



## **ORDINARY MEETING**

### **AGENDA**

**1 MAY 2018**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 1 May 2018 commencing at 9:00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be a stylized 'L' or 'J' followed by a horizontal line.

**CHIEF EXECUTIVE OFFICER**  
26 April 2018

Next Meeting Date: 15.05.18

**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.

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	3
2	ATTENDANCE.....	3
3	LEAVE OF ABSENCE / APOLOGIES .....	4
	NIL .....	4
4	PUBLIC FORUMS/DEPUTATIONS .....	5
	NIL .....	5
5	MAYORAL MINUTE .....	6
	NIL .....	6
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	7
7	DECLARATION OF INTEREST IN MATTERS ON THE AGENDA.....	8
8	BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS .....	9
	NIL .....	9
9	PRESENTATION OF PETITIONS.....	10
	NIL .....	10
10	AUDIT, RISK AND BUSINESS IMPROVEMENT COMMITTEE REPORTS.....	11
	NIL .....	11
11	COUNCILLOR/DELEGATE REPORTS .....	12
	NIL .....	12
12	REPORTS.....	13
12.1	CQU VILLAGE FESTIVAL 2018 SPONSORSHIP .....	13
12.2	ADMINISTRATIVE ACTION COMPLAINT MANAGEMENT POLICY.....	81
12.3	LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION.....	89
12.4	PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES .....	106
13	QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS .....	191
13.1	NOTICE OF MOTION - COUNCILLOR ADAM BELOT - FREE MICROCHIPPING DAY VENUE .....	191
13.2	NOTICE OF MOTION - COUNCILLOR ADAM BELOT - LSC INFRASTRUCTURE LEASES .....	194
14	CLOSED SESSION .....	198

15.1	POTENTIAL SALE OF LOTS 2 AND 3 - THE GATEWAY BUSINESS AND INDUSTRY PARK .....	198
<b>15</b>	<b>CONFIDENTIAL REPORTS.....</b>	<b>199</b>
15.1	POTENTIAL SALE OF LOTS 2 AND 3 - THE GATEWAY BUSINESS AND INDUSTRY PARK .....	199
<b>16</b>	<b>URGENT BUSINESS/QUESTIONS .....</b>	<b>200</b>
<b>17</b>	<b>CLOSURE OF MEETING.....</b>	<b>201</b>



**1 OPENING**

**2 ATTENDANCE**

Members Present:

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

In Attendance:

Mrs Chris Murdoch – Chief Executive Officer  
Mrs Andrea Ellis – Acting Director Corporate Services  
Mr Brett Bacon – Director Community and Planning Services  
Mr Dan Toon – Director Infrastructure Services  
Ms Debra Howe – Director Strategic Growth and Development

**3 LEAVE OF ABSENCE / APOLOGIES**

Nil

## **4 PUBLIC FORUMS/DEPUTATIONS**

Nil

**5 MAYORAL MINUTE**

Nil

**6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Minutes of the Ordinary Meeting held 17 April 2018

**7      DECLARATION OF INTEREST IN MATTERS ON THE AGENDA**

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

Nil

## **9 PRESENTATION OF PETITIONS**

Nil



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

Nil

## **11 COUNCILLOR/DELEGATE REPORTS**

Nil

## 12 REPORTS

### 12.1 CQU VILLAGE FESTIVAL 2018 SPONSORSHIP

**File No:** CR2.5.1

**Attachments:**

1. 2018 Festival Proposed Programme[↓](#)
2. Strategic Business Plan[↓](#)
3. IER Report[↓](#)
4. Event Impact Calculator[↓](#)
5. Tourism and Events Queensland Funding Contract[↓](#)
6. Sponsorship Information[↓](#)

**Responsible Officer:** Brett Bacon - Director Community & Planning Services

**Author:** Trish Weir - Manager Customer Service

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#### SUMMARY

*The CQUniversity Village Festival is now in its sixteenth year and has grown to be a significant event on the region's calendar. The festival, which runs for three days, operates across a variety of licenced and non-licenced venues, with the Yeppoon Foreshore Amphitheatre Stage as the principal focus. Council has supported this event since its inception in 2003 and has continued to increase sponsorship dollars as the event and associated costs incurred have evolved. The committee has held deputations with elected members for the past three years seeking a long term commitment regarding sponsorship.*

#### OFFICER'S RECOMMENDATION

THAT Council provides cash sponsorship to the value of \$20,000 (excluding goods and services tax) for the 2018 and 2019 CQUniversity Village Festivals and considers sponsorship beyond 2019 as part of a review to align sponsorship to Council's strategic direction regarding event attraction and support.

#### BACKGROUND

The CQUniversity Village Festival is the region's premier music, arts and cultural celebration. Staged annually since 2003, the event provides a mix of music, performing and visual arts, children's festival, street theatre, workshops and food and market stalls on the Yeppoon foreshore and several venues around town.

The event has seen increased growth and popularity over the years and Council has continued to support this event by offering both cash and in-kind sponsorship. Council considers this event to be a major festival for the region which offers significant economic benefit to the shire, especially the Yeppoon business precinct.

A deputation was received by Council on 22 January 2018 where \$35,000 was requested for a sponsorship contribution.

#### COMMENTARY

The CQUniversity Village Festival is run by a board of business and community representatives with key roles and skills. The event has evolved over recent years into a successful festival as attraction rates and talent continue to rise. The full programme for 2018, detailing headline act(s) has not yet been released, so officers are unsure of what the final event will look like. Early indications as per attached documents suggest a full programme of activities is planned for the 2018 August event (refer attachments One and Attachment Four).

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The growth and evolution of festivals continues to increase across Australia. This is the only three-day festival to occur in the shire. The board has continued to work with the Engagement and Events team over the past three years to ensure that all aspects of the event regarding approvals, sponsorship and operations are managed in a professional and safe manner for all those who attend.

The event does have the potential to continue to grow and will form an integral part of the Livingstone Shire's Event Management Strategy once developed. Council has applied for funding to assist with the preparation of this document and it is felt that this will help provide a clear and agreed direction regarding event management, attraction and execution.

Tourism and Events Queensland has committed an investment of \$20,000 which is to be used largely for intrastate marketing and initiatives. Event organisers have stringent conditions which they must abide by and valuable data will be provided to council post the event regarding attendees, economic boost and job growth event provided, social and community benefits and most importantly broad promotion of Yeppoon and the Capricorn Coast.

In 2014 Council resolved to support several major or significant events in the Shire. At that stage the Village Festival event was not included. The committee has approached Council on several occasions to secure long term sponsorship commitment (to help it then secure other sponsors based on local government support). This also helped show Council's commitment as the event host shire and funds were used to help attract better known talent to the event.

The 2014 sponsorship agreements will need to be reviewed and considered as part of budget deliberations for the 2019/2020 year.

### **PREVIOUS DECISIONS**

Council has provided the following sponsorship over the past four years:

2014: \$5,000 (inclusive of good and services tax) cash and no in kind  
2015: \$8,250 (inclusive of good and services tax) cash and \$2,500 in kind  
2016: \$11,000 (inclusive of good and services tax) cash and \$4,145 in kind  
2017: \$22,000 (inclusive of good and services tax) cash and \$1,071 in kind

### **BUDGET IMPLICATIONS**

The sponsorship budget for 2018/2019 will need to be reviewed if Council wishes to support this request and similar sponsorship amounts which occurred in the 2017/2018 year. Alternatively, a reduction in sponsorship to many minor events could be considered.

### **LEGISLATIVE CONTEXT**

There is no legislative context regarding this request.

### **LEGAL IMPLICATIONS**

There are no legal implications as result of this report.

### **STAFFING IMPLICATIONS**

The only staffing implications associated with this event pertain to the approval of the Temporary Event. Open Spaces has not traditionally been involved, as organisers prefer cash sponsorship.

### **RISK ASSESSMENT**

There could be a risk of the event not occurring without Council's sponsorship support. This would damage our reputation as a council that supports arts and culture.

### **CORPORATE/OPERATIONAL PLAN**

Strategy CO2 of Council's Corporate Plan states: *'Facilitate programs and support local social, cultural, artistic and community building initiatives.'*

**CONCLUSION**

CQUniversity Village Festival has the potential to continue to develop into a signature event for the Capricorn Coast region and thus provide substantial economic benefit to local businesses. Consequently, it is recommended that the festival be provided with financial assistance for the 2018 and 2019 calendar years.

## **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

### **2018 Festival Proposed Programme**

**Meeting Date: 1 May 2018**

**Attachment No: 1**

FESTIVAL VENUES				COMMUNITY VENUES		SPONSORS VENUES					
YEPPON FORESHORE	TIMES	Foreshore Street Theatre	YEPPON TOWN HALL	Queen Street Hall	Queen Street Hall	THE STRAND	THE STRAND	BEACHES	Vue	Keppel Bay Marina	TIMES
FRIDAY Production	4.00pm										4.00pm
	5.00pm	5.30pm				Locals					5.00pm
	6.00pm	6.30pm				Locals					6.00pm
	7.00pm	7.30pm				Locals	Locals				7.00pm
		8.30pm									
	8.00pm		Lock & Hock Productions presents	TBC		Locals	Ticketed VIP Function with	Beaches Got Talent with	Locals		8.00pm
	9.00pm	9.30pm	Red Foot Cabaret	TBC		Locals	GUEST PERFORMERS	GUEST PERFORMERS	Locals		9.00pm
	10.00pm	10.30pm		TBC					Locals		10.00pm
	11.00pm					GUEST PERFORMERS					11.00pm
	12am										12am

FESTIVAL VENUES				COMMUNITY VENUES		SPONSORS VENUES							
YEPPOON FORESHORE	TIMES		Foreshore Street Theatre	YEPPOON TOWN HALL	Queen Street Hall	Queen Street Hall	THE STRAND	THE STRAND	BEACHES	Vue	Keppel Bay Marina	TIMES	
SATURDAY													
Production	8.00am				TBC							8.00am	
	9.00am				TBC							9.00am	
Opening	10.00am	10.30am			TBC	TBC						10.00am	
KIDS PERFORMER	11.00am	11.30am			TBC							11am	
GUEST PERFORMER	12.00pm	12.30pm										12pm	
Locals	1.00pm	1.00pm			TBC	TBC	Locals					1pm	
Locals	2.00pm	2.00pm			TBC		Locals					2pm	
Locals			YUM Keppel Community Band The Natural Culture	Wet Weather Contingency							TBC		
	3.00pm	3.00pm				TBC		Locals					3pm
Locals	4.00pm	4.00pm				TBC		Locals					4pm
GUEST PERFORMER	5.00pm	5.00pm				TBC		Locals					5pm
GUEST PERFORMER	6pm	6pm				TBC		Locals					6pm
Beaches Got Talent Winner	7.00pm	7.00pm			TBC		Locals					7.00pm	
HEADLINE PERFORMER	7.30pm	7.30pm			TBC		Locals					7.30pm	
	9.00pm	9.00pm			TBC		Locals					9.00pm	
	10.00pm	10.00pm			TBC		Locals			Locals		10.00pm	
	11.00pm	11.00pm					Locals				11.00pm		
	12.00pm	12.00pm					Locals				12.00pm		



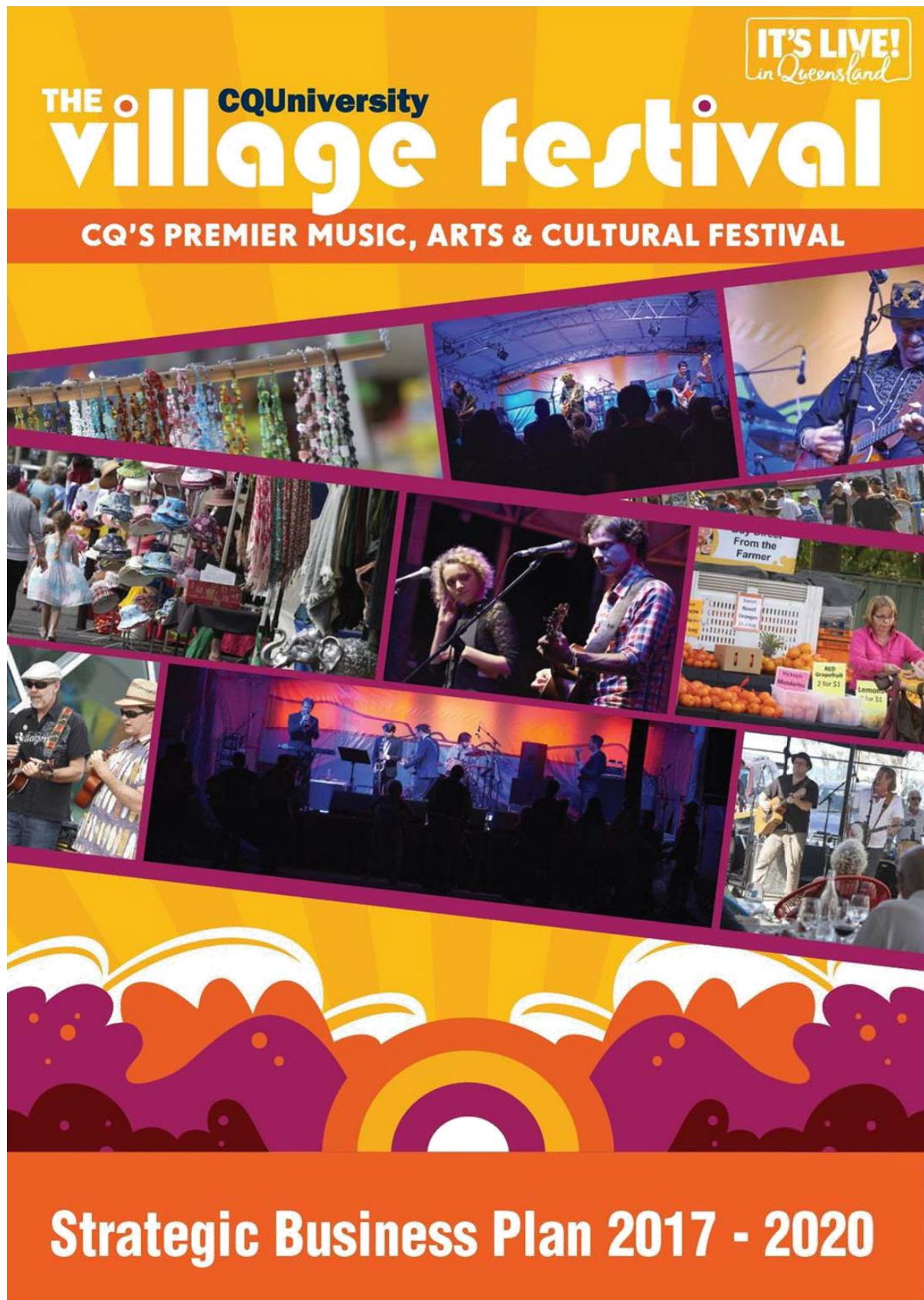
FESTIVAL VENUES				COMMUNITY VENUES		SPONSORS VENUES						
YEPPOON FORESHORE	TIMES		Foreshore Street Theatre	YEPPOON TOWN HALL	Queen Street Hall	Queen Street Hall	THE STRAND	THE STRAND	BEACHES	Vue	Keppel Bay Marina	TIMES
SUNDAY JAZZ ON THE BEACH												
	10am	10.45am		Workshop with GUEST ARTIST								10am
Yeppoon State High School	11am	11.45am					Sunday Session featuring Kevin Borich					11am
Locals	12pm	12.45pm					Locals					12pm
Locals	1pm	1.45pm					Locals					1pm
CQUniversity Band	2pm	2.45pm					Locals					2pm
HEADLINE PERFORMER	3pm	3.15pm					Locals					3pm
	4pm	4.45pm					GUEST PERFORMER		4pm			4pm
	5pm	5.45pm							Parilla featuring GUEST PERFORMERS			
	6pm	6.45pm										
	7pm	7.45pm					Sunday Session					
	8pm	8.45pm										

# **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

## **Strategic Business Plan**

**Meeting Date: 1 May 2018**

**Attachment No: 2**



<b>TABLE OF CONTENTS</b>	<b>PAGE</b>
<b>Executive Summary</b>	<b>3</b>
<b>Background</b>	<b>4</b>
Festival Snapshot .....	4
Consumer Trends .....	6
Competitor Analysis .....	7
Visitor Spend .....	8
Visitor Analysis .....	9
Digital Audience .....	10
Financial Analysis .....	11
SWOT .....	13
<b>Into the Future</b>	<b>14</b>
Vision .....	14
Target Markets .....	15
Priorities .....	16
Priority 1 – Increase Economic Impact .....	17
Priority 2 – Financial Sustainability .....	18
Priority 3 – Music, Arts & Cultural Development.....	19
Priority 4 - Partnerships .....	20
Priority 5 – Programming .....	21
Priority 6 – Human Resourcing .....	22
<b>Making it Happen</b>	<b>23</b>
Action Plan – 2017 – 2020 .....	23
<b>Appendix - Consultation</b>	<b>24</b>





## EXECUTIVE SUMMARY

Established in 2003, The Capricorn Village Festival Limited is a company limited by guarantee, trading as The CQUniversity Village Festival.

The Festival is staged annually over three days on the second weekend in August. The CQUniversity Village Festival is held in Yeppoon on the Capricorn Coast, presented... presented by The Capricorn Village Festival Ltd, a not-for-profit company limited by guarantee.

The festival is made possible by a board of dedicated business and community representatives and professional coordinators, offering their time and skills voluntarily.

In 2016, the aggregate total attendance over three days at the festival was 15,000, with 60% of visitors from Livingstone Shire, 29% intrastate Queenslanders, 8% interstate and 1% international.

The event generates a significant economic and social contribution for region, with total direct spend in \$440,780 and generating 2,832 visitor nights, with festival attendees rating the event as having high community value, contributing to the appeal of Yeppoon/Livingstone Shire and the Capricorn Coast region.

The organisation's objectives and corporate culture evolves around economic, environmental sustainability and community contribution through an underlying "give back" philosophy, with four primary pillars:-



Critical success factors identified during consultation included:-

1. Financial Sustainability, including income generation from attendance to reinvest into future events
2. Wet weather contingency
3. Foreshore use – long-term commitment
4. Long-term partnership agreements

Based on visitor and financial analysis, combined with a SWOT developed with key stakeholder, priority areas to take The CQUniversity Village Festival into the future are:-



## THE CQUNIVERSITY VILLAGE FESTIVAL

The CQUniversity Village Festival is the region's premier music, arts and cultural celebration. Staged annually since 2003, the event provides a vibrant mix of music, performing and visual arts, children's festival, street theatre, workshops and food and market stalls on the iconic Yeppoon foreshore and several venues in the region.

Yeppoon is located on Keppel Bay on the Southern Great Barrier Reef of Queensland, Australia. This beautiful tropical coastal village is just 30 minutes from the Rockhampton airport, with Great Keppel Island lying 30 minutes offshore. Part of the traditional lands of the Darumbal Aboriginal people, it was settled by Europeans in 1865.

### Background

Originally conceived and managed by the Keppel Coast Arts Council, the event was initially staged at Farnborough State School in 2003 with an attendance of approximately 500 in its first year and then moved to the Yeppoon Pony Club in 2006, increasing attendance to 2,500 by 2012.

The increased growth and popularity of the Event provided the opportunity for the Festival to be incorporated as The Capricorn Village Festival Ltd a non-profit company limited by guarantee in 2013.

In 2014 the festival moved to a new location on the Coast to maximise the destination opportunities of this beautiful location and increase economic benefits for the wider community.

During this time the festival secured naming rights to become the CQUniversity Village Festival.

The change of location provided the ability to attract a wider audience, making many aspects of the event free for the public to attend and has resulted in record crowds since 2014. Attendance has more than doubled over previous records with an estimated 15,000 people attending and participating in the weekend's celebrations.

## Yeppoon



**Population** Estimated resident population for Shire 37,455 (ABS ERP 2016) and Yeppoon 7,231 (ABS ERP 2016)

**Location** 42 km NE Rockhampton, 678km NE Brisbane

**Economy** Agriculture, Construction, Manufacturing, Healthcare, Public Administration, Tourism, Retail

**Local Government** Livingstone Shire Council

**Traditional owners** Darumbal

**Famous for**

Great Keppel Island, fishing, boating and enviable lifestyle



## Festival Snapshot

The CQUniversity Village Festival is the region's premier music, arts and cultural celebration and is staged annually over three days on the second weekend in August.

The festival's main stage is on the iconic Yeppoon foreshore with other stages being hosted by a number of venues including The Strand Hotel, Rosslyn Bay Resort and Beaches Restaurant, The Waterline Restaurant, Keppel Bay Marina and the Keppel Bay Sailing Club.



## What Sets Us Apart

The CQUniversity Village Festival's unique selling points are:

- **Tropical Location** - Yeppoon on the shores of the Southern Great Barrier Reef.
- **Cultural Giveback** - A festival culture whereby programming includes all aspects of the arts and national visiting artists contribute back to the community, creating a long term creative incubator for music, arts and culture in Central Queensland.





## Consumer Trends

Changing consumer trends provide opportunities for future development of the Festival, and include:-

### LIKE A LOCAL

Live like a local. With the explosion Air BnB, tourism blogs and publications relating to eat like a local, hang out where the locals go, speak like a local  
**Opportunity:** - for visitors to live like a local and immerse themselves as Yeppoon locals during the event. Incorporate local lingo, foods and fave village hangouts in festival content.



**Health + Superfoods** were major trends in 2015/16 in Australia with food and coffee culture, paddock to plate experiences and health and well-being relating to food high on consumer agendas.

**Opportunity:** - The coastal location lends itself to development of signature food experiences and healthy, active activities e.g. music, arts and yoga at sunrise with breakfast on the foreshore.



**Give Back + Green Consumer**, being environmentally aware, wanting to consume environmentally sustainable products and experiences and wishing to contribute and give back.

**Opportunity:** - further develop the artist give back, where the festival is not just seen as a 'gig', but a genuine opportunity to give back and add value to music, the arts and community in the region.



**Cultural and Learning Experiences** at festivals, such as workshops, new skill development, hands on, immersive experiences.

**Opportunity:** Further enhance the arts workshops and hands on activities (including pre and post event) and pre-package for visitors by capitalising on partnerships and sponsorships.



**Rise of the Individual**, exclusive, personally tailored, interactive and behind the scenes experiences that can't be experienced anywhere else are in demand.

**Opportunity** – develop exclusive, premium experiences e.g. green room passes, festival breakfast on the beach, VIP jam session, marquee with catering, reserved seating.



**Social Media** uptake across all demographics, interaction and sharing.

**Opportunity** – More decoration/design of site with dated frame (instagram), lighting, Live streaming with Periscope and Snapchat.

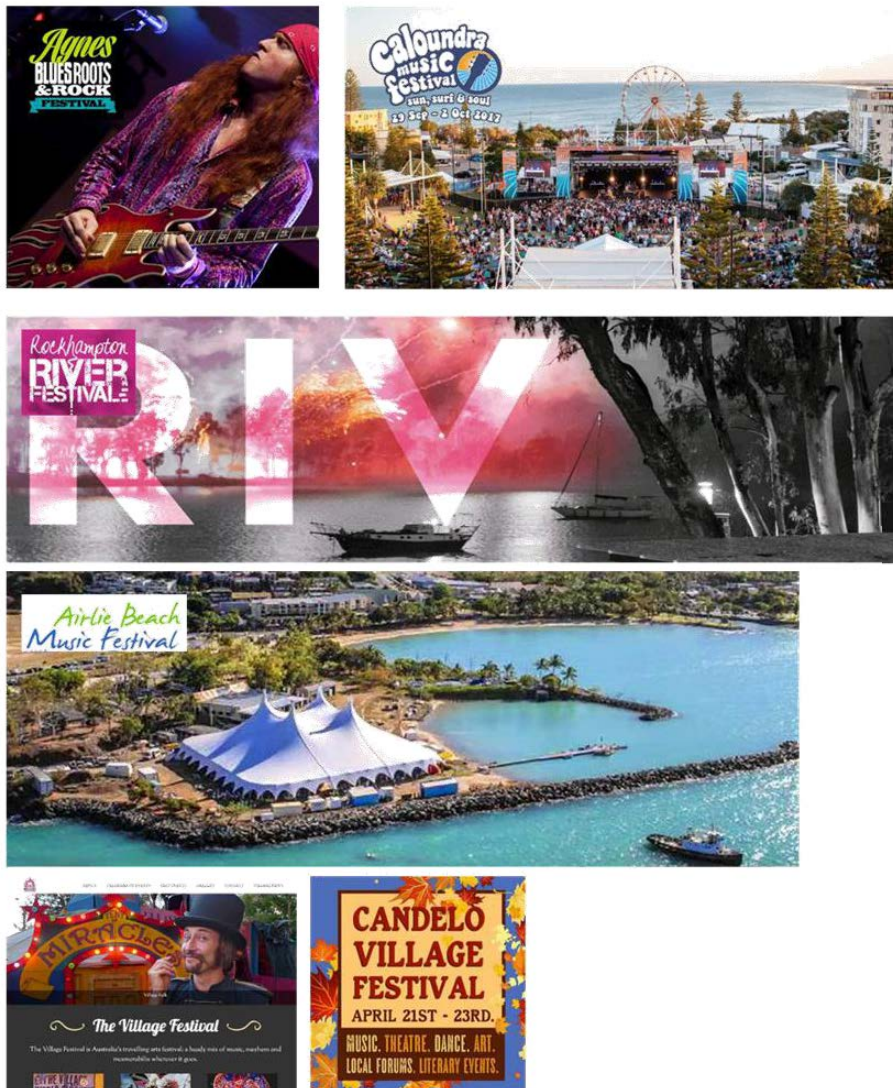




## Competitor Analysis

Through initial searches, there are no obvious events directly in competition within the Central Queensland region during the same dates. Some events that have similarities from a music on the water experience, but which are more singularly music focused is the Agnes Blues and Roots Festival (Feb), Rockhampton Riverfest (July), Capricorn Food & Wine Festival (Sept), Caloundra Music Festival (Sept/Oct) and the Airlie Beach Music Festival (Nov).

The importance of promoting the festival's location is important for online google searches as there is a small travelling festival called "The Village Festival" and another small festival in NSW called "Candelo Village Festival".



## Visitor Spend

Tourism and Events Queensland engaged IER Pty Ltd to undertake an economic and visitor review of the Festival in 2016.

In 2016, the event generated a total of 2,832 direct visitor nights for Queensland and 2,308 direct visitor nights for Yeppoon and Capricorn Coast region, with a direct visitor spend of \$440,780\* (please note, this is not a full economic impact and does not include any multiplier effect).

2,832 visitor nights

\$440,780 direct  
visitor spend

2015					
Overnight Visitor Expenditure	Spend	Visitors	Average Night Stay	IER Report Totals	Economic & Tourism Impacts
Intrastate	\$129.79	821	2.4	\$255,738.22	\$298,889.93
Interstate	\$305	17	3	\$15,555.00	\$15,555.00
Overseas	\$47.14	17	14	\$11,219.32	\$11,219.32
<b>TOTAL</b>		<b>855</b>		<b>\$282,512.54</b>	<b>\$325,664.25</b>
Day Trip Visitor Expenditure					
Intrastate	\$58.87	733	1	\$43,151.71	Event Organiser Contribution \$24,322.00
<b>TOTAL</b>		<b>733</b>		<b>\$43,151.71</b>	<b>\$349,986.25</b>
2016					
Overnight Visitor Expenditure	Spend	Visitors	Average Night Stay	IER Report Totals	Economic & Tourism Impacts
Intrastate	\$129.79	525	2.4	\$163,535.40	\$196,443.73
Interstate	\$305	140	3	\$128,100.00	\$128,100.00
Overseas	\$47.14	70	14	\$46,197.20	\$46,197.20
<b>TOTAL</b>		<b>735</b>		<b>\$337,832.60</b>	<b>\$370,740.93</b>
Day Trip Visitor Expenditure					
Intrastate	\$58.87	559	1	\$32,908.33	Event Organiser Contribution \$70,040.00
<b>TOTAL</b>		<b>559</b>		<b>\$32,908.33</b>	<b>\$440,780.93</b>



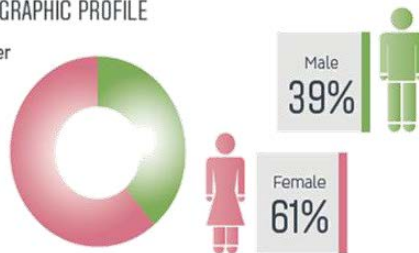
## Visitor Analysis

Yeppoon and Livingstone Shire visitors are primary markets for the festival, representing 60% of visitors, with 29% intrastate Queensland, 8% interstate and 1% international.

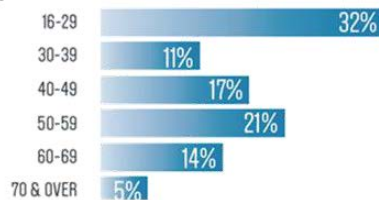
Demographically attendees were 61% female and 39% male with a strong 18-29 age group attendance and 60% under 50 years of age.

### DEMOGRAPHIC PROFILE

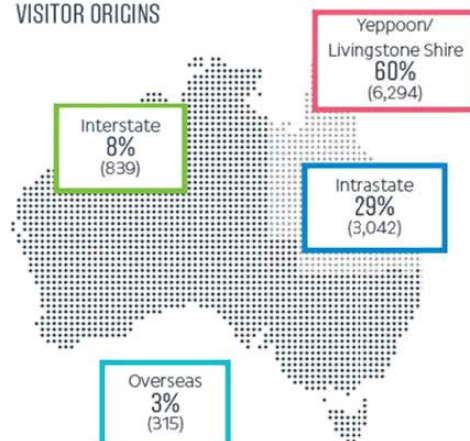
#### Gender



#### Age



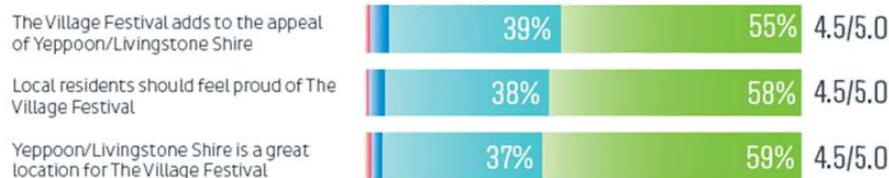
### VISITOR ORIGINS



## SATISFACTION + SOCIAL BENEFITS

The Festival has a high satisfaction rating and strong scores for community pride as detailed in graph below from IER Visitor Survey conducted in 2016.

### COMMUNITY PRIDE



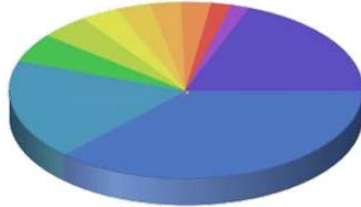
Strongly Disagree Disagree Neither agree or disagree Agree Strongly Agree



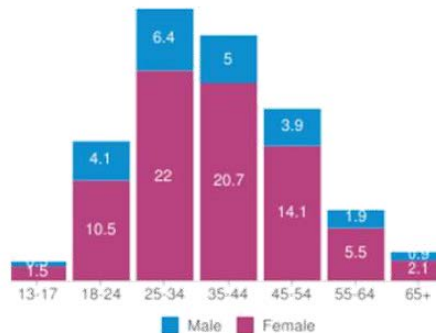


## DIGITAL AUDIENCE

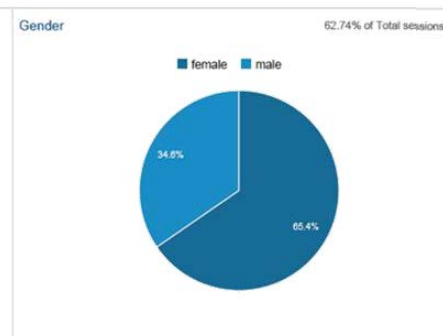
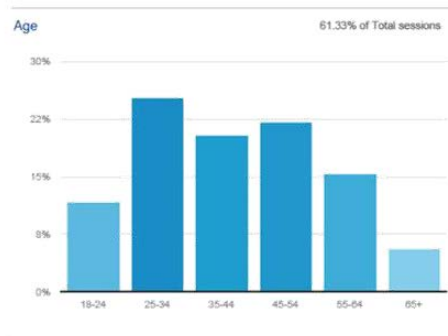
The Festival's Facebook audience is in keeping with the identified target markets, and reflect similar results to the visitor analysis, with majority of visitors from the 400km radius, followed by Brisbane and Melbourne, with a young (25-35yrs) female skew.



City	Reach
Rockhampton, QLD, Australia	117,315
Yeppoon, QLD, Australia	57,992
Brisbane, QLD, Australia	16,594
Gracemere, QLD, Australia	14,140
Melbourne, VIC, Australia	10,643
Gold Coast, QLD, Australia	10,297
Emu Park, QLD, Australia	8,850
Gladstone, QLD, Australia	8,573
Mackay, QLD, Australia	5,918
Emerald, QLD, Australia	5,183
Other	60,442

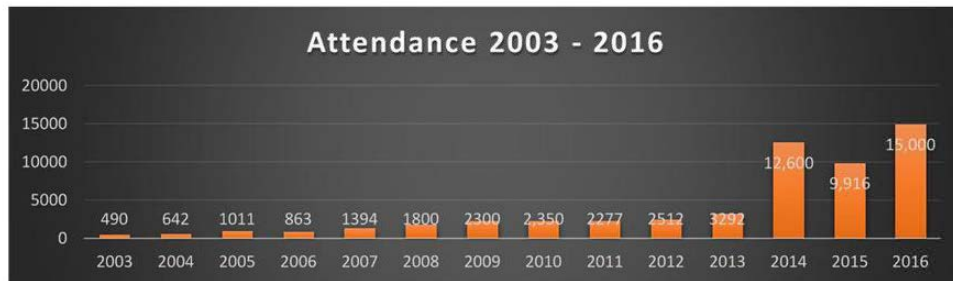


The Google Analytics from the Festival's website [thevillagefestival.org.au](http://thevillagefestival.org.au), mirror those of the Facebook audience, female dominated (66.4%) and 25-34 yrs, followed by a slightly older age group of X generation (45-54yrs).



## Attendance

The Festival has experienced an upward trend in attendance since its inception, with a most significant growth in attendance since its move to the Yeppoon foreshore. It should be noted, Yeppoon was severely affected by Cyclone Marcia in 2015.

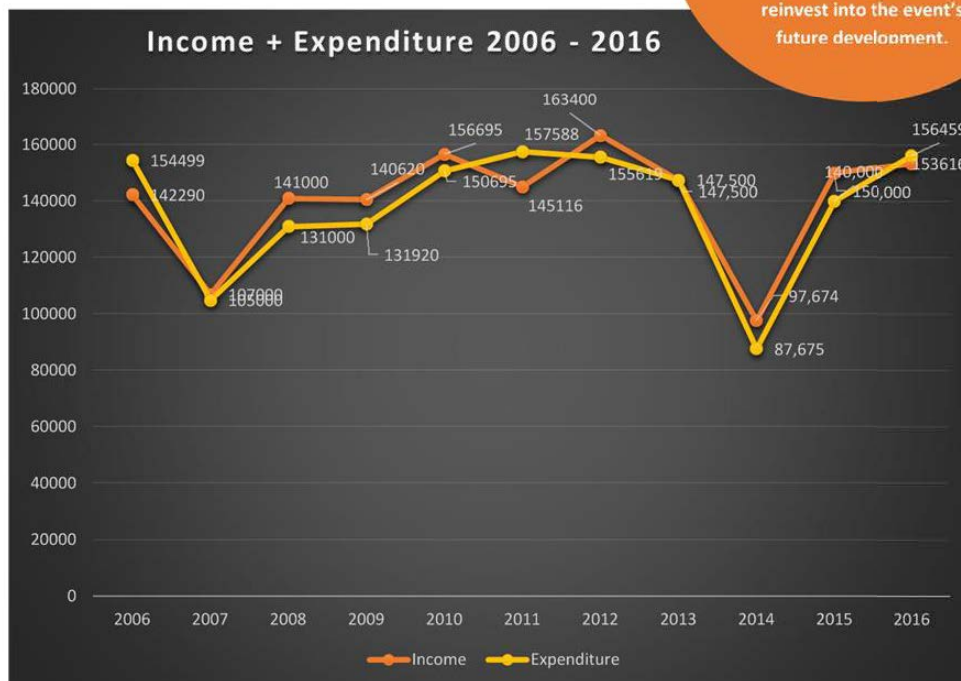


## Financial Analysis

The Festival has an annual budget average budget of \$150,000, with slightly higher budgets if grant funding is secured for specific projects. As depicted in the time series below from 2006 to 2016, generally, the financial trends indicate increasing expenditure correlates with increasing income. Please note, the dip in expenditure in 2014 was the move to the foreshore. Of note, on the graph above, attendance tripled, while expenditure was nearly halved.

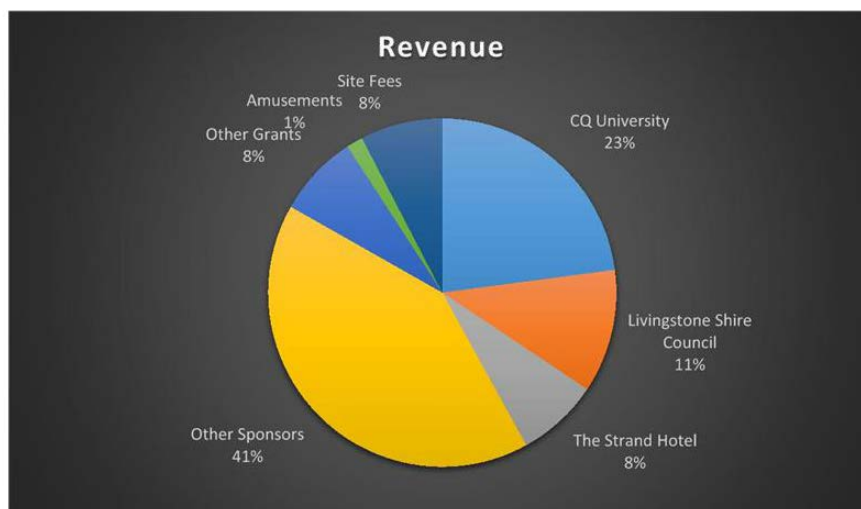
There has been little surplus made over the past decade.

A critical success factor for the future is to consider income diversification to raise surplus funds to reinvest into the event's future development.



