



ORDINARY MEETING

AGENDA

18 FEBRUARY 2025

Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 4 Lagoon Place, Yeppoon on 18 February 2025 commencing at 9:00 AM for transaction of the enclosed business.

Terry Dodds PSM
CHIEF EXECUTIVE OFFICER
13 February 2025

Next Meeting Date: 18.03.25

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."

Opening Prayer

Deputy Mayor, Councillor Pat Eastwood is scheduled to deliver an opening prayer.

2 ATTENDANCE

Members Present:

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

Officers in Attendance:

Terry Dodds - Chief Executive Officer
Katrina Paterson - General Manager Communities
Michael Kriedemann – General Manager Infrastructure
Andrea Ellis – Chief Financial Officer
Mike McGarvey - Chief Technology Officer
Kristy Mansfield - Chief Human Resources Officer

3 LEAVE OF ABSENCE / APOLOGIES

Nil

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Ordinary Meeting held 21 January 2025.

5 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA

6 DEPUTATIONS

Nil

7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

7.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File No: GV

Attachments: 1. [Business Outstanding Table](#)

Responsible Officer: Terry Dodds PSM - Chief Executive Officer

SUMMARY

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

OFFICER'S RECOMMENDATION

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

7.1 - BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

Business Outstanding Table

Meeting Date: 18 February 2025

Attachment No: 1

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

| Item | Date | Report Title | Resolution | Comments |
|------|------------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 20/12/2022 | The Station Eastern Precinct Site - Development Option | <p>THAT Council resolve to:</p> <ol style="list-style-type: none"> 1) Apply the exceptions mentioned in section 236(1)(a) and 236(1)(b) of the <i>Local Government Regulation 2012</i> in its dealing with Saint Vincent De Paul Society over proposed Lot 2 - The Station eastern precinct at 23 James Street, Yeppoon; and 2) Authorise the Chief Executive Officer to negotiate with Saint Vincent De Paul Society for the disposal of proposed Lot 2 for an amount at or above the current market value; and 3) Condition that the sale of proposed Lot 2 be subject to Saint Vincent De Paul Society obtaining the necessary development approvals and any associated public consultation. | <p>12 Feb 2025 HIF funding application under state assessment.</p> |
| 2 | 24/10/2023 | Growing the Northern Corridor Project | THAT Council endorse the purpose and completion of the "Growing the Northern Corridor" project as described in this report. | <p>16 Jan 2025 Request for quote for Structure Planning for the Northern Corridor has been released. Closing end of January 2025.</p> |
| 3 | 21/11/2023 | Notice of Motion - Councillor Adam Belot - Housing Crisis - Residential Council Dwelling | THAT in order to assist with the housing crisis, Council delegate to the CEO authority to arrange the renovations for the residential Council dwelling adjacent to the Town Hall be considered within the 2024/2025 budget. | <p>12 February 2025 Report coming back to Committee regarding costs for March/April Meeting.</p> |
| 4 | 03/09/2024 | Eucalyptus Avenue Traffic Management Review | THAT the committee exercises its delegation under s257c of <i>Local Government Act 2009</i> and resolves to implement recommendation 1 to request enhanced police enforcement to address speeding and improve road safety and implement recommendations 2 to 7 of this report to enhance traffic management on Eucalyptus Avenue and surrounding roads. | <p>09 Jan 2025 Design plans have been completed, materials ordered, and installation is planned for the week beginning 13 January 2025. Key stakeholders have been updated.</p> |
| 5 | 02/07/2024 | Supreme Court Claim - EarthTec Pty Ltd (Statue Bay Project) | <p>THAT the committee recommends to Council that:</p> <ol style="list-style-type: none"> 1. Council notes that legal proceeding brought by EarthTec Pty Ltd in the Supreme Court over the Statue Bay Project from 2017/18 has been dismissed, with two costs orders awarded to Council. 2. The Chief Executive Officer be authorised to seek to recover costs from EarthTec Pty Ltd using the enforceable orders granted by the Supreme Court. | <p>12 Feb 2025 Information received from Council lawyers regarding costs claim and this will be sent to the Courts in early March 2025.</p> |
| 6 | 17/09/2024 | Questions on Notice - Cr Mather - Sewer Connections Marine Parade | THAT Council communicates with residents on Marine Parade for potential to become a declared zone outlining advantages/disadvantages and costs. | <p>12 Nov 2024 Officers from Engineering Services need to review potential sewer reticulation options, costs and then write to property owners to understand their appetite for this area to be declared.</p> |

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

| | | | | |
|----|------------|-----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 7 | 05/11/2024 | Shoreline Erosion Management Plan - Muskies Beach | <p>THAT the committee recommends to Council the following operational plan outcome be considered for the 2025/2026 year along with an associated budget:</p> <ul style="list-style-type: none"> - Develop a Shoreline Erosion Management Plan specific to Muskies Beach, incorporating a beach profile monitoring program and a vegetation plan for the foreshore with extensive community consultation as part of the process. | <p>16 Jan 2025 A Business Case has been prepared and will be included in deliberations for the 2025/26 Budget.</p> |
| 8 | 19/11/2024 | Management Plan - Cooe Bay Main Beach Access | <p>THAT Council recommends the following operational plan outcome be considered for the 2025/2026 year along with an associated budget:</p> <p>Develop a management plan for sustainable access to Cooe Bay Main Beach that accommodates increased population and use of the beach as the area is activated with walking tracks and to accommodate stormwater issues, in line with the outcomes proposed in the Shoreline Management plan adopted in 2022.</p> | <p>16 Jan 2025 A Business Case has been prepared and will be included in deliberations for the 2025/26 Budget.</p> |
| 9 | 17/12/2024 | Bondoola Rural Fire Brigade | <p>That Council support the Bondoola Fire Brigade's efforts by providing an administrative pathway and subsequently orchestrating a fast-tracked approval process for the necessary clearing of space to enable the development of this important community facility.</p> | <p>16 Jan 2025 Notice of Motion from the Mayor being tabled at Ordinary Council Meeting in February.</p> |
| 10 | 17/12/2024 | Closure of Coowonga Green Waste Pad | <p>Council defer its decision to close the Coowonga Green Waste Facility until genuine community consultation is undertaken with the Keppel Sands and Joskeleigh Community to explore other options.</p> | <p>12 Feb 2025 Next round of community consultation has been planned for early April 2025.</p> |
| 11 | 21/01/2025 | Notice of Motion - Mayor Adam Belot - Honouring former Councillor Tom Wyatt | <p>THAT in order to honour the late Tom Wyatt Council commits to delivering a significant public greenspace memorial to be named in honour of Tom Wyatt.</p> | <p>12 Feb 2025 Report coming back to Committee in March/April.</p> |
| 12 | 21/01/2025 | CEO Key Performance Agreement | <p>THAT the Performance Agreement for the CEO from 1 February 2025 to 1 February 2026 consists of Key Performance Indicators as follows:</p> <ul style="list-style-type: none"> (i) Build and maintain a new Business Integration and Reporting System and manage monthly production stemming from the 5-Year Corporate Plan, and 1-Year Operational Plan requirements and other subsets. (ii) Lift the total average organisational culture score from 53.5% to 58.5%. (iii) Provide advice to the Council regards the workforce, our current and future assets, and the financial decisions that align with all macro-level plans. (iv) Negotiate a new Enterprise Bargaining Agreement. (v) Strategise with the Council on how to bring industries of the future and maintain a balance in the demographic spread (social and economic), ensuring communities are consulted as required. | <p>12 Feb 2025 Progressing.</p> |

***Please note that the notes contained within the Business Outstanding Table are correct at the time of the Agenda being published.**

| | | | | |
|----|--|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| 13 | | Great Keppel Island Declared Sewer Area | THAT Council resolves to: Approve a Declared Sewer Area for Great Keppel Island incorporating the residences in the northern half of The Esplanade, in accordance with Sections 161(2), 161(6) and 676(1) of the Water Supply (Safety and Reliability) Act 2008. | 12 Feb 2025 Officers will finalise the implementation of the declared area as per resolution. |
|----|--|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|

8 PRESENTATION OF PETITIONS

Nil

9 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS

9.1 NOTICE OF MOTION - MAYOR ADAM BELOT - BONDOOLA RURAL FIRE BRIGADE SITE

File No: fA2220

Attachments: 1. NOM - Mayor Adam Belot - Bondoola Rural Fire Brigade Site [↓](#)

Responsible Officer: Adam Belot - Mayor
Terry Dodds PSM - Chief Executive Officer

SUMMARY

Mayor Adam Belot has submitted a 'Notice of Motion' in relation to the Bondoola Rural Fire Brigade Site.

COUNCILLOR RECOMMENDATION

THAT in order to improve community resilience and preparedness, Council:

1. Facilitate the preliminary clearing of subject site, Lot 132 Cobraball Road Bondoola, as per Bondoola Rural Fire Brigades requirements, whilst the application process is being carried out by Queensland Rural Fire Services.
2. Approves of the Bondoola Rural Fire Brigade having tenure over the balance of land (up to 2.5 acres) that is not in the Queensland Rural Fire Development lease application of approximately 2500m². Noting land use agreement is to be compatible with current zoning ie. community purposes.

BACKGROUND

Following on from a very successful meeting involving various stakeholders relating to the Development Application (DA) process, it is critical to support the brigade in their efforts to be 'ready to go' when the Development Application (DA) is completed. There was some suggestion that the DA could be reduced from 2 years down to 6 months. By enabling the preliminary site clearing to occur (as time permits) the Brigade will be far more advanced for building to commence once approval is concluded.

COMMENTARY

Officer response:

Lot 132 on SP132348, Lot 132 Cobraball Road is a Reserve for Parks and Recreation for which Council is Trustee and is zoned Open Space. Initial investigations, internal advice, ecological significance site inspection and Council resolution was based on the Bondoola Rural Fire Brigade proposing to build a shed somewhere in the location highlighted in orange below.



Other correspondence indicates the location of the shed may have been changed as per below. Confirmation of the exact location from the Bondoola Rural Fire Brigade will assist further investigations.



Response to Part 1 of NOM:

Facilitate the preliminary clearing of subject site, Lot 132 Cobraball Road Bondoola, as per Bondoola Rural Fire Brigades requirements, whilst the application process is being carried out by Queensland Rural Fire Services.

Process:

1. Bondoola Rural Fire brigade to provide a site plan showing access road location, shed footprint and location and footprint of the area proposing to be cleared.

2. Once a revised site plan is provided Council will seek advice from the Department of Resources as the area is impacted by State Vegetation Mapping.
3. Once the site plan is provided Natural Resource Management will need to schedule another site inspection (February 2025 at the earliest).
4. An operational works permit will be required to be completed by the contractor (volunteers) completing the works.
5. As Council is not undertaking the clearing the contractor will be required to have the appropriate insurances and qualified operators.

Note: a native title assessment has been completed by Council. QFD have advised a cultural heritage assessment is yet to be completed by the state government.

Response to Part 2 of NOM

Approves of the Boodoola Rural Fire Brigade having tenure over the balance of land (up to 2.5 acres) that is not in the Queensland Rural Fire Development lease application of approximately 2500m². Noting land use agreement is to be compatible with current zoning ie. community purposes.

Generally, leases provided by Council for other rural fire brigades within Livingstone Shire comprise of areas between 189 and 2,000 m². Disaster management have advised that Rural Fire Brigade Station areas across Livingstone tend to vary and are generally, but not all, between the size of 1,200m m² to 3,000 m². The proposed trustee lease that Council agreed to was for 10,000 m² which is one hectare of land. An additional 2,500 m² would bring the total area to 12,500 m², over four times the size of the average lease. Officers are unaware of the purpose or need for the additional land. If the purpose is inconsistent with the trust land's dedicated purpose, i.e. park and recreation, a land management plan will also be required, which may be subject to community consultation.

As per the process for any new proposed trustee lease area for Council consideration a site plan and formal request will be required from the Boodoola Fire Brigade. Officers will then seek Department of Resources and internal departmental advice and prepare a report based on this advice for Council consideration at a future meeting.

As per the eligibility criteria for community leases the Boodoola Fire Brigade must be a registered community organisation (incorporated) and be able to meet the financial obligations of a lessee such as adequate public liability insurance cover etc.

PREVIOUS DECISIONS

18 October 204 Special Council Meeting:

1. *that the exception mentioned in section 236(1)(b)(i) of the Local Government Regulation 2012 may apply in its dealing with the State of Queensland (represented by Queensland Fire Department) over part of Reserve for Park and Recreation – Lot 132 SP132348 at Cobraball Road, Boodoola;*
2. *pursuant to section 236(2) of the Local Government Regulation 2012 to apply section 236(1)(b)(i) of the Local Government Regulation 2012 in its dealing with The State of Queensland (represented by Queensland Fire Department) over part of Reserve for Park and Recreation – Lot 132 SP132348 at Cobraball Road, Boodoola; and*
3. *to provide a twenty (20) year trustee lease to The State of Queensland (represented by Queensland Fire Department) over an area of land in the north eastern corner of Reserve for Park and Recreation – Lot 132 SP132348 at Cobraball Road, Boodoola at a nominal rental of \$1 per annum plus Goods and Services Tax*
4. *to delegate to the Chief Executive Officer, pursuant to section 257(1)(b) of the Local Government Act 2009, to negotiate the terms and conditions of the trustee lease provided to the State of Queensland (represented by the Queensland Fire Department), and the CEO notifies Councillors of the ongoing negotiations of the lease.*

5. *to waive the development application fees for Development Permit for a Material Change of Use for Emergency Services and Operational Works for Clearing of native vegetation.*

17 December 2024 Ordinary Council Meeting:

That Council support the Boodoola Fire Brigade's efforts by providing an administrative pathway and subsequently orchestrating a fast-tracked approval process for the necessary clearing of space to enable the development of this important community facility.

**9.1 - NOTICE OF MOTION - MAYOR
ADAM BELOT - BONDOOLA RURAL
FIRE BRIGADE SITE**

**NOM - Mayor Adam Belot - Bondoola
Rural Fire Brigade Site**

Meeting Date: 18 February 2025

Attachment No: 1

Notice of Motion

11/01/2025

Mayor Adam Belot

THAT in order to improve community resilience and preparedness, Council:

1. Facilitate the preliminary clearing of subject site, Lot 132 Cobraball Road Bondoola, as per Bondoola Rural Fire Brigades requirements, whilst the application process is being carried out by Queensland Rural Fire Services.
2. Approves of the Bondoola Rural Fire Brigade having tenure over the balance of land (up to 2.5 acres) that is not in the Queensland Rural Fire Development lease application of approximately 2500m². Noting land use agreement is to be compatible with current zoning ie. community purposes.

BACKGROUND:

Following on from a very successful meeting involving various stakeholders relating to the Development Application (DA) process, it is critical to support the brigade in their efforts to be 'ready to go' when the Development Application (DA) is completed. There was some suggestion that the DA could be reduced from 2 years down to 6 months. By enabling the preliminary site clearing to occur (as time permits) the Brigade will be far more advanced for building to commence once approval is concluded.

10 COUNCILLOR REPORTS

Nil

11 COMMITTEE REPORTS

11.1 INFRASTRUCTURE COMMITTEE MINUTES 4 FEBRUARY 2025

File No: INF
Attachments: Nil
Responsible Officer: Michael Kriedemann - General Manager Infrastructure
Terry Dodds PSM - Chief Executive Officer
Author: Michael Kriedemann - General Manager Infrastructure

SUMMARY

This report is of the Infrastructure Standing Committee Meeting held on 4 February 2025. The recommendations are presented for the determination by the Council.

COMMITTEE RECOMMENDATION

THAT Council receives the report of the Infrastructure Committee meeting held on 4 February 2025 and adopts the recommendations contained therein.

- Response to Notice of Motion - Cr Mather - Safety Issue Manns Road
- Infrastructure Portfolio - Quarterly Management Report for The Period 1 October 2024 to 31 December 2024
- Monthly Progress Report - Capital Projects
- Amendment to Declaration of Water and Sewerage Service Areas

COMMENTARY

COMMITTEE RECOMMENDATIONS DETAILED BELOW FOR EASE OF REFERENCE

RESPONSE TO NOTICE OF MOTION - CR MATHER - SAFETY ISSUE MANNS ROAD

COMMITTEE RESOLUTION

THAT the Committee recommends that council resolves to:

1. Notes the prioritised list of substandard horizontal and vertical geometry in the unsealed road network;
2. Officers complete a business case for inclusion in the Forward Works program to address the prioritised list based on road class.

INFRASTRUCTURE PORTFOLIO - QUARTERLY MANAGEMENT REPORT FOR THE PERIOD 1 OCTOBER 2024 TO 31 DECEMBER 2024

COMMITTEE RESOLUTION

THAT the Committee recommends that Council receive the Infrastructure Portfolio management report for the period 1 October 2024 to 31 December 2024.

MONTHLY PROGRESS REPORT - CAPITAL PROJECTS

COMMITTEE RESOLUTION

THAT the Committee recommends Council receive and note the progress of the capital works program delivered by the Infrastructure Portfolio to 31 December 2024.

AMENDMENT TO DECLARATION OF WATER AND SEWERAGE SERVICE AREAS**COMMITTEE RESOLUTION**

In accordance with s 161(6) of the Water Supply (Safety & Reliability) Act 2008, the Committee recommends Council resolves to:

1. Amend its previous declaration of the Sewerage Service Area by adding the parts of Livingstone Shire which are defined on the Declared Sewerage Service Area 2025.
2. Amend its previous declaration of the Water Service Area by adding part of Livingstone Shire which are defined on defined on the Declared Water Service Area 2025.

11.2 RECREATION & CULTURE COMMITTEE MINUTES 4 FEBRUARY 2025

File No: GV
Attachments: Nil
Responsible Officer: Terry Dodds PSM - Chief Executive Officer
Katrina Paterson - General Manager Communities
Author: Sonia Tomkinson - Manager Economy and Places

SUMMARY

This report is of the Recreation and Culture Standing Committee Meeting held on 4 February 2025. The recommendations are presented for the determination by the Council.

OFFICER'S RECOMMENDATION

THAT Council receives the report of the Recreation & Culture Committee meeting held on 4 February 2025 and adopts the recommendations contained therein.

- Capricornia Access and Equity Group
- Native Title Proceedings - Darumbal People # 3
- Tenure Agreement - Marlborough Showgrounds
- Motions to the 2025 National General Assembly (Australian Local Government Association)
- Policy Review - Closed Circuit Television (CCTV) Policy
- Policy Review - Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy
- Policy Review - Playground Shade Policy
- Communities Portfolio Report
- Monthly Progress Report - Capital Projects

COMMENTARY**COMMITTEE RECOMMENDATIONS DETAILED BELOW FOR EASE OF REFERENCE****CAPRICORNIA ACCESS AND EQUITY GROUP****COMMITTEE RESOLUTION**

THAT the committee supports the deputations' objectives and:

- 1) Acknowledge the importance of an inclusive shire where all residents can fully participate in their community.
- 2) Review Council operations (planning scheme, policies, procedures and projects) from a holistic perspective with the intention to improve access as a human rights priority and allocate adequate resources.
- 3) That Council investigate the impediments in the Building Code and report back to council to develop a project framework for advocating to our State and Federal members for changes in the Building Code.

NATIVE TITLE PROCEEDINGS - DARUMBAL PEOPLE # 3**COMMITTEE RESOLUTION**

THAT the Committee recommends to Council to resolve to make an application to the Federal Court of Australia to join Council as a respondent party to the QUD105/2024 Darumbal People # 3 proceeding.

TENURE AGREEMENT - MARLBOROUGH SHOWGROUNDS**COMMITTEE RESOLUTION**

THAT the Committee recommends to Council to:

- 1) apply the exception outlined in section 236(1)(c) of the Local Government Act 2012 in its dealings with Marlborough Agricultural Show Association Incorporated for tenure over part of Lot 88 Perkins Road Marlborough
- 2) pursuant to section 236(2) of *Local Government Regulation 2012* to apply section 236(1)(b)(ii) of the *Local Government Regulation 2012* in its dealing with Marlborough Agricultural Show Association Inc for tenure over part of Lot 88 Perkins Road Marlborough; and
- 3) provide tenure for a ten (10) year period to Marlborough Agricultural Show Association Incorporated over a portion of Lot 88 Perkins Road, Marlborough.

MOTIONS TO THE 2025 NATIONAL GENERAL ASSEMBLY (AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION)**COMMITTEE RESOLUTION**

THAT Council consider motions to be submitted to the Australian Local Government Association's National General Assembly by 31 March 2025.

POLICY REVIEW - CLOSED CIRCUIT TELEVISION (CCTV) POLICY**COMMITTEE RESOLUTION**

THAT the Recreation and Culture Committee recommends that Council adopt the Video Surveillance and Recording Devices Policy.

POLICY REVIEW - MANAGEMENT OF LOCAL GOVERNMENT CEMETERIES AND UNDERTAKING REGULATED ACTIVITIES REGARDING HUMAN REMAINS POLICY**COMMITTEE RESOLUTION**

THAT Council resolves to adopt the revised and amended Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy (attachment one).

POLICY REVIEW - PLAYGROUND SHADE POLICY**COMMITTEE RESOLUTION**

THAT Council resolves to adopt the revised and amended Playground Shade Policy (attachment one).

COMMUNITIES PORTFOLIO REPORT

COMMITTEE RESOLUTION

THAT the Communities portfolio management report for Economy and Places, Community and Cultural Services and Open Spaces and Facilities Business Units for the period 1 October 2024 to 31 December 2024 be received.

MONTHLY PROGRESS REPORT - CAPITAL PROJECTS

COMMITTEE RESOLUTION

THAT the Committee recommends Council receive and note the progress of the capital works program delivered by the *Recreation and Culture* Portfolio to 31 December 2024.

11.3 DEVELOPMENT & ENVIRONMENT COMMITTEE MINUTES 4 FEBRUARY 2025

File No: GV

Attachments: Nil

Responsible Officer: Terry Dodds PSM - Chief Executive Officer
Katrina Paterson - General Manager Communities

Author: Sonia Tomkinson - Manager Economy and Places

SUMMARY

This report is of the Development and Environment Standing Committee Meeting held on 4 February 2025. The recommendations are presented for the determination by the Council.

OFFICER'S RECOMMENDATION

THAT Council receives the report of the Development & Environment Committee meeting held on 4 February 2025 and adopts the recommendations contained therein.

- Communities Portfolio Report
- Desexing Subsidy - Cats and Dogs
- Petition requesting dogs with handlers have access to Yeppoon Main Beach before 8am and after 4pm
- Shoreline Erosion Management Plan - Putney and Fisherman's Beach, Great Keppel Island
- Living Waterways Project - Lex Semple Park
- Infrastructure Agreement for Trunk Infrastructure Acquisition Lot 5006 SP346289
- The Pines Appeals Update

COMMENTARY**COMMITTEE RECOMMENDATIONS DETAILED BELOW FOR EASE OF REFERENCE****ADOPTED INFRASTRUCTURE CHARGES RESOLUTION (7) – 2025****COMMITTEE RESOLUTION**

THAT the Committee recommends to Council that the Adopted Infrastructure Charges Resolution 7 be adopted and in force from Monday 24 February 2025.

COMMUNITIES PORTFOLIO REPORT**COMMITTEE RESOLUTION**

THAT the Communities portfolio management report for Development and Environment, Disaster Management and Community Resilience business units for the period 1 October 2024 to 31 December 2024 be received.

DESEXING SUBSIDY - CATS AND DOGS**COMMITTEE RESOLUTION**

THAT The Committee recommends to Council that it set an annual budget allocation towards a desexing program for cat and dogs commencing in the 2025/2026 financial year; and

The management of the desexing program be handled operationally.

PETITION REQUESTING DOGS WITH HANDLERS HAVE ACCESS TO YEPPON MAIN BEACH BEFORE 8AM AND AFTER 4PM**COMMITTEE RESOLUTION**

THAT the Committee recommends to Council to amend the proposed prohibition area in draft Local Law No.2 (Animal Management) 2024 to allow safe all abilities pedestrian access to Yeppoon Main Beach.

SHORELINE EROSION MANAGEMENT PLAN - PUTNEY AND FISHERMAN'S BEACH, GREAT KEPPEL ISLAND**COMMITTEE RESOLUTION**

THAT the committee recommends to Council that representations be made to the Queensland Government to support the development of a Shoreline Erosion Management Plan (SEMP) for Putney and Fisherman's Beaches at Great Keppel Island.

LIVING WATERWAYS PROJECT - LEX SEMPLE PARK**COMMITTEE RESOLUTION**

THAT the committee receives the report and its contents are noted and commend the Healthy Land and Water group for its initiative and commitment.

INFRASTRUCTURE AGREEMENT FOR TRUNK INFRASTRUCTURE ACQUISITION LOT 5006 SP346289**COMMITTEE RESOLUTION**

THAT the committee recommends to Council to resolve that the Chief Executive Officer be authorised to execute an infrastructure agreement with the owner of Lot 5006 SP346289 to acquire the trunk road corridor items as identified as T37, T137 and T213 in the Adopted Infrastructure Charges Resolution (AICR) version 6 on the attached draft survey alignment; and;

The Chief Executive Officer also be authorised to execute in the same infrastructure agreement the acquisition of constructed trunk infrastructure items from Stage 7A of the Sea Haven Estate.

THE PINES APPEALS UPDATE**COMMITTEE RESOLUTION**

THAT the Officer's report be received.

12 REPORTS

12.1 OPERATIONAL PLAN 2024-2025 Q2 PROGRESS REPORT

File No: qA24652

Attachments: 1. Quarter 2 2024-2025 Operational Plan [↓](#)

Responsible Officer: Poala Santini - Coordinator Governance
Andrea Ellis - Chief Financial Officer
Terry Dodds PSM - Chief Executive Officer

Author: Ursula Sleeman - Governance Officer

SUMMARY

The 2024-2025 Operational Plan progress report for Quarter 2 as of 31 December 2024 is presented, pursuant to Section 174(3) of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT Council receives the 2024-2025 Operational Plan Performance Report as of 31 December 2024.

BACKGROUND

The *Local Government Act 2009* requires Council to adopt an Operational Plan each year. The Operational Plan 2024-2025 forms an important part of Council's strategic planning process and sets out the key projects and priorities that Council plans to deliver towards achievement of the Corporate Plan 2030.

The *Local Government Act 2009* also requires the Chief Executive Officer to present a written assessment of Council's progress towards implementing the annual Operational Plan at meetings of Council, at least quarterly.

COMMENTARY

The Operational Plan Performance Report December 2024 reports on the progress of the significant activities that Council plans to undertake during the year.

In preparation for the transition to the Monthly Operational Report, some key changes have been made to the existing Operational Plan. The Progress Indicators have been simplified, requiring only the 'Timing' field to be completed. Additionally, comments will now be progressive with the most recent comments *italicised in blue*. Further enhancement to the reporting style will continue to be made over the coming months.

The below table provides a summary of performance to 31 December 2024 against the progress indicators.

Status of Planned Activities

| Status | Liveable Livingstone | Thriving Livingstone | Natural Livingstone | Leading Livingstone | Future Livingstone | Total |
|-----------------------|----------------------|----------------------|---------------------|---------------------|--------------------|-------|
| On Time | 10 | 7 | 10 | 21 | 3 | 51 |
| Item Completed | | | 1 | 2 | 3 | 6 |
| Rescheduling Expected | 1 | 1 | | 3 | | 5 |
| To be deferred | | | 1 | | | 1 |
| Total | 11 | 8 | 12 | 26 | 6 | 63 |

Of the 63 activities, 57 (90%) are either complete or on track and 6 (10%) require monitoring.

One (1) item has been completed in Quarter 2:

- 4.2.4.a Leadership (Handover of Chair and Secretary to RRC) of the CQROC Organisation of Councils Ltd.

One (1) item continues to be deferred:

- 3.3.3.a Implement the Bushfire Management Operational Plan.

The attached Operational Plan Quarter Performance Report December 2024 provides a status update and comments for each action item summarising the progress for each of the activities in Quarter 2 2024-2025.

PREVIOUS DECISIONS

The 2024-2025 Operational Plan was adopted by Council on 23 July 2024.

ACCESS AND INCLUSION

The activities in this report are undertaken in accordance with the commitments and principles within Council's Inclusive Community Policy.

ENGAGEMENT AND CONSULTATION

Consultation has taken place with internal stakeholders.

HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities such as Council “to act and make decisions in a way compatible with human rights.” There are no foreseen human rights implications associated with the 2024-2025 Operational Plan Performance Report for Quarter 1.

BUDGET IMPLICATIONS

The activities in the Operational Plan 2024-2025 are funded from the 2024-2025 Annual Budget.

LEGISLATIVE CONTEXT

Section 104(5) of the *Local Government Act 2009* and section 174 of the *Local Government Regulation 2012* require a Local Government to prepare an Operational Plan that is consistent with the annual budget and progresses the implementation of the Corporate Plan.

Section 174 of the *Local Government Regulation 2012* states:

(3) The chief executive officer must present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months.

LEGAL IMPLICATIONS

There are no legal implications associated with this matter.

STAFFING IMPLICATIONS

Activities listed in the Operational Plan 2024-2025 are managed by the responsible Council areas. The status and comments for each activity in the attached report are provided by the relevant area. Although the delivery of the plan itself is dependent on staff resources and some significant activities relate to people issues, there are no direct impacts on staff resulting from this report.

RISK ASSESSMENT

The identified risks associated with this report and its content have been assessed and align with Council's defined key risk appetite. Key areas of consideration include:

- **Governance Risks:** The risk of not delivering against Council's Operational Plan is that Council does not achieve the commitments set out in the longer-term Corporate

Plan. Each significant activity has associated risks which are managed by the relevant area and reported on through the performance reports.

Legislation requires Council to discharge its responsibilities in a way that is consistent with the annual operational plan and the operational plan sets out a specific level of detail what Council is planning to deliver and prioritise in the current financial year. The budget has been developed around the operational plan to match the required expenditure with available revenue sources.

CORPORATE PLAN REFERENCE

Leading Livingstone

Community Plan Goal 4.1 - Innovative and accountable leadership to achieve a shared future

4.1.2 Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans which guide project planning and service delivery across the Shire.

The Operational Plan 2024-2025 is a key strategic document that outlines the key objectives for Council's annual program and aligns with the budget.

CONCLUSION

Quarterly reporting against the 2024-2025 Operational Plan is a statutory requirement and informs Council and the community on the performance of Council against yearly programs and activities in line with Council's Corporate Plan 2030.

