



# **ORDINARY MEETING**

## **AGENDA**

**5 NOVEMBER 2019**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 5 November 2019 commencing at 9.00am for transaction of the enclosed business.*

Chris Murdoch  
CHIEF EXECUTIVE OFFICER  
30 October 2019

Next Meeting Date: 19.11.19

**Please note:**

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

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## 1 OPENING

### Acknowledgement of Country

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

## 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

### Officers in Attendance:

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

### **3 LEAVE OF ABSENCE / APOLOGIES**

Nil

#### **4      CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Minutes of the Ordinary Meeting held 22 October 2019.

## **5      DECLARATION OF INTEREST IN MATTERS ON THE AGENDA**

**6 PUBLIC FORUMS/DEPUTATIONS**

Nil

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

Nil

## **8 PRESENTATION OF PETITIONS**

Nil

**9 MAYORAL MINUTE**

Nil



## **10 COUNCILLOR/DELEGATE REPORTS**

Nil

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

Nil

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## 12 REPORTS

### 12.1 LIVINGSTONE COMMUNITY PLAN: TOWARDS 2050

File No:	CS3.2.3
Attachments:	1. Livingstone Community Plan: Towards 2050 (CONTENT ONLY) <a href="#">↓</a>
Responsible Officer:	Brett Bacon - Executive Director Liveability and Wellbeing
Author:	Jared Thomsen - Principal Community Development and Engagement Officer

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#### SUMMARY

*This report discusses the Livingstone 2050: Shaping Our Tomorrow planning project, and presents the subsequent thirty (30) year whole-of-community plan, titled the Livingstone Community Plan: Towards 2050.*

#### OFFICER'S RECOMMENDATION

THAT Council resolve that:

- 1) the *Livingstone Community Plan: Towards 2050* be formally accepted and endorsed by Council;
- 2) the vision and values therein be used to guide Council's operations and decision-making to ensure the themes, goals, and strategies specified by the community are pursued and delivered; and
- 3) meaningful consultation and engagement with the community will guide any future amendment or update to the plan, ensuring it reflects a whole-of-community perspective.

#### BACKGROUND

The Livingstone 2050: Shaping Our Tomorrow planning project has delivered a long-term whole-of-community plan, titled the *Livingstone Community Plan: Towards 2050* (see Attachment One – please note this is a content only copy of the plan). The *Livingstone Community Plan: Towards 2050* signifies a community-led strategic plan that will provide confidence to all stakeholders within the community that Council and the region knows where it is heading, and how it intends to get there.

The development of the *Livingstone Community Plan: Towards 2050* was guided by a range of meaningful consultation and engagement activities across the Livingstone community, these included:

- 1) Statistically Representative Telephone Survey;
- 2) Online Survey (Open to all Community Members);
- 3) Online Survey (Open to all Livingstone Shire Council employees);
- 4) Consultation Workshops;
- 5) Community Pop-ups;
- 6) School Engagements; and
- 7) Livingstone 2050 Panel.

Through these consultation and engagement activities, over 2,000 people throughout the community have participated in and contributed to the development of the *Livingstone Community Plan: Towards 2050* by providing feedback, comments, and collective perspectives.

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Subsequent to these consultation and engagement activities, the *Livingstone Community Plan: Towards 2050* has been developed and refined to outline:

- 1) A vision for the Livingstone region;
- 2) Articulation of the key strategic priorities for the region and Council's role in provision, regulation, facilitation, or advocacy; and
- 3) The future of the Livingstone region, including clarification of changing community context and needs.

### COMMENTARY

The *Livingstone Community Plan: Towards 2050* captures a strategic vision for long-term sustainable growth and development of the Livingstone community established through meaningful consultation and engagement with the community. As captured in the *Livingstone Community Plan: Towards 2050*, the community's vision for the region over the next thirty (30) years is that '*Livingstone is welcoming, connected, and resilient with a relaxed community spirit, celebrated for its natural beauty, vibrant culture, and thriving economy*'.

This thirty (30) year whole-of-community plan will also provide a basis for considered decision-making in allocating resources, and prioritising projects and programmes that reflect the vision, themes, and goals set by the Livingstone community. In working to achieve this vision and the associated goals, the *Livingstone Community Plan: Towards 2050* also outlines the community's values, which include:

- 1) Leadership – local leadership that provides innovative approaches to the challenges we face now and into the future.
- 2) Collaboration – this Plan is created for and by the community of Livingstone. That includes residents, visitors and workers. The Plan will also interact with policies and plans of other regions and with the State – to achieve our aspirations many individuals, groups, and agencies will need to work together in a spirit of cooperation, and build relationships.
- 3) Equity – the community's vision can only be achieved if it considers all members of our community. This means equity of opportunity, in the right to be included and heard, and in the use of natural resources for current generations and for those to come.
- 4) Respect - our community expects a future built on respect and understanding between those within our community and in turn, between the community and all levels of government.

Long-term goals within the *Livingstone Community Plan: Towards 2050* have been grouped within the following key themes that were emphasised by the community through the consultation and engagement activities:

- 1) Liveable Livingstone;
- 2) Thriving Livingstone;
- 3) Natural Livingstone;
- 4) Leading Livingstone; and
- 5) Future Livingstone.

The associated goals and strategies set out within the *Livingstone Community Plan: Towards 2050* provide clarity surrounding the community's vision and priorities over the next thirty (30) years, and will enable considered decision-making that align with the community's voice.

### PREVIOUS DECISIONS

There have been no previous decisions regarding this matter.

**BUDGET IMPLICATIONS**

The delivery of this project has been accommodated within existing budget allocations.

**LEGISLATIVE CONTEXT**

There is no legislative context associated with this matter.

**LEGAL IMPLICATIONS**

There are no legal implications relating to this matter.

**STAFFING IMPLICATIONS**

The delivery of this project has been achieved in collaboration with consultancy services provided by the University of Technology Sydney (Centre for Local Government), and the existing capacities of the Community Development and Sport and Recreation team.

**RISK ASSESSMENT**

The following risks associated with this project have been identified:

- 1) *Reputation* – Council's reputation may be impacted should the meaningful community consultation and engagement underpinning this plan be overlooked;
- 2) *Community* – the development of the whole-of-community plan must be guided and informed by meaningful community consultation and engagement; and
- 3) *Financial* – this project will be delivered in line with Council's project management framework to ensure control of associated costs in line with available budget.

**CORPORATE/OPERATIONAL PLAN**

Strategy GO2 of Council's Corporate Plan states: '*Develop strategic plans and policies to address local and regional issues and guide service provision.*'

**LOCAL GOVERNMENT PRINCIPLES**

The local government principles are –

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

**CONCLUSION**

The development of the *Livingstone Community Plan: Towards 2050* has outlined a clear vision owned by the community and Council alike. This project has also captured key objectives identified and prioritised by the community, and established informed goals and strategies that can be pursued with purpose, and enable more efficient allocation of resources in the delivery of services.

## **12.1 - LIVINGSTONE COMMUNITY PLAN: TOWARDS 2050**

### **Livingstone Community Plan: Towards 2050 (CONTENT ONLY)**

**Meeting Date: 5 November 2019**

**Attachment No: 1**

# *Livingstone Community Plan: Towards 2050*



Livingstone Shire Council

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## Acknowledgement of Country

Council acknowledges and pays respects to the Darumbal and Woppaburra people as Traditional Custodians of the land within Livingstone. Council also acknowledges and pays its respects to the Aboriginal and Torres Strait Islander people who now reside within this area.

The *Livingstone Community Plan: Towards 2050* commits to honouring the history and ongoing contributions of Aboriginal and Torres Strait Islander people to the Livingstone region and the fundamental role they play in shaping our region.

## Our Community

The Livingstone region in Central Queensland comprises coastal and rural areas along the Capricorn Coast which spans over 11,776 square kilometres from north of the Fitzroy River to Ogmoo. The northern part of the region extends west into Mount Gardiner and the Eugene State Forest.

Livingstone is home to more than 37,000 residents. The major centres include the coastal towns of Yeppoon and Emu Park, with the smaller settlements of Byfield, Farnborough, Cawarral, Keppel Sands, Glenlee, Glendale, The Caves, Yaamba, Marlborough, Stanage Bay and Ogmoo making up Livingstone.

The area has an abundance of natural features including countless beaches, picturesque national parks, pristine rainforests and idyllic offshore islands, making it an ideal tourist destination and place to live. Livingstone is characterised by a regional, laidback atmosphere, away from the bustle of Southern Queensland.

The people of the Darumbal nation first occupied the land that is now known as Livingstone. There are six clan groups of the Darumbal nation, who, before European settlement, lived in distinct territorial boundaries but would come together for ceremonial purposes and shared a common language. The Woppaburra people lived on the Keppel Islands off the coast of Livingstone and were sea-faring island specialists living off the island environment and surrounding inshore reefs and ocean.

Non-Indigenous people are recorded to have lived in what is now known as Livingstone from 1853. Livingstone was first established as a Local Government in 1879, and then amalgamated with three other councils to become Rockhampton Regional Council in 2008. After a de-amalgamation process driven by community feedback, Livingstone Shire Council was re-established on 1 January 2014.

## Our Vision

Based on the community engagement, the following vision statement has been agreed upon:

***Livingstone is welcoming, connected and resilient with a relaxed community spirit, celebrated for its natural beauty, vibrant culture, and thriving economy***

The Livingstone vision may seem 'high level' but it is intended to be implemented in a way that reflects the unique characteristics of the Livingstone community.

To achieve the vision, Livingstone will put in place the strategies set out in this Plan.

## Our Values

*Livingstone Community Plan: Towards 2050* is a plan for the whole of the community structured around guiding community values. The four values are critical as they are the foundations upon which the future of the Livingstone region will be built.

These values are:

- *Leadership* – local leadership which provides innovative approaches to the opportunities now and into the future. *Livingstone Community Plan: Towards 2050* is one example of leadership as it will identify the area's strengths and capabilities and allow the community to work towards its goals together, with pride in the community.
- *Collaboration* – this Plan is created by and for the community of Livingstone. That includes residents, visitors, and workers. The Plan will also interact with policies and plans of other regions and with the State. To achieve the Plan's aspirations many individuals, groups, and agencies will need to work together in a spirit of cooperation, and build relationships across regions.
- *Equity* – the vision can only be achieved if it considers all members of the community. This means equity of opportunity, the right to be included and heard, and equity of the use of natural resources for current generations and for those to come.
- *Respect* – the community expects a future built on respect for the wishes, needs and concerns of each other. *Livingstone Community Plan: Towards 2050* will help to foster understanding and relationships between people in the community, and in turn between community and all levels of government.

## A Whole of Community Plan

***Livingstone is welcoming, connected and resilient with a relaxed community spirit, celebrated for its natural beauty, vibrant culture, and thriving economy.***

*Livingstone Community Plan: Towards 2050* is a 30-year community planning project guided by the Livingstone community, for the community.

Livingstone Shire Council has led a whole of community planning process to develop a 30-year vision with clear community priorities for the region. The process will shape and define the future priority projects and strategies which Council implements and / or influences. The process has involved long term thinking and collaboration with the community.

The planning process identifies where the community is now, as well as where it wants to be in the future. It provides a clear set of strategies with a view to achieving the community's priorities and aspirations for the future. It is a form of direct democracy and allows stakeholders to participate and work together towards a common goal.



Community, Council, and all levels of government will need to work together to shape the future of Livingstone. *Livingstone Community Plan: Towards 2050* is the product of an extensive community consultation process (see page [35](#)).

In developing this Whole of Community Plan, Council has built *Livingstone Community Plan: Towards 2050* around five themes to guide the community towards achieving its vision for Livingstone. Under each of these themes Council has, in collaboration with the community, developed goals and strategies to achieve the vision.

The themes are:

Liveable Livingstone
Thriving Livingstone
Natural Livingstone
Leading Livingstone
Future Livingstone

For each strategy, Council will play one of four roles, which will differ depending on the strategy:

Council's role	Description
<b>Provider</b>	Delivering the service
<b>Regulator</b>	Regulating activities through legislation, local laws and policies
<b>Facilitator</b>	Assisting others to be involved in activities by bringing groups and interested parties together
<b>Advocate</b>	Promoting the interest of the community to other decision makers and influencers.



## Theme 1: Liveable Livingstone

Support and advocate for services for the wellbeing of the people of Livingstone at any age and with any ability.

Goal	Connection to values	Strategy	Council's role
1.1 Access to quality housing and healthcare	<ul style="list-style-type: none"><li>• Leadership</li><li>• Collaboration</li></ul>	1.1.1 Advocate for a range of housing options, including affordable housing, to meet the changing needs of the community	Advocate
		1.1.2 Advocate for improved provision of, and access to, physical and mental health facilities and services	Advocate
		1.1.3 Develop preventative health care strategies to keep people well for longer	Facilitator
1.2 Supporting healthy living at any age		1.2.1 Improve accessibility and inclusion for people of all ages and abilities	Provider
		1.2.2 Facilitate greater access to aged care support services	Facilitator
		1.2.3 Promote wellbeing by addressing environmental health, community safety and social cohesion	Facilitator
1.3 Places for active and passive recreation		1.3.1 Provide community facilities and services to encourage healthy and active lifestyles	Provider
		1.3.2 Facilitate self-sustaining community associations, clubs and volunteering	Facilitator
		1.3.3 Provide safe and welcoming places for people of all ages and abilities	Provider



**What you told us**

- *I value the relaxed lifestyle and strong sense of community pride*
- *Playground upgrades in non-coastal areas ie The Caves, with so many young families in the district and also tourists driving straight past we should have a fabulous and inviting playground for locals and tourists to utilise!*
- *Aged Care and child care – insufficient facilities across the region to meet a growing need...*
- *I value our country lifestyle and community spirit*
- *Love living here. Like the small feel but has everything you need. Friendly place. Beautiful place. There's something for everybody*
- *I value the region's laid back lifestyle and minimal development. Everything is easy and there are many sporting opportunities for our kids*
- *The small community lifestyle where most facilities and services are a short car trip away*
- *It still offers a comparatively free and relaxed lifestyle with pleasant beaches, islands and other natural attractions, as well as educational and cultural services*

- *A beautiful quiet area that is close to a major city with access to an airport*
- *The people and environment. It is such a fantastic place to bring up children*
- *Engaging youth in the community*
- *Making more recreation areas such as the lagoon or more public areas for recreation*
- *I value the facilities for my young family but worry there isn't enough for older children*
- *Maintain a close community, supportive and understanding*

**What you can do**

- *Go outside! Take advantage of Livingstone's stunning walks and swimming spots.*
- *Join a club and get involved in activities you care about or volunteer to support your community.*
- *Support your local sporting team.*

## Theme 2: Thriving Livingstone

Prioritise the Traditional Owners and the importance of the place and country of Indigenous people; offer a diverse range of cultural activities and events; and develop and sustain a diverse economy.

Goal	Connection to values	Strategy	Council's role
<b>2.1 Recognition, respect and support for Indigenous people, history and culture</b>	<ul style="list-style-type: none"> <li>Equity</li> <li>Respect</li> </ul>	2.1.1 Support equitable education, health and employment opportunities for Indigenous people	Facilitator
		2.1.2 Embed respect for Indigenous culture and peoples into the practice of Council and the community	Facilitator
		2.1.3 Conserve items and places of Aboriginal cultural heritage significance and celebrate Indigenous culture and people through community events and partnership approaches	Regulator / Provider
<b>2.2 Diverse business, industry and employment opportunities</b>		2.2.1 Provide support and guidance to local businesses to assist them to thrive	Provider
		2.2.2 Develop strategies to build diverse employment skills and capacity in the community, particularly among young people.	Facilitator
		2.2.3 Target economic development in growth areas and major centres to attract businesses and employment.	Facilitator
<b>2.3 A welcoming and desirable place to visit</b>		2.3.1 Develop a tourism strategy which capitalises on the location of Livingstone, celebrates its Indigenous culture and natural assets, and reflects the need to retain Livingstone's identity as a relaxed, coastal and rural area.	Provider
		2.3.2 As part of the tourism strategy, investigate opportunities to increase accommodation options and explore eco-tourism possibilities	Facilitator
		2.3.3 Maintain foreshore facilities to a high standard for the benefit of the community and to continue to attract visitors	Provider
<b>2.4 Arts and cultural activities and facilities that strengthen social connections</b>		2.4.1 Provide and promote sporting, community and cultural events and festivals, throughout the year, targeted at a range of different ages, interests and abilities.	Provider
		2.4.2 Develop and support a culturally diverse creative arts program.	Provider / facilitator

**What you told us**

- More importance on first peoples of the land in which we stand
- I value local jobs, community sport, involvement for all community members, tourism
- More variety of cultural offering
- ... we are a feature rich region and with current infrastructure works being completed to make our region more liveable and a tourist attraction, we need to continue to utilise and promote LSC region as a tourist destination.
- A community centre with space for arts and performances and a co-working space to encourage gig economy workers to choose the region
- I value the diversity of the area, from "rural to reef" we have so much to offer for not only our locals but also tourists
- Attract people to the area
- Supporting small local business owners
- Tourism, there need to be activities to keep the tourists coming back
- Continue building infrastructure that encourages tourism

- Adopt a universal welcoming aura that is unique, generating interest from "far and wide" to a special place to live, play, invest and work!
- More jobs and different types of jobs - more opportunities for young people
- Tourism and getting people here as well as creating jobs
- We need to continue to utilise and promote the LSC region as a tourist destination. The more tourists, the more visitors will realise how great our region is and in turn spend more money in the local businesses
- Increase tourism while keeping area relaxed

**What you can do**

- Respect Indigenous cultural heritage and country
- Volunteer or offer your skills to community festivals, markets, performances or other events
- Buy locally and support small businesses in your area
- Enrol in a course
- Share your skills with others
- Encourage interstate and overseas friends to come and visit you in Livingstone.