## REVENUE

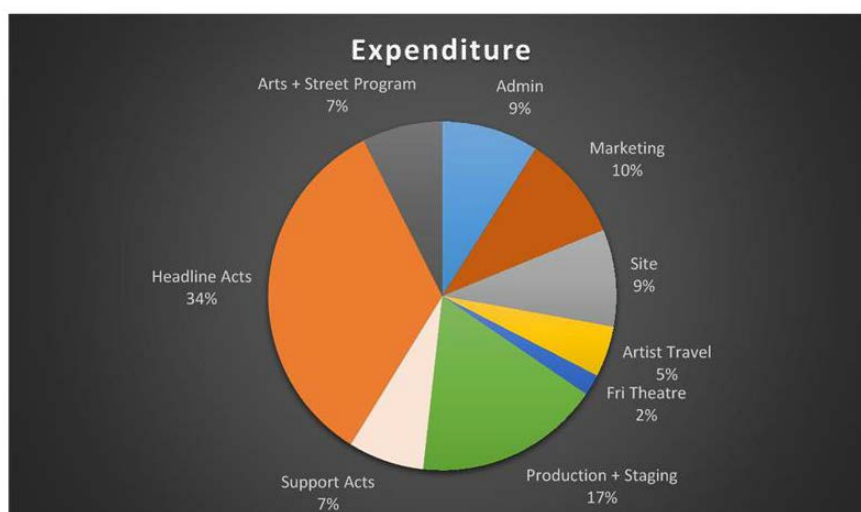
Revenue is predominately from sponsorship, representing 72% of total revenue, government grants representing 19% and 9% from stall holder and site fees.



For long-term planning and income diversification, development of ticketed events and income generation at free events (such as ticketed areas) is recommended.

## EXPENDITURE

The majority of expenditure is invested directly into the festival's live entertainment, with lean administrative, coordination and marketing expenses.



## SWOT

The following SWOT outlines areas identified during consultation, including a facilitated workshop and meetings with festival board members, sponsors and performers.

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> <li>Location</li> <li>Atmosphere</li> <li>Economic impact for region</li> <li>Community spirit + support for event</li> <li>Arts incubator as a major platform for local and emerging artists, and a career path from high school to CQU</li> <li>Local and repeat attendance</li> <li>Sponsorship support</li> <li>Local and State Government support</li> <li>Marketing, digital and social media presence</li> <li>Artist “give back” to community + festival legacy</li> <li>Deductible Gift Recipient (DGR) status in progress</li> </ul>	<ul style="list-style-type: none"> <li>Limited wet weather contingencies</li> <li>Land use subject to commitment/support from local government</li> <li>Heavy reliance on sponsorship funding</li> <li>Low income capacity based on attendance i.e... entertainment and production costs are fixed, regardless of attendance, and increased attendance does not equate to increase in income</li> </ul>
OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> <li>Creative and performing music and arts development with hands on experiences for visitors</li> <li>Partnership development e.g. CQU Alumni, RACQ and tourism packaging</li> <li>Income diversification including merchandise and ticketed events</li> <li>Tailored and premium experiences which could be ticketed and pre-sold</li> <li>Reserved seating, covered VIP seating, Res A, Res B theatre style reserved seating in open air areas</li> <li>Online ticketing and packaging</li> <li>Laneway and new car park activation</li> <li>Linking with the festival’s constitution, develop event as an environmentally sustainable event and link with Southern Great Barrier Reef</li> <li>Expansion possibilities post 2018 following further foreshore works</li> <li>Host National Busking Competition.</li> </ul>	<ul style="list-style-type: none"> <li>Weather</li> <li>Economic downturn, affecting sponsorship and attendance</li> <li>Changes in government policies, particularly in relation to use of Yeppoon Foreshore, and reliance on government grants and sponsorship.</li> </ul>



## INTO THE FUTURE

### Vision

To be one of regional Australia's premier incubators of music, arts and culture through the annual staging of The CQUniversity Village Festival.

Central Queensland's  
premier music, arts and  
cultural celebration on the  
shores of the Southern  
Great Barrier Reef

### Pillars

The four organisation pillars are:-

**Economic  
Contribution**

**Music + Arts +  
Culture**

**Community**

**Environmental  
Responsibility**

### Objectives

1. Increase economic impact
2. Grow destination profile
3. Develop a long-lasting community legacy as a major arts incubator
4. Create and promote environmental sustainability

### Corporate Culture

Our corporate culture evolves around economic, environmental sustainability and community contribution through an underlying "give back" philosophy.

### Critical Success Factors

During consultation, critical success factors identified included:-

- **Financial Sustainability** based on income generation from attendance to re-invest into future events
- **Wet weather contingency**
- **Yeppoon Foreshore** - securing long-term commitment
- **Long-term partnership** and sponsorship agreements





## TARGET MARKETS

Based on attendance and in line with the Capricorn Destination Tourism Plan, the key target markets for the Festival are:-

1. **Regional Queensland**, within 300 – 400km radius (Bundaberg to Mackay and radius west Isaac to Yeppoon - Moranbah/Emerald/Clermont)
2. **Queensland** particularly Brisbane and South East Queensland (direct daily flights)
3. **Special interest**, nationally - music and arts enthusiasts

Geographic Markets	Travel Time	Distance
Bundaberg to Yeppoon	3 h 54 min	372.8km
Mackay to Yeppoon	3 h 50 min	352.8km
Flight Brisbane to Rockhampton	Fly 1hr 15 mins Drive 30min ROC to Yeppoon	40km

## SECONDARY TARGET MARKETS

Secondary target markets, as identified for the region as part of the Southern Great Barrier Reef are:

- Sydney and Melbourne
- International - New Zealand, UK and North America, with an emerging Asian market



## PRIORITIES

To deliver on The CQUniversity Festival's key objectives, the priority areas for 2017 - 2020 are:

Priority	Actions
<b>1. Increase Economic Impact + Destination Profile</b>	<ul style="list-style-type: none"> <li>▪ Grow visitation and length of stay</li> <li>▪ Showcase iconic locations</li> <li>▪ Regional packaging</li> </ul>
<b>2. Financial Sustainability</b>	<ul style="list-style-type: none"> <li>▪ Income diversification</li> <li>▪ Premium experiences</li> <li>▪ Shared costs</li> <li>▪ Gold coin donations</li> <li>▪ Ticketed areas</li> </ul>
<b>3. Music, Arts &amp; Cultural Development</b>	<ul style="list-style-type: none"> <li>▪ Arts Incubator</li> <li>▪ Artist give back</li> <li>▪ Arts Ambassadors</li> <li>▪ Locals + Legends</li> </ul>
<b>4. Partnerships</b>	<ul style="list-style-type: none"> <li>▪ Multi-year partnership and sponsorship agreements</li> <li>▪ Community, tourism, government and sponsors</li> <li>▪ Secure arrangements with venues and event spaces (e.g. Yeppoon Foreshore)</li> </ul>
<b>5. Program Development</b>	<ul style="list-style-type: none"> <li>▪ More consistent over three days to increase length-of-stay and spend</li> <li>▪ Wet weather contingencies</li> <li>▪ Creative, performing + visual arts</li> </ul>
<b>6. Human Resourcing</b>	<ul style="list-style-type: none"> <li>▪ Friends of the Festival</li> <li>▪ Retail office front and administration</li> <li>▪ Potential community outsourcing</li> <li>▪ Board development</li> </ul>



## PRIORITY 1

### Increase Economic Impact + Destination Profile

Strategy	Action
Grow visitation	<ul style="list-style-type: none"> <li>Develop more signature festival experiences over the three days (not limited to Saturday night) to increase length-of-stay and spend</li> </ul>
Showcase iconic locations	<ul style="list-style-type: none"> <li>Stage festival events in the destination's icon locations – beachfront, marina, islands and rainforest</li> <li>Partner with Capricorn Enterprise and Livingstone Shire Council to create and distribute hero images and drone footage of event in icon locations</li> </ul>
Regional packaging	<ul style="list-style-type: none"> <li>Develop packaging program over three years with packaging expert</li> <li>Initial packaging of event experiences within the festival itself, one day and season passes</li> <li>Leverage distribution channels with existing holidays packages for Yeppoon/GKI/Capricorn using the 'free' aspect of the festival</li> </ul>



## PRIORITY 2

## Financial Sustainability

Strategy	Action
<b>Income Diversification</b>	<ul style="list-style-type: none"> <li>Diversify income to reduce reliance on sponsorship and grants</li> <li>Develop new revenue streams based on attendance</li> <li>Confirm Deductible Gift Recipient (DGR) status to develop tax deductible fundraising program and philanthropy partnerships (including Friends of the Festival)</li> </ul>
<b>Premium Experiences</b>	<ul style="list-style-type: none"> <li>Develop ticketed, premium experiences, such as marquee with catering, green room and intimate VIP experiences, lunch with the local artists</li> <li>Reserved seating (e.g. A and B reserve and shaded seating)</li> <li>Pre-selling of packaged premium experiences online</li> </ul>
<b>Shared Costs</b>	<ul style="list-style-type: none"> <li>Share the cost of performers where venues contribute</li> </ul>
<b>Gold Coin Donations</b>	<ul style="list-style-type: none"> <li>Create festival archways on closed street areas with gold coin donation entry in Yeppoon Town Centre Carpark</li> <li>Investigate possible gold coin entry for car parking</li> </ul>
<b>Ticketed Area</b>	<ul style="list-style-type: none"> <li>Long-term development of ticketed area/s on the Yeppoon Foreshore and Town Centre to ensure financial sustainability</li> </ul>
<b>Surplus Funds</b>	<ul style="list-style-type: none"> <li>Over time through income diversification, develop surplus funds to reinvest into future event development</li> </ul>





## PRIORITY 3 Music, Arts and Cultural Development

Strategy	Action
<b>Arts Incubator</b>	<ul style="list-style-type: none"> <li>Long-term development of festival as a major arts incubator for Central Queensland as one of regional Australia's premier incubator of music, arts and culture</li> <li>Partnering with CQUniversity performing arts/music faculty with its 25 campuses across Australia</li> <li>Support the concept development of a CQUniversity cultural campus with Yeppoon Town Centre</li> <li>Performance platform for local and emerging talent, including indigenous cultural opportunities</li> <li>Create a Festival Scholarship with CQU e.g. James Morrison CQUniversity Village Festival music scholarship where school students performing at the event compete for a scholarship at CQU</li> </ul>
<b>Artist Give-back</b>	<ul style="list-style-type: none"> <li>Further develop the artist give back, whereby performers conduct workshops or offer special experiences to help develop skills locally and give-back to the community.</li> <li>Build these give back details within the contracts of performers</li> </ul>
<b>Arts Ambassadors</b>	<ul style="list-style-type: none"> <li>Extend invitations to ex. Central Queensland performers to become honorary Festival ambassadors e.g. Leanne Faye Benjamin AM OBE is a retired Australian ballet dancer who was a principal dancer with the Royal Ballet in London and Busby Marou</li> </ul>
<b>Locals + Legends</b>	<ul style="list-style-type: none"> <li>Continue to develop the Locals + Legends program as an ongoing element in the festival program</li> </ul>



## PRIORITY 4

## Partnerships

Strategy	Action
<b>Multi-year partnership agreements</b>	<ul style="list-style-type: none"> <li>Develop hierarchy of sponsorship and multi-year partnership agreements, particularly with major sponsors</li> <li>Where possible, multi-year strategic government partnerships with all levels of government</li> <li>3 Year partnerships with venue providers, particularly in iconic locations such as Great Keppel Island, coastal and rainforest</li> </ul>
<b>Local Government Partnership</b>	<ul style="list-style-type: none"> <li>Where possible, partner with local government through a 3-5 year strategic partnership, particularly use of major venue - Yeppoon foreshore and a wet weather alternative such as Yeppoon Town Centre Carpark</li> </ul>
<b>Community Partnerships</b>	<ul style="list-style-type: none"> <li>Strengthen and develop community partnerships with local groups such as Keppel Coast Arts Council (KCAC), Rotary, Lions, State Emergency</li> <li>Develop partners with Darumbul and Woppaburra peoples to develop Indigenous cultural experience</li> <li>Strengthen and develop partnerships with businesses, business related organisations or associations</li> </ul>
<b>Tourism Partnerships</b>	<ul style="list-style-type: none"> <li>Further develop tourism partnerships with Capricorn Enterprise and tourism operators within the region and transport providers within and to the region for packaging opportunities</li> <li>Investigate partnerships with RACQ and similar organisations</li> </ul>
<b>Maximise partnership with naming sponsor CQUniversity</b>	<ul style="list-style-type: none"> <li>Further formalise and activate partnership delivery with the University's creative, performing and visual arts faculty and the Central Queensland Conservatorium of Music, providing real life outcomes for CQUniversity students and provide career pathway for local and regional high school students to tertiary education</li> <li>Investigate Alumni partnerships</li> <li>Create work integrated learning opportunities</li> <li>As 2017 is a significant year for CQUniversity – celebrating 50 years and 25 years as University status, explore opportunities to capitalise on these milestones</li> </ul>



## PRIORITY 5

## Program Development

Strategy	Action
<b>3 Day Programming</b>	<ul style="list-style-type: none"> <li>• Develop program to be more consistent over 3 days to increase length-of-stay and spend</li> <li>• Focus growth away from Saturday night, with more development for Friday and Sunday</li> <li>• Partner with Livingstone Shire Council on delivering placemaking initiatives to activate spaces and laneways with increased and diversified festival programming</li> <li>• Engage with businesses to capitalise on the event through co-hosting activities, theming products or produce</li> </ul>
<b>Wet weather</b>	<ul style="list-style-type: none"> <li>▪ Develop wet weather contingencies (e.g. car park, schools, resort)</li> </ul>
<b>Creative, Performing + Visual Arts</b>	<ul style="list-style-type: none"> <li>▪ Further develop programming of all creative, performing and visual arts, including installation art, pop up performance, buskers, visual arts and multi-media in the lead up to, throughout and post event.</li> </ul>





## PRIORITY 6

## Human Resourcing

Strategy	Action
<b>Friends of the Festival</b>	<ul style="list-style-type: none"> <li>With the development of a Friends of the Festival program, passionate volunteers who have financially contributed in cash and/or in-kind could provide valuable volunteer pool for e.g. VIP hosting, artist hosting</li> <li>Develop volunteer induction manual</li> </ul>
<b>Student Assessment</b>	<ul style="list-style-type: none"> <li>Partner with CQ University to formalise the festival as part of the student annual program that includes assessment and work integrated learning opportunities</li> <li>Program could include creative arts/performance/music, tourism, media, event management, photography and economic/business students</li> <li>Include annual visitor survey as ongoing delivery for event management</li> </ul>
<b>Retail office front</b>	<ul style="list-style-type: none"> <li>Investigate establishing a festival retail/admin office for merchandise, ticket sales and collection, with possibility of using administrative support and admin trainee</li> <li>Explore Hot Desk opportunities within Town Centre based co-worker space (such as Local Disaster Control Centre and Community Education Hub)</li> <li>Explore housing Festival Office in a vacant shop within the Town Centre</li> </ul>
<b>Community Outsourcing</b>	<ul style="list-style-type: none"> <li>Outsourcing festival coordination roles to community groups for volunteer services in exchange for donation from the Festival, , for example Rotary, SES, Schools P&amp;C</li> </ul>
<b>Sponsor Contracts</b>	<ul style="list-style-type: none"> <li>Where possible, build in volunteer labour as in-kind contributions into sponsorship and partnership agreements as a corporate give-back program to provide volunteer labour</li> </ul>





## MAKING IT HAPPEN – ACTION PLAN TIME LINE

The Action Plan below summarises priority areas for implementation.

ACTION	2017	2018	2019	2020
<b>1. INCREASE ECONOMIC IMPACT + DESTINATION PROFILE</b>				
Grow visitation over three days to increase length of stay + spend				
Showcase iconic locations with development of programing e.g. Great Keppel Island, rainforest				
Regional packaging develop regional packaging program				
<b>2. BUSINESS MODELLING</b>				
Income diversification – develop new revenue streams + DGR status				
Develop premium experiences – ticketed experiences, reserve seating				
Gold Coin donation – with festival entries on foreshore				
Ticketed events – further developed with venues sharing entertainment costs				
<b>3. ARTS &amp; CULTURAL DEVELOPMENT</b>				
Arts Incubator – long term development with CQUniversity creative arts/music				
Artist Give-back – develop give-back activities as part of performer contracts				
Arts Ambassadors – extend invites to creative official Festival Arts Ambassadors				
Locals + Legends – Delivery of arts program with leading performer and local students, including indigenous cultural development				
<b>4. PARTNERSHIPS</b>				
Multi-year Partnership Agreements with major sponsors and strategic partners				
Community partnership development e.g. Keppel Coast Arts Council and service clubs				
Tourism partnership with Capricorn Enterprises, tourism operators, travel providers				
Maximise CQU partnership official with multi departments				
<b>5. PROGRAM DEVELOPMENT</b>				
Expand programming over three days with more focus Friday, Saturday morning and Sunday				
Wet weather contingency development				
Arts programming of all arts forms				
<b>6. PROGRAM DEVELOPMENT</b>				
Friends of the Festival – potential volunteer group				
Student assessment program development with CQU				
Retail office front with administration trainee				
Community outsourcing with potential groups to deliver festival activities				
Sponsor contracts with in-kind volunteer labour				



## APPENDIX – CONSULTATION

Consultation included a facilitated breakfast workshop in Yeppoon 4 May 2017, followed by site inspection and face-to-face consultation with key stakeholders, sponsors and strategic partners, including:

<b>FESTIVAL BOARD</b>	
Phil Henry	Chair
Jason Pflingst	Festival Director
Paul Sweeney	Media Partners & Sponsorship
Martin Elms	
Rebecca French	Marketing & Communications
<b>MUSIC, ARTS, PERFORMING ARTS</b>	
Angelo Conway	The Shortfall, Conway Creative
Kate Leahy	Local & Legends Tour & Keppel Coast Arts
<b>ARTS</b>	
Emily Sylvester	Keppel Coast Arts
Noel Brady	Emu Park Gallery
<b>MAJOR PARTNERS</b>	
Kim Harrington	CQUniversity
Bill Blayney	CQUniversity
Russell Claus	Livingstone Shire Council
Debra Howe	Livingstone Shire Council
Trish Weir	Livingstone Shire Council
Suzette Garden	Livingstone Shire Council
<b>TOURISM</b>	
Mary Carroll	Capricorn Enterprise
<b>VENUES / SPONSORS</b>	
Jason Watkins	The Strand Hotel
Ross O'Reilly	Rosslyn Bay Resort – Beaches (Beaches Talent Competition)
Julie Strudwick	Keppel Bay Sailing Club
Kylie Smith	Keppel Bay Marina
Jason Thomasson	JRT
Len Harper	Tropical Auto Group
Kelly Harris	GKI Hideaway
<b>COMMUNITY</b>	
Kel Rasmussen	Rotary



THE **CQUniversity**  
**village festival**  
Yeppoon 11 - 13 August 2017

PO Box 1458

YEPPOON Q 4703

[thevillagefestival.org.au](http://thevillagefestival.org.au)

The preparation of this report was supported by Tourism & Events Queensland  
through the Destination Events Program.

The information and advice in this document is provided with the best intentions  
to provide useful information and support, in good faith on the basis that Krista Hauritz  
and associated contractors are not liable to any person or organisation for any  
damages or loss occurred by person or organisation by taking or not taking  
action in relation to any information or advice referred to in this document.



KRISTA HAURITZ

July 2017

# **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

## **IER Report**

**Meeting Date: 1 May 2018**

**Attachment No: 3**

# The CQUniversity Village Festival

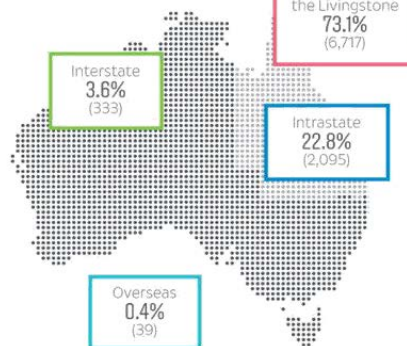
11 - 13 AUGUST 2017



## ATTENDANCES



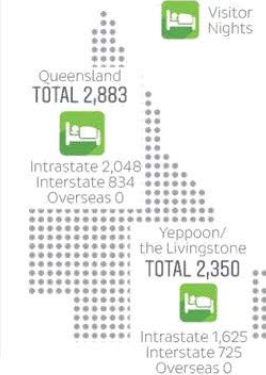
## VISITOR ORIGINS



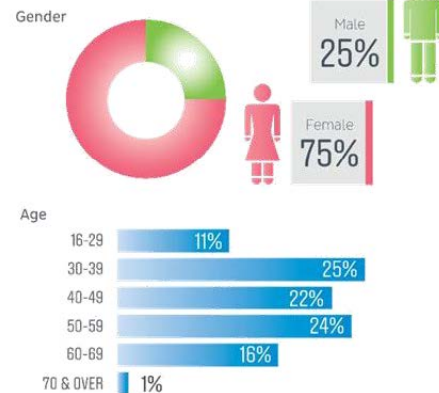
## PRIMARY PURPOSE VISITORS



## DIRECT VISITOR NIGHTS



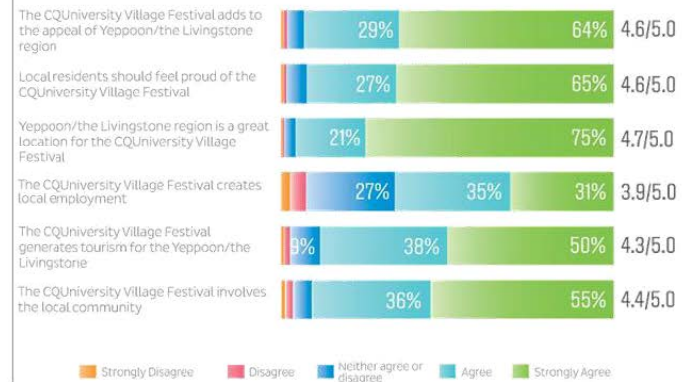
## DEMOGRAPHIC PROFILE



## NET PROMOTER SCORE



## COMMUNITY PRIDE



# **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

## **Event Impact Calculator**

**Meeting Date: 1 May 2018**

**Attachment No: 4**



# Livingstone Shire Council area

## Event impact calculator

Events are very important contributors to local and regional economies. A successful well run event can provide significant value to an area by adding jobs and money to the local economy and providing additional cultural and social benefits. Alternatively, the wrong event may have considerable negative impacts such as a loss of money or reputation.

The event impact calculator has been developed to enable the Livingstone Shire Council area to calculate the potential economic impact of a proposed event. This can be used in conjunction with other methods to help the Livingstone Shire Council area select the most appropriate events to support. This calculator alone cannot predict which events will be successful, however it can indicate the potential economic impact a successful event may have across a range of economic measures such as output, employment, wages and salaries and local jobs.

This tool uses input/output estimates to calculate the impact of an event based on the average spend per day by visitors to the event. Simply enter the type of event, the significance of the event, the duration of the event and the average spend per day to calculate the potential economic impact.

As events can also contribute to an area in other ways, such as socially, culturally and environmentally, it is important that other tools or methods are also used to evaluate the potential or benefit of an event.

### Event Impact Summary

Livingstone Shire Council area - CQUniversity Village Arts Festival - Modelling the effect of \$2,237,592 from a Arts and Heritage event with Region significance

	Output (\$)	Value-added (\$)	Employment (annual FTE)	Resident Jobs (annual FTE)
Direct impact	1,924,329	853,459	23.7	--
Industrial impact	657,505	263,922	2.2	--
Consumption impact	177,855	78,766	0.8	--
<b>Total impact on Livingstone Shire Council area economy</b>	<b>2,759,689</b>	<b>1,196,147</b>	<b>26.8</b>	<b>--</b>

Source: [National Institute of Economic and Industry Research \(NIEIR\)](#) ©2016. Compiled and presented in economy.id by [.id](#), the population experts.

Note: All \$ values are expressed in 2014-15 base year dollar terms.

The proposed CQUniversity Village Arts Festival event is planned to start on the 11/08/2017 and run for 2 days. It is an event of Region significance and is estimated to attract 9814 visitors per day over the 2 days, with an average spend per person per day of \$114. This equals a total visitor spend of \$2,237,592 attributed to this event. Assuming the event will be held in the Livingstone Shire Council area, it is calculated to have the following potential impact:

### Impact on Output

The total visitor spend of \$2,237,592 attributed to staging the CQUniversity Village Arts Festival would lead to a direct impact on output of \$1,924,329. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$657,505 in Output.

There would be an additional contribution to the Livingstone Shire Council area economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$177,855.

The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$2,759,689 in the Livingstone Shire Council area economy.

### Impact on value added and GRP

The impact of an additional of \$2,237,592 spend to the local economy as a result of running CQUniversity Village Arts Festival in the Livingstone Shire Council area would lead to a corresponding direct increase in value added of \$853,459. A further \$263,922 in value added would be generated from related intermediate industries.

There would be an additional contribution to the Livingstone Shire Council area economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in value added of \$78,766.

The combination of all direct, industrial and consumption effects would result in an estimated addition in value added of \$1,196,147 in the Livingstone Shire Council area economy.

Value added by industry represents the industry component of Gross Regional Product (GRP). The impact on the Livingstone Shire Council area's GRP as a result of staging this event is directly equivalent to the change in value added outlined above.

In summary, GRP in the Livingstone Shire Council area is estimated to increase by \$1,196,147.

### Impact on Employment (jobs, 12mth FTE)

The employment impact of an event is expressed in Full Time Equivalent (FTE) jobs. For example, an event that generates 4 weeks of full time work for 13 people (52 weeks of full time work in total), would have an employment impact equivalent to 1.0 annual FTE job.

The direct addition of \$2,237,592 spend to the local economy as a result of staging the CQUniversity Village Arts Festival event in the Livingstone Shire Council area is estimated to lead to a corresponding direct increase of employment equivalent to 23.7 annual FTE jobs across a range of industries. From this direct expansion in the economy it is anticipated that there would be flow on effects into other related intermediate industries, creating an additional employment equivalent to 2.2 annual FTE jobs.

This addition of employment in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further increase equivalent to 0.8 annual FTE jobs through consumption impacts.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 26.8 annual FTE jobs located in the Livingstone Shire Council area.

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# **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

## **Tourism and Events Queensland Funding Contract**

**Meeting Date: 1 May 2018**

**Attachment No: 5**

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

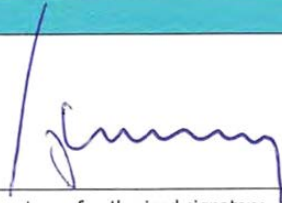
### Destination Event

<b>DATE</b>	
<b>PARTIES</b>	<p>Tourism and Events Queensland ABN 77 745 152 359 Level 10, 30 Makerston St Brisbane, Queensland, 4000 <b>(TEQ)</b></p> <p>The Capricorn Village Festival Limited ABN 90167210004 PO Box 1458 Yeppoon QLD 4703 Australia <b>(Event Organiser)</b></p>
<b>BACKGROUND</b>	<p>A core function of TEQ is to identify, attract, develop and promote events that:</p> <ul style="list-style-type: none"> <li>(i) contribute to the Queensland economy;</li> <li>(ii) attract visitors to Queensland;</li> <li>(iii) enhance the profile of Queensland; and</li> <li>(iv) foster community pride in Queensland.</li> </ul> <p>The Event Organiser made a funding submission to TEQ seeking its investment in an event which will assist TEQ in undertaking that core function and achieve the Aims and Objectives of the Program.</p> <p>TEQ has agreed to invest in the Event on the terms and conditions set out in this contract.</p>

**By signing below, the parties are entering into a contract that consists of this cover page, the attached Schedules 1 to 4 and the terms in clauses 1 to 12.**

TOURISM AND EVENTS QUEENSLAND	
<b>Signed</b> for and on behalf of <b>Tourism and Events Queensland</b> by its authorised signatory in the presence of:	
<hr/> Signature of witness	<hr/> Signature of authorised signatory
<hr/> Full name of witness	<hr/> Full name of authorised signatory

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

EVENT ORGANISER	
<b>Signed for and on behalf of The Capricorn Village Festival Ltd by its authorised signatory:</b>	
_____ Signature of witness	_____ Signature of authorised signatory
_____ Full name of witness	_____ Full name of authorised signatory

PHILIP SIMON HENRY

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

### Schedule 1 - Event Details and TEQ's Investment

<b>ITEM 1</b> Event	<b>Name:</b>	The CQUniversity Village Festival	
	<b>Description:</b>	The Village Festival is Central Queensland's premier music, arts and cultural celebration. A free showcase of music, performing arts, lifestyle & hospitality over three days, situated on the stunning Keppel Bay.	
	<b>Date:</b>	10/08/2018 - 12/08/2018	
	<b>Location:</b>	Capricorn Coast	
<b>ITEM 2</b> TEQ's Investment	<b>Item</b>		<b>2018</b>
	Intrastate Marketing Initiatives & Packaging		\$20,000
	<b>TOTAL FUNDING</b>		<b>\$20,000</b>

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

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### Schedule 2 - Key Performance Outcomes

- Participate in the Survey that will be used to evaluate the tourism value of the Event as against the Aims and Objectives of the Program
- Use of TEQ logos and integration of the It's Live in Queensland logo into Event marketing and communications activity
- Promotion of the destination and incorporation of hero experiences into the Event experience
- Engage with local community to maximise social benefits deriving from the Event
- Participation in the E-12 stakeholder engagement process as requested by TEQ
- Provision of Event imagery and footage to TEQ and the regional tourism organisation

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

**Schedule 3 - Payment Table**

2018	Amount	Conditions	Due Date
	\$20,000	That TEQ has received the Updated Event Marketing Plan	19/1/2018
		That TEQ has received the Event Update Report	
		That the E-12 Inception Meeting has been undertaken or a date set, if requested by TEQ	

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

### Schedule 4 - Additional event activation and promotion

#### 1.1 Use of Logos

- (a) Prominently display signage featuring TEQ's logos (TEQ corporate logo, It's Live in Queensland logo and the Capricorn destination logo) at all Event venues during the Event and at key milestone events for the Event:
  - (i) in locations and in numbers to be mutually agreed; or
  - (ii) if locations and numbers are not mutually agreed at least six weeks before the Event, then in a prominent position at the main public entrances to the Event, designated media interviewing areas and the sponsor recognition area.
- (b) Ensure the prominent use and positioning of TEQ's logos (TEQ corporate logo, It's Live in Queensland logo and the Capricorn destination logo) on all advertising and promotional material for the Event e.g. signage, programs, brochures, posters, website, advertising, and any other forms of sponsor recognition.
- (c) Use TEQ's logos, names or marks in connection with the Event in the manner set out in the Marketing Plan and as otherwise agreed in writing with TEQ.
- (d) Where requested by TEQ, substitute the TEQ name, logo, mark or promotional image wherever it is to appear in material associated with the Event with such other name, logo, mark or promotional image selected by TEQ including that of the relevant regional tourism organisation.

#### 1.2 Recognition of TEQ

- (a) Recognise TEQ as a 'Presenting Partner/Major Partner' on all Event sponsor boards and in public announcements at the Event.
- (b) Invite the TEQ Board and senior management staff to the Event and key milestone events for the Event including the launch of the Event and opening night.
- (c) Provide TEQ with an opportunity to include a welcome message and a minimum of one page of advertising or promotion in the Event program.
- (d) Provide an opportunity for the Minister administering the Tourism & Events Queensland Act or the Minister's representative to be involved in major announcements associated with the Event and high profile activities associated with the Event (including, for example, the media launch, official opening, presentation of awards).
- (e) Provide to TEQ a mutually agreed quantity and type of ticketing and hospitality benefits that is commensurate with TEQ's investment in the Event. Ticketing and hospitality benefits will be for the use of TEQ at its absolute discretion and must be confirmed to TEQ no later than two (2) months prior to the Event. Ticketing and hospitality benefits may include but are not limited to the following:
  - (i) An agreed quantity of invitations or tickets to attend Event hospitality or VIP areas during the Event. These may include a quantity of individual tickets or a quantity of block tickets (e.g. table for ten persons);
  - (ii) An agreed quantity of general admission tickets across each ticket category (if applicable) for each day of the Event;
  - (iii) If the Event is a participation based event (e.g. a triathlon), an agreed quantity of registration spaces across various categories (if applicable) will be provided;
  - (iv) An agreed quality of invitations to any event-related functions (e.g. launch or media functions); and
  - (v) A minimum of one money-can't-buy event experience.
- (f) provision of a minimum of 6m x 3m of promotional space for TEQ at the Event;



## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

### 1.3 Press and Promotional materials

- (a) For press releases and other promotional material that include images of places within Queensland, use only those images supplied or approved by TEQ.
- (b) Provide copies of any proposed press releases (including news releases, press statements and video releases) regarding the Event to TEQ prior to providing the press releases to the media or any other third party.
- (c) Provide TEQ with the opportunity to be included in all press releases.

### 1.4 Footage

- (a) Allow TEQ personnel access to the Event to take photographs or video footage for use by TEQ and the regional tourism organisation for publicity purposes including the promotion of Queensland and the region.
- (b) Within three months of the conclusion of the Event, provide to TEQ and the regional tourism organisation at no charge:
  - (i) a copy of any television footage or broadcast from the Event;
  - (ii) a copy of the Event program; and
  - (iii) a reasonable number of high resolution digital images and footage of the Event.
- (c) The Event Organiser will work with TEQ to produce destination storyboards/ vignettes featuring various tourism experiences for the attractions of Capricorn. The Event Organiser will ensure that the destination storyboards/ vignettes are inserted in any broadcast or streaming of the Event and are posted on the Event's website and social media platforms.

### 1.5 Online Promotion - Australian Tourism Data Warehouse

- (a) Within 3 days of the date set out on page 1 of this contract (or such other date notified by TEQ), list the Event on the Australian Tourism Data Warehouse (ATDW) website by following the online prompts to "List your Event for Free" at: ([teq.queensland.com/Industry-Resources/Marketing/ATDW](http://teq.queensland.com/Industry-Resources/Marketing/ATDW))

### 1.6 Online Promotion - Queensland Holidays

- (a) Within 3 days of the date set out on page 1 of this contract (or such other date notified by TEQ) include a link to the Queensland Holidays website ([www.queensland.com](http://www.queensland.com)) on all Event Websites.
- (a) For this item 1.6, Event Website includes:
  - (i) a dedicated website established for the Event by, or as directed by, the Event Organiser;
  - (ii) a webpage or other reference to the Event on the Event Organiser's existing organisation website.

### 1.7 Online Promotion – Social Media

- (a) The Event's social media activity must 'like' or 'follow' the relevant TEQ social media accounts for the Event:
  - (i) The Event facebook account will 'like' the 'Visit Queensland, Australia' facebook page and the 'Visit Capricorn Region, Queensland' facebook page
  - (ii) The Event twitter and Instagram accounts will 'follow' the '@Queensland' and '@visitcapricorn handle' (if the account exists)
- (b) The Event Organisers will use the relevant 'usernames', 'handles' and 'hashtags' on the event's social media platforms, including the following:
  - (i) The Event Facebook page will 'Tag' 'Visit Queensland, Australia' and 'Visit Capricorn Region, Queensland' Facebook pages in relevant posts on Facebook



## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

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- (ii) The event Twitter and Instagram accounts will use the '@Queensland' and '@visitcapricorn' 'handles' and the #thisisqueensland and #southerngreatbarrierreef when tweeting on the Event twitter account and posting images on the Event Instagram account

### 1.8 Destination Promotion

- (a) The host destination is included within or in conjunction with in the logos or marks pertaining to the Event and featured on all event collateral ie Capricorn

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

### Schedule 5 - Final Event Report

### QDEP – Final Event Report (Destination Events)

#### 1. Funding uses

Agreed funding uses	Amount	Comments (if varied from contract)	File upload

#### 2. Tourism Benefits

Area	Number / \$
Visitors from outside of region who travelled specifically for the event	
Proportion of visitors who stayed overnight	
Direct visitor nights generated by the event	

Describe how the results fitted with your expectations?

#### 1. Social and community benefits

Describe how the event benefited and engaged with the local community
Describe how the social and community benefits will grow for the next event

#### 2. Marketing and destination experience

How were destination and hero experiences promoted through the event?
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## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

<b>How was It's Live utilised throughout the promotion and delivery of the event?</b>
<b>How could both be improved in the future?</b>

### 3. Event Budget

Area	Amount (\$)	% Derived from outside the region	Comments (reason if spend varied to original budget by over 15%)
Administration			
Operations			
Marketing			
<b>Total Expenditure</b>			
Grants			
Sponsorship			
Ticketing/merchandise			
<b>Total Income</b>			

Provide a copy of your event budget: \_\_\_\_\_ (upload files)

### 4. Event Summary

<b>Describe any key issues or risks for the next edition of your event</b>
<b>Describe opportunities/ key priorities for growth in the next edition of your event</b>

### 5. Support material (to be uploaded)

- Provide a minimum of ten (10) high quality Event images: \_\_\_\_\_ (upload files)
- Provide Event advertising examples: \_\_\_\_\_ (upload files)
- Provide a copy of the Event program: \_\_\_\_\_ (upload files)
- Provide copy of Event TVC: \_\_\_\_\_ (upload files)

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

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- Provide copy of Event documentary/film/vision: \_\_\_\_\_ (*upload files*)
- Provide copies of Event tour packages or other Event promotion initiatives: \_\_\_\_\_ (*upload files*)
- Provide examples of destination storyboards/ vignettes of how the destination was promoted by the Event: \_\_\_\_\_ (*upload files*)
- Provide the Survey results (if the Event Organiser conducts the Survey) or provide the email addresses of Event attendees preferably by database.
- Provide a finalised copy of the TEQ commissioned Strategic Business Plan and/or Marketing Strategy (if applicable)

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

### Terms

#### 1. Event Organiser's material obligations

##### 1.1 Conduct the Event

The Event Organiser must:

- (a) conduct the Event on the date and in the location specified in Item 1 of Schedule 1;
- (b) carry out the marketing of the Event in accordance with the Marketing Plan and in a manner to achieve the Aims and Objectives of the Program;
- (c) expend at least the amount set out in the Budget on those items identified in the Budget;
- (d) use its best endeavours to ensure that the Event achieves the Key Performance Outcomes;
- (e) provide to TEQ the additional event activation and promotion activities set out in Schedule 4;
- (f) use the Investment only for the purpose set out in Item 2 of Schedule 1;
- (g) allow TEQ personnel to discuss the Event with participants, spectators and others involved with the Event for the purposes of conducting research into the impact of the Event;
- (h) if requested by TEQ, conduct an E-12 Inception Meeting not later than six months prior to the Event and E-12 Debriefing not later than 1 month after the Event; and
- (i) provide to TEQ sufficient email addresses of Event attendees to allow TEQ to conduct the Survey, or if the Event Organiser is to conduct its own Survey, conduct the Survey and provide the results to TEQ.