12.1 - OPERATIONAL PLAN 2024-2025 Q2 PROGRESS REPORT

Quarter 2 2024-2025 Operational Plan

Meeting Date: 18 February 2025

Attachment No: 1

Quarter 2 2024-2025 Operational Plan

| Livingstone Shire Council Working together for a thriving Livingstone | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------|-------------------------------------------------------------------|-----------------|-----------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LIVEABLE LIVINGSTONE | | | | | | | | |
| A "Liveable Livingstone" will support and advocate for services for the wellbeing of the people of Livingstone at any age and with any ability. | | | | | | | | |
| Community Plan Goal 1.1 Access to quality housing & healthcare | | | | | | | | |
| Council's role - Advocate & Facilitator | | | | | | | | |
| 1.1.1 Foster development to promote a range of housing options by reviewing existing planning and development policies to ensure that Council's development controls facilitate housing choice | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.1.1.a | Development of the Emu Park West Residential Subdivision - Stage Two | 10 lots developed Stage 2 | Land sales | Manager Economy & Places | Q4 (June 2025) | 80% | On time | Q2 : Council sold this property to a developer on the condition that they finished developing the 10 lots in 2 years. The subdivision is nearing completion. Q1: Due to this property being sold, Council will no longer be developing the Emu Park West Residential Subdivision - Stage Two. The buyer must complete the development of 10 lots with the approvals within 2 years of settlement. |
| 1.1.1.b | Complete structure plan for South of Chandler Road and Kinka Beach | Structure plan completed | Council business papers | Principal Strategic Planner | Q4 (June 2025) | 0% | On time | Q2: Awaiting outcome of TLPI process as some of this area is captured in that process. Q1: Project yet to commence due to current priorities and resources available. |
| 1.1.1.c | Undertake a review of the current Planning Scheme and implement necessary changes to ensure long term prosperity within the region | Review of Planning Scheme completed | Council business papers | Manager Development & Environment | Q4 (June 2025) | 10% | On time | Q2: Minor amendments to Council for resolution in Feb - studies continuing, minor and major amendments identified for packages. Q1: Various studies either underway or about to commence. |
| 1.1.1.d | Progress actions identified in the Local Housing Action Plan | 100% of actions identified for 2024-25 completed | Council business papers | Manager Development & Environment and Manager Economy & Places | Q4 (June 2025) | 70% | Rescheduling expected | Q2: LHAP presented for adoption in July 2024 and laid on the table pending further engagement with developers. LHAP to be updated and taken back to Council in Q3 for adoption. Q1: LHAP presented for adoption in July 2024, Council resolved to lay on the table pending a workshop with Councillors. |
| 1.1.2 Align community programs to social needs, funding opportunities and/or partnerships | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| Community Plan Goal 1.2 Supporting healthy living at any age | | | | | | | | |
| Council's role - Provider & Facilitator | | | | | | | | |
| 1.2.1 Build capacity to improve health and wellbeing in the community by providing fair and reasonable access to services and facilities | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 1.2.2 Plan for Livingstone's ageing demographics and partner with regional health and aged care sectors | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.2.2.a | Progress actions identified in the Livingstone Senior Needs Analysis 2022 | 100% of actions identified for 2024-25 completed | Council business papers | Principal Community Development & Engagement Officer | Q4 (June 2025) | 25% | On time | Q2: A range of activities and programs were made available to seniors including at our Library and Community Centre. Active Seniors Week held in October with approximately 200 participants across 25 activities. Q1: As per Action Item 2.3 of the Livingstone Senior Needs Analysis 2022, multiple events were held for Seniors Week in August. |

Quarter 2 2024-2025 Operational Plan

| 1.2.3 Plan, design and deliver community infrastructure which connects communities and encourages non-vehicular transport | | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------|------------------------------------------------------|-----------------|-----------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 1.2.4 Take action to enable the implementation of the Active Livingstone Strategy | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.2.4.a | Progress actions identified in the Active Livingstone Strategy | 100% of actions identified for 2024-25 completed | Council business papers | Principal Community Development & Engagement Officer | Q4 (June 2025) | 25% | On time | Q2: Healthy Livingstone Strategy in draft stage. Planning underway for 'Let's Move', a funded program targeting inactive women and girls, which will commence in March. Activities held during school holidays including pickleball. Active Seniors Week held in October with approximately 200 participants across 25 activities. Q1: Sporting activities held during school holidays (including Cricket Colour Blast and mini Olympics). Barmarjee Multipurpose Precinct Concept Plan review completed and adopted in September. Inaugural Health and Wellness Expo held in September with 400+ attendees. Engagement underway for Healthy Livingstone Strategy. |
| Community Plan Goal 1.3 - Places for active & passive recreation Council's role - Provider & Facilitator | | | | | | | | |
| 1.3.1 Undertake planning in conjunction with the review of Council's Local Government Infrastructure Plan to provide adequate open space and recreation areas to meet the future growth needs of the Shire | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.3.1.a | Progress actions identified in the Sporting Needs Strategy | 100% of actions identified for 2024-25 completed | Council business papers | Principal Community Development & Engagement Officer | Q4 (June 2025) | 25% | On time | Q2: Healthy Livingstone Strategy in draft stage. Planning underway for 'Let's Move', a funded program targeting inactive women and girls, which will commence in March. Activities held during school holidays including pickleball. Q1: Sporting activities held during school holidays (including Cricket Colour Blast and mini Olympics). Barmarjee Multipurpose Precinct Concept Plan review completed and adopted in September. Funding secured for active programming for Active Seniors Week (scheduled in October) and Active Women and Girls Program (early 2025). Inaugural Health and Wellness Expo held in September with 400+ attendees. Engagement underway for Healthy Livingstone Strategy. |
| 1.3.2 Optimise community benefit from the use of parklands and facilities by improving the quality, access to, and shared use of, public spaces and facilities for cultural, recreational, and community activities | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.3.2.a | Support Keppel Coast Arts to increase patronage of Fig Tree Gallery and Workshop space | 15% increase | KCAC Quarterley Report | Manager Community & Cultural Services | Q4 (June 2025) | 1,473 visitors | On time | Q2: Averaging 491 visitors per month. Q1: Averaging 672 visitors per month. Annual visitation increase to be provided in Q4. |
| 1.3.2.b | Undertake an assessment of sporting facility support and budget implications | Increased budget efficiencies | Council business paper | Manager Parks and Facilities | Q2 (June 2025) | 25% | On time | Q2: Stage 1 continuing. Q1: Stage 1 in progress - developing the assessment criteria. |

Quarter 2 2024-2025 Operational Plan

| 1.3.3 Support community groups (including the arts, cultural, sport, and recreation groups) through advocacy and by helping them identify and secure funding streams and develop skills (including networking, governance, engaging volunteers, and business management) | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------|-----------------------------|------------------------------------------------------|-----------------|-----------------|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 1.3.3.a | Diversity in recipients of Council's grant and sponsorship programs | Increase in the number of first time recipients | Council business papers | Principal Community Development & Engagement Officer | Q4 (June 2025) | 11 | On time | Q2: 11 new applicants across Community Grants, Event Sponsorship and RADF were successful in receiving funds. Q1: 5 applicants for Round 1 of Community Grants 24/25 grants; 4 applicants for Round 1 of Event Sponsorship 24/25; 2 applicants for Round 1 of RADF 24/25 are new applicants (all currently under assessment). |
| 1.3.3.b | Maintain external volunteer programmes and partnership projects | 4 projects per year | Volunteer registrations ECM | Coordinator Natural Resource Management | Q4 (June 2025) | 3 | On time | Q2: Programmes and projects ongoing. Q1: Friends of the Beach volunteer program, Capricornia Catchments Skilling Queenslanders for Work trainee team, Partnership Fox Detection Project. |

Quarter 2 2024-2025 Operational Plan

| THRIVING LIVINGSTONE The "Thriving Livingstone" will 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. | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------|------------------------------------------------------|-----------------|-----------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community Plan Goal 2.1 - Recognition, respect and support for Indigenous people, history and culture Council's role - Facilitator, Regulator/Provider | | | | | | | | |
| 2.1.1 Implement Livingstone's Reconciliation Action Plan to increase Council's organisational and staff capacity to deliver position outcomes for Indigenous people, including the Darumbal and Woppaburra people | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.1.1.a | Reconciliation Action Plan adopted by Council | Plan adopted by Council | Council business papers | Principal Community Development & Engagement Officer | Q4 (June 2025) | N/A | On time | Q2: Draft Reconciliation Action Plan still under review. Q1: Draft Reconciliation Action Plan currently under review by Traditional Custodian Groups. |
| 2.1.2 Foster partnerships to celebrate Council's and the community's respect and understanding of the Darumbal and Woppaburra People's relationship with their traditional land and waters through culturally appropriate facilities and services | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | - |
| Community Plan Goal 2.2 - Diverse business, industry & employment Council's role - Provider, Facilitator | | | | | | | | |
| 2.2.1 Growth in key sectors identified in the Invest Capricorn Coast Region Economic Development Plan is supported through the development and implementation of action plans by Capricorn Enterprise and other advisory groups | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.2.1.a | Growth in Gross Regional Product (%) | Above the Queensland Average | Economy ID | Manager Economy & Places | Q4 (June 2025) | N/A | On time | Q2: No change to previous comment. Q1: GRP% increase published annually. |
| 2.2.2 Foster development of high performing local business capability and diversity | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.2.2.a | Progress actions identified in the Livingstone Blueprint for Growth | 100% of actions identified for 2024-25 completed | Council business papers | Manager Economy & Places | Q4 (June 2025) | 50% | On time | Q2: Hosted local business networking event, commenced workforce planning, hosted three tourism industry sessions, visit from Small Business Commissioner, attended AUKUS event in Biloela. Q1: Action list delivery planning has commenced. |
| 2.2.3 Implement a Council-endorsed priority land development plan to deliver a return on the community's investment in land development to enhance economic and community outcomes | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.2.3.a | Council property portfolio development delivers a positive return on investment on capital development | >10% cash return | Council ledger | Manager Economy & Places | Q4 (June 2025) | 50% | On time | Q2: Detailed design for Stage 4 Gateway Business and Industry Park being finalised, ROL for Stage 5 application lodged. Q1: Change request for Stage 4 Gateway from 6 to 11 lots in September 2024. |
| 2.2.4 Support the growth of education and employment opportunities for the community | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | - |

Quarter 2 2024-2025 Operational Plan

| Community Plan Goal 2.3 - A welcoming & desirable place to visit Council's role - Provider, Facilitator | | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------|---------------------------------------------------------|-----------------|-----------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.3.1 Provide support to market Livingstone as a destination for commerce, tourism, and lifestyle | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.3.1.a | Activities and performance measures as described in the Capricorn Enterprise Partnership Agreement 2022-2026 are delivered | 100% of performance measures reached | Council business papers | Manager Economy & Places | Q4 (June 2025) | N/A | On time | Q2: Tracking above KPI's; tourism visitation and spend has increased. Q1: Report on KPI's to Council in December 2024. |
| 2.3.2 Council provides and maintains infrastructure which encourages business and tourism growth | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.3.2.a | Progress actions identified in the Livingstone Open Spaces Framework | 100% of actions identified for 2024-25 completed | Council business papers | Manager Economy & Places / Manager Parks and Facilities | Q4 (June 2025) | 25% | On time | Q2: No further updates. Q1: Tracking along well with 25% of the actions identified in the framework completed. |
| Community Plan Goal 2.4 - Arts & cultural activities and facilities that strengthen social connections Council's role - Provider, Facilitator | | | | | | | | |
| 2.4.1 Deliver events, activities, and performances which bring economic and social benefits to the community | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.4.1.a | Increased patronage at Council delivered events, activities and performances | 10% increase | Council business papers | Coordinator Communications & Engagement | Q4 (June 2025) | N/A | On time | Q2: Attendance for Quarter 2 was 740. Q1: Attendance for Quarter 1 was 1,560. Q4 report will provide annual increase. |
| 2.4.2 Implement the action plan from the Invest Capricorn Coast Region Events Strategy 2025 | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 2.4.2.a | Review the Capricorn Coast Region Events Strategy 2025 | New strategy completed | Council business papers | Coordinator Communications & Engagement | Q4 (June 2025) | N/A | To be deferred | Q2: Workshop with Councillors and Capricorn Enterprise determined a new strategy in 2025 was not required due to desired actions being reflected in every day operations and the current strategy remaining relevant. 2025 focus is to continue to support existing events, enable new events and in parallel improve existing venues/facilities and/or seek support for the development of new facilities. The strategy will be revisited in 2026. Q1: Scope of review being developed. Workshop with Councillors held 23rd September to determine event priorities for next ten years. |
| 2.4.3 Foster access, collaboration, community connectedness, wellbeing and creativity by supporting arts and cultural activities within the Shire | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |

Quarter 2 2024-2025 Operational Plan

| NATURAL | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------|-----------------------------------------|-----------------|-----------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A 'Natural Livingstone' will 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 | | | | | | | | |
| Community Plan Goal 3.1 - Enhanced reuse and recycling of resources | | | | | | | | |
| Council's role - Advocate/Provider, Facilitator | | | | | | | | |
| 3.1.1 Enable and support sustainable waste management technologies, services and facilities which provide innovative and compliant solutions to reduce the environment impacts of Council's waste collection and resource recovery options | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.1.1.a | Waste Strategy actions completed | 100% of actions completed for 2024-25 | Council business papers | Principal Waste Officer | Q4 (June 2025) | 25% | On time | Q2: Community leadership via advocacy to CQROC for regional collaboration in waste management and ensure sustainable procurement principles are embedded into Council business. Q1: Community leadership via advocacy to CQROC for regional collaboration in waste management and ensure sustainable procurement principles are embedded into Council business. |
| 3.1.1.b | Volume of waste diverted as a percentage of total waste stream collected or received | increase from 25% to 50% | Council business papers | Principal Waste Officer | Q4 (June 2025) | 45% | On time | Q2: As per previous comment. Q1: Approximately 45% of waste is being diverted. |
| 3.1.2 Partner with the community to divert and minimise waste and invest in renewable energy | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 3.1.3 Incentivise the community to invest in reuse, recycling, energy and water saving practices | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 3.1.4 Promote and develop a resource recovery centre to deliver education and behavioural change | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| Community Plan Goal 3.2 - Protection of coastlines & waterways | | | | | | | | |
| Council's role - Provider, Advocate, Regulator, Facilitator | | | | | | | | |
| 3.2.1 Assess alternative options to increase water sources | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 3.2.2 Progress and support plans which protect coastal and marine environments | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.2.2.a | Actions identified in the Livingstone Reef Guardian Action Plan completed | 100% of actions identified for 2024-25 completed | Council business papers | Coordinator Natural Resource Management | Q4 (June 2025) | 25% | On time | Q2: Awarding of contracts not yet finalised- planning well underway for Oxford Road. Q1: Commonwealth funded projects underway; Solar Retrofit, Our Living Coast and Oxford Road Water Quality and Habitat project. Contracts to be awarded in Q2. |
| 3.2.2.b | Actions within Shoreline Management Plan implemented | 100% of actions within plan implemented within identified timeframes and budget | Council business papers | Principal Sustainability Officer | Q4 (June 2025) | 25% | On time | Q2: Council resolutions to consider Emu park main beach, Musklers beach for operational plan - other items below remain. Q1: Projects commenced under Reef Guardian funding at Bangalee and Todd Avenue and Lammermoor Beach Nature Based Resilience Project. |

Quarter 2 2024-2025 Operational Plan

| 3.2.3 Collaborate with partners to reduce sediments and nutrients in waterways | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------------------------------------|-----------------|-----------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.2.3.a | Deliver events or clean-up projects that target effective waste management and pollution control e.g. sediment and erosion control, rubbish clean ups | 2 events | ECM Funding Agreements | Coordinator Natural Resource Management | Q4 (June 2025) | 0 | On time | Q2: Urban stewardship program scheduled for February 2025. Q1: Erosion and Sediment Control Action Plan for Council developed by staff with Water by Design. |
| 3.2.4 Plan Council's response to climate change by implementing the actions in the Coastal Hazard Adaptation Strategy | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.2.4.a | Implement recommendations from Our Living Coast Strategy (Coastal Hazard Adaptation Strategy) | 100% of actions implemented within identified timeframes and budget | Council business paper | Principal Sustainability Officer | Q4 (June 2025) | 25% | On time | Q2: No Change to previous comments. Q1: Annual Action Plan developed and progressing. |
| 3.2.5 Deliver and implement a Livingstone Shire Carbon Strategy | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.2.5.a | Review the Low Carbon Livingstone 2030: A Strategy to reduce the Carbon Footprint in Livingstone Shire Council | Review of Strategy completed | Council business paper | Coordinator Natural Resource Management | Q1 (Sept 2024) | 100% | Item completed | Q2: As per previous comments. Q1: Review of the Carbon Strategy Meeting Report adopted at 15 October 2024 Ordinary Council Meeting. |
| 3.2.5.b | Implement the actions within the Low Carbon Livingstone 2030: A Strategy to Reduce the Carbon Footprint of Livingstone Shire Council | 100% of actions for 2024-2025 implemented within identified timeframes and budget | Data from annual carbon audit | Principal Sustainability Officer | Q4 (June 2025) | 25% | On time | Q2: No change to comments. Q1: Solar Street Lights retrofit project underway. |
| Community Plan Goal 3.3 - Conservation of natural assets | | | | | | | | |
| Council's role - Provider, Advocate, Regulator, Facilitator | | | | | | | | |
| 3.3.1 Recognise, preserve and enhance the region's unique biodiversity | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.3.1.a | Actions identified in the Biodiversity Strategy completed | 100% of actions implemented within identified timeframes and budget | Council business papers | Coordinator Natural Resource Management | Q4 (June 2025) | 25% | On time | Q2: No change to comments. Q1: Ecotourism Destination Accreditation achieved in July 2024. Seven other projects in progress. |
| 3.3.1.b | Rehabilitate six (6) new sites and maintain twelve (12) existing sites on Council controlled land | Six (6) new sites established and twelve (12) existing sites maintained | 100% in line with annual programme | Project Officer Natural Resource Management Vegetation Rehabilitation Officer | Q4 (June 2025) | 3 new | On time | Q2: No change to comments. Q1: New sites: National Tree Day site Kemp Beach, Lammermoor Beach Outriggers area restoration, Oxford Road reserve restoration. |
| 3.3.1.c | Cycad salvage and mitigation projects - project initiation and maintenance | 2 projects completed | Finance One ECM Survey 123 | Community Nursery Supervisor | Q4 (June 2025) | 2 | On time | Q2: No change to comments. Q1: Omya Bajool Marble Mine Project and Clarke Creek Windfarm Project. |
| 3.3.2 Progress and support plans which protect the Shire's natural assets, bushland and local eco-systems | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |

Quarter 2 2024-2025 Operational Plan

| 3.3.3 Manage threats by collaborating with traditional owners, agencies, community groups and private landholders about land management, protection methods including hazard reduction strategies and conservation policies to ensure the protection of people, property and the environment | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------|-----------------|-----------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 3.3.3.a | Implement the Bushfire Management Operational Plan | 100% of actions implemented within identified timeframes and budget | Bushfire Management Operational Plan / Funding Agreement / Milestone Reports | Coordinator Disaster Management & Community Resilience | Q4 (June 2025) | 0 | To be deferred | Q2: Recruitment for this position will be occurring in Q3. Q1: Due to staffing shortages and the lack of a dedicated officer, Bushfire mitigation works have been deferred. |

Quarter 2 2024-2025 Operational Plan

| LEADING LIVINGSTONE A 'Leading Livingstone' will provide transparent, accountable leadership which listens to the needs of the Livingstone community and advocates for Livingstone's interests to State and Federal Governments | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------------------------------|-------------------------------------------------------------------|--------------------|-----------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community Plan Goal 4.1 - Innovative & accountable leadership to achieve a shared future Council's role - Provider | | | | | | | | |
| 4.1.1 Implementation of the Community Plan and Corporate Plan is well co-ordinated across Council and through a delivery mechanism which provides clear line of sight, accountability and performance measurement for all employees | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.1.a | Individual performance plans in place for eligible employees | 75% of eligible employees have a performance plan | Performance Management System reports | Principal Organisational Development and Coordinator HR & Payroll | Q4 (June 2025) | 20% | On time | Q2: As at the end of Q2, 20% of eligible employees have a performance agreement set for FY25. Steps are continuing to be taken with areas to increase the number of performance agreements set for remainder of FY25. Q1: As at the end of Q1, 13% of eligible employees have a performance agreement set for FY25. Steps are being taken to increase the number of performance agreements set during Q2. |
| 4.1.1.b | Increase employee attendance (this is a 2024-2025 Organisational KPI) | >95% annualised | HR Reports | Executive Leadership Team | Q4 (June 2025) | 94.1% | On time | Q2: Council's annualised attendance rate at the end of Q2 is 94.1%. Q1: Council's annualised attendance rate at the end of Q1 is 94.6%. |
| 4.1.1.c | Corporate Plan reviewed within 6 months of March 2024 election | Corporate Plan adopted | Council business papers | Chief Financial Officer | Q2 (December 2024) | 80-85% | On time | Q2: The Corporate Plan 2030, will be replaced with the newly adopted Livingstone Community Plan 2030 from 1 July 2025. Q1: 23 responses received on the draft Community Plan 2030. Draft document to be circulated to Councillors in November, with a view to adopt at December Ordinary Council meeting. |
| 4.1.1.d | Contribute to driving a performance culture through achievement of Operational Plan targets (this is a 2024-2025 Organisational KPI) | 90% targets achieved | Operational Plan Report | Executive Leadership Team | Q4 (June 2025) | 90.00% | On time | Q2: Of the 63 activities, 57 are either complete or on track and 6 require monitoring. Q1: Of the 63 activities, 56 are either complete or on track and 7 require monitoring. |
| 4.1.2 Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans which guide project planning and service delivery across the Shire | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.2.a | Strategic and Individual Asset Management Plan Improvement items to be actioned as per Improvement Plan timelines | 100% of items identified for 2024-2025 completed | Asset Management Steering Committee | Coordinator Assets | Q4 (June 2025) | 30% | On time | Q2: Workshops for the criticality management plan and framework were held with asset custodians during October - December 2024 for the Water, Sewer, Roads, Drainage, Bridges and Buildings asset classes. A workshop for the site improvements class will be scheduled for January 2025. This work is on track to be completed within the Works For Queensland funding deadline of 30 June 2025. Council has engaged IINSIGHTS PTY LTD to once again assist in the migration of the footpaths, water, sewer and stormwater asset models from their existing microsoft excel format across to Councils Assetic Predictor modelling software. Progress has been made on the data upload templates for these. Finally IINSIGHTS PTY LTD also completed the development of a fleet asset management model in their modelve platform. An updated asset management plan will be brought to the Council table in the 2025-2026 FY. Q1: Asset Management Steering Committee met on 5 September 2024 and discussed the reprioritisation of SAMP actions for 2024-25 as a result of the changed approach to ERP implementation. All commenced AMP Improvement actions are currently on track. |
| 4.1.2.b | Increase plant / fleet utilisation rates | 90% | Conquest | Coordinator Procurement | Q4 (June 2025) | 113.70% | Rescheduling expected | Q2: Currently working on new conquest update which will improve the reporting for fleet utilisation and accuracy of reporting. Q1: Results from the utilisation report (October) has identified that a review and reset of utilisation thresholds is required for some types of fleet. This will improve reporting accuracy and allow targeted actions to maintain optimal utilisation (90%-100%). |

Quarter 2 2024-2025 Operational Plan

| 4.1.2.c | Contribute to driving a performance culture through achievement of Capital Works targets (this is a 2024-2025 Organisational KPI) | 90% targets achieved | Capital Works Report | Executive Leadership Team | Q4 (June 2025) | 8.30% | Rescheduling expected | Q2: Overall performance at 32.7% of BR1 budget (\$38.7M). High commitment levels (\$37.7M) should convert to significant spend in Q3/Q4 due to larger projects entering construction phase. 80% of plan is expected. Q1: YTD start very slow with 8.3% of the adopted budget expended. Only 70-80% of budget expected on current progress. Flow on effect on 25/26 under discussion with a view to significant adjustment into 26/27. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|---------------------------------|-----------------------------------------------------------------------------------------|-----------------|-----------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1.2.d | Deliver cost effective services within approved budget (this is a 2024-2025 Organisational KPI) | Expenditure of Operational budgets are managed to within +/- 5% | Monthly Financial Report | Executive Leadership Team | Q4 (June 2025) | 23% | On time | Q2: Overall operating expenditure is at 92.6% of the YTD Budget. Q1: Overall operating expenditure is at 23% of the YTD Budget. Officers are currently preparing Budget Review 1 for consideration of Council in December. |
| 4.1.2.e | Outstanding rates at the end of each quarter (excluding prepayments) | <5% | Monthly Financial Report | Coordinator - Revenue & Rates | Q4 (June 2025) | 11.87% | On time | Q2: Overdue Rates & Utilities as a % of Budgeted Revenue is 4.76%; Overdue Rates & Utilities as a % of Revenue Generated is 10.38%. Q1: Rates were due on 25.09.2024 which was later than usual. However still tracking well at 11.87% (was 4% in June 2024). |
| 4.1.3 A continuous improvement focus underpins the organisation, creating a supportive environment for ideas and positive, well-managed change which enhances internal and external outcomes | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 4.1.4 Provide leadership and contemporary management systems which drive a coordinated and connected organisation | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.4.a | Continue to build contemporary leadership capabilities | 100% of actions identified for 2024-2025 completed | Framework ELT Reports | Principal Organisational Development | Q4 (June 2025) | 45% | On time | Q2: 41 Leaders attended the Co Leadership Forum in December. The CEO shared with the group the Accountability Framework that will be introduced in 2025 for Leaders. 14 Leaders attended the Objective Leader Lunch and Learn session (topic: Leading Yourself). Q1: In Q1, 7 managers commenced the Objective Leader leadership program and 1 x Lunch and Learn session (topic: Emotional Intelligence) for Leaders was held. |
| 4.1.5 Promote a values-based culture which appreciates it and empowers its workforce | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.5.a | Drive employee engagement through demonstrating effective leadership, engagement and collaboration (this is a 2024-2025 Organisational KPI) | >70% Engagement >75% Manager Effectiveness (MEI) | Survey Results | Executive Leadership Team | Q4 (June 2025) | 55% 71% | On time | Q2: Council undertook their annual engagement survey in October 2024. Engagement results achieved include: Engagement Score - 55%, Manager Effectiveness Index - 71%. Results have been shared with all staff and work is underway in establishing Culture Teams. Q1: 2024 Annual Engagement Survey closes 18.10.2024, with results available shortly afterwards. |
| 4.1.6 Risk management practices are embedded into decision making process | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.6.a | Mitigation and risk reduction activities: - are informed by risk assessments - are prioritised based on risk assessments and available resources - are included in strategic and operational plans | 100% of Council reporting milestones achieved | Quarterly updates to the LDMG | Local Disaster Coordinator and Coordinator Disaster Management and Community Resilience | Q4 (June 2025) | 100% | Item completed | Q2: Item completed. Q1: LDMG meeting conducted on 28 August 2024. LDMG Operational Plan was updated and discussed with the group. |
| 4.1.6.b | Internal Audit - complete audit actions | 100% of high and medium risk actions completed within timeframes | Audit committee business papers | Coordinator Governance | Q4 (June 2025) | 65% | Rescheduling expected | Q2: A total of four (4) audit actions closed out within reporting period (1xHigh; 2xMedium; 1xLow), of which zero (0) actions were closed out within agreed timeframes. Q1: A total of nine (9) audit action closed out within reporting period (7xHigh; 2xMedium). Five (5) of which were closed out within agreed timeframes. |

Quarter 2 2024-2025 Operational Plan

| 4.1.6.c | Council statutory and community policies are current and reviewed within stated timeframes | >90% | Council business papers | Coordinator Governance | Q4 (June 2025) | 82% | On time | Q2: Currently there are thirteen (13) documents under review, four (4) have been scheduled to be presented at the February Council meeting. Q1: Of the outstanding policy documents, seven (7) are pending approval or scheduled for adoption at the upcoming Council meeting, and thirteen (13) are currently under review. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------|--------------------------------------|-----------------|-----------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4.1.7 Recruit and develop a professional, capable and responsive workforce | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.7.a | Annualised Employee Turnover (excluding retirements & end temp engagements) | <10% | Aurion | Coordinator HR & Payroll | Q4 (June 2025) | 14.78% | On time | Q2: Annualised turnover is trending at 17.08%. Excluding retirements/fixed term contracts, turnover is trending at 14.78%. Q1: Annualised turnover is trending at 17.27%. Excluding retirements/fixed term contracts, turnover is trending at 14.98%. |
| 4.1.7.b | Workforce Plan meets current and future business and community expectations | 80% of scheduled strategies for 2024-25 implemented | Workforce Plan | Principal Organisational Development | Q4 (June 2025) | 65% | On time | Q2: The focus areas of the 2019-2024 Workforce Plan continue to be monitored to ensure 80% target is achieved, with 65% of focus areas on track for completion or completed. Q1: Focus areas for the 2019-2024 Workforce Plan for FY25 have been identified and work has commenced to ensure 80% of these strategies will be achieved. |
| 4.1.7.c | Develop updated Workforce Plan (2025-2030) to align with reviewed Corporate Plan. | Workforce Plan 2025-2030 developed & approved | Workforce Plan | Principal Organisational Development | Q4 (June 2025) | 0% | On time | Q2: Revised LSC Community Plan 2030 was adopted at Council on 17 December 2024. Work will commence on development of the Workforce Plan 2025-2030. Q1: Development of the Workforce Plan 2025-2030 will commence once the new Community (Corporate) Plan 2030 is finalised/adopted. |
| 4.1.7.d | High employee satisfaction with organisational programmes and professional development opportunities | 80% participant satisfaction rate achieved | Survey Results | Principal Organisational Development | Q4 (June 2025) | 86% | On time | Q2: During Q2, 86% of participants who completed a feedback survey were either satisfied or very satisfied with the training. Q1: During Q1, 93% of participants who completed a feedback survey were either satisfied or very satisfied with the training. |
| 4.1.8 Provide for the safety, security, health and wellbeing of Council employees and contractors | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.1.8.a | Zero improvement or prohibition notices issued by WorkSafe Qld | Zero Improvement Notices | WorkSafe Qld | Coordinator Safety | Q4 (June 2025) | 0 | On time | Q2: Zero improvement notices issued during this quarter. Q1: One Improvement notice (I2070550) received 27th Sept 2024. |
| 4.1.8.b | Local Government Workcare (LGW) external audit findings implemented | 100% of actions identified for 2024-25 completed | Audit committee business papers | Coordinator Safety | Q4 (June 2025) | 36% | On time | Q2: FY24-25 actions identified are in progress. Currently 36.5% completed. Q1: FY24-25 actions identified are in progress. Currently 20% completed. |
| 4.1.8.c | Proactively contribute to the safety, health and wellbeing of our people (this is a 2024/2025 Organisational KPI) | Reduction in Lost Time Injury Frequency Rate <12.0 | WHS Safety Committee | Executive Leadership Team | Q4 (June 2025) | 15.78 | On time | Q2: There were zero lost time injuries during Q2. The LTIFR has reduced to 15.78. Q1: There were three (3) lost time injuries during Q1. The annualised LTIFR for period ending 30 September 2024 reduced to 21.99. Early reporting and intervention continue to be a focus. |
| Community Plan Goal 4.2 - Collaboration & partnerships to advocate for the needs of the community Council's role - Facilitator, Advocate | | | | | | | | |
| 4.2.1 Build and maintain strong, collaborative and co-operative relationships across all levels of government, industry, business and community | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.2.1.a | Engage local business and industry in Council procurement process to optimise local spend for economic benefit | Host two (2) Local Industry Forums | Council business papers | Chief Financial Officer | Q4 (June 2025) | 0% | On time | Q2: Partnering for Progress: Procurement Breakfast was held on 6 November 2024, with many local businesses in attendance and actively engaging throughout. The next event is scheduled for October 2025. Q1: Partnering for Progress: Procurement Breakfast Forum is to be held on 6 November 2024. |
| 4.2.2 Identify opportunities for alignment between Council's interests and objectives with those of Federal and State Governments | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |

Quarter 2 2024-2025 Operational Plan

| 4.2.3 Advocate Council's interests and objectives to government, industry, business, and community to promote the Livingstone region at a national and international level | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------------------------------|--------------------|-----------------|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 4.2.4 Actively participate in Central Queensland Regional Organisation of Council's and other regional bodies to promote regional interests and objectives to government, industry, business, and community | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.2.4.a | Leadership (Hand over of Chair and Secretary to RRC) of the CQROC Organisation of Councils Ltd | Successful discharge and handover to RRC of company responsibilities compliant to Australian Securities and Investments Commission | Council business papers | Mayor and CEO | Q2 (December 2024) | 100% | Item completed | Q2: CQROC Handover has occurred - now sitting with Rockhampton Regional Council. Q1: CQROC meeting held 23 August 2024 with Board endorsing the commencement of hand over of secretariat duties to Rockhampton Regional Council. |
| Community Plan Goal 4.3 - Engagement with the community as advisors & partners Council's role - Provider | | | | | | | | |
| 4.3.1 Plan, develop and implement high-quality customer-focused services | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.3.1.a | Improve customer experiences through closing out customer service requests on time (this is a 2024-2025 Organisational KPI) | 90% close out rate | Pathway | Executive Leadership Team | Q4 (June 2025) | 81.18% | On time | Q2: Customer Close out rate for the period is 81.21% for the period. Q1: Customer close out rate for the period is 81.18%. Work is being undertaken in all areas of Council to improve the overall customer experience. |
| 4.3.2 Commit to open and accountable governance to ensure community confidence and trust in Council and its democratic values | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.3.2.a | Percentage of procurement spend with local business | 30% | Monthly Financial Report | Coordinator Procurement | Q4 (June 2025) | 23% | On time | Q2: Due to large capital projects being awarded to companies outside the Shire, this has dropped the percentage to 21%. Q1: 23% (\$4.03m) of spend YTD was with businesses located within the Shire boundaries. Target is 30% for this FY, note that it was 29% in 2023-24. |
| 4.3.3 Take actions to enable the use of meaningful tools to engage the community on diverse issues so that the community is well informed and can contribute to decision making | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 4.3.3.a | Annual increase in Total Visit measure rates for Social Pinpoint software | 10% | Get Involved Software | Coordinator Communications & Engagement | Q4 (June 2025) | 42% | On time | Q2: Visitors for Q2 = 5,992 (Q2 2023-24 was 4,224). Q1: Visitors for Q1 = 6,431 (Q1 2023-24 was 3,432). |

Quarter 2 2024-2025 Operational Plan

| FUTURE LIVINGSTONE | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------|-------------------------|-------------------------------------|-----------------|-----------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A 'Future Livingstone' will 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 | | | | | | | | |
| Community Plan Goal 5.1 - Balanced environmental and development outcomes | | | | | | | | |
| Council's role - Regulator, Facilitator | | | | | | | | |
| 5.1.1 Maintain a clear and comprehensive planning vision for the region | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 5.1.1.a | Review and update the Local Government Infrastructure Plan | Council resolution | Council business papers | Coordinator Infrastructure Planning | Q4 (June 2025) | 90% | On time | Q2: In December, Council resolved to update the LGIP and notify the Minister requesting a State Interest Check. This is progressing. Q1: Final review of draft LGIP has been completed and will be presented to Council in Q2 for finalisation with the state government. |
| 5.1.2 Balance development within Livingstone Shire in accordance with the community's desired environmental and economic outcomes | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.1.3 Develop a program of master planning, place making and improvement strategies to enhance local identity and lifestyle | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.1.4 Collaborate with partners to understand, nurture and protect Great Keppel Island's environmental values which help showcase its unique tourism potential | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| 5.1.4.a | Advocating for the delivery of the Great Keppel Island master plan project priorities | Priority projects commenced | Queensland Government | Manager Economy & Places | Q4 (June 2025) | N/A | On time | Q2: Sewerage Treatment Plant design and construct tender awarded, concept design for Arrivals Plaza completed, detailed design tender due for release January 2025, signage and wayfinding project awarded. Q1: GKI Masterplan progress top priority for State Election priority project list provided to candidates. Sewerage Treatment Plant and Welcoming Plaza projects underway. |
| Community Plan Goal 5.2 - Connected places, people & services | | | | | | | | |
| Council's role - Regulator, Facilitator | | | | | | | | |
| 5.2.1 Implement an integrated transport strategy which encourages alternative transport usage to maximise economic, environmental and liveability outcomes | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.2.2 Reinforce sustainable building design principles | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.2.3 Adopt and implement a Connected Livingstone Strategy to foster investment opportunities in the region | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | Timing | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |

Quarter 2 2024-2025 Operational Plan

| 5.2.4 Integrate technology and innovative solutions into Council's operations and community programs to increase efficiency, provide excellent customer service outcomes, encourage entrepreneurship and community engagement | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------|--------------------------------------------------------|-----------------|-----------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator Timing | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | | |
| 5.2.4.a | Project Merlin - Phases one and two of Council's ERP Business systems transformation project completed | 100% of project delivered within timeframe and budget | Portfolio Governance Group Status Report | Chief Information Officer | Q4 (June 2025) | 100 | Item completed | Q2: The Merlin project closed in Q1. Q1: Project closed and planning underway for remaining systems. |
| 5.2.4.b | Increased usage of online services | Increase | Council business papers | Chief Information Officer | Q4 (June 2025) | 30 | On time | Q2: 76 Live Agent Chat sessions initiated. Total of online interactions (new users, customer requests, payments, applications, bookings, animal registrations) = 5043. Q1: Online customer service chat function released with great community uptake. |
| Community Plan Goal 5.3 - Community capacity & resilience in respect of future risk Council's role - Provider, Facilitator | | | | | | | | |
| 5.3.1 Maintain the ability to respond to disaster events under the disaster management arrangements | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator Timing | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | | |
| 5.3.1.a | Disaster management plans are fit for purpose and meet community's needs | Local Disaster Management Plan endorsed by Local Disaster Management Group | LDMG Minutes | Coordinator Disaster Management & Community Resilience | Q4 (June 2025) | 100% | Item completed | Q2: Item completed. Q1: Local Disaster Management Plan (LDMP) reviewed by Local Disaster Management and endorsed at the 12 June 2024 meeting. The LDMP adopted at the Ordinary Council meeting on 16 July 2024. |
| 5.3.1.b | Number of community engagement activities conducted / events attended to promote the Get Ready Queensland message | 2 | Council business papers | Coordinator Disaster Management & Community Resilience | Q4 (June 2025) | 4 | Item completed | Q2: Conducted/attended: Marlborough Lions Xmas in the Park; 2 x Disaster preparedness group tours of the Hub; Get Ready Social Media campaign and kids competition. Q1: Conducted/attended: - Beach Day Out; - 3 x school presentations; and - presentation at the LSC Youth Room. |
| 5.3.2. Enhance the community's preparedness for disaster through community education, training and strong partnerships between Council and other agencies | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator Timing | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.3.3 Plan the response to changes in social, economic and climatic conditions | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator Timing | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |
| 5.3.4 Partner with agencies to develop programs for the protection of all members within the community | | | | | | | | |
| Reference | Performance Measurement | | | Responsibility | Completion Date | Progress Result | Progress Indicator Timing | Comments |
| | Performance Indicator | Target | Data Validation Source | | | | | |
| - | Delivered as part of normal business activities | - | - | - | - | - | - | |

12.2 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JANUARY 2025**File No:** FM12.14.1**Attachments:**

1. Monthly Financial Report 31 January 2025 [↓](#)
2. January 2025 Contract Award Summary [↓](#)

Responsible Officer: Andrea Ellis - Chief Financial Officer
Terry Dodds PSM - Chief Executive Officer**Author:** Caitlyn Good - Management & Treasury Accountant

SUMMARY

Presentation of the Livingstone Shire Council Monthly Financial Report for the Period Ending 31 January 2025 by the Chief Financial Officer.