## Theme 3: Natural Livingstone

Protect, sustainably manage and enhance the natural beauty, landscapes and resources of the country of the Darumbal and Woppaburra people in order to safeguard the sustainability and environmental resilience of the region into the future.

Goal	Connection to values	Strategy	Council's role
3.1 Enhanced re-use and recycling of resources	• Leadership	3.1.1 Investigate options for locally-based, accessible re-use and recycling systems for waste, water and energy	Advocate / Provider
		3.1.2 Support transitions to alternative forms of energy	Facilitator
		3.1.3 Review options to incentivise businesses and households to participate and invest in re-use, recycling and energy and water saving practices	Facilitator
3.2 Protection of coastlines and waterways		3.2.1 Secure clean drinking water sources and protect drinking water catchments	Provider / regulator
		3.2.2 Develop coastline and ocean health strategies to minimise pollution, protect Livingstone's unique marine environment and manage future sea level rise	Provider / facilitator
		3.2.3 Pursue excellence in environmental and industry practices to protect and enhance environmental health	Regulator
3.3 Conservation of natural assets and green corridors		3.3.1 Consult with Traditional Owners about traditional land management and protection methods and consider their interests in conservation policies	Facilitator
		3.3.2 Participate in and promote innovative, localised conservation and enhancement programmes to ensure the preservation of natural assets, bushland and biodiversity and manage threats to the environment	Regulator / provider
		3.3.3 Advocate to State and Federal Government on matters which affect the health, wellbeing and sustainability of Livingstone's natural environment	Advocate



**What you told us**

- [We need] *more stringent recycling at landfill gate' and 'more frequent recycling collection*
- [We need] *incentives for sustainable housing and development*
- *Combating climate change*
- *Maintaining the natural beauty of the coastline*
- *The natural environment is the most important part of our region. At present there are many unique natural assets that make living in this part of the world a real pleasure*
- *Preservation of local ecosystems for future generations*
- *Climate change action should be the top priority because it has the potential to affect every other priority*
- *Better management of the estuary systems in the shire to ensure the natural beauty for all generations to come*

**What you can do**

- Take action at home to recycle and minimise waste
- Look into renewable energy sources for your home
- Think about ways to reduce energy use in your home including LED light bulbs, water saving shower heads and improved insulation
- Start up, or contribute to, community vegetable gardens
- Be water smart
- Leave your car at home. Try to integrate walking, cycling and buses into your day to day routine.

## Theme 4: Leading Livingstone

Provide transparent, accountable leadership which listens to the needs of the Livingstone community and advocates strongly for Livingstone's interests to State and Federal Governments.

Goal	Connection to values	Strategy	Council's role
<b>4.1 Innovative and accountable leadership to achieve a shared future</b>	<ul style="list-style-type: none"> <li>Equity</li> <li>Respect</li> </ul>	4.1.1 Ensure that all decisions are strategically aligned with <i>Livingstone Community Plan: Towards 2050</i> and regularly report the progress against the Plan to the community.	Provider
		4.1.2 Ensure that Council expenditure is sustainable and rating systems are equitable	Provider
		4.1.3 Provide financial data to the community which makes transparent costs and subsidies of all services and to all locations across Livingstone	Provider
		4.1.4 Pursue financial sustainability through effective use of Council's assets and resources and prudent risk management	Provider
<b>4.2 Collaboration and partnerships to advocate for the needs of the community</b>		4.2.1 Develop partnerships with businesses, adjoining councils, key local employers (including Defence), universities and professional associations to work together to achieve shared priorities	Facilitator
		4.2.2 Enhance relationships with Federal and State Governments to advocate on behalf of the Livingstone and Central Queensland community	Advocate / Facilitator
<b>4.3 Engagement with the community as advisors and partners</b>		4.3.1 Serve the community by providing great customer experience, value for money and quality services	Provider
		4.3.2 Communicate proactively to build trust, understanding and transparency.	Provider
		4.3.3 Engage with the community in meaningful dialogue and demonstrate how community participation is being used to inform decisions	Provider

**What you told us**

- *What I would like to see is the Rural side of things being taken in to consideration when money is being spent as we seem to get missed out while the coastal area is being developed*
- *Remember that Livingstone is all of the shire not only the urban areas*
- *The rates should be spent on all the Shire not just the coast*
- *Continuous improvement with respect to spending and cost saving*
- *Continuing to listen to residents*

**What you can do**

- Engage with local and state government about the issues that matter to you about your region
- Participate in community engagement activities
- Vote in elections
- Come to Council meetings
- Talk to Council staff and councillors

## Theme 5: Future Livingstone

Become a resilient community prepared for future economic, social, environmental and infrastructure challenges to ensure Livingstone retains its unique character and thrives into the future.

Goal	Connection to values	Strategy	Council's role
5.1 Balanced environmental and development outcomes	• Leadership	5.1.1 Maintain the distinct qualities of the Livingstone identity and ensure that new development is sympathetic to the characteristics and local needs of particular localities	Regulator
		5.1.2 Ensure land use planning and development is sustainable and considers the importance of local habitat and green corridors	Regulator
		5.1.3 Protect and enhance productive farmland to respond to local, regional and economic needs	Regulator
		5.1.4 Review options for development at Great Keppel Island which balance stewardship of its environmental values and a desire to showcase its unique tourist potential	Regulator and Facilitator
5.2 Connected places, people and services		5.2.1 Provide safe and well-designed transport networks including road, cycleway and pedestrian connections that provide accessibility for rural and coastal residents	Regulator and Facilitator
		5.2.2 Assess and regulate development activity to promote good design in the built environment	Regulator
		5.2.3 Work to enhance internet connectivity and promote innovative technologies to streamline services	Facilitator
5.3 Community capacity and resilience in respect of future risks		5.3.1 Provide effective emergency management and emergency prevention services	Provider / Facilitator
		5.3.2 Support the community to build its capacity and adapt to changing social, economic and climatic conditions, including ensure resilience of infrastructure to respond to changing climate and disasters	Facilitator
		5.3.3 Work with police, community leaders, fire and emergency services, and the state government to develop safety strategies and crime prevention programs for the protection of all members of the Livingstone community	Facilitator



**What you told us**

- Balance growth & provision of services with maintaining a relaxed, affordable lifestyle, with more housing & services for seniors
- Maintaining liveability with population growth
- Do not wish to see the coast over developed and targeting tourism to the detriment of the environment which attracts tourists and residents in the first place. Sympathetic and purposeful development in keeping with the value of the community
- Ensuring developments are in line with the vibe and lifestyle
- Development while maintaining that small town Yeppoon feel
- Management of development and maintaining character and charm
- Do not wish to see the coast over developed and targeting tourism to the detriment of the environment which attracts tourists and residents in the first place. Sympathetic and purposeful development in keeping with the value of the community
- Ensure balance between development and environment

- Knowledge of our history to help guide and generate purpose
- Ensuring the genuine authenticity of the history and community isn't lost while trying to go forward
- Maintaining a vibrant caring community with continued population growth
- Equipping upskilling and developing our young people for effective local and global citizenship
- Preparing to live with natural disasters

**What you can do**

- Have a disaster action plan in place
- Learn First Aid or become a volunteer with the State Emergency Services or Emergency Volunteering CREW
- Drive safely and consider other road users including pedestrians and cyclists.

## Livingstone at a Glance

### Population growth

- Livingstone has grown substantially in population size in the last ten years, increasing by twenty-six (26) per cent between 2006 and 2016. By comparison, Queensland's population size grew by 20.5 per cent in that same period<sup>1</sup> and regional Queensland's population (Queensland outside of Brisbane) only grew by 13.7 per cent in the same period.<sup>2</sup> Therefore Livingstone Shire's growth was significant in contrast with the rest of Queensland.
- Livingstone's population growth has now steadied and is projected to grow by 1.6 per cent per year between 2016 and 2041,<sup>3</sup> which is on par with Queensland as a whole. By 2041, it is predicted the population of Livingstone will be about 55,740 residents.<sup>4</sup>

### Ageing population

- In general, in comparison with Queensland as a whole, Livingstone has an older population. In 2018 the population of residents in Livingstone aged 65+ was 18.5 per cent in contrast to 15.4 per cent of residents in Queensland as a whole.<sup>5</sup>
- In Livingstone, around thirty (30) per cent of persons are projected to be aged over 65 years by 2036. In Queensland generally, it is projected to be between 19.5 per cent and 20.9 per cent.<sup>6</sup>
- In 2016, the median age in Livingstone was forty-two (42) years. In Queensland in 2016 the median age was thirty-seven (37) years.<sup>7</sup> By 2041, the median age in Livingstone is projected to be 50.8 years and the median age in Queensland as a whole in the same year will be 40.7 years.<sup>8</sup>

### Income and home ownership

- In comparison to the rest of Queensland, Livingstone has a slightly lower median income (\$1,300 per week for Livingstone; \$1,402 for Queensland) but slightly higher median house prices (\$1,875 monthly mortgage repayments for Livingstone; \$1,733 for Queensland), affecting its housing affordability.<sup>9</sup>

<sup>1</sup> ABS 2006 and 2016 Census Data – Queensland.

<sup>2</sup> ABS 2006 and 2016 Census Data – rest of Queensland.

<sup>3</sup> Queensland Statistician's Office population projections, 2018

<sup>4</sup> Queensland Statistician's Office population projections, 2018

<sup>5</sup> ABS 3235.0, Regional Population by Age and Sex, 2018.

<sup>6</sup> Qld Statistician's Office population projections, 2018.

<sup>7</sup> ABS 2016 Census data – Livingstone and Queensland.

<sup>8</sup> Qld Statistician's Office population projections, 2018.

<sup>9</sup> ABS 2016 Census data – Livingstone and Queensland

- The median weekly personal (\$618) and family (\$1,300) incomes in Livingstone are on a par with regional Queensland (excluding Brisbane) (\$624 and \$1,271 respectively).<sup>10</sup>
- There are higher rates of home ownership in Livingstone (69.7 per cent) than Queensland in general (62.2 per cent).<sup>11</sup>
- Median sale price all dwellings in Livingstone - \$380,000. Median sale price all dwellings in Queensland - \$453,000.<sup>12</sup>

### Employment

- The most common occupations in Livingstone in 2016 were technicians and trades workers 18.2 per cent, professionals 15.5 per cent, clerical and administrative workers 12.6 per cent, and community and personal service workers 11.4 per cent.<sup>13</sup>
- The main employing industries in Livingstone were hospitals 4.2 per cent, primary education 2.7 per cent, supermarkets 2.6 per cent, hospitality 2.3 per cent and accommodation 2.1 per cent.<sup>14</sup>
- The unemployment rate in Livingstone is 4.7 per cent as compared with 6.1 per cent in Queensland as a whole.<sup>15</sup>
- Almost half (47.4 per cent) of all employed Livingstone residents worked within Livingstone Shire. A further 34.5 per cent worked in Rockhampton, 4.5 per cent in Central Highlands, 3.3 per cent in Isaac, and 10.5 per cent in other Local Government Areas.<sup>16</sup>

### Voluntary work

- 20.6 per cent of people in Livingstone took part in voluntary work as opposed to 18.8 per cent of Queenslanders as a whole.<sup>17</sup>

### Cultural makeup

- In Livingstone, 81.2 per cent of people were born in Australia. This is significantly more than in Queensland as a whole where 71.1 per cent of people were born in Australia.<sup>18</sup>

<sup>10</sup> ABS 2016 Census data – Livingstone and Queensland.

<sup>11</sup> ABS 2016 Census data – Livingstone and Queensland.

<sup>12</sup> Department of Natural Resources and Mines, Office of the Valuer-General, Property Sales, December 2018.

<sup>13</sup> ABS 2016 Census data – Livingstone

<sup>14</sup> ABS 2016 Census data – Livingstone

<sup>15</sup> Australian Department of Employment, Skills, Small and Family Business, Small Area Labour Markets Australia, March 2019 quarter

<sup>16</sup> ABS 2016 Census data – Livingstone

<sup>17</sup> ABS 2016 Census data – Livingstone and Queensland.

<sup>18</sup> ABS 2016 Census data – Livingstone and Queensland.

- In 2016, the population of Livingstone who identify as Aboriginal or Torres Strait Islander was 4.4 per cent.<sup>19</sup> This is slightly higher than the percentage of Queenslanders as a whole who identify as Indigenous, which was four (4) per cent.<sup>20</sup>
- In comparison to the rest of Queensland, Livingstone has a higher proportion of people who speak English only at home. 88.1 per cent of people only spoke English at home in 2016 (compared to 81.2 per cent in the whole of Queensland). Other languages spoken at home included German 0.3 per cent, Afrikaans 0.2 per cent, Japanese 0.1 per cent, Spanish 0.1 per cent and Tagalog 0.1 per cent.<sup>21</sup>
- The most common ancestries in Livingstone in 2016 were Australian 31.3 per cent, English 29.5 per cent, Irish nine (9) per cent, Scottish 7.7 per cent and German 4.7 per cent.<sup>22</sup>

### Education

- In Livingstone, 30.7 per cent of people were attending an educational institution in 2016. Of these, 30.1 per cent were in preschool or primary school, 22.7 per cent in secondary school and 11.8 per cent in a tertiary or technical institution.<sup>23</sup>

### Family composition

- Family composition in Livingstone is the following: couples without children forty-five (45) per cent, couples with children forty (40) per cent, one parent families fourteen (14) per cent and other families one (1) per cent.<sup>24</sup>

### Environment

- Total protected area (state forests, national parks, Conservation Parks, Resources Reserves and National Parks) in Livingstone – 754.6 square kilometres.<sup>25</sup>

### Levels of disadvantage

- Livingstone Shire is generally a less disadvantaged area as compared with the rest of the region. It is ranked in the 79th percentile in Queensland and the 63rd percentile in Australia.<sup>26</sup>

<sup>19</sup> ABS 2016 Census data – Livingstone.

<sup>20</sup> ABS 2016 Census data – Queensland.

<sup>21</sup> ABS 2016 Census data – Livingstone and Queensland.

<sup>22</sup> ABS 2016 Census data – Livingstone.

<sup>23</sup> ABS 2016 Census data – Livingstone.

<sup>24</sup> ABS 2016 Census data – Livingstone.

<sup>25</sup> Queensland Department of Environment and Science, 2018.

<sup>26</sup> ABS 2016 Census data – Queensland.



- Livingstone's Socio-Economic Indexes for Areas (SEIFA) score is 993<sup>27</sup> and 1000 is the Australian mean. See some comparable scores in the area below:

Statistical Area (defined by ABS)	2016 index (lower is more disadvantaged)	Percentile in Aus (lower is more disadvantaged)	Percentile in Qld (lower is more disadvantaged)
Livingstone LGA	993	63	79
Gladstone LGA	978	52	68
Rockhampton LGA	951	33	49



<sup>27</sup> ABS 2016 Census data – Livingstone.

## What the Community told us

## What do people like about Livingstone?

The Livingstone community loves the region for its natural environment and relaxed, coastal lifestyle. This plan reflects the things people said they like about living in Livingstone, such as the beach, the beauty of the area and the climate. People also value the small population and 'village feel' of the towns in the Livingstone region, as well as the friendliness of the people and close community, as reflected in our discussions with the community:

- *I value the relaxed lifestyle and strong sense of community pride*
- *I value the old style casual rural coast flavour of the community*
- *I love that you don't have to wear your shoes to the shops*
- *Its natural beauty (including the green-shrouded & undeveloped hills above Yeppoon centre, eucalypt bush around the towns, lush Byfield forest, striking volcanic hills, estuaries and the islands) the friendly community [and] the cool ocean breezes*
- *The Beach and everything it brings including fishing swimming and lifestyle. The Islands are one of our biggest assets. It's another world out there!*
- *We have had visitors from overseas say "do you realise that you live in paradise".*

Figure 1: Most common words used in response to the question 'Thinking about the Livingstone region as a whole, what do you value most about the region?'



Source: representative phone survey of Livingstone community 2019

## What the Community told us (continued)

### What is the community's vision for Livingstone?

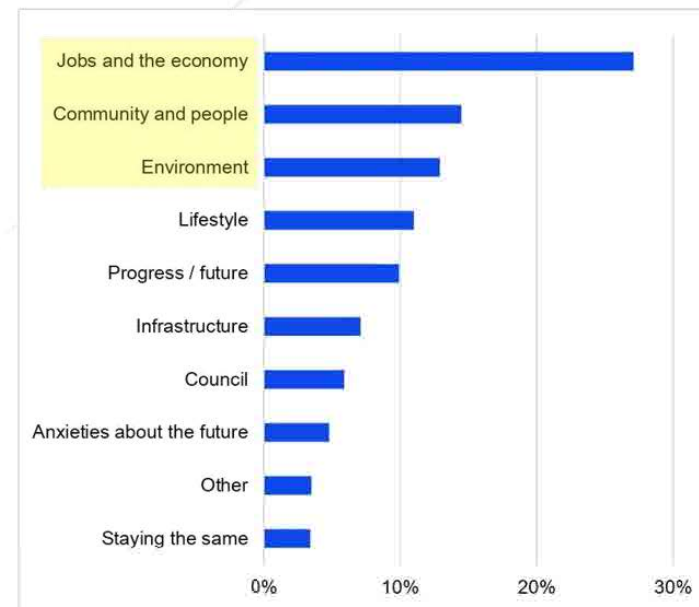
Figure 2: Most common words used in response to the question 'What are three words you would use to describe your vision for the area over the next thirty years?'