##### 1.2 Safety and presentation

- (a) The Event Organiser must use its best endeavours to maximise:
  - (i) the safety of all participants in the Event, including by complying with the usual safety standards for an event of this type consistent with relevant government standards and guidelines; and
  - (ii) the quality and professional presentation of the Event.
- (b) The Event Organiser must comply with all directions and requirements of any safety or other regulatory authority in respect of the Event.

##### 1.3 Exclusivity

The Event Organiser must not allow:

- (a) a State or Territory other than Queensland or any destination within a State or Territory other than Queensland to sponsor the Event;
- (b) anything promoting or featuring a State or Territory other than Queensland or any destination within a State or Territory other than Queensland to be displayed on any publication, merchandise or signage in connection with the Event; or
- (c) its name to be used in connection with any other event in Australia that may (in the reasonably held opinion of TEQ) be likely to have a detrimental effect upon the Event, including the ability of the Event Organiser to achieve the Key Performance Outcomes.

##### 1.4 Other Sponsorship

The Event Organiser must subject to clause 1.3, use its best endeavours to maximise all sources of income for the Event provided that the Event Organiser must:

- (a) only seek or obtain other sources of income for the Event that are of a type, quality and nature consistent with the Aims and Objectives of the Program the good reputation of the Event, the Event Organiser and TEQ; and

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

- (b) not seek or obtain other sources of income for the Event that would cause the Event Organiser to breach its obligations under this contract.

### 2. Reporting and Accounting

#### 2.1 Plans and Reports

- (a) The Event Organiser must provide TEQ with the Marketing Plan Update and Event Update Report not later than six (6) months prior to the Event.
- (b) The Event Organiser must provide the Final Event Report within 2 months of the conclusion of the Event.
- (c) TEQ may in its absolute discretion, accept a document provided under clauses 2.1(a), (b) or (c) require any or all of the document to be amended and re-submitted until satisfactory to TEQ, or reject the document.

#### 2.2 Accounting

The Event Organiser must:

- (a) keep an accounting system and books of account in relation to the Event in accordance with Australian Accounting Standards and relevant guidelines; and
- (b) permit TEQ and its authorised agents at all reasonable times to inspect and take copies from the accounting system and books of account in connection with the Event.

#### 2.3 Accident and Emergency Reporting

- (a) The Event Organiser must notify TEQ of any fact, matter or circumstance that is likely to have an adverse impact on the Event or TEQ's association with the Event as soon as possible.
- (b) Matters that may have an adverse impact on the Event or TEQ's association with the Event include (but are not limited to):
  - (i) accidents;
  - (ii) emergencies;
  - (iii) anything that may affect the reputation of the Event, the Event Organiser or TEQ; and
  - (iv) anything that may call into question the appropriateness of TEQ's investment in the Event.

#### 2.4 Deviation from approved documents

The Event Organiser must immediately notify TEQ in writing if the Event Organiser deviates from the Marketing Plan or the Budget.

#### 2.5 Invoicing

At the times set out in the payment table in Schedule 3 the Event Organiser may issue an invoice to TEQ for the amount specified in respect of the achievement of the conditions of payment.

### 3. Logos, Names and Marks

- (a) The Event Organiser grants to TEQ an irrevocable, royalty free licence to exercise the intellectual property rights in:
  - (i) all logos, names and marks connected with the Event; and
  - (ii) all material provided by the Event Organiser to TEQ,



## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

this includes use of these rights in TEQ marketing and promotional campaign plans which may be for wider promotion than just the Event.

- (b) The Event Organiser must only use TEQ's logos, names or marks in accordance with the conditions set out in Schedule 4.
- (c) The Event Organiser must not cause or allow TEQ's logo to be appear in an altered manner without TEQ's prior written consent.

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### 4. TEQ's Signage

- (a) The Event Organiser must return to TEQ any signage provided by TEQ in the same condition as supplied (apart from general wear and tear) within 7 days of the completion of the Event.
- (b) If the Event Organiser does not comply with this clause, TEQ may replace the signage at the cost of the Event Organiser. This cost may be deducted from any payment of the Investment.

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### 5. Material obligations of TEQ

- (a) Subject to clause 5(b), TEQ will pay the Event Organiser the amount due under an invoice within 30 days after the date of receipt of a correctly rendered invoice. An invoice is correctly rendered if:
  - (i) the amount claimed in the invoice is due for payment in accordance with this contract;
  - (ii) the Event Organiser has complied with its obligations under this Contract as at the date of the invoice; and
  - (iii) the invoice is a tax invoice in the proper form for the purposes of the GST Act.
- (b) TEQ is not liable to pay an invoice where:
  - (i) TEQ reasonably determines the items required to be provided to satisfy a condition of payment have not been provided in accordance with this contract; or
  - (ii) the Event Organiser has not complied with its obligations under clause 7.

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### 6. Event Organiser's Warranties

- (a) The Event Organiser warrants that during the Term:
  - (i) it has or will obtain prior to the holding of the Event, all rights, permits, licences and authorisations to conduct the Event;
  - (ii) it has or will obtain at least 3 months prior to the holding of the Event, an agreement for hire of the Event venue;
  - (iii) the information and representations made by the Event Organiser in the funding submission including the Budget, the Marketing Plan and the Final Event Report or any other communications with TEQ are true and correct; and
  - (iv) the Event Organiser has the resources and skills necessary to conduct the Event.
- (b) If requested the Event Organiser will provide evidence sufficient to demonstrate its compliance with clauses 6(a) (i) and (ii) within 7 days of the request.

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### 7. Risk and Insurance

- (a) The Event Organiser conducts the Event at its own risk.

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

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- (b) The Event Organiser will maintain during the Term:
  - (i) public and products liability insurance of at least \$10 million per occurrence;
  - (ii) workers' compensation insurance as required by law; and
  - (iii) any additional or increased insurance specified by TEQ,
 with a reputable insurer which is reasonably satisfactory to TEQ.
- (c) The insurance obtained under clause 7(b)(i) and clause 7(b)(iii) must name TEQ as an interested party.
- (d) TEQ may request the Event Organiser to notify an insurer of an event arising in connection with this contract or the Event. If the Event Organiser fails to provide TEQ with evidence of that notification within 14 days after the TEQ request, TEQ may notify the insurer on behalf of the Event Organiser.
- (e) The Event Organiser will provide TEQ with a copy of the insurance policies (if requested) and certificates of currency within 14 days after:
  - (i) a renewal or amendment of a policy; or
  - (ii) a request by TEQ.

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### 8. Indemnity

- (a) The Event Organiser indemnifies and will defend TEQ, its employees, agents and contractors (**Those Indemnified**) against any claims, liabilities, losses, damages, costs and expenses made against, or suffered or incurred by, Those Indemnified which arise due to:
  - (i) a breach of this contract; or
  - (ii) negligence relevant to this contract or the Event,
 by the Event Organiser, its employees, agents or contractors.
- (b) In conducting a claim, suit or action in respect of which the Event Organiser indemnifies Those Indemnified, the Event Organiser will, at its expense, comply with TEQ's reasonable directions.
- (c) This clause 8 continues to apply after termination or expiry of this contract.

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### 9. Confidentiality

- (a) Each party must treat the terms of this contract, any related negotiations, dealings, discussions and correspondence as confidential and they may not to be disclosed, except to the extent that such information has become public knowledge.
- (b) A party is not in default under clause 9(a) if information:
  - (i) is disclosed by a party:
    - A. to its employees, agents, subcontractors or advisers who are bound to keep the information confidential; and
    - B. solely in order to comply with its obligations, or to exercise its rights, under this contract;
  - (ii) is disclosed by TEQ, in response to a request by the House or a Committee of the Parliament of the State of Queensland;
  - (iii) is shared by TEQ or within TEQ, or with the State of Queensland, where this serves TEQ or the State of Queensland's legitimate interests;
  - (iv) limited to the information in Schedules 1, 2 and 4, and the material provided under Schedule 4 is shared by TEQ with the regional tourism organisation for the area in which the Event is to take place;



## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

- (v) is required or compelled by an order of a court or by any law to be disclosed; or
- (vi) is necessary for the conduct of any legal proceedings arising in relation to this contract.
- (c) This clause 9 continues to apply after termination or expiry of this contract.

### 10. Event cancellation and failure to achieve KPOs

- (a) The Event Organiser must immediately notify TEQ if it becomes aware or decides for any reason that a material part of the Event has not been or will not be staged or if the Event has failed to achieve or is unlikely to achieve the Key Performance Outcomes.
- (b) TEQ may reduce its Investment in the Event to take into account the lost part of the Event or failure or likely failure to achieve the Key Performance Outcomes. Whether to make this reduction and the amount of the reduction will be wholly within the discretion of TEQ.
- (c) If this contract contemplates that the Event will be held on multiple occasions, and the Event does not on any occasion achieve all of the Key Performance Outcomes, to the satisfaction of TEQ in its absolute discretion, TEQ may, within 30 days of TEQ accepting the Event Report, terminate this contract by notice to the Event Organiser.

### 11. Termination

#### 11.1 Termination by TEQ

TEQ may terminate this contract immediately by giving the Event Organiser notice if:

- (a) the Event Organiser breaches any term (including any warranty) of this contract and fails to remedy that breach within 14 days of receiving a notice from TEQ requiring the Event Organiser to remedy the breach;
- (b) the Event Organiser breaches any material term of the contract which is not capable of being remedied;
- (c) the Event Organiser issues a notice under clause 10(a);
- (d) TEQ rejects the Updated Event Marketing Plan or the Final Event Report;
- (e) the Event Organiser has given notice under clause 2.3, or TEQ believes that there is a fact, matter or circumstance that is likely to have an adverse impact on the Event or TEQ's association with the Event;
- (f) the Event Organiser goes into liquidation, has a receiver, receiver and manager, administrator or similar person appointed, enters into a scheme or arrangement with creditors or is unable to pay its debts when they fall due;
- (g) the Event Organiser disposes of the whole or a material part of its assets, operations or business other than in the ordinary course of business;
- (h) there is any change in the direct or indirect beneficial ownership or control of the Event Organiser or the Event Organiser merges or amalgamates with or takes over another entity;
- (i) a Force Majeure prevents either party from performing an obligation under this contract for a period of 30 days or more; or
- (j) the name of TEQ or the State of Queensland is, or is likely to be, in TEQ's reasonably held opinion, damaged or brought into disrepute or ridicule by the Event Organiser, the Event, or being associated with the Event Organiser or the Event, including but not limited to the Event being sponsored by an entity with which it is not in the best interests of TEQ or the State of Queensland to be associated.

#### 11.2 Termination by the Event Organiser

The Event Organiser may terminate this contract immediately by giving TEQ notice if:

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

- (a) TEQ breaches any term of this contract; and
- (b) it fails to remedy that breach within 30 days of receiving notice from the Event Organiser requiring TEQ to remedy the breach.

### 11.3 Return of property

On termination of this contract the Event Organiser will return all property of TEQ to TEQ within 7 days.

## 12. General

### 12.1 Definitions

In this contract:

**Aims and Objectives of the Program** means:

- generate local economic activity and development in the host destination of the Event;
- attract external visitation to the host destination of the Event;
- drive social and community outcomes for the host destination of the Event noting the important link between community outcomes and economic benefits; and
- enhance the profile and appeal of the host destination of the Event;

**Budget** means the budget provided by the Event Organiser with its funding submission and upon provision of the Event Update Report means the budget as updated by that document;

**E-12 Debriefing** means a formal meeting conducted within 1 month after the Event with the entities involved in the E.12 Inception Meeting to discuss the outcomes of the Event in particular the outcomes from the Marketing Plan;

**E-12 Inception Meeting** means a formal meeting between the Event Organiser, TEQ and stakeholders nominated by TEQ, such as the Council, and the regional tourism organisation, to present and discuss the Marketing Plan;

**Event** means the event described in Item 1 of Schedule 1 and if this contract is for more than one year of the Event references to "the Event" refer to the Event occurring in each of year as the context requires and unless expressly referred to otherwise;

**Event Update Report** means a report prepared by the Event Organiser providing details of the progress of the preparation of the Event including key marketing/ media developments, any changes to the Budget (15% or over in administration, operations or marketing), any issues/ risks to the Event delivery and achievement of the Key Performance Outcomes and new opportunities since application was submitted;

**Final Event Report** means a report completed by the Event Organiser containing the matters set out in Schedule 5;

**Force Majeure** means any event beyond the reasonable control of the affected party, which occurs without the fault or negligence of the affected party or its employees, agents or contractors;

**GST Act** means the Act entitled "A New Tax System (Goods and Services) Tax Act 1999", as amended from time to time;

**Investment** means the total amount that TEQ is required to pay the Event Organiser under this contract, as set out in Item 2 of Schedule 1;

**Key Performance Outcomes** means the outcomes described in Schedule 2;

**Marketing Plan** means the plan provided by the Event Organiser with its funding submission and upon provision of the Marketing Plan Update means the Marketing Plan as updated by that document;

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

**Survey** means a survey of Event attendees conducted at the Event and/or after the Event using an online survey tool provided by TEQ or the Event Organiser's survey provided that it is first approved by TEQ no later than one month prior to the Event. The purpose of the Survey is to evaluate the tourism value of the Event, the results of which are reported to the Event Organiser and TEQ;

**Term** means the period beginning on the date set out on page 1 of this contract and ending on the earlier of:

- (a) the day that is 6 months after the end of the last Event; and
- (b) the date this contract is terminated; and

**Updated Event Marketing Plan** means a revision of the Marketing Plan provided by the Event Organiser at the time of its funding submission to TEQ taking into account any change of circumstances since the funding submission was made.

### 12.2 Notices

- (a) Notices under this contract must be in writing or delivered by hand or post to the address specified on the first page of this contract.
- (b) Notice will be deemed given:
  - (i) in the case of hand delivery, upon written acknowledgement of receipt by a representative of the receiving party; and
  - (ii) in the case of posting, 3 days after dispatch.

### 12.3 Governing Law

This contract shall be governed by the laws of Queensland and the parties submit to the non-exclusive jurisdiction of the Courts of Queensland and any Courts that may hear appeals from these courts.

### 12.4 Amendments

This contract may only be varied by a document signed by or on behalf of each party.

### 12.5 Assignment

- (a) TEQ may in its absolute discretion assign or otherwise deal with this contract or the benefits or rights under this contract. However, TEQ agrees not to assign a right or benefit under this contract to a competing sponsor. A competing sponsor is an entity that carries on business in a field that competes in the same market as an existing sponsor of the Event.
- (b) The Event Organiser must obtain approval from TEQ before it can assign or otherwise deal with this contract or a right under this contract.

### 12.6 Relationship of the parties

The relationship between the parties to this contract is not a partnership, joint venture or relationship of principal and agent.

### 12.7 Force Majeure

If either party is prevented from or delayed in performing an obligation by Force Majeure, and promptly acts to mitigate or remove the Force Majeure and its effect, then the obligation is suspended during, but for no longer than, the period the Force Majeure continues and any further period that is reasonable in the circumstances.

### 12.8 Arbitration

- (a) Any disputes arising under this contract which are not able to be resolved by discussion conducted in good faith between the parties may be referred to arbitration.

## QUEENSLAND DESTINATION EVENTS PROGRAM CONTRACT

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- (b) Any party may refer a dispute to arbitration by an appropriate arbitrator determined by the President of the Queensland Law Society Incorporated. The parties agree that this shall not exclude or limit in any way their ability to commence interlocutory injunctive proceedings or obtain injunctive relief in a Court.

### 12.9 Severability

If any provision of this contract is held invalid, unenforceable or illegal for any reason, this contract shall remain otherwise in full force apart from such provision which shall be deemed deleted.

### 12.10 Waiver

- (a) Failure or delay to exercise or enforce a right, power or remedy provided by law or under this contract by a party does not preclude, or operate as a waiver of that or any other right, power or remedy provided by law or under this contract.
- (b) A waiver or consent given by a party under this contract is only effective and binding on that party if it is given or confirmed in writing by that party.

### 12.11 GST

Where GST is payable by an entity in relation to a supply that it makes under or in connection with this contract, and the consideration for that supply excludes GST, the party providing the consideration will pay an additional amount equal to the GST when any part of the consideration is first payable.

### 12.12 Government Authority

The Event Organiser acknowledges and agrees that:

- (a) nothing in this contract will in any way unlawfully restrict or otherwise unlawfully affect the unfettered discretion of the State of Queensland to exercise any of its statutory functions or powers; and
- (b) anything which the State of Queensland does, fails to do, or purports to do, pursuant to its statutory functions or powers or in the course of the creation or development of its policies and procedures and strategic direction will be deemed not to be an act or omission by TEQ under this contract and will not entitle the Event Organiser to make any Claim against TEQ arising out of the subject matter of this contract.




# **12.1 - CQU VILLAGE FESTIVAL 2018 SPONSORSHIP**

## **Sponsorship Information**

**Meeting Date: 1 May 2018**

**Attachment No: 6**

**THE CQUniversity**  
**village festival**  
**CQ'S PREMIER MUSIC, ARTS & CULTURAL FESTIVAL**  
**11 - 13 AUGUST 2017**



**2017 Sponsorship Information**



# THE CQUniversity **village festival**

11 – 13 AUGUST 2017

## The CQUniversity Village Festival 2017 Major Partnership & Sponsorship Opportunity

2017 is going to be the most exciting year ever for The Village Festival! We have partnered with CQUniversity to bring you an energy and youthful appeal not seen before. We welcome back our major sponsors from previous years with many of our long term goals reaching fruition.

We are thrilled to announce legends of the Australian music industry, **The Whitlams** as our major act of the weekend. In addition, we have 2016 ARIA Award Winner for Country Album of the Year, **Sara Storer**. We are also very excited to have 4x Aria Award Winner **Katie Noonan** playing on the Sunday with her band, Elixir. All of these artists are a huge coup for The CQU Village Festival.

We are confident that by offering these artists (and more) at our FREE event on the Yeppoon Foreshore we will substantially grow The CQU Village Festival crowds. And this is what the Festival is all about – drawing people to our region, showcasing what we have to offer! Stimulating our local economy while providing a platform for local artists.

We need your support. We appreciate it's tough out there at the moment, but we know that by working together and creating a major event such as this, we are helping our community, and ultimately ourselves.

### The CQUniversity Village Festival Objectives

The CQUniversity Village Festival organisers are committed to hosting a community event that fosters artistic expression, community and a sense of well-being, with a focus on showcasing regional artists. This will showcase our community and increase the visibility and promotion of our local businesses to our residents and the many varied visitors to our region.

Key objectives include:

1. Encourage participation and promotion of the Arts in the region.
2. Promote interest in artistic expression with particular emphasis on a variety of artistic mediums.
3. Encourage visitation to the Festival and maximise tourism benefits to for the region resulting from its' staging.









Data obtained by Tourism and Events Queensland after 2015 Village Festival



# THE CQUniversity village festival

11 – 13 AUGUST 2017

## Sponsorship Overview

The CQUniversity Village Festival is recognised as a major regional event and is supported by the Australian Government, Queensland Government, Livingstone Shire Council, Capricorn Enterprise, CQ University and ABC Capricornia.

Private and public sector sponsorship is received each year in the form of cash donations and 'in-kind' products and services. The Festival simply cannot be staged without the valuable contributions from our Partners and Sponsors.

## Marketing

The ongoing Marketing of the Festival resulted in 2015 attendances more than doubling. The Media support continues to grow with significant media partnerships with WIN TV, APN and ABC Capricornia. National Profile artists such as The Whitlams & Katie Noonan provides the ability to increase the profile of the event and extend the marketing campaign with the ability to showcase the region.

The data obtained from Tourism Queensland highlights the fact that The Village Festival is the premier event for our region. Further data collected from the Festivals website and social media demonstrate significant growth in reach and engagement for the Festival.

The Festival also attracts significant media support and coverage in the lead-up and during the Event. This contributes to a positive showcasing of the attractions of the region, its livability and profiling of its music and arts sector.



Katie Noonan in Elixir



Sara Storer

The Village Festival's long term objectivities are to continue to develop and grow the Event as a Regional Showcase. This includes increasing visitation, participation, profiling the region and continuing to showcase and nurture the music and arts sector. This investment will result in significant multiplier benefits to tourism and small businesses involved in the Festival.



Red Foot Cabaret



# THE CQUniversity **village festival**

11 – 13 AUGUST 2017

## Major Partners – Tier One - \$10,000<sup>+GST</sup>

The CQUniversity Village Festival is seeking Major Partners to assist with the success of the 2017 event. Major Partners will receive recognition including:

- Identified as a Tier One Major Partner in media, print and TV advertising, website and posters prior to the event; Advertising covers CQ region including Gladstone & Mackay
- Named as a Major Partner in announcements during the three days of the Festival;
- Invited to display banners or other sponsor acknowledgement at the Festival
- Opportunity to present a Major Program element of the festival
- Invitation to official opening function
- Identified as a Tier One Major Partner at other CQUniversity Village Festival events held during the year.
- Complimentary Passes to the Feature Concerts at the CQUniversity Village Festival
- Complimentary Passes to other CQUniversity Village Festival events held throughout the year.

## Major Partners – Tier Two - \$5,000<sup>+GST</sup>

The CQUniversity Village Festival is seeking Major Partners to assist with the success of the 2017 event. Major Partners will receive recognition including:

- Identified as a Tier Two Major Partner in media, print and TV advertising, website and posters prior to the event; Advertising covers CQ region including Gladstone & Mackay
- Named as a Major Partner in announcements during the three days of the Festival;
- Invited to display banners or other sponsor acknowledgement at the Festival
- Invitation to official opening function
- Identified as a Tier Two Major Partner at other CQUniversity Village Festival events held during the year.
- Complimentary Passes to the Feature Concerts at the CQUniversity Village Festival
- Complimentary Passes to other CQUniversity Village Festival events held throughout the year.



# THE CQUniversity village festival

11 – 13 AUGUST 2017

## Major Sponsors – Tier One - \$2,500 +GST

The CQUniversity Village Festival is seeking Supporting Sponsors to assist with the success of the 2017 event. Supporting will receive recognition including:

- Identified as a Tier One Major Sponsor on sponsorship recognition boards, programme and website;
- Named as a Supporting Sponsor in stage announcements during the Festival;
- Invitation to official opening function
- Identified as a Tier One Major Sponsor at other CQUniversity Village Festival events held during the year.

## Major Sponsors – Tier Two - \$1,500 +GST

The CQUniversity Village Festival is seeking Supporting Sponsors to assist with the success of the 2017 event. Supporting will receive recognition including:

- Identified as a Tier Two Major Sponsor on sponsorship recognition boards, programme and website;
- Named as a Supporting Sponsor in stage announcements during the Festival;
- Invitation to official opening function
- Identified as a Tier Two Major Sponsor at other CQUniversity Village Festival events held during the year.

## Major Supporter – Tier One - \$1,000 +GST

The CQUniversity Village Festival is seeking Supporting Sponsors to assist with the success of the 2017 event. Supporting will receive recognition including:

- Identified as a Tier One Major Supporter on sponsorship recognition boards, programme and website;
- Named as a Supporting Sponsor in stage announcements during the Festival;
- Invitation to official opening function
- Identified as a Tier One Major Supporter at other CQUniversity Village Festival events held during the year.

## Major Supporter – Tier Two - \$500 +GST

The CQUniversity Village Festival is seeking Supporting Sponsors to assist with the success of the 2017 event. Supporting will receive recognition including:

- Identified as a Tier Two Major Supporter on sponsorship recognition boards, programme and website;
- Named as a Supporting Sponsor in stage announcements during the Festival;
- Invitation to official opening function
- Identified as a Tier Two Major Supporter at other CQUniversity Village Festival events held during the year.





# THE CQUniversity village festival

11 – 13 AUGUST 2017

We thank you for considering sponsorship association with the 2017 CQUniversity Village Festival and look forward to seeing you at the event.

Best regards,

Martin Elms | M 0417 091 171

Paul Sweeney | M 0408 210 505



# **THE CQUniversity** **village festival** 11 – 13 AUGUST 2017

## Sponsorship Opportunity Acceptance

Business/Organisation Name:		
Tier Level	Major Partner Tier One- \$10,000 + GST	
	Major Partner Tier Two- \$5,000 + GST	
	Major Sponsor Tier One- \$2,500 + GST	
	Major Sponsor Tier Two- \$1,500 + GST	
	Major Supporter Tier One- \$1,000 + GST	
	Major Supporter Tier Two- \$500 + GST	
Contact Name:		
Contact Number:		
Contact Email:		
Address:		
ABN:		
Organisation Authorised Representative		
Signed		
Date:		

On behalf of The Capricorn Village Festival Ltd Board, we would sincerely like to thank you for your support towards making this year's event highly successful. Please note a Tax Invoice will be forwarded upon submission.

Email [sponsorship@thevillagefestival.org.au](mailto:sponsorship@thevillagefestival.org.au)

Fax 07 4836 4779

Once accepted please forward a copy of your business logo so it can be included on The Village Festival website, Facebook page and other promotional material as per Sponsorship package.



**12.2 ADMINISTRATIVE ACTION COMPLAINT MANAGEMENT POLICY****File No:** CM4.7.13**Attachments:** 1. **Administrative Action Complaint Management Policy**[↓](#)**Responsible Officer:** Andrea Ellis - Acting Director Corporate Services**Author:** Rodney Chapman - Acting Coordinator Corporate Governance

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**SUMMARY**

*Council's Administrative Action Complaint Management Policy has been reviewed and is now presented to Council for consideration. Following a review, the policy has been amended to represent recommendations for improvement and current objectives of Council's Complaint Management System.*

**OFFICER'S RECOMMENDATION**

THAT Council adopts the Administrative Action Complaint Management Policy

**BACKGROUND**

As a result of a previous audit of Council's Complaint Management System by the Office of the Queensland Ombudsman, it was recommended consideration be given to review of the Policies associated with complaints management to ensure they reference and complement each other to achieve overall consistency with administrative action complaints process requirements.

**COMMENTARY**

A review of this Policy has incorporated two (2) amendments recommended by the Ombudsman; namely;

1. Definition of 'Administrative Action Complaint' – in addition to the statutory definition provided by s262(2) *Local Government Act 2009* reference had been added for s306(5) *Local Government Regulation 2012* which provides for irrelevant factors when deciding whether a complaint is an administrative action complaint.
2. Within section 5.1.2 of the Policy which provides for examples of excluded complaints, the provided example "*a request for waiver or review of a penalty infringement notice*" has been removed. It is the Ombudsman's view such requests fit within the broad definition of administrative action complaint.

Other changes by the reporting officer within the document reflect minor changes and continuous improvement opportunities such as:

- Administrative changes - updates to repealed legislation, amended policies, position titles;
- Amended / deleted wording to provide more concise language where appropriate;
- Added wording to provide further clarity / explanation.

**PREVIOUS DECISIONS**

This Policy was adopted / approved by Council on 24 June 2014

**BUDGET IMPLICATIONS**

No budget implications identified.

**LEGISLATIVE CONTEXT**

Pursuant to *s268 Local Government Act 2009* a local government must adopt a process for resolving administrative action complaints. This Policy forms part of that process.

**LEGAL IMPLICATIONS**

Council's policy is written to ensure it complies with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012*. There are no legal implications foreseen.

**STAFFING IMPLICATIONS**

No staffing implications identified.

**RISK ASSESSMENT**

No risk assessment requirements.

**CORPORATE/OPERATIONAL PLAN**

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

**CONCLUSION**

This Policy repeals the former Livingstone Regional Shire Council Policy titled 'Administrative Action Complaint Management Policy' adopted 24 June 2014.

## **12.2 - ADMINISTRATIVE ACTION COMPLAINT MANAGEMENT POLICY**

### **Administrative Action Complaint Management Policy**

**Meeting Date: 1 May 2018**

**Attachment No: 1**





## ADMINISTRATIVE ACTION COMPLAINT MANAGEMENT POLICY

### (STATUTORY POLICY)

#### 1. Scope:

This Policy is applicable to all Livingstone Shire Council (LSC) Councillors, employees, volunteers and contractors.

#### 2. Purpose:

The *Local Government Act 2009* requires all Councils adopt a complaint management policy and procedure detailing how it will manage Administrative Action Complaints.

This policy and associated procedures underpin the complaint management process.

#### 3. References (legislation/related documents):

*Crime and Corruption Act 2001*  
*Crime and Corruption Regulation 2015*  
*Information Privacy Act 2009*  
*Information Privacy Regulation 2009*  
*Integrity Act 2009*  
*Integrity Regulation 2011*  
*Local Government Act 2009*  
*Local Government Regulation 2012*  
*Ombudsman Act 2001*  
*Public Interest Disclosure Act 2010*  
*Right to Information Act 2009*

Administrative Action Complaint Management Procedure  
 Code of Conduct  
 Public Interest Disclosure Policy  
 Public Interest Disclosure Procedure  
 Reporting Corrupt Conduct Procedure  
 Right to Information Policy  
 Privacy Policy

#### 4. Definitions:

To assist in interpretation, the following definitions shall apply:

AAC	Administrative Action Complaint.
Administrative Action Complaint (AAC)	As per s268(2) of the <i>Local Government Act 2009</i> . 'An <i>administrative action complaint</i> is a complaint that- (a) is about an administrative action of a local government, including the following, for example-

#### Administrative Action Complaint Management Policy

Adopted/Approved: Adopted, 24 June 2014

Version: 1

Department: Corporate Services

Section: Human Resources & Governance



	<p>(i) a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;</p> <p>(ii) an act, or a failure to do an act;</p> <p>(iii) the formulation of a proposal or intention;</p> <p>(iv) the making of a recommendation; and</p> <p>(b) is made by an affected person.'</p> <p>As per s306(5) of the <i>Local Government Regulation 2012</i> in deciding if a complaint is an administrative action complaint, it is irrelevant –</p> <p>(a) how quickly the complaint was resolved; or</p> <p>(b) to which area of local government the complaint was made; or</p> <p>(c) whether the complaint was a written or verbal complaint; or</p> <p>(d) whether or not the complaint was made anonymously.</p>
Affected Person	<p>As per s268(3) <i>Local Government Act 2009</i>.</p> <p>'A person who is apparently directly affected by an administrative action of a local government.'</p> <p>Within this policy an Affected Person is referred to as the "Complainant".</p>
CEO	<p>Chief Executive Officer</p> <p>A person who holds appointment under s194 of the <i>Local Government Act 2009</i>.</p>
Complainant	A person lodging an AAC. There may be more than one Complainant in a matter.
Council	Livingstone Shire Council.
Frivolous Complaint	A complaint that has no serious purpose or value. It may have little merit and be trivial; investigating would be out of proportion to the seriousness of the issue complained about.
Information Privacy Principles	Obligations contained in the <i>Information Privacy Act 2009</i> which Council is obliged to abide by in relation to the collection, handling, use, security, storage and disposal of personal information.
Personal Information	Information or opinion, including information or an opinion that forms 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.
Public Interest Disclosure	All information disclosed to a proper authority about a public interest matter referred to pursuant to s12 and s13 of the <i>Public Interest Disclosure Act 2010</i> .
Request for Service	A request by a customer for Council to take action and/or make a decision about a matter usually considered a normal part of Council operations such as sanitation, water supply, roads, etc.

**Administrative Action Complaint Management Policy**

Adopted/Approved: Adopted, 24 June 2014

Version: 1

Department: Corporate Services

Section: Human Resources &amp; Governance

Vexatious Complaint	A complaint which is considered to be pursued without merit and intends to cause inconvenience, harassment or expense to Council and / or employees.
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#### 5. Policy Statement:

Livingstone Shire Council is committed to providing a level of service which does not attract complaints, but recognises the rights of the community to provide positive and negative feedback on its services. When this feedback is in a form of a complaint about a decision or other action, this policy and associated procedures affirm Council's commitment to managing all complaints quickly and efficiently.

The objectives of this policy are to:

- Ensure the complaint management process is fair, objective, transparent and consistent;
- Facilitate the use of information obtained from the complaints management process to improve overall service delivery; and
- Ensure that AACs are responded to in a timely manner.

When handling AACs, Council adheres to the following principles:

- Accessibility** – Information about the complaints process is available through Council's Customer Service Centres or website.
- Client Focus** – All complainants will be treated with respect, courtesy, dignity and fairness.
- Confidentiality** – All complaints are managed according to Council's information management policies and relevant legislation.
- Communication** – Council is committed to transparency in its operations and will advise complainants of the reasons for its decisions and/or actions.
- Continuous Improvement** – Council recognises the opportunity for business improvement through an effective complaint management system.
- Fair** – All complaints will be considered on their individual merits.

To this end:

- a) Anyone who is dissatisfied about a decision or other action can easily lodge a complaint;
- b) Complainants are provided with information on the complaints management process and, if necessary, assistance to make their complaint;
- c) Each complaint is initially assessed in terms of its seriousness, safety implications, complexity and degree of urgency;
- d) Council employees will receive complaints in a professional manner and welcome valid feedback as an opportunity for improvement;
- e) Complaints are resolved as quickly as possible, preferably on first contact;
- f) Complainants are advised of their appeal rights at the relevant stages of the complaint management process;
- g) Complainants will be provided with a written statement of the outcomes, including details of the reasons for the outcome, at the relevant stages of the decision-making process; and

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#### Administrative Action Complaint Management Policy

Adopted/Approved: Adopted, 24 June 2014

Version: 1

Department: Corporate Services

Section: Human Resources & Governance

- h) People with particular needs are assisted, e.g. people who are in any way disadvantaged by intellectual or physical disability, education, language ability or any other impairment.

## 5.1 Complaints Covered by this Policy

### 5.1.1 Included Complaints

All complaints identified as an AAC, as defined in the *Local Government Act 2009*, are included in the Administrative Action Complaint Management Policy.

### 5.1.2 Excluded Complaints

Complaints that are not covered by the Administrative Action Complaint Management Policy or related procedures include, but may not be limited to:

- Complaints specifically covered by other legislation, such as competitive neutrality complaints, employee misconduct complaints, complaints about Councillors and privacy;
- Requests for service such as reporting an overgrown allotment, potholes or request for grading of a road;
- A follow up or further request for service that has not been completed by Council but is still within the timeframes advised to the customer;
- A complainant under the *Public Interest Disclosure Act 2010*;
- An enquiry or request for information; and / or
- A complaint that could be made under Chapter 3 of the *Local Government Act 2009* about competitive neutrality issues.

## 5.2 Administrative Action Complaint Management Framework

Every effort will be made to address all complaints at the first point of contact. Recognising that this is not always possible, an AAC Management Framework has been established which is detailed within the Administrative Action Complaint Management Procedure.

Not all complaints will be investigated. In accordance with the Administrative Action Complaint Management Procedure, all complaints will be assessed against a range of criteria to determine the appropriate course of action.

## 5.3 Information Privacy

Council takes very seriously its obligations under the *Information Privacy Act 2009* when managing all complaints. Council employees are required to handle personal information, including personal details of the complainant, identify of any respondents and witnesses, and any information obtained during the course of managing a complaint which may identify or make apparent the identify of anyone involved, in an appropriate manner.

In addition to the *Information Privacy Act 2009*, consideration must be given to the *Public Interest Disclosure Act 2010* and the *Crime and Corruption Act 2001* where applicable

## 5.4 Frivolous and Vexatious Complaints

Council may refuse to deal with a complaint if it is deemed frivolous or vexatious. These types of complaints, once identified, will be managed in accordance with the Administrative Action Complaint Management Procedure.

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Administrative Action Complaint Management Policy

Adopted/Approved: Adopted, 24 June 2014

Version: 1

Department: Corporate Services

Section: Human Resources & Governance

**6. Changes to this Policy**

This Policy is to remain in force until otherwise amended/replaced by resolution of the Council.

**7. Repeals**

This Policy repeals the former Livingstone Shire Council Policy titled 'Administrative Action Complaint Management Policy'.

**CHRIS MURDOCH  
CHIEF EXECUTIVE OFFICER**

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**Administrative Action Complaint Management Policy**

**Adopted/Approved:** Adopted, 24 June 2014

**Version:** 1

**Department:** Corporate Services

**Section:** Human Resources & Governance

**12.3 LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION****File No:** LU18.3.5

**Attachments:**

1. Plans for Trunk Infrastructure - Locality of Emu Park[↓](#)
2. Strategic Framework Map, Zone Map and Priority Infrastructure Area Map - Locality of Emu Park[↓](#)
3. Submission 1 - Maps[↓](#)
4. Submission 2 - Maps[↓](#)

**Responsible Officer:** Brett Bacon - Director Community & Planning Services**Author:** Melissa Warwick - Senior Strategic Planner

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**SUMMARY**

*There is a requirement for local governments to prepare a Local Government Infrastructure Plan as part of planning scheme drafting, to align preferred areas for urban development in the planning scheme area with a plan to deliver essential trunk infrastructure. This is via the development of a Local Government Infrastructure Plan, which when adopted will form Part Four of the Livingstone Planning Scheme 2018 (set to commence on 1 May 2018). The process for the preparation of these plans is prescribed by the State and includes public consultation of draft plans.*

*On 24 November 2017, the draft Local Government Infrastructure Plan and required documentation prepared by Council's appointed reviewer was forwarded to the Minister for review and approval to commence public notification. Approval was granted on Friday 2 March 2018 to commence public notification.*

*Public consultation of the draft plan commenced on 8 March 2018 and ended on 23 April 2018 (with two submissions received). This report is for Council to consider the submissions received during the public consultation of Livingstone Shire's first Local Government Infrastructure Plan. The Local Government Infrastructure Plan will form Part Four of Council's Planning Scheme 2018 when it is approved and commences.*

**OFFICER'S RECOMMENDATION**

THAT Council:

1. Proceed with the Local Government Infrastructure Plan with no change at this time; and
2. advise submitters how matters raised in submissions have been dealt with; and
3. update the checklist in accordance with the *Statutory Guideline for Local Government Infrastructure Plans* to state changes if any to the proposed Local Government Infrastructure Plan, including the changes required to be made as a result of the Minister's conditional approval of 2 March 2018; and
4. advance the Local Government Infrastructure Plan to Council's third party reviewer (Cardno) as part of the statutory process.

**BACKGROUND**

Council levies infrastructure charges as part of the development assessment process. These charges apply when reconfiguring a lot, undertaking a material change of use or performing building work which generates additional demand on trunk infrastructure networks.

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Charges collected or assets constructed contribute to the provision of essential trunk infrastructure to service development. Trunk infrastructure is significant infrastructure which supports large areas or catchments and is classified into five networks managed by Council:

1. water supply network;
2. sewerage network;
3. transport network;
4. stormwater network; and
5. public parks and land for community facilities.

Refer to Attachment 1 for trunk networks planned for the locality of Emu Park.

Charges are currently calculated and levied under the *Adopted Infrastructure Charges Resolution (No.3)*. These charges sit outside of the planning scheme document.

