Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$7,208
33-4	D-59	Chandler Road Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$17,174
33-4	D-60(part)	Bottlebrush Drive Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$6,679
33-4	D-60(part)	Bottlebrush Drive Lammermoor drainage system. Establish tenure - trunk drainage system connectivity.	2031	\$17,469
53-4	D-61	Causeway Lake tributary A. Establish tenure - trunk drainage system connectivity.	2031	\$195,837
53-4	D-62	Causeway Lake tributary B. Establish tenure - trunk drainage system connectivity.	2031	\$163,294
18-4	D-63	Kinka Creek Tributary A. Establish tenure - trunk drainage system connectivity.	2031	\$186,504
18-4	D-64	Kinka Creek. Establish tenure - trunk drainage system connectivity.	2031	\$78,173
30-4	D-65	Kinka Creek tributary B. Establish tenure - trunk drainage system connectivity.	2031	\$97,871
30-4	D-66	Kinka Creek tributary C. Establish tenure - trunk drainage system connectivity.	2031	\$32,284
65-4	D-67	Seaspray Zilzie drainage system. Establish tenure - trunk drainage system connectivity.	2021	\$31,123
53-4	D-68	Coorooman Creek tributary. Establish tenure - trunk drainage system connectivity.	2031	\$240,607
64-4	D-69	Cordingley Street drainage coridor to Yeppoon Creek. Establish tenure - trunk drainage system connectivity.	2017	\$56,783
64-4	D-70	Cordingley Street drainage coridor works. Establish tenure - trunk drainage system connectivity.	2021	\$24,370
4-4	D-71	Waste Transfer Station Yeppoon. New works District Treatment Facility.	2026	\$520,000
33-4	D-72	Lot 1 RP618801 Lammermoor. New works District Treatment Facility.	2021	\$144,750
4-4	D-73	Corduoy Creek tributary C. Establish tenure - trunk drainage system connectivity.	2031	\$165,191
25-4	D-74	Capsize Gully. Establish tenure - trunk drainage system connectivity.	2036	\$321,956

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Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
18-4	D-75	Thomas to Keppel Drainage Path. Establish tenure - trunk drainage system connectivity.	2031	\$2,312
3-4	D-76(part)	Jarman St Gully - Jarman to Famborough Road. Establish tenure - trunk drainage system connectivity.	2031	\$8,837
3-4	D-76(part)	Jarman St Gully - Jarman to Famborough Road. Establish tenure - trunk drainage system connectivity.	2031	\$10,790
22-4	D-77	Sutherland Creek watercourse Q100 easement	2031	\$253,450
64-4	D-80	School St drainage feature Q100 easement	2031	\$65,794
64-4	D-81	School St watercourse Q100 easement	2031	\$73,987
55-4	D-84	Ross Creek Treatment Facility, new, district	2031	\$158,000

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Table SC 3.2.4—Transport Network Schedule of Works

Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
33-3	T-11	Clayton Road 1620 - 525	2031	\$1,548,360
64-3	T-12(part)	Condon Drive 1700 - 550	2031	\$1,079,160
64-3	T-12(part)	Condon Drive 2100 - 1700	2031	\$703,800
64-3	T-12(part)	Condon Drive 550 - 0	2031	\$967,725
45-3	T-13	Panorama Drive 3500 - 1393	2017	\$1,888,530
54-3	T-25	Intersection Taranganba Road - Carige Boulevard	2021	\$1,461,363
54-3	T-26	Intersection Taranganba Road - Frangipani Dve	2021	\$1,461,363
54-3	T-27	Taranganba Road 1125 - 160	2031	\$1,706,715
54-3	T-28	Bridge Taranganba Road - Ross Creek Stg 2	2031	\$4,416,000
55-3	T-29	Taranganba Road, Upgrade, 2040 - 1125, Stg 2, add 2 lanes	2031	\$1,618,740
14-3	T-30	Intersection Matthew Flinders (Sth) - Scenic	2017	\$1,461,363
45-3	T-31	Intersection Farnborough Rd - Pacific Hts Rd	2031	\$1,524,900
47-3	T-33	Intersection Scenic Highway - Mulambin Road	2021	\$1,236,538
55-3	T-37(part)	Chandler Road 970 - 300	2021	\$903,797
55-3	T-37(part)	Chandler Road 3100 - 970	2031	\$1,998,792
55-3	T-37(part)	Chandler Rd 0 - 300	2017	\$404,685
25-3	T-38	St Brendans Road 645 - 0	2031	\$600,576
25-3	T-39(part)	Limestone Creek Road 2700 - 1800	2021	\$809,370
25-3	T-39(part)	Limestone Creek Road 1800 - 0	2021	\$1,690,684
64-3	T-41	Arthur Street 175 - 100	2031	\$140,760
64-3	T-42	Queen Street 960 - 0	2021	\$1,618,740
45-3	T-43	Panorama Drive 1393 - 0	2017	\$1,250,027
4-3	T-44	Barmaryee Road 775 - 0	2021	\$1,052,181
4-3	T-45	Barmaryee Road 2700 - 750	2026	\$1,801,728
64-3	T-65	Intersection Queen-Anzac	2021	\$1,461,363
18-3	T-71	Henry St and Short St extended	2031	\$1,595,280
55-3	T-78(part)	Mulambin Road 1270 - 1965	2031	\$656,880
55-3	T-78(part)	Mulambin Road 6000 - 1270	2031	\$4,438,632
64-3	T-79	Intersection James - Arthur St	2021	\$1,236,538
45-3	T-93	Pacific Heights West Road 200 - 0	2017	\$179,860
24-3	T-95	Rail Trail Stage 2 4416 - 5600 - 4416	2031	\$240,700
54-3	T-96	Frangipani Drive, new, 640 - 0	2026	\$900,864
24-3	T-97	Hoskin Drive 100 - 0	2017	\$134,895
24-3	T-98	Intersection St Brendans Road - Condon Drive	2031	\$1,290,300
64-3	T-99	Intersection Adelaide Park - Condon	2031	\$1,290,300
55-3	T-100	Intersection Tanby - Chandler Road	2031	\$1,290,300
33-3	T-101	Intersection Chandler - Clayton	2031	\$1,290,300
25-3	T-102	Intersection Limestone Creek Road - St Brendans Road	2031	\$1,290,300
1-3	T-103	Intersection Limestone Creek Road - Neils Road	2021	\$1,236,538
64-3	T-104	Intersection Normanby - Arthur	2031	\$1,290,300

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Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
64-3	T-105	Intersection Queen-Mary	2017	\$1,236,538
45-3	T-106	Intersection Panorama Drive - Lacey Road	2017	\$1,236,538
25-3	T-107	Intersection Limestone Creek Road - Adelaide Park Road	2017	\$1,461,363
4-3	T-108	Intersection Neils Rd - Barmaryee Rd	2026	\$1,524,900
6-3	T-109	Intersection Yeppoon Rd - Neils Rd - Coucom Rd	2031	\$1,524,900
18-3	T-111	Intersection Scenic Hwy - Short St - Ritamada Rd	2031	\$1,524,900
18-3	T-112	Intersection Emu Park Road - Henry St	2031	\$1,290,300
55-3	T-113	Intersection Tanby - Mulambin Road	2021	\$1,236,538
33-3	T-114	Intersection Mulambin - Clayton	2031	\$1,290,300
45-3	T-115	Intersection Panorama Drive - Pacific Heights Road	2017	\$1,236,538
64-3	T-116	Intersection Rockhampton Road - Barmaryee - Condon	2021	\$1,461,363
24-3	T-117	Intersection Hidden Valley Road - Hoskin Dve	2017	\$1,236,538
64-3	T-118	Arthur Street to Yeppoon Rd Ch1050 - 650	2031	\$703,800
64-3	T-119	Intersection Yeppoon Road-Arthur	2031	\$1,524,900
24-3	T-120	Underpass Yeppoon Rd - Rail Trail	2031	\$2,760,000
25-3	T-121	Intersection Condon Drive - Rail Trail	2031	\$234,600
33-3	T-122	Intersection Scenic - Clayton	2031	\$1,290,300
47-3	T-123	Mulambin Road Relocation 760 - 0	2021	\$683,468
55-3	T-124	Intersection Tanby - Taranganba Road	2021	\$1,236,538
54-3	T-126	Bridge Taranganba Road - Ross Creek Stg 1	2021	\$4,232,000
6-3	T-127	Rail Trail 5600 - 10930 Stg 3	2031	\$1,119,042
64-3	T-128	Intersection Queen-Barry	2017	\$1,461,363
64-3	T-129	Barry Street 0 - 300 widening	2031	\$527,850
4-3	T-130	Jabiru Drive Extension 0 - 360	2021	\$404,685
22-3	T-131	McLaughlin Road New 0 - 3650	2031	\$3,425,160
22-3	T-132	Intersection Dawson-McLaughlin Road	2031	\$1,290,300
22-3	T-133	McLaughlin Road - Ramsay Cr bridge (LSC 50%)	2031	\$4,140,000
64-3	T-134	Hill St Multi-Carpark	2017	\$5,520,625
47-3	T-135	Vin E Drive, New, 500m	2031	\$469,200
#N/A	T-136	Rosslyn Mudflat Gravel Shared Pathway	2031	\$39,675
55-3	T-137	Carige Boulevard, New	2031	\$703,800
33-3	T-11	Clayton Road 1620 - 525	2031	\$1,548,360
64-3	T-12(part)	Condon Drive 1700 - 550	2031	\$1,079,160
64-3	T-12(part)	Condon Drive 2100 - 1700	2031	\$703,800
64-3	T-12(part)	Condon Drive 550 - 0	2031	\$967,725
45-3	T-13	Panorama Drive 3500 - 1393	2017	\$1,888,530
54-3	T-25	Intersection Taranganba Road - Carige Boulevard	2021	\$1,461,363
54-3	T-26	Intersection Taranganba Road - Frangipani Dve	2021	\$1,461,363
54-3	T-27	Taranganba Road 1125 - 160	2031	\$1,706,715
54-3	T-28	Bridge Taranganba Road - Ross Creek Stg 2	2031	\$4,416,000
55-3	T-29	Taranganba Road, Upgrade, 2040 - 1125, Stg 2, add 2 lanes	2031	\$1,518,740
14-3	T-30	Intersection Matthew Flinders (Sth) - Scenic	2017	\$1,461,363

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Map No.	Column 1 Map reference	Column 2 Trunk infrastructure	Column 3 Estimated timing	Column 4 Establishment cost
45-3	T-31	Intersection Farnborough Rd - Pacific Hts Rd	2031	\$1,524,900
47-3	T-33	Intersection Scenic Highway - Mulambin Road	2021	\$1,236,538

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Table SC 3.2.5—Parks, Sport & Recreation and Land for Community Facilities Schedule of Works