Source: representative phone survey of Livingstone community 2019

### Vision – top themes

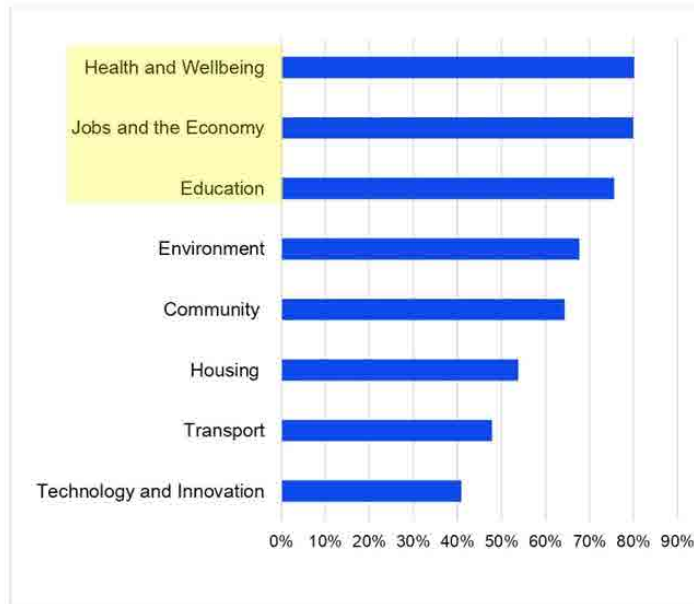
Figure 3: Topics emerging from question 'What three words would respondents use to describe their vision for the Livingstone Shire region?'



Source: representative phone survey of Livingstone community 2019

**What are our specific priorities for the future?**

**Figure 4: Percentage of phone survey respondents who rated topic 'very important' when asked to prioritise 8 topics**



Source: representative phone survey of Livingstone community 2019



## Challenges and Opportunities

The community engagement process identified key challenges and key opportunities for the Livingstone Whole of Community Plan, shown below.

Challenges		Opportunities	
<b>Balancing growth with local character</b>	<ul style="list-style-type: none"> <li>The need to balance growth whilst maintaining the culture that Livingstone's residents and visitors value so much.</li> <li>Sustaining the coastal 'vibe' and supporting appropriate levels of population growth without becoming a 'concrete jungle'</li> <li>Maintaining the village character of places and Livingstone's independence</li> <li>Finding a balance between preserving the past with modernising for the future.</li> </ul>	<b>Environmental sustainability</b>	<ul style="list-style-type: none"> <li>There is an opportunity to be a regional leader in relation to the environmental stewardship of Livingstone's natural assets.</li> <li>Strategies and partnerships could be developed for innovative sustainability programmes, waste management as part of a circular economy, ecotourism, and natural asset management</li> </ul>
<b>Environmental and waste management</b>	<ul style="list-style-type: none"> <li>Building resilience to climate change impacts</li> <li>Sustainable management of the environment</li> <li>Encouraging use of renewable energy and emphasis on waste management</li> </ul>	<b>Economic diversity</b>	<ul style="list-style-type: none"> <li>Improving economic resilience through diversity of business offerings</li> <li>Stimulation of on-line and small scale start-ups to capitalise on local skills</li> <li>Innovation around potential investment partnerships between government, community and business</li> </ul>
<b>Liveability and learning</b>	<ul style="list-style-type: none"> <li>Encouraging housing diversity to suit a range of needs at different stages of life</li> <li>Stimulating local employment to retain residents</li> <li>Providing suitable transport, health and support services for future population needs</li> </ul>	<b>Connectivity</b>	<ul style="list-style-type: none"> <li>Improving connectivity and accessibility between Rockhampton and Yeppoon (as key areas of employment and housing) as well as between smaller and rural areas.</li> <li>Enhancing communication as a mutual responsibility between council, community and potential partners in the region.</li> </ul>

## Linking Local and State Priorities

Livingstone Shire Council alone cannot deliver the vision of *Livingstone Community Plan: Towards 2050*. Collectively, the community of Livingstone can deliver the vision using *Livingstone Community Plan: Towards 2050* to guide the direction and have shared responsibility to advocate for the community's needs, create partnerships and achieve outcomes that link community, business and government priorities including:

- Queensland Government State Planning Policy 2017
- Current Queensland Government Priorities (see table below)
- The Queensland Plan 2014
- Central Queensland Regional Plan 2013
- Active Livingstone Strategy (2018)
- Livingstone Shire Seniors Needs Analysis Review 2018
- Local Government Infrastructure Plan under the Livingstone Planning Scheme 2018

**Table 1 - Queensland Government State Priorities**

<b>1. Create jobs in a strong economy</b>	<ul style="list-style-type: none"> <li>• Increase private sector investment</li> <li>• Engage more young Queenslanders in education, training or work</li> </ul>
<b>2. Give children a great start</b>	<ul style="list-style-type: none"> <li>• Increase the number of babies born healthier</li> <li>• Increase childhood immunisation rates</li> <li>• Improve wellbeing prior to school</li> </ul>
<b>3. Keep Queenslanders healthy</b>	<ul style="list-style-type: none"> <li>• Increase the number of Queenslanders with a healthy body weight</li> <li>• Reduce suicides</li> </ul>
<b>4. Keep communities safe</b>	<ul style="list-style-type: none"> <li>• Reduce the rate of crime victims</li> <li>• Reduce rates of youth reoffending</li> </ul>
<b>5. Protect the Great Barrier Reef</b>	<ul style="list-style-type: none"> <li>• Reduce Queensland's contribution to climate change</li> <li>• Improve water quality</li> </ul>
<b>6. Be a responsive government</b>	<ul style="list-style-type: none"> <li>• Make Queensland Government services easy to use</li> </ul>

## Measuring progress of *Livingstone Community Plan: Towards 2050*

### Reporting

Reporting on the plan will tell us how the community's performance is tracking against the objectives of *Livingstone Community Plan: Towards 2050* as time goes on.

Council will remain accountable to this plan by reporting on our progress against it through:

**1. Annual report / Operational Plan:**

- Will demonstrate alignment of activities and services with *Livingstone Community Plan: Towards 2050*
- Will detail progress on strategies under each theme covered in *Livingstone Community Plan: Towards 2050*.

**2. End of term report – every five years**

- *Livingstone Community Plan: Towards 2050* will be reviewed independently of local government election cycles, in a report every five years until 2050.
- The 5 year report will summarise Council's achievements and challenges in implementing the whole of community plan over the previous five years.
- *Livingstone Community Plan: Towards 2050* can be amended as time goes on if attitudes, vision and priorities of the community change. In due course, five year reports may also make recommendations to hold further engagement with the community to see if priorities have changed.

### Aligning *Livingstone Community Plan: Towards 2050* to Existing Plans

Council will be aligning existing annual plans and budgets, 5 year corporate plans and other strategic plans (eg land use plans) to dovetail into the priorities identified within *Livingstone Community Plan: Towards 2050*. *Livingstone Community Plan: Towards 2050* will also guide Council's investment decisions, service delivery and strategies for the long term future.

### Review

*Livingstone Community Plan: Towards 2050* is a long term plan. It will be formally reviewed by each newly elected Council and at that time the community will be given the opportunity to revisit the themes and strategies of the Plan to ensure they continue to reflect the community's needs and aspirations.

## How was the *Livingstone Community Plan: Towards 2050* developed?

Workshops with councillors and staff to develop a suitable engagement approach for local needs and context

- A range of online and offline engagement methods to meet the preferences of different community members with different engagement needs
- A range of locations and formats (e.g. Yeppoon, Emu Park, shopping centres, foreshore, markets) to raise awareness of the projects and reach different groups (e.g. visitors, tourists, residents, workers)
- A range of techniques to enable both simple, quick engagement (e.g. choice voting with tokens at pop-ups) and more detailed engagement (e.g. surveys, workshops)
- Provision of an open opportunity for all community members to have their say by replicating the phone and online survey on Council's website
- Workshops with a range of community stakeholders to understand their long term priorities
- Media articles to raise broader awareness of the project objectives and project status

We have set out the range of engagement techniques used, below.

Activity	Number of participants	Date	Responsibility
Workshops with Council staff	28	March 2019	CLG
Demographically representative phone survey (Livingstone Shire residents)	418	May-July 2019	CLG
An online survey on the 'Get Involved' website (open to general public).	167	May-June 2019	Council
An online survey on the 'Get Involved' website (open to Livingstone Shire Council employees).	67	May-June 2019	Council
Workshop with Executive Leadership Team at Council	6	31 May 2019	Council
'Pop-up' community engagement sessions at the following times and locations: <ul style="list-style-type: none"> <li>• Saturday 15 June, morning, Yeppoon Central shopping centre</li> <li>• Saturday 15 June, afternoon, Yeppoon Lagoon / Foreshore</li> <li>• Sunday 16 June, morning, Emu Park Markets.</li> </ul>	428 (direct engagement) Additional passive engagement with a number of passers-by	15-16 June 2019	CLG and Council



Activity	Number of participants	Date	Responsibility
Community engagement workshops <ul style="list-style-type: none"> <li>Monday 17 June, morning – government and non-Government organisations representatives.</li> <li>Monday 17 June, evening – broader community.</li> <li>Tuesday 18 June, morning – business and industry representatives.</li> </ul>	45	17-18 June 2019	CLG and Council
School engagement workshops <ul style="list-style-type: none"> <li>Coowonga State School</li> <li>Emu Park State School</li> <li>Sacred Heart State School</li> <li>Saint Brendan's College</li> <li>Saint Ursula's College</li> <li>Yeppoon State High School</li> <li>Yeppoon State School</li> <li>Youth Action Group</li> </ul>	About 240	June 2019	Council
Deliberative panel with members of the Livingstone community to test the themes and strategies that came out of the community engagement	25	September 2019	CLG

## Livingstone Community Plan: Towards 2050 FAQs

### Why do we need a Whole of Community Plan?

Once finalised, *Livingstone Community Plan: Towards 2050: Shaping Our Tomorrow* will have positive effects on all aspects of life in the Livingstone region. The plan will respond to the aspirations, hopes and visions of the community through a democratic process. *Livingstone Community Plan: Towards 2050* will enable local and state government to respond to the immediate local needs and desires of the community as well as long term planning for changes in demographics and environment.

### Why is it a 30-year plan?

Big ideas often take time to implement and / or influence. The timeframe of 30 years is generally the amount of time necessary for a generational change enabling big things to happen.

The length of this horizon is reflective of the high-level, visionary nature of whole of community planning. Long term planning will be dynamic and will be reviewed and refocused as goals are achieved, and to accommodate new ideas as the next generation of Livingstone community leaders emerge.

### How will this one be different to the current Council Corporate Plan, the Planning Scheme and other plans?

*Livingstone Community Plan: Towards 2050: Shaping Our Tomorrow* is a whole of community plan. The plan is broader than Council business and service activities. The plan reflects the community's aspirations about the future of our region. The plan is about taking action on what you would like the Livingstone region to look like in 30 years' time. The process of developing the plan was led by the community's opinions about the future, and implemented and / or influenced by the Council and Councillors on your behalf.

### Is this community plan required by law?

In some Australian states (for example New South Wales), whole of community planning is mandated under legislation, but this is not currently the case in Queensland. Livingstone Shire Council is one of the only communities in Queensland undertaking a large community planning exercise of this nature. This contemporary and innovative approach to planning for both community and Council will transparently link local aspirations to regional and state opportunities.

### How will the *Livingstone Community Plan: Towards 2050* be used to plan for the future?

The whole of community plan will sit over all of the other plans that Livingstone Shire Council manages and apply to the delivery of everything Council does, guide the allocation of resources, and it will drive big decisions made for and into the future. The plan will also help Council advocate for the community's

bigger goals about education, health, and transport planning to State and Federal government. As the plan reflects the aspirations and goals of the Livingstone community, it will inform everything Council does.

CONTENT ONLY

## Access, Equity, and Inclusion Statement

The Livingstone community and Livingstone Shire Council are committed to welcoming all people who choose to live in or visit our region and to building a sense of place and belonging where people can live, work and play.

Inclusion and participation are key to building a strong community. Livingstone is committed to preserving the dignity of all people and to ensure services, facilities and public spaces are openly inviting and fully accessible.

CONTENT ONLY



## Sustainability Statement

The values of the Livingstone community are strongly tied to its local natural environment, including its beautiful beaches, islands, waterways, rock formations and valleys. The parks, gardens and natural bushland contribute greatly to the lifestyle, culture and beauty of the region.

Livingstone is committed to leaving a positive legacy for future generations through responsible stewardship of its natural areas – this is the shared responsibility of the residents of Livingstone. The community can contribute to that stewardship by minimising resource use (energy, water, and waste) and treating these natural areas with respect.

Creating a vibrant, liveable and sustainable future for Livingstone is a key priority. Livingstone bases our support for sustainability on the United Nations 2030 agenda for sustainable development and seek to align our corporate and community values with the seventeen (17) UN Sustainable Development Goals.

Livingstone recognises the need to take action to address and adapt to climate change and will continue to build sustainability measures into all future planning processes.

### Thank you to:

- Community members who participated in:
  - Pop up engagement sessions at:
    - Yeppoon Lagoon
    - Emu Park markets
    - Yeppoon Central shopping centre
  - Community workshops
  - Telephone surveys
  - Online survey
  - *Livingstone Community Plan: Towards 2050* Panel
- Council whole of community plan project team
- Councillors and Council's Executive Leadership Team

### Stay in touch:

We would love to hear your thoughts about *Livingstone Community Plan: Towards 2050*.

**In Person:****Phone:**

**Online:** <https://getinvolved.livingstone.qld.gov.au/>

**Email:****Post:**

The Chief Executive Officer  
Livingstone Shire Council  
PO Box 2292  
Yeppoon Qld 4703

**12.2 REGIONAL ARTS DEVELOPMENT FUND - INDIVIDUAL GRANT APPLICATION  
2019-2020**

**File No:** GS15.2.5

**Attachments:** Nil

**Responsible Officer:** Meegan Armstrong - Coordinator Engagement and Events  
Trish Weir - Manager Customer Engagement & Communications  
Brett Bacon - Executive Director Liveability and Wellbeing

**Author:** Julie Bickley - Coordinator Library, Arts & Culture

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**SUMMARY**

*A Regional Arts Development Fund application has been received for a total amount of \$5,500 and the Regional Arts Development Fund Assessment Panel has assessed the application and recommended it be approved. Funds are available because the 2018/19 Regional Arts Development Fund budget has unexpended funds of \$6,000, due to several recipients from the previous round not proceeding with their projects and thus returning the funds.*

**OFFICER'S RECOMMENDATION**

THAT in accordance with the recommendation of the Livingstone Regional Arts Development Fund Assessment Panel, the following grant application be funded from the Regional Arts Development Fund.

Name	Purpose of Grant	Total Project Expenses	Grant Requested	Grant Recommended
Capricorn Film Festival	A series of sessions and workshops using artists, filmmakers, actors and film industry personnel who are considered experts in their fields.	\$7,200,00	\$5,500	\$5,500

**BACKGROUND**

The Regional Arts Development Fund is a partnership between the State Government and local governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities. The Regional Arts Development Fund 2019-20 promotes the significance and value of arts, culture and heritage as the key to:

- 1) supporting diversity and inclusivity;
- 2) growing stronger regions; and
- 3) provide training, education and employment opportunities for Queensland artists and local communities.

The budget available for the 2019-2020 rounds of Regional Arts Development Fund is \$65,000 (comprising \$35,000 from State Government Arts Queensland and \$30,000 from Livingstone Shire Council with a surplus amount of \$598 from the previous financial year's Regional Arts Development round 2018-2019). There is also an additional \$6,000, due to several recipients from the previous round returning funds as they are not proceeding with their projects.

This Regional Arts Development Fund application from the Capricorn Film Festival has been lodged under special circumstances and is considered an 'Out of Round' application.

The 2018/19 Regional Arts Development Fund budget has unexpended funds of \$6,000, due to several recipients from the previous round returning funds as they are not proceeding with their projects. This out of round application will not impact on the 2019/20 Regional Arts Development Fund budget in any way.

Advice from Arts Queensland was sought and it was confirmed that Council's Regional Arts Development Fund guidelines can incorporate this type of decision by the panel and Council, with the main proviso being that in distributing the Regional Arts Development Fund Council does so with complete transparency and accountability.

The Capricorn Film Festival has not received the financial support from Regional Arts Development Fund since Round 1 of the 2018 budget.

### **COMMENTARY**

The Regional Arts Development Fund Panel assessed the application and nominated that the applicant met the programme criteria and recommend it to be funded for the amount of \$5,500.

### **PREVIOUS DECISIONS**

This specific matter has not been the subject of any Council decision. At its meeting of the 20 November 2018, Council resolved to approve ten applications. This request is consistent with previous decisions.

### **BUDGET IMPLICATIONS**

The request can be readily accommodated within the budget allocation for the purposes of the Regional Arts Development Fund (using money returned from the 2018/19 financial year).

### **LEGISLATIVE CONTEXT**

There is no legislative context applicable to the administration of the Regional Arts Development Fund.

### **LEGAL IMPLICATIONS**

There are no legal implications associated with administering the Regional Arts Development Fund.

### **STAFFING IMPLICATIONS**

The administration of the Regional Arts Development Fund is managed within existing Council staff resources.