The Local Government Infrastructure Plan forecasts network demand based on the projected population, housing and employment growth within the local government area for the next fifteen (15) years, and outlines existing and future plans for trunk infrastructure. Trunk infrastructure is the key infrastructure network, which services the broader community. Development beyond that time will be considered in future amendments to the planning scheme over time. Attachment 2 shows the zone pattern, strategic framework and land identified for trunk infrastructure for the locality of Emu Park. The estimated delivery time of trunk infrastructure is an estimate and will be considered to be brought forward or delayed depending upon where development is happening.

There has been a requirement for councils to integrate infrastructure planning into planning schemes for more than fifteen (15) years. This means putting part of the detail currently sitting within Infrastructure Charges Resolutions into planning schemes. Initially the way this was to occur was through the preparation of a Priority Infrastructure Plan. The methodology, level of detail, requirements and what these plans are called has changed over time. The current requirement is for the completion of Local Government Infrastructure Plans, which are required to be incorporated into planning schemes by 30 June 2018.

The completed Local Government Infrastructure Plan will become Part Four of the new Livingstone Planning Scheme 2018. The plan estimates the location, demand, size and timing of when trunk infrastructure will be delivered. It will also provide transparency and accountability for planned spending on trunk infrastructure.

The process for the preparation of these plans is set by the State and includes public consultation of draft infrastructure plans. Submissions have now closed on the draft Livingstone Local Government Infrastructure Plan (the public consultation was from 8 March 2018 to 23 April 2018) and a presentation will be given at the workshop on the submissions received and the balance of the process for adopting the plan.

## COMMENTARY

The process required to be followed for the development of Local Government Infrastructure Plans is prescribed by *Statutory Guideline 01/16- Making and amending local planning instruments*. During the public consultation period, two properly made submissions were received on the draft Local Government Infrastructure Plan. Both of the submissions involve landholdings in the locality of Emu Park.

### Submission 1:

- 1) The submission is specific to particular land, being Lot 153 on SP161008 (32 Riversleigh Drive, Emu Park), not the network as a whole.(Attachment 3)
- 2) The request is to include part of Lot 153 on SP161008 within the Priority Infrastructure Area.
- 3) Lot 153 is within three separate zones in the *Livingstone Shire Planning Scheme 2005*. This is effective up until 30 April 2018, at which time it becomes the superseded planning scheme. The zones are the Park Residential zone, Rural zone



and Open Space zones. These are not existing urban areas or areas which are earmarked to be provided with all five trunk infrastructure networks and therefore are not included in the Priority Infrastructure Area.

- 4) The land is adjacent to and not within the Priority Infrastructure Area.
- 5) The *Livingstone Planning Scheme 2018* (commencing 1 May 2018) has the land within the Rural zone, Rural Residential zone (Park Residential precinct) and the Emerging Communities zone.
- 6) The landowner lodged a submission during the public consultation of the draft planning scheme regarding part of the subject land. A change was made to transfer an area of historically zoned Park Residential from the rear to the front portion of the property. This is adjacent to other Park Residential zoned land which is included in the Priority Infrastructure Area.

#### Officers Recommendation – Submission 1

That there is no change at this time to the Priority Infrastructure Area, with this considered as part of future planning scheme amendments in association with the ongoing works related to the development of the Emu Park West Local Plan, and that council proceed with the Local Government Infrastructure Plan.

#### Submission 2:

- 1) The submission is specific to particular land, 150-151 Emu Park Road, Emu Park, not the network as a whole. (Attachment 4)
- 2) The request is to include Future Urban areas into the Local Government Infrastructure Plan assumptions and to adjust estimated time of delivering trunk sewer.
- 3) The land at 150-151 Emu Park Road is included in three separate zones in the *Livingstone Shire Planning Scheme 2005*. This is effective up until 30 April 2018, at which time it becomes the superseded planning scheme. The zones are the Park Residential zone, Rural Zone a small portion in the Open Space zone.
- 4) The land is partially within and partially outside of the Priority Infrastructure Area.
- 5) The *Livingstone Planning Scheme 2018* (commencing 1 May 2018) has the land completely included in the Emerging Communities zone. This zone requires master planning to be conducted to identify areas suitable for development.
- 6) Part of the land is identified for a sewer pump station and sewer trunk mains, in addition to a water pump station and trunk mains also.
- 7) At its Ordinary Meeting of 5 September 2017, Council resolved unanimously to refuse a request to extend the relevant period for an additional two years until 21 August 2018 and permissible change (to condition A4.1) for Development Permit D-Y/2004-742 for a Material Change of Use for development consistent with Residential A, Parks and Recreation and Local Business zone. Consequently, the Development Permit has lapsed.

#### Officers Recommendation – Submission 2

That there is no change at this time to the Priority Infrastructure Area, with this considered as part of future planning scheme amendments in association with the ongoing works related to the development of the Emu Park West Local Plan, and that council proceed with the 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.

**BUDGET IMPLICATIONS**

There are no immediate budget implications related to the review of submissions on the draft Local Government Infrastructure Plan. The review has been done internally.

There are no adverse budget implications for commencing the Local Government Infrastructure Plan by 30 June 2018.

There are possible implications if the Local Government Infrastructure Plan has not commenced by the statutory deadline of 30 June 2018. The implication is that Council would be unable to levy charges for development until it had the Local Government Infrastructure Plan formally implemented.

**LEGISLATIVE CONTEXT**

The Local Government Infrastructure Plan will form Part Four of the new *Livingstone Planning Scheme 2018* when it commences, with any future changes requiring an amendment to the planning scheme.

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 staff has been allocated specifically to advance the plan at each step of the process to ensure it continues to advance.

**RISK ASSESSMENT**

There is a risk of not making the 30 June 2018 deadline. This is due to the fact that the process required to be adhered to involves timeframes with officers of the State Government and the ultimate sign off from the Hon Cameron Dick, Minister for State Development Manufacturing, Infrastructure and Planning. Whilst officers are liaising with the State and have proposed where timelines can be compressed, the commitment of the State to these reduced timeframes has not been guaranteed. The result would be the inability to levy charges in the absence of the plan not commencing by 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.*'

**CONCLUSION**

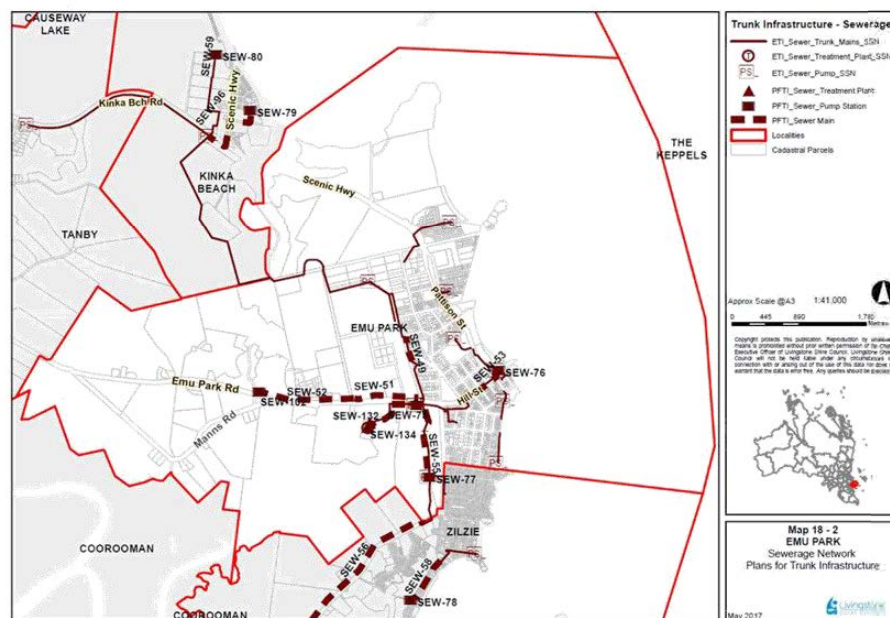
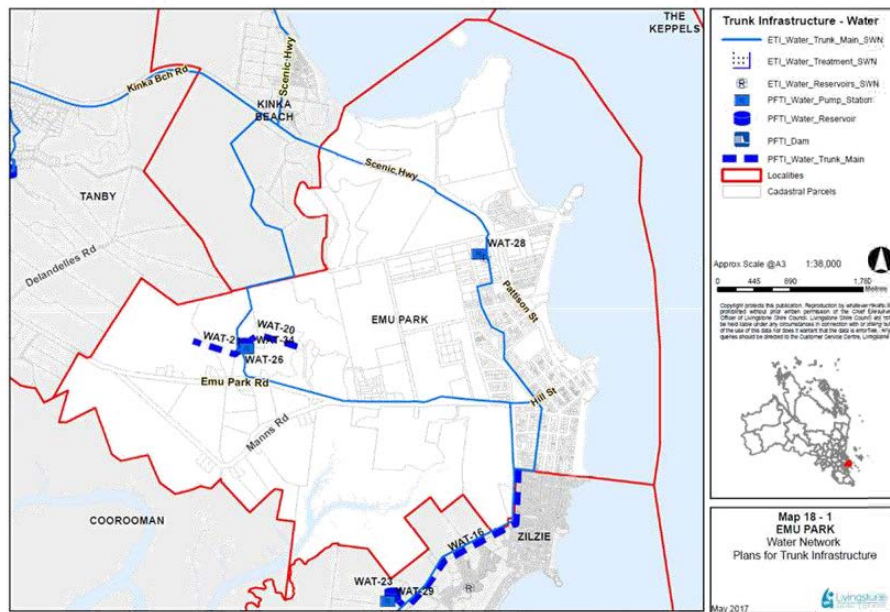
The submissions received have been assessed with the recommendations provided to council for endorsement.

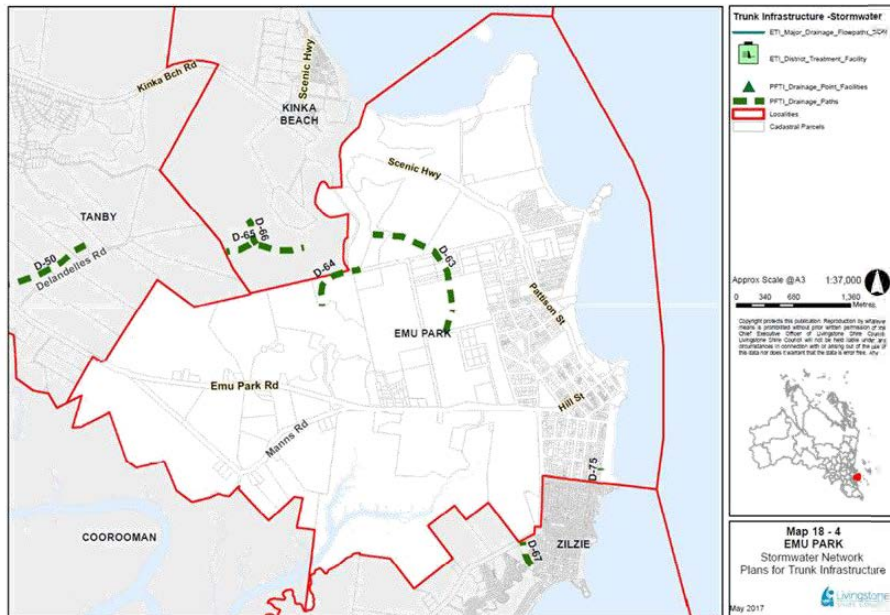
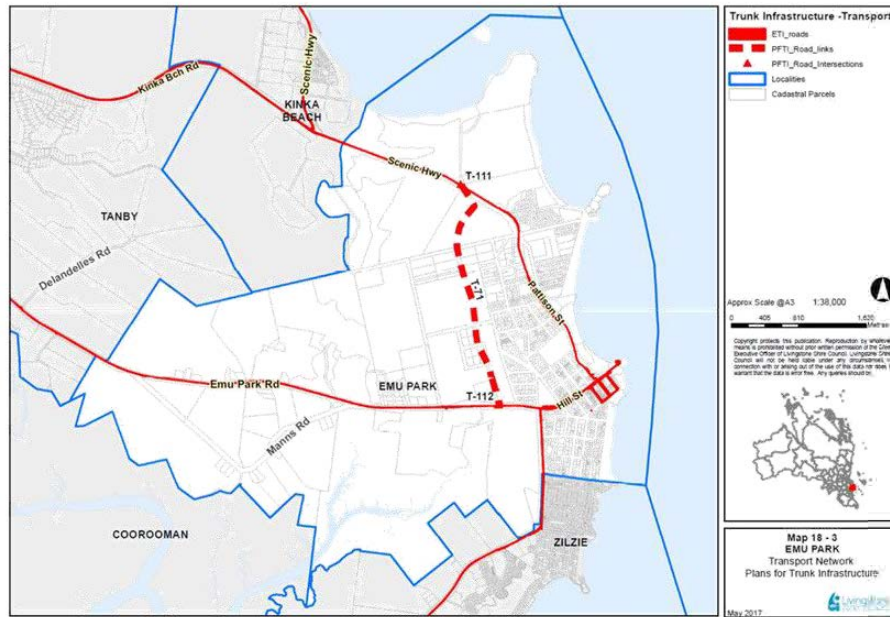
## **12.3 - LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION**

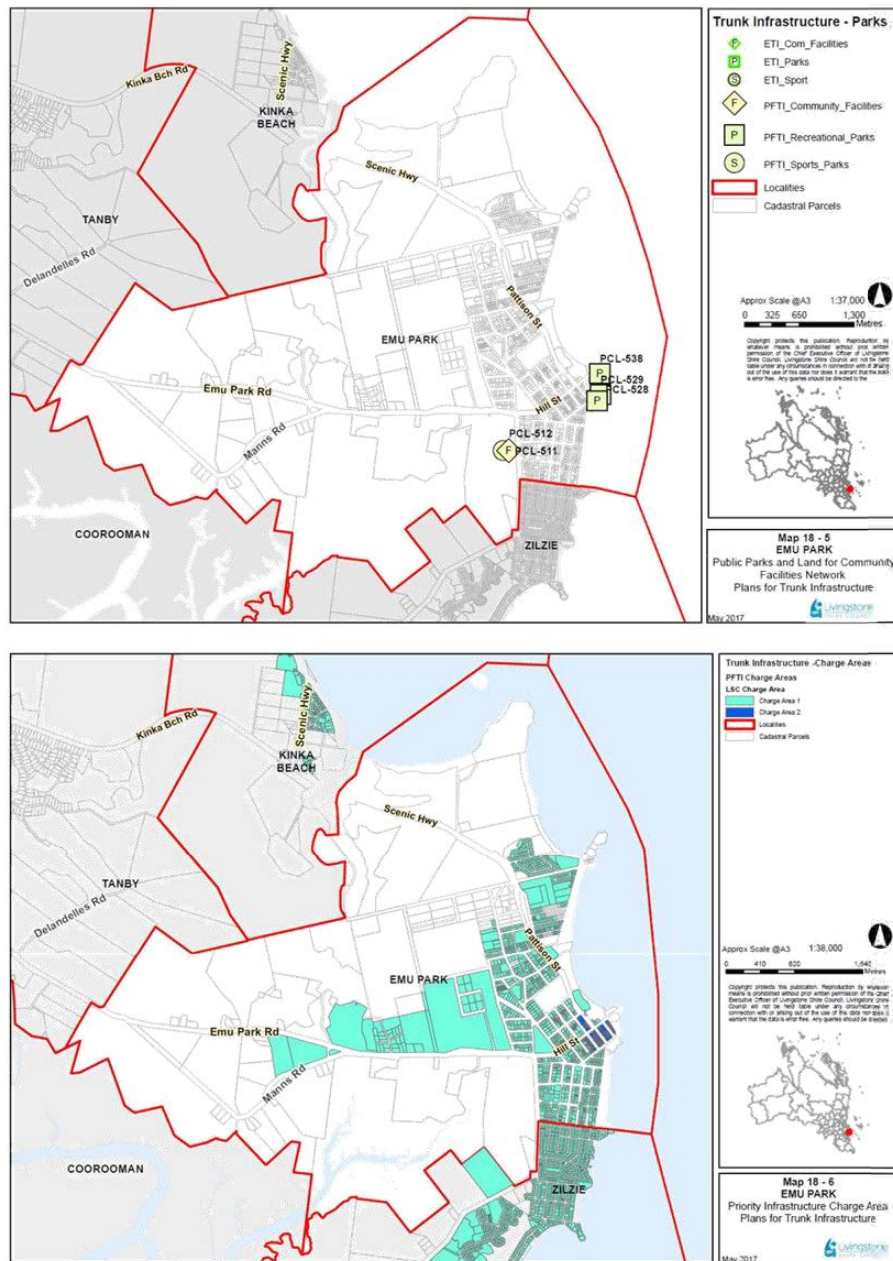
### **Plans for Trunk Infrastructure - Locality of Emu Park**

**Meeting Date: 1 May 2018**

**Attachment No: 1**







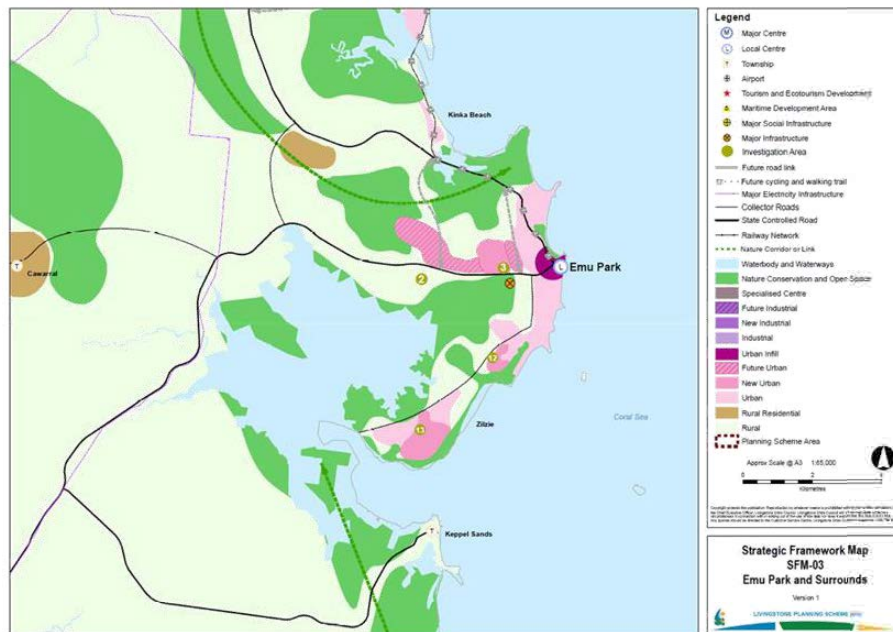


## **12.3 - LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION**

### **Strategic Framework Map, Zone Map and Priority Infrastructure Area Map - Locality of Emu Park**

**Meeting Date: 1 May 2018**

**Attachment No: 2**





## **12.3 - LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION**

### **Submission 1 - Maps**

**Meeting Date: 1 May 2018**

**Attachment No: 3**

## Submission 1: Subject site lot 153 SP 161008



## Planning\_General\_Layers

Priority Infrastructure Area



## Admin\_Boundaries

Property Parcels - DCDB



Property Parcels - Ownership



## Planning\_Scheme\_2005

Zones

-  Residential
-  Open Space
-  Business
-  Special Purpose
-  Yeppoon Central
-  Rural
-  Park Residential
-  Industry
-  Village
-  Comprehensive Development





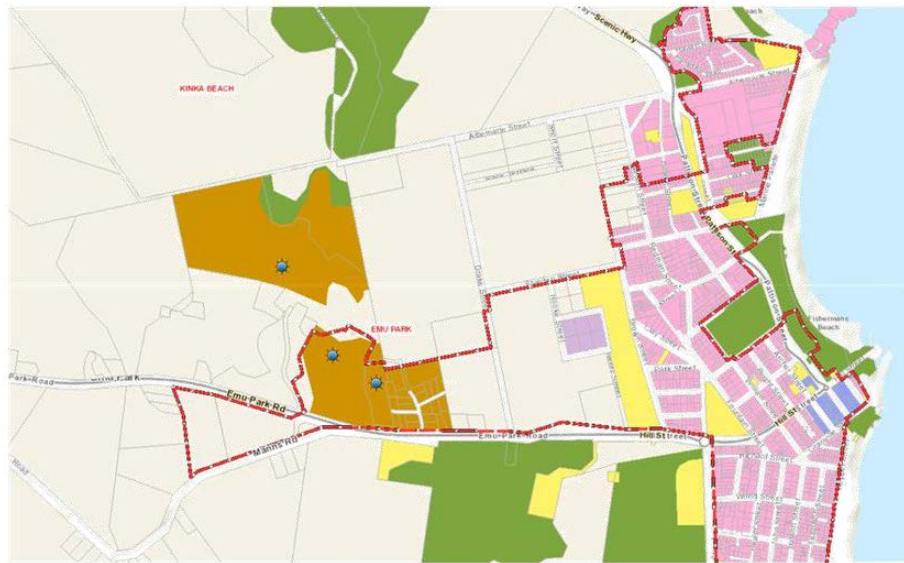
# **12.3 - LOCAL GOVERNMENT INFRASTRUCTURE PLAN - REVIEW OF SUBMISSIONS AND COMPLETION OF PUBLIC CONSULTATION**

## **Submission 2 - Maps**

**Meeting Date: 1 May 2018**

**Attachment No: 4**

## Submission 2: Subject site 150-151 Emu Park Road, Emu Park



## Planning\_General\_Layers

Priority Infrastructure Area



## Admin\_Boundaries

Property Parcels - DCDB



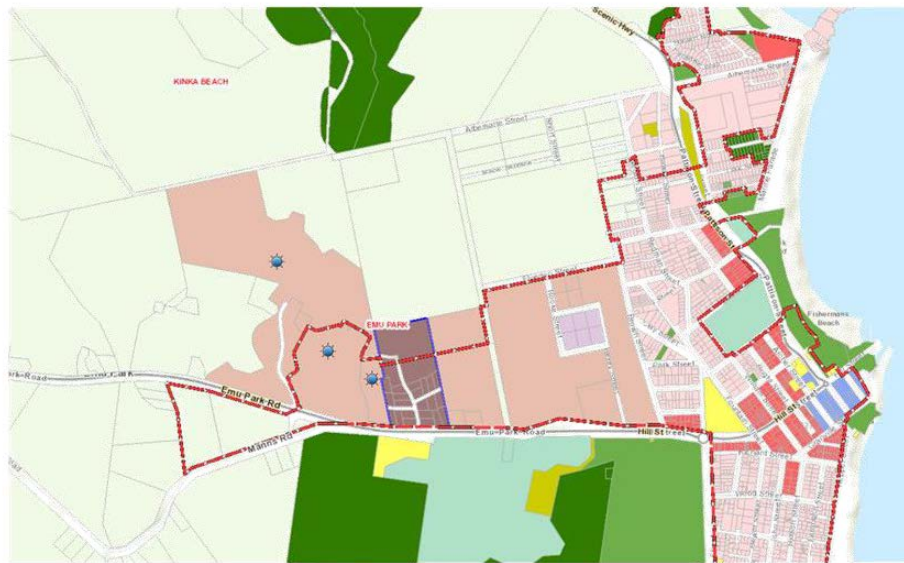
Property Parcels - Ownership



## Planning\_Scheme\_2005

Zones

-  Residential
-  Open Space
-  Business
-  Special Purpose
-  Yeppoon Central
-  Rural
-  Park Residential
-  Industry
-  Village
-  Comprehensive Development



Priority Infrastructure Area



#### Admin\_Boundaries

Property Parcels - DCDB



Property Parcels - Ownership



#### Planning\_Scheme\_2018

Zone Precinct Boundary



#### Adopted Zones

-  L2 - Neighbourhood centre
-  L2 - Local centre
-  L2 - Major centre
-  L1 - Environmental management and conservation
-  L2 - Low impact industry
-  L2 - Medium impact industry
-  L1 - Community facilities
-  L1 - Emerging communities
-  L1 - Limited development (constrained land)
-  L1 - Rural residential
-  L1 - Rural
-  L1 - Special purpose
-  L1 - Township
-  L2 - Specialised centre
-  L2 - Open space
-  L2 - Sport and recreation
-  L2 - Medium density residential
-  L2 - Low medium density residential
-  L2 - Low density residential
-  L1 - Major Tourism

**12.4 PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES****File No:** FM 12.8.1

**Attachments:**

1. Spreadsheet - proposed amendments to 2017-2018 development assessment fees and charges schedule [↓](#)
2. Livingstone Planning Scheme 2018 - Definitions [↓](#)
3. 2005 planning scheme definitions [↓](#)

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

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**SUMMARY**

*The report discusses and seeks amendments and additions to the current 2017-2018 development assessment fees and charges schedule relevant to the commencement of the Livingstone Planning Scheme 2018.*

**OFFICER'S RECOMMENDATION**

THAT Council adopt the amendments and additions to the current 2017-2018 Fees and Charges as per attachment one to the report, relevant to the commencement of the new *Livingstone Planning Scheme 2018*, with effect as of 1 May 2018.

**BACKGROUND**

Council adopted the 2017-2018 Fees and Charges Schedule in early 2017 and have held budget meetings to discuss the upcoming 2018-2019 schedule. Further, at the meeting of 5 April 2018 Council resolved to commence the *Livingstone Planning Scheme 2018*.

**COMMENTARY**

The commencement of the *Livingstone Planning Scheme 2018* necessitates amendments to the current fees and charges schedule to align the definitions and terminology of the scheme with the application fee structure. The majority of the definitions in the 2018 scheme were able to be translated from the 2005 scheme definitions and accordingly the majority of the development assessment application fees were able to be transitioned to the existing fee structure.

The *Livingstone Planning Scheme 2018* does introduce a selection of new definitions not present in the 2005 scheme (including winery, renewable energy facility and research and technology industry) and in a small number of definitions only a slight change of terminology has occurred (including dwelling house (secondary dwelling) or dwelling house (standalone Class10a building, being a garage or shed). These new definitions have been transitioned with a proposed application fee allocated commensurate with the existing fees and charges structure. Where necessary, changes to the existing fee structure is proposed to align with the new terminology where new definitions are more specific than the old or where a different assessment trigger is nominated in the scheme. The new or amended fees are highlighted in attachment one to this report.

The majority of changes relate to fees within the material change of use and building works categories. No changes are proposed to the reconfiguring a lot, plans of subdivision, preliminary approval or change and extension application types. Further, no changes are proposed to the refunds area.

The operational works fees see a clarification of fees for two types of access applications based on the scale of access.

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A new fee for a superseded planning scheme request has been added into the miscellaneous category. The proposed fee is \$1,000.00 for a request or \$500.00 where the request only relates to a Dwelling house use. The 2005 scheme becomes a superseded planning scheme at the commencement of the new planning scheme. Within one year of the new scheme commencement, a person may make a request to Council for their development to be considered under the superseded planning scheme. A person may elect to make this request if they believe the older scheme provisions are more favourable to the type of development they want to undertake.

A superseded planning scheme request will require officers to assess the development against the new *Livingstone Planning Scheme 2018* and the current *Livingstone Shire Planning Scheme 2005* to ascertain the differences in development outcomes. A decision must be made on if Council will accept, assess and decide a development application to be made under the superseded planning scheme or apply the superseded planning scheme to the carrying out of development that was accepted development under the superseded planning scheme.

### **PREVIOUS DECISIONS**

Council adopted the 2017-2018 Fees and Charges Schedule in early 2017.

At the meeting of 5 April 2018 Council resolved to commence the *Livingstone Planning Scheme 2018*.

### **BUDGET IMPLICATIONS**

The proposed changes will not have a discernible impact upon the projected revenue for the 2017-2018 financial year.

### **LEGISLATIVE CONTEXT**

The proposed changes are precipitated by the adoption and commencement of the *Livingstone Planning Scheme 2018*, which commences 1 May 2018.

### **LEGAL IMPLICATIONS**

There are no legal implications associated with the proposed changes.

### **STAFFING IMPLICATIONS**

There are no staffing implications associated with the proposed changes.

### **RISK ASSESSMENT**

If the changes are not implemented, there is a potential for reduced income, due to incorrect terminology or the failure to appropriately capture new definitions prescribed by the *Livingstone Planning Scheme 2018*. The probability of such a risk is very high but the consequences are assessed as being towards the minor end (being dependent upon the number of applications received) before the 2018-2019 Fees and Charges are adopted.

### **CORPORATE/OPERATIONAL PLAN**

Strategy GO4 of Council's Corporate Plan states: '*Provide transparent and accountable decision making reflecting positive leadership to the community.*'

### **CONCLUSION**

It is recommended Council adopt the amendments and additions to the Development Assessment 2017-2018 fees and charges schedule as outlined in the recommendation to this report. The adoption of the new fees is required prior to the 2018-19 Fees and Charges adoption due to the commencement of the *Livingstone Planning Scheme 2018* on 1 May 2018.

## **12.4 - PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES**

**Spreadsheet - proposed amendments  
to 2017-2018 development assessment  
fees and charges schedule**

**Meeting Date: 1 May 2018**

**Attachment No: 1**

Fee Name	Direct Parent	17/18 Current Year fee	Fee unit
Caretaker's accommodation	Accommodation activities	\$ 835.00	per application
Community residence plus cost per number of persons accommodated	Accommodation activities	\$ 1,610.00	per application
Community residence - per number of persons accommodated	Accommodation activities	\$ 365.00	per three persons accommodated or part thereof
Dual occupancy	Accommodation activities	\$ 2,445.00	per application
Dwelling house	Accommodation activities	\$ 500.00	per application
Dwelling house (secondary dwelling)	Accommodation activities	\$ 835.00	per application
Dwelling house (standalone Class10a building, being a garage or shed)	Accommodation activities	\$ 500.00	per application
Dwelling unit	Accommodation activities	\$ 500.00	per application
Home based business	Accommodation activities	\$ 835.00	per application
Home based business (bed and breakfast) plus cost per number of persons accommodated	Accommodation activities	\$ 835.00	per application
Home based business (bed and breakfast) - per number of persons accommodated	Accommodation activities	\$ 175.00	per three persons accommodated or part thereof
Multiple dwelling plus cost per unit	Accommodation activities	\$ 1,610.00	per application
Multiple dwelling - per unit	Accommodation activities	\$ 365.00	per unit
Non-resident workforce accommodation plus cost per unit/room	Accommodation activities	\$ 1,610.00	per application
Non-resident workforce accommodation - per unit/room	Accommodation activities	\$ 365.00	per room
Residential care facility plus cost per unit/room	Accommodation activities	\$ 1,610.00	per application
Residential care facility - per unit/room	Accommodation activities	\$ 365.00	per unit/room
Relocatable home park plus cost per dwelling	Accommodation activities	\$ 1,610.00	per application
Relocatable home park - per dwelling	Accommodation activities	\$ 365.00	per dwelling
Resort complex plus cost per unit/room	Accommodation activities	\$ 1,610.00	per application
Resort complex - per unit/room	Accommodation activities	\$ 365.00	per unit/room
Resort complex - per site area of non-accommodation components	Accommodation activities	\$ 365.00	per hectare site area or part thereof
Retirement facility plus cost per unit/room	Accommodation activities	\$ 1,610.00	per application
Retirement facility - per unit/room	Accommodation activities	\$ 365.00	per unit/room
Rooming accommodation plus cost per room	Accommodation activities	\$ 1,610.00	per application
Rooming accommodation - per room	Accommodation activities	\$ 365.00	per room
Rural worker's accommodation plus cost per number of persons accommodated	Accommodation activities	\$ 1,610.00	per application
Rural worker's accommodation - per number of persons accommodated	Accommodation activities	\$ 365.00	per five persons accommodated or part thereof
Short-term accommodation plus cost per unit/room or site or cabin/van or tent site	Accommodation activities	\$ 1,610.00	per application
Short-term accommodation - per unit/room	Accommodation activities	\$ 365.00	per unit/room
Short-term accommodation (farm stay) - per cabin	Accommodation activities	\$ 175.00	per cabin
Short-term accommodation (farm stay) - per caravan or tent site	Accommodation activities	\$ 36.00	per van or tent site
Tourist park plus cost per cabin, caravan or tent site	Accommodation activities	\$ 1,610.00	per application
Tourist park - per cabin	Accommodation activities	\$ 175.00	per cabin
Tourist park - per caravan or tent site	Accommodation activities	\$ 36.00	per van or tent site
Agricultural supplies store plus cost per site area	Business activities	\$ 1,610.00	per application
Agricultural supplies store - site area	Business activities	\$ 175.00	per 100 square metres site area or part thereof
Bulk landscape supplies plus cost per site area	Business activities	\$ 1,610.00	per application
Bulk landscape supplies - site area	Business activities	\$ 175.00	per 100 square metres site area or part thereof
Car wash	Business activities	\$ 2,445.00	per application
Funeral parlour plus cost per floor area	Business activities	\$ 1,610.00	per application
Funeral parlour - floor area	Business activities	\$ 365.00	per 100 square metres GFA or part thereof
Garden centre plus cost per site area	Business activities	\$ 1,610.00	per application
Garden centre - site area	Business activities	\$ 175.00	per 100 square metres site area or part thereof
Hardware and trade supplies plus cost per floor area	Business activities	\$ 1,610.00	per application
Hardware and trade supplies - floor area	Business activities	\$ 365.00	per 100 square metres GFA or part thereof
Market	Business activities	\$ 1,610.00	per application
Outdoor sales plus cost per site area	Business activities	\$ 1,610.00	per application
Outdoor sales - site area	Business activities	\$ 175.00	per 100 square metres site area or part thereof
Sales office	Business activities	\$ 1,610.00	per application
Service station plus cost per site area	Business activities	\$ 3,110.00	per application
Service station - site area	Business activities	\$ 480.00	per 100 square metres site area or part thereof
Showroom plus cost per floor area	Business activities	\$ 1,610.00	per application
Showroom - floor area	Business activities	\$ 365.00	per 100 square metres GFA or part thereof
Veterinary services plus cost per floor area	Business activities	\$ 1,610.00	per application
Veterinary services - floor area	Business activities	\$ 365.00	per 100 square metres GFA or part thereof
Adult store plus cost per floor area	Centre activities	\$ 1,610.00	per application



Adult store - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Food and drink outlet plus cost per floor area	Centre activities	\$ 1,610.00	per application
Food and drink outlet - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Health care services plus cost per floor area	Centre activities	\$ 1,610.00	per application
Health care services - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Office plus cost per floor area	Centre activities	\$ 1,610.00	per application
Office - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Shop plus cost per floor area	Centre activities	\$ 1,610.00	per application
Shop - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Shopping centre plus cost per floor area	Centre activities	\$ 3,110.00	per application
Shopping centre - floor area	Centre activities	\$ 365.00	per 100 square metres GFA or part thereof
Child care centre plus number of children accommodated	Community activities	\$ 1,610.00	per application
Child care centre - per children accommodated	Community activities	\$ 365.00	per 10 children accommodated or part thereof
Club plus cost per floor area	Community activities	\$ 1,610.00	per application
Club - floor area	Community activities	\$ 175.00	per 100 square metres GFA or part thereof
Community care centre	Community activities	\$ 2,445.00	per application
Community use	Community activities	\$ 2,445.00	per application
Educational establishment	Community activities	\$ 2,445.00	per application
Hospital	Community activities	\$ 2,445.00	per application
Outstation plus cost per camping site	Community activities	\$ 1,610.00	per application
Outstation - per camping site	Community activities	\$ 36.00	per camping site
Place of worship	Community activities	\$ 2,445.00	per application
Bar plus cost per floor area	Entertainment activities	\$ 1,610.00	per application
Bar - floor area	Entertainment activities	\$ 365.00	per 100 square metres GFA or part thereof
Brothel plus cost per floor area	Entertainment activities	\$ 2,445.00	per application
Brothel - floor area	Entertainment activities	\$ 175.00	per 100 square metres GFA or part thereof
Function facility plus cost per floor area	Entertainment activities	\$ 1,610.00	per application
Function facility - floor area	Entertainment activities	\$ 365.00	per 100 square metres GFA or part thereof
Nightclub entertainment facility plus cost per floor area	Entertainment activities	\$ 1,610.00	per application
Nightclub entertainment facility - floor area	Entertainment activities	\$ 365.00	per 100 square metres GFA or part thereof
Theatre plus cost per floor area	Entertainment activities	\$ 1,610.00	per application
Theatre - floor area	Entertainment activities	\$ 365.00	per 100 square metres GFA or part thereof
Tourist attraction plus cost per site area	Entertainment activities	\$ 1,610.00	per application
Tourist attraction - site area	Entertainment activities	\$ 175.00	per hectare site area of site or part thereof
High impact industry plus cost per site area	Industrial activities	\$ 3,110.00	per application
High impact industry - site area	Industrial activities	\$ 365.00	per 100 square metres site area or part thereof
Low impact industry plus cost per site area	Industrial activities	\$ 1,610.00	per application
Low impact industry - site area	Industrial activities	\$ 175.00	per 100 square metres site area or part thereof
Marine industry - plus cost per site area	Industrial activities	\$ 2,330.00	per application
Marine industry - site area	Industrial activities	\$ 175.00	per 100 square metres site area or part thereof
Medium impact industry plus cost per site area	Industrial activities	\$ 2,330.00	per application
Medium impact industry - site area	Industrial activities	\$ 175.00	per 100 square metres site area or part thereof
Research and technology industry plus cost per site area	Industrial activities	\$ 3,110.00	per application
Research and technology industry - site area	Industrial activities	\$ 365.00	per 100 square metres site area or part thereof
Service industry plus cost per site area	Industrial activities	\$ 1,610.00	per application
Service industry - site area	Industrial activities	\$ 175.00	per 100 square metres site area or part thereof
Special industry plus cost per site area	Industrial activities	\$ 3,110.00	per application
Special industry - site area	Industrial activities	\$ 365.00	per 100 square metres site area or part thereof
Warehouse plus cost per floor area	Industrial activities	\$ 1,610.00	per application
Warehouse - floor area	Industrial activities	\$ 365.00	per 100 square metres GFA or part thereof
Environment facility plus cost per site area	Recreation activities	\$ 1,610.00	per application
Environment facility - site area	Recreation activities	\$ 175.00	per hectare of site area or part thereof
Indoor sport and recreation plus cost per floor area	Recreation activities	\$ 1,610.00	per application
Indoor sport and recreation - floor area	Recreation activities	\$ 175.00	per 100 square metres GFA or part thereof
Major sport, recreation and entertainment facility plus cost per floor area	Recreation activities	\$ 2,330.00	per application
Major sport, recreation and entertainment facility - site area	Recreation activities	\$ 175.00	per hectare of site area or part thereof
Major sport, recreation and entertainment facility - floor area	Recreation activities	\$ 175.00	per 100 square metres GFA or part thereof
Motor sport facility plus cost per floor area	Recreation activities	\$ 1,610.00	per application
Motor sport facility - site area	Recreation activities	\$ 175.00	per hectare of site area or part thereof