64-5	PCL-508	Appleton Park upgrade (Yeppoon)	2021	\$145,475
4-5	PCL-509	District Sports Park (Barmaryee)	2021	\$3,967,500
4-5	PCL-510	District Community Facility (Barmaryee)	2031	\$-
18-5	PCL-511	District Sports Park (Emu Park)	2021	\$3,967,500
18-5	PCL-512	District Community Facility (Emu Park)	2031	\$226,320
64-5	PCL-526	Yeppoon Beachfront	2021	\$16,861,875
64-5	PCL-527	Yeppoon Foreshore	2021	\$16,861,875
18-5	PCL-528	Kerr Park upgrade (Emu Park)	2021	\$145,475
53-5	PCL-530	Capricorn Coast Memorial Gardens (Taroomball)	2021	\$5,620,625
14-5	PCL-531	Daniel Park upgrade (Cooee Bay)	2021	\$145,475
64-5	PCL-532	Beaman Park upgrade	2021	\$145,475
21-5	PCL-534	Glendale Park upgrade	2021	\$145,475
14-5	PCL-535	District Sports Park (Cooee Bay)	2026	\$4,140,000
14-5	PCL-536	District Community Facility (Cooee Bay)	2026	\$226,320
46-5	PCL-537	Rockyview Sarah's garden upgrade	2021	\$145,475
18-5	PCL-538	Emu Park Singing Ship upgrade	2021	\$5,620,625

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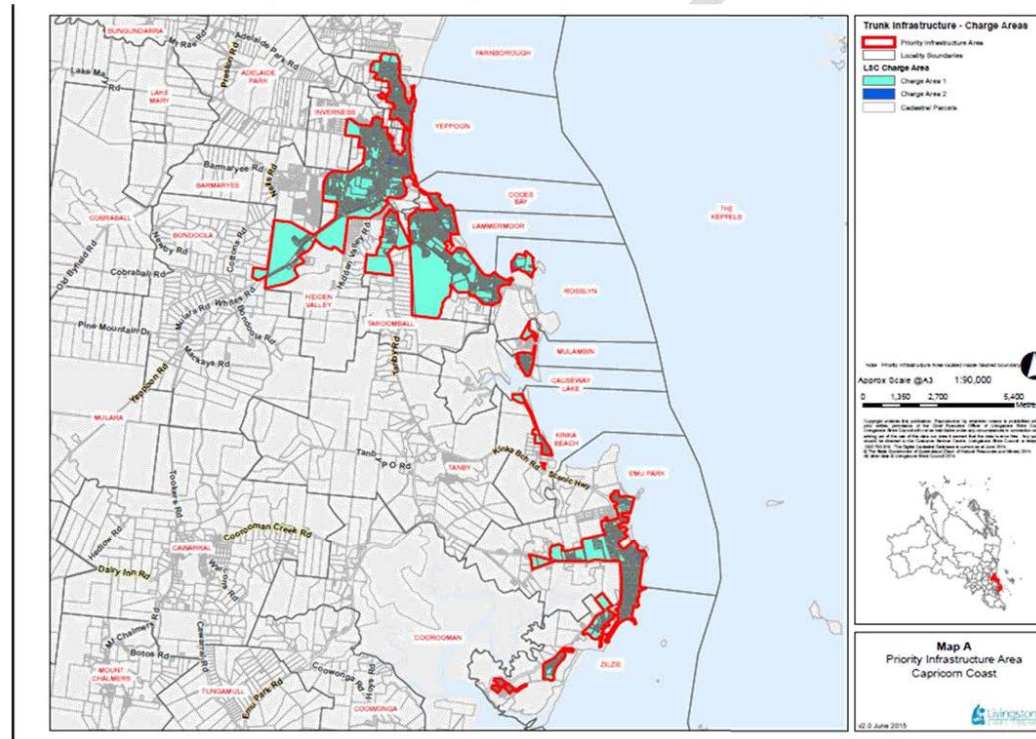
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SC3.2 Local government infrastructure plan maps

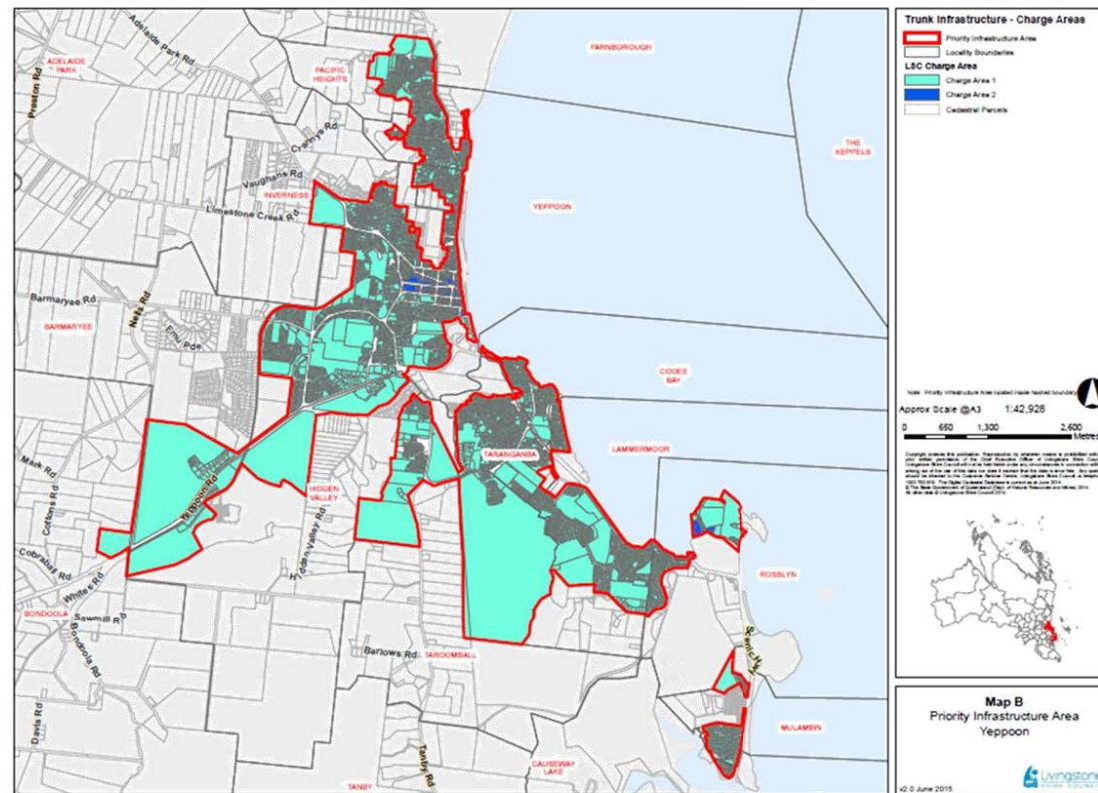
SC 3.2.1 – Priority Infrastructure Area

Figure SC 3.2.1 – Priority Infrastructure Area – Capricorn Coast



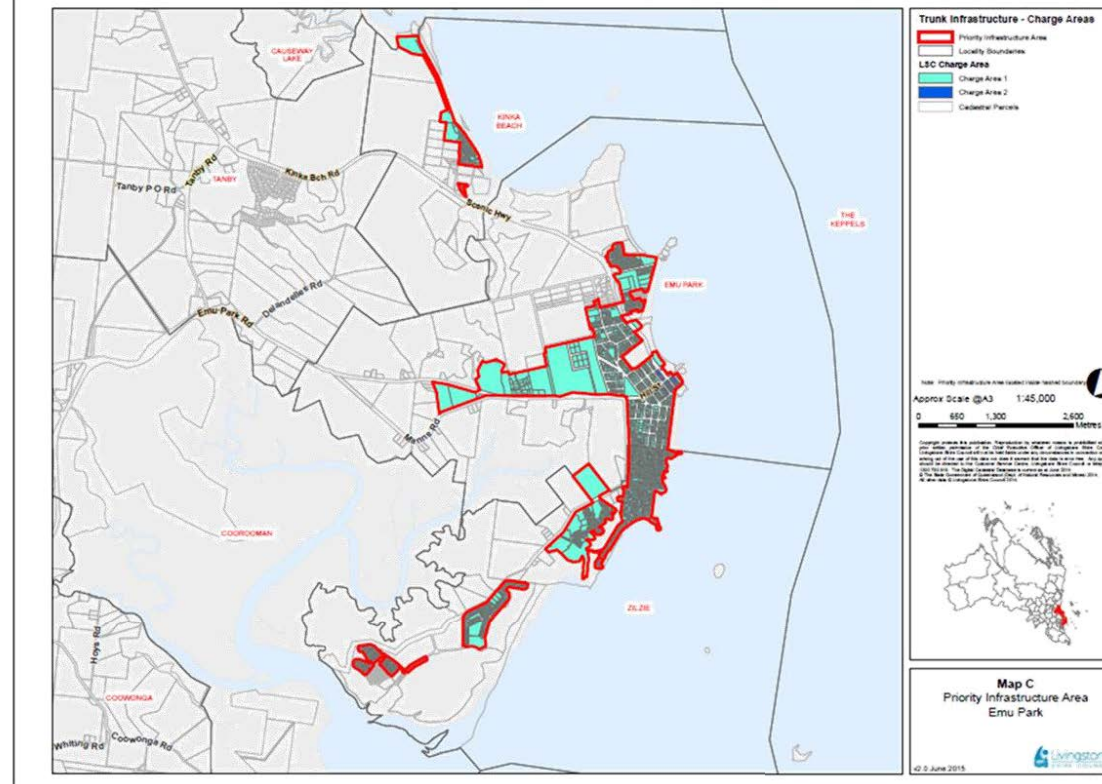
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Figure SC 3.2.2 – Priority Infrastructure Area – Yeppoon



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Figure SC 3.2.3 – Priority Infrastructure Area – Emu Park



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12.6 CAPRICORN COAST RECREATION CENTRE - INVITATION TO LEASE

File No: CP5.9.2
Attachments: Nil
Responsible Officer: David Mazzaferri - Manager Disaster Management, Recovery and Resilience
Brett Bacon - Executive Director Liveability and Wellbeing
Author: Jared Thomsen - Senior Sport & Education Officer

SUMMARY

Expressions of interest were recently called from local community, sport, and / or recreation organisations interested in leasing the Capricorn Coast Recreation Centre. This report outlines the relevant details surrounding the Invitation to Lease process, the responses received from interested organisations, as well as the operational assessment of those responses.

OFFICER'S RECOMMENDATION

THAT, in line with the outcome of the Invitation to Lease process, Council issue a lease agreement over the Capricorn Coast Recreation Centre (29-35 Cordingley Street, Yeppoon) to the Yeppoon Gymnastics and Movement Centre Incorporated, with such lease being for a period of one year, with an option for a further nine years.

BACKGROUND

The ongoing use and management of the Capricorn Coast Recreation Centre (Lot 1 on SP201927) has been the topic of a number of Council reports since its ownership was confirmed in March 2015. Following the most recent discussion at the workshop held on 5 February 2018, the Invitation to Lease process was initiated to identify the most suitable lessee, which would provide the greatest benefit to the community.

During the Invitation to Lease process local community, sport, or recreation organisations were required to respond to four (4) selection criteria, which included:

- 1) clear focus on delivering active recreation and physical activity through both structured and non-structured programmes;
- 2) ability to, where possible, incorporate and provide for existing user groups as well as a receptiveness to allow hire to smaller organisations and groups;
- 3) ability to financially sustain a Freehold Lease Agreement and all associated costs and charges; and
- 4) ability to, where possible, partner with Council to undertake large maintenance works and major facility developments.