### **RISK ASSESSMENT**

The principal risk associated with the grant is the misappropriation of money. Strict acquittal processes are established to ensure that all grant money is spent in accordance with its designated purpose.

### **CORPORATE/OPERATIONAL PLAN**

Strategy CO2 of Council's Corporate/Operational Plan states that it will facilitate programs and support local social, cultural, artistic and community building initiatives.

### **LOCAL GOVERNMENT PRINCIPLES**

The local government principles are –

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

- (c) *Democratic representation, social inclusion and meaningful community engagement; and*
- (d) *Good governance of, and by, local government; and*
- (e) *Ethical and legal behaviour of councillors and local government employees.*

**CONCLUSION**

The Regional Arts Development Fund Assessment Panel considers that the recommended applicant fulfils the criteria for this funding programme and that the proposed projects will offer benefits to the Livingstone Shire.

**12.3 INFRASTRUCTURE CHARGES RESOLUTION (NO.4) 2019**

**File No:** LU18.3.5  
**Attachments:** 1. Infrastructure Charges Resolution (No.4) 2019 [↓](#)  
**Responsible Officer:** David Battese - Manager Liveability  
**Author:** Melissa Warwick - Principal Strategic Planner

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**SUMMARY**

*This report outlines amendments to the current Adopted Infrastructure Charges Resolution (No.3) Livingstone Shire 2018. The report proposes a new Infrastructure Charges Resolution (No.4) Livingstone Shire 2019. The process for an amendment of a Local Government Infrastructure Charge Resolution sits within the Planning Act 2016. Making a new resolution is not an amendment to the planning scheme, and does not involve the amendments to be subject to submissions; however, council is required to provide a summary of the amendments in relevant public notices and on Councils website.*

**OFFICER'S RECOMMENDATION**

THAT Council:

1. Adopt *Infrastructure Charges Resolution (No.4) Livingstone Shire 2019* to commence on Monday 11 November 2019;
2. Notify development industry representatives directly of the new resolution;
3. Publicly notify the resolution and upload the resolution onto Council's website in accordance with the *Planning Act 2016*; and
4. Notify The Minister that the amended Infrastructure Charges Resolution has charges well below the maximum as stated in the State Planning Regulatory Provision (adopted charges).

**BACKGROUND**

The authority for local governments to levy and collect infrastructure charges is through the Planning Act 2016 and an *Adopted Infrastructure Charges Resolution*. The type and size of development and its location will determine the amount levied which becomes due and payable prior to registration of a survey plan or the particular use commencing. Contributions received via levied charges are used to provide trunk infrastructure. The current *Adopted Infrastructure Charges Resolution (No.3)* sets out minimum and maximum charges depending upon the development. The Queensland Government sets the maximum charge.

The Charges Resolution sets out the charges levied for new development for the following infrastructure networks:

- 1) transport;
- 2) parks and community facilities;
- 3) stormwater;
- 4) water supply; and
- 5) sewerage trunk infrastructure.

The current resolution, *Adopted Infrastructure Charges Resolution (No.3)* commenced on and from 29 January 2018 as resolved by council on 12 December 2017.

Since that time, there have been suggested administrative improvements to the contents. In addition, Council has also completed a Local Government Infrastructure Plan. The infrastructure plan now forms Part 4 and Schedule 3 of the *Livingstone Planning Scheme*

2018. The planning scheme now includes maps of trunk infrastructure, and infrastructure schedule of works. These have all been removed from the amended charges resolution.

## COMMENTARY

Planning Schemes support growth and assist in managing development within the Shire. The *Livingstone Planning Scheme 2018* commenced on 1 May 2018. On 19 June 2018, Council adopted Version 2 of the *Livingstone Planning Scheme 2018*. Version 2 of the *Livingstone Planning Scheme 2018* commenced on 25 June 2018 and now includes a Local Government Infrastructure Plan, which forms Part 4 and Schedule 3 of the planning scheme.

To coincide with the changes outlined above, a review of the current *Adopted Infrastructure Charges Resolution (No.3) Livingstone Shire 2018* was undertaken. The principal changes proposed include:

- 1) Removing all Desired Standards of Service. These are now included in the Local Government Infrastructure Plan within the *Livingstone Planning Scheme 2018*;
- 2) Removing all Schedule of Works. These are now included in the Local Government Infrastructure Plan within the *Livingstone Planning Scheme 2018*;
- 3) Removing all Plans for Future Trunk Infrastructure. These are now included in the Local Government Infrastructure Plan within the *Livingstone Planning Scheme 2018*;
- 4) Retaining the Priority Infrastructure Area map links that show charge areas 1, 2 and 3. It is noted that the Local Government Infrastructure Plan mapping of the Priority Infrastructure Area does not show the charge areas;
- 5) Updating the relevant references to acknowledge Part 4 of the Planning Scheme – which is the Local Government Infrastructure Plan;
- 6) Reducing all unnecessary references to the Priority Infrastructure Area;
- 7) Changing references to legislation from the *Sustainable Planning Act 2009* to the *Planning Act 2016*;
- 8) Ensuring that calculations within the document reflect the correct calculation of apportionments. There are no changes to apportionments;
- 9) Amendments to charges levied in relation to short term accommodation (Farm Stay) and Home Based Business (Bed and Breakfast);
- 10) Amendments to charges levied in relation to aligning the previous charge for *annexed apartments*. The new reference to *secondary dwellings* under the Queensland Planning Provisions defined terms is resulting in secondary dwellings that are similar in size to a stand-alone house and are not small in scale. Where secondary dwellings exceed the 80m<sup>2</sup> excessively and are clearly a separate house and are not commensurate with a granny flat or annexed apartment, these will attract an infrastructure charge to reflect the similarity to a dual occupancy. The new charge is however less than the previous charge for an annexed apartment; and
- 11) Refining examples and references to offsets, conversions, refunds and credits.

The following key features of the Adopted Infrastructure Charges Resolution remain unchanged:

- 1) the Priority Infrastructure Area;
- 2) the charge areas; and
- 3) the ability to apply indexing to the charges with automatic increase provisions.

The amendments do not address the timing of the payment of infrastructure charges. The trigger for payment of levied charges are regulated in sections 122 and 123 of the *Planning Act 2016*.

Incentive policies and details about deferment are a separate decision of Council and if made will be made available on councils website.

## PREVIOUS DECISIONS

Council has previously resolved and adopted the following Charges Resolutions.

Charges Resolutions	Commencement Date
Adopted Infrastructure Charges Resolution (No.1) Livingstone Shire 2014	18 July 2014
Adopted Infrastructure Charges Resolution (No.2) Livingstone Shire 2015	30 June 2015
Adopted Infrastructure Charges Resolution (No.3) Livingstone Shire 2018	29 January 2018

This resolution is the fourth charges resolution for Livingstone Shire since de-amalgamation.

## BUDGET IMPLICATIONS

There are various levels of budget implications for both the preparation and administration of infrastructure plans and resolutions. The proposed new charges resolution includes a levy for a handful of development types that are not expressed in the current charges resolution due to land use definitions changing in the past eighteen months.

In relation to the amendments to the current charges resolution, provisions for indexing now referred to as automatic increase provisions, remains.

Incentive policies and details regarding deferment are a separate decision of Council and if made will be made available on councils website.

## LEGISLATIVE CONTEXT

The ability to set charges for development contributions is prescribed within the *Planning Act 2016*. The Queensland Government, via the Adopted Infrastructure Charges Schedule 2016, sets the maximum charge levied for development. The charges set are below the maximum charge.

## LEGAL IMPLICATIONS

There are no known legal implications associated with the consideration and adoption of *Infrastructure Charges Resolution (No.4) Livingstone Shire 2019*.

## STAFFING IMPLICATIONS

There are no significant staffing implications associated with the consideration and adoption of *Infrastructure Charges Resolution (No.4) Livingstone Shire 2019*.

## RISK ASSESSMENT

The principal risk associated with not adopting Infrastructure Charges Resolution (No.4) Livingstone Shire 2019, is a widening gap in the revenue received from development and the cost of providing the trunk infrastructure necessary to service the new development. Any gap is required to be funded by Council, from alternative sources.

## CORPORATE/OPERATIONAL PLAN

The Corporate Plan reference relevant to amending the Infrastructure Charges Resolution is Asset Management Strategy Four. This strategy is to operate, maintain and use council assets to deliver efficient and cost effective services to the community.

## LOCAL GOVERNMENT PRINCIPLES

The local government principles are –

- (a) *Transparent and effective processes, and decision-making in the public interest; and*



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

**CONCLUSION**

This is the fourth report presented to Council since July 2014 for a resolution regarding infrastructure charges. This report recommends that council adopt *Infrastructure Charges Resolution (No.4) Livingstone Shire 2019* with the changes as outlined in the report and within attachment one. If the recommendation of this report is adopted, the new charges resolution will commence on 11 November 2019.

## **12.3 - INFRASTRUCTURE CHARGES RESOLUTION (NO.4) 2019**

### **Infrastructure Charges Resolution (No.4) 2019**

**Meeting Date: 5 November 2019**

**Attachment No: 1**

*Livingstone Shire Council  
Adopted Infrastructure Charges Resolution (No. 4)*



## **Infrastructure Charges Resolution (No.4) 2019**

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**Commencement date 11 November 2019**

**This FINAL document includes amendments made up to 29 October 2019.  
For consideration by Council for resolution on 5 November 2019.**

*Livingstone Shire Council  
Adopted Infrastructure Charges Resolution (No. 4)*

## Part 1 Introduction

### 1.1 Planning Act 2016.

- (a) This adopted infrastructure charges resolution is made pursuant to section 113 of the *Planning Act 2016*.
- (b) This adopted infrastructure charges resolution is to be read in conjunction with the following:
  - i. the State Planning Regulatory Provision (adopted charges), July 2012; and
  - ii. the applicable local planning instrument for the local government area;
  - iii. the applicable statutory guidelines
- (c) This adopted infrastructure charges resolution is attached to but does not form part of the applicable local planning instrument for the local government area.

### 1.2 When Resolution has Effect

This adopted infrastructure charges resolution has effect on and from 11 November 2019 and applies to development applications submitted on or after this date.

### 1.3 Purpose of the Resolution

The purpose of this adopted infrastructure charges resolution is to establish an infrastructure charge in the Livingstone Shire Council local government area for the following trunk infrastructure networks:

- (a) water supply;
- (b) sewerage;
- (c) transport;
- (d) stormwater; and
- (e) public parks and land for community facilities.

### 1.4 Interpretation

- (a) **applicable local planning instrument** means the local government planning scheme in effect for the Livingstone Shire Council at the time.
- (b) **bedroom** means an area of a building or structure which:
  - i. is used, designed or intended for use for sleeping but excludes a lounge room, dining room, living room, kitchen, water closet, bathroom, laundry, garage or plant room; or
  - ii. can be used for sleeping such as a den, study, loft, media or home entertainment room, library, family or rumpus room or other similar space.
- (c) **Consumer price index** means the Consumer Price Index: All Groups Index for Brisbane available from the Australian Bureau of Statistics. The base date is March 2017.
- (d) **Conversion application** means the applicant may apply (a conversion application) to convert non-trunk infrastructure to trunk infrastructure.

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- (e) **Court Area** means the area of the premises where the leisure, sport or recreation activity is conducted (including buffer or safety clearance area as required by the activity rules) and excludes the area of the premises not used for conducting the leisure, sport or recreation activity, such as areas for spectators, office or administration, amenities or food and beverages.
- (f) **dwelling unit** means any part of a building used for residential accommodation of one household which is self-contained.
- (g) **establishment cost** for a provision about trunk infrastructure means the following:
  - i. for existing infrastructure – the value of the infrastructure is the current replacement cost as reflected in the relevant local governments asset register, and the current value of the land acquired for the infrastructure.
  - ii. for proposed infrastructure – all costs of land acquisition, financing and design and construction, for the infrastructure.
- (h) **gross floor area (GFA)** means the total floor area of all storeys of the building, including any mezzanines, (measured from the outside of the external walls and the centre of any common walls of the building), other than areas used for:
  - i. building services; or
  - ii. a ground floor public lobby; or
  - iii. a public mall in a shopping complex; or
  - iv. parking, loading or manoeuvring of vehicles; or
  - v. balconies, whether roofed or not.
- (i) **impervious area** means an area within a site which does not allow natural infiltration of rain to the underlying soil and the majority of rainfall would become runoff e.g. roadways, car parks, footpaths, roofs, hardstand areas (sealed), compacted areas etcetera.
- (j) **local government** means the Livingstone Shire Council.
- (k) **local government area** means the Livingstone Shire Council local government area.
- (l) **maximum adopted charge** means the charge limit set out in the maximum charging framework established in Section 112 of *Planning Act 2016*.
- (m) **most cost effective option** means, for non-trunk infrastructure to trunk infrastructure conversion, the lowest life cycle cost of the infrastructure required to meet service future development in the area at the desired standard of service.
- (n) **prescribed form** means a form prescribed by the local government.
- (o) **SPRP, State Planning Regulatory Provision (adopted charges)** means the State Planning Regulatory Provision (adopted charges) July 2012.
- (p) **Planning Act 2016** means the *Planning Act 2016*. Any reference to this Act or sections of this Act means the Act or section of the Act that was current at the time of this resolution.
- (q) **Sustainable Planning Act 2009** means the *Sustainable Planning Act 2009*. Any reference to this Act or sections of this Act means the Act or section of the Act that was current or still applicable at the time of this resolution.

## Part 2 Application of the Resolution

### 2.1 Local Government Area

This infrastructure charges resolution applies to development in the *local government* area of Livingstone Shire, other than for the following:

- (a) any work or use of land for which a charge cannot be levied under the *Planning Act 2016*, including work or use of land authorised under the *Mineral Resources Act 1989*, the *Petroleum Act 1923*, the *Petroleum and Gas (Production and Safety) Act 2004*, or the *Greenhouse Gas Storage Act 2009*; or
- (b) development in a priority development area under the *Economic Development Act 2012*.

### 2.2 Particular Development

This infrastructure charges resolution adopts different charges for particular development located in different parts of the local government area.

### 2.3 Trunk Infrastructure Networks

- (a) The Local Government Infrastructure Plan (LGIP) identifies trunk infrastructure networks for the local government area of Livingstone Shire and the establishment cost of the identified trunk infrastructure. These details can be found in Part 4 of the Livingstone Planning Scheme 2018. Part 4 of the Livingstone Planning Scheme 2018 commenced on 25 June 2018.
- (b) *Trunk infrastructure* is determined by the Livingstone Shire Council with consideration given to relevant planning legislation. Any amendment made to the relevant legislation and any accompanying statutory guidelines, post the adoption of this charges resolution, will be reflected accordingly via an amendment to this resolution where required.
- (c) Additional details regarding trunk infrastructure is outlined in:
  - i. Part Eight – ‘Desired Standards of Service (DSS)’;
  - ii. Part Nine – ‘Priority Infrastructure Area (PIA)’, and
  - iii. Part Ten - ‘Plans for Trunk Infrastructure (PFTI)’.
- (d) The infrastructure charge partly funds the establishment cost of the identified trunk infrastructure networks.

### 2.4 Priority Infrastructure Area

- (a) A priority infrastructure area (PIA) for the Livingstone Shire local government area is identified on the maps listed in Schedule 3 of the Livingstone Planning Scheme 2018. These have been condensed into three maps within this charges resolution (refer to Table 1).
- (b) The identified priority infrastructure area includes land intended to accommodate between ten and fifteen years of anticipated growth for urban purposes (residential, retail, commercial, industrial, and any related community and government purposes).

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## 2.5 Charge Areas

- (a) There are three different charge areas that form part of this resolution, namely Charge Area 1, Charge Area 2, and Charge Area 3.
- (b) Charge Area 1 and Charge Area 2 are located within the Priority Infrastructure Area. This is shown on the overview maps and on the map of the localities having land within the priority infrastructure area from the list in Tables 1.
- (c) Charge Area 3 applies to areas located outside of the Priority Infrastructure Area – generally this is the balance of the Livingstone Shire Council *local government* area, excluding Charge Area 1 and Charge Area 2.

**Table 1 – Maps showing the priority infrastructure area and charge areas for the Livingstone Shire Council local government area**

Map Description	Map Series Number
<a href="#">Capricorn Coast Priority Infrastructure Area</a>	A
<a href="#">Yeppoon and surrounds Priority Infrastructure Area</a>	B
<a href="#">Emu Park and surrounds Priority Infrastructure Area</a>	C

(Note – Schedule 3 of the Livingstone Planning Scheme 2018 also includes a set of three maps showing the Priority Infrastructure Area. However maps in Schedule 3 of the Livingstone Planning Scheme 2018 do not show charge areas. Schedule 3 contains Plans for Trunk Infrastructure per locality.)

## Part 3 Adopted Infrastructure charges

### 3.1 Purpose

This section states how infrastructure charges levied by the *local government* are to be applied and administered.

### 3.2 Development subject to infrastructure charges under this resolution

- (a) Infrastructure charges are levied by the *Livingstone Shire Council* on the following development:
  - i. reconfiguring a lot; and
  - ii. a material change of use of premises; and
  - iii. carrying out building works.
- (b) If a development is subject to more than one use, the *local government* may levy an infrastructure charge for the development on the basis of the use resulting in the highest potential demand on trunk infrastructure.
- (c) For an existing lawful use to which a development application is seeking to expand the gross floor area of the facility, the infrastructure charge is only to be applied on the part of the development which is subject to intensification or extension.

#### 3.2.1 Development located within the Priority Infrastructure Area

- (a) Where development is located within the priority infrastructure area:
  - i. A total infrastructure charge will be calculated on approved development.