Outdoor sport and recreation plus cost per site area	Recreation activities	\$ 1,610.00	per application
Outdoor sport and recreation - site area	Recreation activities	\$ 175.00	per hectare of site area or part thereof
Park plus cost per hectare of site area	Recreation activities	\$ 1,610.00	per application
Park - site area	Recreation activities	\$ 175.00	per hectare of site area or part thereof
Animal husbandry plus cost per no. of animals	Rural activities	\$ 1,610.00	per application
Animal husbandry - no. of animals	Rural activities	\$ 175.00	per 10 animal capacity or part thereof
Animal keeping plus cost per no. of animals	Rural activities	\$ 1,610.00	per application
Animal keeping - no. of animals	Rural activities	\$ 175.00	per 10 animal capacity or part thereof
Aquaculture plus cost per site area	Rural activities	\$ 1,610.00	per application
Aquaculture - site area	Rural activities	\$ 175.00	per hectare of site area or part thereof
Cropping plus cost per site area	Rural activities	\$ 1,610.00	per application
Cropping - site area	Rural activities	\$ 175.00	per hectare of site area or part thereof
Extractive industry plus cost per site area	Rural activities	\$ 3,110.00	per application
Extractive industry - site area	Rural activities	\$ 2,225.00	per hectare of site area or part thereof
Intensive animal industry plus cost per site area	Rural activities	\$ 2,395.00	per application
Intensive animal industry - site area	Rural activities	\$ 500.00	per hectare of site area or part thereof
Intensive horticulture plus cost per site area	Rural activities	\$ 2,395.00	per application
Intensive horticulture - site area	Rural activities	\$ 500.00	per hectare of site area or part thereof
Permanent plantation plus cost per site area	Rural activities	\$ 1,610.00	per application
Permanent plantation - site area	Rural activities	\$ 175.00	per hectare of site area or part thereof
Roadside stall per application	Rural activities	\$ 1,610.00	per application
Rural industry plus cost per site area	Rural activities	\$ 1,610.00	per application
Rural industry - site area	Rural activities	\$ 365.00	per hectare of site area or part thereof
Wholesale nursery plus cost per site area	Rural activities	\$ 1,610.00	per application
Wholesale nursery - site area	Rural activities	\$ 175.00	per hectare of site area or part thereof
Winery plus cost per site area	Rural activities	\$ 1,610.00	per application
Winery - site area	Rural activities	\$ 175.00	per hectare of site area or part thereof
Air services	Special activities	\$ 2,445.00	per application
Cemetery	Special activities	\$ 2,445.00	per application
Crematorium	Special activities	\$ 2,445.00	per application
Detention facility	Special activities	\$ 2,445.00	per application
Emergency services	Special activities	\$ 2,445.00	per application
Landing	Special activities	\$ 2,445.00	per application
Major electricity infrastructure	Special activities	\$ 2,445.00	per application
Parking station plus cost per space	Special activities	\$ 1,610.00	per application
Parking station - per space	Special activities	\$ 23.00	per space
Port services plus cost per site area	Special activities	\$ 1,610.00	per application
Port services - site area	Special activities	\$ 175.00	per 100 square metres of site area or part thereof
Renewable energy facility plus cost per site area	Special activities	\$ 2,445.00	per application
Renewable energy facility - site area	Special activities	\$ 365.00	per hectare of site area or part thereof
Substation	Special activities	\$ 2,445.00	per application
Telecommunications facility	Special activities	\$ 2,445.00	per application
Transport depot plus cost per site area	Special activities	\$ 1,610.00	per application
Transport depot - site area	Special activities	\$ 175.00	per 100 square metres site area or part thereof
Utility installation	Special activities	\$ 1,610.00	per application
<b>Reconfiguring a lot applications</b>			
Reconfiguring a Lot (subdivision) plus Lot/Unit fees	Reconfiguring a lot applications	\$ 1,610.00	per application
Reconfiguring a Lot (subdivision) - Lot/Unit fees	Reconfiguring a lot applications	\$ 500.00	per lot/unit
Boundary Realignment (no extra lots created)	Reconfiguring a lot applications	\$ 1,100.00	per application
<b>Approval of plans of subdivision (survey plan endorsement) and endorsement of documents</b>			
Request for approval of a plan of subdivision (including Standard Format Plans/Community Management Statements/Building Format Plans) plus lot/unit fees	Approval of plans of subdivision (survey plan endorsement) and endorsement of documents	\$ 500.00	per application
Submission of Survey Plan for endorsement - Lot/Unit fees	Approval of plans of subdivision (survey plan endorsement) and endorsement of documents	\$ 175.00	per lot/unit
Endorsement of a Road Opening Plan (including truncations and widening)	Approval of plans of subdivision (survey plan endorsement) and endorsement of documents	\$ 500.00	per application



Re-endorsement Fee	Approval of plans of subdivision (survey plan endorsement) and endorsement of documents	\$ 450.00	per application
Endorsement of Community Management Statement only	Approval of plans of subdivision (survey plan endorsement) and endorsement of documents	\$ 450.00	per application
<b>Operational Works</b>			
Clearing	Operational Works	\$ 1,000.00	per application
Advertising device	Operational Works	\$ 490.00	per application
Third party advertising device	Operational Works	\$ 2,100.00	per application
Operational Works for a vehicle crossover for a single dwelling or dual occupancy or rural access up to 2,000 vehicles a day or works involving Council infrastructure	Operational Works	\$ 150.00	per application
Operational Works for a vehicle crossover for a rural access over 2,000 vehicles a day	Operational Works	\$ 500.00	per application
Operational Works up to \$24,999	Operational Works	\$ 1,000.00	per application
Operational Works from \$25,000 to \$249,999	Operational Works	\$1,500.00 + 3.75% of value of work over \$25,000	per application
Operational Works from \$250,000.0 to \$499,999	Operational Works	\$10,000 plus 3% of value of work over \$250,001	per application
Operational Works from \$500,000.00 to \$999,999	Operational Works	\$17,500 plus 2% of value of work over \$500,001	per application
Operational Works from \$1,000,000 to \$1,999,999	Operational Works	\$27,500 plus 1.5% of value of work over \$1,000,001	per application
Operational Works from \$2,000,000 to \$4,999,999	Operational Works	\$42,500 plus 0.4% of value of work over \$2,000,001	per application
Operational Works \$5,000,000 and greater	Operational Works	\$54,500 plus 0.25% of value of work over \$5,000,001	per application
Earthworks up to 1,000 cubic metres	Operational Works	\$ 1,000.00	per application
Earthworks from 1,000 cubic metres to 10,000 cubic metres	Operational Works	\$ 2,000.00	per application
Earthworks from 10,000 cubic metres to 100,000 cubic metres	Operational Works	\$ 3,000.00	per application
Earthworks over 100,000 cubic metres	Operational Works	\$ 5,000.00	per application
Reinspection of non-confirming work on defects period	Operational Works	\$ 260.00	per application
Inspection fee if more than 24 hours notice	Operational Works	\$ 160.00	per application
Inspection fee if less than 24 hours notice (only associated with development which was the subject of a development application submitted to Council prior to 1 July 2013)	Operational Works	\$ 180.00	per application
Bonding of Incomplete Subdivision Works	Operational Works	\$ 500.00	per application
Reduction of Bond	Operational Works	\$ 500.00	per application
Amendment or Replacement of Existing Outstanding Works Bond	Operational Works	\$ 500.00	per application
<b>Applications for Preliminary Approval (variation approval)</b>			

Application for Preliminary Approval (variation approval)	Applications for Preliminary Approval (variation approval)	seventy-five (75) per cent of the standard application fee (calculated from potential lot yield, unit yield, GFA, and Site Area)	per application
<b>Change and Extension Applications</b>			
Extension application (currency period extension) other than for a Dwelling house	Change and Extension Applications	\$ 1,000.00	per application
Extension application (currency period extension) for a Dwelling house only	Change and Extension Applications	\$ 400.00	per application
Change application (minor change) other than for a Dwelling house	Change and Extension Applications	Thirty (30) per cent of current development fees and charges with a minimum fee of \$1,000.00	per application
Change application (other change) other than for a Dwelling house	Change and Extension Applications	The full application fee as if the application were a new application	per application
Change application for a Dwelling house only	Change and Extension Applications	\$ 500.00	per application
Request for a Pre-Request Response from the Relevant Entity for a Change Application	Change and Extension Applications	\$ 830.00	per application
<b>Miscellaneous</b>			
Prelodgement meeting	Miscellaneous	\$500.00 (subtracted from the application fee when submitted)	per meeting
Request for 'generally in accordance' consideration	Miscellaneous		
Superseded planning scheme request	Miscellaneous	\$ 1,000.00	per application
Superseded planning scheme request (dwelling house only)	Miscellaneous	\$ 500.00	per application
Exemption Certificate	Miscellaneous	\$ 250.00	per lot
Town Planning Compliance of Building Applications	Miscellaneous	\$ 275.00	per request
Public Notification Sign	Miscellaneous	\$ 42.00	per sign
Car parking Contribution prescribed under Planning Scheme Policy No.6 (Livingstone Planning Scheme 2005)	Miscellaneous	\$ 20,900.00	per car parking space
Pathways Contribution prescribed under Planning Scheme Policy No.14 (Livingstone Planning Scheme 2005)	Miscellaneous	\$ 225.00	per equivalent tenement
Concurrence agency assessment - all buildings and structures	Miscellaneous	\$ 765.00	per application
<b>Refunds</b>			
Not Properly Made Application	Refunds	\$ 540.00	per application
Application withdrawn prior to the issue of an Confirmation Notice	Refunds	ninety (90) per cent of the application fee	
Application withdrawn prior to the issue of an Information Request	Refunds	eighty (80) per cent of the application fee	
Application withdrawn after the issue of an Information Request	Refunds	fifty (50) per cent of the application fee	
Application withdrawn after public notification has commenced	Refunds	thirty (30) per cent of the application fee	
Application withdrawn prior to the issue of a Decision Notice	Refunds	ten (10) per cent of the application fee	
Application refused	Refunds	no refund	
<b>Concessions</b>			

Educational, Religious, Charitable or Community Organisations where the organisation is a non profit or holds registration with the Queensland Government Office of Fair Trading as a Charitable Purpose. If the proposal is primarily for commercial purposes, no concession will be available.	Concessions	fifty (50) per cent concession with a minimum fee of \$830.00	
All other requests	Concessions	must be accompanied with the payment of full fees. If a variation is allowed, a refund will be arranged	
Advertising device associated with an Education, Religious, Charitable or Community and Volunteer Emergency Service Organisation use	Concessions	100 per cent concession	
<b>Planning and Development Certificates</b>			
Limited Planning and Development Certificate	Planning and Development Certificates	\$ 168.00	per lot
Standard Planning and Development Certificate	Planning and Development Certificates	\$ 920.00	per lot
Full Planning and Development Certificate	Planning and Development Certificates	\$ 1,880.00	per lot

# **12.4 - PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES**

## **Livingstone Planning Scheme 2018 - Definitions**

**Meeting Date: 1 May 2018**

**Attachment No: 2**

## Schedule 1. Definitions

### SC1.1. Use definitions

#### SC1.1.1. Defined Uses

- (1) Use definitions have a particular meaning for the purpose of the planning scheme.
  - (2) Any use not listed in Table SC1.1.2 column one is an undefined use.
- Note – Development comprising a combination of defined uses is not considered to be an undefined use.
- (3) A use listed in Table SC1.1.2 column one has the meaning set out beside that term in column two.
  - (4) Column three of Table SC1.1.2 identifies examples of the types of activities which fall within the use identified in column one.
  - (5) Column four of Table SC1.1.2 identifies examples of activities which do not fall within the use identified in column one.
  - (6) Columns three and four of Table SC1.1.2 are not exhaustive lists.
  - (7) Uses listed in Table SC1.1.2 columns three and four which are not listed in column one, do not form part of the definition.
  - (8) The use definitions listed here are the definitions used in this planning scheme.
  - (9) The use definitions listed here are listed alphabetically.

**Table SC1.1.1.1 — Index of use definitions**

<ul style="list-style-type: none"> <li>Adult store</li> <li>Agricultural supplies store</li> <li>Air services</li> <li>Animal husbandry</li> <li>Animal keeping</li> <li>Aquaculture</li> <li>Bar</li> <li>Brothel</li> <li>Bulk landscape supplies</li> <li>Caretaker's accommodation</li> <li>Car wash</li> <li>Cemetery</li> <li>Child care centre</li> <li>Club</li> <li>Community care centre</li> <li>Community residence</li> <li>Community use</li> <li>Crematorium</li> <li>Cropping</li> <li>Detention facility</li> <li>Dual occupancy</li> <li>Dwelling house</li> <li>Dwelling unit</li> <li>Educational establishment</li> <li>Emergency services</li> <li>Environment facility</li> </ul>	<ul style="list-style-type: none"> <li>Health care services</li> <li>High impact industry</li> <li>Home based business</li> <li>Hospital</li> <li>Hotel</li> <li>Indoor sport and recreation</li> <li>Intensive animal industry</li> <li>Intensive horticulture</li> <li>Landing</li> <li>Low impact industry</li> <li>Major electricity infrastructure</li> <li>Major sport, recreation and entertainment facility</li> <li>Marine industry</li> <li>Market</li> <li>Medium impact industry</li> <li>Motor sport facility</li> <li>Multiple dwelling</li> <li>Nature-based tourism</li> <li>Nightclub entertainment facility</li> <li>Non-resident workforce accommodation</li> <li>Office</li> <li>Outdoor sales</li> </ul>	<ul style="list-style-type: none"> <li>Port services</li> <li>Relocatable home park</li> <li>Renewable energy facility</li> <li>Research and technology industry</li> <li>Residential care facility</li> <li>Resort complex</li> <li>Retirement facility</li> <li>Roadside stall</li> <li>Rooming accommodation</li> <li>Rural industry</li> <li>Rural workers' accommodation</li> <li>Sales office</li> <li>Service industry</li> <li>Service station</li> <li>Shop</li> <li>Shopping centre</li> <li>Short-term accommodation</li> <li>Showroom</li> <li>Special industry</li> <li>Substation</li> <li>Telecommunications facility</li> <li>Theatre</li> <li>Tourist attraction</li> <li>Tourist park</li> </ul>
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## LIVINGSTONE PLANNING SCHEME 2018

<ul style="list-style-type: none"> <li>• Extractive industry</li> <li>• Food and drink outlet</li> <li>• Function facility</li> <li>• Funeral parlour</li> <li>• Garden centre</li> <li>• Hardware and trade supplies</li> </ul>	<ul style="list-style-type: none"> <li>• Outdoor sport and recreation</li> <li>• Outstation</li> <li>• Park</li> <li>• Parking station</li> <li>• Permanent plantation</li> <li>• Place of worship</li> </ul>	<ul style="list-style-type: none"> <li>• Transport depot</li> <li>• Utility installation</li> <li>• Veterinary services</li> <li>• Warehouse</li> <li>• Wholesale nursery</li> <li>• Winery</li> </ul>
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Table SC1.1.1.2 — Use definitions

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
Adult store	Premises used as a shop where the primary purpose is for the display or sale of sexually explicit materials, products and devices associated with or used in a sexual practice or activity.	Sex shop	Shop, newsagent, registered pharmacist or video hire, where the primary use of these are concerned with: <ul style="list-style-type: none"> <li>• the sale, display or hire of printed or recorded matter (not of a sexually explicit nature); or</li> <li>• the sale or display of underwear or lingerie; or</li> <li>• the sale or display of an article or thing primarily concerned with or used in association with a medically recognised purpose.</li> </ul>
Agricultural supplies store	Premises used for the sale of agricultural products and supplies including agricultural chemicals and fertilisers, seeds, bulk veterinary supplies, farm clothing, saddlery, animal feed and irrigation materials.		Bulk landscape supplies, garden centre, outdoor sales, wholesale nursery.
Air services	Premises used for any of the following: <ul style="list-style-type: none"> <li>• the arrival and departure of aircraft;</li> <li>• the housing, servicing, refuelling, maintenance and repair of aircraft;</li> <li>• the assembly and</li> </ul>	Airport, airstrip, helipad, public or private airfield.	

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>dispersal of passengers or goods on or from an aircraft;</p> <ul style="list-style-type: none"> <li>any ancillary activities directly serving the needs of passengers and visitors to the use;</li> <li>associated training and education facilities;</li> <li>aviation facilities.</li> </ul>		
Animal husbandry	<p>Premises used for production of animals or animal products on either native or improved pastures or vegetation.</p> <p>The use includes ancillary yards, stables and temporary holding facilities and the repair and servicing of machinery.</p>	Cattle studs, grazing of livestock, non-feedlot dairying.	Animal keeping, intensive animal industry, aquaculture, feedlots, piggeries.
Animal keeping	<p>Premises used for boarding, breeding or training of animals.</p> <p>The use may include ancillary temporary or permanent holding facilities on the same site and ancillary repair and servicing of machinery.</p>	Aviaries, catteries, kennels, stables, wildlife refuge.	Aquaculture, cattle studs, domestic pets, feedlots, grazing of livestock, non-feedlot dairying, piggeries, poultry meat and egg production, animal husbandry.
Aquaculture	Premises used for the cultivation of aquatic animals or plants in a confined area that may require the provision of food either mechanically or by hand.	Pond farms, tank systems, hatcheries, raceway system, rack and line systems, sea cages.	Intensive animal industry.
Bar	Premises used primarily to sell liquor for consumption on the premises and that provides for a maximum capacity to seat sixty persons at		Club, hotel, nightclub entertainment facility, tavern.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	any one time.  The use may include ancillary sale of food for consumption on the premises and entertainment activities.		
Brothel	Premises made available for prostitution by two or more prostitutes at the premises.		Adult store, club, nightclub entertainment facility, shop.
Bulk landscape supplies	Premises used for bulk storage and sale of landscaping and gardening supplies, which may include soil, gravel, potting mix and mulch, where the majority of materials sold from the premises are not in pre-packaged form.		Garden centre, outdoor sales, wholesale nursery.
Caretaker's accommodation	A dwelling provided for a caretaker of a non-residential use on the same premises.		Dwelling house.
Car wash	Premises primarily used for commercially cleaning motor vehicles by an automatic or partly automatic process.		Service station.
Cemetery	Premises used for interment of bodies or ashes after death.	Burial ground, crypt, columbarium, lawn cemetery, pet cemetery, mausoleum.	Crematorium, funeral parlour.
Child care centre	Premises used for minding, education and care, but not residence, of children.	Crèche, early childhood centre, kindergarten, outside hours school care.	Educational establishment, home based child care, family day care.
Club	Premises used by persons associated for social, literary, political, sporting, athletic or other similar purposes for social interaction or entertainment.  The use may include the ancillary	Club house, guide and scout clubs, surf lifesaving club, RSL, bowls club.	Hotel, nightclub entertainment facility, place of worship, theatre.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	preparation and service of food and drink.		
Community care centre	Premises used to provide social support where no accommodation is provided. Medical care may be provided but is ancillary to the primary use.	Disability support services, drop in centre, respite centre, integrated Indigenous support centre.	Child care centre, family day care, home based child care, health care services, residential care facility.
Community residence	Any dwelling used for accommodation for a maximum of six persons who require assistance or support with daily living needs, share communal spaces and who may be unrelated.  The use may include a resident support worker engaged or employed in the management of the residence.	Hospice.	Dwelling house, dwelling unit, hostel, residential care facility, short-term accommodation.
Community use	Premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.	Art gallery, community centre, community hall, library, museum.	Cinema, club, hotel, nightclub entertainment facility, place of worship.
Crematorium	Premises used for the cremation or aquamation of bodies.		Cemetery.
Cropping	Premises used for growing plants or plant material for commercial purposes where dependant on the cultivation of soil.  The use includes harvesting and the storage and packing of produce and plants grown on the site and the ancillary repair and servicing of machinery used on the site.	Fruit, nut, vegetable and grain production, forestry for wood production, fodder and pasture production, plant fibre production, sugar cane growing, vineyard.	Permanent plantations, intensive horticulture, rural industry.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
Detention facility	Premises used for the confinement of persons committed by a process of law.	Prison, detention centre.	
Dual occupancy	Premises containing two dwellings, each for a separate household, and consisting of: <ul style="list-style-type: none"> <li>a single lot, where neither dwelling is a secondary dwelling; or</li> <li>two lots sharing common property where one dwelling is located on each lot.</li> </ul>	Duplex, two dwellings on a single lot (whether or not attached), two dwellings within one single community title scheme under the <i>Body Corporate and Community Management Act 1997</i> , two dwellings within the one body corporate to which the <i>Building Units and Group Title Act 1980</i> continues to apply.	Dwelling house, multiple dwelling.
Dwelling house	A residential use of premises for one household that contains a single dwelling.  The use includes out-buildings and works normally associated with a dwelling and may include a secondary dwelling.		Caretaker's accommodation, dual occupancy, rooming accommodation, short-term accommodation, student accommodation, multiple dwelling.
Dwelling unit	A single dwelling within a premises containing non-residential use(s).	'Shop-top' apartment.	Caretaker's accommodation, dwelling house.
Educational establishment	Premises used for training and instruction designed to impart knowledge and develop skills.  The use may include outside hours school care for students or on-site student accommodation.	Pre-preparatory, preparatory and primary school, secondary school, special education, college, university, technical institute, outdoor education centres.	Childcare centre, home based child care, family day care.
Emergency services	Premises used by government bodies or community organisations to provide essential emergency services or disaster management	State emergency service facility, ambulance station, rural fire brigade, auxiliary fire and rescue station, urban fire and rescue station, police	Community use, hospital, residential care facility.



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	services including management support facilities for the protection of persons, property and the environment.	station, emergency management support facility, evacuation centres.	
Environment facility	Facilities used for the conservation, interpretation and appreciation of areas of environmental, cultural or heritage value.	Nature-based attractions, walking tracks, seating, shelters, boardwalks, observation decks, bird hides.	
Extractive industry	Premises used for the extraction and/or processing of extractive resources and associated activities, including their transportation to market.	Quarry.	
Food and drink outlet	Premises used for preparation and sale of food and drink to the public for consumption on or off the site. The use may include the ancillary sale of liquor for consumption on site.	Bistro, café, coffee shop, drive-through facility, kiosk, milk bar, restaurant, snack bar, takeaway, tea room.	Bar, club, hotel, shop, theatre, nightclub entertainment facility.
Function facility	Premises used for conducting receptions or functions that may include the preparation and provision of food and liquor for consumption on site.	Conference centre, reception centre.	Community use, hotel.
Funeral parlour	Premises used to arrange and conduct funerals, memorial services and the like, but do not include burial or cremation.  The use includes a mortuary and the storage and preparation of bodies for burial or cremation.		Cemetery, crematorium, place of worship.
Garden centre	Premises used primarily for the sale of plants and may include sale of gardening and	Retail plant nursery.	Bulk landscape supplies, wholesale nursery, outdoor sales.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	landscape products and supplies where these are sold mainly in pre-packaged form.  The use may include an ancillary food and drink outlet.		
Hardware and trade supplies	Premises used for the sale, display or hire of hardware and trade supplies including household fixtures, timber, tools, paint, wallpaper, plumbing supplies and the like.		Shop, showroom, outdoor sales and warehouse.
Health care services	Premises for medical, paramedical, alternative therapies and general health care and treatment of persons that involves no overnight accommodation.	Dental clinics, medical centres, natural medicine practices, nursing services, physiotherapy clinic.	Community care centre, hospital.
High impact industry	Premises used for industrial activities that include the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring, treating of products and have one or more of the following attributes: <ul style="list-style-type: none"> <li>potential for significant impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise;</li> <li>potential for significant offsite impacts in the event of fire, explosion or toxic release;</li> <li>generates high traffic flows in the context of the</li> </ul>	Abattoirs, concrete batching plant, boiler making and engineering and metal foundry.  Note — additional examples are shown in SC1.1.3 industry thresholds.	Tanneries, rendering plants, oil refineries, waste incineration, manufacturing or storing explosives, power plants, manufacturing fertilisers, service industry, low impact industry, medium impact industry, special industry.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	locality or the road network; <ul style="list-style-type: none"> <li>generates a significant demand on the local infrastructure network;</li> <li>the use may involve night time and outdoor activities;</li> <li>onsite controls are required for emissions and dangerous goods risks.</li> </ul>		
Home based business	A dwelling used for a business activity where subordinate to the residential use.	Bed and breakfast, home office, home based child care.	Hobby, office, shop, warehouse, transport depot.
Hospital	Premises used for medical or surgical care or treatment of patients whether or not involving overnight accommodation.  The use may include ancillary accommodation for employees and ancillary activities directly serving the needs of patients and visitors.		Health care services, residential care facility.
Hotel	Premises used primarily to sell liquor for consumption.  The use may include short-term accommodation, dining and entertainment activities and facilities.	Pub, tavern.	Nightclub entertainment facility.
Indoor sport and recreation	Premises used for leisure, sport or recreation conducted wholly or mainly indoors.	Amusement parlour, bowling alley, gymnasium, squash courts, enclosed tennis courts.	Cinema, hotel, nightclub entertainment facility, theatre.
Intensive animal industry	Premises used for the intensive production of animals or animal products in an	Feedlots, piggeries, poultry and egg production.	Animal husbandry, aquaculture, drought feeding, milking sheds, shearing sheds.

Livingstone Shire Council

 Livingstone Planning Scheme 2018  
 Version 1  
 Page SC1-9

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>enclosure that requires the provision of food and water either mechanically or by hand.</p> <p>The use includes the ancillary storage and packing of feed and produce.</p>		weaning pens.
Intensive horticulture	<p>Premises used for the intensive production of plants or plant material on imported media and located within a building or structure or where outdoors, artificial lights or containers are used.</p> <p>The use includes the storage and packing of produce and plants grown on the subject site.</p>	Greenhouse and shade house plant production, hydroponic farms, mushroom farms.	Wholesale nursery.
Landing	A structure for mooring, launching, storage and retrieval of vessels where passengers embark and disembark.	Boat ramp, jetty, pontoon.	Marina.
Low impact industry	<p>Premises used for industrial activities that include the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring, treating of products and have one or more of the following attributes:</p> <ul style="list-style-type: none"> <li>negligible impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise;</li> <li>minimal traffic generation and heavy-vehicle usage;</li> </ul>	<p>Repairing motor vehicles, fitting and turning workshop.</p> <p>Note — additional examples may be shown in SC1.1.3 industry thresholds.</p>	Panel beating, spray painting or surface coating, tyre recycling, drum re-conditioning, wooden and laminated product manufacturing, service industry, medium impact industry, high impact industry, special industry.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<ul style="list-style-type: none"> <li>demands imposed upon the local infrastructure network consistent with surrounding uses;</li> <li>the use generally operates during the day (for example 07:00 to 18:00);</li> <li>offsite impacts from storage of dangerous goods are negligible;</li> <li>the use is primarily undertaken indoors.</li> </ul>		
Major electricity infrastructure	<p>All aspects of development for either the transmission grid or electricity supply networks as defined under the <i>Electricity Act 1994</i>.</p> <p>The use may include ancillary telecommunication facilities.</p>	Powerlines greater than 66kV.	Minor electricity infrastructure, substation.
Major sport, recreation and entertainment facility	Premises with large scale built facilities designed to cater for large scale events including major sporting, recreation, conference and entertainment events.	Convention and exhibition centres, entertainment centres, sports stadiums, horse racing.	Indoor sport and recreation, local sporting field, motor sport, park, outdoor sport and recreation.
Marine industry	<p>Premises used for waterfront based marine industries involved in any activity relating to the manufacturing, storage, repair or servicing of vessels and maritime infrastructure.</p> <p>The use may include the provision of fuel and disposal of waste.</p>	Boat building, boat storage, dry dock.	Marina.
Market	Premises used for the sale of goods to the	Flea market, farmers market, car boot sales.	Shop, roadside stall.



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>public on a regular basis, where goods are primarily sold from temporary structures such as stalls, booths or trestle tables.</p> <p>The use may include entertainment provided for the enjoyment of customers.</p>		
Medium impact industry	<p>Premises used for industrial activities that include the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products and have one or more of the following attributes:</p> <ul style="list-style-type: none"> <li>• potential for noticeable impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise;</li> <li>• potential for noticeable offsite impacts in the event of fire, explosion or toxic release;</li> <li>• generates high traffic flows in the context of the locality or the road network;</li> <li>• generates an elevated demand on the local infrastructure network;</li> <li>• onsite controls are required for emissions and dangerous goods risks;</li> <li>• the use is primarily undertaken</li> </ul>	<p>Spray painting and surface coating, wooden and laminated product manufacturing (including cabinet making, joining, timber truss making or wood working).</p> <p>Note — additional examples may be shown in SC1.1.3 industry thresholds.</p>	<p>Concrete batching, tyre manufacturing and re-treading, metal recovery (involving a fragmentiser), textile manufacture, chemically treating timber and plastic product manufacture, service industry, low impact industry, high impact industry, special industry.</p>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	indoors; <ul style="list-style-type: none"> <li>evening or night activities are undertaken indoors and not outdoors.</li> </ul>		
Motor sport facility	Premises used for organised or recreational motor sports whether on or off-road, which may include permanent, temporary or informal provision for spectators and other supporting uses.	Go-karting, lawn mower race tracks, trail bike parks, four-wheel drive and all-terrain vehicle parks, motocross tracks, off road motorcycle facility, motorcycle or car race tracks.	Major sport, recreation and entertainment facility, outdoor sport and recreation.
Multiple dwelling	Premises containing three or more dwellings for separate households.	Apartments, flats, units, townhouses, row housing, triplex.	Rooming accommodation, dual occupancy, duplex, granny flat, residential care facility, retirement facility.
Nature based tourism	The use of land or premises for a tourism activity, including tourist and visitor short-term accommodation, that is intended for the conservation, interpretation and appreciation of areas of environmental, cultural or heritage value, local ecosystems and attributes of the natural environment.  Nature-based tourism activities typically: <ul style="list-style-type: none"> <li>maintain a nature based focus or product;</li> <li>promote environmental awareness, education and conservation;</li> <li>carry out sustainable practices.</li> </ul>	Environmentally responsible accommodation facilities including lodges, cabins, huts and tented camps.	Environment facility.
Nightclub entertainment facility	Premises used to provide entertainment, which may include		Club, hotel, tavern, pub, indoor sport and recreation, theatre,

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	cabaret, dancing and music.  The use generally includes the sale of liquor and food for consumption on site.		concert hall.
Non-resident workforce accommodation	Premises used to provide accommodation for non-resident workers.  The use may include provision of recreational and entertainment facilities for the exclusive use of residents and their visitors.	Contractor's camp, construction camp, single person's quarters, temporary workers' accommodation.	Relocatable home park, short-term accommodation, tourist park.
Office	Premises used for an administrative, secretarial or management service or the practice of a profession, where no goods or materials are made, sold or hired and where the principal activity provides for one or more of the following: <ul style="list-style-type: none"> <li>• business or professional advice;</li> <li>• service of goods that are not physically on the premises;</li> <li>• office based administrative functions of an organisation.</li> </ul>	Bank, real estate agent, administration building.	Home based business, home office, shop, outdoor sales.
Outdoor sales	Premises used for the display, sale, hire or lease of products where the use is conducted wholly or predominantly outdoors and may include construction, industrial or farm plant and equipment, vehicles,	Agricultural machinery sales yard, motor vehicles sales yard.	Bulk landscape supplies, market.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	boats and caravans.  The use may include ancillary repair or servicing activities and sale or fitting of accessories.		
Outdoor sport and recreation	Premises used for a recreation or sport activity that is carried on outside a building and requires areas of open space and may include ancillary works necessary for safety and sustainability.  The use may include ancillary food and drink outlet(s) and the provision of ancillary facilities or amenities conducted indoors such as changing rooms and storage facilities.	Driving range, golf course, swimming pool, tennis courts, football ground, cricket oval.	Major sport, recreation and entertainment facility, motor sport, park, community use.
Outstation	Premises used for cultural and/or recreational activities undertaken by Aboriginal and Torres Strait Islander people.  The use provides for intermittent short stay and/or long term camping.  The use may involve permanent low scale built infrastructure.	Indigenous camp site.	Dwelling house, hostel, multiple dwelling, relocatable home park, short term accommodation, tourist park.
Park	Premises accessible to the public generally for free sport, recreation and leisure, and may be used for community events or other community activities.  Facilities may include children's playground equipment, informal sports fields and	Urban common.	Tourist attraction, outdoor sport and recreation.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	ancillary vehicle parking and other public conveniences.		
Parking station	Premises used for parking vehicles where the parking is not ancillary to another use.	Car park, 'park and ride', bicycle parking.	
Permanent plantation	Premises used for growing plants not intended to be harvested.	Permanent plantations for carbon sequestration, biodiversity or natural resource management.	Forestry for wood production, bio-fuel production.
Place of worship	Premises used by an organised group for worship and religious activities.  The use may include ancillary facilities for social, educational and associated charitable activities.	Church, chapel, mosque, synagogue, temple.	Community use, child care centre, funeral parlour, crematorium.
Port services	Premises used for the following: <ul style="list-style-type: none"> <li>the arrival and departure of vessels;</li> <li>the movement of passengers or goods on or off vessels;</li> <li>any ancillary activities directly serving the needs of passengers and visitors or the housing, servicing, maintenance and repair of vessels.</li> </ul>	Marina, ferry terminal.	Landing.
Relocatable home park	Premises used for relocatable dwellings (whether they are permanently located or not) that provides long-term residential accommodation.  The use may include a manager's residence and office, ancillary food and drink outlet,		Tourist park.



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	kiosk, amenity buildings and the provision of recreation facilities for the exclusive use of residents.		
Renewable energy facility	Premises used for the generation of electricity or energy from renewable (naturally reoccurring) sources.	Solar farm, wind farm, tidal power.	Wind turbine or solar panels supplying energy to domestic or rural activities on the same site.
Research and technology industry	Premises used for innovative and emerging technological industries involved in research, design, manufacture, assembly, testing, maintenance, and storage of machinery, equipment and components.  The use may include emerging industries such as energy, aerospace, and biotechnology.	Aeronautical engineering, computer component manufacturing, medical laboratories, computer server facility.	
Residential care facility	A residential use of premises for supervised accommodation where the use includes medical and other support facilities for residents who cannot live independently and require regular nursing or personal care.	Convalescent home, nursing home.	Community residence, dwelling house, dual occupancy, hospital, multiple dwelling, retirement facility.
Resort complex	Premises used for tourist and visitor short-term accommodation that include integrated leisure facilities including: <ul style="list-style-type: none"> <li>• restaurants and bars;</li> <li>• meeting and function facilities;</li> <li>• sporting and fitness facilities;</li> <li>• staff accommodation;</li> </ul>	Island resort.	

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<ul style="list-style-type: none"> <li>transport facilities directly associated with the tourist facility such as a ferry terminal and air services.</li> </ul>		
Retirement facility	<p>A residential use of premises for an integrated community and specifically built and designed for older people.</p> <p>The use includes independent living units and may include serviced units where residents require some support with health care and daily living needs.</p> <p>The use may also include a manager's residence and office, food and drink outlet, amenity buildings, communal facilities and accommodation for staff.</p>	Retirement village.	Residential care facility.
Roadside stall	Premises used for the roadside display and sale of goods in rural areas.	Produce stall.	Market.
Rooming accommodation	<p>Premises used for the accommodation of one or more households where each resident:</p> <ul style="list-style-type: none"> <li>has a right to occupy one or more rooms;</li> <li>does not have a right to occupy the whole of the premises in which the rooms are situated;</li> <li>may be provided with separate facilities for private use;</li> <li>may share</li> </ul>	Boarding house, hostel, monastery, off-site student accommodation.	Hospice, community residence, dwelling house, short-term accommodation, multiple dwelling.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>communal facilities or communal space with one or more of the other residents.</p> <p>The use may include:</p> <ul style="list-style-type: none"> <li>rooms not in the same building on site;</li> <li>provision of a food or other service;</li> <li>on site management or staff and associated accommodation.</li> </ul> <p>Facilities include furniture and equipment as defined in the <i>Residential Tenancies and Rooming Accommodation Act 2008</i>.</p>		
Rural industry	<p>Premises used for storage, processing and packaging of products from a rural use.</p> <p>The use includes processing, packaging and sale of products produced as a result of a rural use where these activities are ancillary to a rural use on or adjacent to the site.</p>	Packing shed.	Intensive animal husbandry, intensive horticulture, roadside stall, wholesale nursery, winery, abattoir, agricultural supply store.
Rural workers accommodation	Any premises used as quarters for staff employed in the use of land for rural purposes, such as agriculture, intensive animal husbandry and forestry, conducted on a lot in the same ownership whether or not such quarters are self-contained.	Farm workers accommodation.	Short-term accommodation, caretaker's accommodation, dual occupancy, dwelling house, nature or rural based tourist accommodation, non-resident workers accommodation, multiple dwelling.
Sales office	The temporary use of premises for displaying	Display dwelling.	Bank, office.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>a land parcel or buildings that can be built for sale or can be won as a prize.</p> <p>The use may include a caravan or relocatable dwelling or structure.</p>		
Service industry	Premises used for industrial activities that have no external air, noise or odour emissions from the site and can be suitably located with other non-industrial uses.	Audio visual equipment repair, film processing, bicycle repairs, clock and watch repairs, computer repairs, dry cleaning, hand engraving, jewellery making, laundromat, locksmith, picture framing, shoe repairs, tailor.	Small engine mechanical repair workshop, cabinet making, shop fitting, sign writing, tyre depot, low impact industry, medium impact industry, high impact industry, special industry.
Service station	<p>Premises used for the sale of fuel including petrol, liquid petroleum gas, automotive distillate and alternative fuels.</p> <p>The use may include, where ancillary, a shop, food and drink outlet, maintenance, repair servicing and washing of vehicles, the hire of trailers, and supply of compressed air.</p>		Car wash.
Shop	Premises used for the display, sale or hire of goods or the provision of personal services or betting to the public.	Hairdresser, liquor store, department store, discount department store, discount variety stores, betting agencies, supermarket, corner store.	Adult shop, food and drink outlet, showroom, market.
Shopping centre	Premises comprising two or more individual tenancies that is comprised primarily of shops, and that function as an integrated complex.		
Short-term accommodation	Premises used to provide short-term accommodation for	Motel, backpackers accommodation, cabins, serviced	Hostel, rooming accommodation, tourist park.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>tourists or travellers for a temporary period of time (typically not exceeding three consecutive months) may be self-contained.</p> <p>The use may include a manager's residence and office and the provision of recreation facilities for the exclusive use of visitors.</p>	apartments, hotel, farm stay.	
Showroom	<p>Premises used primarily for the sale of goods of a related product line that are of a size, shape or weight that requires:</p> <ul style="list-style-type: none"> <li>a large area for handling, display or storage;</li> <li>direct vehicle access to the building by members of the public for loading and unloading items purchased or hired.</li> </ul>	Bulky goods sales, motor vehicles sales showroom, bulk stationary supplies.	Food and drink outlet shop, outdoor sales.
Special industry	<p>Premises used for industrial activities that include the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products and have one or more of the following attributes:</p> <ul style="list-style-type: none"> <li>potential for extreme impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise;</li> <li>potential for extreme offsite impacts in the</li> </ul>	<p>Tanneries, rendering plants, oil refineries, waste incineration, manufacturing or storing explosives, power plants, manufacturing fertilisers.</p> <p>Note — additional examples may be shown in SC1.1.3 industry thresholds.</p>	Low impact industry, medium impact industry, high impact industry, service industry.