OFFICER'S RECOMMENDATION

THAT the Livingstone Shire Council Monthly Financial Report for the period ending 31 January 2025 be received (Attachment 1).

BACKGROUND

The attached Financial Report is collated financial data within Council's Finance One and Pathway systems. The report presented includes:

1. Executive Summary
2. Financial Performance Indicators
3. Financial Reports
4. Capital Expenditure
5. Glossary

The attached financial information presents the year-to-date position of Council's financial performance to the 31 January 2025. Commitments are excluded from the reported operating & capital expenditures.

All variances are reported against the 25 BR1 adopted by Council on 17 December 2024.

COMMENTARY

The financial report compares actual performance against Council's Budget Review 1 (25BR1) and identifies significant variances or areas of concern. It also provides information about additional areas of financial interest to Council and reinforces sound financial management practices throughout the organisation.

The Council monthly report (attachment 1) contains the commentary and analysis and for the sake of brevity, will not be repeated in this cover report.

Additional commentary is disclosed within the report where either the month or year to date variance exceed \$100,000 or 10% of the budget.

1. Executive Summary – summary of the main financial operating results, capital, cash, and borrowings.
2. Financial Performance Indicators - a summary of financial performance indicator year-to-date results. Indicators are based on achieving benchmark results. These have been aligned to the sustainability measures in the Financial Management (Sustainability) Guideline 2024.
3. Financial Reports –

- a. Month and year to date results for operating activities. Supplemented by commentary where either a major positive or negative variance exists and supporting graphical summaries or results, or previous information requests.
 - b. Balance sheet items with movement on previous month, compared against full year budget. Supplemented by commentary where either a major positive or negative variance exists and supporting graphical summaries of results, or where details were previously provided.
4. Capital expenditure – summary of overall portfolio of program including capital revenue streams.
 5. Glossary – updated to reflect the current financial performance indicators.

Procurement

Current Contracts >\$200,000 (GST exclusive)

In accordance with section 237 of the *Local Government Regulation 2012*, Council publishes the details of all contracts valued \$200,000 or more. These details are displayed on Council's website (<https://www.livingstone.qld.gov.au/doing-business/business-and-regulations/contracts-and-tenders>), and on the public notice board located at the Yeppoon town hall. In January 2025, four (4) contracts over the prescribed value were established via purchase order.

Current Tenders

At the end of January there were two (2) open tenders, no (0) selective tenders, three (3) tenders evaluated, and one (1) contract awarded. The below table is a summary of current tenders to promote oversight of the progress by Councillors.

Once all contract award documentation is completed, the contract details will be added to the published contract listing.

| January 2025 - Open Tenders | | | |
|--------------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------------|--------------------------|
| 2024.023 | Great Keppel Island Arrivals Plaza Detailed Design | | |
| 2024.002 | Provide Commercial Cleaning Services | | |
| January 2025 - Selective Tenders | | | |
| Nil selective tenderers released to market | | | |
| January 2025 - Tenders Evaluated | | | |
| 2024.012 | Taroomball Trunk Sewer Infrastructure Upgrade | | |
| 2024.018 | ROSI Greenlake Road & Artillery Road Upgrade Project | | |
| 2024.020 | Sewer Relining & CCTV Program 2024-2025 | | |
| January 2025 - Contracts Awarded | | Successful Tenderer/s | Contract Value (exc GST) |
| 2024.017 | PSA Plumbing. Water, Sewer & Pipe Fitting | Viadux Pty Ltd Iplex Pty Ltd Clover Pipelines ty Ltd Kens Plumbing Plus | Schedule of Rates |

Status Legend:

Open – tender has been publicly advertised and suppliers are preparing and submitting tender responses. Officers and Councillors are to apply probity by directing all enquiries to the procurement team while the tender is open.

Evaluation – the tender is under evaluation by the tender evaluation panel. Officers outside of the evaluation panel and Councillors are restricted from this process.

Contract Award – the evaluation process is completed and approval process to award contract is underway.

Non-Award – a decision is made not to award the contract, as the submission/s received are deemed unsuitable.

Contract – contract issued by letter of award.

PREVIOUS DECISIONS

The 2024-25 budget was adopted on 23 July 2024.

The 2024-25 Budget Review 1 (25BR1) was adopted on 17 December 2024.

ACCESS AND INCLUSION

This report once adopted by Council will be made publicly available on Council's website.

ENGAGEMENT AND CONSULTATION

Information has been provided by the procurement and revenue functions for this report.

HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities such as Council 'to act and make decisions in a way compatible with human rights'.

There are no foreseen human rights implications associated with the adoption of this monthly report.

BUDGET IMPLICATIONS

The Monthly Financial Report shows Council's financial position in relation to the Budget Review 1 (25BR1).

LEGISLATIVE CONTEXT

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

Section 170 of the *Local Government Regulation 2012*, states that council may by resolution amend the budget for a financial year at any time, so long as it complies with all the requirements under section 169, which are essentially all the same material as an annual budget except for decision regarding rates and utility charges which can only be adopted as part of the annual budget process.

LEGAL IMPLICATIONS

There are no anticipated legal implications because of this report.

STAFFING IMPLICATIONS

There are no staffing implications because of this report.

RISK ASSESSMENT

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

Council continues to have a working capital facility of \$10 million which is a tool available to manage operating liquidity requirements if required.

CORPORATE PLAN REFERENCE***Leading Livingstone***

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

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

CONCLUSION

The financial report provides information about Council's financial performance and position for the period ending 31 January 2025.

12.2 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JANUARY 2025

Monthly Financial Report 31 January 2025

Meeting Date: 18 February 2025

Attachment No: 1

1. Executive Summary

This monthly financial report illustrates the financial performance and position of Livingstone Shire Council compared to Council's 2024-25 Revised Budget 1 (25BR1) at an organisational level for the period ended 31 January 2025.

| Key Financial Highlights and Overview | Month ('\$000s) | | | YTD 58.3% | | | FY ('\$000s) |
|---------------------------------------|-----------------|-----------|----------|-----------|-----------|-----------------|--------------|
| Key Financial Results (\$'000's) | Actual | 24-25 BR1 | Variance | Actual | 24-25 BR1 | % of YTD Budget | 24-25 BR1 |
| Operating Surplus/(Deficit) | 42,903 | 39,539 | 3,364 | 43,733 | 36,550 | 119.65% | (1,074) |
| Operating Revenue | 51,358 | 49,609 | 1,749 | 109,622 | 108,649 | 100.90% | 122,402 |
| Operating Expenditure | (8,455) | (10,070) | 1,616 | (65,889) | (72,099) | 91.39% | (123,476) |
| Capital Works Expenditure | (1,493) | (513) | (980) | (14,127) | (13,605) | 103.84% | (38,676) |
| Closing Cash & Cash Equivalents | 134,722 | | | | | | 121,675 |
| Total Borrowings | 45,691 | | | | | | 42,363 |

Commentary

The year-to-date actual operational surplus is \$7.18m favourable to budget.
The year-to-date operating revenue is \$973k favourable to budget.
Year-to-date operating expenditure is \$6.21m favourable to budget, with materials & services \$4.57m under budget expectations.
Monthly results show an operating surplus for the month of January, with January being a month where council rates are generated.

The January year-to-date capital expenditure is \$14.13m which is 3.84% ahead of YTD budget expectations.

As at 31 January 2025 Council had \$134.72m in cash and total borrowings of \$45.69m.

2. Financial Management (Sustainability) Performance Indicators

The financial performance indicators have been aligned to the financial sustainability measures that will be calculated and published as part of the annual statutory financial reporting process for 30 June 2025. These are reported as single year-to-date results compared against the budgeted single-year result.

| | YTD Actual | FY Budget | Tier 4 Target | Comment |
|-------------------------------------------------------------|--------------------|-----------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financial Capacity | | | | |
| Council-Controlled Revenue Ratio (%) [#] | ✓ 88.4% | ✓ 83.7% | Contextual | The majority of Council's revenue is attributed to rates income. |
| Population Growth Ratio (%) [#] | Data not available | ✓ 2.2% | Contextual | The population estimate for Livingstone Shire Council area as of the 30th June 2023 is 41,906. Since the previous year, the population has grown by 2.16%. Population growth in Regional QLD was 2.2%. (Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0). Compiled and presented in profile.id by .id (informed decisions). |
| Operating Performance | | | | |
| Operating Surplus Ratio (%) ^{*,#} | ✓ 39.9% | ✗ -0.9% | Between 0% and 10% | The positive surplus ratio of 39.9% indicates operational expenses are coverable and remaining surplus can support capital expenditure and meet loan repayments. |
| Operating Cash Ratio (%) [#] | ✓ 60.1% | ✓ 29.9% | Greater than 0% | The positive operating cash ratio of 60.1% indicates that Council has the ability to self-fund capital expenditure from surplus funds from core operations. |
| Liquidity | | | | |
| Unrestricted Cash Expense Cover Ratio (months) [#] | ✓ 17.4 | ✓ 14.0 | Greater than 4 months | Council has sufficient unconstrained cash to meet ongoing and emergent financial demands for 17.4 months. Council has access to a \$10m QTC working capital facility which is equivalent to 1.6 months of cover. |
| Asset Management | | | | |
| Asset Sustainability Ratio (%) ^{*,#} | ✗ 42% | ✗ 59% | Greater than 90% | The extent to which Council's existing infrastructure assets are being replaced as they reach the end of their useful lives is 42%. |
| Asset Consumption Ratio (%) [#] | ✓ 67% | ⚠ 58% | Greater than 60% | Council's infrastructure assets have been consumed by 67% compared to what it would cost to build a new asset with the same benefit to the community. |
| Asset Renewal Funding Ratio (%) [#] | Commencing 2025-26 | ✓ 83% | Contextual | This ratio measures the ability of Council to fund projected infrastructure asset renewal/replacements into the future. |
| Debt Servicing | | | | |
| Leverage Ratio (times cover) [#] | ✓ 0.7 | ✓ 1.6 | 0 - 3 times | Adequate capacity to manage unforeseen financial shocks & meet loan repayments. |

^{*}Financial Management (Sustainability) 2013 legislated ratios

[#]Financial Management (Sustainability) 2024 legislated ratios

3. Financial Reports

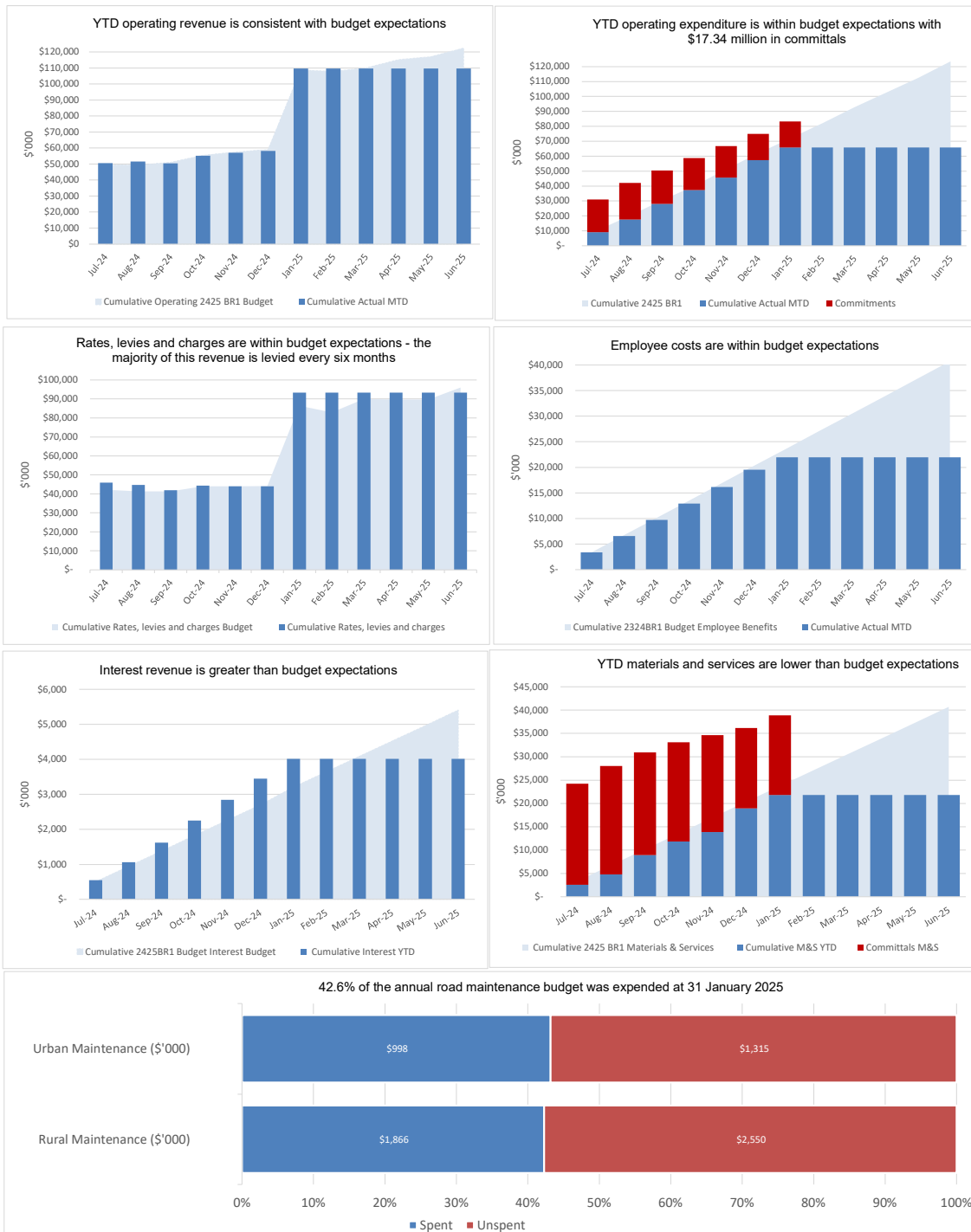
Operating Result for the period ending
31/01/2025

| Month ('\$000s) | | | | YTD 58.3% | | | | FY | |
|-----------------|-----------------|-----------------------|------------------|---------------------------------|-----------------|-----------------------|------------------|------------------|------------------|
| Actual | 24-25 BR1 | Variance ¹ | >\$100K & 10% | Actual | 24-25 BR1 | Variance ¹ | >\$100K & 10% | % of Full YTD | 24-25 BR1 |
| (\$'000) | (\$'000) | (\$'000) | | (\$'000) | (\$'000) | (\$'000) | | % | (\$'000) |
| | | | | Operating revenue | | | | | |
| 49,349 | 47,658 | 1,691 | ⇌ | Rates, levies and charges | 93,360 | 92,115 | 1,245 | 97% | 95,954 |
| 527 | 544 | (16) | | Fees and charges | 3,569 | 3,816 | (247) | 55% | 6,537 |
| 564 | 436 | 128 | ✓ | Sales revenue | 2,270 | 2,541 | (271) | 42% | 5,396 |
| 219 | 352 | (133) | ✗ | Operating grants and subsidies | 5,350 | 6,009 | (659) | 72% | 7,408 |
| 566 | 506 | 60 | | Interest received | 4,017 | 3,203 | 814 | 74% | 5,408 |
| 133 | 114 | 20 | | Other income | 1,056 | 965 | 91 | 62% | 1,699 |
| 51,358 | 49,609 | 1,749 | ⇌ | Total operating revenue | 109,622 | 108,649 | 973 | 90% | 122,402 |
| | | | | Operating expenses | | | | | |
| (2,474) | (3,394) | 920 | ✓ | Employee benefits | (21,985) | (23,736) | 1,751 | 54% | (40,713) |
| (2,830) | (3,711) | 881 | ✓ | Materials & services | (21,802) | (26,372) | 4,570 | 49% | (44,807) |
| (201) | (17) | (184) | ✗ | Finance costs | (1,459) | (1,357) | (102) | 57% | (2,570) |
| (2,949) | (2,948) | (1) | | Depreciation & amortisation | (20,642) | (20,634) | (8) | 58% | (35,386) |
| (8,455) | (10,070) | 1,616 | ✓ | Total operating expenses | (65,889) | (72,099) | 6,210 | 53% | (123,476) |
| 42,903 | 39,539 | 3,364 | ⇌ | Net operating result | 43,733 | 36,550 | 7,183 | -4072% | (1,074) |

- ¹ Positive numbers represent under expenditure or additional revenue
 ✓ Major positive variance, comment required
 ✗ Major negative variance, comment required
 ⇌ Within expectations, no comment required

Areas to note

| | |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Sales revenue | Year-to-date sales revenue is behind the year-to-date budget. The unfavourable variance is mainly due to a timing difference between the issue of road maintenance performance claims (RMPC) invoices and the budget timing of the revenue. During the month of January there was a slight catch-up on this and the following months are expected to be slightly above the budget amount for invoices anticipated to be raised for projects which have been delayed. |
| Operating grants and subsidies | Due to the timing of grant funding being received and most funding being phased as equal monthly instalments, the January monthly results are behind budget expectations for the month. The year to date results are in line with budget expectations. |
| Interest received | Interest received year-to-date is favourable to budget, mostly due to Council's cash balances being higher than year-to-date budget expectations. See Cash and Cash equivalents for more information on rates. |
| Employee Benefits | Year-to-date Employee Benefits are within budget expectations. The month of January results were lower than anticipated due to more annual leave being taken in school holidays, than what was anticipated. Annual leave being taken reduces our provisions recorded on our balance sheet, rather than employee expenditure expense. |
| Materials & services | Materials and services expenditure during January was lower than budget expectations due to a larger than usual payment run being made to suppliers in December, which included invoices that would have fallen due during the holiday period. Year-to-date expenditure is still below budget expectations and notable variances for the year to date materials and services underspends are: Contractors & consultants (-\$1.04m), construction & maintenance materials (-\$669k), electricity (-417k), external plant & equipment hire (-\$442k), & bulk water (-\$114k). |
| Finance Costs | Finance Costs for interest on loans have been budgeted for quarterly, however actuals are accounted for monthly which explains the monthly variance for January and why the Year-to-date figures are within budget expectations. |



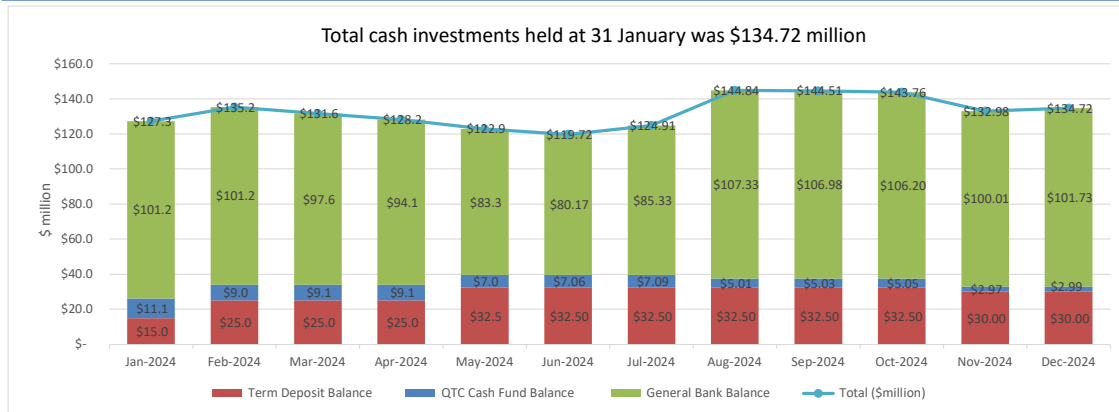
Statement of Financial Position for the period ending
31/01/2025

| | Month-end Actual | Last month Actual | Movement | Full Year 24-25 BR1 |
|-----------------------------------|---------------------|----------------------|----------------|---------------------|
| | (\$'000) | (\$'000) | (\$'000) | (\$'000) |
| Cash and cash equivalents | 134,722 | 132,983 | 1,739 | 121,675 |
| Receivables | 51,482 | 9,074 | 42,408 | 9,614 |
| Inventories | 1,180 | 1,218 | (38) | 4,939 |
| Land held for development or sale | 2,764 | 2,764 | - | - |
| Contract assets | 7,150 | 7,150 | - | - |
| Other assets | 395 | 762 | (367) | 3,620 |
| Property, plant & equipment | 1,226,043 | 1,228,952 | (2,909) | 1,299,729 |
| Intangibles | 112 | 121 | (9) | 66 |
| Capital works in progress | 40,785 | 39,395 | 1,390 | - |
| TOTAL ASSETS | 1,464,633 | 1,422,419 | 42,214 | 1,439,643 |
| Payables | 5,451 | 9,598 | (4,147) | 5,926 |
| Contract liabilities | 7,830 | 6,549 | 1,281 | - |
| Borrowings | 45,691 | 45,499 | 192 | 42,363 |
| Provisions | 19,210 | 19,770 | (560) | 19,978 |
| Other liabilities | 2,871 | 3,129 | (258) | 2,637 |
| TOTAL LIABILITIES | 81,053 | 84,545 | (3,492) | 70,904 |
| Asset revaluation surplus | 271,503 | 271,503 | - | 294,788 |
| Retained surplus/(deficiency) | 1,112,077 | 1,066,371 | 45,706 | 1,073,950 |
| TOTAL COMMUNITY EQUITY | 1,383,580 | 1,337,874 | 45,706 | 1,368,738 |

Areas to note

| | |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cash and cash equivalents | Cash balances have increased by \$1.74m compared to the previous month due to large grant payments being received. Of the \$134.72m cash balance held by Council, \$35.66m of funds are externally restricted. The breakup of externally restricted funds are \$6.55m of grant funding yet to be allocated, \$2.8m of Waste levy and \$26.31m of Infrastructure charges. |
| Receivables | \$42.41 million increase of receivables relates to the system generation of the Quarter 2 2024-25 water consumption and the second half yearly rates and utility notices. These notices were sent with an issue date of 3rd of February 2025 and will fall due for payment on the 5th March 2025. |
| Other assets | Decrease in current month due to the timing of the GST refund from the Business Activity Statement. |
| Property, plant and equipment | Decrease relates to the monthly depreciation allocation and associated increase in accumulated depreciation. The depreciation expense value is shown in the monthly operating result. |
| Capital works in progress | \$1.4m increase due to capital expenditure incurred during January. Refer to the capital expenditure reports for further detail on the capital works program for 2024-25. |
| Payables | Payables decrease in January is mostly due to the allocation of Prepaid rates (\$4.28 million) to rate payer accounts upon the generation of Water notices and General rates in our system in January. |
| Contract Liabilities | The increase in Contract Liabilities in January relates to capital grants that have received funding in advance of the associated work completed. Capital grants are held as a Contract Liability and as works are completed, the equivalent portion of the grant will be released and recognised as capital revenue. |
| Borrowings | Borrowings have increased compared to the previous month, due to the monthly interest and administration charges accruals being applied. |
| Provisions | The decrease in provisions reflects the net movement in accrued employee leave entitlements i.e. more leave entitlements being taken for holidays in January than what was accruing. |
| Other Liabilities | The small decrease in other liabilities relates to the Waste Management Levy being released monthly. The annual advance payment of the Waste Management Levy was received in prior years and the upfront payments held by Council are to cover the next three financial years. Each month Council reduces the Waste Management Levy by the amount which is paid to the Queensland State Government. |

Cash and Cash Equivalents



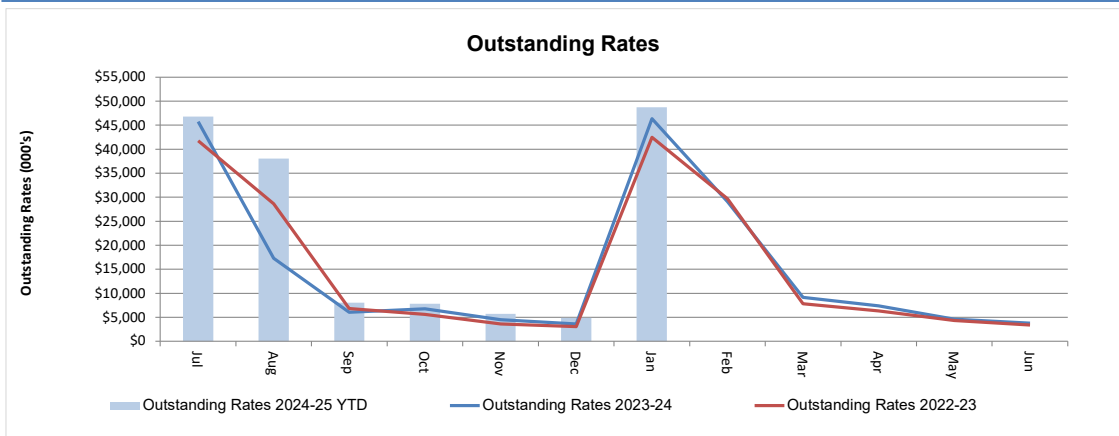
Investments are held with Council's general banker and in the Queensland Treasury Corporation (QTC) Capital Guaranteed Cash Fund. Council's interest earning rate as at 31 January 2025 is 5.07% p.a. (net of 0.12% administration fees) with the QTC and 4.85% p.a. with CBA. In January, the weighted average interest rate was 4.93% which is marginally above the target rate of 4.85%, which is 0.5%+ RBA Cash Rate (4.35%). The weighted average interest rate includes the interest rates on term deposits.

Term deposit rates are monitored regularly by Council officers to identify investment opportunities to ensure Council maximises its interest earnings balanced against the need to invest cash for a fixed term.

The amount of interest earned from month-to-month is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by Council's cash flow requirements on a monthly basis as well as the rating cycle.

Cash needed for day-to-day requirements is deposited with the QTC or Council's general banker. Interest rates from both facilities are monitored regularly by Council's finance officers to maximise interest earnings.

Receivables



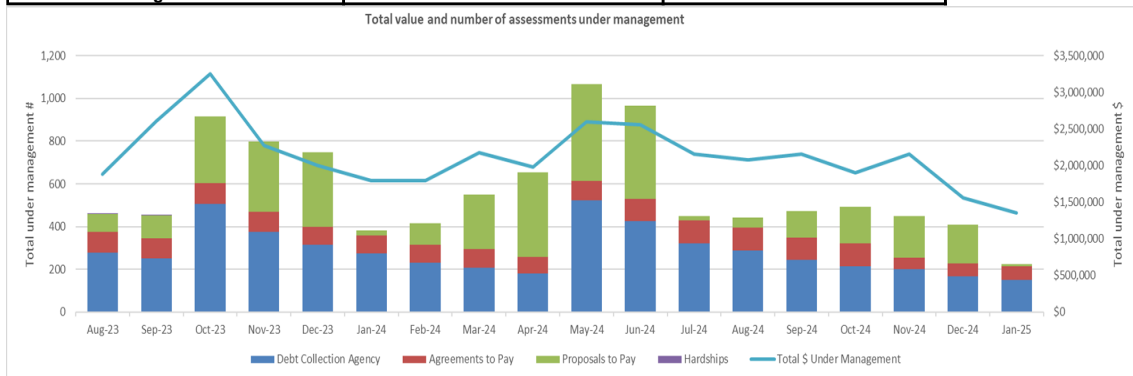
| Ageing of Rates Receivable at Month End | | |
|-----------------------------------------|---------------|--------|
| Total Rates Outstanding | \$48,752,713 | |
| Less Current Levy | -\$44,241,344 | |
| Total Eligible for Collection | \$4,511,369 | |
| Current | \$2,442,396 | 54.14% |
| 1 years | \$1,154,465 | 25.59% |
| 2 years | \$466,653 | 10.34% |
| 3 years | \$146,168 | 3.24% |
| 4 years | \$66,999 | 1.49% |
| 5 years | \$234,688 | 5.20% |
| Total Eligible for Collection | \$4,511,369 | 100.0% |

Total rates receivables of \$4.5m as at 31 January 2025 is higher in comparison to the position as of 31 January 2024 of \$3.3m.

Ratepayers have the option to enter into formal payment arrangements, preventing legal action being progressed by Council's debt collection agency. Council resolved to charge 7% per annum on overdue rates and utility charges in 2024-25, applied monthly, on all overdue balances, including those under a formal payment agreement. This percentage rate has remained the same since the 2018-19 Financial Year and Council have ensured that this has remained unaffected by recent large increases in CPI.

Of the 18,616 rateable assessments, 225 (1.2% of ratepayers) are currently under management.

| | As at January 2024 | | As at January 2025 | |
|-------------------------------|--------------------|-----------------------|--------------------|-----------------------|
| | # | \$ | # | \$ |
| Debt Collection Agency | 276 | \$ 1,184,129 | 152 | \$ 902,266 |
| Agreements to pay | 84 | \$ 564,056 | 64 | \$ 430,485 |
| Proposals to Pay | 21 | \$ 49,915 | 9 | \$ 19,902 |
| Council Hardship | 0 | \$ - | 0 | \$ - |
| Total under management | 381 | \$1,798,100.00 | 225 | \$1,352,653.00 |

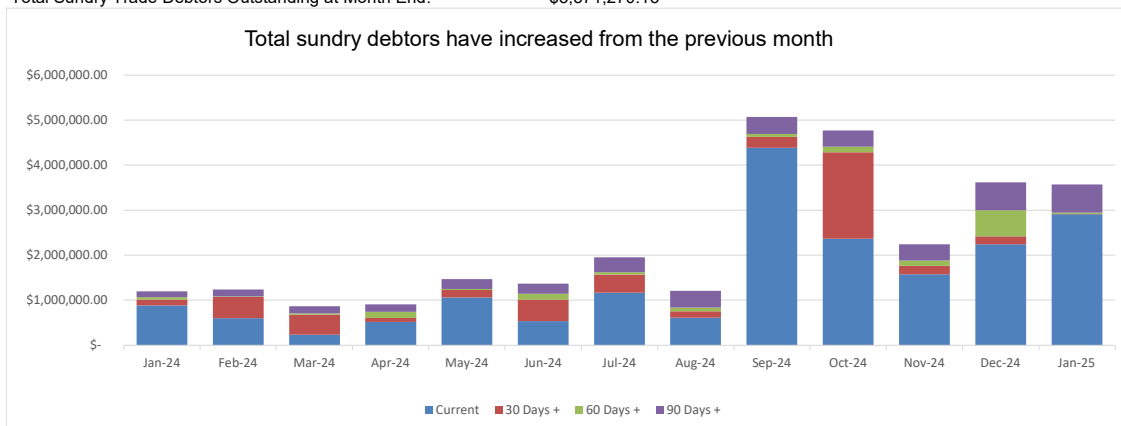


Council officers are committed to working with any ratepayer who is experiencing difficulty in paying their rates & charges and strongly encourages anyone in this position to make early contact with Council.

Under the provisions of the Local Government Regulation 2012 Council has the authority to recover outstanding rates and charges via a land sale process where the amounts have been overdue for three or more years. Commercial and Vacant Land are eligible after one year of arrears.

Outstanding Sundry Trade Debtors

Total Sundry Trade Debtors Outstanding at Month End: **\$3,571,270.13**



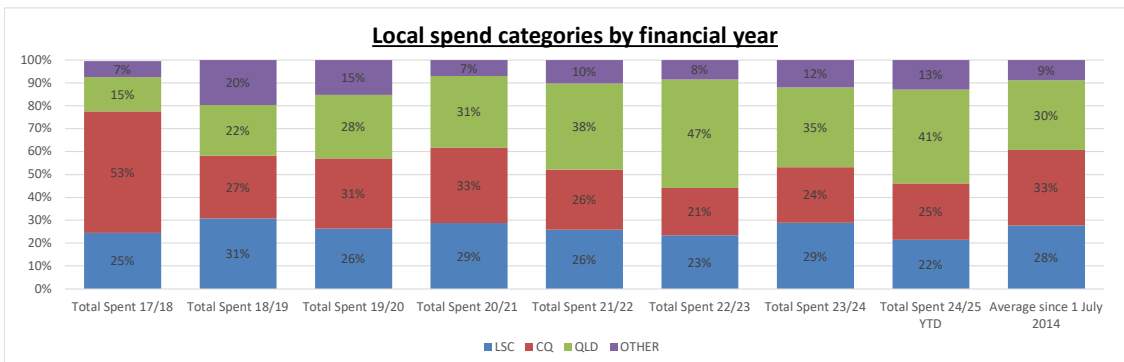
Payables Procurement

Council strongly supports locally owned and operated businesses, including those with an office or branch in our region. Council is able to report on direct local spend for both operational and capital expenditure in addition to employee salaries & wages.

Total expenditure with businesses located within the Shire boundaries, in the current financial year, is 28% or \$9.38 million.

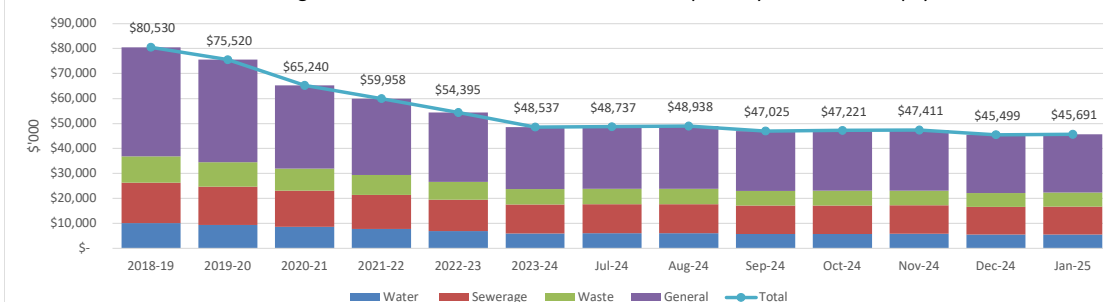
| | YTD Spend (\$million) | % |
|-------------------------------------------------------------------------------------------------------------|-----------------------|-------------|
| LSC - Business located within the shire boundaries. | \$9.38 | 22% |
| CQ - Business completely set up and run outside of LSC boundaries but within the Central Queensland region. | \$10.71 | 25% |
| QLD - Business based outside of Central Queensland but within Queensland. | \$17.88 | 41% |
| OTHER - Business based outside of Queensland. | \$5.65 | 13% |
| | \$43.61 | 100% |

The bar graph below summarises the allocation by local spend categories for the previous seven (7) financial years. Since 1 January 2014 Council has procured, on average, 61% of materials & services from within the greater Central Queensland area, which includes Livingstone Shire Council.