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- ii. The total infrastructure charge will be calculated in accordance with the formula stated in section 3.3 at the time the decision is made, and will be recalculated at the time of payment.
- iii. Table 2 is to be used when calculating the total infrastructure charge for Reconfiguring a Lot.
- iv. Table 3 is to be used when calculating the total infrastructure charge for a material change of use or carrying out buildings works.

### 3.2.2 Additional Infrastructure Charge - Development located partly outside or entirely outside the priority infrastructure area

- (a) Where development is located partly outside or entirely outside the identified priority infrastructure area:
  - i. The Council may at its discretion impose a condition requiring the payment of additional trunk infrastructure costs in accordance with the *Planning Act 2016*, Chapter 4 Section 133 or the equivalent part in the *Sustainable Planning Act*.
  - ii. Where Council chooses to impose a condition requiring the payment of additional infrastructure costs, Council shall undertake an infrastructure cost assessment to determine the infrastructure charge to be imposed on the development.
  - iii. The infrastructure cost assessment shall take into account the following:
    - the scale and intensity, use type(s), nature, timing and location of the development;
    - the trunk infrastructure networks and desired standard of service required for the development under the planning scheme and this infrastructure resolution;
    - the demand imposed by the development on trunk infrastructure networks.
  - iv. Where Council chooses not to apply (a)(i) above, Council shall apply an infrastructure charge in accordance with section 3.4.2 of this resolution.
  - v. The total minimum charge calculated is a combination of the trunk infrastructure networks accessed. The adopted charge will be calculated on the approved development in accordance with section 3.3 at the time the decision is made, and will be recalculated at the time of payment.

### 3.3 Calculation of total infrastructure charge

Livingstone Shire Council levies infrastructure charges using the following calculations:

$$TIC = [(IC \times U) - (C)] \times I$$

Where:

*TIC* is the *total infrastructure charge* that may be levied by the Livingstone Shire Council.

*IC* is the *infrastructure charge* as identified in tables 3 to 5 inclusive.

*U* is the *unit of measure* as identified in tables 3 to 5 inclusive.

*C* is the *agreed credit* as set out in Part 4.0.

*I* is the *indexation rate* as outlined in Section 3.5.



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However, the total infrastructure charge shall not exceed the maximum adopted charge that the Livingstone Shire Council could have levied for the development as set out in the maximum charging framework established in the relevant Planning Resolution.

### 3.4 How infrastructure charges are applied

#### 3.4.1 Development located within the priority infrastructure area

Tables 2 and 3 specify the adopted infrastructure charges for development where located within the priority infrastructure area. In addition, Table 3 references Charge Area 3 in some circumstances as being applicable. Charge Area 3 are areas outside of the priority infrastructure area.

**Table 2 – Adopted charge for Reconfiguring a Lot within the Priority Infrastructure Area**

Column 1 Charge Area	Column 2 Adopted Infrastructure Charge (\$)	Column 3 Unit
Charge Area 1	25,000.00	per lot
Charge Area 2	14,000.00	per lot

**Table 3 – Adopted charge for development – Material Change of Use and Building Work within the Priority Infrastructure Area**

Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>▪ Caretaker's accommodation</li> <li>▪ Dwelling House (without a secondary dwelling)</li> <li>▪ Dwelling House (includes a secondary dwelling)</li> <li>▪ A secondary Dwelling only</li> </ul>	<ul style="list-style-type: none"> <li>▪ Caretaker's residence</li> <li>▪ Dwelling House</li> <li>▪ Annexed Apartment</li> </ul>	Charge Area 1 and 2	\$17,000.00 per 1 or 2 bedroom Primary Dwelling only (with no Secondary Dwelling) Or \$25,000 per 1 or 2 bedroom Primary Dwelling that also has a secondary dwelling Or \$8,000 for a maximum of one Secondary Dwelling only as subordinate to an existing or proposed Primary Dwelling house Or \$25,000 per 3 or more bedroom dwelling only
<ul style="list-style-type: none"> <li>▪ Dual Occupancy</li> <li>▪ Dwelling Unit</li> </ul>	<ul style="list-style-type: none"> <li>▪ Dual Occupancy</li> </ul>	Charge Area 1 only	\$17,000.00 per 1 or 2 bedroom dwelling Or

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Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>Multiple Dwelling</li> </ul>	<ul style="list-style-type: none"> <li>Multiple Dwelling Units</li> </ul>		\$25,000 per 3 or more bedroom dwelling
		Charge Area 2 only	\$10,000.00 per 1 or 2 bedroom dwelling Or \$14,000 per 3 or more bedroom dwelling
<ul style="list-style-type: none"> <li>Tourist Park</li> <li>Short Term Accommodation (Farm Stay)</li> </ul>	<ul style="list-style-type: none"> <li>Caravan Park (tourist)</li> <li>Host Farm</li> </ul>	Charge Area 1 and 2	For a tent or caravan site: \$10,000 up to 2 tent sites or caravan sites, or <ul style="list-style-type: none"> <li>\$14,000 for every 3 tent or caravan sites</li> </ul> For a cabin: <ul style="list-style-type: none"> <li>\$10,000 per 1 or 2 bedroom cabin, or</li> <li>\$14,000 per 3 or more bedroom cabin.</li> </ul>
<ul style="list-style-type: none"> <li>Hotel (residential component)</li> <li>Home Based Business (Bed and Breakfast)</li> <li>Short Term Accommodation</li> <li>Nature Based Tourism</li> <li>Non-residential Workforce Accommodation</li> <li>Rooming Accommodation</li> <li>Rural Workers' Accommodation</li> <li>Resort Complex</li> <li>Outstation</li> </ul>	<ul style="list-style-type: none"> <li>Accommodation Building (Motel)</li> <li>Accommodation Building (serviced apartments)</li> <li>Bed and Breakfast</li> <li>Hotel (accommodation)</li> </ul>	Charge Area 1 and 2	<ul style="list-style-type: none"> <li>\$10,000 per suite (with only 1 or no more than 2 bedrooms), or</li> <li>\$14,000 per suite (with 3 or more bedrooms), or</li> <li>\$10,000 per bedroom (for a bedroom that is not within a suite)</li> </ul>
<ul style="list-style-type: none"> <li>Community Residence</li> <li>Hostel</li> <li>Retirement Facility</li> </ul>	<ul style="list-style-type: none"> <li>Institutional Residence (residential component)</li> <li>Retirement Village</li> </ul>	Charge Area 1 and 2	For a community residence, retirement facility or hostel: <ul style="list-style-type: none"> <li>\$17,000 per suite (with 1 or 2 bedrooms, or</li> <li>\$25,000 per suite (with 3 or more bedrooms), or</li> <li>\$17,000 per bedroom (for a bedroom that is not within a suite)</li> </ul>

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Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>Relocatable Home Park</li> </ul>	<ul style="list-style-type: none"> <li>Caravan Park (permanent residential)</li> </ul>	Charge Area 1 and 2	For a relocatable home park: <ul style="list-style-type: none"> <li>\$17,000 per 1 or 2 bedroom relocatable dwelling site, or</li> <li>\$25,000 per 3 or more bedroom relocatable dwelling site.</li> </ul>
<ul style="list-style-type: none"> <li>Club</li> <li>Community Use</li> <li>Funeral Parlour</li> <li>Place or Worship</li> </ul>	<ul style="list-style-type: none"> <li>Indoor entertainment (clubs)</li> <li>Restaurant (conference facility)</li> <li>Funeral Parlour</li> <li>Special Use (place of worship, religious purposes, community hall)</li> </ul>	Charge Area 1 and 2	\$50.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Agricultural Supplies Store</li> <li>Bulk Landscape Supplies</li> <li>Garden Centre</li> <li>Hardware and Trade Supplies</li> <li>Outdoor Sales</li> <li>Showroom</li> </ul>	<ul style="list-style-type: none"> <li>Garden Centre</li> <li>Landscape Supplies</li> <li>Produce Store</li> <li>Retail Warehouse</li> <li>Sales or Hire Premises</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Warehouse (storage)</li> </ul>		Charge Area 1 and 2	\$20.00 per m <sup>2</sup> of Gross floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Adult Store</li> <li>Food and Drink Outlet</li> <li>Service Industry</li> <li>Service Station</li> <li>Shop</li> <li>Shopping Centre</li> <li>Car Wash</li> </ul>	<ul style="list-style-type: none"> <li>Adult Products</li> <li>Arts and Crafts Centre</li> <li>Car Wash</li> <li>Convenience Restaurant</li> <li>Restaurant (not including conference facility)</li> <li>Service Station</li> <li>Shop</li> <li>Take-away Food Store</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Office</li> <li>Sales Office</li> </ul>	<ul style="list-style-type: none"> <li>Display Home</li> <li>Office</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater

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Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>▪ Child Care Centre</li> <li>▪ Community Care Centre</li> <li>▪ Educational Establishment except an educational establishment for the Flying Start for Queensland Children Program</li> </ul>	<ul style="list-style-type: none"> <li>▪ Child Care Centre</li> <li>▪ Special Use (educational purposes)</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>▪ Educational Establishment for the Flying Start for Queensland Children Program</li> </ul>		Charge Area 1 and 2	Nil Charge
<ul style="list-style-type: none"> <li>▪ Hotel (entertainment or non-residential component)</li> <li>▪ Nightclub Entertainment facility</li> <li>▪ Theatre</li> <li>▪ Bar</li> <li>▪ Brothel</li> <li>▪ Major Sport, Recreation and Entertainment Facility</li> <li>▪ Tourist Attraction</li> <li>▪ Function Facility</li> </ul>	<ul style="list-style-type: none"> <li>▪ Hotel (non-residential component)</li> <li>▪ Indoor Entertainment (cinema, theatre, games parlour)</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>▪ Indoor Sport and Recreation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Indoor Sports Facility</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA), Court Areas at \$20.00 per m <sup>2</sup> of GFA plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>▪ Low Impact Industry</li> <li>▪ Medium Impact Industry</li> <li>▪ Port Services</li> </ul>	<ul style="list-style-type: none"> <li>▪ General Industry</li> <li>▪ Light Industry</li> <li>▪ Machinery Repair Station</li> </ul>	Charge Area 1 and 2	\$50.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater

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Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>Research and Technology Industry</li> <li>Waterfront and Marine Industry</li> </ul>			
<ul style="list-style-type: none"> <li>Extractive Industry</li> <li>High Impact Industry</li> <li>Special, Noxious and Hazardous Industries</li> </ul>	<ul style="list-style-type: none"> <li>Environmentally Assessable Industry</li> <li>Extractive Industry</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Animal Husbandry</li> <li>Cropping</li> <li>Permanent Plantations</li> <li>Wind Farms</li> </ul>	<ul style="list-style-type: none"> <li>Agriculture</li> </ul>	Charge Area 1 and 2	Nil charge
<ul style="list-style-type: none"> <li>Animal Keeping</li> <li>Aquaculture</li> <li>Intensive Animal Industries</li> <li>Intensive Horticulture</li> <li>Rural Industry</li> <li>Transport Depot</li> <li>Warehouse</li> <li>Wholesale Nursery</li> <li>Winery</li> </ul>	<ul style="list-style-type: none"> <li>Animal Keeping</li> <li>Aquaculture</li> <li>Intensive Animal Husbandry</li> <li>Rural Service Industry</li> <li>Storage Premises</li> <li>Vehicle Depot</li> </ul>	Charge Area 1 and 2	\$20.00 per m <sup>2</sup> of Gross Floor Area (GFA)
<ul style="list-style-type: none"> <li>Correctional Facility</li> <li>Emergency Services</li> <li>Health Care Services</li> <li>Hospital</li> <li>Residential Care Facility</li> <li>Veterinary Services</li> </ul>	<ul style="list-style-type: none"> <li>Health Care</li> <li>Institutional Residence (non-residential component)</li> <li>Medical Centre</li> <li>Special Use (health service, emergency services)</li> <li>Veterinary Clinic</li> </ul>	Charge Area 1 and 2	\$70.00 per m <sup>2</sup> of Gross Floor Area (GFA) plus \$10.00 per impervious m <sup>2</sup> for stormwater
<ul style="list-style-type: none"> <li>Air Services</li> <li>Car Parking Station</li> <li>Crematorium</li> </ul>	<ul style="list-style-type: none"> <li>Car Park</li> <li>Outdoor Recreation</li> <li>Major Tourist Facility</li> </ul>	Charge Area 1 and 2	The adopted infrastructure charge that the local government determines should apply for the use at the time of assessment.

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Column 1 – Development Uses		Column 2 - Charge area	Column 3 - Adopted infrastructure charge (\$) and Unit
Livingstone Planning Scheme 2018	Superseded 2005 Planning Scheme		
<ul style="list-style-type: none"> <li>▪ Motor Sport Facility</li> <li>▪ Outdoor Sport and Recreation</li> <li>▪ Tourist Attraction</li> </ul>	<ul style="list-style-type: none"> <li>▪ Major Utility</li> <li>▪ Major Utility (airfield, depot)</li> <li>▪ Special Use (government purposes)</li> <li>▪ Transport Station</li> </ul>		
<ul style="list-style-type: none"> <li>▪ Advertising Device</li> <li>▪ Cemetery</li> <li>▪ Environment Facility</li> <li>▪ Home Based Business</li> <li>▪ Landing</li> <li>▪ Market</li> <li>▪ Major Electricity Infrastructure</li> <li>▪ Outdoor Lighting</li> <li>▪ Park</li> <li>▪ Renewable Energy Facility</li> <li>▪ Roadside Stalls</li> <li>▪ Substation</li> <li>▪ Telecommunications Facility</li> <li>▪ Temporary Use</li> <li>▪ Utility Installation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Advertising Device</li> <li>▪ Clearing</li> <li>▪ Engineering Work</li> <li>▪ Special Use (cemetery)</li> <li>▪ Home-based Business</li> <li>▪ Market</li> <li>▪ Park</li> <li>▪ Local Utility</li> <li>▪ Telecommunications Facility</li> <li>▪ On-premises Sign</li> <li>▪ Borrow Pit</li> </ul>	Charge Area 1, 2	Nil charge
<ul style="list-style-type: none"> <li>▪ A use not otherwise listed including a use that is unknown because the development application does not specify a proposed use.</li> </ul>		Charge Area 1 and 2	The adopted infrastructure charge that the local government determines should apply for the use at the time of assessment.

### 3.4.2 Minimum Infrastructure Charge - Development located partly outside or entirely outside the priority infrastructure area

The following specifies the *minimum adopted infrastructure charge* for development (if approved) where located partly outside or entirely outside the priority infrastructure area. The *minimum infrastructure charges* apply only where Council considers that there is no need to impose conditions for additional trunk infrastructure costs for any trunk infrastructure network brought forward or required for the approved development. Such additional costs may well involve an agreement between Livingstone Shire Council and the developer/proponent. All development types within the Livingstone Shire local government area will have at least Transport and Parks & Community Facilities infrastructure charges levied.

The figures are specified so as to provide a minor level of certainty to the developer when considering the feasibility of a project. The charges specified do not remove the ability of Council to impose a condition requiring the payment of additional trunk infrastructure costs.

It is noted that some development types and uses identified above are not supported by Council's Planning Scheme in particular locations and by identifying the charges to be levied in no way pre-empts approval of same.

#### Reconfiguring a lot

For reconfiguring a lot (if approved) partly outside or entirely outside the priority infrastructure area, the *minimum infrastructure charge payable* (based on the nature of the development and the requirements of the planning scheme for infrastructure provision) are outlined in Table 4 below, plus any additional charges. Essentially the minimum charge is calculated based on access to the relevant trunk network. Table 4 sets out the scenarios for various forms of development from fully serviced urban developments to subdivision of rural lands.

#### Development Uses

For development located partly outside or entirely outside of the Priority Infrastructure Area, the minimum infrastructure charge levied (based on the use and the requirements of the planning scheme for infrastructure provision), are set out in Table 2 and Table 3.

The charges identified in Table 2 and Table 3 are applicable where the development is to be connected to all of Council's infrastructure networks. Should the development not be connecting to either water supply and/or sewerage and/or stormwater networks then a reduction in the contribution may be applicable and will be calculated by Council. Transport and Parks & Community Facilities Networks charges are applicable. The proportional splits will be utilised for the calculation per Table 4 below.

The proportional splits of the levied charges are set out in Table 5.

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**Table 4 – Minimum infrastructure charge for Reconfiguring a Lot partly outside or entirely outside the Priority Infrastructure Area**

Development scenario	Minimum Total Charge	Unit of measurement
Development that is to be connected to <u>all</u> of Council's infrastructure networks (W) \$5 500.00 (S) \$4 250.00 (T) \$12 500.00 (SW) \$500.00 (PCF) <u>\$2 250.00</u> <u>\$25 000</u>	\$25,000.00	per lot, dwelling, dwelling site, cabin, or suite
Development that is to be connected to <u>all of Council's networks, but not the sewerage network</u> (W) \$5 500.00 (T) \$12 500.00 (SW) \$500.00 (PCF) <u>\$2 250.00</u> <u>\$20 750</u>	\$20,750.00	per lot, dwelling, dwelling site, cabin, or suite
Development connected to <u>all the networks but not the sewerage or stormwater network</u> (W) \$5 500.00 (T) \$12 500.00 (PCF) <u>\$2 250.00</u> <u>\$20 250.00</u>	\$20,250.00	per lot, dwelling, dwelling site, cabin, or suite
Development that is to be connected to <u>all of Council's networks, but not water supply and sewerage networks</u> (T) \$12 500.00 (SW) \$500.00 (PCF) <u>\$2 250.00</u> <u>\$15 250.00</u>	\$15,250.00	per lot, dwelling, dwelling site, cabin, or suite
Development that is <u>only paying a transport and park &amp; community facility contribution</u> (T) \$12 500.00 (PCF) <u>\$2 250.00</u> <u>\$14 750.00</u>	\$14,750.00	per lot, dwelling, dwelling site, cabin, or suite
Note: <ul style="list-style-type: none"> <li>This table specifies the 'minimum' charges that Council may apply to development located partly outside or entirely outside the priority infrastructure area.</li> <li>Transport and Parks &amp; Community Facilities Network charges are applicable in all scenarios.</li> </ul>		



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### 3.5 Indexation of charges

- (a) The infrastructure charges levied by the *local government* may be indexed to inflation from the date that the infrastructure charge is levied, to the time the infrastructure charge is paid, using the Consumer Price Index (All Groups, Brisbane).

$$TIC_{pay} = TIC_{levied} \times (CPI_{pay} / CPI_{base})$$

Where:

$TIC_{pay}$  is the *total infrastructure charge* to be paid to the Livingstone Shire Council.