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	<p>event of fire, explosion or toxic release;</p> <ul style="list-style-type: none"> <li>onsite controls are required for emissions and dangerous goods risks;</li> <li>the use generally involves night time and outdoor activities;</li> <li>the use may involve the storage and handling of large volumes of dangerous goods;</li> <li>requires significant separation from non-industrial uses.</li> </ul>		
Substation	<p>Premises forming part of a transmission grid or supply network under the <i>Electricity Act 1994</i>, and used for:</p> <ul style="list-style-type: none"> <li>converting or transforming electrical energy from one voltage to another; or</li> <li>regulating voltage in an electrical circuit; or</li> <li>controlling electrical circuits; or</li> <li>switching electrical current between circuits; or</li> <li>a switchyard; or</li> <li>communication facilities for 'operating works' as defined under the <i>Electricity Act 1994</i> or for workforce operational and safety communications.</li> </ul>	Substations, switching yards.	Major electricity infrastructure, minor electricity infrastructure.
Telecommunications facility	Premises used for systems that carry communications and signals by means of	Telecommunication tower, broadcasting station, television	Aviation facility, 'low-impact telecommunications facility' as defined

Livingstone Shire Council

 Livingstone Planning Scheme 2018  
 Version 1  
 Page SC1-22

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.	station.	under the <i>Telecommunications Act 1997</i> .
Theatre	<p>Premises used for presenting movies, live entertainment or music to the public and may include provision of food and liquor for consumption on the premises.</p> <p>The use may include the production of film or music, including associated ancillary facilities, which are associated with the production, such as sound stages, wardrobe and laundry facilities, makeup facilities, set construction workshops, editing and post-production facilities.</p>	Cinema, movie house, concert hall, dance hall, film studio, music recording studio.	Community hall, hotel, indoor sport and recreation facility, temporary film studio.
Tourist attraction	<p>Premises used for providing onsite entertainment, recreation or similar facilities for the general public.</p> <p>The use may include provision of food and drink for consumption on site.</p>	Theme park, zoo.	Hotel, major sport, recreation and entertainment facility, nightclub entertainment facility.
Tourist park	<p>Premises used to provide for accommodation in caravans, self-contained cabins, tents and similar structures for the public for short term holiday purposes.</p> <p>The use may include, where ancillary, a manager's residence</p>	Camping ground, caravan park, holiday cabins.	Relocatable home park, tourist attraction, short-term accommodation, non-resident workforce accommodation.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	and office, kiosk, amenity buildings, food and drink outlet, or the provision of recreation facilities for the use of occupants of the tourist park and their visitors, and accommodation for staff.		
Transport depot	Premises used for the storage, for commercial or public purposes, of more than one motor vehicle. The use includes premises for the storage of taxis, buses, trucks, heavy machinery and uses of a like nature. The term may include the ancillary servicing, repair and cleaning of vehicles stored on the premises.	Contractor's depot, bus depot, truck yard, heavy machinery yard.	Home based business, warehouse, low impact industry, service industry.
Utility installation	<p>Premises used to provide the public with the following services:</p> <ul style="list-style-type: none"> <li>supply or treatment of water, hydraulic power or gas;</li> <li>sewerage, drainage or stormwater services;</li> <li>transport services including road, rail or water;</li> <li>waste management facilities; or</li> <li>network infrastructure.</li> </ul> <p>The use includes maintenance and storage depots and other facilities for the operation of the use.</p>	Sewerage treatment plant, mail depot, pumping station, water treatment plant.	Telecommunications tower, major electricity infrastructure, minor electricity infrastructure, substation, renewable energy facility, transport depot.
Veterinary services	Premises used for veterinary care, surgery and treatment of animals that may include provision for the short-term accommodation of the		Animal keeping.

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Definition	Column 3 Examples include	Column 4 Does not include the following examples
	animals on the premises.		
Warehouse	<p>Premises used for the storage and distribution of goods, whether or not in a building, including self-storage facilities or storage yards.</p> <p>The use may include sale of goods by wholesale where ancillary to storage.</p> <p>The use does not include retail sales from the premises or industrial uses.</p>	Self-storage sheds.	Hardware and trade supplies, outdoor sales, showroom, shop.
Wholesale nursery	<p>Premises used for the sale of plants, but not to the general public, where the plants are grown on or adjacent to the site.</p> <p>The use may include sale of gardening materials where these are ancillary to the primary use.</p>		Bulk landscape supplies, garden centre.
Winery	Premises used for manufacturing of wine, which may include the sale of wine manufactured on site.		Rural industry.

**SC1.1.2. Defined activity groups**

- (1) This section identifies clusters of land uses otherwise known as activity groups.
- (2) These activity groups are not defined uses; rather they are only a mechanism for clustering uses from the defined uses in SC1.1.1.
- (3) For the purpose of this planning scheme, the clustering of land use definitions into activity groups assists in the following ways:
  - (a) identifying and grouping uses that broadly have similar characteristics;
  - (b) identifying and grouping uses that may be associated with certain zones;
  - (c) improving the readability of the tables of assessment;
  - (d) reducing the length of some performance outcomes contained within codes when broadly referring to a group of uses having similar characteristics.

**Table SC1.1.2.1 — Activity groups**

Livingstone Shire Council

 Livingstone Planning Scheme 2018  
 Version 1  
 Page SC1-25

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Activity group	Column 2 Uses
Accommodation activities	<b>Long-term stay accommodation activities</b>
	<ul style="list-style-type: none"> <li>• Caretaker's accommodation</li> <li>• Community residence</li> <li>• Dual occupancy</li> <li>• Dwelling house</li> <li>• Dwelling unit</li> <li>• Home based business</li> <li>• Multiple dwelling</li> <li>• Non-resident workforce accommodation</li> <li>• Relocatable home park</li> <li>• Residential care facility</li> <li>• Retirement facility</li> <li>• Rooming accommodation</li> <li>• Rural worker's accommodation</li> </ul>
	<b>Short-term stay accommodation activities</b>
	<ul style="list-style-type: none"> <li>• Nature based tourism</li> <li>• Resort complex</li> <li>• Short-term accommodation</li> <li>• Tourist park</li> </ul>
Business activities	<ul style="list-style-type: none"> <li>• Agricultural supplies store</li> <li>• Bulk landscape supplies</li> <li>• Car wash</li> <li>• Funeral parlour</li> <li>• Garden centre</li> <li>• Hardware and trade supplies</li> <li>• Market</li> <li>• Outdoor sales</li> <li>• Sales office</li> <li>• Service station</li> <li>• Showroom</li> <li>• Veterinary services</li> </ul>
Centre activities	<ul style="list-style-type: none"> <li>• Adult store</li> <li>• Food and drink outlet</li> <li>• Health care services</li> <li>• Office</li> <li>• Shop</li> <li>• Shopping centre</li> </ul>
Community activities	<ul style="list-style-type: none"> <li>• Child care centre</li> <li>• Club</li> <li>• Community care centre</li> <li>• Community use</li> <li>• Educational establishment</li> <li>• Hospital</li> <li>• Outstation</li> </ul>



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Activity group	Column 2 Uses
	<ul style="list-style-type: none"> <li>Place of worship</li> </ul>
Entertainment activities	<ul style="list-style-type: none"> <li>Bar</li> <li>Brothel</li> <li>Function facility</li> <li>Hotel</li> <li>Nightclub entertainment facility</li> <li>Theatre</li> <li>Tourist attraction</li> </ul>
Industrial activities	<ul style="list-style-type: none"> <li>High impact industry</li> <li>Low impact industry</li> <li>Marine industry</li> <li>Medium impact industry</li> <li>Research and technology industry</li> <li>Service industry</li> <li>Special industry</li> <li>Warehouse</li> </ul>
Recreation activities	<ul style="list-style-type: none"> <li>Environment facility</li> <li>Indoor sport and recreation</li> <li>Major sport, recreation and entertainment facility</li> <li>Motor sport facility</li> <li>Outdoor sport and recreation</li> <li>Park</li> </ul>
Rural activities	<ul style="list-style-type: none"> <li>Animal husbandry</li> <li>Animal keeping</li> <li>Aquaculture</li> <li>Cropping</li> <li>Extractive industry</li> <li>Intensive animal industry</li> <li>Intensive horticulture</li> <li>Permanent plantation</li> <li>Roadside stall</li> <li>Rural industry</li> <li>Wholesale nursery</li> <li>Winery</li> </ul>
Special activities	<ul style="list-style-type: none"> <li>Air services</li> <li>Cemetery</li> <li>Crematorium</li> <li>Detention facility</li> <li>Emergency services</li> <li>Landing</li> <li>Major electricity infrastructure</li> <li>Parking station</li> <li>Port services</li> <li>Renewable energy facility</li> </ul>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Activity group	Column 2 Uses
	<ul style="list-style-type: none"> <li>• Substation</li> <li>• Telecommunications facility</li> <li>• Transport depot</li> <li>• Utility installation</li> </ul>

**SC1.1.3. Industry thresholds**

The industry thresholds table below is to be used in conjunction with the use definitions for low impact industry, medium impact industry, high impact industry and special industry as defined in SC1.1.1.

**Table SC1.1.3.1 — Industry thresholds**

Column 1 Use	Column 2 Additional examples include
<b>Low impact industry</b>	<ol style="list-style-type: none"> <li>(1) Repairing and servicing motor vehicles, including mechanical components, radiators, electrical components, wheel alignments, exhausts, tyres, suspension or air conditioning, not including spray painting.</li> <li>(2) Repairing and servicing lawn mowers and outboard engines.</li> <li>(3) Fitting and turning workshop.</li> <li>(4) Assembling or fabricating products from sheet metal or welding steel, producing less than ten (10) tonnes a year and not including spray painting.</li> <li>(5) Assembling wood products not involving cutting, routing, sanding or spray painting.</li> <li>(6) Dismantling automotive or mechanical equipment, not including deboning brake or clutch components.</li> </ol>
<b>Medium impact industry</b>	<ol style="list-style-type: none"> <li>(1) Metal foundry producing less than ten (10) tonnes of metal castings per annum.</li> <li>(2) Boiler making or engineering works producing less than 10,000 tonnes of metal product per annum.</li> <li>(3) Facility, goods yard or warehouse for the storage and distribution of dangerous goods not involving manufacturing processes and not a major hazard facility under the <i>Work Health and Safety Act 2011</i>.</li> <li>(4) Abrasive blasting facility using less than ten (10) tonnes of abrasive material per annum.</li> <li>(5) Enamelling workshop using less than 15,000 litres of enamel per annum.</li> <li>(6) Galvanising works using less than 100 tonnes of zinc per annum.</li> <li>(7) Anodising or electroplating workshop where tank area is less than 400 square metres.</li> <li>(8) Powder coating workshop using less than 500 tonnes of coating per annum.</li> <li>(9) Spray painting workshop (including spray painting vehicles, plant, equipment or boats) using less than 20,000 litres of paint per annum.</li> <li>(10) Scrap metal yard (not including a fragmentiser), dismantling automotive or mechanical equipment including deboning brake or clutch components.</li> <li>(11) Manufacturing clay or ceramic products including bricks, tiles.</li> </ol>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Additional examples include
	<p>pipes and pottery goods, less than 200 tonnes per annum.</p> <p>(12) Processing, smoking, drying, curing, milling, bottling or canning food, beverages or pet food, less than 200 tonnes per annum.</p> <p>(13) Vegetable oil or oilseed processing in works with a design production capacity of less than 1,000 tonnes per annum.</p> <p>(14) Manufacturing wooden products including cabinet making, joinery, wood working, producing less than 500 tonnes per annum.</p> <p>(15) Manufacturing medium density fibreboard, chipboard, particle board, plywood, laminated board or wood veneer products, less than 250 tonnes per annum.</p> <p>(16) Sawmilling, wood chipping and kiln drying timber and logs, producing less than 500 tonnes per annum.</p> <p>(17) Recycling and reprocessing batteries.</p> <p>(18) Repairing or maintaining boats.</p> <p>(19) Manufacturing substrate for mushroom growing.</p> <p>(20) Manufacturing or processing plaster, producing less than 5,000 tonnes per annum.</p> <p>(21) Recycling or reprocessing tyres including retreading.</p> <p>(22) Printing advertising material, magazines, newspapers, packaging and stationery.</p> <p>(23) Transport depot, distribution centre, contractor depot, and storage yard.</p> <p>(24) Manufacturing fibreglass, foam plastic, composite plastic or rigid fibre-reinforced plastic or plastic products, less than five (5) tonnes per annum (except fibreglass boats, tanks and swimming pools).</p> <p>(25) Manufacturing PET, PETE, polypropylene and polystyrene plastic or plastic products, less than 10,000 tonnes per annum.</p> <p>(26) Reconditioning metal or plastic drums.</p> <p>(27) Glass fibre manufacture of less than 200 tonnes per annum.</p> <p>(28) Manufacturing glass or glass products, where not glass fibre, less than 250 tonnes per annum.</p>
High impact industry	<p>(1) Metal foundry producing ten (10) tonnes or greater of metal castings per annum.</p> <p>(2) Boiler making or engineering works producing 10,000 tonnes or greater of metal product per annum.</p> <p>(3) Major hazard facility for the storage and distribution of dangerous goods not involving manufacturing processes.</p> <p>(4) Scrap metal yard including a fragmentiser.</p> <p>(5) Manufacturing clay or ceramic products including bricks, tiles, pipes and pottery goods, greater than 200 tonnes per annum.</p> <p>(6) Processing, smoking, drying, curing, milling, bottling or canning food, beverages or pet food, greater than 200 tonnes per annum.</p> <p>(7) Vegetable oil or oilseed processing in works with a design production capacity of greater than 1,000 tonnes per annum.</p> <p>(8) Manufacturing wooden products including cabinet making, joinery, wood working, producing greater than 500 tonnes per annum.</p>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Additional examples include
	<p>(9) Manufacturing medium density fibreboard, chipboard, particle board, plywood, laminated board or wood veneer products, 250 tonnes or greater per annum.</p> <p>(10) Sawmilling, wood chipping and kiln drying timber and logs, producing greater than 500 tonnes per annum.</p> <p>(11) Manufacturing or processing plaster, producing greater than 5,000 tonnes per annum.</p> <p>(12) Enamelling workshop using 15,000 litres or greater of enamel per annum.</p> <p>(13) Galvanising works using 100 tonnes or greater of zinc per annum.</p> <p>(14) Anodising or electroplating workshop where tank area is 400 square metres or greater.</p> <p>(15) Powder coating workshop using 500 tonnes or greater of coating per annum.</p> <p>(16) Spray painting workshop (including spray painting vehicles, plant, equipment or boats) using 20,000 litres or greater of paint per annum.</p> <p>(17) Concrete batching and producing concrete products.</p> <p>(18) Treating timber for preservation using chemicals including copper, chromium, arsenic, borax and creosote.</p> <p>(19) Manufacturing soil conditioners by receiving, blending, storing, processing, drying or composting organic material or organic waste, including animal manures, sewage, septic sludges and domestic waste.</p> <p>(20) Manufacturing fibreglass pools, tanks and boats.</p> <p>(21) Manufacturing, fibreglass, foam plastic, composite plastic or rigid fibre-reinforced plastic or plastic products, five (5) tonnes or greater per annum (except fibreglass boats, tanks and swimming pools).</p> <p>(22) Manufacturing PET, PETE, polypropylene and polystyrene plastic or plastic products, 10,000 tonnes or greater per annum.</p> <p>(23) Manufacturing tyres, asbestos products, asphalt, cement, glass or glass fibre, mineral wool or ceramic fibre.</p> <p>(24) Abattoir.</p> <p>(25) Recycling chemicals, oils or solvents.</p> <p>(26) Waste disposal facility (other than waste incinerator).</p> <p>(27) Recycling, storing or reprocessing regulated waste.</p> <p>(28) Manufacturing batteries.</p> <p>(29) Manufacturing wooden products including cabinet making, joinery, wood working, producing greater than 500 tonnes per annum.</p> <p>(30) Abrasive blasting facility using ten (10) tonnes or greater of abrasive material per annum.</p> <p>(31) Glass fibre manufacture producing 200 tonnes or greater per annum.</p> <p>(32) Manufacturing glass or glass products, where not glass fibre, less than 250 tonnes per annum.</p>
<b>Special industry</b>	<p>(1) Oil refining or processing.</p> <p>(2) Producing, refining or processing gas or fuel gas.</p>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Use	Column 2 Additional examples include
	(3) Distilling alcohol in works producing greater than 2,500 litres per annum. (4) Power station. (5) Producing, quenching, cutting, crushing or grading coke. (6) Waste incinerator. (7) Sugar milling or refining. (8) Pulp or paper manufacturing. (9) Tobacco processing. (10) Tannery or works for curing animal skins, hides or finishing leather. (11) Textile manufacturing, including carpet manufacturing, wool scouring or carbonising, cotton milling, or textile bleaching, dyeing or finishing. (12) Rendering plant. (13) Manufacturing chemicals, poisons and explosives. (14) Manufacturing fertilisers involving ammonia. (15) Manufacturing polyvinyl chloride plastic.

**SC1.2. Administrative definitions**

- (1) Administrative definitions assist with the interpretation of the planning scheme but do not have a meaning in relation to a use.
- (2) A term listed in Table SC1.2.2 column one has the meaning set out beside that term in column two under the heading.
- (3) The administrative definitions listed here are the definitions for the purpose of the planning scheme.

**Table SC1.2.1 — Index of administrative definitions**

Index of administrative definitions		
<ul style="list-style-type: none"> <li>Accommodation room</li> <li>Active frontage</li> <li>Active transport</li> <li>Adjoining premises</li> <li>Advertising device</li> <li>Affordable housing</li> <li>Ancillary</li> <li>Annual exceedance probability</li> <li>Appearance</li> <li>Articulation</li> <li>Average width</li> <li>Base date</li> <li>Basement</li> <li>Boundary clearance</li> <li>Buffer</li> <li>Building envelope</li> <li>Building element</li> <li>Building height</li> </ul>	<ul style="list-style-type: none"> <li>Demand unit</li> <li>Development footprint</li> <li>Domestic outbuilding</li> <li>Dwelling</li> <li>Façade</li> <li>Fenestration</li> <li>Fine grain</li> <li>Form</li> <li>Gross floor area</li> <li>Gross leasable floor area</li> <li>Ground level</li> <li>Household</li> <li>Landscape</li> <li>Landscape gardening purposes</li> <li>Legibility</li> <li>Lot volume</li> <li>Minor building work</li> <li>Minor electricity</li> </ul>	<ul style="list-style-type: none"> <li>Non-resident workers</li> <li>Outermost projection</li> <li>Planning assumptions</li> <li>Plot ratio</li> <li>Projection area(s)</li> <li>Public realm</li> <li>Riparian corridor</li> <li>Secondary dwelling</li> <li>Sensitive land use</li> <li>Service catchment</li> <li>Setback</li> <li>Site</li> <li>Site cover</li> <li>Storey</li> <li>Streetscape</li> <li>Temporary use</li> <li>Third party advertising device</li> <li>Ultimate development</li> </ul>



## LIVINGSTONE PLANNING SCHEME 2018

<ul style="list-style-type: none"> <li>• Building line</li> <li>• Built form</li> <li>• Bulk</li> <li>• Deep planting</li> </ul>	<ul style="list-style-type: none"> <li>• infrastructure</li> <li>• Net developable area</li> <li>• Netserv plan</li> </ul>	<ul style="list-style-type: none"> <li>• Urban purposes</li> <li>• Urban activities</li> <li>• Unacceptable risk</li> <li>• Vernacular</li> <li>• Visual clutter</li> </ul>
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Table SC1.2.2 — Administrative definitions

Column 1 Term	Column 2 Definition
Accommodation room	<p>A room within a building which provides for accommodation but the room is not self-contained within the scope of the administrative term for 'dwelling'.</p> <p>The term might commonly apply to some of the rooms used for different types of accommodation activities such as a non-resident workforce, rural workers accommodation, or rooming accommodation and the like. In such instances the room provides accommodation for sleeping but other components that are provided for a 'dwelling' (such as food preparation facilities, ablutions, clothes washing facilities and the like) might be located in another communally accessible room.</p>
Active frontage	Frontages that are comprised of shopfronts and ground floor uses that foster a high level of social and business activity on streets and in public places.
Active transport	Non-motorised travel such as walking and cycling.
Adjoining premises	Premises that share all or part of a common boundary. A common boundary may be a single point such as a corner point.
Advertising device	Any permanent structure, device, sign or the like intended for advertising purposes. It includes any framework, supporting structure or building feature that is provided exclusively or mainly as part of the advertisement.
Affordable housing	Housing that is appropriate to the needs of households with low to moderate incomes.
Ancillary	An activity that is necessarily associated with a defined use or development, but it is incidental and subordinate to the defined use or development.
Annual exceedance probability	<p>The probability of exceedance of a discharge of a given size or larger in any one year (expressed as a percentage).</p> <p>Editor's note: The annual exceedance probability of a discharge event does not give an indication of when a discharge of that size will occur next.</p>
Appearance	In the context of the various zone codes in this planning scheme, appearance encompasses consideration of a combination of the aspects of a place or development which determine the visual impression it makes.
Articulation	The inclusion of design elements to help divide building surfaces (both vertical and horizontal) into distinguishable parts.
Average width	In regard to a lot, the distance between the midpoints of the side boundaries of the lot.
Base date	The date from which a local government has estimated its projected infrastructure demands and costs.
Basement	A space that is situated between one floor level and the floor level next below where no part of the space projects more than one metre above ground level.
Boundary clearance	<p>The shortest distance from the outermost projection of a structural part of the building or structure to the property boundary, including:</p> <p>(a) if the projection is a roof and there is a fascia—the outside face of the</p>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
	fascia; or (b) if the projection is a roof and there is no fascia—the roof structure.  The term does not include rainwater fittings or ornamental or architectural attachments.
Buffer	An area, structure or physical feature separating a source of potential impact (environmental nuisance, health hazard, safety hazard et cetera) from an area or development sensitive to such impact.
Building envelope	The three-dimensional extent where buildings and associated structures are to be developed within a site, after consideration of limits for height, setbacks, overlay constraints and other similar restrictions.
Building location envelope	The ground location within a site where buildings are to be developed.
Building location envelope plan	A plan which defines the ground location(s) within a site where buildings are to be developed.  The building location envelope: (a) does not include a height component; and (b) is clearly shown on the plan by an area defined by permanent survey marks or by metes and bounds.
Building element	A feature (such as a door, window or cornice) that contributes to the overall design of a building.
Building height	If specified: (a) in metres, the vertical distance between the ground level and the highest point of the building roof (apex) or parapet at any point, but not including load-bearing antenna, aerial, chimney, flagpole or the like; (b) in storeys, the number of storeys above ground level; or (c) in both metres and storeys, both (a) and (b) apply.
Building line	The line formed by the frontages of buildings along a street. The building line can be shown on a plan section.
Built form	Form as represented by buildings and structures.
Bulk	When referenced in the context of built form, bulk includes the combined effect of the arrangement, volume and shape of a building or group of buildings. Also called massing.  When not referenced in the context of built form, bulk may mean 'large in quantity' or 'large in size, shape, or mass', depending on the context.
Coastal-dependent development	Means development that requires land adjoining the foreshore and access to tidal water to function.  Examples include ports, harbours, marinas and associated facilities and infrastructure, and a use defined as a landing or port services.
Deep planting	Means planting of large shrubs and trees within the natural ground of the site.
Demand unit	Demand units provide a standard of unit measurement to express demand on a trunk infrastructure network.
Development	The location and extent of all development proposed on a site. This includes all

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
footprint	buildings and structures, open space, all associated facilities, landscaping, on-site stormwater drainage, on-site wastewater treatment, all areas of disturbance, on-site parking, access and manoeuvring areas.
Domestic outbuilding	A Class 10a building, as defined in the Building Code of Australia, that is ancillary to a residential use on the same premises and is limited to nonhabitable buildings for the purpose of a shed, garage and carport.
Dwelling	<p>A building or part of a building used or capable of being used as a self-contained residence that must include the following:</p> <ul style="list-style-type: none"> <li>(a) food preparation facilities;</li> <li>(b) a bath or shower;</li> <li>(c) a toilet and wash basin; and</li> <li>(d) clothes washing facilities.</li> </ul> <p>This term includes outbuildings, structures and works normally associated with a dwelling.</p>
Facade	The principal face of a building.
Fenestration	The arrangement of windows on a facade.
Fine grain	The quality of an area's layout of buildings and lots having small and frequent subdivisions.
Form	The layout (structure and urban grain), density, scale (height and bulk), appearance (materials and details), and landscape of development.
Gross floor area	<p>The total floor area of all storeys of a building (measured from the outside of the external walls or the centre of a common wall), other than areas used for the following:</p> <ul style="list-style-type: none"> <li>(a) building services, plant and equipment;</li> <li>(b) access between levels;</li> <li>(c) ground floor public lobby;</li> <li>(d) a mall;</li> <li>(e) the parking, loading and manoeuvring of motor vehicles;</li> <li>(f) unenclosed private balconies whether roofed or not.</li> </ul>
Gross leasable floor area	The total floor area of all storeys of a building that are leasable for use as part of a shopping centre.
Ground level	The level of the natural ground, or, where the level of the natural ground has been changed, the level as lawfully changed.
Household	An individual or a group of two or more related or unrelated people who reside in the dwelling, with the common intention to live together on a long-term basis and who make common provision for food or other essentials for living.
Landscape	The appearance of land, including its shape, form, colours and elements, the way these (including those of streets) components combine in a way that is distinctive to particular localities, the way they are perceived, and an area's cultural and historical associations.
Landscape gardening purposes	<p>Means work undertaken in relation to vegetation located within the curtilage of a dwelling, or within the garden or approved building location envelope of other approved buildings and structures on a lot which include:</p> <ul style="list-style-type: none"> <li>(a) planting, pruning, cutting, shaping and removing trees, shrubs, grass and other plants.</li> </ul>



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
Legibility	The degree to which a place can be easily understood by its users and the clarity of the image it presents to the wider world.
Lot volume	The lot volume is a three-dimensional area within a lot, comprised of the lot area multiplied by the height limit applicable to the lot as expressed in a zone code. The height limit applicable to the lot is to be determined based on the height limit for buildings (other than a Class 10a building under the Building Code of Australia) as expressed in an acceptable outcome for the zone code that is relevant to the site.
Matters of environmental significance	Matters of environmental significance is an all-encompassing reference to matters of national environmental significance, matters of State environmental significance, and matters of local environmental significance. Areas that are known to contain matters of environmental significance or which may contain matters of environmental significance are identified on the series of planning scheme biodiversity overlays.
Matters of local environmental significance	Matters of local environmental significance means local government environmental matters determined to be locally significant and needing protection and management under the planning scheme. These environmental matters may have values which are significant or important in the local government planning scheme area.
Matters of national environmental significance	<p>Matters of national environmental significance means the following matters which are protected under the <i>Environment Protection and Biodiversity Conservation Act 1999</i>:</p> <ul style="list-style-type: none"> <li>(a) world heritage properties;</li> <li>(b) national heritage places;</li> <li>(c) wetlands of international importance (often called 'Ramsar' wetlands after the international treaty under which such wetlands are listed);</li> <li>(d) nationally listed threatened species and ecological communities;</li> <li>(e) listed migratory species;</li> <li>(f) Commonwealth marine areas; and</li> <li>(g) The Great Barrier Reef Marine Park.</li> </ul> <p>Actions that have or are likely to have a significant impact on a matter of national environmental significance may require approval from the relevant Australian Government Minister for the Environment under the <i>Environment Protection and Biodiversity Conservation Act 1999</i>.</p>
Matters of State environmental significance	<p>Matters of state environmental significance are a component of the biodiversity state interest.</p> <p>Matters of state environmental significance include the following:</p> <ul style="list-style-type: none"> <li>(a) protected areas (including all classes of protected area except coordinated conservation areas) under the Nature Conservation Act 1992;</li> <li>(b) marine parks and land within a 'marine national park', 'conservation park', 'scientific research', 'preservation' or 'buffer' zone under the Marine Parks Act 2004;</li> <li>(c) areas within declared fish habitat areas that are management A areas or management B areas under the Fisheries Regulation 2008;</li> <li>(d) threatened wildlife under the Nature Conservation Act 1992 and special least concern animal under the Nature Conservation (Wildlife) Regulation 2006;</li> </ul>

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
	<p>(e) regulated vegetation under the Vegetation Management Act 1999;</p> <p>(f) high preservation areas of wild river areas under the Wild Rivers Act 2005;</p> <p>(g) wetlands in a wetland protection area or wetlands of high ecological significance shown on the Map of Referable Wetlands under the Environmental Protection Regulation 2008;</p> <p>(h) wetlands and watercourses in high ecological value waters as defined in the Environmental Protection (Water) Policy 2009, schedule 2; and</p> <p>(i) legally secured offset areas; and</p> <p>(j) a designated precinct in a strategic environmental area under the <i>Regional Planning Interests Regulation 2014</i>, schedule 2, s15(3).</p>
Minor building work	An alteration, addition or extension to an existing building(s) which results in an increase in the gross floor area of the building(s) of less than five (5) percent of the gross floor area of the existing building(s) or fifty (50) square metres, whichever is the lesser.
Minor electricity infrastructure	<p>All aspects of development for an electricity supply network as defined under the <i>Electricity Act 1994</i>, (or for private electricity works that form an extension of, or provide service connections to properties from the network), if the network operates at standard voltages up to and including 66kV.</p> <p>This includes:</p> <p>(a) augmentations/upgrades to existing powerlines where the voltage of the infrastructure does not increase;</p> <p>(b) augmentations to existing substations (including communication facilities for controlling works as defined under the <i>Electricity Act 1994</i>) where the voltage of the infrastructure does not increase, and where they are located on an existing substation lot.</p>
Net developable area	<p>The area of land available for development. It does not include land that cannot be developed due to constraints such as acid sulfate soils, conservation land, flood affected land or steep slope.</p> <p>Note—for the purpose of a local government infrastructure plan, net developable area is usually measured in hectares, net developable hectares (net dev ha).</p>
Netserv plan	A distributor-retailer's plan about its water and wastewater networks and provision of water service and wastewater service pursuant to section 99BJ of the <i>South East Queensland Water (Distribution and Retail Restructuring) Act 2009</i> .
Non-resident workers	<p>Workers who reside in areas for extended periods when employed on projects directly associated with resource extraction, major industry, major infrastructure or rural uses, but have a permanent place of residence in another area.</p> <p>This includes workers engaged in fly-in/fly-out or drive-in/drive-out arrangements.</p>
Outermost projection	The outermost projection of any part of a building or structure including, in the case of a roof, the outside face of the fascia, or the roof structure where there is no fascia, or attached sunhoods or the like, but does not include retractable blinds, fixed screens, rainwater fittings, or ornamental attachments.
Planning assumptions	Assumptions about the type, scale, location and timing of future growth.
Plot ratio	The ratio of gross floor area to the area of the site.
Projection area(s)	Area or areas within a local government area for which a local government



## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
	carries out demand growth projections.
Public realm	The parts of a village, town or city (whether publicly or privately owned) that are available, without charge, for everyone to use or see, including streets, squares and parks. Also called the public domain.
Riparian corridor	That part of the landscape adjacent to watercourse and waterbodies that exert a direct influence on the stream or lake margins, and on the water and aquatic ecosystems contained within them, including the stream banks and a variable width belt of land alongside the banks/shore.
Secondary dwelling	A dwelling used in conjunction with, and subordinate to, a dwelling house on the same lot.  A secondary dwelling may be constructed under a dwelling house, be attached to a dwelling house or be free standing.
Sensitive land use	Sensitive land use as defined in the Queensland Planning Regulation 2017.
Service catchment	An area serviced by an infrastructure network. An infrastructure network is made up of one or more service catchments. Service catchments are determined by the network type and how it has been designed to operate and provide service to the urban areas. Note - for example: (a) stormwater network service catchments can be delineated to align with watershed boundaries; (b) open space network service catchment can be determined using local government accessibility standard; (c) water network service catchment can be established as the area serviced by a particular reservoir.
Setback	For a building or structure, the shortest distance measured horizontally from the outer most projection of a building or structure to the vertical projection of the boundary of the lot, excluding any eaves and sun shading devices.  Setback may be referenced in other contexts in this planning scheme. In such instances it is commonly referring to a separation distance measured horizontally from one thing to another. Note for example: <ul style="list-style-type: none"> <li>the setback may refer to a minimum separation distance between two different land uses; or</li> <li>the setback may refer to a minimum separation distance between a land use and a natural hazard area or matter of environmental significance; or</li> <li>the setback may refer to a minimum separation distance between a building or structure and a natural hazard area or matter of environmental significance.</li> </ul>
Site	Any land on which development is carried out or is proposed to be carried out whether such land comprises the whole or part of one lot or more than one lot if each of such lots is contiguous.
Site cover	The proportion of the site covered by a building(s), structure(s) attached to the building(s) and carport(s), calculated to the outer most projections of the building(s) and expressed as a percentage.  The term does not include: (a) any structure or part thereof included in a landscaped open space area such as a gazebo or shade structure; (b) basement car parking areas located wholly below ground level; (c) eaves and sun shading devices.
Storey	A space that is situated between one floor level and the floor level next

## LIVINGSTONE PLANNING SCHEME 2018

Column 1 Term	Column 2 Definition
	<p>above, or if there is no floor above, the ceiling or roof above, but not a space that contains only:</p> <p>(a) a lift shaft, stairway or meter room;</p> <p>(b) a bathroom, shower room, laundry, water closet, or other sanitary compartment;</p> <p>(c) a combination of the above.</p> <p>A mezzanine is a storey.</p> <p>A roofed structure on or part of a rooftop that does not solely accommodate building plant and equipment is a storey.</p> <p>A basement is not a storey.</p>
Streetscape	The combination of natural and built elements in or near the street, including buildings, building setbacks, yards, roads, footpaths, street furniture, street trees, signs, street lights, transportation amenities, and public art.
Temporary use	<p>A use that is impermanent and may be irregular or infrequent that does not require the construction of a permanent building or the installation of permanent infrastructure or services.</p> <p>Note: For the purpose of this planning scheme, the irregular or infrequent event is not conducted for a period of either:</p> <p>(a) 12 hours consecutively, or</p> <p>(b) more than 2 days in every month or 30 consecutive day period, or</p> <p>(c) more than 24 days in a year or consecutive 365 day period.</p>
Third party advertising device	Any permanent device that advertises goods or services that are not sold, conducted, available, or the like, on the site on which the advertising device is located.
Ultimate development	The realistic extent of development anticipated to be achieved when a site (or projection area or infrastructure service catchment) is fully developed.
Urban purposes	For the purpose of local government infrastructure plans, urban purposes includes residential (other than rural residential), retail, commercial, industrial, community and government related purposes.
Urban activities	For the purpose of the planning scheme, urban activities is a broad reference to the majority of defined uses that are intended for location in an urban zone or which generally require access to urban infrastructure networks and other services. These uses are clustered within the following defined activity categories: accommodation activities; business activities; community activities; entertainment activities; industrial activities; recreation activities; and special activities.
Unacceptable risk	A situation where people or property are exposed to a predictable hazard event that may result in serious injury, loss of life, failure of community infrastructure, or property damage that would make a dwelling unfit for habitation or development unfit for occupation.
Vernacular	The way in which ordinary buildings were built in a particular place before local styles, techniques and materials were superseded by imports.
Visual clutter	The uncoordinated arrangement of street furniture, advertising devices, signs and other features.

# **12.4 - PROPOSED AMENDMENTS TO THE 2017-2018 DEVELOPMENT ASSESSMENT FEES AND CHARGES**

## **2005 planning scheme definitions**

**Meeting Date: 1 May 2018**

**Attachment No: 3**

Schedule 1 – Dictionary

**SCHEDULE 1 - DICTIONARY****Division 1 – Defined Purposes and other Development Activities**

The following table identifies defined purposes/development activities in alphabetical order in Column 1. The relevant purpose group for each defined purpose/development activity is identified in Column 2 and the page reference for the defined purpose/development activity is identified in Column 3.