Borrowings

Total Borrowings of \$45.69 million on track to reduce with quarterly debt service repayments



| Debt Position | YTD Actual (\$'000) | BR1 |
|--------------------------------------------|---------------------|-----------------|
| Total Debt held as at 1 July 2024 | \$48,537 | \$48,537 |
| New borrowings drawn down in 2024-25 | - | - |
| Interest & administrative charges | \$1,365 | \$2,250 |
| Total debt service payments | (\$4,211) | (\$8,422) |
| Total Debt held at reporting period | \$45,691 | \$42,364 |

In-line with Council's debt policy, a debt service payment of \$2,105,500 (being approximately \$1,914,000 repayment of principal and \$191,500 interest and administrative charges) is to be paid quarterly during 2024-25. Interest accrues monthly, calculated on a daily basis, until the next debt service payment. No new borrowings are budgeted to be drawn down throughout the 2024-25 financial year.

As at 31 January 2024 the weighted average interest rate of all Council debt is approximately 4.88%.

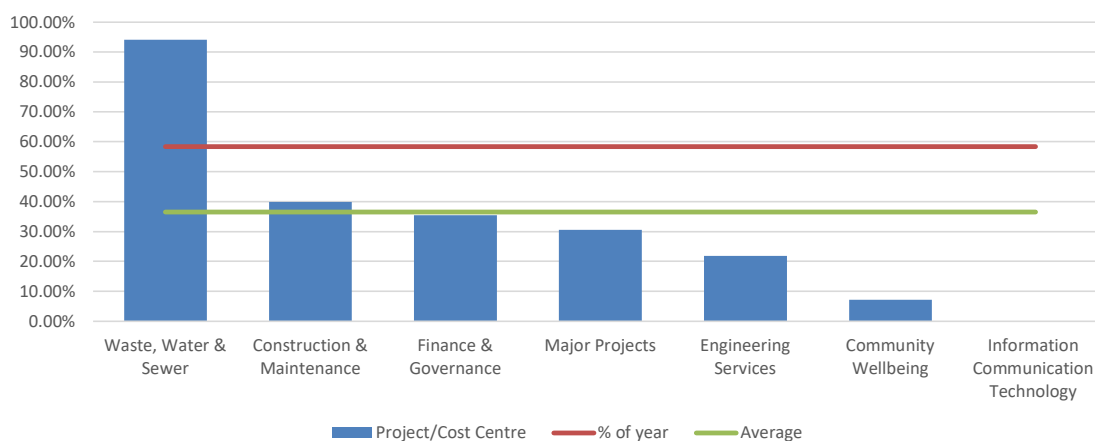
The Department of Local Government, Water & Volunteers has approved a working capital facility of \$10 million on a permanent basis subject to an annual review by the Queensland Treasury Corporation in consultation with the department. Council has not accessed the available funds in the working capital facility.

4. Capital Expenditure

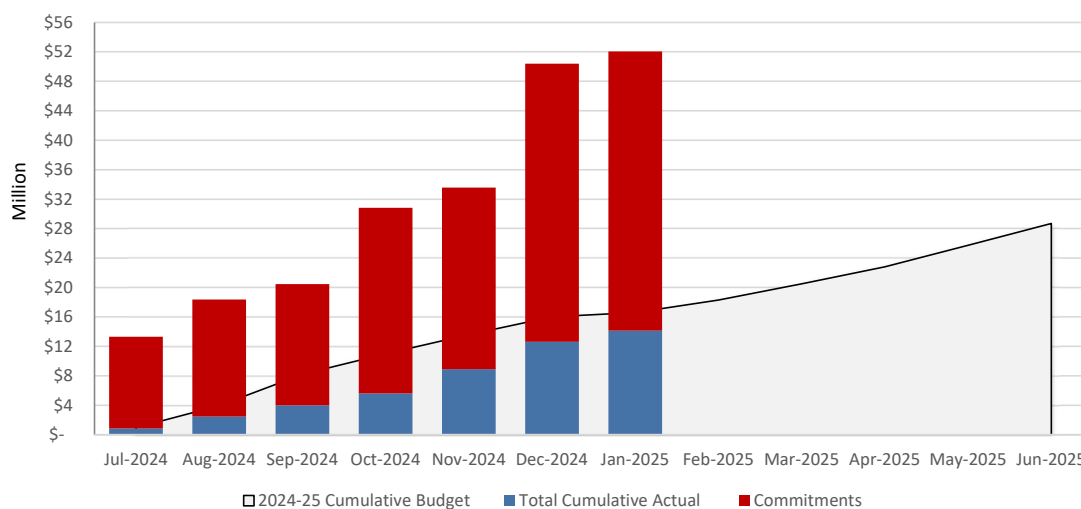
Capital revenue and expenditure report (all projects) for period ending 31/01/2025

| Month ('\$000s) | | | YTD 58.3% | | Full year (\$000's) | |
|-----------------|--------|----------|------------------------------|-----------------------|---------------------|--------|
| Actual | Budget | Variance | Actual | % of Full year Budget | 24-25 BR1 | |
| | | | Capital expenditure | | | |
| 1,220 | 281 | 939 | Materials & services | 11,805 | 33.7% | 35,003 |
| 273 | 232 | 41 | Internal employee costs | 2,322 | 63.2% | 3,672 |
| 1,493 | 513 | 980 | | 14,127 | 36.5% | 38,676 |
| | | | Capital Revenue | | | |
| 2,030 | 1,249 | 781 | Capital grants & subsidies | 12,316 | 82.2% | 14,989 |
| 541 | 339 | 203 | Infrastructure contributions | 2,483 | 61.1% | 4,062 |
| 85 | 32 | 53 | Other capital income | 169 | 44.4% | 380 |
| 2,656 | 1,619 | 1,037 | | 14,967 | 77.0% | 19,431 |

On average, 36.5% of capital budgets were expended by 31 Jan 2025



Total funds committed to capital is \$37.90 million as at 31 January 2025



5. Glossary

| Key Terms | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Operating Result | Total operating revenue less total operating expenses |
| Total Operating Expenditure | All council expenses minus capital items such as: - losses on disposal of assets, and - impairment losses - depreciation on right of use assets - interest on finance leases associated with right of use assets - other capital expenditure items as identified by Council |
| Total Operating Revenue | All council income minus capital items such as: - capital grants, subsidies, contributions and donations - gains on disposal of assets - other capital revenue items as identified by Council |
| Definition of Ratios | |
| Financial Capacity | |
| Council-Controlled Revenue Ratio (%)[#] | |
| Council-controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks. | |
| A higher council-controlled revenue indicates a stronger ability to generate operating revenue without relying on external sources. Councils with a high ratio generally have a healthy rate base and are better able to respond to unexpected financial obligations such as natural disaster recovery. | $\frac{\text{Net rates, levies and charges} + \text{Total Fees \& charges}}{\text{Total operating revenue}}$ |
| A lower council-controlled revenue ratio indicates that a council has limited capacity to influence its operating revenue and that it is more reliant on external (and usually less reliable) sources of income such as operating grant funding, sales and recoverable works contracts, and rental income. | |
| Population Growth Ratio (%)[#] | |
| Population growth is a key driver of a council's operating income, service needs and infrastructure requirements into the future. | |
| A growing council population indicates a greater capacity to generate its own source revenue through rates as well as statutory charges. Population growth also puts additional pressure on councils to invest in new community infrastructure to support service needs. | $\frac{\text{Prior year estimated population}}{\text{Previous year estimated population}} - 1$ |
| Operating Performance | |
| Operating Surplus Ratio (%)^{*,#} | |
| This is an indicator of the extent to which operating generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes. | |
| An operating surplus ratio above 0% is an indication that council is managing its finances within its existing funding envelope and generating surplus funds for capital funding or other purposes. | $\frac{\text{Operating result}}{\text{Total operating revenue}}$ |
| An operating surplus ratio below 0% is an indication that a council's operating expenses exceed its revenue. An operating deficit in any one year is not a cause for concern, if over the long term, a council achieves a balanced operating result or small surplus. Operating deficits over the long term affect a council's ability to internally fund its capital requirements and other initiatives as and when they fall due, potentially requiring external funding support. | |
| Operating Cash Ratio (%)[#] | |
| The operating cash ratio is a measure of councils ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. | |
| A positive operating cash ratio indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund its capital expenditure requirements. | $\frac{\text{Operating result add Depreciation and amortisation add finance costs}}{\text{Total operating revenue}}$ |
| A negative operating cash ratio is a significant indicator of financial sustainability challenges and potential future liquidity issues, as all other things being equal, a negative result means that a council's cash position is declining and revenues are not offsetting the cost of core operational requirements. | |

| Liquidity | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Unrestricted Cash Expense Cover Ratio (months)[#] | |
| <p>The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.</p> <p>A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of cash hoarding, poor cash management, or large upcoming capital investment requirements.</p> <p>A low ratio suggests limited unconstrained liquidity available to council to use for capital investment or in an emergency. For councils with efficient cash management practices and strong borrowing capacity, this is not a concern. Where a council also has a negative operating cash ratio, a very low or negative unrestricted cash expense cover ratio is an indicator of potential solvency concerns.</p> | $\frac{\text{(Total Cash and Equivalents add Current investments add available ongoing QTC working capital facility limit less Externally Restricted Cash)}}{\text{(Total Operating Expenditure less Depreciation and amortisation less Finance Costs)}}$ |
| Net Financial Liability Ratio (%)[*] | |
| <p>This is an indicator of the extent to which the net financial liabilities of Council can be serviced by operating revenues. A ratio greater than zero (0) implies liabilities exceed current assets.</p> <p>This ratio is no longer reported against under the new financial management sustainability guideline.</p> | $\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total operating revenue}}$ |
| Asset Management | |
| Asset Sustainability Ratio (%)[#] | |
| <p>The asset sustainability ratio approximates the extent to which the infrastructure assets managed by a council are being replaced as they reach the end of their useful lives.</p> <p>An asset sustainability ratio close to 100% suggests that a council is spending enough on the renewal of its assets to compensate for the deterioration in its asset base as loosely proxied by its reported depreciation, with outcomes too far below this level being potentially indicative of underspending against capital replacement requirements.</p> | $\frac{\text{Capital expenditure on replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation expenditure on Infrastructure Assets}}$ |
| Asset Consumption Ratio (%)[#] | |
| <p>The asset consumption ratio approximates the extent to which council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.</p> <p>The minimum target of 60% indicates that a council's assets are being broadly consumed in line with their estimated useful lives.</p> <p>Councils with lower than target ratio will need to invest more in those assets (in terms of replacement or maintenance) to ensure they are maintained at a standard that will meet the needs of their communities. On the other hand, if the ratio is much higher than the target ratio, councils may need to revisit their asset management plans to asset their current service levels or whether their estimates of the assets useful lives are appropriate.</p> | $\frac{\text{Written down replacement cost of depreciable infrastructure assets}}{\text{Current replacement cost of depreciable infrastructure assets}}$ |
| Asset Renewal Funding Ratio (%)[#] | |
| <p>The asset renewal funding ratio measures the ability of a council to fund its projected infrastructure asset renewal/replacements in the future.</p> <p>Ideally, the asset renewal funding ratio should be as close to 100% as possible, as this indicates that a council is appropriately funding and delivering the entirety of its required capital program as outlined by its asset management plans.</p> <p>A ratio that is too far in excess of 100% indicates capital spending above and beyond what is proposed by a council's asset management plans. A ratio that is too far below 100% may indicate an underfunded capital program and therefore a potentially increasing infrastructure backlog and asset failures. Either scenario suggests a mismatch between a council's capital requirements and forecast capital program, whether due to poor planning and/or limited resources or skills to deliver the assets required by the community.</p> | $\frac{\text{Total of Planned Capital Expenditure on Infrastructure Asset Renewals over 10 years}}{\text{Total of Required Capital Expenditure on Infrastructure Asset Renewals over 10 years}}$ |
| Debt Servicing Capacity | |
| Leverage Ratio (times cover)[#] | |
| <p>The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the councils debt to its operating performance.</p> <p>A higher leverage ratio indicates an increasingly limited capacity to support additional borrowings due to already high debt levels and/or decreasing operational performance, while a lower ratio indicates the opposite.</p> <p>A lower leverage ratio is not itself a guarantee that further debt will be approved for a council, while councils with higher leverage ratios are not necessarily precluded from having additional borrowings approved due to other mitigating circumstances.</p> | $\frac{\text{Book Value of Debt}}{\text{Total Operating Revenue less Total Operating Expenditure add Depreciation and Amortisation add finance costs}}$ |
| [#] Financial Management (Sustainability) 2013 legislated ratios [#] Financial Management (Sustainability) 2023 legislated ratios | |

6. Reference Material

| | |
|-------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local government sustainability framework | https://www.statedevelopment.qld.gov.au/local-government/for-councils/finance/local-government-sustainability-framework-sustainability-framework Sustainability Framework Financial Management (Sustainability) Guideline Risk Framework Frequently Asked Questions |
| Budget 2024-25 | https://www.livingstone.qld.gov.au/current-budget |
| Estimated Resident Population (ERP) | https://profile.id.com.au/livingstone/population-estimate |

12.2 - MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 JANUARY 2025

January 2025 Contract Award Summary

Meeting Date: 18 February 2025

Attachment No: 2



JANUARY 2025 – CONTRACT AWARD SUMMARIES

2024.017 – PSA Plumbing, Water, Sewer & Pipe Fittings

The purpose of the 2024.017 tender was to establish a three (3) year Preferred Supplier Arrangement (PSA) for the supply and delivery of Plumbing, Water, Sewer and Pipe Fittings required for all servicing and maintenance (reactive and planned) of services in the Livingstone Shire region. Council sought submissions from suitably qualified suppliers to undertake the above contract requirement in accordance with s233 of the Local Government Regulation 2012.

The procurement process saw eight (8) tender submissions received. Seven (7) submissions were deemed conforming according to the mandatory criteria, with tenderer locations varying from Livingstone Shire Council to Interstate. As not all tenderers were able to supply all items required under the contract and is the reason for a panel arrangement. Tenderers responses were evaluated on the preset evaluation criteria and scored independently by each panel member. Scores were then collated and Tenderers with the highest scores recommended for the PSA. Scoring included freight charges in addition to unit price and the availability of inventory.

In comparing the submissions, a sensitivity check was undertaken to compare the pricing across the four (4) highest scoring suppliers for a specified item to compare pricing. In comparing the pricing, the panel concluded that four (4) companies would deliver to contract specification and are equal on many points, meeting Council's current and future needs and provide the best value for money.

The Panel recommended the contract be awarded to Reece Australia Pty Ltd, Clover Pipelines Pty Ltd, Kens Plumbing Plus Pty Ltd & Iplex Pipelines Pty Ltd.

12.3 LIVINGSTONE SHIRE COUNCIL INVESTMENT POLICY

| | |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------|
| File No: | CM4.7.33 |
| Attachments: | 1. Investment Policy (Clean Version) ↓ 2. Investment Policy (Marked up Version) ↓ |
| Responsible Officer: | Andrea Ellis - Chief Financial Officer Terry Dodds PSM - Chief Executive Officer |
| Author: | Caitlyn Good - Management & Treasury Accountant |

SUMMARY

Council's Investment Policy is presented to Council for adoption in accordance with Section 191 of the Local Government Regulation 2012.

OFFICER'S RECOMMENDATION

THAT pursuant to Section 191 of the *Local Government Regulation 2012*, Council adopts the attached Investment Policy.

BACKGROUND

Adoption of an Investment Policy is required in accordance with Section 191 of the *Local Government Regulation 2012*. Whilst Council needs to prepare and adopt an Investment Policy, there is no legislative requirement to have the Investment Policy adopted as part of the same Council meeting when the annual budget is adopted.

COMMENTARY

Council's current Investment Policy was adopted on 25 July 2023. There are no major changes to the scope or wording of this Policy when compared to the immediate previous Investment Policy adopted by Council on 25 July 2023.

PREVIOUS DECISIONS

The policy was previously adopted by Council on 25 July 2023.

ACCESS AND INCLUSION

The current Investment Policy will be made publicly available on Council's website.

ENGAGEMENT AND CONSULTATION

Council finance officers in consultation with Council's Chief Financial Officer have reviewed the attached Policy. The investment policies of a number of other Queensland local governments were reviewed by Council Finance Officers in finalising this Policy.

HUMAN RIGHTS IMPLICATIONS

Section 4(b) of the *Human Rights Act 2019* requires public entities such as Council 'to act and make decisions in a way compatible with human rights'.

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

BUDGET IMPLICATIONS

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

LEGISLATIVE CONTEXT

Section 191 of the *Local Government Regulation 2012* requires Council to prepare and adopt an Investment Policy.

LEGAL IMPLICATIONS

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

STAFFING IMPLICATIONS

There are no staffing implications associated with the adoption of this Policy. Authority for the day to day management of Council's Investment Policy is delegated by the Chief Executive Officer to the Chief Financial Officer pursuant to Section 259 (1) of the *Local Government Act 2009*.

RISK ASSESSMENT

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

CORPORATE PLAN REFERENCE***Leading Livingstone***

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

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

The adoption of an annual Investment Policy promotes accountability and the implementation of good governance and risk management pertaining to the investment of public funds.

CONCLUSION

In accordance with Section 191 of the *Local Government Regulation 2012*, Council is required to adopt an Investment Policy on an annual basis. The attached Policy has been reviewed by Council finance officers in consultation with the Chief Financial Officer. The attached Investment Policy is now presented for Council adoption.

12.3 - LIVINGSTONE SHIRE COUNCIL INVESTMENT POLICY

Investment Policy (Clean Version)

Meeting Date: 18 February 2025

Attachment No: 1



INVESTMENT POLICY (STATUTORY POLICY)

1. Scope

Livingstone Shire Council has been granted authority to exercise Category One (1) investment power under Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* (SBFAA) and the *Statutory Bodies Financial Arrangement Regulations 2019* (SBFAR).

2. Purpose

As per section 191 of the *Local Government Regulation 2012*, Council is required to prepare and adopt an Investment Policy. The intent of this policy is to outline Council's investment policy and guidelines regarding the investment of surplus funds, with the objective to maximise earnings within approved risk guidelines and to ensure the security of funds.

To provide Council with an Investment Policy based on an assessment of risk within the legislative framework of the SBFAA and SBFAR. This includes:

- ensuring the preservation of Council's capital;
- investing Council funds not immediately required for financial commitments;
- maximising earnings from authorised investments of investable funds in accordance with section 47(1) of the SBFAA;
- consideration and actively managing Council's net debt position when determining the use of investable funds; and
- ensuring that appropriate procedures and adequate internal controls are established to safeguard public funds and ensure documentary evidence is kept of all investment decisions made by officers within their delegated authority.

3. Reference (e.g. legislation, related documents)

Local Government Act 2009
Local Government Regulation 2012
Statutory Bodies Financial Arrangements Act 1982
Statutory Bodies Financial Arrangement Regulations 2019
Public Sector Ethics Act 1994

[*Queensland Government Investment Policy Guidelines for Local Government \(July 2023\)*](#)

4. Definitions

To assist in interpretation, the following definitions shall apply:

| | |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| At-call | For an investment by a statutory body, means the body may, without penalty, obtain all amounts under the investment – (a) Immediately it gives written or oral notice to the person with whom the investment is made; or |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Investment Policy

Adopted/Approved: DRAFT
 Version: 9.2

Portfolio: Office of the CEO
 Business Unit: Finance and Governance

| | |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | (b) Within 30 days after written or oral notice is given to the person with whom the investment is made. |
| Financial Institution | Those organisations listed on the Register of Approved Deposit Institutions (ADIs) on the Australian Prudential Regulation Authority website. |
| Investable funds | Surplus funds available for investment at any one time, including Council's bank account. It does not include monies held on trust for third parties where those funds are subject to specific conditions. |
| Investment portfolio | Any combination of financial risk such as stocks, bonds or cash. The investment portfolio is designed according to Council's risk tolerance, time frame and investment objectives. |
| Investment arrangement | Securities, investments and other similar arrangements, including, for example, bills of exchange, bonds, certificates of deposit and promissory notes. |
| Liquidity | A measure of the extent to which a person or organisation has cash to meet immediate and short-term obligations, or assets that can be quickly converted to do this. |
| Market average rate of return | An index of money market cash investment rates available to Council as per the SBFAA and SBFAR that is averaged over the same investment period as Council's investment portfolio to provide a comparison to Council's investment portfolio performance. |
| Prudent investment principles | Generally, any use of financial assets that is suitable for the risk and return profile and the time horizon of a given investor (Council). The prudent investor rule only holds that persons must make sound money management decisions for their clients based on the information available. The outcome of their investment decision, whether good or bad, is not a factor in whether the investment is considered prudent. |
| Segregation of duties | Segregation of duties are specific internal controls implemented to ensure no one officer has so much control over an activity that mistakes could go undetected or that the officer could be placed in a situation where they could be tempted by an inappropriate activity. The emphasis is the segregation of functional responsibilities and to create a system of checks and balances, so that a duty performed by one officer would be checked by another officer in the ordinary course of work. |
| The Act | <i>Local Government Act 2009.</i> |
| The Regulation | <i>Local Government Regulation 2012.</i> |

5. Policy Statement

Investments are arrangements that are undertaken or acquired with the expectation of achieving a financial return through interest, profit or capital growth. This policy applies to the investment of all surplus funds held by Council.

Amounts of less than \$5 million are to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allow for investment at

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Business Unit: Finance and Governance

call or for a fixed term up to one year in the Queensland Treasury Corporation Guaranteed Cash Fund without further approval.

5.1 Investment approach

Council has adopted a passive investment approach. The objective of a passive investment approach is to ensure the return of capital and at the same time generate a return commensurate with the risk taken. This will be achieved primarily through investing in fixed interest rate term deposits that will be held to maturity and at-call investments.

5.2 Authority for investment

The investment of Council's investable funds is to be in accordance with the relevant power of investment under the SBFAA and SBFAR and their subsequent amendments and regulations.

5.3 Ethics and conflict of interest

- a) A standard of prudence is to be used by investment officers when managing the overall portfolio. Investments will be managed with the care, diligence and skill that a prudent person would exercise in managing their own financial affairs.
- b) Investment officers are to manage Council's investment portfolio not for speculation, but for investment in accordance with the spirit of this policy.
- c) Investment officers shall refrain from personal activities that conflict with the proper execution and management of Council's investment portfolio. This includes activities that impair the investment officer's ability to make impartial decisions.
- d) This Policy requires that employees in their role as an investment officer to disclose to the Chief Executive Officer any conflict of interest or any holding of investment positions that could realted to the investment portfolio.

5.4 Risk management

Council's risk management approach to managing its investable funds includes:

- a) embedding risk management in the requirements of this policy;
- b) meeting the legislative requirements of the SBFAA and SBFAR; and
- c) reviewing available credit ratings of financial institutions and investment arrangements.

5.5 Investment objectives

Council's primary objectives in order of investment activities are to:

- a) preserve capital;
- b) maintain an appropriate level of liquidity; and
- c) maximise interest returns at the most advantageous rate of interest available at the time, rate while investing in accordance with section 47(1) of the SBFAA.

5.5.1 Preservation of capital

Preservation of capital is the principle objective of the investment portfolio. Investments are to be made in a manner that seeks to ensure security of the principal invested. This includes managing credit risk and interest rate risk within given risk management parameters and avoiding transactions that would prejudice confidence in Council.

5.5.2 Maintenance of liquidity

The investment portfolio will be maintained in such a way that sufficient liquidity is available to meet all reasonably anticipated cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to making an early withdrawal request on any of Council's invested funds.

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5.5.3 Return on investments

The portfolio is expected to achieve a market average rate of return and consider Council's risk tolerance, current interest rates obtainable in the marketplace and budget considerations. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Policy.

Council should ensure it achieves value for money or a competitive price after considering the costs of the investment.

5.6 Authorised investments

- a) Council will only invest investable funds within the constraints of section 44(1) of the SBFAA.
- b) The maturity structure of the portfolio will be in accordance with section 44(2) of the SBFAA.

5.7 Prohibited investments

This policy prohibits any investment carried out for speculative purposes. Prohibited investments include:

- a) Investment in private placements;
- b) Sub investment grade securities ie lower than rating BBB- (Standard & Poor's) or equivalent;
- c) derivative type investments;
- d) principal only investments or securities that provide potentially nil or negative cash flow;
- e) stand alone securities issued that have underlying futures, options, forward contracts and swaps of any kind; and
- f) securities issued in denominations other than Australian dollars.

5.8 Limitation of investment power

As per section 43 of the SBFAA Council is limited to investments that are:

- a) in Australian dollars; and
- b) undertaken in Australia.

5.9 Portfolio Investment Parameters

The amount invested with institutions or fund managers should not exceed the following percentage ranges of average annual funds invested. When placing investments, consideration should be given to the relationship between credit rating and interest rate.

| Short Term Rating equivalent rating | | | Individual Counterparty Limit | Total Limit |
|-------------------------------------|---------|-------|-------------------------------|--------------|
| (Standard & Poors) | Moody's | Fitch | | |
| A1+ | P-1 | F1+ | Maximum 30% | Maximum 100% |
| A1 | | F1 | Maximum 20% | Maximum 50% |
| A2 (Financial Institutions only) | P-2 | F2 | Maximum 10% | Maximum 30% |

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| | | | | |
|-------------------------------------------|-----|----|------------|-------------|
| A3 (Financial Institutions only) | P-3 | F3 | Maximum 5% | Maximum 10% |
| Unrated | | | Nil | Nil |
| QTC Cash Funds | | | 100% | 100% |

The maturity structure of the investment portfolio will reflect a maximum term of maturity of one year. The Treasurer's approval is required for long-term investments (i.e., with a maturity of greater than 12 months), as these investments fall outside council's Category 1 investment power. Council's approval is required prior to any application being submitted to the Treasurer.

5.10 Procedures and internal controls

The Chief Financial Officer shall establish processes and internal controls that will ensure investment objectives are met and that Council's investment portfolio is protected from loss, theft or inappropriate use. The established processes will include:

- a) a list or reference to authorised and prohibited investments;
- b) requirement to obtain at least three (3) quotes prior to authorising any investment;
- c) each transaction to be supported by written confirmation by the broker/dealer/bank and Council will hold all security documents or alternatively a third-party custodian may be authorized by the CFO to hold security documents
- d) compliance and oversight of investment parameters;
- e) maintenance of an investment register and associated documents which outline investment decisions as authorised;
- f) reconciliation of an investment register on a monthly basis; and
- g) segregation of duties and delegations.

The established processes will include monthly report as well as an annual review of the Policy.

5.11 Breaches

Any breach of this policy is to be reported to the Chief Financial Officer and rectified within seven (7) days of the breach occurring. Breaches that result in a material or reportable loss as defined in the regulation must be reported and actioned as per section 307A of the Regulation.

5.12 Delegation of authority

- a) Authority for implementation of this Policy is delegated by Council to the Chief Executive Officer in accordance with section 257(1) of the Act.
- b) Authority for the day to day management of Council's investment portfolio is delegated by the Chief Executive Officer to the Chief Financial Officer, as per section 259(1) of the Act.

5.13 Availability of investment policy

- a) This investment policy will be available for public access and inspection at any of Council's public offices and on Council's website as required of section 199 of the Regulation.

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- b) Council will provide the ability for the public to purchase a copy of this policy as per section 199 of the Regulation.

6. Changes to this Policy

This Policy is reviewed when any of the following occur:

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

Notwithstanding the above, this Policy is to be regularly reviewed as required by section 104(6) of the Act.

7. Repeals/amendments

This policy repeals the former Livingstone Shire Council policy titled 'Investment Policy (v9.1)'.

| Version | Date | Action |
|---------|------------|--------------------------------------------------------------------------------------|
| 1 | 14/02/2014 | Adopted |
| 2 | 22/07/2015 | Amended Policy Adopted |
| 3 | 24/07/2015 | Amended Policy Adopted |
| 4 | 12/07/2016 | Amended Policy Adopted |
| 5 | 27/06/2017 | Amended Policy Adopted |
| 6 | 17/07/2018 | Amended Policy Adopted |
| 7 | 20/06/2019 | Amended Policy Adopted – minor updates to wording, removal of section 5.7(b) |
| 8 | 16/06/2020 | Amended Policy Adopted - section 2, 5.3, 5.4, 5.5, 5.5.2, 5.5.3, 5.7 and 5.9 updated |
| 9 | 15/06/2021 | Reviewed Policy Adopted |
| 9.1 | 25/07/2023 | Minor administrative amendments made |
| 9.2 | DRAFT | |

TERRY DODDS
CHIEF EXECUTIVE OFFICER

Investment Policy

Adopted/Approved: DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

12.3 - LIVINGSTONE SHIRE COUNCIL INVESTMENT POLICY

Investment Policy (Marked up Version)

Meeting Date: 18 February 2025

Attachment No: 2



INVESTMENT POLICY (STATUTORY POLICY)

1. Scope

~~Livingstone Shire Council has been granted authority to exercise Category One (1) The Investment Policy (this 'Policy') applies to the investment of investable funds in accordance with Category One (1)~~ investment power under Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* (SBFAA) and the *Statutory Bodies Financial Arrangement Regulations 201907* (SBFAR).

2. Purpose

As per section 191 of the *Local Government Regulation 2012*, Council is required to prepare and adopt an Investment Policy. ~~The intent of this policy is to outline Council's investment policy and guidelines regarding the investment of surplus funds, with the objective to maximise earnings within approved risk guidelines and to ensure the security of funds.~~

To provide Council with an ~~contemporary~~ investment pPolicy based on an assessment of risk within the legislative framework of the SBFAA and SBFAR. This includes:

- ensuring the preservation of Council's capital;
- investing Council funds not immediately required for financial commitments;
- maximising earnings from authorised investments of investable funds in accordance with section 47(1) of the SBFAA;
- consideration and actively managing Council's net debt position when determining the use of investable funds; and
- ensuring that appropriate procedures and adequate internal controls are established to safeguard public funds and ensure documentary evidence is kept of all investment decisions made by officers within their delegated authority.

3. Reference (e.g. legislation, related documents)

Local Government Act 2009
Local Government Regulation 2012
Statutory Bodies Financial Arrangements Act 1982
Statutory Bodies Financial Arrangement Regulations 201907
Public Sector Ethics Act 1994

~~*Queensland Government Investment Policy Guidelines for Local Government (July 2023)*~~

4. Definitions

To assist in interpretation, the following definitions shall apply:

| | |
|-----|----------------------------------------------|
| Act | <i>Local Government Act 2009.</i> |
|-----|----------------------------------------------|

Investment Policy

Adopted/Approved: ~~Adopted, 15 June 2024~~ DRAFT
 Version: 9.2

Portfolio: Office of the CEO
 Business Unit: Finance and Governance

| | |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| At-call | For an investment by a statutory body, means the body may, without penalty, obtain all amounts under the investment – (a) Immediately it gives written or oral notice to the person with whom the investment is made; or (b) Within 30 days after written or oral notice is given to the person with whom the investment is made. |
| Authorised investments | Investments allowed by the SBFAA & SBFAR and authorised for investment purposes by Council and/or Council's Chief Executive Officer. |
| Financial Institution | Those organisations listed on the Register of Approved Deposit Institutions (ADIs) on the Australian Prudential Regulation Authority website. |
| Investable funds | Funds not required in the short term (30 days) to meet the cash flow requirements of Council and available for investment. Surplus funds available for investment at any one time, including Council's bank account. It does not include monies held on trust for third parties where those funds are subject to specific conditions. |
| Investment portfolio | The term portfolio refers to a Any combination of financial risk such as stocks, bonds or cash. It is a generally accepted principle that a The investment portfolio is designed according to the investor's Council's risk tolerance, time frame and investment objectives. The monetary value of each asset may influence the risk/reward ratio of the portfolio and is referred to as the asset allocation of the portfolio. |
| Investment arrangement | Means Securities, investments and other similar arrangements, including, for example, bills of exchange, bonds, certificates of deposit and promissory notes. |
| Liquidity | A measure of the extent to which a person or organisation has cash to meet immediate and short-term obligations, or assets that can be quickly converted to do this. |
| Market average rate of return | An index of money market cash investment rates available to Council as per the SBFAA and SBFAR that is averaged over the same investment period as Council's investment portfolio to provide a comparison to Council's investment portfolio performance. |
| Net debt position | Council's net debt position is the difference between Council's Debt and Cash holdings. |
| Prohibited investments | Investments not allowed by the SBFAA & SBFAR and not authorised for investment purposes by Council and/or Council's Chief Executive Officer. |
| Prudent investment principles | Generally, any use of financial assets that is suitable for the risk and return profile and the time horizon of a given investor (Council). Investment officers who are entrusted with making prudent investments should also ensure that an investment is one that makes sense within the investor's overall portfolio and whose fees will not detract significantly from the investment's returns. The prudent investor rule only holds that persons must make sound money management decisions for their clients based on |

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Adopted/Approved: ~~Adopted, 15 June 2024~~DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

| | |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | the information available. The outcome of their investment decision, whether good or bad, is not a factor in whether the investment is considered prudent. |
| Recognised local financial institutions | Those financial institutions identified by Council that have a local branch, provide retail banking services to the public, show evidence of supporting the community through donations or event support and provide a range of term deposits suitable for Councils investment requirements. |
| Regulation | Local Government Regulation 2012. |
| SBFAA | Statutory Bodies Financial Arrangements Act 1982. |
| SBFAR | Statutory Bodies Financial Regulation 2007. |
| Segregation of duties | Segregation of duties are specific internal controls implemented to ensure no one officer has so much control over an activity that mistakes could go undetected or that the officer could be placed in a situation where they could be tempted by an inappropriate activity. The emphasis is the segregation of functional responsibilities and to create a system of checks and balances, so that a duty performed by one officer would be checked by another officer in the ordinary course of work. |
| Speculation | Speculation is the practice of engaging in risky financial transactions in an attempt to profit from fluctuations in the market value of a tradable good such as a financial instrument, rather than attempting to profit from the underlying financial attributes embodied in the instrument such as capital gains, interest, or dividends. |
| The Act | Local Government Act 2009. |
| The Regulation | Local Government Regulation 2012. |

5. Policy Statement

Investments are arrangements that are undertaken or acquired with the expectation of achieving a financial return through interest, profit or capital growth. This policy applies to the investment of all surplus funds held by Council.