$TIC_{levied}$  is the *total infrastructure charge levied* by the Livingstone Shire Council.

$CPI_{pay}$  is the *Consumer Price Index* (All Groups, Brisbane) published at the time the infrastructure charge is paid.

$CPI_{base}$  is the *Consumer Price Index* (All Groups, Brisbane) March 2017 = 110.5.

- (b) Where within the priority infrastructure area, the infrastructure charge payable is not to exceed the maximum adopted charge in the SPRP (adopted charges) or result in a charge that is greater than the increase for PPI index for the period starting on the day the charge was levied and ending on the day it is paid, adjusted by reference to the 3-yearly PPI index average.

### 3.6 Notification of an adopted infrastructure charge

The *local government* must meet the requirements of the Planning Act 2016 (Section 121) in relation to the contents of the infrastructure charge notice.

### 3.7 Time of payment of an adopted infrastructure charge

A levied infrastructure charge is payable at the following time:

- (a) if the charge applies to reconfiguring a lot that is assessable development or development requiring compliance assessment – before the *local government* approves the plan of subdivision ("a survey plan") for the reconfiguration; or
- (b) if the charge applies to building work that is assessable development or development requiring compliance assessment – before the certificate of classification for the building work is issued; or
- (c) if the charge applies to a material change of use – before the change of use happens; or
- (d) otherwise – on the day stated in the infrastructure charges notice or negotiated infrastructure charges notice.

(Note – The *local government* may have a development incentives policy resolution or approved deferment policy which may change or override these circumstances for payment).

### 3.8 Alternatives to paying an infrastructure charge

- (a) The *local government* may enter into a written agreement about:
- i. whether the charge may be paid at a different time from that stated in the adopted infrastructure charges notice or negotiated adopted infrastructure charges notice;

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- ii. whether the charge may be paid by instalments;
  - iii. whether infrastructure may be supplied instead of paying all or part of the charge.
- (b) For development infrastructure that is land, the *local government* may give a notice in addition to, or instead of an adopted infrastructure charges notice, requiring:
- i. part of the land subject of the development application or compliance assessment, to be given to the *local government* in fee simple; or
  - ii. part of the land subject of the development application or compliance assessment, to be given to the *local government* in fee simple and part of an adopted infrastructure charge.

### 3.9 Recording infrastructure charges

The Livingstone Shire Council must record all levied adopted infrastructure charges in a publicly available adopted infrastructure charges register. Regulations commencing on 1 January 2020 require all local governments to meet new reporting provisions.

### 3.10 Proportional split of infrastructure charges for trunk infrastructure networks

The adopted infrastructure charge is to be proportionally split to a trunk infrastructure network for the purposes of calculating charges.

#### 3.10.1 Proportional Split - Development located within the priority infrastructure area

The proportional splits for development within the priority infrastructure area are stated in Table 5.

**Table 5 – Proportional Split of adopted infrastructure charge for trunk infrastructure networks within the priority infrastructure area for Reconfiguring a Lot and development Uses.**

Water	Sewer	Transport	Stormwater	Parks & Community Facilities
22.00	17.00	50.00	2.00	9.00

#### 3.10.2 Proportional Split - Development located partly outside or entirely outside the priority infrastructure area

The proportional splits for development partly outside or entirely outside the priority infrastructure area are to be determined utilising Table 5 in section 3.10.1 above. These splits are relevant where Council determines that the minimum total charge is considered to be appropriate and where there is no need to impose a condition for additional trunk infrastructure costs for any network.

## Part 4 Credits

### 4.1 Definition of a credit

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- (a) A credit means the amount to be applied for the purpose of calculating an adopted infrastructure charge which takes into account existing lawful land use or lots, whichever is the greater.
- (b) The maximum value of a credit for each site will not exceed the adopted infrastructure charge for the approved land use or lots of the existing site. That means for any use, if a credit is higher than the levied infrastructure charge of the approved use a refund will not occur.

#### **4.2 Application of a credit**

- (a) A credit will only be applied in respect of an existing lawful land use or lots, in existence at the time the development application is made. This means an existing lawful use has to be established (up and running) at the time the development application is made.
- (b) A credit will not be applied under any circumstance for unapproved use of the land.

### **Part 5 Offsets**

#### **5.1 Purpose**

This section outlines the circumstances and process for an infrastructure offset for trunk infrastructure contribution for infrastructure.

#### **5.2 Application of section**

This section applies where, for a development, the Livingstone Shire Council has (for a trunk infrastructure network):

- (a) *required the following* (trunk infrastructure contribution):
  - i. the supply of work/s for trunk infrastructure in a condition of a development approval;
  - ii. the giving of part of the land the subject of a development application or request for compliance assessment in a notice and
- (b) *levied* an adopted infrastructure charge in an adopted infrastructure charges notice or negotiated infrastructure charges notice for the same premises.

#### **5.3 Claim for an infrastructure offset**

- (a) The entity or person bound to provide the trunk infrastructure contribution and the adopted infrastructure charge for the development (the claimant) may give a notice in the prescribed form to the *local government* which states the following:
  - i. that the claimant proposes to supply the trunk infrastructure contribution;
  - ii. that the claimant seeks an offset or refund for the supply of the trunk infrastructure contribution against an adopted infrastructure charge (infrastructure offset);
  - iii. the claimants estimate of the establishment cost of the trunk infrastructure for an offset or refund
- (b) The *local government* is to give a notice in the prescribed form to the claimant which states the following:
  - i. whether an infrastructure offset is applicable or not;
  - ii. if an infrastructure offset is not applicable, the reason;

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- iii. if an infrastructure offset is applicable, the value of the infrastructure offset; and
- iv. If a refund is applicable following the offset of the trunk works establishment cost against the infrastructure charges notice (ICN).

#### **5.4 Application of an infrastructure offset**

The *local government* is to offset the amount of the value of the trunk infrastructure against the total amount as identified on the Infrastructure Charges Notice. Where the establishment cost of the trunk infrastructure item (not applicable for Additional Trunk Infrastructure conditions) is greater than the total amount on the infrastructure charges notice, Livingstone Shire Council must refund the applicant an amount equal to the difference between the two or alternatively applying a credit.

Infrastructure charges notices will provide details on the Establishment Costs for any trunk works required, Infrastructure Charges payable and any refund that maybe applicable.

### **Part 6 Determining the Establishment Cost of trunk infrastructure for an offset or refund**

#### **6.1 Purpose**

This section states the Livingstone Shire Council policy for the determination of the establishment cost of trunk infrastructure works to be used for an offset or refund.

#### **6.2 Establishment Cost Provisions**

Livingstone Shire Council has determined a preliminary establishment cost for the provision of the trunk infrastructure items as identified in the Schedule of Works. The scope of works used for the development of this cost will be provided to the applicant. It will include the standard to which the infrastructure is to be provided and approximate location.

For trunk infrastructure that is works, the applicant must at their cost provide to the Livingstone Shire Council:

- (a) A bill of quantities for the design, construction and commissioning of the trunk infrastructure in accordance with the scope of works;
- (b) A first principles estimate for the cost of designing, constructing and commissioning the trunk infrastructure specified in the bill of quantities.

For trunk infrastructure that is land, the applicant must at their cost provide to the Livingstone Shire Council a valuation of the specified land undertaken by a certified valuer using the before and after method of valuation.

#### **6.3 Cost Estimation / Valuation Accepted or Not Accepted**

Where the bill of quantities and cost estimate is accepted by Council, this becomes the establishment cost.

For trunk infrastructure that is land, where the valuation is accepted by Council, this becomes the establishment cost.

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Council is to give notice to the applicant advising the acceptance of the bill of quantities, cost estimate and valuation where appropriate and determination of this being the establishment cost.

Where the bill of quantities, cost estimate or valuation is not accepted by Council, Council must at its cost have an assessment undertaken by a suitably qualified person or for land valuation, a certified practicing valuer to:

- (a) Determine whether the bill of quantities is in accordance with the scope of works;
- (b) Determine whether the cost estimate is consistent with current market costs calculated by applying first principles estimating approach to the bill of quantities;
- (c) Provide a new cost estimate using a first principles estimating approach;
- (d) Provide a new land valuation using the before and after land valuation method.

#### **6.4 Cost Estimation / Valuation Agreement Cannot be Reached**

If agreement cannot be reached Livingstone Shire Council must refer the bill of quantities, estimate or valuation to an independent, suitably qualified assessor or for the land valuation, an independent certified practising valuer.

Livingstone Shire Council and the applicant must agree on the appointment of the independent assessor or independent valuer and the costs associated with the review are to be equally shared between both parties.

The independent assessor or valuer will be required to:

- (a) Assess whether the bill of quantities is in accordance with the scope of works;
- (b) Assess whether the cost estimate is consistent with current market costs calculated by applying first principles estimating approach to the bill of quantities;
- (c) Provide an amended cost estimate using a first principles estimating approach;
- (d) Assess the previous land valuation and provide an amended valuation where appropriate.

Where an amended cost estimate or valuation has been determined by the independent assessor or valuer and agreed by both parties, this is then the establishment cost.

If the Livingstone Shire Council and the applicant are unable to reach agreement on the appointment of an independent assessor or an independent certified valuer, then the establishment cost is determined by taking the average of the cost estimate previously obtained by the applicant and that identified in Council's schedule of works.

#### **6.5 Amended Infrastructure Charges Notice**

Livingstone Shire Council must give an amended infrastructure charges notice (ICN) stating:

- (a) The value of the establishment cost of the infrastructure which has been indexed to the date it is stated in the amended infrastructure charges notice using Consumer Price Index – Brisbane All Groups;
- (b) That the establishment cost of the infrastructure stated in the amended infrastructure charges notice is indexed from the date that it is stated in the amended notice to the date

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Adopted Infrastructure Charges Resolution (No. 4)*

it is to be offset against the levied charge in accordance with Consumer Price Index – Brisbane All Groups.

## **Part 7      Conversions**

### **7.1      Purpose**

This section states the Livingstone Shire Council policy for the submission of a conversion application.

### **7.2      Conversion Application**

This section applies where, for a development, the Livingstone Shire Council has issued a development approval including a condition requiring non-trunk infrastructure to be provided, and the applicant requires Council's further consideration to be given to the conversion of that infrastructure from non-trunk to trunk.

An applicant may apply to the local government to convert non-trunk infrastructure to trunk infrastructure. The application must be made in writing using the prescribed form (the conversion application). The local government must within the required period, decide the conversion application having regard to the criteria for deciding the application.

An application to convert non-trunk infrastructure to trunk infrastructure may be made only where the following applies:

- a) Construction of the non-trunk infrastructure has not commenced.
- b) The Local Government has provided a development approval inclusive of a condition for the provision of non-trunk infrastructure.
- c) Where the condition is a development approval condition, the conversion application will be made to Livingstone Shire Council.

*(Note - Livingstone Shire Council is developing a template application form to assist applicants with the submission of a conversion application. For further advice, in this regard please contact the Council via the Duty Planner service through our customer service team.)*

### **7.3      Deciding an Application**

Where a conversion application has been made, Livingstone Shire Council will consider the criteria identified in 7.4 below as a basis for the decision-making. The conversion application decision process must be undertaken in accordance with relevant section of the *Sustainable Planning Act 2009*.

Where Livingstone Shire Council requires additional information to assist with the assessment of the conversion application, written notice will be provided in accordance with the relevant section of the *Sustainable Planning Act 2009*.

### **7.4      Conversion Criteria**

For the infrastructure to be considered trunk infrastructure each of the following criteria must be met:

- (a) The infrastructure has the capacity to serve other developments in the area;

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- (b) The function and purpose of the infrastructure is consistent with other trunk infrastructure identified in this charges resolution and is consistent with the desired standards of service outlined in part 8.0 below;
- (c) The infrastructure is not consistent with non-trunk infrastructure for which conditions may be imposed in accordance with relevant section of the *Sustainable Planning Act*.
- (d) The type, size and location of the infrastructure is the most cost effective option for servicing multiple users in the area.

## **7.5 Conversion Application Decision**

As soon as practicable after Livingstone Shire Council has made a decision regarding the application a decision notice must be given to the applicant.

If the decision to convert the infrastructure from non-trunk to trunk is approved then Council must amend the original decision notice conditions and reissue an amended Infrastructure Charges.

If the decision is not to convert non-trunk infrastructure to trunk infrastructure, the notice must be an information notice about the decision.

## **Part 8 Desired Standards of Service**

The desired standards of service for each trunk infrastructure network are identified in the *Livingstone Planning Scheme 2018*, Part 4 – Local Government Infrastructure Plan, 4.4 Desired Standards of service.

## **Part 9 Priority Infrastructure Area**

The Priority Infrastructure Area is identified in the *Livingstone Planning Scheme 2018*, Schedule 3 – Local Government infrastructure plan mapping and supporting material, SC3.4 Priority Infrastructure Area Maps.

## **Part 10 Plans for Trunk Infrastructure**

The plans for trunk infrastructure for each trunk infrastructure network are identified in the *Livingstone Planning Scheme 2018*, Schedule 3 – Local Government infrastructure plan mapping and supporting material, SC3.5 Plans for Trunk Infrastructure Maps.

## **Part 11 Schedule of Works**

The schedule of works for each trunk infrastructure network are identified in the *Livingstone Planning Scheme 2018*, Schedule 3 – Local Government infrastructure plan mapping and supporting material, SC3.2 Schedule of Works.

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**12.4 RESOURCE RECOVERY INDUSTRY DEVELOPMENT PROGRAM (RRIDP)  
FUNDING APPLICATION****File No:** GS15.2.8**Attachments:**

1. RRIDP -stream-one - round-2 - guidelines[↓](#)
2. Livingstone Shire Council - Letter - S1 R2 - EOI Application Invitation[↓](#)

**Responsible Officer:** Dan Toon - Executive Director Infrastructure**Author:** Scott Casey - Manager Water & Waste Operations

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**SUMMARY**

*Round 2 grant funding of the Resource Recovery Industry Development Program (RRIDP) is currently open. In September, Council submitted an Expression of Interest requesting grant funding of \$570,000 towards the construction of a new resource recovery centre at the Yeppoon Landfill site. The expression of interest was successful and the application has progressed to the detailed application stage which closes on the 15 November 2019.*

**OFFICER'S RECOMMENDATION**

THAT Council endorse the delivery of the Resource Recovery Centre project and the application for Round 2 RRIDP Stream One grant funding.

**BACKGROUND**

On 1 July 2019, the Queensland Government announced the new Waste Management and Resource Recovery Strategy which presented a strategic framework to transition towards a zero-waste society, reduce waste, cut greenhouse gas emissions and protect the environment.

The implementation of the strategy was underpinned by the introduction of the waste disposal levy which came into effect on 1 July 2019. Funds from the waste levy revenue are planned to be allocated to development of the state's waste management and resource recovery industry. One of the programs supported by the waste levy is the Resource Recovery Industry Development Program (RRIDP). Round 2 of the RRIDP was announced in August 2019.

The RRIDP offers financial assistance for the development of a range of projects covering different scale and areas of focus. Stream One of the RRIDP is the Resource Recovery Grants Fund. This is a capital grants stream with dollar-for-dollar grants available from \$50,000 to \$5 million, for facilities and infrastructure projects that align with the RRIDP and its objectives.

The objectives of the RRIDP are:

- Facilitate waste avoidance, landfill diversion and recycling activities
- Accelerate investment in waste facilities and infrastructure
- Provide market and job development
- Increase economic growth.

Council previously submitted an expression of interest for grant funding in Round 1 of the RRIDP and was unsuccessful.

**COMMENTARY**

Council is committed to the delivery of a resource recovery centre at the Yeppoon Landfill site with the approval of \$1 million in the FY19/20 capital budget. These funds will be used for the construction of a resource recovery centre, but can also be used as matched funding for the Round 2 RRIDP grant funding application. If the RRIDP funding is approved it will

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both enhance and accelerate the recycling activities in the shire, whilst generating local employment and supporting a broader waste avoidance strategy.

The endorsement of Council is sought for the progression of the RRIDP grant funding application.

### **PREVIOUS DECISIONS**

Council has previously submitted an expression of interest for funding from the RRIDP Round 1 and has also approved the FY19/20 capital program and budget which includes \$1 million for the resource recovery centre project.

### **BUDGET IMPLICATIONS**

No additional Council funding will be required beyond that which is already approved and included in the FY19/20 capital program. These existing funds will be offered as matched funding in the grant application.