The Invitation to Lease process opened on Tuesday 3 April 2018 with applications from interested community, sport, or recreation organisations required to be submitted to Council by 2:00pm on Friday 11 May 2018.

The Invitation to Lease process was advertised across a range of mediums including:

- 1) Email Networks – Sport and Education Services, and Community Centre;
- 2) Social Media – Livingstone Shire Council Facebook page; and
- 3) Newspaper Article – Capricorn Coast Mirror.

COMMENTARY

A total of four (4) organisations contacted the Community Development and Sport and Recreation team to discuss the Invitation to Lease process further and obtain the relevant application form. These organisations included:

- 1) Aussie Cheer and Dance;
- 2) Calvary Christian Church;
- 3) Centacare Central Queensland; and
- 4) Yeppoon Gymnastics and Movement Centre Incorporated.

Each organisation was provided the relevant information needed to make an informed decision regarding an application including indicative annual operational costs (lease fee, utility rates, etcetera), details surrounding existing user groups, and an inspection of the facility was also offered, if desired.

At the closing of the Invitation to Lease process two (2) organisations had submitted applications, these organisations included:

- 1) Calvary Christian Church; and
- 2) Yeppoon Gymnastics and Movement Centre Incorporated.

The assessment panel reviewed each application against the previously identified selection criteria and awarded each organisation an assessment score out of a total of 100 points.

The following is an overview of each organisation's assessment score:

- 1) Yeppoon Gymnastics and Movement Centre Incorporated – 67.20; and
- 2) Calvary Christian Church – 54.50.

PREVIOUS DECISIONS

No previous decisions have been made relating to this matter.

BUDGET IMPLICATIONS

There are no budget implications relating to this matter.

LEGISLATIVE CONTEXT

Section 236 (1)(b)(ii) of the *Local Government Regulation 2012* states:

'subject to subsections (2) to (4), a local government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is disposed of to a community organisation.'

Section 236 (2) of the *Local Government Regulation 2012* further states that,

'an exception mentioned in subsection (1)(a) to (e) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.'

LEGAL IMPLICATIONS

There are no legal implications associated with this matter.

STAFFING IMPLICATIONS

The execution of the requisite lease agreement will be accommodated within existing operational capacities.

RISK ASSESSMENT

The following risks relating to this matter have been identified, however the associated consequences are considered to be of a low level:

- 1) negative community perception that a community funded and purpose-built basketball facility may no longer be used solely for basketball activities; and
- 2) entering a lease agreement with an individual not-for-profit organisation may impede access to the facility for other organisations.

CORPORATE/OPERATIONAL PLAN

Strategy CO3 of Council's Corporate Plan states: '*Provide community facilities and services to encourage and enable participation in active and healthy lifestyles.*'

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

By ratifying the assessment panel's evaluation of the Invitation to Lease process, Council will enable the relevant actions to be taken to issue a lease agreement over the Capricorn Coast Recreation Centre to the Yeppoon Gymnastics and Movement Centre Incorporated.

12.7 DECISION ASSESSMENT FOR DEVELOPEMENT APPLICATION FOR DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE FOR A MEDICAL CENTRE (EXTENSION)

File No: D-10-2018

Attachments:

1. [Locality Plan](#)
2. [Proposal plans](#)

Responsible Officer: Erin McCabe - Co-ordinator Development Assessment
David Battese - Manager Strategy & Development

Author: Jenna Brosseuk - Senior Planning Officer

SUMMARY

Applicant:	Yeppoon Family Practice Building Group
Consultant:	Gideon Town Planning
Real Property Address:	23 William Street, Emu Park
Common Property Address:	Lot 2 on SP175213
Area of Site:	796 square metres
Planning Scheme:	<i>Livingstone Shire Planning Scheme 2005</i>
Planning Scheme Zoning:	Residential Zone, R2 Precinct
Planning Scheme Overlays:	Overlay Map O8 – Potential Acid sulfate soils (land below twenty metres Australian Height Datum) Overlay Map O9 – Capricorn Coast Landscape Area (Precinct B)
Existing Development:	Medical centre
Existing Approvals:	Town Planning Consent No 824 for a Surgery GP issued on 12 March 1991 Development Permit D-Y/2003-183 for a Material Change of Use for a Professional office Development Permit D-Y/2006-125 for Reconfiguring a Lot (two lots into two lots) Development Application 2-2018/BONRI for Building over or near relevant infrastructure
Approval Sought:	Development Permit for a Material Change of Use for a Medical Centre (extension)
Level of Assessment:	Impact assessable
Submissions:	Nil
Referral Agency(s):	Department of State Development, Manufacturing, Infrastructure and Planning (as a concurrence agency)
Adopted Infrastructure Charges Area:	Charge area one
Application Progress:	

Application Lodged:	23 January 2018
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Confirmation notice issued:	23 January 2018
Concurrence Agency Response:	6 February 2018
Request for Further Information sent:	7 February 2018
Request for Further Information responded to:	2 March 2018
Submission period commenced:	5 March 2018
Submission period end:	23 March 2018
Notice of compliance received:	28 March 2018
Last receipt of information from applicant:	18 April 2018
Council request for extension of Decision Stage:	5 June 2018
Agreement from applicant for extension of Decision Stage:	13 June 2018
Statutory determination date:	19 June 2018

OFFICER'S RECOMMENDATION

RECOMMENDATION A

THAT in relation to the application for a Development Permit for a Material Change of Use for a Medical Centre (extension), made by Yeppoon Family Practice Building Group, on Lot 2 on SP175213, and located at 23 William Street, Emu Park, Council resolves to Approve the application despite its conflict with the planning scheme and provide the following reasons to justify the decision despite the conflict:

- (a) The development does not comply with Desired Environmental Outcome (j) as the development is not in a zone intended for a Medical centre to locate. Further, the development does not comply with Specific Outcome O1 of the Residential Zone Code as the development is not listed as a preferred land use.
- (b) Despite the non-compliance, the use established in 1991 and has co-located with the surrounding residential uses effectively. The proposal is for an additional 73.6 square metres of gross floor area and will allow for the internal renovation to provide additional Medical centre services to the Emu Park locality.
- (c) The development does not comply with Specific Outcome O10 of the Residential Zone Code as the development does not provide for all the car parking on-site.
- (d) Despite the non-compliance, an additional car parking space is provided on-site and utilises all available area on-site to provide the additional space. Further, there is existing sealed car parking available in the Hill Street road reserve and was previously widened to accommodate parking for the Medical centre use.
- (e) The development does not compromise the achievement of the state interest – natural hazards, risk and resilience outlined in the *State Planning Policy*.
- (f) The development does not compromise the achievement of regional outcomes outlined in the *Central Queensland Regional Plan*.

RECOMMENDATION B

THAT in relation to the application for a Development Permit for a Material Change of Use for a Medical Centre (extension), made by Yeppoon Family Practice Building Group, on Lot 2 on SP175213, and located at 23 William Street, Emu Park, Council resolves to Approve the application subject to the following conditions:

1.0 **ADMINISTRATION**

- 1.1 The Developer is responsible for ensuring compliance with this approval and the

Conditions of the approval by an employee, agent, contractor or invitee of the Developer.

- 1.2 Where these Conditions refer to “Council” in relation to requiring Council to approve or to be satisfied as to any matter, or conferring on the Council a function, power or discretion, that role of the Council may be fulfilled in whole or in part by a delegate appointed for that purpose by the Council.
- 1.3 All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- 1.4 All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.
- 1.5 Where applicable, infrastructure requirements of this approval must be contributed to the relevant authorities, at no cost to Council prior, to the commencement of use, unless otherwise stated.
- 1.6 The following further Development Permits must be obtained prior to the commencement of any works associated with its purposes:
 - 1.6.1 Building Work; and
 - 1.6.2 Plumbing and Drainage Work.
- 1.7 Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- 1.8 All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

2.0 APPROVED PLANS AND DOCUMENTS

- 2.1 The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

<u>Plan/Document Name</u>	<u>Plan/Document Reference</u>	<u>Dated</u>
Site Plan	SD.101, Revision 05	12 December 2017
Proposed floor plan	SD.202, Revision 05	12 December 2017
North west elevation and South west elevation	SD.401, Revision 05	12 December 2017
South east elevation and North east elevation	SD.402, Revision 05	12 December 2017

- 2.2 Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval must prevail.
 - 2.3 Where conditions require the above plans or documents to be amended, the revised document(s) must be submitted for approval by Council prior to the submission of a Development Application for Building Works.
- ## 3.0 ACCESS WORKS
- 3.1 All works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines* and *Australian Standard AS2890 “Off Street Car Parking”*.
 - 3.2 One (1) additional parking space must be provided on-site.

3.3 Parking and associated vehicle manoeuvring areas must be sealed.

3.4 All stormwater runoff from parking and vehicular manoeuvring areas must be collected on the site and must drain so as to demonstrate lawful discharge in accordance with *Queensland Urban Drainage Manual*.

4.0 PLUMBING AND DRAINAGE WORKS

4.1 A Development Permit for Operational Works (plumbing and drainage works) must be obtained prior to the commencement of any plumbing and drainage works on the site.

4.2 All works must be designed and constructed in accordance with the approved plans (refer to condition 2.1), *Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act, Plumbing and Drainage Act* and the provisions of a Development Permit for Plumbing and Drainage Works.

4.3 The development must be connected to Council's reticulated water supply and sewerage network.

4.4 The existing sewer connection must be relocated such that the connection will meet the provisions of *Queensland Development Code, Mandatory Part 1.4*.

4.5 Easements must be provided over all sewerage infrastructure located within private property. The easement location(s) and width(s) must be in accordance with the requirements of the *Capricorn Municipal Development Guidelines*.

5.0 ROOF AND ALLOTMENT DRAINAGE WORKS

5.1 All roof and allotment drainage must be in accordance with the requirements of the *Queensland Urban Drainage Manual* and the *Capricorn Municipal Development Guidelines*.

5.2 All roof and allotment drainage must be discharged such that it does not restrict, impair or change the natural flow of runoff water or cause a nuisance to adjoining properties or infrastructure.

6.0 SITE 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, or cause a nuisance or worsening to adjoining properties or damage infrastructure.

6.3 The structural design of all retaining walls above one (1) metre in height must be separately and specifically certified by a Registered Professional Engineer of Queensland as part of the Building Works submission.

6.4 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.

7.0 BUILDING WORKS

7.1 A Development Permit for Building Works must be obtained prior to the commencement of any building works on the site and must include reclassification of the building.

7.2 All works must be undertaken in accordance the Acceptable Solutions of the *Queensland Development Code, Mandatory Part 1.4* or a Building over or near relevant infrastructure permit issued by Council.