Amounts of less than \$5 million are to be invested in a capital guaranteed cash fund or an approved cash management product. Category 1 investment power allow for investment at call or for a fixed term up to one year in the Queensland Treasury Corporation Guaranteed Cash Fund without further approval.

5.1 Investment approach

Council has adopted a passive investment approach. The objective of a passive investment approach is to ensure the return of capital and at the same time generate a return commensurate with the risk taken. This will be achieved primarily through investing in fixed interest rate term deposits that will be held to maturity and at-call investments.

5.2 Authority for investment

The investment of Council's investable funds is to be in accordance with the relevant power of investment under the SBFAA and SBFAR and their subsequent amendments and regulations.

5.3 Ethics and conflict of interest

Investment Policy

Adopted/Approved: Adopted, 15 June 2024 DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

- a) A standard of prudence is to be used by investment officers when managing the overall portfolio. Investments will be managed with the care, diligence and skill that a prudent person would exercise in managing their own financial affairs.
- b) Investment officers are to manage Council's investment portfolio not for speculation, but for investment in accordance with the spirit of this policy.
- b)c) Investment officers shall refrain from personal activities that conflict with the proper execution and management of Council's investment portfolio. This includes activities that impair the investment officer's ability to make impartial decisions.
- e)d) This Policy requires that employees in their role as an investment officer to disclose to the Chief Executive Officer any conflict of interest or any holding of investment position/s that could ~~be perceived as effecting their judgement in recommending appropriate investment options of Council's investable funds.~~ Council officers are also to avoid any investment which might harm confidence in Council related to the investment portfolio.

5.4 Risk management

Council's risk management approach to managing its investable funds includes:

- a) embedding risk management in the requirements of this policy;
- b) meeting the legislative requirements of the SBFAA and SBFAR; and
- c) reviewing available credit ratings of financial institutions and investment arrangements;
and
- ~~d) investing only in authorised investments in accordance with section 44(1) of the SBFAA.~~

5.5 Investment objectives

Council's primary objectives in order of investment activities are to:

- a) preserve capital;
- b) maintain an appropriate level of liquidity; and
- c) maximise interest returns at the most advantageous rate of interest available at the time, rate while investing in accordance with section 47(1) of the SBFAA.

5.5.1 Preservation of capital

Preservation of capital is the principle objective of the investment portfolio. Investments are to be made in a manner that seeks to ensure security of the principal invested. This includes managing credit risk and interest rate risk within given risk management parameters and avoiding transactions that would prejudice confidence in Council.

5.5.2 Maintenance of liquidity

The investment portfolio will be maintained in such a way that sufficient liquidity is available to meet all reasonably anticipated cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to making an early withdrawal request on any of Council's invested funds.

5.5.3 Return on investments

The portfolio is expected to achieve a market average rate of return and ~~take into account~~ consider Council's risk tolerance, current interest rates obtainable in the marketplace and budget considerations. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Policy.

Council should ensure it achieves value for money or a competitive price after considering the costs of the investment.

5.6 Authorised investments

Investment Policy

Adopted/Approved: Adopted, 15 June 2024 DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

- a) Council will only invest investable funds within the constraints of section 44(1) of the SBFAA.
- b) The maturity structure of the portfolio will be in accordance with section 44(2) of the SBFAA.

5.7 Prohibited investments

This policy prohibits any investment carried out for speculative purposes. Prohibited investments include:

- a) Investment in private placements;
- b) Sub investment grade securities ie lower than rating BBB- (Standard & Poor's) or equivalent;
- a)c) derivative type investments;
- b)d) principal only investments or securities that provide potentially nil or negative cash flow;
- e)e) stand alone securities issued that have underlying futures, options, forward contracts and swaps of any kind; and
- d)f) securities issued in denominations other than Australian dollars.

5.8 Limitation of investment power

As per section 43 of the SBFAA Council is limited to investments that are:

- a) in Australian dollars; and
- b) undertaken in Australia.

5.9 Portfolio Investment Parameters

The amount invested with institutions or fund managers should not exceed the following percentage ranges of average annual funds invested. When placing investments, consideration should be given to the relationship between credit rating and interest rate.

| <u>Short Term Rating equivalent rating</u> <u>(Standard & Poors)</u> | | | <u>Individual</u> <u>Counterparty Limit</u> | <u>Total Limit</u> |
|-----------------------------------------------------------------------------|----------------|--------------|------------------------------------------------|------------------------------|
| <u>(Standard & Poors)</u> | <u>Moody's</u> | <u>Fitch</u> | | |
| <u>A1+</u> | <u>P-1</u> | <u>F1+</u> | <u>Maximum 30%</u> | <u>Maximum No Limit 100%</u> |
| <u>A1</u> | | <u>F1</u> | <u>Maximum 20%</u> | <u>Maximum 50%</u> |
| <u>A2</u> <u>(Financial Institutions only)</u> | <u>P-2</u> | <u>F2</u> | <u>Maximum 10%</u> | <u>Maximum 30%</u> |
| <u>A3</u> <u>(Financial Institutions only)</u> | <u>P-3</u> | <u>F3</u> | <u>Maximum 5%</u> | <u>Maximum 10%</u> |
| <u>Unrated or below A2</u> | | | <u>Maximum 10% Nil</u> | <u>Maximum 20% Nil</u> |
| <u>QTC Cash Funds</u> | | | <u>No Limit 100%</u> | <u>No Limit 100%</u> |

5.8 Limitation of investment power

Investment Policy

Adopted/Approved: Adopted, 15 June 2024 DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

The maturity structure of the investment portfolio will reflect a maximum term of maturity of one year. The Treasurer's approval is required for long-term investments (i.e., with a maturity of greater than 12 months), as these investments fall outside council's Category 1 investment power. Council's approval is required prior to any application being submitted to the Treasurer.

As per section 43 of the SBFAA Council is limited to investments that are:

- a) in Australian dollars; and
- b) undertaken in Australia.

5.910 Procedures and internal controls

The Chief Financial Officer shall establish processes and internal controls that will ensure investment objectives are met and that Council's investment portfolio is protected from loss, theft or inappropriate use. The established processes will include:

- a) a list or reference to authorised and prohibited investments;
- b) requirement to obtain at least three (3) quotes prior to authorising any investment;
- b)c) each transaction to be supported by written confirmation by the broker/dealer/bank and Council will hold all security documents or alternatively a third-party custodian may be authorized by the CFO to hold security documents
- e)d) compliance and oversight of investment parameters;
- e)e) maintenance of an investment register and associated documents which outline investment decisions as authorised;
- e)f) reconciliation of an investment register on a monthly basis; and
- g) segregation of duties and delegations.

The established processes will include monthly report as well as an annual review of the Policy.

5.101 Breaches

Any breach of this policy is to be reported to the Chief Financial Officer and rectified within seven (7) days of the breach occurring. Breaches that result in a material or reportable loss as defined in the regulation must be reported and actioned as per section 307A of the Regulation.

5.124 Delegation of authority

- a) Authority for implementation of this Policy is delegated by Council to the Chief Executive Officer in accordance with section 257(1) of the Act.
- b) Authority for the day to day management of Council's investment portfolio is delegated by the Chief Executive Officer to the Chief Financial Officer, as per ~~section 259(1)~~ of the Act.

5.132 Availability of investment policy

- a) This investment policy will be available for public access and inspection at any of Council's public offices and on Council's website as required of section 199 of the Regulation.
- b) Council will provide the ability for the public to purchase a copy of this policy as per section 199 of the Regulation.

6. Changes to this Policy

This Policy is reviewed when any of the following occur:

- 1) The related information is amended or replaced; or

Investment Policy

Adopted/Approved: Adopted, 15 June 2024 DRAFT
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

2) Other circumstances as determined from time to time by the Council.

Notwithstanding the above, this Policy is to be regularly reviewed as required by section 104(6) of the Act. ~~These reviews will be at intervals of no more than one year.~~

7. Repeals/amendments

This policy repeals the former Livingstone Shire Council policy titled 'Investment Policy (v9.18)'.

| Version | Date | Action |
|---------|------------|--------------------------------------------------------------------------------------|
| 1 | 14/02/2014 | Adopted |
| 2 | 22/07/2015 | Amended Policy Adopted |
| 3 | 24/07/2015 | Amended Policy Adopted |
| 4 | 12/07/2016 | Amended Policy Adopted |
| 5 | 27/06/2017 | Amended Policy Adopted |
| 6 | 17/07/2018 | Amended Policy Adopted |
| 7 | 20/06/2019 | Amended Policy Adopted – minor updates to wording, removal of section 5.7(b) |
| 8 | 16/06/2020 | Amended Policy Adopted - section 2, 5.3, 5.4, 5.5, 5.5.2, 5.5.3, 5.7 and 5.9 updated |
| 9 | 15/06/2021 | Reviewed Policy Adopted |
| 9.1 | 25/07/2023 | Minor administrative amendments made |
| 9.2 | DRAFT | |

~~CALE DENDLE~~**TERRY DODDS**
CHIEF EXECUTIVE OFFICER

Investment Policy

Adopted/Approved: ~~Adopted, 15 June 2024~~**DRAFT**
Version: 9.2

Portfolio: Office of the CEO
Business Unit: Finance and Governance

12.4 REPEAL OF COUNCILLOR BRIEFING SESSIONS POLICY

File No: A742876
Attachments: 1. [Councillor Briefing Sessions Policy](#)
Responsible Officer: Terry Dodds PSM - Chief Executive Officer
Author: Lucy Walker - Executive Support Officer

SUMMARY

Following a review of policies within the Corporate Policy Document Register, this report is presented to Council to repeal the Councillor Briefing Sessions Policy.

OFFICER'S RECOMMENDATION

THAT the Councillor Briefing Sessions Policy be repealed.

BACKGROUND

The Councillor Briefing Sessions Policy was created for Councillor Briefing Sessions. As of 4 June 2024, Councillor Briefing Sessions ceased and were replaced with Standing Committees.

The policy governing Standing Committees has been incorporated into the Meeting Procedures Policy, which was formally adopted on 20 May 2024.

COMMENTARY

The integration of these policies aims to streamline procedural frameworks, promote transparency, and support informed decision-making within the Council.

PREVIOUS DECISIONS

NA

ACCESS AND INCLUSION

There are no identified access or inclusion issues identified with the repeal of this Policy.

ENGAGEMENT AND CONSULTATION

Not applicable.

HUMAN RIGHTS IMPLICATIONS

There are no identified human rights implications associated with the repeal of this Policy.

BUDGET IMPLICATIONS

There are no identified budget implications associated with the repeal of this Policy.

LEGISLATIVE CONTEXT

The *Food Act 2006* provides for renewal, restoration, and amendments to Licenses.

LEGAL IMPLICATIONS

There are no legal implications identified with the repeal of this Policy.

STAFFING IMPLICATIONS

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

RISK ASSESSMENT

There has been no risk identified.

CORPORATE PLAN REFERENCE

Leading Livingstone

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

4.3.1 Plan, develop and implement high-quality customer-focused services.

CONCLUSION

It is recommended that the Councillor Briefing Sessions Policy be repealed.

12.4 - REPEAL OF COUNCILLOR BRIEFING SESSIONS POLICY

Councillor Briefing Sessions Policy

Meeting Date: 18 February 2025

Attachment No: 1



COUNCILLOR BRIEFING SESSIONS POLICY (COMMUNITY POLICY)

1. Scope

The Councillor Briefing Sessions Policy (this 'Policy') applies to all Councillors and employees of Livingstone Shire Council and is to be applied during all Council Briefing Sessions.

2. Purpose

The purpose of this Policy is to establish guidelines for the conduct of non-decision making forums, which creates an opportunity for:

- (1) Councillors and Officers to obtain and exchange information; and
- (2) Councillors to otherwise better inform themselves as to:
 - (a) the implementation of previous decisions of Council;
 - (b) the ongoing operations of Council;
 - (c) matters coming before future Council meetings; and
 - (d) matters raised for possible inclusion in Council meetings.

3. References (legislation/related documents)

Legislative reference

Human Rights Act 2019

Local Government Act 2009

Related documents

Code of Conduct for Councillors in Queensland
 Councillor Interaction with the Organisation Policy
 Information Security Policy
 Integrity Management Policy
 Meeting Procedures Policy
 Right to Information Policy
 Councillor Complaints Investigation Policy

4. Definitions

To assist in interpretation, the following definitions shall apply to this Policy:

| | |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Briefing Session | An informal, non-decision making forum, meeting, session or gathering of Councillors and Officers convened by the Chief Executive Officer or Mayor for Councillors to be informed of matters of proposed policy or other strategic issues and issues of significance to Council and/or to the Livingstone Shire community. |
| Business Day | A day other than a Saturday or Sunday, or a public holiday, upon which banks are open for business in the Livingstone Shire local government area. |

Councillor Briefing Sessions Policy

Adopted/Approved: Adopted, 17 November 2020

Version: 2

Portfolio: Office of the CEO
 Business Unit: Executive Support

| | |
|----------|-----------------------|
| Officers | Employees of Council. |
|----------|-----------------------|

5. Policy Statement

Transparent meeting procedures underpin representative democracy and ensure public confidence in Council's decision making processes. Briefing Sessions are intended to provide a valuable opportunity to enhance the decision making process by providing a forum for Councillors to ask questions and seek clarification of information prior to Council meetings.

This Policy provides direction and leadership to Councillors and Officers on the intent and conduct of Briefing Sessions.

5.1 Intent

5.1.1 Briefing Sessions provide the necessary background information to enable Councillors to more effectively discuss and debate complex issues during subsequent Council meetings and provide information to Councillors in relation to Council matters which are not raised at formal Council meetings.

5.1.2 The principal functions of Briefing Sessions are to:

- (a) share information;
- (b) provide Officers with the opportunity to advise Councillors of their professional opinion and intended recommendations on matters;
- (c) provide Councillors with the opportunity to seek clarification on matters;
- (d) provide updates prior to a formal Council meeting;
- (e) provide an opportunity for the Chief Executive Officer and Officers to address any Councillor questions and provide additional background information;
- (f) receive deputations from members of the community, if the deputation is for an information session or to brief Councillors on a matter which does not require a decision to be made; and
- (g) receive information from external parties assisting Council.

5.1.3 Briefing Sessions are not for the purpose of debating issues, building consensus positions or otherwise discharging Council's deliberative and decision-making functions. In particular but without limitation, at Briefing Sessions:

- (a) any dialogue or discussion must be focused on identifying areas of ambiguity, seeking clarification, and communicating additional information;
- (b) formal decisions or informal decisions are not to be made;
- (c) debate or discussion between Councillors which results in consensus building is not to be conducted;
- (d) Councillors need to comply with their responsibilities under the *Local Government Act 2009* and the *Local Government Regulation 2012* and must refrain from consensus building or participating in the formation of decisions; and
- (e) the chair of the Briefing Session must warn Councillors when they are approaching 'consensus building' or 'persuasive discussion'.

Councillor Briefing Sessions Policy

Adopted/Approved: Adopted, 17 November 2020
Version: 2

Portfolio: Office of the CEO
Business Unit: Executive Support

- 5.1.4 Any matters raised in a Briefing Session which require a Council decision will be reported by the responsible Officer to the Chief Executive Officer for inclusion on the agenda of a future meeting of Council for determination.
- 5.1.5 The Briefing Sessions are not formal meetings of Council and are not open to the public, unless otherwise invited under section 5.3.3 of this Policy.
- 5.1.6 Whilst no decisions are made during Briefing Sessions, compliance with section 5.6 of this Policy is intended to reduce the risk of Councillors with prescribed conflicts of interest or declarable conflicts of interest directing, influencing, attempting to influence, or discussing a matter with another person who will be participating in a Council decision relating to the matter in breach of section 150EZ of the *Local Government Act 2009*.

5.2 Schedule

- 5.2.1 Briefing Sessions shall be held prior to Council meetings in accordance with the Council meeting calendar.
- 5.2.2 In the event of there being no business listed on the agenda for a Briefing Session, the Briefing Session will not convene and the Chief Executive Officer shall advise Councillors of the cancellation as soon as practicable.
- 5.2.3 The Mayor or Chief Executive Officer may call Briefing Sessions as necessary for emergent matters.
- 5.2.4 If an Executive Director or Chief Officer of Council believes it is necessary to hold a Briefing Session outside of the scheduled Briefing Sessions, the Executive Director or Chief Officer shall liaise with the Chief Executive Officer who shall decide whether to call a Briefing Session.

5.3 Participants

- 5.3.1 Briefing Sessions are to be attended by all Councillors, the Chief Executive Officer (or a delegate of the Chief Executive Officer), Council's Executive Leadership Team (where necessary), and any Managers or other Officers who have expertise in relation to an item on the Briefing Session agenda.
- 5.3.2 While no quorum is required for a Briefing Session, if more than half of the Councillors indicate an intention not to attend a Briefing Session, the Mayor or Chief Executive Officer may cancel or postpone the Briefing Session, having regard to the matters to be raised at the Briefing Session.
- 5.3.3 External persons may attend Briefing Sessions upon invitation from the Mayor or Chief Executive Officer. If an external person (for example a consultant, contractor, or guest) is to be present at the Briefing Session, the person's name, title, and company shall be included next to the relevant item on the agenda for the Briefing Session.
- 5.3.4 An external person who will be attending a Briefing Session shall only be present at the Briefing Session during discussion of the agenda item which their name appears next to on the agenda.

5.4 Chairperson

- 5.4.1 The Chief Executive Officer shall chair the Briefing Sessions. In the event that the Chief Executive Officer is not present, another member of Council's Executive Leadership Team appointed by the Chief Executive Officer shall chair the Briefing Session.
- 5.4.2 The chairperson shall assume responsibility for the good governance and order of the meeting. The chairperson is responsible for determining the order of business of the agenda.

Councillor Briefing Sessions Policy

Adopted/Approved: Adopted, 17 November 2020
Version: 2

Portfolio: Office of the CEO
Business Unit: Executive Support

5.5 Administration

- 5.5.1** A Councillor wishing to place an item on the agenda for a future Briefing Session must apply in writing to the Chief Executive Officer, at least fifteen (15) Business Days before the day of the proposed Briefing Session. This timeframe is to enable Officers to provide the necessary background information and context to allow Councillors to have all of the relevant information available to them relating to the matter at the Briefing Session.
- 5.5.2** The Chief Executive Officer will notify the Councillor in writing as to the date determined for the matter to be raised at a Briefing Session at least five (5) Business Days before the Briefing Session is to be conducted.
- 5.5.3** The Chief Executive Officer may deny a Councillor's request under section 5.5.1 of this Policy if the matter:
- (a) has already been adequately dealt with;
 - (b) is currently being dealt with at an operational level;
 - (c) is already on the current agenda;
 - (d) is already planned to be included on a future agenda; or
 - (e) does not relate to Council or its local government area.
- 5.5.4** The Chief Executive Officer will notify the Councillor in writing within five (5) Business Days if the request has been denied, stating the reason as to why the request has been denied.
- 5.5.5** Any reports relating to the requested agenda item, if approved, will include the following:
- (a) the Councillor who has requested the report;
 - (b) recommendation from the Councillor;
 - (c) recommendation from the relevant Officer; and
 - (d) supporting documentation for recommendations.
- 5.5.6** The Chief Executive Officer will provide a report at each ordinary Council meeting of all Councillor requests to place an item on the agenda of a Briefing Session received since the previous ordinary Council meeting, regardless of whether a Council resolution is required in relation to the matter. The report will note the Councillor who has raised the matter and the manner in which the request is being managed (for example, whether it is on the current agenda, will come to a future agenda, has already been actioned, or is being dealt with operationally).
- 5.5.7** For each agenda item for a Briefing Session, the agenda shall state the title of the item, the name of the Officer who will lead the discussion and whether a report is attached.
- 5.5.8** Where (due to urgency or timing of availability of information) no briefing or agenda has been circulated prior to the Briefing Session, the responsible Executive Director or Chief Officer of Council shall provide hard copies of the briefing note to each Councillor at the Briefing Session, with an additional copy provided to the Chief Executive Officer to distribute to Councillors not present at the Briefing Session.
- 5.5.9** The agenda for a Briefing Session will be distributed at least two (2) Business Days prior to the Briefing Session.

- 5.5.10** Briefing Session reports must have a clear statement identifying the aims of the briefing.
- 5.5.11** Minutes of a Briefing Session will not be recorded as Briefing Sessions are an informal meeting and no decisions are taken. However, notes for the benefit of Officers may be recorded.
- 5.5.12** Some matters raised during Briefing Sessions may be appropriately identified as confidential by the Chief Executive Officer. Council's policies dealing with confidential information will apply to confidential information raised at a Briefing Session.

5.6 Conflicts of Interest

- 5.6.1** Prior to a matter being raised at a Briefing Session, Councillors must declare to the Briefing Session whether they have a prescribed conflict of interest (as that term is defined in sections 150EG, 150EH and 150EI of the *Local Government Act 2009*) or declarable conflict of interest (as that term is defined in sections 150EN and 150EO of the *Local Government Act 2009*) in relation to the matter.
- 5.6.2** A Councillor with a prescribed conflict of interest or declarable conflict of interest must not participate in the Briefing Session in relation to that matter.
- 5.6.3** The Chief Executive Officer will keep a record of the declarations made under section 5.6 of this Policy.

5.7 Breaches of Policy

A breach of Council's policies and procedures, including this Policy, by a Councillor is 'inappropriate conduct' as defined in the *Local Government Act 2009*, which will be dealt with in accordance with the *Local Government Act 2009*.

6. Changes to this Policy

This Policy is to be reviewed if any of the following occur:

- 1) The related information is amended/replaced; or
- 2) Other circumstances as determined from time to time by the Council.

7. Repeals/Amendments

This Policy repeals the Livingstone Shire Council Policy titled 'Councillor Briefing Sessions Policy (v1)'.

| Version | Date | Action |
|---------|------------|------------------------------------------------------------------------|
| 1 | 30/11/2018 | Adopted |
| 2 | 17/11/2020 | Amended Policy Adopted - policy amended to reflect legislative updates |

BRETT BACON
ACTING CHIEF EXECUTIVE OFFICER

Councillor Briefing Sessions Policy

Adopted/Approved: Adopted, 17 November 2020
 Version: 2

Portfolio: Office of the CEO
 Business Unit: Executive Support

12.5 LGAQ CIVIC LEADERS SUMMIT 2025

File No: GV13.4.1
Attachments: 1. Civic Leaders Summit Program [↓](#)
Responsible Officer: Terry Dodds PSM - Chief Executive Officer
Author: Lucy Walker - Executive Support Officer

SUMMARY

The Local Government Association Queensland (LGAQ) Civic Leaders Summit is being held in Brisbane on 12 – 13 March 2025. This report is seeking approval for Councillor Lance Warcon to be represented at the summit.

OFFICER'S RECOMMENDATION

THAT Council endorse the attendance by Councillor Lance Warcon at the LGAQ Civic Leaders Summit.

BACKGROUND

The Local Government Association Queensland will host its Annual Civic Leaders Summit in Brisbane on 12 – 13 March 2025.

COMMENTARY

The LGAQ Civic Leaders Summit is the only event of its kind in Australian local government, bringing together Mayors, Councillors, CEOs and key stakeholders for a closed gathering.

PREVIOUS DECISIONS

Councillors Adam Belot and Pat Eastwood have previously attended the LGAQ Civic Leaders Summit in June 2022.

ACCESS AND INCLUSION

Nil

ENGAGEMENT AND CONSULTATION

Nil

HUMAN RIGHTS IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Civic Leaders 2025 Costs estimated per Councillor are as follows:

| | |
|--------------------------|------------------|
| Full Registration | \$ 990.00 |
| Dinner Registration | \$ 150.00 |
| Flights | \$ 340.00 |
| Accommodation – 2 nights | \$ 680.00 |
| Taxi | \$150.00 |
| Meals and incidentals | \$ 200.00 |
| TOTAL | \$2510.00 |

LEGISLATIVE CONTEXT

Nil

LEGAL IMPLICATIONS

Nil

STAFFING IMPLICATIONS

Nil

RISK ASSESSMENT

Nil

CORPORATE PLAN REFERENCE***Leading Livingstone***

Community Plan Goal 4.2 - Collaboration and partnerships to advocate for the needs of the community

4.2.3 Advocate Council's interests and objectives to government, industry, business, and community to promote the Livingstone region at a national and international level.

CONCLUSION

Consideration is required for Livingstone Councillor attendance.

12.5 - LGAQ CIVIC LEADERS SUMMIT 2025

Civic Leaders Summit Program

Meeting Date: 18 February 2025

Attachment No: 1

The poster features a dark blue background with a subtle pattern of concentric circles. A vibrant, multi-colored path (red, orange, yellow, green, blue) winds through the center, representing a journey. Four black arrow-shaped callouts are placed along this path, each containing white text. The LGAQ logo is in the top right corner, accompanied by a tagline. The main title is in large white letters. The dates and location are in the bottom right. Contact information is at the very bottom.

LGAQ | Every Queensland community deserves to be a liveable one

2025 CIVIC LEADERS SUMMIT

Directions in Leadership

Preliminary Program

Accelerating Ideas

Driving Progress

Road to Impact

Steering Progress

12 – 13 March
The Westin, Brisbane

Get in touch
Members hotline

Phone: 1300 542 700
Email: events@lgaq.asn.au



President's Invitation

The LGAQ's Civic Leaders Summit is the only event of its kind in Australian local government, bringing together Mayors, Councillors, CEOs and key stakeholders for a closed gathering – with the Chatham House Rule applied – allowing attendees to focus solely on professional development in a setting that is both confidential and collegiate.

The program abounds with valuable content, compelling guest speakers, sector experts and presentations from council leaders who will share their experiences and insights. This year's focus on 'Directions in Leadership' will explore how leaders build trust and leverage their relationships to influence on behalf of their communities in pursuit of a shared purpose.

Civic Leaders is a vibrant and informative platform for collaboration, designed to inspire, inform and energise local leaders as they navigate sector challenges. Time is set aside for networking with council colleagues and peers, affording ample opportunities to exchange ideas, address shared challenges and innovate solutions.

This, the second Summit of our four-year term, will be an exceptional event, empowering leaders to drive meaningful progress in their communities.

I look forward to seeing you there.

Mayor Matt Burnett

Gladstone Regional Council

Thank You to Our Sponsors

Hastings Deering



right by your side

**KING &
COMPANY**
— SOLICITORS —



DAY
1

Wednesday 12 March

| Time | Session |
|---------|-----------------------------------------------------------------------------------------------------------------------------|
| 9:00am | Welcome and Acknowledgment of Country |
| 9:05am | President's Welcome Mayor Matt Burnett LGAQ President, ALGA President and Mayor, Gladstone Regional Council |
| 9:10am | Keynote Presentation Gerard Benedet Pharmacy Guild National Director, Former Chief of Staff and Former State Director |
| 9:50am | Local Legends Building Trusting, Collaborative Relationships |
| 10:30am | Brighter Super – Managing Our Biggest Asset: Superannuation |
| 10:35am | Morning Tea |
| 11:10am | State Government Update |
| 11:20am | Red Tape Reduction Taskforce Lead on Improving Efficiency in Local Government |
| 11:40am | Red Tape Reduction Taskforce Lead & Local Government CEO Panel |
| 12:25pm | Telstra – Streamlining Local Government Operations |
| 12:30pm | Lunch |
| 1:30pm | LGMS Update |

Continued on next page

DAY
1

Wednesday 12 March

| Time | Session |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2:00pm | Workshop A Building Relationships with Key Stakeholders Lucy Greene, LGAQ Manager, Intergovernmental Relations, LGAQ Or Workshop B Council Leaders' Capability Series: Strategies for Sustainable Organisational and Workforce Change Elle Ackland, Manager, Workforce & Industrial Relations, LGAQ |
| 3:00pm | Afternoon Tea |
| 3:30pm | Workshop C From Strategy to Action Or Workshop D Leadership in Action: Mitigating Emerging Threats for Local Government in 2025 Daniel Fletcher, General Manager (Community & Liveability), Western Downs Regional Council |
| 4:30 pm | Close Day 1 |
| 5:30pm | Pre-dinner drinks |
| 6:30pm | Networking Dinner – sponsored by King & Company Solicitors The Westin, Brisbane |

**DAY
2****Thursday 13 March**

| Time | Session |
|---------|----------------------------------------------------------------------|
| 9:00am | Welcome Back |
| 9:05am | Keynote Why Projects Go Wrong....and How to Get Them Back on Track |
| 9:35am | Local Government Major Projects Showcase |
| 10:35am | Sponsor Address Hastings-Deering |
| 10:45am | Morning Tea |
| 11:15am | A Conversation – Lessons From a Life in Infrastructure |
| 11:45am | Keynote Session |
| 12:25pm | Close |

Registration

Full Registration

\$990.00*

*GST inc

Networking Dinner

\$150.00pp*

*GST inc

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Accommodation

The Westin Brisbane

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12.6 DEVELOPMENT PERMIT FOR RECONFIGURING A LOT (ONE LOT INTO TWO LOTS) AND A MATERIAL CHANGE OF USE FOR A DWELLING HOUSE (BUILDING LOCATION ENVELOPE) AT 138 DRUCES ROAD, WOODBURY

File No: D-257-2024

Attachments:

1. [Locality Plan](#)
2. [Overlay Plan](#)
3. [Proposal Plan](#)
4. [Code Assessment](#)
5. [Statement of Reasons](#)

Responsible Officer: Siobhan Goodhew - Coordinator Development Assessment
 Greg Abbotts - Manager Development and Environment
 Katrina Paterson - General Manager Communities
 Terry Dodds PSM - Chief Executive Officer

Author: Gretta Cowie - Planning Officer

SUMMARY

Applicant: J and E Gustafson

Consultant: Capricorn Survey Group (CQ) Pty Ltd

Real Property Address: Lot 6 on RP836485 **Area of Site:** 40.43 Hectares (404,300 square metres)

Planning Scheme: *Livingstone Planning Scheme 2018*

Planning Scheme Zone: Rural Zone

Planning Scheme Overlays: Agricultural Land Classification
 Biodiversity – Habitat and vegetation
 Bushfire Hazard Area
 Drainage Problem Area
 Water Resource Area
 Height Limit

Existing Development: Dwelling house and ancillary class 10a building

Level of Assessment: Impact Assessable

Submissions: 2 Submissions received

Referral matters: Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 - Reconfiguring a lot near a State transport corridor
 Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 - Material change of use of premises near a State transport corridor
 Infrastructure – State transport infrastructure (10.9.4.1.1.1)

Infrastructure Charge Area: Outside the Priority Infrastructure Area

Application progress:

| APPLICATION MILESTONE | DATE |
|-----------------------|------|
|-----------------------|------|

| | |
|----------------------------------------|---------------------------------|
| Application received: | 10 August 2024 |
| Application properly made: | 14 August 2024 |
| Development control unit meeting: | 14 August 2024 |
| Confirmation notice issued: | 27 August 2024 |
| Information request issued: | 10 September 2024 |
| Information request response received: | 21 October 2024 |
| Public notification period: | 4 November – 26 November 2024 |
| Notice of compliance received: | 27 November 2024 |
| Submission consideration period: | 27 November – 11 December 2024 |
| Decision period commenced: | 11 December 2024 |
| Committee meeting date: | 4 February 2025 (not presented) |
| Council meeting date: | 18 February 2025 |
| Statutory determination date: | 21 February 2025 |

OFFICER'S RECOMMENDATION

THAT in relation to the application for a Development Permit for a Reconfiguring a Lot for (one lot into two lots), made by J and E Gustafson, on Lot 6 on RP836485 and located at 138 Druces Road, Woodbury, Council resolves to refuse the application pursuant to Section 60(3)(c) of the *Planning Act 2016*.

BACKGROUND

Council records indicate Duty Planner advice has been provided four (4) times since 2018 with consistent advice being further subdivision of the site would result in lots below the minimum lot size and are unlikely to be supported by Officers.

COMMENTARY

PROPOSAL

The proposal is to subdivide the existing 40.43 hectare lot into two (2) lots. The minimum lot size for the Rural zone in this instance is 150 hectares, as required by the Planning Scheme. An overview of the proposed subdivision is included in **Table 1**.

TABLE 1 – OVERVIEW OF SUBDIVISION

| LOT | SIZE |
|----------------|----------------------------------------|
| Proposed Lot 1 | 24.55 hectares (245,500 square metres) |
| Proposed Lot 2 | 15.88 hectares (158,800 square metres) |

Proposed Lot 1 will contain the existing dwelling house and associated outbuildings. Proposed Lot 2 will be vacant. Access to both lots is proposed from Druces Road, which is classified as a Rural Access road.

SITE AND LOCALITY

The site is located at 138 Druces Road, Farnborough. The site is 40.43 hectares (ha) in area and is an irregular shape, narrowing down as it extends east. The site is improved by a detached dwelling house and ancillary outbuildings in the western portion. There is an

approximate 1.12 kilometre frontage to Druces Road, which is a gravel road that is classed as a Rural access road.

The site is approximately fourteen (14) kilometres (km) north of the Yeppoon Major Centre Zone. The surrounding area is characterised by predominantly residential uses (single detached dwellings), some containing “hobby farm” activities. The immediate lots to the north (155 and 171 Byfield Road, Woodbury) appear to be used for cattle grazing. The lots to the east and south are smaller, generally ranging from 1 – 36ha.

The site is not connected to urban services (reticulated water or sewer) because of the rural location.

The related permits over the subject site and permits and development on adjoining properties are detailed **Table 2**:

TABLE 2 – RELEVANT DEVELOPMENT APPROVALS

| EXISTING DEVELOPMENT OVER THE SITE | |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Lot 6 on RP836485 138 Druces Road, Woodbury | Development Application D-214-2021 – Material Change of Use for a Function Facility – refused 19 October 2023 Building Permits associated with the existing dwelling house and ancillary buildings on the site. |
| DEVELOPMENT OVER ADJOINING PROPERTIES | |
| Lot 3 on RP616001 28 Druces Road, Woodbury (to the east) | Building and Plumbing and Drainage Permits associated with the existing dwelling house and ancillary buildings on the site. |
| Lot 2 on RP616001 24 Druces Road, Woodbury (to the east) | Building and Plumbing and Drainage Permits associated with the existing dwelling house and ancillary buildings on the site. |
| Lot 1 on RP616001 22 Druces Road, Woodbury (to the east) | Building and Plumbing and Drainage Permits associated with the existing dwelling house and ancillary buildings on the site. |
| 155 Byfield Road, Woodbury Lot 5 on RP836485 (to the north) | Building and Plumbing and Drainage Permits associated with the existing dwelling house and ancillary buildings on the site. |
| Lot 7 on RP836485 162 Druces Road, Woodbury (to the west) | Building and Plumbing and Drainage Permits associated with the existing dwelling house and ancillary buildings on the site. |

PLANNING ASSESSMENT

The assessment has been carried out against the matters identified in section 45(5) of the *Planning Act 2016* (**Table 3**).