If the application is successful, an additional \$570,000 of value will be delivered by the project with no additional cost to the community.

### **LEGISLATIVE CONTEXT**

RRIDP is a state government funding program that supports the government's Waste Management and Resource Recovery Strategy.

### **LEGAL IMPLICATIONS**

NIL

### **STAFFING IMPLICATIONS**

The project would be project managed by Council employees with construction by a building contractor.

### **RISK ASSESSMENT**

This paper is seeking endorsement of the application for grant funding rather than the resource recovery centre project itself. There is no identified risk to Council of making the funding application.

### **CORPORATE/OPERATIONAL PLAN**

**Corporate Plan Reference:** Strategy EN3: Minimise impact on the natural environment through effective waste management and pollution control policies and programs.

### **LOCAL GOVERNMENT PRINCIPLES**

The local government principles are –

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

### **CONCLUSION**

Council has already committed \$1 million to the delivery of a resource recovery centre. The endorsement of this application for RRIDP funding will provide an additional \$570,000 to enhance the existing scope and accelerate the realisation of Council's recycling and waste avoidance objectives, with no additional cost or risk to Council.

## **12.4 - RESOURCE RECOVERY INDUSTRY DEVELOPMENT PROGRAM (RRIDP) FUNDING APPLICATION**

### **RRIDP -stream-one - round-2 - guidelines**

**Meeting Date: 5 November 2019**

**Attachment No: 1**

# **Resource Recovery Industry Development Program**

## **Stream One: Resource Recovery Grants Fund**

### **Round Two Guidelines**

**August 2019**

The Department of State Development, Manufacturing, Infrastructure and Planning improves productivity and quality of life in Queensland by leading economic strategy, industry development, infrastructure and planning, for the benefit of all.

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# 1. Introduction

On 1 July 2019, the Queensland Government announced the new [Waste Management and Resource Recovery Strategy](#), a strategic framework to transition towards a zero-waste society, reduce waste, increase recycling, cut greenhouse gas emissions and protect our environment. The three strategic priorities within the Strategy will guide the transition towards a more circular economy, reduce the amount of waste disposed of to landfill, or illegally, and provide a more sustainable source of end-of-life products and materials to create new products.

Implementation of the strategy is underpinned by the introduction of a waste disposal levy on waste going to landfill, which commenced on 1 July 2019. Waste levy revenue funds will be allocated to facilitate industry development and the expansion and evolution of the state's waste management and resource recovery industry through a suite of programs, including the [Queensland Resource Recovery Industry 10-Year Roadmap and Action Plan](#) and the [Resource Recovery Industry Development Program](#).

## 1.1 The Resource Recovery Industry Development Program

The Resource Recovery Industry Development Program (RRIDP) will provide financial assistance for the development of projects that:

- facilitate waste avoidance, landfill diversion (including stockpiles) and recycling activities;
- accelerate investment in waste facilities and infrastructure;
- promote market and job development across Queensland; and
- increase economic growth.

The RRIDP offers three streams to address projects of different scales and areas of focus. **These guidelines are for Stream One (Round Two), the Resource Recovery Grants Fund.**

### **Stream One: Resource Recovery Grants Fund** [\(these guidelines\)](#)

The first stream is a capital grants stream with dollar-for-dollar grants available from \$50,000 to \$5 million for facilities and infrastructure projects that align with the RRIDP and its objectives.

### **Stream Two: Resource Recovery Project Fund**

This is a broader financial incentives stream to attract or expand major resource recovery projects in Queensland. A project supported under Stream Two will deliver significant landfill diversion and resource recovery outcomes. Stream Two is well suited to projects which have the potential to result in significant benefits to Queensland, relative to the State's contribution. Applications will be considered on a case by case basis, with a successful project rated as of exceptional merit relative to the key objectives of RRIDP.



**Stream Three: Resource Recovery Investment Pipeline Fund**

The third stream is funding for studies for proposed projects that wish to deploy demonstrated technology but require further detailed technical and professional investigations to assist with resource recovery infrastructure investment decisions in Queensland.

## 2. Stream One: The Resource Recovery Grants Fund

### 2.1 Overview

The **Stream One: Resource Recovery Grants Fund** (Stream One) will accelerate investment in resource recovery facilities and infrastructure to keep resources circulating, divert waste from landfill and provide both environmental and social benefits. Stream One will support new jobs and economic development, particularly in regional areas, by expanding local processing activity.

Grants from \$50,000 to up to \$5 million will be provided towards capital investment in resource recovery infrastructure, to be at minimum matched by co-funding from the applicant.

Only one application will be accepted per applicant, including where the applicant is the lead applicant for a joint application.

This is a rounds-based stream which will follow a two-stage process, with the first stage being an expression of interest (EOI) which assesses eligibility and identifies projects most likely to meet the government's objectives. Those projects will then be invited to submit a detailed application. More details on eligibility and assessment are included in sections 2.4 – 2.8.

Applications will undergo a two-stage assessment process, an expression of interest followed by a detailed application. Successful applicants will be required to sign a contract and accept payment against milestones. Successful applicants will also be required to provide regular reports to the Department.

Our assessment, contract management and reporting framework ensures incentives offered through our grant programs result in a net benefit for Queensland.

### 2.2 Funding available

\$15 million is available under this round (Round Two) of Stream One.

### 2.3 Objectives

The key objectives of Stream One are to:

- support the [Advancing Queensland](#) priorities and the department's [strategic direction](#).

- increase waste diversion rates to meet Queensland Government targets set out in the *Waste Management and Resource Recovery Strategy*;
- accelerate private sector investment in new and improved resource recovery facilities and infrastructure;
- increase economic activity and employment particularly in regional areas or where unemployment is higher than the Queensland average; and
- move Queensland towards a circular economy by adding value to waste resources.

## 2.4 Eligibility

### 2.4.1 Applicants

To be eligible to apply, applicants must:

- be a legal entity\* with an active Australian Business Number (ABN) or Australian Registered Business Number (ARBN);
- propose capital investment in resource recovery facilities and infrastructure to be located in Queensland;
- have obtained internal approval\*\* to make the Application, including approval to co-fund the project to at least 50 per cent of the eligible capital costs, before applying for a grant;
- have the financial and technical capacity to deliver the resource recovery project; and
- have a history of effective regulatory compliance.

\*The applicant organisation may be a business, local government (including local government owned / controlled organisations) or a not-for-profit or non-government organisation. The applicant may also be in the process of establishing an organisation to launch a resource recovery project.

Regional groups of councils and partnerships between industry and local government are also encouraged to apply, but one organisation should be identified as the lead applicant and administrator of the project.

Individuals and sole traders are not eligible.

\*\* For local government applicants, this will be an endorsement of the project from elected members. For other organisations, this may require sign-off from executive management or the board.

### 2.4.2 Projects

#### Eligible Projects

To be eligible, a project must:

- be located in Queensland;
- recover waste materials that are currently being landfilled or stockpiled, or materials that are recovered to low value outlets;
- deliver new or improved resource recovery facilities or infrastructure;



- be capable of maintaining the delivery program for the project provided in the application;
- be able to secure all necessary planning approvals / licences within the delivery timeframe; and
- use only technology and solutions that have successfully demonstrated commercial capability.

Stream One will fund eligible costs up to 50 per cent of total eligible project costs.

This requires a minimum confirmed financial co-contribution of 50 per cent from other contributors, which may include funding from sources outside of the Department of State Development, Manufacturing, Infrastructure and Planning. This could be from other Queensland Government agencies, the Australian Government or local government, as well as contributions from non-government sources. Project applicants are required to contribute a minimum 25 per cent towards the project.

The requirement to contribute 25 per cent does not apply to Aboriginal and Torres Strait Islander Councils. While these Councils must co-contribute 50 per cent of the total eligible project cost, this can come from any source except Department of State Development, Manufacturing, Infrastructure and Planning.

Potential projects may include but are not limited to:

- new or expanded collection and transfer infrastructure, for example
  - kerbside collection systems
  - commercial waste collection systems
  - resource recovery centres and recycling drop off centres;
- new or expanded organics processing, for example
  - enclosed or in-vessel composting systems
  - anaerobic digestion, wet or dry;
- new or expanded recovery / sorting facilities, for example
  - upgrades to recycling facilities to meet tighter product quality standards
  - upgrades to mixed waste processing facilities;
- recovery of construction and demolition waste, for example
  - upgrades to existing facilities
  - new facilities where there is limited capacity;
- reprocessing, for example
  - refining of sorted recyclable material into higher quality products
  - manufacturing of new products from sorted recyclables
- new bioprocessing facilities, for example
  - processing bio-waste into reusable resources or energy;
- energy-from-waste, for example
  - energy generated from single stream or mixed wastes;
- industrial biotechnology and bioproducts infrastructure, for example
  - co-generation energy production
  - biofuel production
  - high value output bioproducts;
- on-site and precinct solutions, for example
  - Small scale or precinct-based treatment and recovery that reduce waste generated by a specific business or group of businesses.

### Ineligible Projects

The following projects are not eligible for funding and will not be considered under Stream One:

- landfill projects – construction of new landfills or landfill cells, improvement of existing landfills (excluding source separation equipment), new landfill equipment, capping of landfills or rehabilitation of legacy landfills;
- projects that have already commenced construction;
- projects undertaken outside of Queensland;
- infrastructure that is primarily intended to process wastes imported from jurisdictions outside of Queensland;
- projects which have not yet demonstrated the commercial capability of the technology being deployed;
- projects not directly resulting in new infrastructure investment, for example education and behaviour change programs, market development, strategy development, and feasibility studies.

### 2.4.3 Project Costs

Project costs to be eligible for consideration must be auditable and must be capital costs for project specific investments such as for new, upgraded or expanded resource recovery facilities, large-scale technologies, or for the purchase and installation of fixed plant and equipment required to fully commission new infrastructure.

The following items will not be funded and should be excluded from the estimate of eligible project costs for co-funding:

- project development costs such as options analyses, feasibility studies, business case development and due diligence;
- legal costs;
- any expenditure incurred prior to the project commencement date agreed under the funding agreement;
- development approvals and environmental licence application costs, including any impact assessment studies that may be required;
- civil works outside the direct project site such as road and drainage upgrades;
- site acquisition costs such as purchase or lease costs and any site rehabilitation costs;
- leased equipment;
- operations and maintenance costs, including working capital;
- financing costs;
- existing plant and equipment which may be utilised in the new project;
- grant application, monitoring and administration costs (including any consultant support engaged by the applicant);
- promotion and advertising costs;
- compliance with regulation and licence conditions;
- offtake market development costs;
- education and information campaigns;
- contingency allowances (but it is considered prudent for these to be included in the total project budget).

In-kind contributions from the applicant are welcomed but will not be counted toward the applicant's capital co-contribution.

The applicant is encouraged to demonstrate that local suppliers and contractors will be engaged wherever reasonably practicable. Where significant expenditure outside of Queensland is required, this should be identified and explained in the application. The Queensland Charter for Local Content may apply.

## 2.5 How to apply

Notification of the funding round opening will be provided via multiple channels including email, social media and advertising. Stream One is a two-stage assessment process where proponents will be able to submit an expression of interest (EOI) and, if eligible, will then be invited to submit a detailed application.

Four weeks will be allowed for proponents to submit an EOI, followed by a four-week assessment period. A further four weeks will be allowed for proponents to submit a detailed application, followed by a twelve-week assessment period.

Should any stage of the assessment period need to be extended, applicants will be notified in writing.

## 2.6 EOI stage

Interested proponents will be able to visit a Departmental website to submit an EOI for their proposed project using the online portal. Two forms must be submitted, a grant application form and a project data template.

Each EOI will be checked for eligibility against the criteria set out in section 2.4 of these guidelines. If the EOI does not satisfy the eligibility criteria the applicant will be notified. Feedback will be provided upon request.

If the EOI satisfies the eligibility criteria, the department will then consider the projects most likely to achieve the program's objectives. Only those applications which are eligible and most likely to meet the program's objectives will be invited to submit a detailed application.

## 2.7 Detailed application stage

A detailed application form will be forwarded to the applicant for completion. It will request the following information:

- project background, including the current situation and what problems the project will address;
- project description, including site details, technologies proposed, processing capacity and waste flows. Waste flows refer to inputs, output of recovered materials and / or energy products and residual waste to landfill;
- project viability, particularly in relation to feedstock markets for waste supply and offtake markets for recovered products;



- a financial evaluation to ensure the project is commercially viable and will provide a return on investment, and for the evaluation panel to assess the robustness of key financial assumptions (costs and revenues);
- project plan, including key stages and milestones of the project as well as roles and responsibilities of key parties / staff. It will also include management systems and quality control approaches, and an outline of procurement strategies;
- project risks, including key project risks, potential consequences and mitigation measures that will be put in place to manage the risks. This should include risks associated with obtaining Native Title, land tenure and planning approvals; and
- key benefits, expected outcomes and measures of success
- three years of audited financial statements, to undertake a due diligence assessment.

Detailed applications must contain all information required to be submitted at the time of lodgement, as the Department will not request additional information to assess detailed applications. Guidance on evidence required to substantiate detailed applications will be provided with the application form.

Applicants will receive an acknowledgement of receipt of the detailed application by email within three business days of the closing date.

All detailed applications will be scored in a competitive, merit-based process against the eligibility and assessment criteria. The Department may engage consultants or specialist advisors to assist with the assessment of proposals against the eligibility and assessment criteria including probity checks and technical assessments.

There is no guarantee of approval at any stage in the process, and applicants will be notified in writing of the outcome of their detailed application. Should the number of meritorious applications exceed the funding pool, funding will be allocated to the projects most likely to meet government objectives, until funds are exhausted.

The State reserves the right to award grant funding in a different amount or with alternative conditions to that requested by the applicant.

The State may make public announcements regarding successful applications.

#### **Advice and support**

Frequently asked questions (FAQ) will be uploaded to the departmental website periodically once Stream One opens. The Department will not publish questions and responses where they are project or application specific. Applicants should check the FAQ for updates prior to submitting their EOI and detailed application.

The Department is not able to directly assist in the preparation of applications.

The decision in relation to an application is final and may not be appealed. If however, an applicant has any concerns in relation to the application or assessment process, the application may raise their concern at [rridp@dsgmip.qld.gov.au](mailto:rridp@dsgmip.qld.gov.au) and this will be considered.

The Department welcomes feedback on the RRIDP. Further information about providing feedback, compliments or complaints to the Department can be found [on our website](#).

## 2.8 Assessment criteria

Proposals will be assessed against the following weighted criteria which must be addressed in the detailed application:

- contribution to the development of the resource recovery industry (30%); including
  - achievement of Queensland Government waste diversion targets, including recycling of problematic waste streams (refer to the Queensland Government's *Waste Management and Resource Recovery Strategy*)
  - acceleration of private sector investment
  - development of the waste industry supply chain
- viability of the project (30%), including:
  - access to feedstocks
  - access to offtake markets
  - sound financial evaluation
- project delivery and risk management (25%), including
  - experience in delivering similar projects
  - sound project plan
  - sound risk identification and management plan
- value for money (15%), including
  - government investment per tonne of waste diverted
  - amount of private sector investment compared to government investment
  - local benefits particularly employment

## 2.9 Funding arrangements

Successful applicants will be required to execute a funding agreement with the State. This funding agreement will outline the terms of the proposed funding and detail the milestones to be achieved by the applicant. A copy of this funding agreement will be provided to applicants invited to submit a detailed application.

A 10 per cent payment will be made on execution of the funding contract. Funding will then be provided in instalments and paid in arrears based on agreed milestones. Payments will be dependent on receipt of satisfactory milestone reports, which will be subject to verification by the Department.

Applicants must advise proposed payment milestones and payment amounts within their detailed application form.

Recipients will be required to provide regular progress reports and milestone completion reports to the Government which demonstrate that the project is being delivered as agreed on schedule, and a project completion report. Templates and

requirements for these will be provided to successful applicants. A post completion report will be required one year after the project's completion date.

The Government reserves the right to undertake an audit of projects to monitor progress and / or appoint an independent advisor to undertake an assessment of projects.

## 2.10 Tax obligations

Grants may be treated as assessable income for taxation purposes and GST may also be applied. The State does not provide advice to applicants and recommends applicants seek independent professional advice on their tax obligations.

## 2.11 Program evaluation

As a new initiative of the Queensland Government, the RRIDP will be continuously monitored and reviewed, at a minimum annually, to ensure that the program effectively achieves its objectives. As such, these guidelines may be updated for future rounds after a funding round has closed.

# 3. Communications

## 3.1 Media

Once Stream One is open, all media enquiries or public announcements relating to Stream One will be coordinated and managed by Department's media team. Where possible, media and communications about projects will be undertaken jointly with successful applicants.

Applicants will be required to:

- seek and obtain the Department's approval before making public statements, or contacting the media, regarding successful or unsuccessful Applications through Stream One;
- provide the Department with at least 25 business days' notice of any proposed media event; and
- provide any proposed media or public statement to Department for approval prior to its release as well as making any changes or amendments to the form, content or manner reasonably requested by the Department.



## 3.2 Confidentiality

The Department will maintain strict controls in relation to the management of confidential information provided by applicants and all internal documentation produced in relation to the administration of Stream One.

Applicants must keep confidential any dealings with the Department about their Application, including any funding offered, but may make disclosures to advisors who are under an obligation of confidentiality or if required by law.

The State reserves the right to publicly disclose the names of applicants, information about funding granted and details about the anticipated economic outcomes and benefits to the State.