8.0 LANDSCAPING WORKS

- 8.1 A minimum one (1) metre wide landscape buffer must be established in accordance with the approved plans (refer to condition 2.1). The landscaping must include endemic species and must be within the property boundary.
- 8.2 Large trees must not be planted within one (1) metre of the centreline of any sewerage infrastructure. Small shrubs and groundcover are acceptable.
- 8.3 Landscaping, or any part thereof, upon reaching full maturity, must not:
- (i) obstruct sight visibility zones as defined in the *Austroads 'Guide to Traffic Engineering Practice'* series of publications;
 - (ii) adversely affect any road lighting or public space lighting; or
 - (iii) adversely affect any Council infrastructure, or public utility plant.
- 8.4 The landscaped areas must be subject to an ongoing maintenance and replanting programme (if necessary).

9.0 ELECTRICITY AND TELECOMMUNICATIONS

- 9.1 Electricity and telecommunication connections must be provided to the development to the standards of the relevant authorities.

10.0 ASSET MANAGEMENT

- 10.1 Any alteration necessary to electricity, telephone, water mains, sewerage mains, and/or public utility installations resulting from the development or in connection with the development, must be at full cost to the Developer.
- 10.2 Any damage to existing kerb and channel, pathway or roadway (including removal of concrete slurry from public land, pathway, roads, kerb and channel and stormwater gullies and drainage lines) which may occur during any works carried out in association with the approved development must be repaired. This must include the reinstatement of the existing traffic signs and pavement markings which may have been removed.
- 10.3 'As constructed' information pertaining to assets to be handed over to Council and those which may have an impact on Council's existing and future assets must be provided prior to the commencement of use. This information must be provided in accordance with the Manual for Submission of Digital As Constructed Information.

11.0 ENVIRONMENTAL

- 11.1 An Erosion Control and Stormwater 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 Control and Stormwater Control Management Plan must be available on-site for inspection by Council Officers during those works.

12.0 OPERATING PROCEDURES

- 12.1 Any lighting devices associated with the development, such as sensory lighting, must be positioned on the site and shielded so as not to cause glare or other nuisance to nearby residents and motorists. Night lighting must be designed, constructed and operated in accordance with '*Australian Standard AS4282 – Control of the obtrusive effects of outdoor lighting*'.
- 12.2 All waste storage areas must be kept in a clean and tidy condition.
- 12.3 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 William Street or Hill Street.

ADVISORY NOTES

NOTE 1. Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal Cultural Heritage legislation. The information on Aboriginal Cultural Heritage is available on the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs website www.datsima.qld.gov.au

NOTE 2. Asbestos Removal

Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Workplace Health and Safety* legislation and *Public Health Act 2005*.

NOTE 3. General Environmental Duty

General environmental duty under the *Environmental Protection Act* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.

NOTE 4. General Safety Of Public During Construction

The *Workplace Health and Safety Act* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5. Landscaping

Any Landscaping Works proposed outside the property boundaries must be in accordance with an Application to Undertake Alterations or Improvements to a Council Controlled Areas and Roads.

NOTE 6. Infrastructure Charges Notice

This application is subject to infrastructure charges in accordance with Council policies. The charges are presented on an Infrastructure Charges Notice which has been supplied with this decision notice.

RECOMMENDATION C

THAT in relation to the application for a Development Permit for a Material Change of Use for a Medical Centre (extension), made by Yeppoon Family Practice Building Group, on Lot 2 on SP175213, and located at 23 William Street, Emu Park, Council resolves to issue an Infrastructure Charges Notice for the amount of \$6,241.00.

BACKGROUND

Not Applicable

COMMENTARY**PROPOSAL IN DETAIL**

The proposal is for an extension to the existing medical centre, being the Emu Park premises of Yeppoon Family Practice. The extension is an additional 73.6 square metres in area and also includes renovation of the internal layout of the centre. There was originally six consult rooms, a treatment room, an allied health room and reception, staff room and storage areas. The existing gross floor area is 241.4 square metres

Through the extension and renovation, there will be eight consult rooms, a nursing room, a nursing/treatment area, a procedures area and reception, training/staff room and storage

areas. The proposed gross floor area is 315 square metres which will result in an additional 73.6 square metres of gross floor area.

The building extends towards the William Street property frontage with a setback of 1.268 metres to the wall at the closest point. The eaves are approximately 0.305 metres wide, therefore the building, at the outermost projection is setback 0.964 metres from the property frontage to William Street. The building, at the closest point being the entry, is 3.71 metres to the Hill Street frontage.

One additional car parking space will be accommodated on the site towards the south east of the site. There is also access from the building at the rear to the car parking area if an ambulance needs to access the building.

SITE AND LOCALITY

The subject site is located within an established urban area and is connected to all standard infrastructure services. The site is developed with a Medical centre and accommodates five on-site car parking spaces. The site is generally flat with a slight fall towards Hill Street. The contours range from 20.5 metres Australian Height Datum to 18.5 metres Australian Height Datum. The site is landscaped towards the boundaries.

William Street has a 10 metre wide verge and Hill Street has a 2.8 metre wide verge. On-street parking is evident, primarily in Hill Street along the frontage to the site and on the northern side of Hill Street where a minor extension of pavement creates an informal parking area off the main carriageway.

The locality is characterised by residential uses with the commercial centre of Emu Park within proximity to the site.

Related permits (approvals or refusals) and approval on adjoining properties including lawful use of premises

Existing applications/approvals over the site	
23 William Street, Emu Park Lot 2 on SP175213	<p>Town Planning Consent No 824 for a Surgery GP issued on 12 March 1991</p> <p>Building Permit 9516 for a surgery issued on 14 October 1991</p> <p>Development Permit D-Y/2003-183 for a Material Change of Use for a Professional office</p> <p>Development Permit D-Y/2006-125 for Reconfiguring a Lot (two lots into two lots)</p> <p>Development Permit 1666-2008/YPCDOM – Extension to Medical centre</p> <p>Development Permit P-494-2008 Plumbing and Drainage Works for Alteration</p> <p>Development Application B-137-2018 Building Works for Alterations and Additions</p> <p>Development Application D-60-2018 for Operational Works for stormwater works</p> <p>Development Application P-80-2018 for Plumbing and Drainage Works for an extension</p> <p>Development Application 2-2018/BONRI for Building over or near relevant infrastructure</p>
Application/approvals on adjoining sites	

Lot 1 on SP175213 19-21 William Street, Emu Park (to the south)	Building Permit 8050 for a Bushhouse issued on 4 August 1989 Building Permit 5376 for a Dwelling alterations issued on 2 March 1983 Building Permit 98-706 for a house extension issued on 1 December 1998 Development Permit D-Y/2006-125 for Reconfiguring a Lot (two lots into two lots) Development Permit B-2225-2012 Building Works for a Carport 503-2012/WCCAR for a driveway
Lot 34 on E15616 26-28 Bright Street, Emu Park (to the east)	Nil Developed with a Dwelling house

ASSESSMENT INCLUDING BENCHMARKS AND RELEVANT MATTERS

This application has been assessed by relevant Council planning, engineering, environmental health, and other technical officers as required. The assessment has been undertaken in accordance with Chapter 3 of the *Planning Act 2016*, Part 4 of the *Planning Regulation 2017* and the Development Assessment Rules under the *Planning Act 2016*. The assessment has been carried out against the assessment benchmarks in the relevant categorising instrument/s for the development and having regard to the Central Queensland Regional Plan the State Planning Policy, any development approval for and any lawful use of the premises or adjoining premises, and the common material.

Benchmarks applying for the development	Benchmark reference
Desired Environmental Outcomes Residential Zone Code Natural Features Code	<i>Livingstone Planning Scheme 2005</i> Reprint 7 as in force 10 July 2017
Chapter 4 – Regional outcomes and policies	<i>Central Queensland Regional Plan</i> , October 2013
Part E: State interest policies and assessment benchmarks	<i>State Planning Policy</i> , July 2017
Relevant matters considered	
The <i>Livingstone Planning Scheme 2018</i>	In respect of the policy direction.
The <i>Queensland Development Code</i> , Mandatory Part 1.2	In respect of the proposed setback to William Street.
The <i>Queensland Development Code</i> , Mandatory Part 1.4	In respect to the development being proposed over the existing sewer line.
Matters raised in a submission	
The proposal was the subject of public notification between 5 March 2018 and 23 March 2018, as per the requirements of the <i>Planning Act 2016</i> , and no submissions were received.	
Matters prescribed by regulation (in addition to the assessment benchmarks)	
The common material submitted with the	In respect of the reports provided in the

application	material including proposal plans and supporting information and the information request response.
Related permits on adjoining properties and the subject site	The relevance of existing approvals on the subject site and adjoining properties in respect of the land use pattern and commensurate development.

Internal advice and assessment

Infrastructure Operations Unit – 12 June 2018

Support, subject to conditions.

Natural Resource Management – 24 January 2018

No comments. **Public and Environmental Health – 24 January 2018**

No comments.

Information request

An information request was issued by council on 7 February 2018 which included (but was not limited to) the following;

- Building over or near relevant infrastructure; and
- Justification of on-site car parking.

The applicant provided a response (in part) on 2 March 2018.

Referral

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning, as a concurrence agency given the site was within twenty-five metres of a State-controlled road (Emu Park Road). The Department of Transport and Main Roads assessed the application and the Department of State Development, Manufacturing, Infrastructure and Planning provided an approval, with conditions on 6 February 2018. The two conditions relate to stormwater management and stormwater discharge to the State-controlled road. The conditions must be complied with at all times.

State Planning Policy – July 2017

Part E of the State Planning Policy provides for interim development assessment provisions for local government until such time as the State Planning Policy is reflected within the planning scheme. The state interests identified are listed below.

Liveable Communities – not applicable

Mining and extractive resources – not applicable

Water quality – not applicable

Natural Hazards, risk and resilience – the site is mapped as a flood hazard area – Local Government flood mapping area.

The site is not mapped as a drainage problem area current planning scheme nor a flood hazard area under the new planning scheme (as publically notified). Therefore, a full assessment against the State interest has not been completed as the extension will not hinder or affect disaster management capacity or capabilities. Further, there will be no risk to public safety.

Central Queensland Regional Plan – October 2013

The Central Queensland Regional Plan commenced in October 2013 and is not appropriately reflected within the *Livingstone Shire Planning Scheme 2005*. The regional plan aims to provide policy direction for decision making for the co-existence of

extractive/mining industry, agriculture and priority living areas. In this regard, the four regional policies are not applicable to this application as it is not an extractive/mining or agricultural land use.

Other Acts

Not applicable.

Livingstone Shire Planning Scheme 2005

Planning Scheme Shire Wide Outcomes

The Shire Wide Desired Environmental Outcomes, as identified by section 2.2 of the *Livingstone Planning Scheme 2005* are as follows:

- (a) *Development does not adversely affect the values of the Shire's natural environment including coastal areas, wetlands, beaches, headlands, waterways, protected areas, undeveloped hillslopes, and areas of significant native vegetation, from any adverse effects accruing from clearing, soil degradation and pollution, due to erosion and contamination, acidification, salinity, waste disposal and any modifications to natural processes.*

Complies: The site contains an existing Medical centre and the proposed extension will not affect the Shire's natural environment.