Column 1 Defined Purpose/Development Activity	Column 2 Purpose Group	Column 3 Page Reference
Accommodation building	Residential Purposes	S1-5
Adult products shop	Commercial Purposes	S1-9
Advertising device	Other Development Activities	S1-21
Agriculture	Rural Purposes	S1-3
Animal keeping	Rural Purposes	S1-3
Annexed apartment	Residential Purposes	S1-6
Aquaculture	Rural Purposes	S1-3
Arts and craft centre	Commercial Purposes	S1-9
Bed and breakfast	Residential Purposes	S1-6
Borrow pit	Ungrouped Purposes	S1-21
Car park	Ungrouped Purposes	S1-21
Car wash	Industrial Purposes	S1-12
Caravan park	Residential Purposes	S1-6
Caretaker's residence	Residential Purposes	S1-6
Child care centre	Community Purposes	S1-17
Clearing	Other Development Activities	S1-21
Convenience restaurant	Commercial Purposes	S1-9
Display home	Residential Purposes	S1-6
Dual occupancy	Residential Purposes	S1-7
Dwelling house	Residential Purposes	S1-7
Engineering work	Other Development Activities	S1-21
Environmentally assessable industry	Industrial Purposes	S1-12
Extractive industry	Industrial Purposes	S1-13
Forestry business	Rural Purposes	S1-4
Funeral parlour	Commercial purposes	S1-9
Garden centre	Commercial Purposes	S1-10
General industry	Industrial Purposes	S1-13
Home-based business	Residential Purposes	S1-7
Host farm	Residential Purposes	S1-7
Hotel	Commercial Purposes	S1-10
Indoor entertainment	Recreational Purposes	S1-20
Indoor sports facility	Recreational Purposes	S1-20
Institutional residence	Residential Purposes	S1-7

Commencement date: originally 17 October 2005  
This version is known as Reprint 7 commencement date: 10 July 2017  
Reprint 7 was made under the alignment rules of the Planning Act 2016

Planning Scheme 2005  
living for lifestyle

S1-1

## Schedule 1 – Dictionary



Column 1 Defined Purpose/Development Activity	Column 2 Purpose Group	Column 3 Page Reference
Intensive animal husbandry	Rural Purposes	S1-4
Landscape supplies	Industrial Purposes	S1-13
Light industry	Industrial Purposes	S1-14
Local utility	Community Purposes	S1-18
Machinery repair station	Industrial Purposes	S1-15
Major tourist facility	Ungrouped Purposes	S1-21
Major utility	Community Purposes	S1-18
Market	Commercial Purposes	S1-10
Medical centre	Commercial Purposes	S1-10
Multiple dwelling units	Residential Purposes	S1-7
Office	Commercial Purposes	S1-10
On-premises sign	Other Development Activities	S1-21
Outdoor recreation	Recreational Purposes	S1-20
Park	Recreational Purposes	S1-20
Produce store	Commercial Purposes	S1-10
Restaurant	Commercial Purposes	S1-10
Retail warehouse	Commercial Purposes	S1-10
Retirement village	Residential Purposes	S1-7
Rural service industry	Rural Purposes	S1-4
Sales or hire premises	Commercial Purposes	S1-11
Service station	Industrial Purposes	S1-15
Shop	Commercial Purposes	S1-11
Special use	Community Purposes	S1-19
Storage premises	Industrial Purposes	S1-16
Take-away food store	Commercial Purposes	S1-11
Telecommunications facility (medium impact)	Community Purposes	S1-19
Transport station	Industrial Purposes	S1-16
Vehicle depot	Industrial Purposes	S1-16
Veterinary clinic	Commercial Purposes	S1-11

Commencement date: originally 17 October 2005  
This version is known as Reprint 7 commencement date: 10 July 2017  
Reprint 7 was made under the alignment rules of the Planning Act 2016

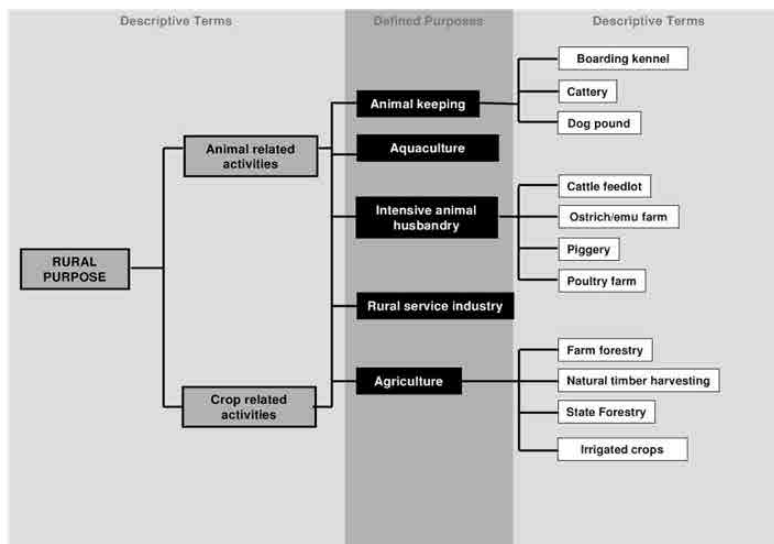


## Schedule 1 – Dictionary



## (1) Rural Purposes

In this planning scheme, “Rural Purpose”, means any of the following defined purposes:



Column 1 Purpose	Column 2 Definition
<b>Animal keeping</b>	Premises involving: <ol style="list-style-type: none"> <li>a hobby or commercially operated boarding and/or breeding and training kennel or cattery,</li> <li>a dog pound, or</li> <li>the keeping of a greater number of animals than constitutes domestic pets under the Council Local Law and where not being associated with Agriculture on the premises.</li> </ol>
<b>Agriculture</b>	Premises: <ol style="list-style-type: none"> <li>for the growing of crops, pastures, turf, flowers, fruit, vegetables and the like on a commercial basis,</li> <li>for the keeping, feeding, breeding, depasturing or stabling of any animal. The term includes animal breeding establishments, holding yards, hatcheries and all non-intensive animal husbandry including the keeping of working farm animals, but does not include Intensive animal husbandry or Animal keeping as separately defined,</li> <li>for the processing and packaging of produce grown on site,</li> <li>for the display and sale of any rural produce grown or produced on the site or on adjoining land in a roadside stall<sup>212</sup>,</li> <li>for a wholesale nursery for the propagation and growing of potted plants and/or plants to be sold by retail through a garden centre located on another site. The term does not include sale</li> </ol>

<sup>212</sup> Refer to Schedule 1, Division 2 for the meaning of 'roadside stall'.

## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
	by retail of any plants or garden/landscape material on the site, (f) for conducting a forestry business <sup>213</sup> .
<b>Aquaculture</b>	Premises for the cultivation of live fisheries resources <sup>214</sup> .
<b>Intensive animal husbandry</b>	Premises for: (a) aquaculture (where for fish, crustaceans and the like) where the total area of tanks is 2,000 m <sup>2</sup> or more, or the total area of ponds is 50,000m <sup>2</sup> or more, (b) a feedlot (where involving commercial keeping of beef and dairy cattle, sheep, goats or other livestock in enclosures comprising 50 and greater livestock units with feeding on manufactured food and supplements (whether produced on site or imported) where such feeding is the primary source of nutrition provided for sustaining the animals, (c) a piggery (where more than 10 pigs are kept), (d) a poultry, emu or ostrich farm (where more than 30 birds are kept), (e) a commercial stable for the keeping, breeding, training, boarding, hiring or agistment of ungulates (where more than 5 animals are held in enclosures or 1 animal /1,000 m <sup>2</sup> free range are kept), (f) a crocodile farm, (g) a zoo.
<b>Rural service industry</b>	Premises for handling, treating, processing, storage or packing of primary products, other than as an ancillary activity associated with another rural purpose on the same premises. The term also includes: (a) servicing of plant and equipment used for rural purposes in the locality, (b) crop spray establishments; (c) selling of products resulting from the handling, treating, processing or packaging of locally grown primary products in a roadside stall. (d) stock sales yards or holding yards

<sup>213</sup> Refer to Schedule 1, Division 2 for the meaning of 'forestry business'.

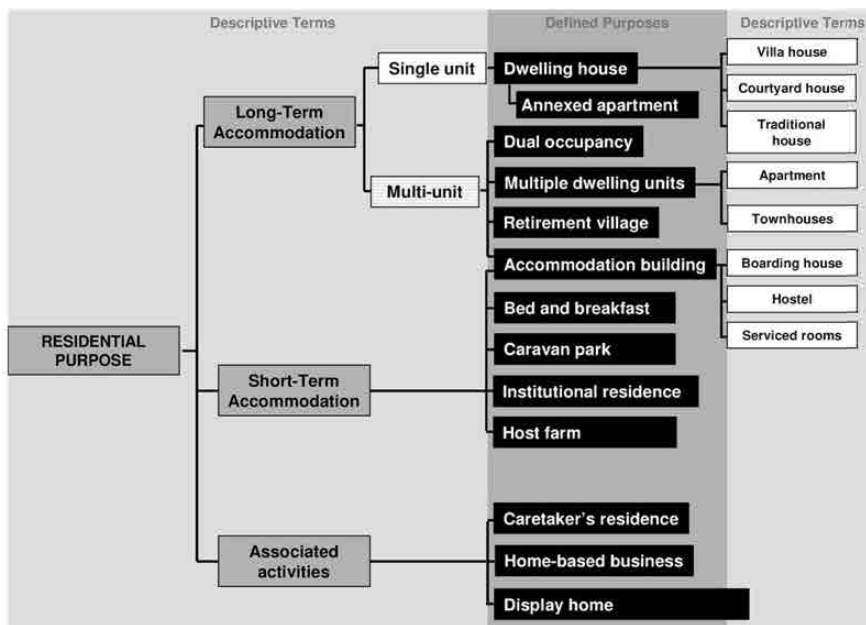
<sup>214</sup> "fisheries resources" has the meaning prescribed by the QLD legislation.

## Schedule 1 – Dictionary



## (2) Residential Purposes

In this planning scheme, “**Residential Purpose**”, means any of the following defined purposes, or any other undefined term used to describe the purposes of human habitation:



Column 1 Purposes	Column 2 Definition
<b>Accommodation building</b> <sup>215</sup>	<p>Premises for the purposes of providing accommodation, comprising only rooming units, (including motels, boarding-houses, guest houses, itinerant workers accommodation, hostels, serviced rooms, student accommodation, or any similar use), but does not include a Bed and breakfast, Caravan park, Institutional residence, Retirement village, or any other separately defined residential premises.</p> <p>The term includes a building or buildings or any parts thereof used for the provision of meals to residents (whether or not such facilities are open to public use), common room facilities and the like, or for the purposes of a manager's residence/office, restaurant and conference facilities.</p>

<sup>215</sup> Accommodation buildings are primarily Class 1(b) or Class 3 buildings under the BCA

## Schedule 1 – Dictionary



Column 1 Purposes	Column 2 Definition
<b>Annexed apartment</b>	<p>Part of a dwelling house comprising a semi- independent apartment or area providing residential accommodation within or attached to the dwelling house, where the apartment:</p> <ul style="list-style-type: none"> <li>(a) may be self-contained; but</li> <li>(b) does not have a title separate to that of the dwelling house; and</li> <li>(c) contains only one bedroom; and</li> <li>(d) is visually integrated with the dwelling-house and not able to be identified as forming a separate dwelling unit; and</li> <li>(e) the total site cover of all buildings and structures on the site does not exceed 50%.</li> </ul> <p>The term does not include a Caretaker's residence or Retirement village as separately defined.</p>
<b>Bed and breakfast</b>	<p>Premises for the overnight accommodation of tourists and travellers (including meals) provided by the occupiers of the dwelling house on the site except if associated with a rural activity. The term includes any dwelling unit or rooming unit provided within the curtilage of the dwelling house but does not include a host farm.</p>
<b>Caravan park</b>	<p>Premises for the parking and/or siting of two or more caravans (with or without fixed annexes) and/or relocatable homes for the purpose of providing accommodation for fee or reward. The term includes camping areas and/or onsite cabins for short term accommodation where such camping areas and cabins are ancillary to caravan and/or relocatable home accommodation.</p> <p>The term also includes any manager's office and residence, any amenity buildings and any recreation and entertainment facilities that cater exclusively for the occupants of the caravan park.</p> <p>The term does not include Accommodation buildings or Multiple dwelling units as separately defined.</p>
<b>Caretaker's residence<sup>216</sup></b>	<p>Premises comprising a dwelling unit only for care-taking purposes in association with a non-residential purpose conducted lawfully on the same site and includes enjoyment of domestic pets, domestic horticulture and home occupation.</p>
<b>Display home</b>	<p>Premises for:</p> <ul style="list-style-type: none"> <li>(a) display to the general public as a type of residential premises that is being offered to be built; or</li> <li>(b) display of residential premises to the general public for some other business or commercial purpose including the promotion of a contest for which the premises are offered as a prize; or</li> <li>(c) the promotion and sale of land units within a residential estate or other residential premises within which it is located.</li> </ul>

<sup>216</sup> A Caretaker's residence is a Class 4 or Class 1(a) building under the BCA



## Schedule 1 – Dictionary



Column 1 Purposes	Column 2 Definition
<b>Dual occupancy</b>	Premises comprising two dwelling units, proposed for separate occupation and intended or capable of being individually titled to provide separate ownership whether or not attached.
<b>Dwelling house</b> <sup>217</sup>	<p>Premises for a single detached dwelling unit on a site together with outbuildings necessary for purposes ancillary to occupation of the dwelling unit and including:</p> <ul style="list-style-type: none"> <li>(a) keeping of domestic pets</li> <li>(b) domestic horticulture</li> <li>(c) family day care</li> <li>(d) home activity</li> </ul> <p>The term does not include an Accommodation building, Dual occupancy or Multiple dwelling.</p>
<b>Home-based business</b>	<p>An occupation or profession carried on by the residents as a commercial enterprise in, under or otherwise on the same site as a dwelling unit where:</p> <ul style="list-style-type: none"> <li>(a) the extent of the business allows for the employment of no more than one (1) equivalent full-time employee who is not a resident on the site; and</li> <li>(b) the operation of the activity does not exceed any self-assessment solution set out in the <i>Home-based Business Code</i>.</li> </ul>
<b>Host farm</b>	Premises for the overnight accommodation of tourists and travellers (including meals) provided by the occupiers of the dwelling house on the site in association with a rural activity on the same site. The term includes the provision of on-site cabins located away from the dwelling house but does not include bed and breakfast.
<b>Institutional residence</b>	<p>Premises for any of the following purposes or any like purpose which is not separately defined and where the premises is under the control of a resident supervisor:</p> <ul style="list-style-type: none"> <li>(a) a convent/monastery; or</li> <li>(b) home for social welfare accommodation including associated counselling and advisory services; or</li> <li>(c) an orphanage or home for people with physical or mental disabilities; or</li> <li>(d) the care of people not receiving full-time medical treatment who are resident at the premises.</li> </ul> <p>The term includes a rehabilitation centre, a refuge, a half-way house or similar activity and accommodation for staff of the facility. The term does not include a gaol, remand centre, nursing home, retirement village, hospital or reformatory institution.</p>
<b>Multiple dwelling units</b> <sup>218</sup>	<p>Premises that comprise an integrated development of three or more dwelling units on a site. The term includes outbuildings necessarily associated with human occupation on the site and home activities associated with the individual dwelling units.</p> <p>The term does not include Accommodation building, Bed and Breakfast, Caravan park, Dual occupancy, Institutional residence, Annexed apartment or Retirement villages as separately defined, but may include a manager's residence forming part of a multiple dwelling units premises.</p>

<sup>217</sup> Houses are Class 1(a) buildings under the BCA

<sup>218</sup> Multiple dwelling units are Class 1(a)(ii) or Class 2 buildings under the BCA



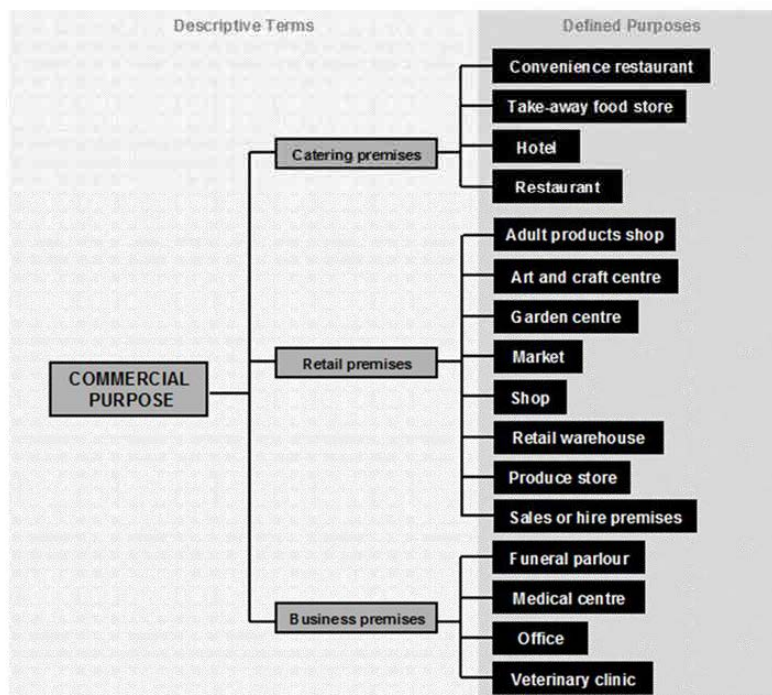
## Schedule 1 – Dictionary



Column 1 Purposes	Column 2 Definition
<b>Retirement village<sup>219</sup></b>	<p>Premises for residential accommodation by (exclusively or primarily) elderly or retired persons where the premises:</p> <ul style="list-style-type: none"> <li>(a) include dwelling units, and/or rooming units, and/or nursing home facilities;</li> <li>(b) provide on-site opportunities for social and recreational pursuits, including communal facilities;</li> <li>(c) provide on-site medical services for residents;</li> <li>(d) are of an integrated design and layout, and are managed; and</li> <li>(e) comply with the provisions for licensing and transmission of title under the <i>Retirement Villages Act</i>. <p>This term does not include Accommodation buildings, hospitals (refer Special use), Institutional residences or Multiple dwelling units as separately defined.</p> </li></ul>

## (3) Commercial Purposes

In this planning scheme, “**Commercial Purposes**”, means any of the following defined purposes, or any other business-related purpose not separately defined and not characterised as an industrial activity:



<sup>219</sup> Retirement villages are Class 2, 3 and/or 9 buildings under the BCA

## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
<b>Adult products shop</b>	Premises being: (a) a free-standing TAB; (b) a free-standing liquor shop; or (c) an establishment for the sale (or hire) of sexually explicit materials.
<b>Arts and crafts centre</b>	Premises not exceeding 100 m <sup>2</sup> gross floor area for the display or sale by retail of any articles included in, but not limited to, the following list: (a) Antiques (b) Leatherwork (c) Hand beaten copper goods (d) Jewellery-making (e) Woodworking (f) Lapidary (g) Hand blown glass (h) Painting and drawing (i) Handmade glassware (j) Pottery and ceramics (k) Homemade soap (l) Screen printing (m) Homemade foodstuff such as jams, preserves, confectionery and cakes (n) Sculpture The term includes the ancillary manufacture or restoration of such articles on the same site. The term also includes the sale of refreshments (e.g., Devonshire teas, etc) where integrated with the primary use.
<b>Convenience restaurant<sup>220</sup></b>	Premises for preparing and selling take-away meals and foods to the public, where provision is made for high customer turn-over, and also for eating on the premises and/or drive-through facilities. Such premises are typically franchised and form part of a national or multi-national chain of establishments. The term includes family restaurants, but does not include Restaurants or Take-away food stores as separately defined.
<b>Funeral parlour<sup>221</sup></b>	Premises for the arrangement and conduct of funerals, memorial services and the like by undertakers. The term includes the storage and preparation of cadavers for burial or cremation and the display and sale of goods associated with the conduct of funerals.
<b>Garden centre</b>	Premises for the display and sale, by retail, of plants suitable for gardening or landscaping whether or not such plants are grown on the site. The term includes ancillary activities for the display and sale of such items as seeds, pots, packaged fertilisers and potting mixes and gardening tools.
<b>Hotel<sup>222</sup></b>	Premises for the retail sale of liquor which is the subject of a general licence under the <i>Liquor Act 1992</i> and may include ancillary activities such as dining facilities, rooming units, a mini-brewery and betting agency.

<sup>220</sup> Convenience restaurants are Class 6(a) buildings under the BCA

<sup>221</sup> Funeral parlours are Class 6(c) buildings under the BCA

## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
<b>Market</b>	<p>Premises (whether or not for a limited duration or indoors or outdoors), for the sale of home or farm produced products, artefacts and/or general merchandise, where the premises comprise a series of individual stalls, booths or the like.</p> <p>The term includes any eating and amenity facilities provided for the enjoyment of customers.</p>
<b>Medical centre</b> <sup>223</sup>	<p>Premises for the medical or paramedical care or treatment of people not resident on the site.</p> <p>The term includes such typical premises as medical and dental surgeries; clinics for specialists as well as physiotherapy, massage and naturopathy; pathology labs; counselling rooms, psychiatric and psychological consulting rooms; nursing services and the dispensing of pharmaceuticals associated with the use of the premises as a medical centre.</p> <p>The term does not include Home-based businesses, hospitals (refer Special use), or Retirement villages as separately defined.</p>
<b>Office</b> <sup>224</sup>	<p>Premises for office activities that are oriented towards the provision of administration, clerical, technical, and/or professional services as a business/commercial operation.</p> <p>The term includes a bank but does not include any manufacture and/or selling of goods.</p>
<b>Produce store</b>	<p>Premises for the storage and sale of goods required for Agriculture and other rural activities without major production or packaging on-site.</p>
<b>Restaurant</b> <sup>225</sup>	<p>Premises for preparing and selling substantial meals and foods to the public for immediate consumption mainly or exclusively on the premises (such as cafes, coffee shops, bistros, function centres and tea rooms) including entertainment.</p> <p>The term does not include Convenience restaurants or Take-away food stores as separately defined nor refreshment areas ancillary to Indoor entertainment where such areas are provided for the exclusive use of patrons only.</p>
<b>Retail warehouse</b> <sup>226</sup>	<p>Premises, having a gross floor area of more than 450 square metres, for displaying and/or selling bulk foods or household consumables or bulky domestic goods such as electrical goods, furniture, furnishings, household appliances, hardware and building supplies, sporting equipment, computer hardware and software, liquor or the like, wholly or mainly indoors.</p> <p>The term does not include Garden centres, Shops or Sales and hire yards as separately defined.</p>

<sup>222</sup> Hotels are Class 6 (b) buildings (with any residential part being Class 3 (b)) under the BCA.

<sup>223</sup> Medical centres are Class 5 and/or Class 8 buildings under the BCA.

<sup>224</sup> Business offices are Class 5 buildings under the BCA.

<sup>225</sup> Restaurants are Class 6(a) buildings under the BCA.

<sup>226</sup> Retail warehouses are Class 6(d) buildings under the BCA.

## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
<b>Sales or hire premises</b>	<p>Premises for:</p> <ul style="list-style-type: none"> <li>(a) the sale, hire or leasing of any construction or industrial plant and equipment, motor vehicles, caravans, boats, agricultural and other machinery, trailers, other demountable and transportable structures, and the like, where such items are stored thereat; or</li> <li>(b) the displaying for sale, hire or leasing of any of the items referred to in (a) above; or</li> <li>(c) a timber yard.</li> </ul> <p>The term includes any ancillary activity of the premises for:</p> <ul style="list-style-type: none"> <li>(a) routine servicing of any of the items sold, hired or leased, and/or</li> <li>(b) any ancillary sale or hiring out of portable tools, machinery or equipment.</li> </ul>
<b>Shop<sup>227</sup></b>	<p>Premises for displaying and/or the retail selling of goods to the public.</p> <p>The term also includes premises offering personal grooming services, a commercial art gallery, a video library and premises for the selling of primary produce (whether raw or modified) which cannot satisfy the limitations set out in the definition of roadside stall<sup>228</sup>, but does not include any purpose which is otherwise separately defined.</p>
<b>Take-away food store<sup>229</sup></b>	<p>Premises for preparing and selling take-away meals and foods to the public, whether or not facilities are also provided for eating on the premises. The term includes milk bars, snack bars, kiosks and the like, but does not include Convenience restaurants or Restaurants as separately defined or the inclusion of any drive-through facility.</p>
<b>Veterinary clinic</b>	<p>Premises for treating sick or injured animals, including overnight accommodation of animals undergoing treatment on the site.</p> <p>The term does not include Animal keeping or Intensive animal husbandry as separately defined.</p>

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 Reprint 7 was made under the alignment rules of the Planning Act 2016

<sup>227</sup> Shops are Class 6 buildings under the BCA

<sup>228</sup> refer definition of 'roadside stall'.

<sup>229</sup> Take-away food stores are Class 6(a) buildings under the BCA

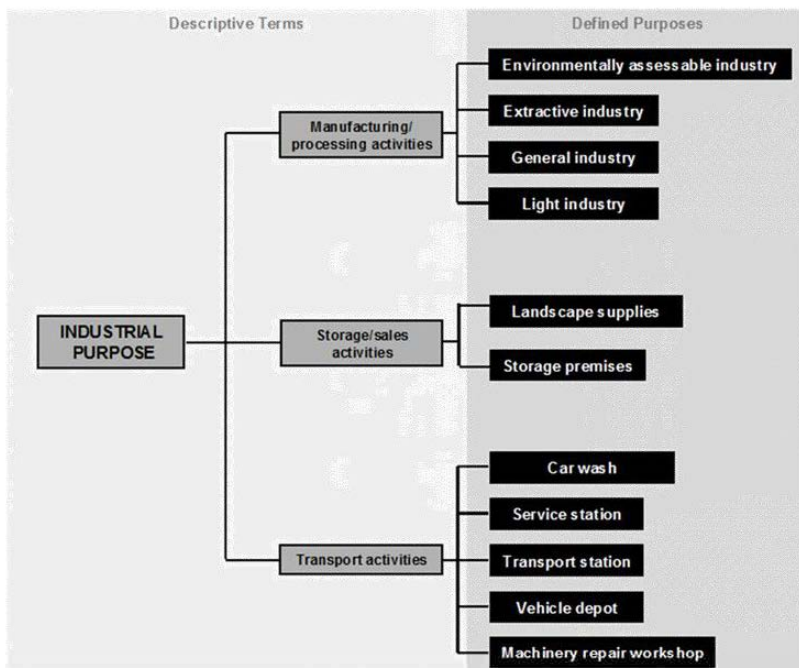


## Schedule 1 – Dictionary



## (4) Industrial Purposes

In this planning scheme, “**Industrial Purposes**”, means any of the following defined purposes:



Column 1 Purpose	Column 2 Definition
<b>Car wash</b>	Premises for washing of motor vehicles by means of mechanical, hydraulic or pneumatic means.
<b>Environmentally assessable industry</b>	Premises for a business purpose for any industrial activity which: <ol style="list-style-type: none"> <li>principally involves animal products processing, food processing or beverage production, or</li> <li>is for the purposes of a junkyard, wrecking yard or salvage yard; or</li> <li>involves a sawmill other than as provided for as part of Forestry Business; or</li> <li>involves processing, treatment or transportation associated with minerals and their by-products and any support services which are not administered through the <i>Mineral Resources Act 1989</i>, or</li> <li>involves the use, storage, handling or disposal of any radioactive substance or material (Class 7 as defined by the <i>Australian Code for the Transport of Dangerous Goods</i> by</li> </ol>

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## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
	<p>Road and Rail - ADG Code), or</p> <p>(f) otherwise involves dangerous or hazardous goods in quantities that are not minor<sup>230</sup>, or</p> <p>(g) is an environmentally relevant activity<sup>231</sup>, or</p> <p>(h) in Council opinion may result in environmental harm as defined in the <i>Environmental Protection Act 1994</i>, due to materials or processes involved or products and waste produced.</p> <p>The term does not include any activity carried out for a separately defined purpose.</p>
<b>Extractive industry</b>	<p>Premises operated as a business for the winning on or from the land, and treatment/processing (including screening or crushing) on the land or on adjacent land, of gravel, rock, sand, soil, stone, or other similar materials, including overburden.</p> <p>The purpose includes works undertaken to avoid or mitigate significant environmental impacts during operations and approved rehabilitation works.</p> <p>The purpose does not include:</p> <p>(a) the removal of materials authorised by the <i>Local Government Act 1993</i>, or</p> <p>(b) mining within the meaning of the <i>Mineral Resources Act 1989</i>, or</p> <p>(c) earthwork associated with <i>bona fide</i> rural activities on a rural property such as the construction of a dam.</p>
<b>General industry</b> <sup>232</sup>	Premises for a business purpose for any industrial activity which is not separately defined.
<b>Landscape supplies</b>	<p>Premises for the storage and/or sale of sand, soil, screenings and other such garden and landscaping materials where such material is stored on site for sale or distribution in quantities greater than one cubic metre. The term includes the ancillary use of such premises for the sale, or displaying or offering for sale (in any quantity), of such items as:</p> <p>(a) seeds, plants, or other propagative plant material;</p> <p>(b) goods associated with the cultivation of plants;</p> <p>(c) garden ornamentation, furniture or structures;</p> <p>(d) garden tools or equipment.</p> <p>The term does not include Agriculture, Extractive industry, or Garden centre as separately defined.</p>

<sup>230</sup> Refer Administrative Definitions - Minor Quantities of Dangerous Goods

<sup>231</sup> Refer to the Environmental Protection Regulation.

<sup>232</sup> General industry premises are generally Class 8 buildings under the BCA.

**Light industry<sup>233</sup>**

Premises for business purposes for any small-scale industrial activity which is not ancillary to another on the site and which:

- (a) does not require an environmental licence, nor is a notifiable activity, under the *Environmental Protection Act 1994*; and
- (b) involves the storage of only minor quantities of dangerous goods on the site; and
- (c) is, or is similar to, any of the following:
  - (i) making any of the following:
    - dental prostheses
    - fashion accessories
    - flags and pennants
    - footwear
    - garments
    - jewellery
    - millinery
    - optical goods (being spectacles and the like)
    - rubber stamps
    - soft furnishings
    - toys
    - trophies
  - (ii) assembling any of the following from components manufactured elsewhere:
    - aids and appliances for the disabled
    - audio-visual equipment
    - barbecues
    - bicycles (not motorised)
    - blinds
    - camera and other portable photographic equipment
    - clocks and watches
    - computers or computer equipment
    - furniture
    - musical instruments
    - portable domestic electrical appliances
    - portable domestic lighting, fittings and accessories
    - portable office machinery and equipment
    - power tools
    - recording and sound equipment
    - scientific instruments
    - sewing machine
    - sports equipment (other than ammunition, vehicles and water craft)
    - television and video equipment
    - umbrellas
  - (iii) repairing or servicing any of the following:
    - any item mentioned in (i) or (ii) above
    - canvas goods, tents and camping soft goods
    - drawing or writing instruments
    - leather goods

<sup>233</sup> Light industry premises are generally Class 8 buildings under the BCA

## Schedule 1 – Dictionary



	<ul style="list-style-type: none"> <li>• mowers (including motor mowers and portable gardening equipment)</li> <li>• power and other tools</li> <li>• restoration of small articles of a personal or domestic nature (other than furniture), or works of art</li> </ul> <p>(iv) providing any of the following services:</p> <ul style="list-style-type: none"> <li>• document duplicating or copying</li> <li>• engraving (by hand)</li> <li>• laboratory facilities</li> <li>• locksmith services</li> <li>• photographic film processing</li> <li>• photographic plate-making, sign-making and similar processes</li> <li>• picture framing</li> <li>• plan printing</li> <li>• studio facilities</li> </ul> <p>(v) used as:</p> <ul style="list-style-type: none"> <li>• a public laundromat</li> <li>• a "hot bread kitchen"/retail bakery</li> <li>• a commercial kitchen</li> </ul>
<b>Machinery repair station</b> <sup>234</sup>	Premises for servicing, repairing or maintaining motor vehicles or motor vehicle equipment, agricultural and mining machinery, plant or other equipment, machinery and the like, including engine tuning, engine reconditioning, radiator repairs, panel beating or tyre fitting and where enclosed within a building, spray painting. The term does not include Service stations as separately defined.
<b>Service station</b> <sup>235</sup>	<p>Premises for the sale by retail of petrol and automotive distillate or any derivatives there from; and for all or any of the following ancillary purposes, namely:</p> <p>(a) the sale by retail of lubricants and greases, batteries, tyres, motor vehicle accessories and spare parts, power or lighting kerosene, food and goods for the comfort and convenience of travellers where such does not constitute a Convenience restaurant as defined</p> <p>(b) the carrying out of all or any of the following operations:</p> <ol style="list-style-type: none"> <li>fitting, removal and exchange of tyres and receipt of tyres for retreading or the like;</li> <li>repairing of tubes;</li> <li>supply of compressed air;</li> <li>charging of batteries;</li> <li>lubrication and greasing of motor vehicles;</li> <li>cleaning and adjustment and replacement of spark plugs;</li> <li>running repairs of a minor nature and of a type which do not normally immobilise a vehicle for a period longer than a day; and/or</li> <li>washing of motor vehicles;</li> </ol> <p>(c) the rendering of minor services incidental to any of the foregoing.</p>

<sup>234</sup> Vehicle repair stations are Class 8 buildings under the BCA

<sup>235</sup> Service Station premises are Class 6(d) buildings under the BCA

## Schedule 1 – Dictionary



<b>Storage premises</b>	<p>Premises comprising:</p> <ul style="list-style-type: none"> <li>(a) a builder's yard or construction or earthmoving contractor's yard; or</li> <li>(b) a container depot; or</li> <li>(c) otherwise for the storage and handling of goods, generally in bulk, whether or not any of those goods are sold by wholesale, where such premises are not for a separately defined purpose.</li> </ul> <p>The term includes as ancillary activities:</p> <ul style="list-style-type: none"> <li>(a) any facilities on the premises for the garaging, inspecting, cleaning and routine servicing of vehicles and containers involved in the Storage premises; and</li> <li>(b) storage of goods in covered stacks or in enclosed structures not being a building but being in the nature of silos, bins, tanks (whether or not underground) or transport containers.</li> </ul> <p>The term does not include storage which is an ancillary activity for another use on the same site, or the storage of dangerous goods other than in minor quantities.</p>
<b>Transport station<sup>236</sup></b>	<p>Premises for a road transport, rail transport or air transport (including heliport) passenger and/or goods terminal, a bus or coach station.</p> <p>The term does not include Vehicle depots as separately defined.</p>
<b>Vehicle depot</b>	<p>Premises for the overnight or longer storage (either in the open or covered) of any one or more buses, trucks, taxis, other motor vehicles, trailers, caravans and/or boats for commercial or public purposes and/or premises used as an operational base or depot for any such vehicles.</p> <p>The term includes:</p> <ul style="list-style-type: none"> <li>(a) the repair and maintenance of any such vehicles on the premises; or</li> <li>(b) the sale of any such vehicles by wholesale.</li> </ul> <p>The term does not include facilities ancillary to another activity on the same site, the retail sale of vehicles, or Car parks, Sales or hire premises, or Transport stations as separately defined.</p>

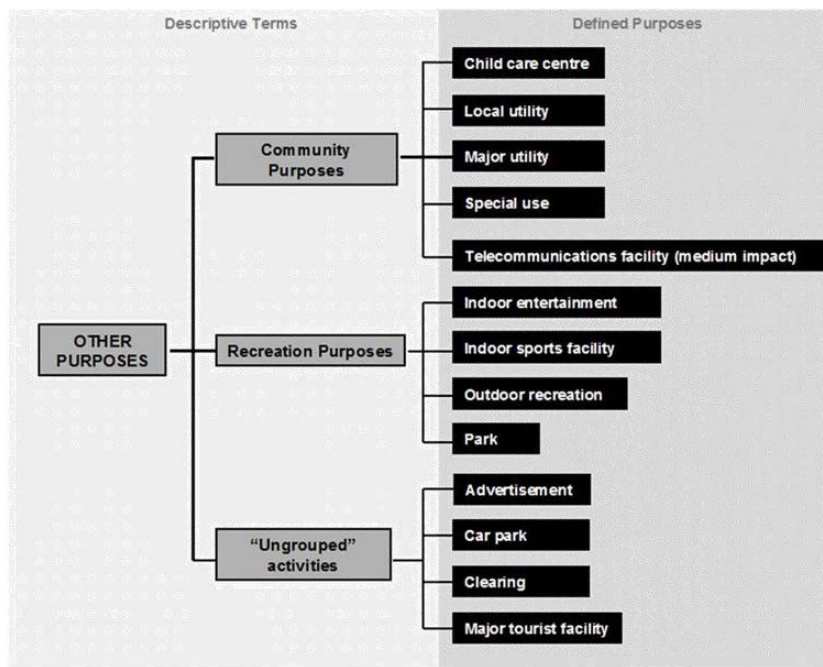
<sup>236</sup>Transport station premises a Class 9(b) building under the BCA

## Schedule 1 – Dictionary



## (5) Other Purposes

Other purposes defined within this planning scheme are illustrated on the following diagram:



## (6) Community Purposes

In this planning scheme, “**Community Purposes**”, means any of the following defined purposes:

Column 1 Purpose	Column 2 Definition
<b>Child care centre</b>	Premises operated on a commercial basis for the minding or care, but not residence, of children. The term includes a crèche, nursery school or kindergarten but does not include family day care <sup>237</sup> provided as part of a dwelling house.

<sup>237</sup> As defined by the QLD legislation.



## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
<b>Local utility</b>	<p>Premises other than parkland for:</p> <ul style="list-style-type: none"> <li>(a) any of the undertakings of the Council or other public sector agency for which an environmental authority (under the <i>Environmental Protection Act 1994</i>) is not required, including: <ul style="list-style-type: none"> <li>(i) the conveyance of water, sewerage and stormwater drainage;</li> <li>(ii) the provision of neighbourhood or district community services such as libraries, museums, galleries, tourist information facilities, and the like;</li> <li>(iii) the provision and maintenance of roads and traffic control devices;</li> <li>(iv) administrative offices;</li> <li>(v) car parking;</li> <li>(vi) the provision and maintenance of premises and facilities for public spaces and for conservation purposes;</li> <li>(vii) such other public purposes carried out by the Council pursuant to the <i>Local Government Act 1993</i>; and/or</li> <li>(viii) routine and emergency maintenance for the purposes of fire hazard reduction and/or pest/vermin control.</li> </ul> </li> <li>(b) the reticulation of electricity or gas;</li> <li>(c) public transport facilities other than depots, workshops or offices;</li> <li>(d) postal services;</li> <li>(e) the following telecommunications facilities:<sup>238</sup> <ul style="list-style-type: none"> <li>(i) communication dishes in any commercial, industrial or rural precinct where the dish has a diameter not exceeding 1800 mm;</li> <li>(ii) pits and manholes which do not unduly vary the streetscape;</li> <li>(iii) groups of up to four payphone cabinets; and</li> <li>(iv) temporary facilities, for the purpose of providing additional network capacity or facilities, during special events or at other times of excessive demand, for a maximum duration of three months.</li> </ul> </li> </ul>
<b>Major utility</b>	<p>Premises for the purposes of any installation or undertaking for:</p> <ul style="list-style-type: none"> <li>(a) the generation and/or supply of electricity or gas;</li> <li>(b) the storage and/or treatment of water, sewerage or garbage;</li> <li>(c) the provision of Shire-wide or regional community services such as major multipurpose venues for sport, culture and entertainment activities;</li> <li>(d) public transport facilities by way of depots, workshops or offices;</li> <li>(e) a gaol, reformatory or similar penal establishment;</li> <li>(f) any State or Federal government infrastructure/utility purpose not defined as a Special use;</li> <li>(g) a depot operated by or for the Council, other public authority or statutory corporation;</li> <li>(h) rail or water based transport;</li> <li>(i) air craft landing facilities (including a heliport) and associated navigational aids</li> </ul>

<sup>238</sup> Note: Some additional limited telecommunications facilities may be defined as low impact under the Commonwealth Telecommunications (Low Impact Facilities) Determination 1999 and are accepted from assessment under the planning scheme.