TABLE 3 – ASSESSMENT IN ACCORDANCE WITH S45(5) OF THE ACT

| ASSESSMENT BENCHMARKS IN THE CATEGORISING INSTRUMENT | |
|----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Livingstone Planning Scheme 2018</i> Version 3, in effect 15 February 2021 | Strategic Framework – Settlement pattern theme: Rural places Rural Zone Code Reconfiguring a lot code Development works code Bushfire hazard overlay code Biodiversity overlay code Water resource overlay code |
| MATTERS PRESCRIBED BY REGULATION | |
| <i>Central Queensland Regional Plan</i> October 2013 | Chapter 4 – Regional outcomes and policies |
| <i>State Planning Policy</i> , July 2017 | Part E: State interest policies and assessment benchmarks |

| | |
|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Government Infrastructure Plan in the <i>Livingstone Planning Scheme 2018</i> Version 3, in effect 15 February 2021 | Chapter 4 – Local Government Infrastructure Plan |
| Any development approval for, and any lawful use of, the premises or adjacent premises | The relevance of existing approvals on the subject site and adjoining properties in respect of the land use pattern and commensurate development |
| Common material | All material about the application Council has received before the application is decided. |
| RELEVANT MATTERS | |
| Nil. | |

The above matters relevant to Council as assessment manager have been assessed by relevant planning, engineering, environmental health, natural resource management and other technical officers as required. An overview of the assessment of the above matters is detailed below –

Internal Advice and Assessment

Development Engineering – 12 August 2024

Support, subject to conditions

Natural Resource Management – 29 January 2024

Support, subject to conditions

Public and Environmental Health – 12 August 2024

No comment

Growth Management

No comments provided, see previous advices.

Information Request

An information request was issued by Council on 10 September 2024. The Information Request advised the proposal was inconsistent with the Planning Scheme because of the minimum lot sizes being significantly below that prescribed for the Rural zone.

It was further advised that Council officers did not support the development application.

The Applicant provided a response (in full) on 31 October 2024.

State Planning Policy – July 2017

The Minister has identified that the *State Planning Policy* (July 2017) is integrated in the planning scheme for the following aspects:

- Guiding principles
- Agriculture
- Development and construction
- Mining and extractive resources
- Tourism
- Emissions and hazardous activities

Part E of the *State Planning Policy* provides for interim development assessment benchmarks for local government until such time as the other aspects of the *State Planning Policy* are reflected in the planning scheme. An assessment of the State interests relevant to the application are detailed below.

Liveable Communities: Not applicable

Environment and Heritage - Water quality: Not applicable

Natural hazards, risk and resilience: A response to the State interests is in **Table 4**.

TABLE 4 – ASSESSMENT AGAINST PART E STATE PLANNING POLICY

| Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district: Applicable | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Development other than that assessed against (1) above, avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level. | <p>Complies</p> <p>Proposed Lot 1 contains an established residential use on the site. Onsite water is provided along with a sufficient internal driveway and access.</p> <p>Proposed Lot 2 adjoins Druces Road, a Rural access road capable of catering for emergency services vehicles. A suitable Bushfire Attack Level can be achieved.</p> <p>The development can be conditioned to mitigate the risks to people and property to an acceptable or tolerable level.</p> |
| All natural hazard areas: Applicable | |
| Development supports and does not hinder disaster management response or recovery capacity and capabilities. | <p>Complies</p> <p>The subject site adjoins Druces Road, a Rural access road capable of catering for emergency services vehicles.</p> |
| Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties. | <p>Complies</p> <p>The addition of a future residential use on proposed Lot 2 will not directly, indirectly and cumulatively increase the severity of the natural hazard or the potential for damage on the site or to other properties.</p> |
| Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided. | <p>Complies</p> <p>Proposed Lot 1 contains an established residential use on the site with proposed Lot 2 also to contain a residential use in the future. Hazardous material greater than that of a residential use is not expected to be kept onsite.</p> |
| The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced. | <p>Complies</p> <p>Proposed Lot 2 contains mapped vegetation in the western portion. A proposed building location envelope is located 30 metres from the mapped vegetation and is clear of vegetation. This ensures no vegetation clearing is required for future development and associated asset protection zones mitigating risk associated with natural hazards while protecting natural process and functions.</p> |

Central Queensland Regional Plan

The Minister has identified that the planning scheme, specifically the strategic framework, appropriately advances the *Central Queensland Regional Plan* October 2013, as it applies in the planning scheme area.

Livingstone Planning Scheme 2018 (Version 3)

The *Livingstone Planning Scheme 2018* (Version 3) (commenced 1 May 2018) is the relevant categorising instrument applicable to the assessment of this application.

Strategic Framework

The Strategic Framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs within the planning scheme area for the life of the Planning Scheme. The strategic framework is structured as follows:

- (a) the strategic intent, and statements of preferred dominant land uses in the form of describing the *places* that form part of the planning scheme area;
- (b) the following six (6) *themes* that collectively represent the policy intent of the planning scheme:
 - (1) Settlement pattern;
 - (2) Natural environment and hazards;
 - (3) Community identity and diversity;
 - (4) Access and mobility;
 - (5) Infrastructure and services; and
 - (6) Natural resources and economic development;
- (c) the *strategic outcomes* proposed for development in the planning scheme area for each theme;
- (d) the *specific outcomes* for each, or a number of, elements of each theme; and
- (e) the *land use strategies* for achieving these outcomes.

The following themes are relevant to the assessment of this application:

- (1) *Settlement pattern*; and
- (vi) *Natural resources and economic development*.

The following Strategic outcomes and Specific outcomes have been addressed with regards to their relevance to the development application (**Table 5**):

TABLE 5 – STRATEGIC FRAMEWORK ASSESSMENT

| ASSESSMENT BENCHMARK | RESPONSE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.3 Settlement Pattern Theme | |
| 3.3.1 Strategic outcomes ... <u>(5)</u> <i>Population growth is predominantly accommodated within urban and urban infill places, as identified on the strategic framework maps SFM-01 to SFM-04.</i> <u>(10)</u> <i>The design of development is consistent with the desired built form and character of specific places and the existing or intended role and function of the place in the settlement pattern.</i> <u>(19)</u> <i>Rural places are predominantly used for purposes that contribute to primary production.</i> <u>(20)</u> <i>Development does not limit or compromise agricultural land or uses involved in primary production.</i> | Does Not Comply – The proposed development does not advance, but compromises the Strategic outcomes listed because: <ul style="list-style-type: none"> • It seeks to accommodate population growth in a Rural area, through the creation of additional lots significantly below the minimum lot size rather than in an area that is more appropriately designated and zoned. • The subdivision layout and lot sizes do not reflect the existing or intended role and function of Rural places. The intended role and function of Rural places is to primarily accommodate rural activities. • Council officers acknowledge there have been historical development approvals in the locality to subdivide Rural land, but this is not deemed to be the existing role or function of the Rural zone more broadly. The role and function of Rural places is not to be incrementally fragmented for dwellings, particularly where there is no demonstrated need. • Further fragmentation of the sit would limit the ability of it to accommodate a viable |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | agricultural pursuit. |
| 3.3.5 Rural places 3.3.5.1 Specific outcomes ... (5) <i>Development in rural places does not result in fragmentation of land which is suitable for primary production by virtue of the following:</i> (a) <i>being identified as agricultural land Class A or Class B; or</i> (b) <i>being identified as rural land needing retention in larger lot sizes; or</i> (c) <i>being identified as having known minerals or other natural resources.</i> (6) <i>A range of lot sizes in rural places is identified based on the capabilities of the land for primary production, with rural places predominantly being retained in larger lots except for the Capricorn Coast Rural Precinct, where minimum lot sizes of ten (10) hectares or greater are provided for.</i> ... (8) <i>The development of small rural residential lots does not occur unless there is a demonstrated need for an additional supply of lots only where located adjacent to the townships of Cawarral, Mount Chalmers, or The Caves.</i> | Does Not Comply – The proposed development does not advance but compromises the Specific outcomes listed because: <ul style="list-style-type: none"> The site is shown as being partly mapped with agricultural land classification, which identifies the site as being suitable for primary production and cropping. Land of this classification should be protected from fragmentation to maintain agricultural capabilities. Fragmentation of the site increases potential for conflicting land uses on adjoining sites. Subdivision of the site would further reduce the capacity of the site for agricultural pursuits. Rural places can support a range of lot sizes, with minimum lot sizes starting at ten (10) hectares, however this is only supported within the Capricorn Coast Rural Precinct or where adjacent to the townships of Cawarral, Mount Chalmers, or The Caves. The subject site is not located within these nominated areas. |

The performance assessment of the proposal demonstrates the development compromises relevant outcomes of the Strategic Framework.

Reconfiguring a Lot code

The proposed lot sizes of 24.55 hectares and 15.88 hectares are both below the minimum lot size for the site of 150 hectares. The proposal does not comply with performance outcomes PO10 and PO11 of the Reconfiguring a Lot code.

The proposal does not comply with Overall Outcome (6) of the Reconfiguring a Lot code.

....

- (6) ***lot reconfiguration does not increase the likelihood of significant land use conflict.***

....

The fragmentation of Rural land increases the likelihood of significant land use conflicts, compromises the potential to use the subject site and adjoining land for its zone purpose (rural activities) and is not consistent with the intended character of the Rural zone as fragmentation of lots below the minimum lot size is not supported.

Because the application cannot be conditioned to comply with the relevant Performance Outcomes the proposal cannot be supported. As evident from the code assessment (refer attachment 3), the proposal does not comply with the relevant Acceptable and Performance Outcomes of the Reconfiguring a Lot code.

Rural zone code

The proposal does not comply with Overall outcome (6) and (7)(b) of the Rural zone code:

- (6) ***land that is identified as Agricultural Land Class A or Class B:***

- (a) *is retained for development that is unlikely to limit or compromise the capacity of the land to be used for primary production;*
- (b) *is protected from fragmentation due the creation of inappropriate lot sizes for the location;*
- (c) *is protected from inappropriate and incompatible development, unless:*
 - (i) *there is a proven overriding need in terms of public benefit for the development and no other site is suitable for that particular development; or*
-
- (7) **development maximises the potential to undertake uses from within the rural activities group by retaining lots in a suitable size and shape** ((unless there is a demonstrated need adjacent to an identified township in accordance with Overall Outcome (7)(c) or if located in the Capricorn Coast Rural Precinct)) as specified in the minimum lot sizes and dimensions of the reconfiguration of a lot code and in this code as follows:
 - (a) *a minimum area of sixty (60) hectares only where located upon land identified as being entirely within Agricultural Land Class A or Class B; or*
 - (b) a minimum area of one-hundred and fifty (150) hectares where located upon land that is not as being entirely within Agricultural Land Class A or Class B;**
 - (c) *a minimum area of two (2) hectares where located adjacent to the township of Cawarral, Mount Chalmers, or The Caves, and all of the following circumstances exist:*
-

The proposed lot sizes of 24.55 hectares and 15.88 hectares are both below the minimum lot size for the site of 150 hectares.

The proposal does not comply with Performance Outcome PO24(c) as it results in the creation of a lot having an area less than sixty (60) hectares (refer to attachment 4). Given the application cannot be conditioned to comply with the minimum lot size the proposal cannot be supported.

Bushfire hazard overlay code

The site is affected by the medium potential bushfire intensity and potential impact buffer. The proposal complies or can be conditioned to comply with the various requirements of the Bushfire hazard overlay code apart from a deviation from performance outcome PO11 and PO12 as a bushfire hazard assessment and management plan has not been prepared to inform the proposal.

Suitable justification has been provided for a future Dwelling house on the site. The proposal is able to comply with performance outcome PO11 and PO12. Further, the proposal complies or can be conditioned to comply with the relevant Acceptable and Performance Outcomes within the code. As evident from the code assessment (refer attachment 4), the proposal complies with the Performance Outcomes of the Bushfire hazard overlay code.

Biodiversity overlay code

Proposed Lot 2 is partially mapped with the Biodiversity overlay code. Proposed Lot 1 is not mapped. The proposed Building Location Envelope (BLE) is located outside the mapped area with a thirty (30) metre buffer clear of vegetation surrounding the BLE to ensure not clearing of vegetation is required to occur for future development and the associate asset protection zone. As evident from the code assessment (refer attachment 4), the proposal complies with the Performance Outcomes of Biodiversity overlay code.

Water resources area overlay code

Proposed Lot 2 is partially mapped with the Water resource overlay code. Proposed Lot 1 is not mapped. Proposed Lot 1 is an established site with an existing dwelling house and ancillary buildings. The proposed Building Location Envelope (BLE) is located outside the mapped area and the inundation levels identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan. As evident from the code assessment (refer attachment 4), the proposal complies with the Performance Outcomes of Water resource overlay code.

Development works code

The development can be appropriately conditioned to comply with the relevant outcomes of the Development works code regarding relevant infrastructure necessary for the required for the zone, connection to telecommunications and energy supply. As evident from the code assessment (refer attachment 4), the proposal complies with the Performance Outcomes of Development works code.

PUBLIC NOTIFICATION

The proposal was the subject of public notification between 4 November 2024 and 26 November 2024, as per the requirements of the *Planning Act 2016*, and two (2) submissions were received. Of these submissions, neither are considered to be properly made in accordance with the *Planning Act 2016*.

PREVIOUS DECISIONS

Each decision is made on its merits at the time of assessment and with the best planning information available.

ACCESS AND INCLUSION

There are no identified access or inclusion issues associated with this development application.

ENGAGEMENT AND CONSULTATION

The proposal was the subject of public notification between 4 November and 26 November, as per the requirements of the *Planning Act 2016*, and two (2) submissions were received. Neither submission was properly made.

HUMAN RIGHTS IMPLICATIONS

Consideration of the 23 fundamental human rights protected under the Human Rights Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

BUDGET IMPLICATIONS

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

Refusal of the development application may result in the Applicant appealing the decision at the Planning and Environment Court.

Increasing the number of lots outside planned growth areas may result in accelerated maintenance of rural roads, beyond what is anticipated by Council's Planning Scheme

Type text

LEGISLATIVE CONTEXT

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

LEGAL IMPLICATIONS

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

STAFFING IMPLICATIONS

No staffing implications have been identified in the assessment.

RISK ASSESSMENT

The risks associated with this assessment have been appropriately addressed in the body of this report. Specifically, the risk of appeal to any decision made by Council and any

financial/budget implications such action may have. It should be noted that these risks are difficult to quantify at the assessment stage.

CORPORATE PLAN REFERENCE

Future Livingstone

Community Plan Goal 5.1 - Balanced environmental and development outcomes

5.1.2 Balance development within Livingstone Shire in accordance with the community's desired environmental and economic outcomes.

CONCLUSION

As demonstrated in the above assessment, the proposal is inconsistent with the Strategic Framework, and Performance outcomes and overall outcomes of the Reconfiguring a lot code and Rural zone code. Regard to relevant matters does not outweigh these conflicts. In the absence of relevant matters to outweigh the high-level conflicts with the Strategic Framework, Council officers cannot support the proposed development.

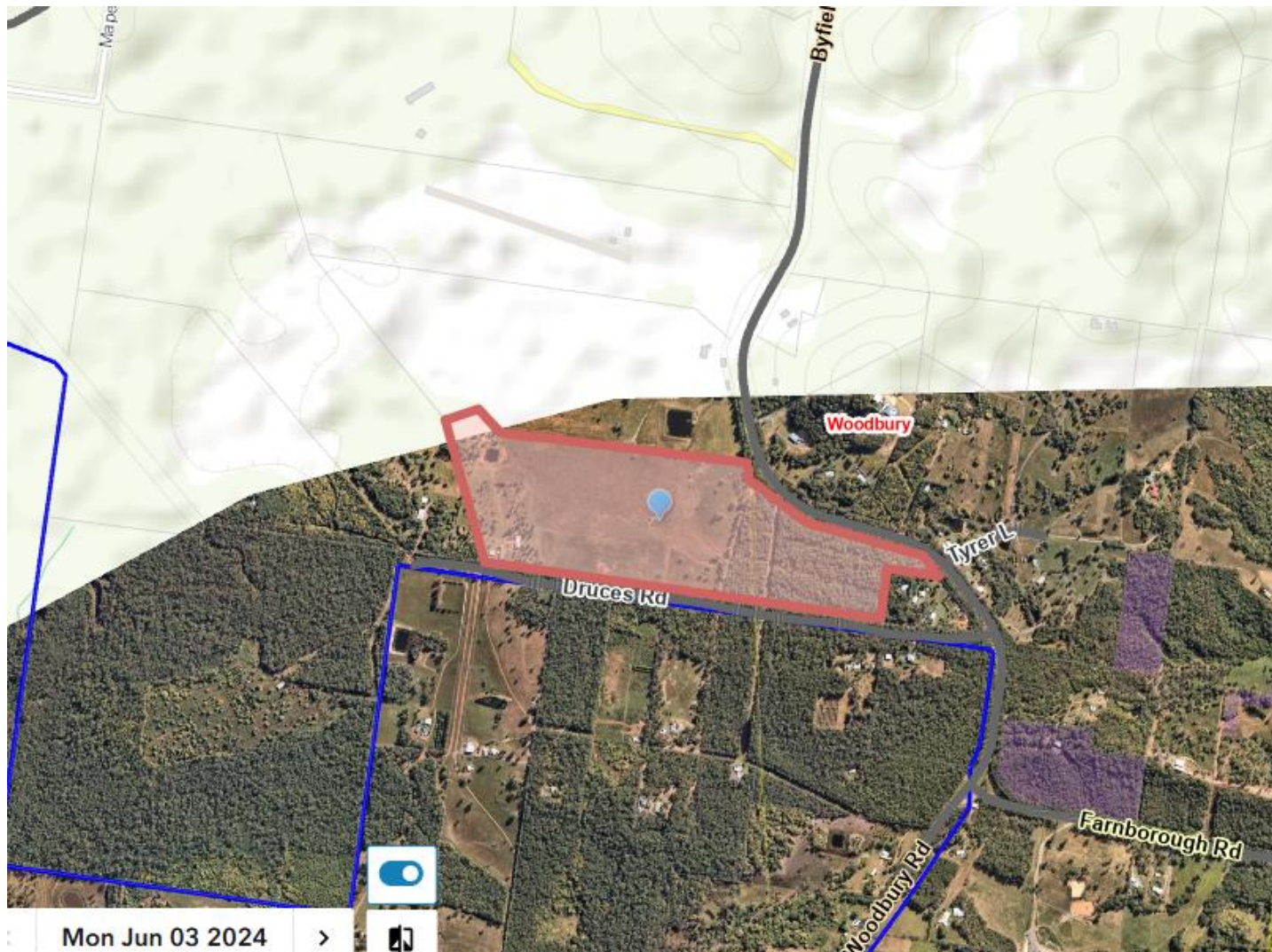
**12.6 - DEVELOPMENT PERMIT FOR
RECONFIGURING A LOT (ONE LOT
INTO TWO LOTS) AND A MATERIAL
CHANGE OF USE FOR A DWELLING
HOUSE (BUILDING LOCATION
ENVELOPE) AT 138 DRUCES ROAD,
WOODBURY**

Locality Plan

Meeting Date: 18 February 2025

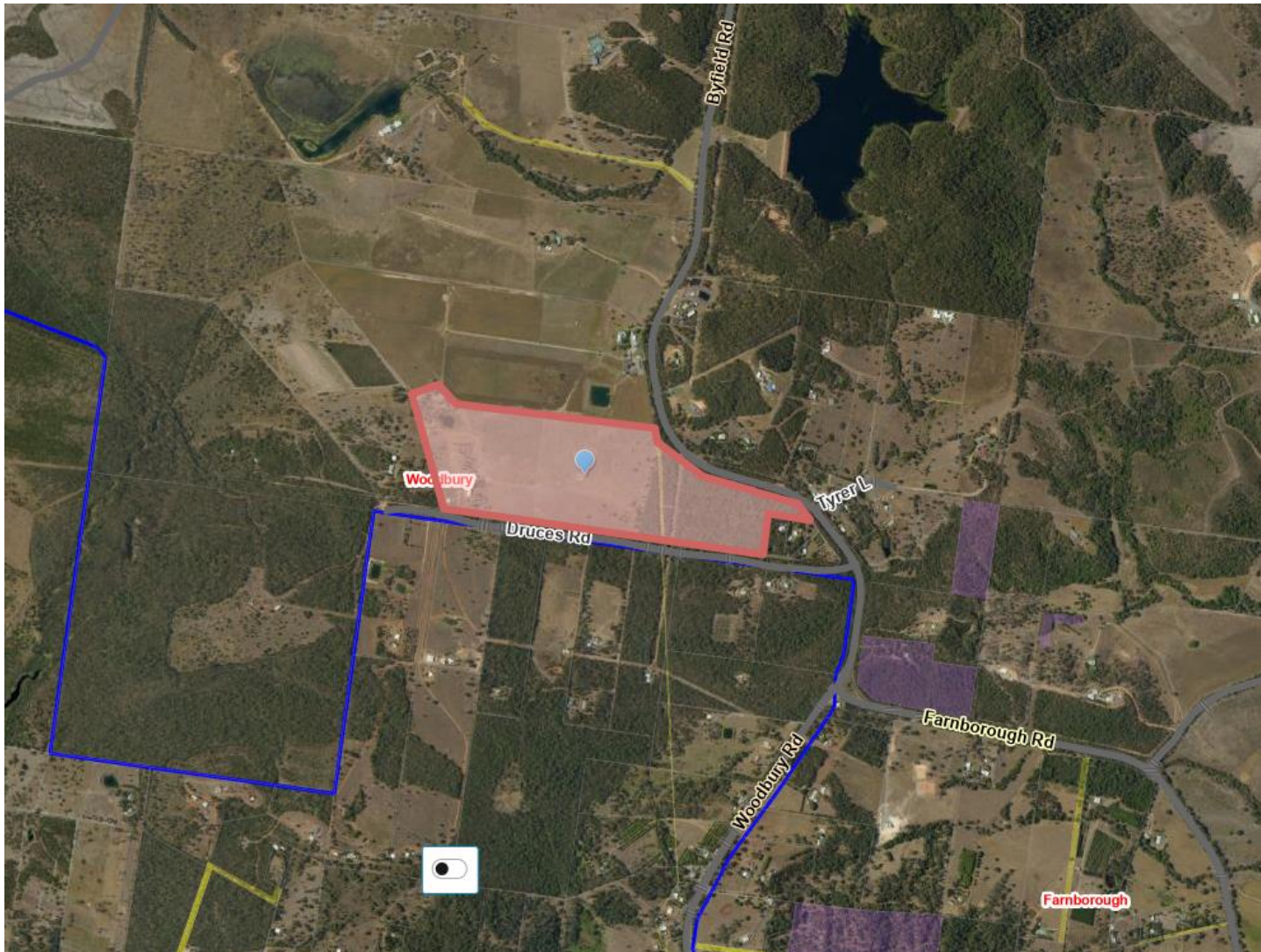
Attachment No: 1

LOCALITY PLAN



Development Permit D-288-2023 for Reconfiguring a Lot (one lot into two lots) and a Material Change of Use for a Building Location Envelope (Dwelling house)

LOCALITY PLAN



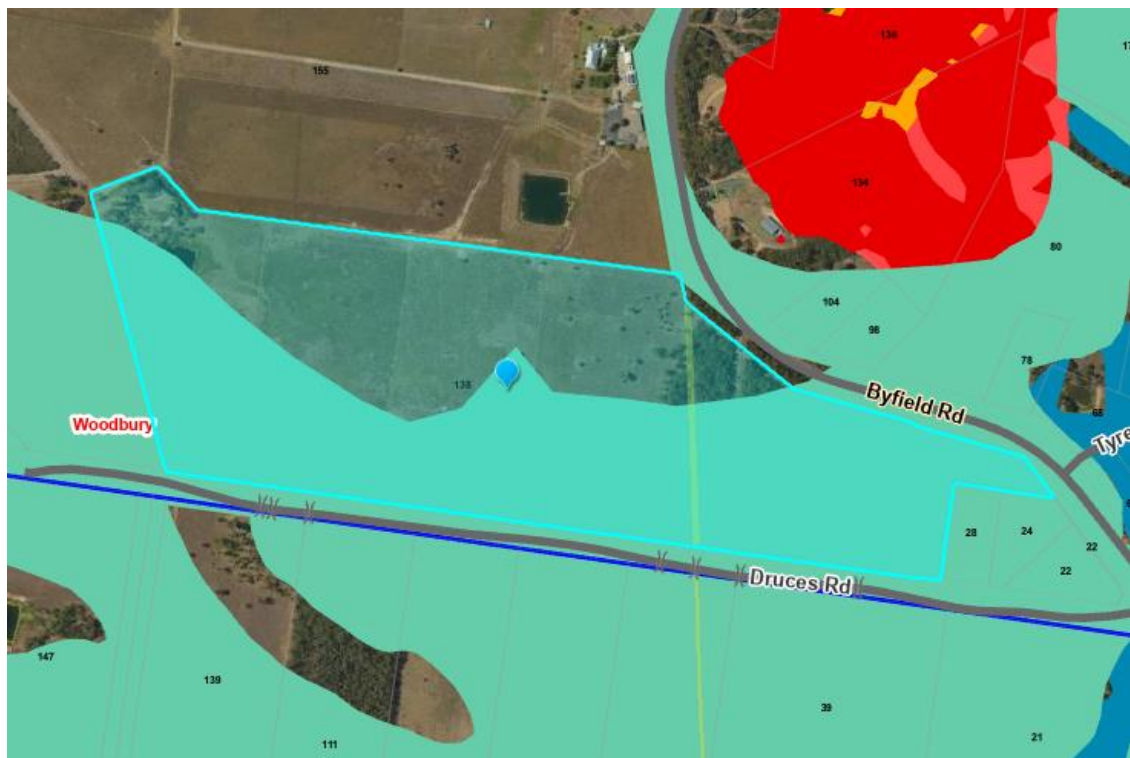
Development Permit D-288-2023 for Reconfiguring a Lot (one lot into two lots) and a Material Change of Use for a Building Location Envelope (Dwelling house)

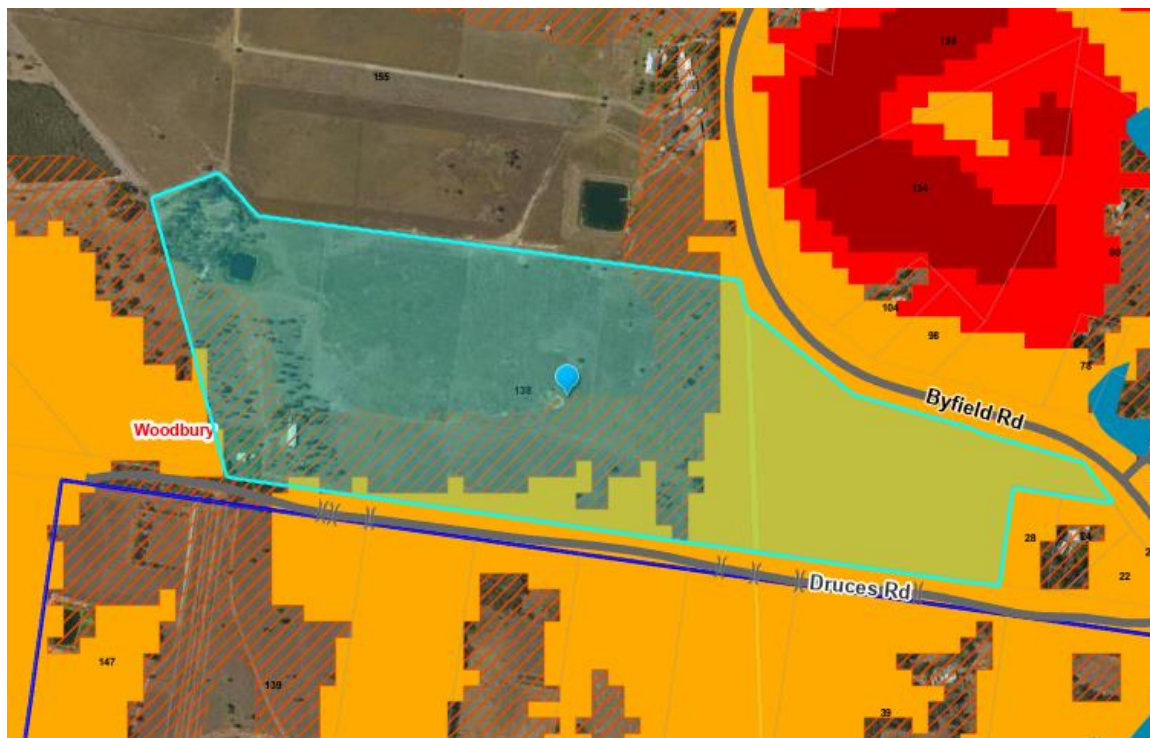
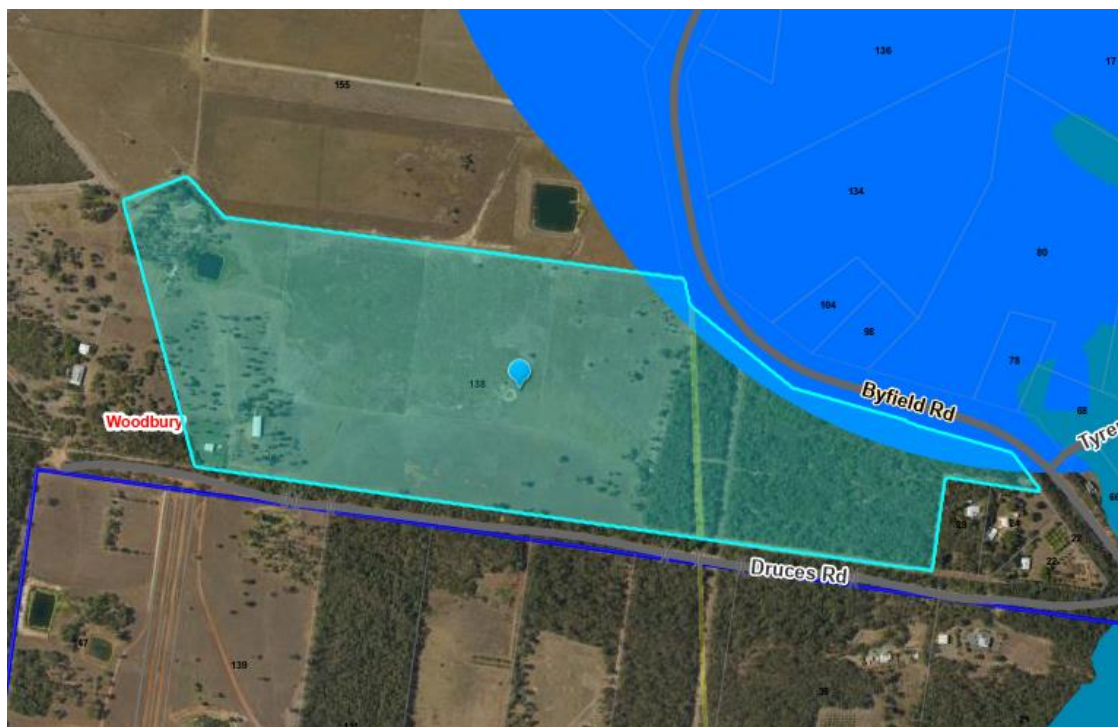
**12.6 - DEVELOPMENT PERMIT FOR
RECONFIGURING A LOT (ONE LOT INTO
TWO LOTS) AND A MATERIAL CHANGE OF
USE FOR A DWELLING HOUSE (BUILDING
LOCATION ENVELOPE) AT 138 DRUCES
ROAD, WOODBURY**

Overlay Plan

Meeting Date: 18 February 2025

Attachment No: 2

Agricultural Land Classification**Biodiversity Overlay – Habitat and Vegetation**

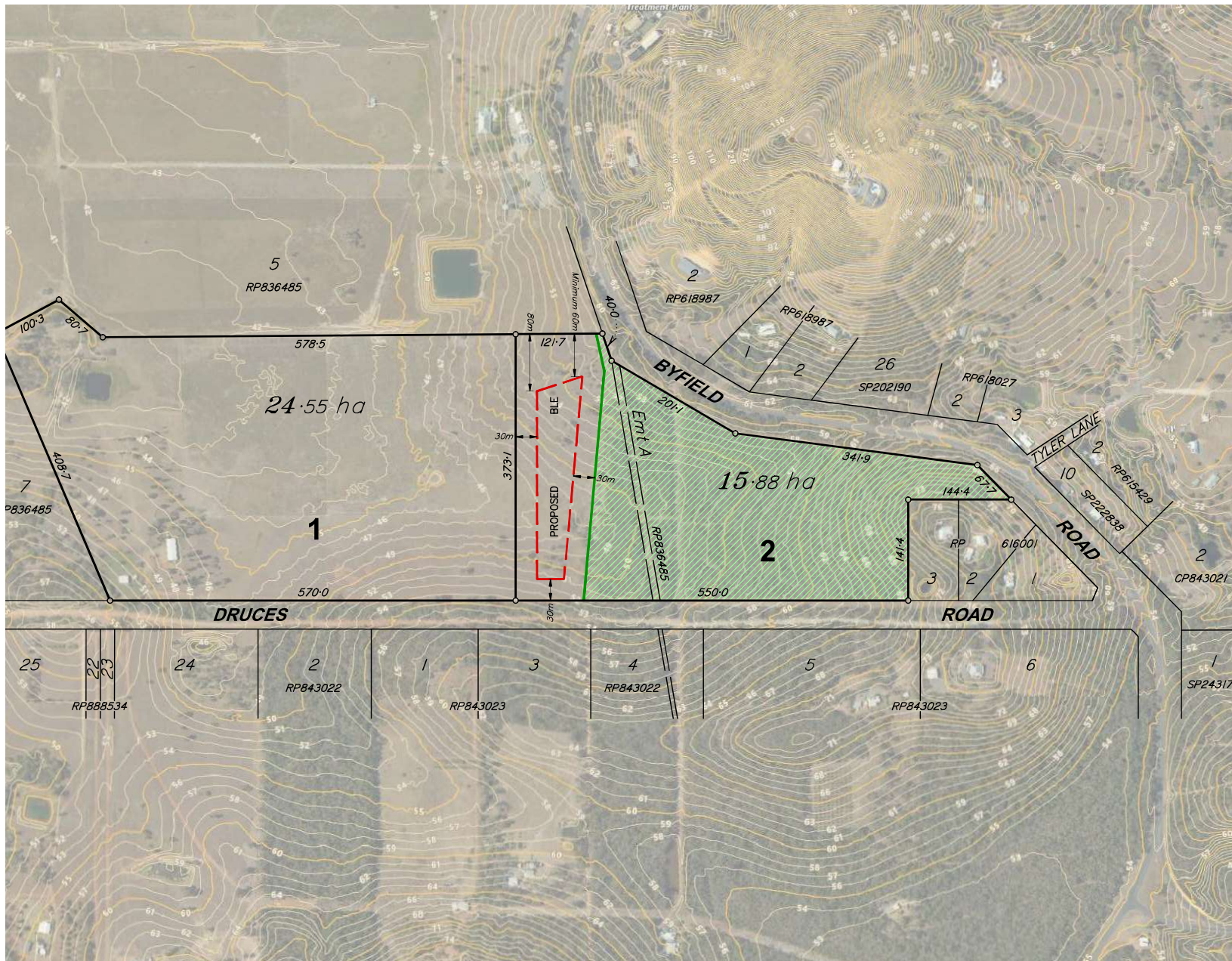
Bushfire Hazard Overlay**Water Resource Area Overlay**


**12.6 - DEVELOPMENT PERMIT FOR
RECONFIGURING A LOT (ONE LOT
INTO TWO LOTS) AND A MATERIAL
CHANGE OF USE FOR A DWELLING
HOUSE (BUILDING LOCATION
ENVELOPE) AT 138 DRUCES ROAD,
WOODBURY**

Proposal Plan

Meeting Date: 18 February 2025

Attachment No: 3



 Vegetation Management Regional Ecosystem Map (Category A or B or is of least concern regional ecosystem)

IMPORTANT NOTE

This plan was prepared to accompany an application to the Livingstone Shire Council and should not be used for any other purpose.