- (b) *Development does not adversely affect the quality and quantum of water available for a range of consumptive uses throughout the Shire.*

Complies: The development will not adversely affect the quality and quantum of water available.

- (c) *Risks to safety, property and the environment are not increased by the interaction of development and natural or other hazards, including flooding, bushfires, disturbance of acid sulfate soils, storm tide, cyclonic weather events and landslide.*

Complies: The site is mapped as potential acid sulfate soils however, the risk to safety, property and the environment is not increased by the proposed extension as excavation below five metres Australian Height Datum is not proposed.

- (d) *Development protects the economic values of natural resources, including good quality agricultural land, extractive and mineral resources, vegetation, and water.*

Not applicable: the development does not affect the economic values of natural resources.

- (e) *Development provides a benefit to and satisfies an economic demand of residents of the area in which it is located.*

Complies: The proposal is for the expansion of the existing medical centre which services the Emu Park locality. There are currently two Medical centres servicing the Emu Park locality which has an estimated resident population of 2,187 (as of 30 June 2017). The Medical centre currently provides a benefit to the community in providing general practice medical services for the Emu Park locality and wider community.

- (f) *Opportunities for maintaining and improving employment resulting from advancements in information technology and emerging business and industry trends are maximised.*

Not applicable: The extension is not considered to be a result of advancements in information technology or emerging business and industry trends.

- (g) *The Shire's tourism industry is strengthened and expanded based on the sustainable use of natural, cultural, and man-made assets, and the orderly provision of services and facilities.*

Not applicable: The proposed extension will not influence the Shire's tourism industry.

- (h) *Yeppoon continues to function as the main business centre and administrative hub for the Shire.*

Complies: The proposed development is an extension to an existing Medical centre and will not detract from Yeppoon as the main business centre. It is within the locality of Emu Park and therefore will service the Emu Park and surrounding communities.

- (i) *Development promotes the efficient use, and provides for the orderly expansion of the Shire's movement system, including motorised and non-motorised modes.*

Not applicable: There is no change the existing movement system.

- (j) *Development occurs in an area:*

- (i) *which is intended for the development as identified by the outcomes for zoned land; and*
- (ii) *in which services and facilities required in respect of the development are existing, planned or provided by the development.*

Justified: The development is within the Residential Zone, R2 Precinct and the scheme does not intend for the land use to be located in this zone. The Medical centre obtained the first planning approval in 1991 and has been operating on the subject site since. The extension of the medical centre will provide for additional medical related services to be provided to the Emu Park and wider community. Despite the development not being anticipated to occur in this area, the medical centre has been operating successfully on the subject site since 1991 and the extension will provide an additional 73.6 square metres of floor area which is considered minor in nature and is less than ten (10) per cent of the site cover.

- (k) *Development does not adversely affect:*

- (i) *the community's health and safety; or*
- (ii) *the amenity enjoyed by people in different areas of the Shire.*

Complies: The community's health and safety will not be affected as a result of the proposed extension. There is adequate on-site car parking provided and all existing and proposed operations will be within a building. The Medical centre extension is proposed approximately 0.9 metres from William Street, but given the wide verge area, building design to integrate with the existing building and proposed landscaping, the setback to William Street is considered acceptable and will not adversely affect the amenity enjoyed by people in the area.

- (l) *Development reflects the community's reasonable expectations and harmonises with the natural environment and does not prejudice the Shire's existing scenic amenity, particularly along the Capricorn Coast.*

Complies: The Medical centre obtained the first planning approval in 1991 and has been operating on the subject site since. The extension of the medical centre will provide for additional medical related services to be provided to the Emu Park and wider community. Despite the development not being anticipated to occur in this area, the medical centre has been operating successfully on the subject site since 1991 and the extension will provide an additional 73.6 square metres of floor area, and it is not considered unreasonable to expand the existing practice. During the public notification period, no submissions were received.

- (m) *The community values of places and landscapes reflecting the community's history and identity are not detrimentally affected by development.*

Complies: The development will not impact on the community values of places. The proposed extension will blend with and match the existing building, therefore not affecting how people will view the subject site.

The performance assessment of the proposal demonstrates that the development will compromise the Planning Scheme Shire Wide Desired Environmental Outcome (j), however the development has been justified to comply to be located on the subject site, despite the conflict with the zone.

Residential Zone Code

The Overall Outcomes applicable to the Residential Zone are set out at section 3.7 of the scheme as follows:

- (a) *The purpose of the Residential Zone Code is the achievement of the overall outcomes sought for the Residential Zone.*
- (b) *The overall outcomes sought for the whole of the Residential Zone are:*
 - (i) *Preferred land use:*

- (A) *Is a Residential Purposes comprising long term accommodation located as follows:*

<i>Accommodation Type</i>	<i>Preferred Precinct</i>
<i>Dual occupancy</i>	<i>R1, R2, R3</i>
<i>Dwelling house</i>	<i>R1, R2, R3</i>
<i>Annexed apartment</i>	<i>R1, R2, R3</i>
<i>Multiple dwelling units</i>	<i>R2, R3</i>
<i>Retirement village</i>	<i>On-merit</i>

- (B) *Is a Residential Purposes comprising short-term accommodation located as follows:*

<i>Accommodation Type</i>	<i>Preferred Precinct</i>
<i>Accommodation building</i>	<i>R1, R2, R3</i>
<i>Bed and breakfast</i>	<i>R1, R2</i>
<i>Caravan Park</i>	<i>On-merit</i>
<i>Institutional Residence</i>	<i>On-merit</i>

- (ii) *Land use (other than preferred land use) occurs only if:*
 - (A) *It is compatible with surrounding development by being of similar scale, intensity and character, and*
 - (B) *it supports preferred uses, and*
 - (C) *it does not adversely affect the amenity of the locality, and*
 - (D) *it is one of the following:*
 - a. *a local utility; or*
 - b. *a shop (not exceeding 100 square metres gross floor area) which provides only for convenience shopping needs of residents of the immediate catchment; or*
 - c. *a special use (being a community hall or community centre).*
 - (iii) *Residential areas are characterised by high levels of amenity and provide attractive living environments;*
 - (iv) *Development for residential purposes comprises;*
 - (A) *A range of residential accommodation styles including long term and short term accommodation,*
 - (B) *Long-term and short term accommodation located appropriately in relation to densities nominated in the code,*
 - a. *Long-term accommodation is located in precinct R1, R2 and R3; and*
 - b. *Short-term accommodation is located in precinct R3; and*

- (C) Long-term and short term accommodation develops at appropriate densities in relation to precinct nominated in this code as follows:
- Relatively low density development in precinct R1; and
 - Relatively medium density (125 persons/Ha) development in precinct R2; and
 - Relatively high density (350 persons/Ha) development in precinct R3; and
- (D) Well-designed residential development which is sensitive to climatic conditions and provides for the retention of natural features like creeks, gullies, waterways, coastal zone and vegetation;
- (E) An open space system including formalisation of recreational and movement opportunities where appropriate;
- (v) Development is provided with physical and social infrastructure commensurate with the scale and density of development;
- (vi) Non-residential uses locating in a residential area comprise purposes of a local business/community nature which support the enjoyment of residential areas by residents but do not detract from the character and amenity of localities in which they are established;
- (vii) Buildings and structures in precincts R1 and R2 are not higher than 12 metres;
- (viii) Buildings and structures in precincts R3 are not higher than 15 metres; and
- (ix) Development does not adversely impact on the environmental values of the site and its surroundings.

The proposal cannot be considered a preferred land use in the Residential Zone, however, the use established under a previous Development Permit in 1991 therefore there is considered reasons to consider the proposal for an extension to an established and approved premises despite the inconsistency.

Residential Zone Code Requirements

The following is an assessment of the proposal against the Residential Zone Code, which includes an assessment of the development against the relevant specific outcomes of the code.

Specific Outcomes		Response
Land use		
O1	Land use is: (a) a preferred use (as identified in the overall outcomes of this code); or (b) a use (as identified in the overall outcomes of this code) which: (i) is compatible with surrounding development by being of similar scale, intensity and character; and (ii) supports preferred land use; and (iii) does not adversely affect the amenity of the locality.	Does not comply The proposal cannot be considered a preferred land use in the Residential Zone, however, the use established under a previous Town Planning Consent in 1991 therefore there is considered reasons to consider the proposal for an extension to an established and approved premises despite the inconsistency. The proposed development will support and expand the existing operations to cater for new processes and new clients to the Medical centre. There is adequate parking to service the use. The development has the appearance of a Dwelling house, being compatible with the surrounding developments. All operations occur inside the building.

Specific Outcomes		Response
		Further, the development does not affect the amenity of the locality.
Subdivision Design		
O2	Reconfigured lots are designed and developed with: <ul style="list-style-type: none"> • sufficient area and suitable proportions for preferred or consistent uses; • adequate frontage for safe and convenient vehicular and pedestrian access; • suitable areas within each lot for the location of relevant activities and works, and: • do not expose people and works to unacceptable risks from flooding or other hazards. 	Not applicable Subdivision is not proposed.
Density		
O3	Density of residential development is compatible with local amenity expressed by the outcomes sought for the Residential Zone.	Justified The development is not for residential purposes. However, there is only one building on the site, similar to the surrounding properties.
Built Form		
O4	Uses and works are located, designed and operated to minimise adverse impacts on: <ul style="list-style-type: none"> ▪ existing environmental conditions relating to air, water and soil, ▪ the amenity of adjacent properties and public spaces, ▪ visual quality of landscapes in terms of: <ul style="list-style-type: none"> – reducing ribbon development and sprawl, – loss of green break separations, ▪ obstructing significant local and distant views of prominent natural features and landmarks, and ▪ the health and safety of people using the premises and adjacent premises. 	Complies The proposed extension will not affect the existing environmental conditions. The amenity of adjoining properties is not considered to change from what is currently experienced. The use remains the same with additional gross floor area proposed and internal changes. The landscape will not be changed and local or distinct views will not be impacted. The health and safety of persons using the site will not be affected, access arrangements remain unchanged and there is a pathway to the entry. The health and safety of people on adjacent premises also will not be affected. In terms of traffic movement from the premises to the south east, given the verge is quite wide, the proposed extension will not impact on sight lines.
O5	Buildings and structures are: <ul style="list-style-type: none"> ▪ of a type and scale which have an attractive, functional appearance; ▪ constructed of materials and finishes compatible with other development in the area; 	Complies The proposed extension will match the existing building, which is considered to be consistent with the Emu Park design. The finishes are considered compatible in the area. There is adequate integration with the physical attributes of the site with windows