The State may also disclose confidential information of, or provided by, the applicant:

- if required to be disclosed by law;
- to its advisors;
- to comply with or meet applicable standards for accountability of public money or established governmental policies, procedures and protocols; or
- to a government agency.

## 3.3 Contact details

For enquiries or assistance about these guidelines, please contact the Department of State Development, Manufacturing, Infrastructure and Planning:

Email: [rridp@dsgmip.qld.gov.au](mailto:rridp@dsgmip.qld.gov.au)

Phone: 13 QGOV (13 74 68)

## 4. Glossary

**Application** – means an application (or relevant part of an application) made to Stream One, and includes an EOI, a detailed application and any other supporting or additional information in whatever form provided by the applicant in connection with its EOI or detailed application to Stream One.

**Circular economy** – a circular economy is an alternative to a traditional linear economy (make, use, dispose) in which we keep resources in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life.

**Department** – the Queensland Department of State Development, Manufacturing, Infrastructure and Planning.

**Detailed application** – a detailed application for funding under Stream One as set out in section 2.7.

**EOI** – an expression of interest for funding under Stream One as set out in section 2.6.

**Feedstock** – raw materials sourced as inputs for the process.

**Offtake market** – the market in which producers of a resource sell.

**Resource Recovery** – when energy, a material, or a product is taken from waste and re-used.

**State** – the State of Queensland.

**Stream One** – the Stream One: Resource Recovery Grants Fund.

## 5. Terms and Conditions

### 5.1 Reservation of Rights

The State reserves the right to administer Stream One and conduct the process for the assessment and approval of Applications in connection with Stream One in such manner as it thinks fit and to:

- a) change the structure, procedures, nature, scope or timing of, or alter the terms of participation in, the process or overall RRIDP (including timeframes and submission and compliance of Applications);
- b) consider or accept or refuse to consider or accept any Application which:
  - i. is lodged other than in accordance with these guidelines;
  - ii. is lodged after the relevant closing date for lodgement;
  - iii. does not contain the information required by these guidelines; or
  - iv. is otherwise non-conforming in any respect;
- c) vary or amend the eligibility criteria or assessment criteria set out in these guidelines;
- d) take into account any information from its own and other sources (including other Government agencies or advisors);
- e) accept or reject any Application, having regard to these guidelines, the eligibility criteria and the assessment criteria or any other item, matter or thing which the State considers relevant, including the limitations on the funds available for Stream One;
- f) give preference by allocating weighting to any one or more eligibility criteria or assessment criteria over the other;
- g) seek clarifications or additional information from, or provide clarifications or additional information to, negotiate or deal with, or seek presentations or interviews from, any applicant, without doing or requiring the same from all or any of the other applicants;
- h) conduct due diligence investigations in respect of any applicant and subject Applications to due diligence, technical, financial and economic appraisals;



- i) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an Application or provide any additional information;
- j) terminate further participation of any applicant in the application process for Stream One;
- k) terminate or reinstate Stream One or any process in Stream One;
- l) not proceed with Stream One in the manner outlined in these guidelines, or at all;
- m) allow the withdrawal or addition of any applicant after the closing date; and
- n) conduct negotiations with any one or more applicants after Applications have been lodged.

Where, under these guidelines, it is stated that the State may exercise a right or discretion or perform any act or omit to perform any act, then unless stated otherwise the State may do so at its sole and absolute discretion and will not be required to act, or be restrained from acting, in any way or for any reason nor to take into account the interests of any third party (including the applicants).

If the State does exercise any of its rights under these guidelines the State may inform any or all applicants. The State will not, however, be under any obligation to do so.

## 5.2 Relationship

The State's obligations regarding the application process are limited to those expressly stated in these guidelines.

Subject to section 5.7, no contractual or legal relationship exists between the State and an applicant in connection with Stream One, these guidelines or the application process.

An applicant, or its representatives:

- a) has no authority or power, and must not purport to have the authority or power to bind the State, or make representations on behalf of the State;
- b) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint venture with the State; and
- c) must not represent to any person that the State is a party to the proposed project (other than as a potential funder subject to the application process and confidentiality obligations detailed in these guidelines).

## 5.3 Participation at applicant's cost

Each applicant participates in Stream One at its own cost and risk.

To the extent permitted by law, no applicant will have any claim of any kind whatsoever against the State (whether in contract, tort (including negligence), equity, under statute or otherwise) arising from or in connection with:

- a) any costs, expenses, losses or liabilities suffered or incurred by the applicant in preparing and submitting its Application (including any amendments, requests for further information by the State, attendance at meetings or involvement in discussions) or otherwise in connection with Stream One;
- b) the State at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with Stream One; or
- c) any of the matters or things relevant to its Application or Stream One in respect of which the applicant must satisfy itself, including under these guidelines.

Without limiting the foregoing, if the State cancels or varies Stream One at any time or does not select any applicant following its assessment of the Applications, or does (or fails to do) any other thing referred to under these guidelines, no applicant will have any claim against the State arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its Application or otherwise in connection with or in relation to (whether directly or indirectly) Stream One.

## 5.4 Applicant to make own enquiries

These guidelines have been prepared to give potential applicants background information in relation to Stream One. These guidelines do not, and do not purport to contain all of the information that applicants may require in reaching decisions in relation to whether or not to submit an Application. Applicants must form their own views as to what information is relevant to such decisions and obtain their own independent legal, financial, tax and other advice in relation to information in these guidelines or otherwise made available to them during the application process.

The State accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the information supplied by it in connection with Stream One or interpretations placed on the information by applicants.

## 5.5 Intellectual Property

Any intellectual property rights that may exist in an Application will remain the property of the applicant or the rightful owner of those intellectual property rights. Any part of an Application considered to contain any intellectual property rights should be clearly identified by the applicant.

The applicant grants to the State (and will ensure that relevant third parties grant) a non-exclusive, irrevocable licence to use and reproduce the intellectual property for the purpose of administering Stream One.

## 5.6 Privacy

In this section, **Personal Information** has the meaning given to that term in the *Information Privacy Act 2009* (Qld).

Personal Information provided by applicants may, in the course and for the purposes of assessment of the Application, be disclosed to the State's associates or project stakeholders.

If any applicant collects or has access to any Personal Information in connection with its Application or Stream One, the applicant must comply, in relation to that Personal Information:

- a) (as if it were the State) with the Information Privacy Principles in the *Information Privacy Act 2009* (Qld); and
- b) with all reasonable directions of the State.

## 5.7 Acceptance

By submitting an Application, each applicant:

- a) warrants to the State that the information contained in its Application is accurate and complete as at the date on which it is submitted and not by omission misleading, and may be relied on by the State in determining whether or not to provide financial assistance to the applicant under Stream One;
- b) undertakes to promptly advise the State if it becomes aware of any change in circumstances which causes the information contained in its Application to become inaccurate or incomplete in a material respect;
- c) acknowledges that the State will rely on the above warranty and undertaking when evaluating the Application;
- d) acknowledges that the State may elect to remove an applicant or elect not to further consider an Application at any stage as a result of a material change to the information presented in an Application;
- e) acknowledges that the State may suffer loss or damage if the applicant breaches the above warranty and undertaking; and
- f) is taken to have accepted these guidelines, including the terms and conditions, and warrants for the benefit of the State it will not breach these guidelines or seek to bring any claim, of any kind whatsoever, against the State which is precluded by these guidelines.

# **12.4 - RESOURCE RECOVERY INDUSTRY DEVELOPMENT PROGRAM (RRIDP) FUNDING APPLICATION**

## **Livingstone Shire Council - Letter - S1 R2 - EOI Application Invitation**

**Meeting Date: 5 November 2019**

**Attachment No: 2**





Department of  
State Development,  
Manufacturing,  
Infrastructure and Planning

Our ref: D19/216442

21 October 2019

Mr Scott Casey  
Manager Water and Waste Operations  
Livingstone Shire Council  
4 Lagoon Place  
YEPPOON QLD 4703

scott.casey@livingstone.qld.gov.au

Dear Mr Casey

**Resource Recovery Industry Development Program (RRIDP) – Stream One Round 2 – Expression of Interest (EOI) Application**

Thank you for your recent RRIDP Stream One Round 2 EOI application. The department has considered your EOI and is now pleased to invite you to proceed to the detailed application stage.

The detailed application form can be accessed via the following link:

[https://haveyoursay.dsd.qld.gov.au/statedevelopment/rridp-detailed-application-stream-one-round-2/start\\_preview?token=c0ffdf0785460b0b4a07092edaa8a88f790b466a](https://haveyoursay.dsd.qld.gov.au/statedevelopment/rridp-detailed-application-stream-one-round-2/start_preview?token=c0ffdf0785460b0b4a07092edaa8a88f790b466a)

Applications must be submitted online by 5pm on Friday 15 November 2019.

The department received a large number of EOIs and expects that the detailed assessment process will be highly competitive. All applications will be scored in a competitive, merit-based process against the eligibility and assessment criteria outlined in the RRIDP Stream One Round Two Guidelines. There is no guarantee of approval at any stage in the process and should the number of meritorious applications exceed the funding pool, funding will be allocated to the projects most likely to meet government objectives. Funding may be offered in a different amount or with alternative conditions to that requested.

1 William Street  
Brisbane QLD 4000  
PO Box 15009 City East  
Queensland 4002 Australia  
Telephone +617 3452 7100  
www.dsdmp.qld.gov.au  
ABN 29 230 178 530

The department takes this opportunity to remind you that all media and public announcements relating to the RRIDP program are to be managed by the department. Applicants must keep confidential any dealings with the department about their application, including the invitation to progress to detailed application and any funding that may be offered.

Applicants may make disclosures to its representatives, accountants, auditors, insurers, financial advisers or legal advisers (including those of any Group Entity) requiring the information for the purposes directly related to the application or project and who accept or owe a duty of confidence in relation to the information.

If you have any questions about the RRIDP processes, please email [rridp@dsdmip.qld.gov.au](mailto:rridp@dsdmip.qld.gov.au)

Yours sincerely



**Mark Tierney**  
A/Executive Director, Industry Development  
Manufacturing, Industry and Regions

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**12.5 PROPOSED REVOCATION OF RESERVE FOR LOCAL GOVERNMENT (QUARRY) (R946) OVER LOT 28 ON CROWN PLAN 861679 AT KEPPEL SANDS**

**File No:** GR14.4.2

**Attachments:** 1. Plan and Aerial - Lot 28 on Crown Plan 861679 and Lot 50 on Survey Plan 207050 [↓](#)

**Responsible Officer:** David Mazzaferri - Manager Community Wellbeing  
Brett Bacon - Executive Director Liveability and Wellbeing

**Author:** Mark McLean - Principal Property Officer

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**SUMMARY**

*This report pertains to a proposal by the Department of Natural Resources, Mines and Energy to revoke Reserve for Local Government (Quarry) (R946) over Lot 28 on Crown Plan 861679 at Keppel Sands and amend the adjoining Reserve for Recreation (R547) to include Lot 28 on Crown Plan 861679.*

**OFFICER'S RECOMMENDATION**

THAT Council resolve to advise the Department on Natural Resources, Mines and Energy that it offers no objection to the revocation of Reserve for Local Government (Quarry) (R946) over Lot 28 on Crown Plan 861679 at Keppel Sands and the amendment of the adjoining Reserve for Recreation (R547) to include Lot 28 on Crown Plan 861679.

**BACKGROUND**

Council is the Trustee of Reserve for Recreation (R547) – Lot 50 on Survey Plan 207050 Schofield Parade, Keppel Sands, which comprises approximately 9.74 hectares. Council is also the Trustee of the adjoining Reserve for Local Government (Quarry) (R946) – Lot 28 on Crown Plan 861679 Schofield Parade, Keppel Sands which comprises 7,900 square metres (Attachment One is a plan and aerial photograph of these sites).

As part of construction of the national broadband network, NBN Co Limited is seeking to co-locate its telecommunications equipment on an Optus Mobile Pty Ltd tower and within the compound located on Lease B in Lot 50, which is held by Optus. Also located in Lot 50, is Lease A which is held by the Australian Volunteer Coast Guard Association Incorporated. While the Coast Guard operates from a building on its lease area, its communications equipment is located on the Optus tower.

After consideration of a number of tenure options, the Department of Natural Resources, Mines and Energy has advised in principle support for a Trustee Lease to NBN Co Limited over a nominal area (being one square metre) to provide it with an interest in Lot 50. Such interest would provide NBN Co Limited with access rights within Lot 50 and the right to install its cabling on Lot 50. The lease would also enable NBN Co Limited to apply for an easement over Lot 28 for access purposes.

**COMMENTARY**

Whilst the granting of a Trustee Lease to NBN Co Limited will enable it to apply for an easement over Lot 28 for access purposes, the Department of Natural Resources, Mines and Energy had advised that changes to the *Land Act 1994* which will come into effect early next year will impact on the timeframe for the issue of easements.

In an attempt to expedite the resolution of tenure for NBN Co, the Department of Natural Resources, Mines and Energy has suggested the following:

- 1) the revocation of Reserve for Local Government (Quarry) (R946) over Lot 28 on Crown Plan 861679 (if Council no longer requires it for its dedicated purpose); and
  - 2) the amendment of the adjoining Reserve for Recreation (R547) to include Lot 28 on Crown Plan 861679.
-

In addition to expediting the issue of tenure for NBN Co access to Lot 50, the action proposed by the Department of Natural Resources, Mines and Energy will also formalise access over Lot 28 for the existing lessees on Lot 50 (namely, Optus and the Coast Guard).

Comment was sought from Council's Infrastructure Services Portfolio, Development Assessment section, Natural Resource Management section, Disaster Management and Resilience section and Community Development and Sport and Recreation section. The following comments have been provided.

Infrastructure Services

Water and Waste

*Water and Waste Operations have no infrastructure on this particular site. As such we have no objections.*

Engineering Services

*Engineering Services has no quarry interests or requirements with Lot 28 and would not have any objections regarding the proposed changes to Lot 28.*

Construction and Maintenance

*No objection to this suggestion.*

Development Assessment

*Development Assessment has no objections to the revocation of the reserve over Lot 28 or the amendment of the recreation reserve over Lot 50 to include Lot 28.*

Natural Resource Management

*Do not see any major issues with the tenure change.*

Disaster Management and Resilience

*No concerns.*

Community Development and Sport and Recreation

*No major concerns from the Community Development and Sport Recreation team.*

**PREVIOUS DECISIONS**

This request has not been the subject of any previous Council resolution or direction.

**BUDGET IMPLICATIONS**

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

**LEGISLATIVE CONTEXT**

The management and disposal of public land is controlled by the *Land Act 1994* and *Native Title (Queensland) Act 1993*.

**LEGAL IMPLICATIONS**

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

**STAFFING IMPLICATIONS**

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

**RISK ASSESSMENT**

Although Reserve for Local Government (Quarry) (R946) will no longer exist, the inclusion of Lot 28 on Crown Plan 861679 in Reserve for Recreation (R547) will make this land available for recreation purposes. It will also simplify the issue of access for the existing lessees on Lot 50 on Survey Plan 207050 and NBN Co in the event that it is granted a Trustee Lease.



**CORPORATE/OPERATIONAL PLAN**

This report links to Strategy AM4 of Council's Corporate Plan which states: '*Operate, maintain and use Council assets to deliver efficient and cost effective services to the community.*'

**LOCAL GOVERNMENT PRINCIPLES**

The local government principles are –

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

**CONCLUSION**

The Department of Natural Resources, Mines and Energy is seeking Council's view on a proposal to revoke Reserve for Local Government (Quarry) (R946) over Lot 28 on Crown Plan 861679 at Keppel Sands and amend the adjoining Reserve for Recreation (R547) to include Lot 28 on Crown Plan 861679.

Consultation was undertaken with internal Council stakeholders. No objection was raised in relation to the proposed closure and thus it should be supported.

**12.5 - PROPOSED REVOCATION OF  
RESERVE FOR LOCAL GOVERNMENT  
(QUARRY) (R946) OVER LOT 28 ON  
CROWN PLAN 861679 AT KEPPEL  
SANDS**

**Plan and Aerial - Lot 28 on Crown Plan  
861679 and Lot 50 on Survey Plan  
207050**

**Meeting Date: 5 November 2019**

**Attachment No: 1**







## **13 URGENT BUSINESS/QUESTIONS**

*Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting*

## 14 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 Department of Defence Memorandum of Understanding for maintenance of access roads to Shoalwater Bay Training Area**

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

#### **15.2 Stanage Bay Road Upgrade Project**

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 DEPARTMENT OF DEFENCE MEMORANDUM OF UNDERSTANDING FOR MAINTENANCE OF ACCESS ROADS TO SHOALWATER BAY TRAINING AREA

**File No:** RD28.3.7

**Attachments:**

1. Revised Memorandum of Understanding with tracked changes
2. Scope of Service

**Responsible Officer:** Dan Toon - Executive Director Infrastructure

**Author:** Jeff Carter - Manager Construction & Maintenance

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

*The Department of Defence is currently seeking an MOU with Council for contributions to the cost of repairs and maintenance on roads accessing SWBTA, based on annual condition assessments and the proportion of traffic generated by Defence related activities. Council Officers are proposing changes to the draft MOU such that Defence contributions are annualised and based on a Service Delivery Model.*

**15.2 STANAGE BAY ROAD UPGRADE PROJECT****File No:** P-20-012**Attachments:** Nil**Responsible Officer:** Dan Toon - Executive Director Infrastructure**Author:** Kat Groves - Executive Assistant to Director Infrastructure Services

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**

*Councillors will be provided with a verbal briefing in relation to the Stanage Bay Road upgrade project.*



## **16 CLOSURE OF MEETING**