The dimensions and areas shown here are for information only and do not constitute a guarantee of accuracy. The dimensions and areas shown here are for information only and do not constitute a guarantee of accuracy.

In particular, no reliance should be placed on the information on this plan for any financial dealings involving the land.

This note is an integral part of this plan.

client

J. & E. Gustafson

project

**138 Druces Road,
Woodbury**

plan of

**Reconfiguration Plan
1 Lot into 2 Lots
(With QLD Globe Underlay)**

tpd

Lot 6 on RP836485

tpa

Livingstone Shire Council

| issue | date | details | by |
|-------|------------|----------------------|----|
| A | 15/07/2024 | Initial issue | |
| B | 16/12/2024 | Proposed BLE amended | |

created

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sheet no.

1 of 1

plan no.

9379-01-R1

**12.6 - DEVELOPMENT PERMIT FOR
RECONFIGURING A LOT (ONE LOT INTO
TWO LOTS) AND A MATERIAL CHANGE OF
USE FOR A DWELLING HOUSE (BUILDING
LOCATION ENVELOPE) AT 138 DRUCES
ROAD, WOODBURY**

Code Assessment

Meeting Date: 18 February 2025

Attachment No: 4

Code assessment - D-257-2024 - Development Permit for a Reconfiguring a Lot for a (one lot into two lots) and a Material Change of Use for a Dwelling house (Building Location Envelope) - 138 Druces Road, Woodbury

Reconfiguring a Lot code

Table 9.3.3.4.1 Outcomes for development that is accepted subject to developments and assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| If boundary realignment | | |
| PO1 Boundary realignment: (a) does not result in in the creation of additional lots; (b) does not create the potential to introduce uses or activities which conflict with the intent of the applicable zone for all or part of the site. | AO1.1 No additional lots are created by the re-alignment of boundaries. AO1.2 Boundary realignment is contained entirely within a single zone, precinct or sub precinct. | PO1, PO2 and PO3 – Not applicable The proposed is not for a boundary realignment. |
| PO2 All existing connections to water, sewer, electricity and other infrastructure are retained and additional infrastructure connections or augmentation is not required. | AO2.1 Boundary realignment does not require any change to infrastructure or services. | |
| PO3 Boundary realignment results in lots which meet the minimum lot area, dimensions and frontage width, applicable to the zone in which the site is located. | AO3.1 The size of the resulting lots complies with the Table 9.3.3.4.2. | |
| If reconfiguring a lot associated with a prior related Material Change of Use | | |
| PO4 Lots have a regular shape and consistent dimensions to facilitate the development of the land in accordance with a prior related Material Change of Use, and the lots have sufficient area to provide for: (a) the approved density of development; (b) buildings and structures; (c) usable open space and landscaping; (d) ventilation and sunlight for buildings; (e) privacy for residents; (f) suitable vehicle access and on-site parking where required; and (g) any on-site services and infrastructure. | AO4.1 The lots are designed in accordance with the density of development of a prior related Material Change of Use. AO4.2 The lots have an appropriate size and dimension to cater for the needs of the development including the needs for private lots and communal lots, in accordance with the prior related Material Change of Use. | PO4 - Not applicable The application includes a Material Change of Use. |
| | All other reconfiguring a lot applications | |
| Lot design – general | | |
| PO5 Development included in the table below requires the preparation of a structure plan to accompany the development application. | No acceptable outcome is nominated. | PO5 - Does not comply A structure plan was not provided |

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| Performance outcomes | | Acceptable outcomes | | Assessment Response | |
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| Zone | Proposed additional lots in the stage/development | Small structure plan | Large structure plan | | |
| All residential category zones | 7 – 15 | <input type="checkbox"/> | | | |
| | 16 or more | | <input type="checkbox"/> | | |
| All centres category zones and all industrial category zones | 5 - 10 | <input type="checkbox"/> | | | |
| | 11 or more | | <input type="checkbox"/> | | |
| All other zones where reconfiguring a lot requires impact assessment | 1 or more | | <input type="checkbox"/> | | |
| PO6 Development which requires a structure plan is undertaken in accordance with the structure plan, and the structure plan is prepared in accordance with the requirements of Schedule SC7.14. | | No acceptable outcome is nominated. | | PO6 - Complies A reconfiguration plan was provided to support the application and is sufficient to undertake the assessment. | |
| PO7 Lot design is well integrated with the surrounding locality, having regard to: (a) roads, streets, pedestrian and cycle networks; (b) utility installations and other infrastructure networks; (c) open space networks, significant vegetation and habitat areas, waterways and wetlands, and valued biodiversity corridors; (d) connections to centres and employment areas; (e) surrounding landscaping and streetscape treatments; and (f) the interface with established land uses. Editor's note: When assessing the location and design for lot reconfiguration, consideration should be given to the standards for separating conflicting land use specified in Schedule 4 of the planning scheme. Where standards are not specified, a specialist report may be required to demonstrate the suitability of the development. | | No acceptable outcome is nominated. | | PO7 - Complies The site is located within the Rural zone where pedestrian and cycle networks and landscaping and streetscape treatments are not established. The surrounding established land uses are residential with small scale rural uses occurring on some sites. The subject site is located approximately 15 kilometres from the Yeppoon CBD and has an alternate route to Yeppoon Road bypassing Yeppoon CBD where occupants are employed within Rockhampton. | |
| PO8 Lot design: (a) protects areas with significant environmental values; (b) appropriately utilises the natural topography of the site as far as practicable and minimises the need for significant earthworks for future development; (c) avoids crossing or otherwise interfering with natural | | No acceptable outcome is nominated. | | PO8 - Complies The proposed property boundaries and future residential use on proposed Lot 2 is not located within an area containing significant environmental values, biodiversity, wetlands, waterways, drainage lines or biodiversity corridors.. Earthworks are may not be required to be achieve future development. | |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| <p>drainage lines, waterways, wetlands, habitat areas or biodiversity corridors; and</p> <p>(d) retains key site characteristics, landmarks, and places of heritage significance.</p> | | |
| <p>PO9</p> <p>Lot reconfiguration does not facilitate development which would be visually obtrusive on skylines, headlands or prominent landscape features.</p> | No acceptable outcome is nominated. | <p>PO9 - Complies</p> <p>Proposed lot 1 contains an established residential use. Proposed lot 2 is not located on a skyline, headland or prominent landscape feature.</p> |
| <p>PO10</p> <p>Lot reconfiguration does not:</p> <p>(a) increase the likelihood of significant land use conflict;</p> <p>(b) compromise the potential to use adjoining land for its zoned purpose;</p> <p>(c) compromise the use of stock routes;</p> <p>(d) compromise the safe and efficient operation of major transport networks and other major infrastructure networks.</p> | No acceptable outcome is nominated. | <p>PO10 - Does not comply</p> <p>The adjoining lot to the north is characterised with a dwelling house and ancillary structures. Cattle yards are visible from aerials indicating a rural activity is occurring on the site.</p> <p>The addition of another lot which has rights for a sensitive land use to occur on the site increases the likelihood of significant land use conflicts.</p> <p>Adjoining lots to the east are similar to small rural residential lots and no rural activity is occurring or likely to occur.</p> |
| Lot design - size and dimension | | |
| <p>PO11</p> <p>Reconfiguration only occurs if it creates lot sizes and dimensions that:</p> <p>(a) are consistent with the intended character of the zone, precinct or sub-precinct in which the land is located;</p> <p>(b) do not limit or compromise the ability to use rural land for its preferred uses;</p> <p>(c) do not limit or compromise the ability to use industrial zoned land or special purpose zoned land for their preferred uses;</p> <p>(d) protect resources (including potential mining and extractive resources), environmental and landscape values of rural land;</p> <p>(e) protect ground and surface water quality in the rural residential zone;</p> <p>(f) protect areas with significant biodiversity values; and</p> <p>(g) protect areas of high scenic amenity value.</p> | <p>AO11.1</p> <p>The lots are designed in accordance with the minimum lot sizes and dimensions specified within Table 9.3.3.4.2.</p> | <p>AO11.1 - Does not comply</p> <p>Lot 1 is proposed to be 24.55 hectares and lot 2 is 15.88 hectares. Both lots are below the minimum lot size of 150 hectares.</p> <p>PO11 – Does not comply</p> <p>The proposal is not consistent with the intended character of the Rural zone as fragmentation of lots below the minimum lot size is not supported.</p> <p>The proposal limits and compromises the ability of the subject site to be used for a rural activity by increasing the potential for land use conflicts.</p> |
| <p>PO12</p> <p>Lots have a regular shape and consistent dimensions to facilitate</p> | <p>AO12.1</p> <p>The lots are designed in accordance with the minimum lot</p> | <p>AO12.1 - Does not comply</p> <p>The proposed road frontage property boundary length of</p> |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| <p>the efficient development of the land for its intended purpose, and have sufficient area to provide for:</p> <ul style="list-style-type: none"> (a) buildings and structures; (b) usable open space and landscaping (c) ventilation and sunlight for buildings; (d) privacy for residents; (e) suitable vehicle access and on-site parking where required; and (f) any on-site services and infrastructure such as effluent disposal areas if required. | sizes and dimensions specified within Table 9.3.3.4.2. | <p>Proposed Lot 1 is 570 metres and Proposed lot 2 is 550 metres meeting the required road frontage of 450 metres however does not meet the required lot width of 450 metres.</p> <p>PO12 – Complies</p> <p>Proposed Lot 2 with Building Location Envelope provides sufficient space for buildings and structures to be located on the lot ensuring usable open space is provided for recreational space, privacy is maintained, on-site vehicle parking requirements can be achieved, and building have appropriate sunlight and ventilation.</p> |
| | <p>AO12.2</p> <p>All residential lots are able to contain a constraint free rectangular building location envelope, having dimensions no less than nine (9) metres by fifteen (15) metres.</p> | <p>AO12.2 - Complies</p> <p>The proposed Building Location Envelope is mapped with Bushfire hazard potential impact buffer. Suitable cleared space is provided to ensure a constraint free rectangular building location envelope, having dimensions no less than nine (9) metres by fifteen (15) metres.</p> |
| Lot size and dimensions where located in the emerging community zone | | |
| <p>PO13 and PO14 – Not applicable</p> <p>The site is not located within the Emerging community zone.</p> | | |
| Lot design – rear lots | | |
| <p>PO15 – Not applicable</p> <p>The proposal does not involve a rear lot.</p> | | |
| Road and street network | | |
| <p>PO16, PO17, PO18 and PO19 – Not applicable</p> <p>No roads or street networks are proposed.</p> | | |
| Road and street design | | |
| <p>PO20, PO21 and PO22 – Not applicable</p> <p>There are no new roads or streets.</p> | | |
| Pedestrian and cycle networks | | |
| <p>PO23 and PO24 – Not applicable</p> <p>The proposal is located within the Rural zone, bicycle and pedestrian footpaths are unreasonable.</p> | | |
| Public transport | | |
| <p>PO25 – Not applicable</p> <p>The proposal is not located within a residential category zone or emerging community zone and does not provide density consistent with a residential category zone.</p> | | |
| Climatic response | | |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| PO26 – Complies The proposal is for one lot into two lots, no blocks are created and given the proposed lot sign provision of sun and breeze can enter buildings. | | |
| Development near infrastructure and special activities | | |
| PO27 Reconfiguring minimises exposure to risks and amenity impacts from major infrastructure and enables the safe and efficient operation of infrastructure. | AO27.1 Reconfiguration within one-hundred (100) metres of any trunk gas pipeline does not increase the density of development | AO27.1 and AO27.2 – Complies The subject site is not within 100 metres of any trunk gas pipelines or high voltage electricity easements. |
| | AO27.2 Where adjoining a high voltage electricity easement (above 11kV), lot design and layout incorporates: (a) a vegetated buffer within a distance of twenty (20) metres from the boundary of the electricity transmission line easement; and (b) the orientation of the primary lot frontage away from transmission line easement | |
| | AO27.3 Lots are designed and oriented to ensure that a habitable building or primary open space areas on each lot can comply with the separation distances set out in Schedule 4. | AO27.3 - Complies The proposed lots comply with the separation distances set out in Schedule 4. |
| | AO27.4 Reconfiguring of land for residential purposes does not take place within five-hundred (500) metres of the following: (a) a sewage or waste water treatment plant; (b) a landfill site or major waste transfer station; and major outfall facilities. | AO27.4 – Does not comply The subject site is located approximately 322 metres from the closest portion of the lot containing the water treatment plants. PO27 – Complies The site and the water treatment plans are separated by other lots with existing residential uses and Byfield Road minimising exposure to risks and amenity impacts. The proposal is not expected to impact the safe and efficient operation of the treatment plant. |
| Infrastructure | | |
| PO28 Infrastructure, including roads and streets, water supply, stormwater drainage, sewage disposal, waste disposal, electricity and communication facilities are provided in a manner that: (a) is efficient; (b) is adequate for the projected needs of the development; (c) is adaptable to allow for future infrastructure upgrades; | No acceptable outcome is nominated. Editor's note: In the majority of instances, infrastructure is to be provided in accordance with the requirements of the Development Works Code. Noteworthy is that the acceptable outcomes for the provision of infrastructure, as specified in the Development Works Code, are considered to be acceptable assuming that the development is located in a suitable zone which is intended for that development. Although not desirable, should there be a situation where a reconfiguration of a lot results in lot sizes that are below the minimum lot sizes for the zone it is located in (as specified in this code) and the intended land use for the lots are different | PO28 - Complies The proposal is located within the Rural zone. Infrastructure such as water, sewer, energy and telecommunications can be provided on-site in an efficient manner. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| (d) minimises risk of adverse environmental or amenity related impacts; (e) minimises whole of life cycle costs for that infrastructure. | from that which is preferred for the zone it is located in, then the appropriateness of infrastructure is to be determined by an assessment against the relevant performance outcomes. It is likely that development for urban activities will in the majority of instances require the provision of infrastructure to a standard expected for development in urban zones. | |
| Parks and open Space | | |
| Editor's note—Where acceptable outcomes are set out in this section, it is acknowledged that they may primarily be practicable in greenfield developments. Alternative outcomes are likely to be appropriate in existing developed areas. This may include works and embellishment to existing parks or recreational corridors to meet the development's demand, or as part of an infrastructure partnership agreement. | | |
| PO29 and PO30 – Not applicable Schedule SC7.9 is in relation to urban residential lots and is not applicable to subdivision within the Rural zone. The proposal is for subdivision of one lot into to lot and is not considered a neighbourhood. | | |
| Hazards | | |
| PO31 Reconfiguration of a lot avoids creating unacceptable risk to human safety, property and the environment due to natural hazards and contaminated land. Editor's note: Not all areas of the planning scheme area (which may be subject to risk from natural hazards) are identified by overlays. Determination of potential hazards and constraints should be undertaken through the development application process and appropriate analysis of the site and surrounding area. Editor's note: Where contamination is suspected (for example former cattle dip yards, industrial sites, landfill, areas of unexploded ordnances and the like), applicants may be requested to provide a preliminary contamination report when for residential, rural residential or emerging community zone subdivisions. | No acceptable outcome is nominated. | PO31 - Complies Propose lot 1 contains an established residential use. Proposed lot 2 is 373.1 metres at it's widest point (north to south). The site adjoins Crudes Road a Rural access road capable of providing safe ingress and egress to the site for occupants and emergency services. The proposed lots avoid creating unacceptable risk to human safety, property and the environment due to natural hazards |

Rural zone code

Table 6.5.4.4.1 Outcomes for development that is accepted subject to developments and assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Where located in all areas of the zone (excluding the Yaamba Historic Township Precinct) | | |
| Land use | | |
| If a use within the accommodation activities group | | |
| PO1 The development of a use within the accommodation activities group: (a) does not limit or compromise the continuing operation of an established use from within the rural activities group on an adjoining lot; (b) does not limit or compromise the future development of rural zoned land on an adjoining lot for a use from within the rural activities group; and | AO1.1 The habitable buildings of a use from within the accommodation activities group have a setback from side and rear lot boundaries in accordance with the greater of the following: (a) if there is an established use from within the rural activities group located on an adjoining lot, a setback from the common boundary with that lot, which complies with the minimum separation distances specified in Table SC4.1.1 and Table | AO1.1 - Does not comply The proposed building location envelope is located 30 metres from side property boundaries which does not meet the required side setback of 50 metres. PO1 – Complies Despite the non compliance the siting of the proposed building location envelope avoids the Environmentally significant vegetation and is located within the lowest risk bushfire hazard overlay. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (c) is appropriately separated and buffered from uses that are likely to result in adverse impacts on amenity. | SC4.1.2 of Schedule 4; or (b) in compliance with the setback standards identified in Table SC10.1.1 of Schedule 10. | Further, the proposed BLE is located in excess of 280 metres from any building on the adjoining lot to the north used for the existing animal husbandry rural use. |
| | AO1.2 The habitable buildings of a use within the accommodation activities group have a setback from road frontage lot boundaries in accordance with the greater of the following: (a) if there is an established use from within the rural activities group located on a lot on the opposite side of the road, a distance from the road frontage boundary, which complies with the minimum separation distances specified in Table SC4.1.1 and Table SC4.1.2 of Schedule 4; or (b) in compliance with the setback standards identified in Table SC10.1.1 of Schedule 10. | AO1.2 - Complies The proposed building location envelope is located 30 metres from the road frontage property boundaries (Druces Road and Byfield Road). The required setback is 20 metres. Further, the proposed BLE is located in excess of 280 metres from any building on the adjoining lot to the north used for the existing animal husbandry rural use. |
| If a use within the rural activities group | | |
| PO2 - Not applicable The proposal is not for a use within the rural activities group | | |
| If a roadside stall | | |
| PO3 – Not applicable The proposal is not for a roadside stall | | |
| Built form | | |
| PO4 The height of buildings and structures are consistent with the rural character of the locality and the reasonable expectations as to the operational needs of the use, and they do not adversely impact the character or amenity of the streetscape, adjoining sites or the immediate area. | AO4.1 Building height does not exceed twelve (12) metres above ground level (excluding silos and similar structures that are ancillary to the operations of a use within the rural activities group). | AO4.1 – Conditioned to comply The dwelling house building height can be conditioned. |
| | AO4.2 The height of structures does not exceed twenty-five (25) metres above ground level. | AO4.2 – Conditioned to comply The height of structures can be conditioned. |
| PO5 The design and siting of buildings and structures does not adversely impact the amenity of the streetscape or adjoining sites having regard to the following: (a) minimisation of potential sources of nuisance; (b) prevention of overshadowing of habitable buildings of any sensitive land use on adjoining lots; and (c) prevention of overshadowing of | AO5.1 Buildings or structures have a setback from side, rear and road frontage lot boundaries in compliance with the setback standards identified in Table SC10.1.1 of Schedule 10. | AO5.1 - Complies The proposed BLE is located a minimum of 30 metres from all property boundaries. The required setback for a non-habitable building is 20 metres. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| public places. | | |
| Where located in the Yaamba Historic Township Precinct | | |
| PO6 – PO10 | | |
| The site is not located within the Yaamba Historic Township Precinct | | |

Table 6.5.4.4.2 — Additional outcomes for assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
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| Where located in all areas of the zone (excluding the Capricorn Coast Rural Precinct and excluding the Yaamba Historic Township Precinct) | | |
| Land use | | |
| PO11 The use contributes to the development of the rural zone which is comprised of the following: (a) preferred uses for the zone (as identified in the overall outcomes for the zone); or (b) uses within the accommodation activities group (where in accordance with the circumstances identified in the overall outcomes for the zone); or (c) other uses that are not within the rural activities group or accommodation activities group (where in accordance with the circumstances identified in the overall outcomes for the zone). | No acceptable outcome is nominated. | PO11 - Not applicable The proposal is for reconfiguring a lot. |
| Where located in the Capricorn Coast Rural Precinct | | |
| PO12 - Not applicable The site is not located within the Capricorn Coast Rural Precinct. | | |
| Where located in the Yaamba Historic Township Precinct | | |
| PO13 – PO15 – Not applicable The site is not located within the Yaamba Historic Township Precinct. | | |
| Where located in all areas of the zone (excluding the Yaamba Historic Township Precinct) | | |
| PO16 The development of a use within the rural activities group is designed and operated at an appropriate scale and intensity relative to the capacity of water resources and soil to sustain the development activity in an environmentally responsible manner. | No acceptable outcome is nominated. | PO16 - Not applicable The proposal is not for a use within the rural activities group. |
| PO17 The development of a use within the rural activities group or a use being veterinary services, where involving the boarding, accommodation, care, training, | No acceptable outcome is nominated. | PO17 - Not applicable The proposal is not for a use within the rural activities group. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| holding, keeping, production, or cultivation of animals and the like, ensures that the animals are confined within the site in secure fencing or other enclosures, and these confinements are sited, designed and managed in a manner which achieves the following: (a) accepted best practice for the welfare of animals; (b) prevention of the escape of animals; (c) best practice for the hygienic confinement of animals; and (d) minimal nuisance beyond the site boundaries by way of noise and odours produced by the animals. | | |
| PO18 The use does not result in land and water quality degradation (above ground and underground) due to the following: (a) movement of sediment, nutrients, pathogens, and pollutants; or (b) the handling, treatment and disposal of solid and liquid waste. | No acceptable outcome is nominated. | PO18 - Complies The proposal is for reconfiguring a lot and a Material Change of Use for a dwelling house. It is not expected the use will result in land and water quality degradation. |
| PO19 The use: (a) avoids unnecessary clearing of native vegetation and habitat; and (b) minimises major earthworks. | No acceptable outcome is nominated. | PO19 - Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. Sparse native vegetation is located within the proposed BLE with no requirement for removal to accommodate future buildings. |
| If an extractive industry | | |
| PO20 – PO22 – Not applicable The proposal is not for an Extractive industry. | | |
| If a transport depot | | |
| PO23- Not applicable The proposal is not for a Transport depot. | | |
| Where located within Agricultural Land Class A and Class B identified on an overlay | | |
| PO24 Land that is identified as Agricultural Land Class A or Class B is developed only in the following circumstances: (a) it is for a land use from within | No acceptable outcome is nominated. | PO24 – Does not comply The proposal does not comply with (d) as the it results in the creation of a lot having an area less than sixty (60) hectares. |

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| <p>the rural activities group, which does not limit or compromise the capacity of the land to be used for primary production; or</p> <p>(b) it is for a land use that is not within the rural activities group, which is not irreversible, and which does not limit or compromise the capacity of the land to be used for primary production; or</p> <p>(c) it is proven that the land should not actually be identified as Agricultural Land Class A or Class B; or</p> <p>(d) other than in the Capricorn Coast Rural Precinct, it does not result in the creation of a lot having an area less than sixty (60) hectares and a width less than 450 metres; or</p> <p>(e) it is for a land use that is not within the rural activities group and there is an overriding need in terms of public benefit for the development and that the development cannot be located on alternative sites that are suitable for the development; or</p> <p>(f) the land is identified as Key Resource Area; or</p> <p>(g) the development is small-scale, has low impacts and is focussed on tourism which is directly associated with a rural activity undertaken on the site or involves education, promotion, or sales associated with primary produce sourced from the site or local area; or</p> <p>(h) the potential undertaking of agriculture on the subject land (alone or in association with surrounding land) is not practicable.</p> | | |
| Where located adjacent to the township of Cawarral, Mount Chalmers, or The Caves | | |
| PO25 – PO28 – Not applicable | | |
| The proposal is not located within the township of Cawarral, Mount Chalmers, or The Caves. | | |
| Where located in the Yaamba Historic Township Precinct | | |
| PO29 and PO30 – Not applicable | | |
| The site is not located within the Yaamba Historic Township Precinct. | | |

Biodiversity overlay code

Table 8.2.3.4.1 Outcomes for development that is accepted subject to developments and assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| Land use | | |
| PO1 In areas identified as having matters of environmental significance, all uses are located, designed and operated to: <ul style="list-style-type: none"> (a) retain and protect significant environmental values; and (b) maintain the underlying ecological functions and biophysical processes of the site and surrounds. | No acceptable outcome is nominated. Editor's note: Schedule SC7.5 identifies the primary attributes included in areas containing matters of State environmental significance. Site-specific investigation will be required to confirm the extent and nature of values indicated on the overlay map. | PO1 - Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. |
| Native vegetation and habitat | | |
| PO2 Development retains and regenerates native vegetation in such a way as to: <ul style="list-style-type: none"> (a) retain vegetation that is in patches of greatest size and smallest possible edge-to-area ratio; (b) maximise the linkages between vegetation located on the subject site; (c) maximise linkages between vegetation located on adjacent properties within the biodiversity network; (d) allow the dispersal or movement through biodiversity corridors; and (e) protect riparian vegetation in and adjacent to watercourses. Editor's note: Council may adopt an offsets planning scheme policy for matters of local environmental significance at a future date. Editor's note: Development applications proposed in areas identified as having matters of environmental significance that prepare all relevant material in accordance with Schedule SC7.5 Environmental Management Planning Scheme Policy, will assist in demonstrating achievement of these performance outcomes. | No acceptable outcome is nominated. | PO2 and PO3 - Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. The vegetation is retained in a 11.5 hectares area within linkages to the north and south. |
| PO3 Development retains, protects and enhances areas of habitat that support a critical life stage in ecological process such as feeding, breeding or roosting for the identified species. Editor's note: Council may adopt an offsets planning scheme policy for matters of local environmental significance at a future date. Editor's note: Development applications lodged with Council must identify all species listed that are present within or adjacent to the premises and habitats that may be affected by the proposal. In particular applications are to | No acceptable outcome is nominated. | |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| identify and describe how the development protects or enhances wildlife habitat at any critical life stage ecological processes within or adjacent to the development area. This should be reflected in an ecological assessment report prepared in accordance with the Schedule SC7.5. | | |
| PO4 Development protects existing biodiversity corridors and assists in the establishment of new corridors which have adequate dimensions and characteristics to support: (a) unimpeded movement of terrestrial and aquatic fauna that are associated with or are likely to use the biodiversity corridor as part of their normal life cycle evolutionary and genetic processes; (b) the natural change in distributions of species and connectivity between populations of species over long periods of time; (c) ecological responses to climate change; (d) maintenance of large scale seasonal/ migratory species processes and movement of fauna; (e) connectivity between large tracts and patches of native remnant vegetation and habitat areas; and (f) effective and continuous movement of terrestrial and aquatic fauna. | AO4.1 Development involving roads, pipelines, pedestrian access and in-stream structures: (a) does not create barriers to the movement of fauna (including fish passage) along or within biodiversity corridors; or (b) provides effective wildlife movement infrastructure in accordance with best practice which: (i) enables fauna to safely negotiate a development area; and (ii) separates fauna from potential hazards through the use of appropriate fencing. | AO4.1 - Not applicable The development does not involve roads, pipelines, pedestrian access or in-stream structures. |
| | AO4.2 Development ensures that biodiversity corridors have a sufficient width to protect habitat, minimise impacts from adjoining land use, and to enhance connectivity in accordance with the following: (a) regional corridors retain a width of at least five-hundred (500) metres; and (b) local corridors retain a width of at least fifty (50) metres. | AO4.2 - Not applicable There are no mapped Biodiversity corridors within 500 metres of the site. |
| Wetlands and waterways | | |
| PO5 Development retains waterways and wetlands and avoids impacts on: (a) native riparian vegetation; (b) habitat; (c) ecological functions; (d) water quality; and (e) nature conservation values. | AO5.1 A buffer surrounding a waterway or wetland is established and maintained free of development, the width of which is supported by an evaluation of the environmental values and functions and threats to matters of State or local environmental significance. Editor's note: The Queensland wetland buffer guideline, Department of Environment and Heritage, 2011 should be referred to when planning detailed buffer design to position development, determine any alternative buffer widths, and establish operating measures that avoid adverse impacts on a wetland. | AO5.1 - Not applicable There are no waterways or wetlands area within the site. |
| PO6 Development does not cause land degradation near a waterway or wetland, including: (a) mass movement, gully erosion, | AO6.1 Native vegetation is retained or where retention is unavoidable, it is reinstated within riparian areas and buffer areas. | AO6.1 - Not applicable There are no waterways or wetlands area within the site. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| rill erosion, sheet erosion, tunnel erosion, stream bank erosion, wind erosion, or scalding; and | AO6.2 Foreshore areas are fenced to prevent stock access. | AO6.2 - Not applicable The site does not adjoin a foreshore. |
| (b) loss or modification of chemical, physical or biological properties or functions of soil. | AO6.3 Riparian areas are fenced to limit stock access to a limited number of watering holes. | AO6.3 - Not applicable There are no waterways or wetlands area within the site. |
| All matters of environmental significance | | |
| PO7 All matters of environmental significance are identified and protected from significant adverse impacts associated with development. Editor's note – Council may adopt an offsets planning scheme policy for matters of local environmental significance at a future date. | No acceptable outcome is nominated. | PO7 - Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. |
| Hydrology | | |
| PO8 Development enhances or maintains the existing surface water hydrological regime of all areas containing matters of environmental significance. | No acceptable outcome is nominated. | PO8 and PO9- Complies The proposal for Reconfiguring a Lot and a Material Change of Use for a Dwelling house and ancillary structures is not expected to alter surface water hydrology |
| PO9 Development: (a) enhances or maintains the existing groundwater hydrological regime of all areas containing matters of environmental significance; (b) ensures that the water table and hydrostatic pressure in the area of environmental significance is returning to its natural state; and (c) does not result in ingress of saline water into freshwater aquifers. | No acceptable outcome is nominated. | No remove of vegetation is required. |
| Ongoing management, construction and operation | | |
| PO10 During the construction and operation of development, ongoing management, monitoring and maintenance is undertaken to ensure impacts on environmentally significant areas, biodiversity values and ecological processes, including water quality and hydrology, are avoided or minimised. | No acceptable outcome is nominated. | PO10 – Conditioned to comply PO10 can be conditioned. |
| PO11 Development transfers into public ownership, or incorporates within a voluntary statutory covenant | No acceptable outcome is nominated. | PO11 - Not applicable The development does not transfers into public ownership, or incorporates within a voluntary |

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| registered under the <i>Land Title Act 1994</i> , any land required for public access or for some other public purpose consistent with its ecological functions, including: (a) access for maintenance; (b) linking core and remnant habitat areas; and (c) land protecting water quality and ecological processes. | | statutory covenant registered under the <i>Land Title Act 1994</i> . |
| Rehabilitation | | |
| PO12 Areas degraded as a result of development are rehabilitated by the proponent as near as is practicable to the naturally occurring local native plant species and ecological communities. Editor's note: A rehabilitation plan supported by expert ecological advice prepared in accordance with Schedule SC7.5 will assist in demonstrating achievement of this performance outcome. | No acceptable outcome is nominated. | PO12 - Complies No areas of environmentally significant vegetation will be degraded due to the 30 metre buffer area. |
| Vegetation clearing | | |
| PO13 Development avoids indiscriminate and unnecessary clearing of vegetation in order to protect: (a) the visual integrity of the natural landscape; (b) ecological features and processes that underpin biodiversity. | AO13.1 Vegetation clearing: (a) does not occur; or (b) where it cannot be avoided, is carried out in accordance with the Development Works Code. | AO13.1 and PO14 - Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. |
| PO14 Development retains and protects locally significant species, including but not limited to the following: (a) <i>Cycas ophiolitica</i> ; (b) <i>Byfield Fern</i> ; (c) <i>Stackhousia tryonii</i> ; and (d) <i>Koala</i> . | No acceptable outcome is nominated. | |
| If reconfiguring a lot | | |
| PO15 The ecological function and biodiversity values of existing vegetation and habitat are maintained by ensuring that reconfiguring a lot in areas containing matters of environmental significance does not result in significant adverse impacts on the values present. Editor's note – Council may adopt an offsets planning scheme policy for matters of local environmental significance at a future date. Editor's note: Development applications | AO15.1 Reconfiguring a lot does not result in the following: (a) the creation of additional lots within areas mapped as containing matters of environmental significance; or (b) the creation of new lots adjoining areas mapped as containing matters of environmental significance of less than ten (10) hectares. | AO15.1 – Does not comply (a) The proposal result in an additional lot within an area mapped as containing matters of environmental significance. Complies (b) Both proposed lots exceed 10 hectares in area. PO15 – Complies The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
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| proposed in areas identified as having matters of environmental significance that prepare all relevant material in accordance with Schedule SC7.5 Environmental Management Planning Scheme Policy, will assist in demonstrating achievement of these performance outcomes. | | clearing of the vegetation is required to accommodate buildings or the associated asset protection zone. It is not expected the ecological function and biodiversity values are compromised. |
| <p>PO16</p> <p>Reconfiguring a lot incorporates a buffer to areas containing matters of environmental significance in accordance with minimum best practice standards and the buffer area has characteristics to minimise development impacts on the values present.</p> <p>Editor's note: The Queensland wetland buffer guideline, Department of Environment and Heritage, 2011 should be referred to when planning detailed buffer design to position development, determine any alternative buffer widths, and establish operating measures that avoid adverse impacts on a wetland.</p> | No acceptable outcome is nominated. | <p>PO16 - Complies</p> <p>The proposed Building Location Envelope is located 30 metres from the mapped environmentally significant vegetation ensuring no clearing of the vegetation is required to accommodate buildings or the associated asset protection zone.</p> |