Specific Outcomes		Response
	<ul style="list-style-type: none"> integrated with the physical attributes of the site, including appropriate provision for access to natural light and ventilation, privacy, noise attenuation, drainage, landscaping, outlook and off-street parking; and designed to adequately screen materials stored outside buildings when viewed from adjacent premises and public spaces 	<p>providing ventilation (if required) and access to natural light. Drainage will be directed to the street and has also been conditioned by the Department of State Development, Manufacturing, Infrastructure and Planning to ensure there is no worsening caused to the State-controlled road. Further, one new window is proposed to the south east however, the Dwelling house on William Street is at a higher elevation therefore this will not affect the privacy. There are no windows along the north east elevation.</p> <p>A condition will be included to ensure air-conditioning units and bin storage areas are screened.</p>
O6	<p>For a noise sensitive place, activities are laid out and buildings are designed and constructed to mitigate to a level, that does not unreasonably adversely affect the health and safety of people using premises, the effects of noise from:</p> <ul style="list-style-type: none"> Traffic on major roads (including State controlled roads); or Operations within railway corridors. 	<p>Not applicable</p> <p>The development site is within twenty five metres of a State-controlled road however is not for a noise sensitive place.</p>
Cultural Heritage Values		
O7	<p>Cultural heritage values associated with the landscape features of a site and its surroundings or relics of past activities found during development of the site are respected and are not subjected to changes that would significantly reduce the capacity to appreciate those areas, places and sites, their character or the memories or history they represent, in terms of visual detracting, public accessibility or physical change, damage or removal.</p>	<p>Not Applicable</p> <p>There are no known cultural heritage features associated with the land. The site is not listed as being a site of cultural heritage values under Schedule 3 of the planning scheme.</p>
Flood Immunity		
O8	<p>Development is immune to flood events which result in unacceptable risk to health and safety or unacceptable risk of property damage.</p>	<p>Not applicable</p> <p>The subject site is not mapped as a drainage problem area under the current planning scheme or flood hazard area under the draft planning scheme.</p>
Community safety		
O9	<p>Personal safety and property security are optimised through the design of buildings and spaces incorporating:</p> <ul style="list-style-type: none"> opportunities for surveillance; clear definition of boundaries 	<p>Complies</p> <p>The building provides opportunities for surveillance to William Street and Hill Street. The site will be activated during the day by staff and clients. Landscaping identifies private and</p>

Specific Outcomes	Response
<ul style="list-style-type: none"> between private and public spaces; and ▪ robust construction materials. 	public spaces.
Vehicle parking and movement	
<p>O10 Development is provided with an on-site parking and movement system designed and constructed to:</p> <ul style="list-style-type: none"> ▪ be integrated with the site layout including: <ul style="list-style-type: none"> – direct access to a road providing a level of service required to accommodate traffic generated by the use; and – appropriately designed footpath crossovers; and – provision for safe pedestrian movement between public footpath and facility entry points; and ▪ accommodate all modes of transport (including motor vehicles and bicycles) generated by the use; and ▪ facilitate non-discriminatory accessibility; and ▪ provide for safe and efficient loading and unloading of goods; and ▪ allow for vehicle queuing necessary for the use; and ▪ provide for passenger set down/pick up necessary for the use; and ▪ facilitate public access to the foreshore and riparian open space networks. 	<p>Justified to comply with the overall outcomes of the zone</p> <p>The existing on-site parking area will be extended to provide an additional parking space on-site, with a total of six car parking spaces provided, one of which is a universally accessible space.</p> <p>A Medical centre requires 1 space per twenty square metres of gross floor area. For the proposed extension, this is an additional four car parking spaces (rounded up from 3.68). It is considered an additional space is an appropriate outcome for the development. There is considered adequate space in the existing road reserve and on site to service the development. The existing parking arrangement in the immediate vicinity of the premises, being on-street parking in William Street and Hill Street along the frontage of the site as well as parking on the northern side of Hill Street in the extended road area, functions in a safe and appropriate manner given the low speed nature of the roads.</p> <p>Further, officers undertook a site visit on 29 January 2018 whereby the property was viewed from the road frontages. At the time of inspection, one car was parked in the on-site car park. On 8 May 2018, officers went on a second site inspection, again observing only one car parked within the onsite car parking area.</p> <p>The application has also noted that there is a high turn around time of patients, therefore the car parking spaces are not occupied for long periods of time and there is also use of the taxi service to get to and from the practice.</p> <p>There is adequate space onsite for an ambulance to enter and exit the site, with pedestrian access from the building provided to the rear of the building.</p> <p>The proposal provides for an is able to access an existing appropriate parking arrangement that does not compromise the overall outcomes for the zone.</p>
Infrastructure	
<p>O11 Water supply, sewerage, drainage, roads, power and communications are provided to meet the appropriate standards of service and construction</p>	<p>Complies</p> <p>The development is connected to all essential services and holds a trade waste permit for the discharge of non-domestic waste.</p>

Specific Outcomes	Response
<p>at least whole-of-life cost, which:</p> <ul style="list-style-type: none"> ▪ comprise components and materials that are: <ul style="list-style-type: none"> – readily accessible and available; and – robust and reliable in terms of operational life and purpose; and – easily maintained without unnecessarily requiring specialist expertise or equipment; and ▪ are integrated with the design, construction and operation of existing systems and facilitate orderly provision of future systems. 	

As evident from the above assessment, the proposal does not comply with Specific Outcomes O1, O3 and O10 however, generally complies with all other various requirements of the Residential Zone Code. In this regard, a performance based solution is provided and the development is able to achieve compliance with the Overall Outcomes.

Special Management Areas Code

The subject site is affected by one element within the Natural Features Code as listed below and Precinct B in the Capricorn Coast Landscape area: (i) Acid Sulphate Soil (Overlay Map O8).

The purpose of the Natural Features Code is:

- (a) *The purpose of the Natural Features Code is the achievement of the overall outcomes sought for the special management areas shown on Overlay Maps O1 to O8 as identified in this code.*
- (b) *The overall outcomes sought for the special management areas shown on Overlay Maps O1 to O8 as identified in this code are:*
 - (i) *that development is managed to protect the significant values of the various natural features and resources in terms of:*
 - (A) *physical change;*
 - (B) *damage or removal;*
 - (C) *accessibility; or*
 - (D) *visual detracting;*
 - (ii) *development avoids or minimises, within acceptable levels, risk to the natural or built environment or human health or safety; and*
 - (iii) *development does not adversely impact the safety and operational integrity of operational airspace associated with the Rockhampton Airport.*

Specific Outcomes	Response
Acid Sulphate Soils Special Management Area	
O4	<p>Natural or built environments and human health are not harmed by the production of acidic leachate resulting from development in areas of known</p> <p>Complies</p> <p>The land is at and above 18.5 metres Australian Height Datum, therefore, there will be no excavation below five metres Australian Height</p>

Specific Outcomes	Response
<p>and potential acid sulfate soils by:</p> <ul style="list-style-type: none"> (a) avoiding disturbance to areas of acid sulfate soils that would produce or contribute to acidic leachate, (b) treating and managing the disturbance of acid sulfate soils to minimise the generation of acidic leachate within manageable levels, (c) treating and managing surface and groundwater flows from areas of acid sulfate soils to minimise environmental harm. 	<p>Datum to cause the disturbance of acid sulfate soils.</p>

The purpose of the Capricorn Coast Landscape Code is:

- (a) *The purpose of the Capricorn Coast Landscape Code is the achievement of the overall outcomes sought for the special management area identified on Overlay Map O9.*
- (b) *The overall outcomes sought for the Capricorn Coast Landscape special management areas are:*
 - (i) *Development integrates all aspects of engineering and architecture with the natural features and characteristics of the site to minimise any adverse effects on the environment and landscape.*
 - (ii) *Areas identified as having landscape values are protected from development or the effects of development that may reduce those values in terms of physical changes to the natural environment, damage or removal of vegetation, prominence of the development within its landscape setting and the extent of associated visual detracting.*
 - (iii) *Vegetation outside the immediate envelope of a building or structure is preserved.*
 - (iv) *Development is not visually detracting when viewed from a Level 1 Viewer Place 193 in terms of:*
 - (A) *scarring by exposed earthworks; or*
 - (B) *canopy removal on hilltops, prominent headlands, ridges and hillslopes; or*
 - (C) *modification of the natural environment which dominates the landscape.*
 - (v) *Development does not adversely impinge on the integrity of identified 'green break' areas which provide a green-belt of natural landscape defining the limits of each of the coastal towns/localities.*
 - (vi) *In landscape special management area – Precinct A, reconfiguring a lot only occurs if the resulting lots have regular dimensions and are equal to or larger than the minimum lot size specified for the underlying zone for the site with the only exception being within the residential zone where the lot size must be at least 1,500 square metres in area.*

Specific Outcomes	Response
<p>O1 The height of buildings and structures, except in the Yeppoon Central zone is not greater than:</p> <ul style="list-style-type: none"> • 9 metres if within 20 metres of the frontage to the Scenic Highway, Farnborough Road, Yeppoon 	<p>Complies</p> <p>The building is approximately six metres to the apex.</p>

Specific Outcomes		Response
	Road, Tanby Road and Emu Park Road; or <ul style="list-style-type: none"> elsewhere, 12 metres. 	
O2	The slope of natural ground level of any development site is not greater than 15%.	Not applicable The slope of the land where the development is proposed does not exceed fifteen per cent.
O3	Clearing except in association with other assessable site development is inconsistent development.	Not applicable The land is generally clear of significant vegetation. Some landscaping will be removed however will be replaced following construction.
O4	Buildings and structures are not sited above 50m AHD.	Complies The site is between eighteen metres and 20.5 metres Australian Height Datum.
O5	Buildings and structures are constructed primarily of non-reflective materials or if reflective materials form part of a building or structure, the level of light reflectivity of the material is not greater than 10%.	Complies The building is cream with a cream roof and blue trim, therefore not reflective.
O6	Buildings and structures including infrastructure are constructed in materials that complement the coastal location and blend with the surrounding area in terms of colour and texture.	Complies The building is considered complimentary to the Emu Park locality and consistent with the Emu Park design guidelines.
O7	Retaining walls are restricted to a maximum of 1.5 metres vertical height.	Complies The retaining wall is proposed to be 1.2 metres in height and located to the rear of the site.
O8	Earthworks do not result in batter slopes that: <ul style="list-style-type: none"> have a vertical height greater than 3 metres; or are steeper than 25%. 	Complies The works do not involve earthworks to this extent.
O9	Earthworks and buildings are not located: <ul style="list-style-type: none"> across or result in the redirection of watercourses and natural drainage lines; or to require the removal of vegetation which defines watercourses and natural drainage lines. 	Complies The extension is not over or will not result in the redirection of a watercourse.
O10	In Landscape special management area – Precinct A, despite applicable minimum lot size and minimum frontage outcomes nominated in the Residential zone code, new lots are not less than 1 500 m ² in area and comprise at least one discrete area of not less than 500 m ² which: <ul style="list-style-type: none"> has a minimum dimension of 20 metres; and 	Not applicable Subdivision is not proposed.

Specific Outcomes	Response
<ul style="list-style-type: none"> is located at least 15 metres from the road fronting the lot; and has a natural ground level slope not greater than 15%.to require the removal of vegetation which 	

As evident from the above assessment, the proposal complies with the various requirements of the Special Management Area Codes.

Queensland Development Code – Mandatory Parts 1.2 and 1.4

Mandatory Part 1.4

The subject site contains a sewer main and the development is proposed to be located over the relevant infrastructure. A Building Over or Near Relevant Infrastructure application was lodged on 19 April 2018 for Council's Infrastructure Operations Unit to assess the development for potential impacts on the sewerage infrastructure. The application is being assessed against Mandatory Part 1.4 and the unit has indicated the material prepared by the applicant is sufficient for approval of the related material change of use. .