## Schedule 1 – Dictionary



Column 1 Purpose	Column 2 Definition
	<p>(j) any infrastructure or utility activity which requires an environmental licence, or is a "notifiable" activity, under the <i>Environmental Protection Act 1994</i>; and</p> <p>(k) telecommunication facilities which are not determined to be low impact facilities, and which are of a scale or nature likely to have a significant adverse impact on the natural or built environment, including (but not limited to) any of the following:</p> <ul style="list-style-type: none"> <li>(i) towers or other structures more than 15 metres in height;</li> <li>(ii) any aboveground facility on or adjoining a site of cultural heritage significance, and</li> <li>(iii) aerial cabling in or immediately adjoining urban areas.</li> </ul> <p>The term does not include Local utility as separately defined.</p>
<b>Special use</b>	<p>Premises for:</p> <ul style="list-style-type: none"> <li>(a) cultural, educational or religious purposes,</li> <li>(b) a health service, hospital, nursing home or other residential health care facility (not being part of a retirement village);</li> <li>(c) Federal Government purposes (having the character of an office use);</li> <li>(d) State Government purposes (having the character of an office use);</li> <li>(e) Statutory Authority purposes (having the character of an office use);</li> <li>(f) any other welfare or public purposes not separately defined.</li> </ul> <p>The term includes any of the following activities, or any similar activity:</p> <ul style="list-style-type: none"> <li>(a) ambulance station, first aid station, fire brigade, police station, emergency services depot;</li> <li>(b) cemetery and crematorium;</li> <li>(c) place of worship such as church, chapel, synagogue, temple;</li> <li>(d) community hall or centre, senior citizens centre, youth centre, community art galleries or museums;</li> <li>(e) school, pre-school, college, university and ancillary residential components for staff and students at the premises;</li> <li>(f) a dwelling unit ancillary to the premises.</li> </ul> <p>but does not include Child care centres, Local utility, Major utility or Telecommunications facility (Medium Impact) as separately defined.</p>
<b>Telecommunications facility (medium impact)</b>	<p>Any line, equipment, apparatus, tower, mast, antenna, tunnel, duct, hole, pit, pole or other structure or thing used by a holder of a carrier's license under the Commonwealth <i>Telecommunications Act 1991</i>, or for use, in or in connection with a system or series of systems that carries or is capable of carrying, communications by means of guided or unguided electromagnetic energy whether such facility is manned or remotely controlled, and not being a Local utility or Major utility.</p>

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## Schedule 1 – Dictionary



## (7) Recreational Purposes

In this planning scheme, “**Recreational Purposes**”, means any of the following defined purposes:

Column 1 Purpose	Column 2 Definition
<b>Indoor entertainment</b>	<p>Premises for any recreational activity or leisure pastime that is conducted wholly or mainly indoors.</p> <p>The term includes such typical premises as:</p> <ul style="list-style-type: none"> <li>(a) cinemas,</li> <li>(b) theatres,</li> <li>(c) amusement centres (comprising premises having more than two pinball or electronic game machines),</li> <li>(d) licensed clubs,</li> <li>(e) unlicensed clubs (except associated with an indoor sports or outdoor recreation) and the like.</li> </ul> <p>The term includes facilities for the associated enjoyment and convenience of patrons.</p>
<b>Indoor sports facility</b>	<p>Premises for any sporting activity which is conducted wholly or mainly indoors, such as indoor sports and fitness centres, gymnasium, bowling, squash courts, skating and the like, including facilities for the associated enjoyment and convenience of participants and spectators.</p> <p>The term does not include an unlicensed clubroom and other ancillary facilities.</p>
<b>Outdoor recreation</b>	<p>Premises for any sporting or recreational activity, or other leisure pastime, which is conducted wholly or mainly outdoors including facilities for the associated enjoyment and convenience of participants and spectators.</p> <p>The term includes such typical premises as showgrounds, (outdoor) public swimming pools, drive-in theatres, race tracks, golf courses and driving ranges, mock-combat activities, outdoor courts and sportsgrounds, and the like. The term also includes the provision of an unlicensed clubhouse and other ancillary facilities, but does not include a Park.</p>
<b>Park</b>	<p>Premises for free outdoor public recreation and enjoyment, and possibly also for any or all of the following:</p> <ul style="list-style-type: none"> <li>(a) provision of a visually pleasant landscape,</li> <li>(b) maintenance of natural processes, and protection of environmentally sensitive areas and/or culturally significant places, and/or</li> <li>(c) educational opportunities associated with the recreation and/or conservation values of the park or area.</li> </ul> <p>The term includes such ancillary facilities for park users as sporting and playground equipment, shelters, car parking areas, educational facilities, barbecue and picnic facilities, seating, toilets, showers and lighting.</p>

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## Schedule 1 – Dictionary



## (8) Ungrouped Purposes

In this planning scheme, “**Ungrouped Purposes**”, means any of the following purposes:

Column 1 Purpose	Column 2 Definition
<b>Advertising device</b>	Any framework, signboard, notice board, wall, roof, fence, or other structure used for the display of advertising (whether or not permanent) of a matter <b>not</b> associated with the primary purpose for which the premises are used.
<b>Borrow pit</b>	Premises for taking quarry-resource material from pits on the land for road building purposes.
<b>Car park</b> <sup>239</sup>	Other than comprising a local utility, premises for the parking of motor vehicles where such parking is not an ancillary activity on the site.
<b>Major tourist facility</b>	Premises providing for the entertainment or recreation of primarily the touring or holidaying public such as an icon attraction or theme park. The purpose includes refreshment and accommodation elements where integrated as ancillary aspects to the facility.

## (9) Other Development Activities

In this planning scheme, “**Other Development Activities**”, means any of the following activities:

Commencement date: originally 17 October 2005  
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Reprint 7 was made under the alignment rules of the Planning Act 2016





## Division 2 – Administrative terms

Column 1 Term	Column 2 Meaning
<b>the Act</b>	The <i>Planning Act 2016</i>
<b>Active frontage</b>	Means shop fronts and other ground floor uses that foster social and business activity on streets and in public places.
<b>Adjacent</b>	For the purposes of the: <ul style="list-style-type: none"> <li>(a) Heritage Places special management area, the term means premises that contain or share a common boundary with or are within 50 metres of the boundary of premises subject to a development application; or</li> <li>(b) Protected Area, Wetlands and Waterways special management areas, the term means premises that contain or share a common boundary with or are within 100 metres of the boundary of premises subject to a development application.</li> </ul>
<b>Amenity</b>	'Amenity' used in the context of the amenity and character element of the various zone codes in this planning scheme encompasses consideration of matters including overshadowing, penetration of natural light and ventilation, privacy, pollution and the like.
<b>Ancillary activity</b>	An activity that is necessarily associated with a particular development, but is incidental and subordinate to that development
<b>BCA</b>	The <i>Building Code of Australia</i> current at the time
<b>Buffer</b>	An area, structure or physical feature separating a source of environmental impact from an area or use sensitive to such impact. A buffer area may include public park land where the buffer function is incidental to and compatible with the use of that park for other purposes, but shall not otherwise comprise part of any required park contribution
<b>Building envelope</b>	The area defined on a plan that: <ul style="list-style-type: none"> <li>(a) is defined by metes and bounds; and</li> <li>(b) shows the outer limits of the siting and wall height (where relevant) of each building, structure, private open space, driveway, parking area, garage and carport</li> </ul>
<b>Building setback</b>	The horizontal distance between the wall of a building and the lot boundary or wall of another building on the same lot excluding: <ul style="list-style-type: none"> <li>(a) roof overhangs, sun hoods and cantilevered awnings; and</li> <li>(b) cantilevered balconies, whether or not roofed.</li> </ul>
<b>Capricorn Coast</b>	Describes the areas of contiguous urban settlement along the coastline of the Shire from the mouth of the Fitzroy River to the southern boundary of the Shoalwater Bay Military Training Area.
<b>Centre function</b>	The following describe the specific centre function for the various levels for a retail/business centre, nominated in this planning scheme:
<b>District</b>	means the provision of a range of comparison shopping and daily and weekly retail items in a centre with a trade catchment area of 25,000 to 60,000 people comprising of a discount department store, one or two supermarkets and a range of specialty shops.
<b>Local</b>	means the provision of convenience shopping needs by high frequency shopping trips at a centre with a trade catchment of around 5,000 to 10,000 people and comprising a small supermarket and a few specialty shops such as a milk bar, video hire store, baker, butcher, chemist and newsagent.
<b>Local Convenience</b>	means the provision of convenience shopping needs in small village-based centres serving a trade catchment comprising largely rural and remote areas and comprising a general store in combination with a small range of specialised activities such as newsagency, post office, banking, video hire and milk bar/take away food.
<b>CMDG</b>	Capricorn Municipal Development Guidelines



## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
<b>Commencement day</b>	The day <sup>243</sup> resolved by Council for the commencement of this planning scheme and stated in the citation to this planning scheme.
<b>Compound</b>	Areas comprising: <ul style="list-style-type: none"> <li>(a) animal enclosures, sheds, pens, holding yards, exercise areas (including poultry paddocks),</li> <li>(b) feeding areas,</li> <li>(c) waste management areas including pits and ponds, land disposal areas for treated waste, holding areas for solid waste,</li> <li>(d) any stockpiles,</li> <li>(e) packaging/handling/processing/storage areas,</li> <li>(f) spray races/dips,</li> <li>(g) trailing/training/animal display areas,</li> <li>(h) loading and unloading areas, or</li> <li>(i) plant/equipment/machinery operation and maintenance areas.</li> </ul>
<b>Convenience shopping needs</b>	Describes goods purchased frequently, such as groceries, personal hygiene products, etc.
<b>Council</b>	Means the Council of the Shire of Livingstone
<b>Cultural heritage significance</b>	Of a building, other structure, premises or place, includes its aesthetic, architectural, historic, scientific, or technological significance to the present generation or past and future generations. Such significance may be attached to: <ul style="list-style-type: none"> <li>(a) a building (and may include its surroundings and/or its fittings and furniture),</li> <li>(b) a monument, fence, wall or other structure,</li> <li>(c) a tree, garden or other landscape element, and/or</li> <li>(d) the whole or part of a site or place</li> </ul>
<b>Declared main road</b>	Means a State controlled road.
<b>Deep planting</b>	Means planting of large shrubs and trees within natural ground of the site.
<b>Domestic pets</b>	Means the keeping of animals within the curtilage of a dwelling unit in accordance with Council's relevant Local Law.
<b>Dwelling unit</b>	A building or part of a building used as a self contained residence for one household which includes: <ul style="list-style-type: none"> <li>(a) food preparation facilities; and</li> <li>(b) bath or shower; and</li> <li>(c) closet pan and wash basin.</li> </ul> It includes out-buildings and works normal to a dwelling.
<b>Environmental Impact Statement (EIS)</b>	A document, which may be requested to support a development application, which includes sufficient detail to allow an adequate assessment to be made of the potential environmental impacts and the suitability of proposed mitigation measures: <ul style="list-style-type: none"> <li>(a) a description and justification of the development proposal,</li> <li>(b) a description of the existing environment and its values and significance,</li> <li>(c) a statement of the likely impacts of the proposal on the existing environment,</li> <li>(d) a statement of the measures to be used to avoid or mitigate adverse</li> </ul>

<sup>243</sup> Refer to the citation at the beginning of this planning scheme for the actual date.

## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
	impacts,
	(e) a statement of the means to be used to monitor the effectiveness of the mitigation measures and to respond to accidents, emergencies and other instances of non-compliance;
	(f) and commonly incorporates an Environmental Management Plan
<b>Environmental Management Plan (EMP)</b>	A document which may be requested to support a development application, or required as a condition of development approval, which describes, for carrying out development, for operating infrastructure, for using premises: <ul style="list-style-type: none"> <li>(a) what acceptable levels of environmental impact are intended to be achieved and maintained,</li> <li>(b) how it is proposed to avoid environmental harm or nuisance,</li> <li>(c) who is responsible for implementing the management measures,</li> <li>(d) what monitoring and reporting will be undertaken,</li> <li>(e) what actions will be taken to respond to non-compliances and emergency situations</li> </ul>
<b>Environmental value</b>	A quality or physical characteristic of the environment, or part of the environment, that is conducive to ecological health or public amenity or safety
<b>Existing</b>	A use, building, other structure or premises that was lawfully in existence, or approved, immediately before the commencement day. Whether such use, building, other structure or premises remains lawful at any given time shall be determined in accordance with the relevant provisions of the Act
<b>Forestry business</b>	Premises for "forest practice" The term includes milling of cut timber on the same site by portable machinery and the manufacture and packaging of timber goods resulting from the cutting and ancillary milling of the timber.
<b>Green break separations</b>	Refer to areas of largely undeveloped land in its natural state comprising timbered areas and/or grassland between areas that are developed with more intense uses or with buildings or works.
<b>Gross floor area (or GFA)</b>	The sum of the areas (inclusive of all walls, columns and balconies whether roofed or not) of all storeys of a building or buildings, excluding: <ul style="list-style-type: none"> <li>(a) the areas (inclusive of all walls and columns) at any topmost storey of lift motor rooms or air conditioning or other mechanical or electrical plant and equipment rooms;</li> <li>(b) the area of that part of any private balcony whether roofed or not and accessible only from one dwelling or rooming unit, where the combined area of such balconies does not exceed 20% of the maximum allowable gross floor area of the building;</li> <li>(c) the area of any public lobby at ground storey level;</li> <li>(d) the area of any public mall, covered public walkways, or public toilets in a shopping centre;</li> <li>(e) the areas (inclusive of all walls and columns) at any ground storey level (in the case of residential development), or any level below ground storey, of all space used or intended for use for the parking and manoeuvring of motor vehicles</li> </ul>
<b>Ground level</b>	In relation to a lot, means the level of the ground on the lot at the date of registration of that lot's title deed. Where the ground level at that date is not known, the ground level is as determined by the Council
<b>Ground storey</b>	The storey which has its floor level closest to ground level, measured at the middle of the front wall of the building
<b>Height</b>	In relation to a building or structure, refers to the vertical distance between ground level and the highest point of that building or structure
<b>Home activities</b>	A dwelling unit used for an office-based business activity by a person

Planning Scheme 2005  
living for lifestyle

S1-24

Commencement date: originally 17 October 2005  
This version is known as Reprint 7 commencement date: 10 July 2017  
Reprint 7 was made under the alignment rules of the Planning Act 2016

## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
	<p>residing in the dwelling unit which does not involve the:</p> <ul style="list-style-type: none"> <li>(a) employment of persons other than residents; or</li> <li>(b) use, whether temporarily or otherwise, of more than 40m<sup>2</sup> of the gross floor area of the dwelling unit; or</li> <li>(c) imposition of a load on any public utility undertaking greater than that which is reasonably required for the predominant uses, existing or likely, in the immediate locality; or</li> <li>(d) interference with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, waste water, waste products, radio or electrical interference or otherwise; or</li> <li>(e) presence at the dwelling unit, at the one time, of two or more persons not being residents; or</li> <li>(f) public display of goods, whether in a window or otherwise; or</li> <li>(g) exhibition of any notice, advertisement or sign other than a sign not exceeding 0.3m<sup>2</sup> which identifies the name of the person and the activity; or</li> <li>(h) traversing of vehicles on any street in the locality or vehicle movements on any such street in excess of that which is or could be reasonably expected to be generated by other development in that locality during any particular period of time; or</li> <li>(i) the use of the premises for: <ul style="list-style-type: none"> <li>(i) prostitution; or</li> <li>(ii) a family day care centre; or</li> <li>(iii) light industry, general industry or noxious or hazardous industry; or</li> <li>(iv) heavy vehicle parking; or</li> <li>(v) the conduct of a professional office for the purpose of providing medical or dental services or the like; or</li> <li>(vi) a real estate office; or</li> <li>(vii) personal services such as a hairdresser, beautician, masseur or the like.</li> </ul> </li> </ul>
<b>Household</b>	An individual or group of individuals whether related or unrelated living together as a single domestic unit
<b>Industry</b>	<p>The term includes any of the following activities:</p> <ul style="list-style-type: none"> <li>(a) the making of any article or part of any article; or</li> <li>(b) the altering, repairing, servicing, ornamenting, finishing, cleaning, washing, freezing, packing or canning, or adapting for sale, of any article; or</li> <li>(c) the recycling of any material or article involving receiving and processing (other than only any collecting, stripping, sorting, packing, breaking up or demolition, storage and sale or distribution) of such material or article; or</li> <li>(d) the on-site treatment or disposal of waste material; or</li> <li>(e) the storage, whether for sale or not, of any solid, liquid or gaseous fuel;</li> <li>(f) any process of scientific or technological research other than for educational purposes or as a minor activity ancillary to a non-industrial purpose on the site; and</li> <li>(g) when conducted as an ancillary activity on the same site as any of the above activities: <ul style="list-style-type: none"> <li>(i) the storage of goods or materials used in connection with or resulting from any of the above activities; or</li> <li>(ii) the sale of goods, resulting from such activities; or</li> </ul> </li> </ul>

Planning Scheme 2005  
living for lifestyle

S1-25

Commencement date: originally 17 October 2005  
This version is known as Reprint 7 commencement date: 10 July 2017  
Reprint 7 was made under the alignment rules of the Planning Act 2016



## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning						
	(iii) any work of administration or accounting in connection with such activities; or (iv) amenities for the comfort and enjoyment of persons working at the premises.						
<b>Landscape gardening purposes</b>	Means works undertaken in relation to trees, shrubs and other plants which include: (a) planting, pruning, shaping and removing trees, shrubs and other plants located within the curtilage of a dwelling unit; (b) mowing of grass; and (c) domestic horticulture associated with a dwelling unit where up to 15% of a lot may be cleared to provide areas specifically for the planting, growing and harvesting of crops, flowers, fruits and vegetables for domestic consumption.						
<b>Level 1 Viewer Place</b>	For the purposes of assessing the level of visual detracting that may result from a development on land affected by the Capricorn Coast Landscape special management area, Level 1 view Places comprise land defined in Column II below: <table border="1"> <thead> <tr> <th>Column I Location:</th><th>Column II Extent of Level 1 Viewer Places</th></tr> </thead> <tbody> <tr> <td>Along the following road: • Scenic Highway, • Farnborough Road, • Yeppoon Road, • Emu Park Road, • Tanby Road</td><td>If the road reserve is not wider than 20 metres: Within the area of the road reserve plus 10 metres on either side of the reserve measured from its outer edge.  If the road reserve is wider than 20 metres but not wider than 30 metres: Within the area of the road reserve plus 15 metres on either side of the reserve measured from its outer edge.  If the road reserve is wider than 30 metres: Within the area of the road reserve plus 20 metres on either side of the reserve measured from its outer edge.</td></tr> <tr> <td>Along the coastline foreshore</td><td>If there is a frontal dune: Within 40 metres of the toe of the frontal dune.  If there is no beach or frontal dune: Within 40 metres of the Mean High Water Spring tide.</td></tr> </tbody> </table>	Column I Location:	Column II Extent of Level 1 Viewer Places	Along the following road: • Scenic Highway, • Farnborough Road, • Yeppoon Road, • Emu Park Road, • Tanby Road	If the road reserve is not wider than 20 metres: Within the area of the road reserve plus 10 metres on either side of the reserve measured from its outer edge.  If the road reserve is wider than 20 metres but not wider than 30 metres: Within the area of the road reserve plus 15 metres on either side of the reserve measured from its outer edge.  If the road reserve is wider than 30 metres: Within the area of the road reserve plus 20 metres on either side of the reserve measured from its outer edge.	Along the coastline foreshore	If there is a frontal dune: Within 40 metres of the toe of the frontal dune.  If there is no beach or frontal dune: Within 40 metres of the Mean High Water Spring tide.
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Along the coastline foreshore	If there is a frontal dune: Within 40 metres of the toe of the frontal dune.  If there is no beach or frontal dune: Within 40 metres of the Mean High Water Spring tide.						
<b>Lot</b>	As defined in the <i>Land Act 1994</i> .						
<b>Map or Maps</b>	This planning scheme includes 3 series of maps being, Zoning Maps, Overlay Maps and Planning Scheme Maps. In this planning scheme, reference to a map or maps includes an original map adopted at or subsequent to the commencement day plus any amending sheet to an original map.						
<b>Maximum density</b>	Refers to the maximum number of people to be accommodated in multi-unit residential premises assessed by using the following occupancy rates: One bedroom = 2 persons Two bedrooms = 3 persons Each additional bedroom = 1 additional person						

Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning																																																																																																																																	
<b>Minor quantities of dangerous goods</b>	<p>Refers to the storage, handling, use or production of dangerous goods as mentioned in the <i>Australian Code for the Transport of Dangerous Goods by Road and Rail</i> (ADG Code), and flammable and combustible liquids, where the quantity of such dangerous goods and liquids on the site of any factory, industrial workshop or warehouse at any one time is less than the following:</p> <p>(a) The storage, use or production of dangerous goods included in Classes 1, 2, 3, 4, 5, 6, 8 and 9 of the ADG Code involves:</p> <p>(i) quantities less than those specified in the table below:</p> <table><tr><th></th><th>Class/Type</th><th>Quantity litres/ kilograms</th></tr><tr><td>Explosives</td><td>Class 1</td><td>25 kg/litres</td></tr><tr><td>Flammable gases other than LPG Class 2.1</td><td>Class 2</td><td></td></tr><tr><td>Liquefied petroleum gases</td><td>Class 2.1</td><td>8,000 litres</td></tr><tr><td>Non-flammable/non-toxic gases</td><td>Class 2.2</td><td>100,000 litres</td></tr><tr><td>Non-flammable oxidizing gases</td><td>Class 2.2(5)</td><td>100,000 litres</td></tr><tr><td>Poisonous gases</td><td>Class 2.3</td><td>100 litres</td></tr><tr><td>Flammable liquids</td><td>Class 3</td><td></td></tr><tr><td></td><td>Packaging Group I</td><td>20,000 kg/litres</td></tr><tr><td></td><td>Packaging Group II</td><td>50,000 kg/litres</td></tr><tr><td></td><td>Packaging Group III</td><td>100,000 kg/litres</td></tr><tr><td>Combustible liquids</td><td>CI/CII</td><td>500,000 kg/litres</td></tr><tr><td>Flammable Solids</td><td>Class 4.1</td><td>100 kg/litres</td></tr><tr><td></td><td>Packaging Group I</td><td>250 kg/litres</td></tr><tr><td></td><td>Packaging Group II</td><td>2,000 kg/litres</td></tr><tr><td></td><td>Packaging Group III</td><td>5,000 kg/litres</td></tr><tr><td>Spontaneously combustible solids</td><td>Class 4.2</td><td></td></tr><tr><td></td><td>Packaging Group I</td><td>125 kg/litres</td></tr><tr><td></td><td>Packaging Group 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## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning																					
	<p>goods on the site at any one time:</p> <ul style="list-style-type: none"><li>• in the case of liquids, does not exceed 50,000 litres;</li><li>• in the case of dangerous goods other than liquids, does not exceed 50,000 kilograms; or</li><li>• in the case of both liquids and other dangerous goods, where the total number of litres and kilograms is added together does not exceed 50,000.</li></ul> <p>(b) The storage, use or production of liquefied petroleum gas, flammable liquids included in Class 3 of the ADG Code and/or combustible liquids as defined in <i>Australian Standard 1940 - The Storage and Handling of Flammable and Combustible Liquids</i>, both as amended from time to time, involves:</p> <p>(i) quantities of gas or liquid stored (as indicated by the design capacity of the storage system) or intended to be stored above ground less than the quantities specified in the Table following:</p> <table><tr><th>Class</th><th>Type</th><th>Quantity</th></tr><tr><td>Class 2.1</td><td>Liquefied petroleum gas</td><td>8,000 litres</td></tr><tr><td>Class 3.1</td><td>Flammable liquids</td><td>2,500 litres</td></tr><tr><td>Class 3.2</td><td>Flammable liquids</td><td>5,000 litres</td></tr><tr><td>None specified</td><td>Combustible liquids</td><td>10,000 litres</td></tr></table> <p>(ii) provided that the aggregate quantity of all such types of gas and liquid stored or intended to be stored below ground is less than 250,000 litres.</p> <p>(c) The storage of any quantity of liquefied petroleum gas and flammable and combustible liquids where the storage is for part of the lawful use of the premises for the purposes of a Public Utility or Service Station.</p> <p>(d) For the purposes of this definition, "Packaging group" is a categorisation of dangerous goods for packaging purposes, recommended by the United Nations Committee of Experts on the Transport of Dangerous Goods, according to the degree of danger they present as follows:</p> <table><tr><td>Great danger</td><td>- Packaging Group I</td></tr><tr><td>Medium danger</td><td>- Packaging Group II</td></tr><tr><td>Minor danger</td><td>- Packaging Group III</td></tr></table>	Class	Type	Quantity	Class 2.1	Liquefied petroleum gas	8,000 litres	Class 3.1	Flammable liquids	2,500 litres	Class 3.2	Flammable liquids	5,000 litres	None specified	Combustible liquids	10,000 litres	Great danger	- Packaging Group I	Medium danger	- Packaging Group II	Minor danger	- Packaging Group III
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Noise sensitive place	<p>(a) a site within<sup>246</sup>:</p> <p>(i) 50 metres of a State controlled road;</p> <p>(ii) 100 metres of a State controlled railway corridor<sup>247</sup>;</p> <p>(iii) an area nominated by Council in a planning scheme policy;</p> <p>(b) for any of the following defined purposes<sup>248</sup> or any purpose if also in the Protected Area special management area:</p> <p>(i) Residential purposes</p> <p>(ii) Special use for:</p> <p>(A) cultural, educational or religious purposes;</p> <p>(B) health service, hospital, nursing home or other residential health care facility;</p>																					

<sup>246</sup> In this context, the extent of the area within the specified distances shall be measured from the relevant boundary of the State controlled land for (a) and (b) or for (c) as detailed in the planning scheme policy.

<sup>247</sup> For the purposes of this definition, 'State controlled railway corridor' refers to railway corridor land as defined by the *Transport Infrastructure Act*.

<sup>248</sup> Refer to Schedule 1, Division 1

## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
	(C) library; (D) school, pre-school, college, university and ancillary residential components for staff and students at the premises; (iii) child care centre; (iv) park
<b>Overlay</b>	A layer in the planning scheme that identifies special management areas and is subject to the provisions of Division 10 of Part 3 of this planning scheme.
<b>Plan of Development</b>	A plan which has been approved by Council as part of a development approval. This plan shall be incorporated into the conditions of such approval, and shall specify the nature, layout, and extent of the proposed development of the land.
<b>Planning scheme area</b>	The whole of the Shire of Livingstone.
<b>Plot ratio</b>	The expression as a ratio of gross floor area divided by the area of the site where the area of the site equates to 1 e.g., plot ratio of 2.5:1 = 2,500m <sup>2</sup> GFA on a 1,000m <sup>2</sup> site.
<b>Principal road frontage</b>	Refer to Road frontage
<b>Precinct</b>	A geographical division of land in a zone identified for the purposes of this planning scheme
<b>Relocatable home</b>	A Class 1 building under the BCA that is: (a) factory assembled or built in components and assembled on-site; and (b) designed to be transported from one location to another; and (c) ordinarily able to be moved
<b>Ribbon development</b>	Refers to linear development stretching in a straight line e.g., along either side of a road and generally not more than one lot deep.
<b>Riparian corridor</b>	That part of the landscape adjacent to watercourse and waterbodies that exert a direct influence on the stream or lake margins, and on the water and aquatic ecosystems contained within them including the stream banks and a variable width belt of land alongside the banks/shore.
<b>Road frontage</b>	Refers to the boundary between a lot and a road abutting the lot. If the lot abuts more than one road, then the road frontage to the highest order road (as determined by Council) is the principal road frontage and any other frontage is a secondary road frontage.
<b>Roadside stall</b>	Premises, not exceeding 25m <sup>2</sup> in gross floor area used or intended to be used mostly on an irregular or casual basis for the sale by retail of primary produce grown on the land on which the premises are located. Such produce is sold mostly in small quantities to the travelling public. The term does not include "Produce Store" or "Shop" as defined in this planning scheme
<b>Rooming unit</b>	Any part of a building used or intended for use to accommodate one household but which is not self-contained
<b>Secondary road frontage</b>	Refer to Road frontage.
<b>Sensitive receptor</b>	Includes: (a) land and uses in the Residential zone, Village zone and Park Residential zone, (b) all Residential purposes,

Planning Scheme 2005  
living for lifestyle

S1-29

Commencement date: originally 17 October 2005  
This version is known as Reprint 7 commencement date: 10 July 2017  
Reprint 7 was made under the alignment rules of the Planning Act 2016

## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
	<ul style="list-style-type: none"> <li>(c) a Medical centre,</li> <li>(d) Recreational purposes for Park or Outdoor recreation, or</li> <li>(e) Community purposes.</li> </ul>
<b>Significant</b>	Where referring to impacts of development, refers to both incremental and cumulative effects.
<b>Site</b>	<p>Any land on which development is carried out or is proposed to be carried out whether such land comprises:</p> <ul style="list-style-type: none"> <li>(a) the whole of any one lot, or parcel of land; or</li> <li>(b) only part of one lot; or</li> <li>(c) more than one lot where each lot is contiguous with the other or another lot; or</li> <li>(d) conjointly used lands which are not adjoining lands;</li> <li>(e) and which in rural areas may be a total farm holding operated by the land holder</li> </ul>
<b>Site cover</b>	<p>The area on a site covered or proposed to be covered by a building or structure that:</p> <ul style="list-style-type: none"> <li>(a) includes: <ul style="list-style-type: none"> <li>(i) the area contained within the projection of the outer limits of all floors of a building onto the ground; and</li> <li>(ii) covered ground-level car parking; but</li> </ul> </li> <li>(b) excludes: <ul style="list-style-type: none"> <li>(i) driveways, vehicle manoeuvring areas and uncovered car parking; and</li> <li>(ii) any unenclosed building or structure, designed primarily to provide shade or rain protection, used for private recreational purposes as part of a residential purpose; and</li> <li>(iii) roof overhangs and sun hoods; and</li> <li>(iv) balconies that project from the building and are not enclosed on two sides whether or not roofed; and</li> <li>(v) underground car parking not exposed at ground level (NOTE: any portion of the structure exposed is include in site cover).</li> </ul> </li> </ul>
<b>Site density</b>	<p>The maximum number of dwelling units or lots permitted on a particular site, or in the case of staged development, that part of the site included in any particular stage:</p> <ul style="list-style-type: none"> <li>(a) expressed as a ratio between the number of dwelling units or lots and the area of the site, and</li> <li>(b) where the area of the site excludes any balance area and land set aside for public recreation or conservation purposes</li> </ul>
<b>Solid screen fence</b>	<p>Means a fence or barrier that is constructed of material that:</p> <ul style="list-style-type: none"> <li>(a) precludes a person from seeing through the structure; and</li> <li>(b) reduces the volume of noise on the opposite side of the fence to the noise generator.</li> </ul>
<b>Special management area</b>	Part of the planning scheme area requiring special management because of a particular natural or cultural feature or resource that needs to be taken into account in the development and use of premises in that area and is subject to the provisions of Division 10 of Part 3 of this planning scheme
<b>Storey</b>	<p>The space within a building which is situated between one floor level and the floor level next above, or if there is no floor above, the ceiling or roof above, but not a space that contains only:</p> <ul style="list-style-type: none"> <li>(a) a lift shaft, stairway or meter room, or</li> <li>(b) garaging and other service areas located below ground level, or</li> <li>(c) a combination of the above.</li> </ul>

## Schedule 1 – Dictionary



Column 1 Term	Column 2 Meaning
<b>Temporary event</b>	<p>An irregular, infrequent, itinerant or random event such that the activity is not conducted for a period of either:</p> <ul style="list-style-type: none"> <li>(a) 7 hours consecutively, or</li> <li>(b) more than 2 days in every month or 30 consecutive day period, or</li> <li>(c) more than 24 days in a year or consecutive 365 day period</li> <li>(d) in which the activity does not constitute a material change of use of premises.</li> </ul> <p>Activities include, but are not limited to, premises used for:</p> <ul style="list-style-type: none"> <li>(a) a carnival, circus, fair, fete, rodeo, show, community use, or a temporary use pursuant to an authority under the <i>Liquor Act 1992</i>, or the like which is:- <ul style="list-style-type: none"> <li>(i) of a temporary nature; and</li> <li>(ii) not regular (e.g., weekly or monthly) at a fixed venue; or</li> </ul> </li> <li>(b) displaying temporary advertising matter; or</li> <li>(c) short-term accommodation where: <ul style="list-style-type: none"> <li>(i) there is a building approval for the erection of a house on the premises; and</li> <li>(ii) the occupant of the short-term accommodation is the holder of a current owner/builder licence from the relevant government agency; and</li> <li>(iii) suitable arrangement have been made for the provision of ablution, toilet and dishwashing facilities, sewage and sullage collection and disposal, electricity, solid waste collection and disposal and potable water supply; and</li> <li>(iv) such accommodation is for a specified period not exceeding six months; or</li> </ul> </li> <li>(d) such other use or activity that is specified in a relevant Planning Scheme Policy.</li> </ul>
<b>Zone</b>	A geographical division of the planning scheme area for the purposes of this planning scheme

Commencement date: originally 17 October 2005  
 This version is known as Reprint 7 commencement date: 10 July 2017  
 Reprint 7 was made under the alignment rules of the Planning Act 2016



## **13 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS**

### **13.1 NOTICE OF MOTION - COUNCILLOR ADAM BELOT - FREE MICROCHIPPING DAY VENUE**

**File No:** GV13.4.4

**Attachments:** 1. Notice of Motion [↓](#)

**Responsible Officer:** Chris Murdoch - Chief Executive Officer

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#### **SUMMARY**

*Councillor Adam Belot has indicated his intention to move the following Notice of Motion at the next Council Meeting 1 May 2018, as follows:*

#### **RECOMMENDATION**

THAT LSC undertake to hold the next free microchipping day, at a suitable venue in Zilzie/Emu Park, as an alternate to recent events held in Merv Anderson Park, Ross Creek, Yeppoon.

#### **BACKGROUND**

Refer to attached Notice of Motion.



**13.1 - NOTICE OF MOTION -  
COUNCILLOR ADAM BELOT - FREE  
MICROCHIPPING DAY VENUE**

**Notice of Motion**

**Meeting Date: 1 May 2018**

**Attachment No: 1**

Chief Executive Officer  
Livingstone Shire Council  
Anzac Parade  
Yeppoon Q 4703

23/04/2018

**Notice of Motion**

To whom it may concern,

I hereby give Notice of my intention to move the following motion at the next Ordinary Meeting of Council.

Chief Executive Officer  
Livingstone Shire Council  
Anzac Parade  
Yeppoon Q 4703

**Notice of Motion**

To whom it may concern,

I hereby give Notice of my intention to move the following motion at the next Ordinary Meeting of Council set down for Tuesday.

**That LSC undertake to hold the next Free Micro Chipping Day, at a suitable venue in Zilzie/Emu Park, as an alternate to recent events held in Merv Anderson Park Ross Creek Yeppoon.**

Background: As the Committee Chairperson for Animal Management, it has occurred to me for some time that staging a free Micro Chipping day at the Southern end of the Coast ie. Zilzie/Emu Park, would be very beneficial for this sector of our community. Previously, there has been positive discussions around this proposal by stakeholders and I look forward to holding this event down at Emu Park / Zilzie.

Sincerely,

Cr Adam Belot

**13.2 NOTICE OF MOTION - COUNCILLOR ADAM BELOT - LSC INFRASTRUCTURE LEASES****File No:** GV13.4.4**Attachments:** 1. Notice of Motion [↓](#)**Responsible Officer:** Chris Murdoch - Chief Executive Officer

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**SUMMARY**

*Councillor Adam Belot has indicated his intention to move the following Notice of Motion at the next Council Meeting 1 May 2018, as follows:*

**RECOMMENDATION**

THAT LSC review and refine the policy, which assess what entity (individual, business, not for profit, etc) is successful in leasing LSC infrastructure/buildings, to reflect that all Councillors will be responsible for making the final decision based on relevant information.

**BACKGROUND**

Refer to attached Notice of Motion.

## **13.2 - NOTICE OF MOTION - COUNCILLOR ADAM BELOT - LSC INFRASTRUCTURE LEASES**

### **Notice of Motion**

**Meeting Date: 1 May 2018**

**Attachment No: 1**

Chief Executive Officer  
Livingstone Shire Council  
Anzac Parade  
Yeppoon Q 4703

23/04/2018

**Notice of Motion**

To whom it may concern,

I hereby give Notice of my intention to move the following motion at the next Ordinary Meeting of Council.

Chief Executive Officer  
Livingstone Shire Council  
Anzac Parade  
Yeppoon Q 4703

**Notice of Motion**

To whom it may concern,

I hereby give Notice of my intention to move the following motion at the next Ordinary Meeting of Council set down for Tuesday.

**That LSC review and refine the policy , which assess what entity (individual , business, not for profit etc.) is successful in leasing LSC infrastructure/buildings, to reflect that all Councillors will be responsible for making the final decision based on relevant information .**

Background:

Essentially, Councillors should be involved in the final determination of who leases LSC infrastructure. Currently LSC is undergoing several Expression of Interests (EOI) and Tendering processes to gauge interest in the Disaster Management Centre ( HUB). Furthermore a similar approach was undertaken to secure a tenant for the lagoon Precinct.

My understanding is that the existing policy delegates this authority to the Mayor and CEO. It is my opinion that all Councillors should be involved in making a determination by way of a Council resolution. By doing so, greater transparency and community confidence will be fostered, in a similar manner ,when all of Council decides on a public tender to perform works for LSC over a certain monetary threshold.

The above motion will reflect the strategy's outlined in the LSC Corporate Plan (see below)

Sincerely,

Cr Adam Belot



## Governance

### Goal:

An efficient, progressive, transparent and financially sustainable organisation which is responsive to the needs of the community through sound decision making and leadership.

### Strategies:

- ▶ Strategy GO1: Inform and empower the community through ongoing engagement and communication.
- ▶ Strategy GO2: Develop strategic plans and policies to address local and regional issues and guide service provision.
- ▶ Strategy GO3: Pursue financial sustainability through effective use of the Council's resources and assets and prudent management of risk.
- ▶ Strategy GO4: Provide transparent and accountable decision making reflecting positive leadership to the community.
- ▶ Strategy GO5: Deliver customer focused and responsive services efficiently and effectively.

## 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 Potential Sale of Lots 2 and 3 - The Gateway Business and Industry Park

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage .

## 15 CONFIDENTIAL REPORTS

### 15.1 POTENTIAL SALE OF LOTS 2 AND 3 - THE GATEWAY BUSINESS AND INDUSTRY PARK

**File No:** ED.8.5.5

**Attachments:** 1. The Gateway Business and Industry Park Masterplan

**Responsible Officer:** Debra Howe - Director Strategic Growth and Development

**Author:** Elle Wallin - Projects Officer  
Marcus Vycke - Manager Growth and Economic Development

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 .

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#### SUMMARY

*A local business has expressed interest in two lots within Stage 1 of The Gateway Business and Industry Park.*

**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**