Mandatory Part 1.2

The proposed extension will be setback 1.269 metres to the William Street road frontage from the wall. The eaves are approximately 0.305 metres wide, therefore the building, at the outermost projection is 0.964 metres from William Street. An assessment has been undertaken against Mandatory Part 1.2, Performance Criteria 1 of the *Queensland Development Code* for the purpose of consistency with the surrounding residential uses:

Performance Criteria	Assessment
P1 The location of a <i>building</i> or <i>structure</i> facilitates an acceptable streetscape, appropriate for –	Complies
(a) the bulk of the <i>building</i> or <i>structure</i> ; and	The building is proposed to be setback 1.268 metres at the closest point from William Street. The eaves are 0.305 metres wide, therefore the building, at the outermost projection is 0.964 metres from William Street. The adjacent road reserve verge is approximately 10.5 metres in width, is grassed and holds some sparse vegetation. Given the width of the existing verge, the development is not considered to impact on the streetscape.
(b) the <i>road</i> boundary <i>setbacks</i> of neighbouring <i>buildings</i> or <i>structures</i> ; and	The development will be in front of all other development along William Street. The extension of the building is not anticipated to adversely affect the streetscape given the width of the verge.
(c) the outlook and views of neighbouring residents; and	Considering the orientation of the existing developments, the outlook and views of neighbouring residents is towards the east and west, therefore the extension will not affect the outlook.

	(d) nuisance and safety to the public.	Access to the site is from Hill Street. The verge is approximately ten metres wide along William Street therefore, the extension will not affect sight lines along William Street or Hill Street.
--	--	---

Given the width of the verge along William Street and the orientation of the development, a 1.268 metre setback to the wall, is considered appropriate for this development.

Livingstone Planning Scheme 2018

The *Livingstone Planning Scheme 2018* has progressed through the statutory process (known as MALPI) and commenced on 1 May 2018. Significant weight can be given to the *Livingstone Planning Scheme 2018* in the assessment of applications given the 'Coty Principle'. The Coty principle arises from the case of *Coty (England) Pty Ltd –v- Sydney City Council* (1957) which provides that weight may be given to a new planning document (which arises after the lodgement date), depending on how far it is along the legislative path to adoption. Queensland Planning and Environment Court decisions have also established that the weight to be given to draft laws or policies depends to a large extent on the maturity of the document and its stage along the statutory path to gazettal.

The subject site is identified as being within the Medium density residential zone. The site is mapped with the following overlays:

- OM01 - Acid Sulfate Soils (twenty metres Australian Height Datum contour);
- OM20 - Road Hierarchy (Hill Street fronting the site and William Street are Urban Access Streets);
- OM21 – Scenic Amenity – Coastal Scenic Transport Route Potential Assessment Area; and
- OM23 – Transport Noise Corridor.

The development is not listed as a preferred use within the Medium density residential zone, however the justification would remain unchanged if the application were lodged under the *Livingstone Planning Scheme 2018*.

SUMMARY OF ASSESSMENT

Pursuant to Section 60(2)(b) of the *Planning Act 2016*, the assessment manager may decide to approve the application even if the development does not comply with some of the assessment benchmarks. The development is unable to comply with the following assessment benchmarks:

- Desired Environmental Outcome (j) as the development is not in a zone intended for a Medical centre to locate;
- Specific Outcome O1 of the Residential Zone Code as the development is not a preferred land use in the zone;
- Specific Outcome O10 of the Residential Zone Code as the provision of car parking does not provide for all the required parking on-site.

Further to the assessment summary above and as per section 63 (5) of the *Planning Act 2016*, the development application is recommended for approval and the reasons for the decision are based on findings on material questions of fact:

- (i) The development does not comply with Desired Environmental Outcome (j) as the development is not in a zone intended for a Medical centre to locate. Further, the development does not comply with Specific Outcome O1 of the Residential Zone Code as the development is not listed as a preferred land use.
- (ii) Despite the non-compliance, the use established in 1991 and has co-located with the surrounding residential uses effectively. The proposal is for an additional 73.6 square

metres of gross floor area and will allow for the internal renovation to provide additional Medical centre services to the Emu Park locality.

- (iii) The development does not comply with Specific Outcome O10 of the Residential Zone Code as the development does not provide for all the car parking on-site.
- (iv) Despite the non-compliance, an additional car parking space is provided on-site and utilises all available area on-site to provide the additional space. Further, there is existing sealed car parking available in the Hill Street road reserve and was previously widened to accommodate parking for the Medical centre use.
- (v) The development does not compromise the achievement of the state interest – natural hazards, risk and resilience outlined in the *State Planning Policy*.
- (vi) The development does not compromise the achievement of regional outcomes outlined in the *Central Queensland Regional Plan*.
- (vii) On balance, the application should be approved because the circumstances favour Council exercising its discretion to approve the application even though the development does not comply with three aspects of the assessment benchmarks.

INFRASTRUCTURE CHARGES

The *Adopted Infrastructure Charges Resolution (No. 2) 2015* for non-residential development applies to the application and it falls within Charge Area 1. The Adopted Infrastructure Charges are as follows:

Column 1 Use Schedule	Column 2 Charge Area	Column 3 Adopted Infrastructure Charge		Column 4 Adopted Infrastructure Charge for stormwater network		Calculated Charge
		(\$)	Unit	(\$)	Unit	
Essential Services	Areas 1	70.00	per m ² of GFA	10.00	per m ² of impervious area	\$6,328.00
Total charge:		\$6,241.00 This charge may be indexed in line with Consumer Price Index on an annual basis.				
Charge area:		The subject site is located within Charge Area 1				
Calculation:		<p>The charge is calculated in accordance with Table 7 – Adopted charge for non-residential development within the priority infrastructure area, as follows:</p> <ol style="list-style-type: none"> 73.6 square metres at \$70.00 per square metre of Gross Floor Area; Total Gross Floor Area charge: \$5,152.00 117.6 square metres at \$10.00 per square metre of Impervious Area; <ul style="list-style-type: none"> 64.9 square metres for proposed extension (south west of building); 7.6 square metres for proposed extension (south east of building); 1.1 square metres for new allied health room; 44 square metres for new in-fill concrete. Total Impervious area charge: \$1,176.00 <p>= \$6,328.00</p>				

Credit:	<p>The above calculation takes into account a credit of \$87.00 for the existing impervious area pursuant to section 4.0 of Council's <i>Adopted Infrastructure Charges Resolution (No. 2) 2015</i>. The credit is calculated as follows:</p> <ol style="list-style-type: none"> 1. No Gross Floor Area credit applies. 2. Existing Impervious area of 8.7 square metres with a total credit of \$87.00; <ul style="list-style-type: none"> - 1.1 square metres for new allied health room; - 7.6 square metres for proposed extension (south east of building).
Offset:	Not applicable

PREVIOUS DECISIONS

It is noted that Council has previously approved a development application for a Medical centre on the subject allotment in both 1991 and an extension to the Medical centre in 2003. Council also approved Development Permit D-46-2016 for a Material Change of Use for a Medical within the vicinity of the subject site on Patterson Street in the Business Zone however, did comply with the requirements of the Business Zone Code under the *Livingstone Shire Planning Scheme 2005*.

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

BUDGET IMPLICATIONS

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

LEGISLATIVE CONTEXT

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

LEGAL IMPLICATIONS

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

STAFFING IMPLICATIONS

No staffing implications have been identified in the assessment.

RISK ASSESSMENT

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

CORPORATE/OPERATIONAL PLAN

The Corporate Plan reference applicable to the development application is GO4 being *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

In response to the above, the assessment of this application concludes that the proposed development, subject to conditions, is not likely to conflict with Council's Desired Environmental Outcomes. Furthermore, there are considered to be relevant matters that favour Council exercising its discretion to approve the application in this instance, even though the application is not consistent with the Purpose of the Residential Zone Code. The development supports the existing, long term use of the subject site and is within the reasonable expectation of the community the facility may expand the facilities to provide additional services to the Emu Park and wider community. In this regard, a performance based assessment has been undertaken and the non-compliance is not considered to detract from the achievement of the Shire Wide Desired Environmental Outcomes.

Accordingly, the proposal can be supported, subject to reasonable and relevant conditions outlined in the Recommendation.

**12.7 - DECISION ASSESSMENT FOR
DEVELOPEMENT APPLICATION FOR
DEVELOPMENT PERMIT FOR A
MATERIAL CHANGE OF USE FOR A
MEDICAL CENTRE (EXTENSION)**

Locality Plan

Meeting Date: 19 June 2018

Attachment No: 1



Attachment 1 - Locality Plan

Map Created by: Web AppBuilder for ArcGIS

12.7 - DECISION ASSESSMENT FOR DEVELOPEMENT APPLICATION FOR DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE FOR A MEDICAL CENTRE (EXTENSION)

Proposal plans

Meeting Date: 19 June 2018

Attachment No: 2

Real Property Description

Lots 1 & 2
RP836301
Parish of Hewitville
County of Livingstone

Site Statistics

Site Area: 795m²
Existing GFA: 241.4m²
Proposed additional floor area: 73.6m²
Existing landscaping: 100m²
Proposed landscaping: 116m²
Existing car parks: 5
Proposed car parks: 6
Ambulance access: Existing
Disabled parking: Existing
Number of storeys: 1
Max. building height: To match existing

Rev	Date	Description	Rev
1	17.02.17	Sketch Design	SD
2	05.03.17	Proposed Site Plan	LB
3	08.11.17	Client Issue	LB
4	10.11.17	Consultant Issue	LB
5	12.12.17	Consultant Issue	LB

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If in doubt, ASK**Legend**

•	Existing.
FH	Fire Hydrant.
k+c	Kerb & Channel.
n	New.
PP	Power Pole.
SM	Sewer manhole.
SW	Stormwater.
wm	Water meter.

Project Details

client:
YEPPON FAMILY PRACTICE
project:
**Emu Park Medical Centre
Alterations & Additions**
address:
**Cnr Hill & William Streets
Emu Park, QLD 4710**
date:
Proposed Site Plan

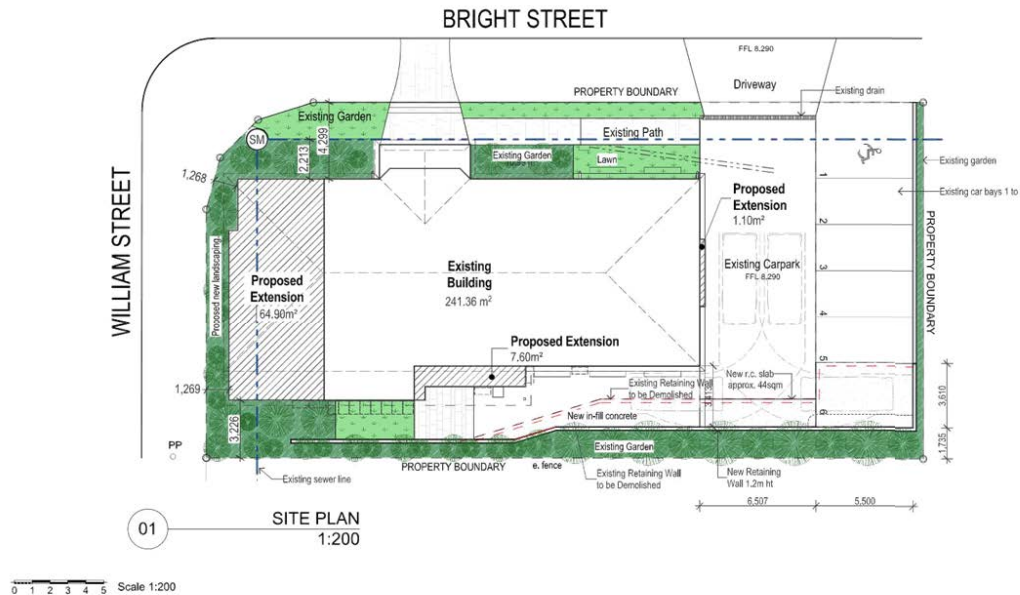


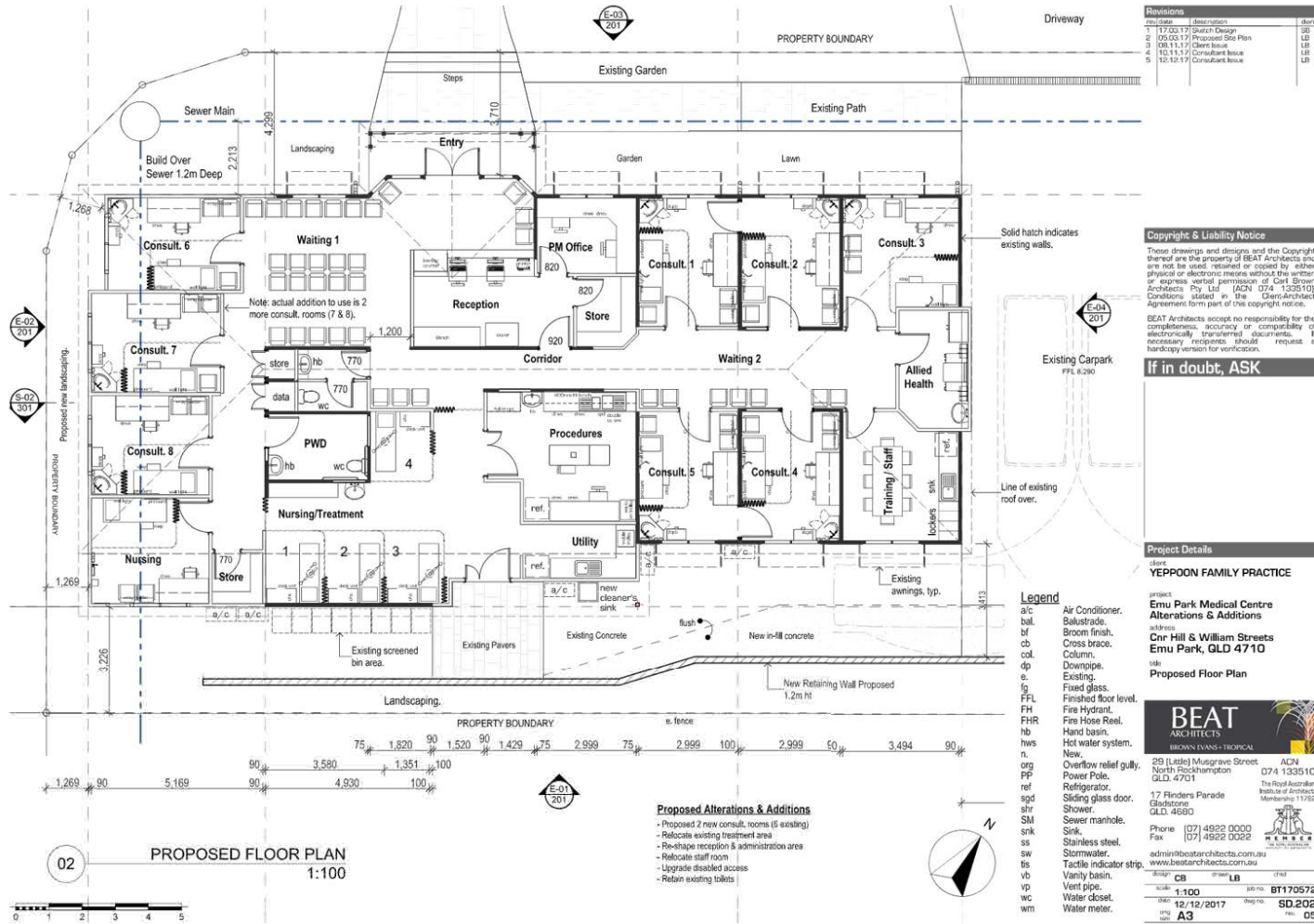
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designer	CS	drawn	LB	checked	
scale	1:200, 1:100	job no.	BT170572		
date	12/12/2017	drawn no.	SD.101		
size	A3	rev.	05		





12.8 APPOINTMENT OF SEXTONS

File No: CM4.7.21
Attachments: Nil
Responsible Officer: Chris Murdoch - Chief Executive Officer
Author: Brett Bacon - Executive Director Liveability and Wellbeing

SUMMARY

This report pertains to the appointment and revocation of certain positions within Council as Sextons.

OFFICER'S RECOMMENDATION

- (1) THAT Council resolve to appoint the positions of Executive Director Liveability and Wellbeing, Manager Community Wellbeing and Co-ordinator Open Spaces as Sexton to fulfil the obligations required under:
 - (a) *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011;*
 - (b) *Council's Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy;* and
 - (c) *Council's Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Procedure.*
- (2) THAT Council resolve to revoke the appointment of the position of Manager Construction and Maintenance as Sexton.

BACKGROUND

Council's *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* and its *Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy* and associated procedure prescribed certain restricted activities which require action and/or approval of the Sexton. The Sexton is '*...a person appointed by the local government to act as the sexton of a local government cemetery*'.

Responsibility for the management of Council's cemeteries has recently transitioned from Infrastructure Services to Liveability and Wellbeing. This transition has precipitated the need to appoint a Sexton (or Sextons) from within the relevant business units. The role of Sexton has been performed by the Manager Construction and Maintenance, who remains within Infrastructure Services and no longer has responsibility for cemeteries.

It was identified during the transition that the appointment of more than one (1) Sexton would be beneficial, to ensure that all activities and administrative requirements could be fulfilled within the relevant timeframe and with the least inconvenience to the customer.

COMMENTARY

Council's *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* and its *Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy* and associated procedure prescribed certain restricted activities which require action and/or approval of the Sexton. The Sexton is '*...a person appointed by the local government to act as the sexton of a local government cemetery*'.

It is recommended that Council appoint the positions of Manager Community Wellbeing, Coordinator Open Spaces and Executive Director Liveability and Wellbeing the Sexton to

fulfil the obligations required under *SLL4*, the policy and the procedure pertaining to restricted activities.

PREVIOUS DECISIONS

At its meeting of 27 September 2016 Council resolved to, *inter alia*:

Appoint the Manager Construction and Maintenance as the Sexton to fulfil the obligations required under:

- a. *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011;*
- b. *Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy; and*
- c. *Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Procedure.*

BUDGET IMPLICATIONS

There are no budget implications associated with the appointment of Sextons.

LEGISLATIVE CONTEXT

The appointment of a Sexton is required to fulfil obligations prescribed by *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* and Council's *Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy* and associated procedure

LEGAL IMPLICATIONS

There are no legal implications associated with the appointment of Sexton to the recommended positions.

STAFFING IMPLICATIONS

There are no staffing implications associated with the appointment of Sexton to the relevant positions.

RISK ASSESSMENT

The establishment of the three (3) Sextons will enable Council to fulfil all activities and obligations within the relevant timeframes and at the least inconvenience for the customer. Cemetery related matters are often sensitive and ensuring the availability and accessibility of the right people to facilitate a smooth and efficient process is considered sensible business practice and emphasises Council's customer focus.

CORPORATE/OPERATIONAL PLAN

Strategy GO2 of Councils Corporate Plan states: '*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

Government Controlled Areas, Facilities and Roads) 2011 and Council's Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy and associated procedure, it is necessary to appoint a Sexton (or Sextons). Consequently, it proposed that the Council appoint the positions of Executive Director Liveability and Wellbeing, Manager Community Wellbeing and Co-ordinator Open Spaces as Sextons.

In order for Council to fulfil its obligations prescribed by *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011 and Council's Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy* and associated procedure, it is necessary to appoint a Sexton (or Sextons). Consequently, it proposed that the Council appoint the positions of Executive Director Liveability and Wellbeing, Manager Community Wellbeing and Co-ordinator Open Spaces as Sextons.

**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 Write Off - Bad Debt

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 Water Charges Dispute - 15 Yeppoon Crescent, 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 .

15.3 Procurement of Electronic Community Engagement Platform

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

15 CONFIDENTIAL REPORTS

15.1 WRITE OFF - BAD DEBT

File No: FM12.1.9

Attachments:

Responsible Officer: Andrea Ellis - Chief Financial Officer

Author: Priscilla Graham - Coordinator Revenue

SUMMARY

This report addresses the need to write off the aged arrears and interest for the properties, Collins Island (DNRM Lease). The Lease has been cancelled by the relevant State Department. The rate and charges in arrears have been identified as unrecoverable and to be written off as a bad debt.

15.2 WATER CHARGES DISPUTE - 15 YEPPOON CRESCENT, YEPPOON**File No:** RV.25.3.3**Attachments:**

1. Record of communication - 15 Yeppoon Crescent, Yeppoon
2. 180105 Email from Dan Toon to CEO & Councillors regarding water usage dispute 15 Yeppoon Crescent, Yeppoon

Responsible Officer: Dan Toon - Executive Director Infrastructure**Author:** Sean Fallis - Manager Water and Waste Operations

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 provides information on an issue involving higher than normal water use at 15 Yeppoon Crescent, Yeppoon. The owners cannot explain this use and have requested a reduction in their charges.

This matter was previously considered by Council at its meeting on 1 May 2018 where it was resolved that the interest charges be written off due to the prolonged timeframe the matter has remained unresolved in relation to an unexplained higher than normal water use.

It has been requested by Cr Mather through a Notice of Motion that the matter be reconsidered and: "That given the circumstances surrounding the high quarterly water reading at L92 LN2550 and Council's decision to discontinue the interest charges for the reasons provided, Council resolve to pro-rata the charge for the period in question as a one off consideration".

15.3 PROCUREMENT OF ELECTRONIC COMMUNITY ENGAGEMENT PLATFORM**File No:** IT17.1.2**Attachments:** Nil**Responsible Officer:** Chris Murdoch - Chief Executive Officer**Author:** Brett Bacon - Executive Director Liveability and Wellbeing

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

This report pertains to the procurement of an electronic community engagement platform for the administration and management of all of Council's engagement activities.

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