Bushfire hazard overlay code

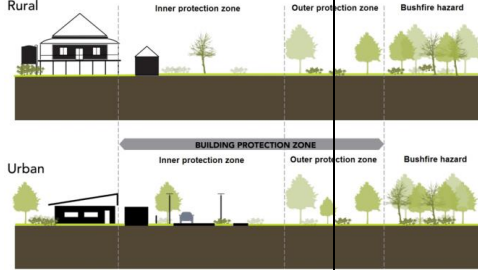
Table 8.2.4.4.1 Outcomes for development that is accepted subject to developments and assessable development

| Performance outcomes | Acceptable outcomes | Assessment response |
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| Development other than reconfiguring a lot where located in bushfire hazard areas identified as potential impact buffer, or medium potential bushfire intensity, or high potential bushfire intensity, or very high potential bushfire intensity | | |
| Bushfire planning | | |
| <p>PO1</p> <p>Development does not expose people and property to unacceptable risk from bushfire hazard taking into account:</p> <ul style="list-style-type: none"> (a) vegetation type; (b) slope; (c) aspect; (d) bushfire history; (e) ongoing maintenance; and (f) on-site and off-site fire hazard implications. <p>Editor's note: Off-site impacts may include potential hazard from land up to ten (10) kilometres away from the site. For example, it may be relevant to consider how large tracts of forest away from the site may impact on the bushland that surrounds the site.</p> <p>Editor's note: <i>Schedule 6, Part 2 of the Planning Regulation, 2017</i>, makes specific development within a bushfire hazard overlay located on a lot smaller than 2,000m² which is zoned residential accepted development.</p> | <p>AO1.1</p> <p>Development is located within a building protection zone approved as part of a Development Permit for reconfiguration of a lot, and the building protection zone was determined in accordance with SC7.2 Bushfire hazard planning scheme policy.</p> | <p>AO1.1 - Does not comply</p> <p>No bushfire hazard assessment and management plan was provided to support the application</p> |
| | <p>AO1.2</p> <p>If the development is not located within an approved building protection zone for the site in accordance with AO1.1, then the development occurs only if it is located in accordance with a bushfire management plan which has been prepared in accordance with SC7.2 Bushfire hazard planning scheme policy, and the bushfire management plan demonstrates that:</p> <ul style="list-style-type: none"> (a) the development is not in a medium, high or very high bushfire hazard area; or (b) the outermost walls or living spaces of buildings on the site are separated from the edge of the bushfire hazard source, the | <p>AO1.2 - Does not comply</p> <p>No bushfire hazard assessment and management plan was provided to support the application.</p> <p>PO12 Complies</p> <p>No clearing of vegetation is required. The proposed Building Location Envelope achieves a maximum bushfire attack level of 12.5 due to the 30 metres buffer to the vegetation.</p> |

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| Performance outcomes | Acceptable outcomes | Assessment response |
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| | <p>greater of the following:</p> <ul style="list-style-type: none"> (i) sufficient distance to achieve a bushfire attack level no greater than 29kW/m²; or (ii) a distance of twenty (20) metres; or (iii) no less than 1.5 times the mature tree canopy height in the hazard hazardous vegetation. <p>Editor's note: The Bushfire Attack Level is calculated in accordance with the methodology described in the Australian Standard AS 3959 – Construction of buildings in bushfire prone areas.</p> <p>Editor's note: Council may accept a bushfire management plan that was prepared for a previous development approval over the land, prior to the SC7.2 Bushfire hazard planning scheme policy coming into effect, subject to further assessment to ensure compliance with current standards.</p> | |
| | <p>AO1.3</p> <p>Buildings and structures are located within a building protection zone which achieves the following:</p> <ul style="list-style-type: none"> (a) the inner zone and outer zone of the building protection zone have slopes under thirty-three (33) per cent; and (b) the inner zone has the following characteristics: <ul style="list-style-type: none"> (i) it has a minimum distance of ten (10) metres, or a distance sufficient to achieve a bushfire attack level no greater than 29kW/m²; and (ii) tree canopy cover in the zone is less than ten (10) per cent; and (iii) tree canopy is located greater than two (2) metres from any part of the roofline of a building; and (c) the outer zone has the following characteristics: <ul style="list-style-type: none"> (i) it has a minimum distance of ten (10) metres plus one (1) metre for every degree of downslope vegetation; and (ii) tree canopy cover in the zone is less than thirty (30) per cent. <p>Note: The following figures illustrate the desired outcome.</p> | <p>AO1.3 – Can be conditioned to comply</p> <p>The proposed 30 metre buffer achieves an inner zone of 10 metres and an outer zone of 20 metres. Further, AO1.3 can be conditioned to ensure compliance in perpetuity.</p> |

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| Performance outcomes | Acceptable outcomes | Assessment response |
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| |  <p>Editor's note: The term 'building protection zone' is explanatory in nature. In documents other than this Code, it may also be referred to as an asset protection zone, building radiation zone, or defendable space. Regardless of the name, the above figures illustrate the key features of the zone.</p> | |
| Land use | | |
| PO2 In areas determined to be at an unacceptable risk from bushfire hazards, development does not occur if it is for a use which: <ul style="list-style-type: none"> (a) results in a significant concentration of people at any one time; or (b) results in a significant increase in people living or working in the area; or (c) involves institutional uses where evacuating people may be difficult; or (d) involves a significant number of vulnerable people; or (e) involves essential public infrastructure; or (f) involves manufacture or storage of hazardous materials. | No acceptable outcome is nominated. | PO2 - Complies The proposed development of one additional lot and a building location envelope for a dwelling house does not result in a significant concentration of people at any one time. |
| PO3 In areas determined to have bushfire hazard risk within tolerable levels, development occurs only if: <ul style="list-style-type: none"> (a) it adequately mitigates potential adverse impacts from bushfire hazard through siting, design, and other mitigation measures; (b) it supports safe and efficient evacuation and emergency services access to the site in the event of a bushfire; and (c) essential public infrastructure is not put at significant risk from destruction or failure during and immediately after bushfire events. | No acceptable outcome is nominated. | PO3 - Complies The proposed building location envelope is clear of vegetation with a 30 metre buffer provided to the nearest vegetation providing mitigation and reduces risk. The site adjoins Druces Road, a Rural access which supports safe and efficient evacuation and emergency services access. |
| Vegetation protection | | |

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| Performance outcomes | Acceptable outcomes | Assessment response |
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| <p>PO4</p> <p>Buildings, structures and their associated buffer areas, access routes and fire management trails, are located to maximise the protection of vegetation in areas of high biodiversity or scenic value.</p> <p>Editor's note: For assessable development, building locations envelopes may be accepted in some cases, in place of buildings being illustrated on plans.</p> <p>Editor's note: Due to the conflict between the need for vegetation clearing for bushfire mitigation and the need for protecting vegetation with biodiversity values or scenic values, a site will need to be chosen where development has no significant adverse impacts on biodiversity values or scenic values, while achieving the required bushfire objectives.</p> | <p>AO4.1</p> <p>Buildings, structures and their associated buffer areas, access routes and fire management trails, avoid causing significant adverse impacts on the following:</p> <p>(a) areas identified as containing matters of environmental significance; and</p> <p>(b) areas identified as:</p> <p>(i) Scenic amenity management area A; or</p> <p>(ii) Scenic amenity management area B; or</p> <p>(iii) Coastal green break; or</p> <p>(iv) Coastline foreshore.</p> | <p>AO4.1 - Complies</p> <p>A 30 metre buffer area between the proposed building location envelope and the nearest vegetation ensure not further clearing of both mapped and not mapped vegetation will occur as a result of this development.</p> |
| Internal access | | |
| <p>PO5</p> <p>Development ensures that the location, siting, and design of development and associated internal access ways:</p> <p>(c) avoid potential for entrapment during a bushfire; and</p> <p>(d) enable safe evacuation of the site during a bushfire for site occupants.</p> | <p>AO5.1</p> <p>Internal access ways have:</p> <p>(a) a minimum cleared width of six (6) metres;</p> <p>(b) a minimum cleared height of 4.8 metres;</p> <p>(c) a minimum formed width of four (4) metres;</p> <p>(d) a maximum gradient of twenty-five (25) per cent if sealed, or eighteen (18) per cent if unsealed;</p> <p>(e) where the length of the access way is greater than thirty (30) metres, an average gradient no greater than 14.4 per cent;</p> <p>(f) a cross fall no greater than eighteen (18) per cent if sealed, or 12.5 per cent if unsealed;</p> <p>(g) where there are dips or peaks, entry and exit angles no greater than 12.5 per cent;</p> <p>(h) adequate drainage to prevent soil erosion;</p> <p>(i) where the site:</p> <p>(i) is located within a reticulated municipal water supply area, a maximum length of seventy (70) metres from the development to an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of fifteen (15) tonnes; or</p> <p>(ii) is not located within a reticulated municipal water supply area, a maximum length of 200 metres from</p> | <p>AO5.1 – Can be conditioned to comply</p> <p>AO5.1 can be conditioned to ensure compliance.</p> |

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| | the development to an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of eight (8) tonnes. | |
| Emergency access | | |
| PO6 Development has adequate access to external road networks which can be utilised by emergency vehicles, and provides safe evacuation in the event of a bushfire. | AO6.1 Where located on a property greater than two-thousand (2000) square metres in area, the development has direct access to a constructed all-weather public road which is capable of carrying emergency service vehicles. | AO6.1 - Complies The site adjoins Druces Road, a Rural access which is capable of carrying emergency service vehicles. |
| Water supply for firefighting purposes | | |
| PO7 Development provides adequate water supply for firefighting purposes and the water supply is safely located and freely accessible for firefighting. | AO7.1 Development involving existing or new buildings having a gross floor area greater than fifty (50) square metres comply with the following: (a) the development site has access to a reliable municipal reticulated water supply with sufficient flow and pressure characteristics for fire-fighting purposes at all times (the minimum pressure and flow is 10 litres per second at 200 kPa; or (b) all buildings are located within ten (10) metres of a water tank, which: (i) is constructed with fire-proof materials or is located underground with above-ground access points; (ii) meets the minimum water supply requirements outlined in Table 8.2.4.4.3; (iii) is located more than nine (9) metres from any potential fire hazards (such as venting gas bottles and combustible structures); (iv) is located within six (6) metres of a hardstand area allowing access for a heavy rigid fire appliance; (v) is fitted with fire brigade tank fittings consisting of: (A) for above ground tanks, a fifty (50) millimetre ball valve and male camlock coupling and metal pipe fittings; or (B) for underground | AO7.1 – Can be conditioned to comply AO7.1 can be conditioned to ensure compliance. |

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| | <p>tanks, an access hole having a minimum diameter of 200 millimetres to allow access for suction lines; and</p> <p>(vi) is identified by directional signage clearly provided at the street access point.</p> <p>Editor's note: Water supply for fire-fighting is in addition to water supply for household use. Where a non-reticulated supply of water is required, swimming pools, creeks and dams should not be used as a substitute for a dedicated static supply as these sources of water are not reliable during drought conditions.</p> | |
| Activities involving hazardous material | | |
| <p>PO8</p> <p>The manufacture or storage of hazardous materials does not increase the risk of fire hazard.</p> | <p>AO8.1</p> <p>Development does not involve the manufacture or storage of hazardous materials beyond that which is commonly associated with domestic use.</p> | <p>AO8.1 - Not applicable</p> <p>The proposal for reconfiguring a lot and a building location envelope for a dwelling house is not expected to include the manufacture or storage of hazardous materials beyond that which is commonly associated with domestic use.</p> |
| Landscaping and fencing | | |
| <p>PO9</p> <p>Landscaping does not create an unacceptable risk to people or property and provides for ongoing management of risk to the development and people from a bushfire.</p> | <p>AO9.1</p> <p>Development complies with a landscaping plan which:</p> <ul style="list-style-type: none"> (a) is prepared in compliance with an approved bushfire management plan; (b) preserves the requirements of any building protection zone; and (c) does not increase the exposure of a habitable building not located in a building protection zone to a bushfire hazard. | <p>AO9.1 - Can be conditioned to comply</p> <p>AO9.1 can be conditioned to ensure compliance.</p> |
| <p>PO10</p> <p>Development utilises fencing that:</p> <ul style="list-style-type: none"> (a) does not contribute to the spread of bushfire; (b) provides access for fire-fighting purposes; (c) facilitates the safe movement of fauna in rural areas. | <p>AO10.1</p> <p>Fences are constructed:</p> <ul style="list-style-type: none"> (a) using non-combustible or fire retardant materials within twenty (20) metres of any building used for accommodation; (b) with gates that can be freely accessed for fire-fighting purposes (if applicable); and (c) to not impede the safe movement of fauna (where applicable). | <p>AO10.1 - Can be conditioned to comply</p> <p>AO10.1 can be conditioned to ensure compliance.</p> |
| <p>Reconfiguring a lot where located in bushfire hazard areas identified as potential impact buffer, or medium potential bushfire intensity, or high potential bushfire intensity, or very high potential bushfire intensity</p> <p>Note: The following performance outcomes and acceptable outcomes apply only to the following categories of development:</p> <ul style="list-style-type: none"> ▪ Reconfiguring a lot in the Rural zone and in the Emerging Community zone; | | |

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| Reconfiguring a lot in any other zone where more than 6 additional lots are created and a new road is created. | | |
| Bushfire planning | | |
| <p>PO11</p> <p>The lot layout is designed as a consequence of, and in accordance with the recommendations of a bushfire hazard assessment and management plan.</p> <p>Editor's note: A bushfire hazard assessment and management plan should precede the reconfiguring design and inform the lot layout, not vice versa.</p> <p>Editor's note: The recommendations of a bushfire hazard assessment and management plan (if considered suitable) may be attached to the conditions of any development approval (if given).</p> | No acceptable outcome is nominated. | <p>PO11 - Does not comply</p> <p>No bushfire hazard assessment and management plan was provided to support the application</p> |
| <p>PO12</p> <p>A bushfire hazard assessment and management plan demonstrates that all future buildings are able to be separated from the bushfire hazard by a distance which is the greater of the following:</p> <ul style="list-style-type: none"> (a) a sufficient distance to achieve a bushfire attack level no greater than 29kW/m²; or (b) no less than 1.5 times the mature tree canopy height in the hazard hazardous vegetation; or (c) for forest or woodland vegetation, a sufficient area to create a building protection zone which achieves the following: <ul style="list-style-type: none"> (i) the inner zone and outer zone of the building protection zone have slopes under thirty-three (33) per cent; and (ii) the inner zone has the following characteristics: <ul style="list-style-type: none"> (A) it has a minimum distance of ten (10) metres, or a distance sufficient to achieve a bushfire attack level no greater than 29kW/m²; and (B) tree canopy cover in the zone is less than ten (10) per cent; and (C) three canopy is located greater than two (2) metres from any part of the roofline of a building; and (iii) the outer zone has the following characteristics: <ul style="list-style-type: none"> (A) it has a minimum | No acceptable outcome is nominated. | <p>PO12 - Does not comply</p> <p>No bushfire hazard assessment and management plan was provided to support the application.</p> <p>PO12 Complies</p> <p>No clearing of vegetation is required. The proposed Building Location Envelope achieves a maximum bushfire attack level of 12.5 due to the 30 metres buffer to the vegetation.</p> |

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| <p>distance of ten (10) metres plus one (1) metre for every degree of downslope vegetation; and</p> <p>(B) tree canopy cover in the zone is less than thirty (30) per cent.</p> <p>Editor's note: The separation area between buildings and the bushfire hazard may include:</p> <ul style="list-style-type: none"> a cleared road reserve of adequate width; or open space acceptable to Council as a reserve contributed as part of the open space requirements of a development; or maintainable land retained in private ownership in lots which are large enough to contain the required separation distance; or maintainable open space or fire trail in a Community Management Scheme owned and maintained by the body corporate. | | |
| <p>PO13</p> <p>Lot design minimises the number of lots which have a direct interface with the bushfire hazard.</p> | <p>AO13.1</p> <p>No more than twenty (20) per cent of the total number of lots in the development interface directly with the fire hazard.</p> | <p>AO13.1 - Does not comply</p> <p>100 hundred percent of the total number of proposed lots directly interface with the fire hazard.</p> <p>PO13 - Complies</p> <p>Despite the non compliance proposed Lot 2 which is currently vacant is located in the eastern portion of the site with direct access from Druces Road, an all weather road. The hazardous vegetation is located further east on the site. The site is surrounding on two sides by a road, Druces Road to the south and Byfield road to the east providing further fire breaks to the site.</p> |
| Access | | |
| <p>PO14</p> <p>The reconfiguring design ensures that the road network, future driveways and access routes:</p> <ol style="list-style-type: none"> avoid potential for entrapment during a bushfire; provide safe and efficient movement of residents, workers and visitors out of the subdivision and away from an approaching bushfire; provides alternative access and egress considering the most likely bushfire scenarios; ensures that the location, siting, and design of development and associated driveways and access routes enables safe and efficient | <p>AO14.1</p> <p>Where creating lots having an area less than two (2) hectares:</p> <ol style="list-style-type: none"> all lots are separated from hazardous vegetation by a constructed all-weather, public road; the road layout provides for at least one alternative access route connecting all lots in the development to a public road that meets the requirements in Table 8.2.4.4.2 and which is connects to a collector road; and cul-de-sacs are avoided except where: <ol style="list-style-type: none"> a perimeter road with a cleared width of twenty | <p>AO14.1 - Not applicable</p> <p>Both lots exceeds two (2) hectares.</p> |

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| <p>access for emergency services vehicles during and after a bushfire.</p> <p>Editor's note: A bushfire hazard assessment and management plan can assist in demonstrating compliance with this performance outcome.</p> | <p>(20) metres separates the lots at the head of the cul-de-sac from hazardous vegetation; and</p> <p>(ii) the cul-de-sac is no longer than seventy (70) metres from the intersection with another road to the furthest future building.</p> <p>Editor's note: Where staged development occurs or development is in accordance with an approved master plan, a temporary perimeter road may be considered, subject to availability of reticulated water supply.</p> | |
| | <p>AO14.2</p> <p>Where creating lots having an area greater than two (2) hectares:</p> <p>(e) all lots have a driveway or private road access which connects directly to a constructed all-weather public road;</p> <p>(f) dead-end roads are a maximum length of 200 metres and an alternative emergency evacuation route is provided away from the most likely source of bushfire risk.</p> | <p>AO14.2 - Complies</p> <p>Proposed lot 1 contains an established residential use with a suitable private access and internal driveway gaining access from Druces Road, an all-weather public road.</p> <p>Proposed lot 2 can achieve suitable vehicle access and an internal driveway for future development and will also gain access via Druces Road</p> |
| | <p>AO14.3</p> <p>For all lots, private roads and access driveways comply with the requirements specified in Table 8.2.4.4.2.</p> | <p>AO14.3 - Can be conditioned to comply</p> <p>The requirements of Table 8.2.4.4.2 can be conditioned.</p> |
| | <p>AO14.4</p> <p>Where the lots:</p> <p>(a) are required to be supplied with reticulated municipal water supply, private roads and access driveways have a maximum length of seventy (70) metres from an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of fifteen (15) tonnes; or</p> <p>(b) are not required to be supplied with reticulated municipal water supply, private roads and access driveways have a maximum length of 200 metres from an all-weather public road designed with culverts and bridges constructed with a minimum load bearing of eight (8) tonnes.</p> | <p>AO14.4 - Can be conditioned to comply</p> <p>Given the cleared area of the Building Location Envelope and associated buffer area safe and sufficient ingress and egress can be achieved. The longest the driveway can be is 343 metres. Internal driveway standards in accordance with Table 8.2.4.4.2 can be conditioned to ensure the entirety of the internal driveway mitigates bushfire risk.</p> |
| Water for fire fighting purposes | | |
| <p>PO15</p> <p>Development involving new premises provides adequate</p> | <p>AO15.1</p> <p>Where the development is connected to a reticulated water</p> | <p>AO15.1 - Not applicable</p> <p>The sites are located within the Rural zone and therefore are not</p> |

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| Performance outcomes | Acceptable outcomes | Assessment response |
|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| infrastructure to support firefighting. | supply, lots are provided with water supply and pressure in accordance with Australian Standard AS2419 Fire Hydrant Installations. | connected to reticulated water. |

Water resource area overlay code

Table 8.2.11.4.1 Outcomes for development that is accepted subject to developments and assessable development

The proposed Building Location Envelopment which will encompass on-site sewer and water is located outside the mapped Water Resource Area Overlay. The BLE is located XXX metres from the upper flood margin level of the urban water supply storage.

No adverse impacts to the Water Treatment plans from the a future dwelling house are expected. There are no riparian area mapped on the site and no clearing is so occur.

| Performance outcomes | Acceptable outcomes | Assessment Response |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Land use | | |
| PO1 Development is located and constructed to reduce real and potential adverse impacts on water quality within the water resource area. | AO1.1 Development is located outside the horizontal separation distances specified in Table 8.2.11.4.3. | AO1.1 - Complies Although the north eastern portion of the site is mapped as a Water Resource Area the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4 shows at the time of assessment potential inundation would occur in the north western portion of the site. The proposed building location envelope is located approximately 430 metres from the inundation level within the site. |
| | AO1.2 Excavation and uncompacted filling not associated with building works does not exceed 0.5 metre in depth and ten (10) cubic meters in volume. | AO1.2 – Can be conditioned to comply Although it is unlikely earthworks or fill will occur on the site AO1.2 can be conditioned to ensure compliance. |
| | AO1.3 Development other than a dwelling house or dual occupancy does not include on-site burial or incineration of waste and all waste is stored and collected by a licensed contractor. | AO1.3 - Not applicable The proposal is for a dwelling house on the site and does not include on-site burial or incineration of waste and all waste is stored and collected by a licensed contractor. |
| PO2 The siting, installation and operation of on-site sewerage or wastewater systems: <ul style="list-style-type: none"> (a) ensures that all elements of the facility are contained within the property boundaries; and (b) provision is made for failure of the facility. | AO2.1 In addition to compliance with the minimum requirements of the Queensland Plumbing and Wastewater Code, an on-site wastewater treatment system for a dwelling house must include: <ul style="list-style-type: none"> (a) emergency storage capacity of 1,000 litres and adequate buffering for shock loading/down time; (b) a reserve land application area of 100 per cent of the | AO2.1 – Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |

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| Performance outcomes | Acceptable outcomes | Assessment Response | | | | | | | | |
|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------------------|-------------------------|----------------------------------------------------|-------------------|----------------------------------------------------------------------------------------------------------------------------------|
| | <p>effluent irrigation design area;</p> <p>(c) land application areas that are vegetated;</p> <p>(d) the base of the land application field is at least two (2) metres above the seasonal high water table/bedrock (whichever is the closest to the base of the application area); and</p> <p>(e) wastewater collection and storage systems must have capacity to accommodate full load at peak times.</p> | | | | | | | | | |
| | <p>AO2.2</p> <p>In addition to compliance with the minimum requirements of the Queensland Plumbing and Wastewater Code, an on-site wastewater treatment system for development other than a dwelling house must include emergency storage capable of holding three (3) to six (6) hours peak flow of treated effluent in the event of emergencies/overload with provision for de-sludging.</p> <p>Editor's notes:</p> <ul style="list-style-type: none">The site and soil evaluation process in the Queensland Plumbing and Wastewater Code (2011) is used to determine suitability for an on-site sewerage or wastewater facility and the land requirements of the facility to achieve acceptable outcome for separation distances.Council may require covenant areas to be identified for each lot to identify separation distance restrictions | <p>AO2.2 – Not applicable</p> <p>The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4.</p> | | | | | | | | |
| <p>PO3</p> <p>Development minimises impacts on riparian vegetation within water resource areas.</p> | <p>AO3.1</p> <p>Riparian vegetation is not cleared or disturbed within the riparian vegetation protection distances specified in the following table.</p> <table><tr><th>Location</th><th>Minimum riparian vegetation protection distance</th></tr><tr><td>Top of the bank of a waterway classified as stream order one or stream order two</td><td>Ten (10) metres</td></tr><tr><td>Top of the bank of a waterway classified as stream order three or stream order four</td><td>Twenty-five (25) metres</td></tr><tr><td>Top of the bank of a waterway classified as stream</td><td>Fifty (50) metres</td></tr></table> | Location | Minimum riparian vegetation protection distance | Top of the bank of a waterway classified as stream order one or stream order two | Ten (10) metres | Top of the bank of a waterway classified as stream order three or stream order four | Twenty-five (25) metres | Top of the bank of a waterway classified as stream | Fifty (50) metres | <p>AO3.1 - Complies</p> <p>There are no mapped waterways within the lot. No vegetation clearing is required to occur.</p> |
| Location | Minimum riparian vegetation protection distance | | | | | | | | | |
| Top of the bank of a waterway classified as stream order one or stream order two | Ten (10) metres | | | | | | | | | |
| Top of the bank of a waterway classified as stream order three or stream order four | Twenty-five (25) metres | | | | | | | | | |
| Top of the bank of a waterway classified as stream | Fifty (50) metres | | | | | | | | | |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|----------------------|----------------------------|---------------------|
| | order five or higher order | |

Table 8.2.11.4.2 — Additional outcomes for assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Land use | | |
| PO4 Development and associated activities in the rural zone are managed in a sustainable manner and ensure that water quality is protected. | AO4.1 No movement of sediment or nutrients takes place beyond the boundaries of the site. | AO4.1 - Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |
| | AO4.2 Fertilisers, treated wastewater and soil conditioners are placed in soils before mulching and not via surface spreading following planting. | AO4.2 - Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |
| PO5 Development protects and retains riparian vegetation adjacent to waterways, watercourses and water storage areas. | AO5.1 Riparian vegetation is retained. | AO5.1 - Complies There are no mapped waterways within the lot. No vegetation clearing is required to occur. |
| | AO5.2 Riparian areas are fenced to restrict stock access. | AO5.2 - Complies There are no mapped waterways within the lot. No vegetation clearing is required to occur. |
| PO6 The capture of solid or liquid waste from all land use, development and activities is designed, constructed and managed to prevent the release of contaminants to surface water or groundwater bodies. | AO6.1 Run-off and sediment from roadways and impervious surfaces are intercepted and treated on-site to remove oil, grease, chemicals, silt, trace metals and nutrients such as nitrogen and phosphorous. | AO6.1 - Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |
| | AO6.2 Management, handling and storage of substances (including fuelling) must be undertaken in secured, climate controlled, weather proof (roofed), level and bunded enclosures. | AO6.2 - Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |
| | AO6.3 Holding tanks are used for all liquid waste and provide for the separation of oils/solvents and solids prior to pump-out and | AO6.3 - Not applicable The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | collection by a licenced contractor. | inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4. |
| Reconfiguring a lot | | |
| PO7 The lot size and configuration minimises impacts on catchment water quality and risks to public health. | No acceptable outcome is nominated. | PO7 - Complies The proposed building location envelope is located entirely outside of the mapped water resource area and is not within the mapped inundation area identified within the Livingstone Shire Council Kelly's Offstream Storage Emergency Action Plan Figure B-4 minimising impacts on catchment and water quality and risks to public health. |
| PO8 Lot layout ensures that riparian vegetation is retained. | No acceptable outcome is nominated. | PO8 - Complies There are no mapped waterways within the lot. No vegetation clearing is required to occur. |

Development Works code

Table 9.3.2.4.1 Outcomes for development that is accepted subject to developments and assessable development

| Performance outcomes | Acceptable outcomes | Assessment Response |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Access and parking | | |
| PO1 The development is provided with an on-site parking and movement system designed and constructed to: (a) be integrated with the site layout including: (i) direct access to a road providing an appropriate level of service required to accommodate traffic generated by the use; (ii) having appropriately designed footpath crossovers; (iii) provision for safe pedestrian movement between public footpath and facility entry points; (b) accommodate sufficient manoeuvring room for the safe entry and exit of all modes of transport generated by the use (including refuse collection vehicles, trucks, buses and the like as relevant to the development); (c) accommodate sufficient parking for the expected number and type of vehicles | AO1.1 The development is provided with sufficient on-site vehicle parking and queuing space in accordance with the standards relevant to the use in compliance with Table 9.3.2.4.3. | AO1.1 – Can be conditioned to comply Sufficient space is provided onsite for vehicle parking. A condition can be included to ensure one (1) under cover car park is provided. |
| | AO1.2 For development other than a use listed in the table below, an engineer who qualifies as a registered professional engineer of Queensland certifies that all vehicles likely to use the site are able to enter and leave the site in a forward gear, and that the on-site vehicle parking spaces, pick-up areas, loading and unloading areas, queuing areas, circulation and manoeuvring areas for the development are designed and constructed in accordance with the most up to date version of the Australian Standards as relevant to the development, including but not limited to the following: (a) <i>Australian Standard AS2890.1-1993: Parking Facilities –Off-street Car parking;</i> (b) <i>Australian Standard AS1428.1-</i> | AO1.2 - Not applicable The proposal is for reconfiguring a lot and a building location envelope for a dwelling house which is identified in the table. |

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| Performance outcomes | Acceptable outcomes | Assessment Response | | | | | | | | | | | | | | | | | | | | |
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| <p>generated by the use;</p> <p>(d) facilitate non-discriminatory accessibility;</p> <p>(e) provide for safe and efficient loading and unloading of goods;</p> <p>(f) allow for vehicle queuing necessary for the use;</p> <p>(g) provide for passenger set down and pick up necessary for the use (including public transport needs);</p> <p>(h) facilitate public access to the foreshore and public open space networks;</p> <p>(i) provide a safe environment;</p> <p>(j) be compatible with the character and amenity of the area; and</p> <p>(k) make a positive aesthetic contribution to the streetscape character of the setting, particularly if involving multi-level parking.</p> | <p>2001: Design for access and mobility – General requirements for access – New building work;</p> <p>(c) Australian Standard AS2890.2-1993: Off-street parking – Commercial vehicle facilities.</p> <table><tr><td>Accommodation activities</td></tr><tr><td>Caretaker's accommodation</td></tr><tr><td>Community residence</td></tr><tr><td>Dual occupancy</td></tr><tr><td>Dwelling house</td></tr><tr><td>Dwelling unit</td></tr><tr><td>Home based business</td></tr><tr><td>Recreation activities</td></tr><tr><td>Environment facility</td></tr><tr><td>Park</td></tr><tr><td>Rural activities</td></tr><tr><td>Animal husbandry</td></tr><tr><td>Cropping</td></tr><tr><td>Permanent plantation</td></tr><tr><td>Roadside stall</td></tr><tr><td>Special activities</td></tr><tr><td>Landing</td></tr><tr><td>Major electricity infrastructure</td></tr><tr><td>Substation</td></tr><tr><td>Telecommunications facility</td></tr></table> | Accommodation activities | Caretaker's accommodation | Community residence | Dual occupancy | Dwelling house | Dwelling unit | Home based business | Recreation activities | Environment facility | Park | Rural activities | Animal husbandry | Cropping | Permanent plantation | Roadside stall | Special activities | Landing | Major electricity infrastructure | Substation | Telecommunications facility | |
| Accommodation activities | | | | | | | | | | | | | | | | | | | | | | |
| Caretaker's accommodation | | | | | | | | | | | | | | | | | | | | | | |
| Community residence | | | | | | | | | | | | | | | | | | | | | | |
| Dual occupancy | | | | | | | | | | | | | | | | | | | | | | |
| Dwelling house | | | | | | | | | | | | | | | | | | | | | | |
| Dwelling unit | | | | | | | | | | | | | | | | | | | | | | |
| Home based business | | | | | | | | | | | | | | | | | | | | | | |
| Recreation activities | | | | | | | | | | | | | | | | | | | | | | |
| Environment facility | | | | | | | | | | | | | | | | | | | | | | |
| Park | | | | | | | | | | | | | | | | | | | | | | |
| Rural activities | | | | | | | | | | | | | | | | | | | | | | |
| Animal husbandry | | | | | | | | | | | | | | | | | | | | | | |
| Cropping | | | | | | | | | | | | | | | | | | | | | | |
| Permanent plantation | | | | | | | | | | | | | | | | | | | | | | |
| Roadside stall | | | | | | | | | | | | | | | | | | | | | | |
| Special activities | | | | | | | | | | | | | | | | | | | | | | |
| Landing | | | | | | | | | | | | | | | | | | | | | | |
| Major electricity infrastructure | | | | | | | | | | | | | | | | | | | | | | |
| Substation | | | | | | | | | | | | | | | | | | | | | | |
| Telecommunications facility | | | | | | | | | | | | | | | | | | | | | | |
| | <p>AO1.3</p> <p>A solid, good quality brick, timber or masonry screen fence having a minimum height of 1.8 metres is provided between the car parking area of development (other than a use within the accommodation activities group being for long-term accommodation) where adjoining a sensitive land use located within the residential category zone or the township zone</p> | <p>AO1.3 - Not applicable</p> <p>No car parking area is required.</p> | | | | | | | | | | | | | | | | | | | | |
| <p>PO2</p> <p>Access driveways are designed and sited:</p> <p>(a) to minimise disruption to public infrastructure;</p> <p>(b) to operate safely and efficiently taking into account the volume, frequency and type of vehicle traffic expected to be generated by the development;</p> <p>(c) to operate safely and efficiently taking into account the function of the adjoining</p> | <p>AO2.1</p> <p>The access driveway of the development does not require the modification, relocation or removal of any street tree or public infrastructure including a fire hydrant, water meter, street sign, manhole, stormwater gully pit or other Council asset.</p> <p>AO2.2</p> <p>The access driveway of the development is not constructed over an access point to</p> | <p>AO2.1 - Complies</p> <p>The access driveway of the development does not require the modification, relocation or removal of any street tree or public infrastructure including a fire hydrant, water meter, street sign, manhole, stormwater gully pit or other Council asset.</p> <p>AO2.2 - Complies</p> <p>The access driveway of the development is not constructed over an access point to</p> | | | | | | | | | | | | | | | | | | | | |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|-------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>road; and</p> <p>(d) to minimise impacts on the safety, efficiency, or function of the road network.</p> | <p>infrastructure under the control of a regulatory authority, including storm water pits, water meters, water hydrants and telephone pits.</p> | <p>infrastructure under the control of a regulatory authority, including storm water pits, water meters, water hydrants and telephone pits.</p> |
| | <p>AO2.3</p> <p>The access driveway of the development does not enter the road carriageway at the location of an existing traffic island, speed control device, car parking bay, pedestrian crossing, bus stop or other infrastructure within the road carriageway.</p> | <p>AO2.3 - Complies</p> <p>The access driveway of the development does not enter the road carriageway at the location of an existing traffic island, speed control device, car parking bay, pedestrian crossing, bus stop or other infrastructure within the road carriageway.</p> |
| | <p>AO2.4</p> <p>The access driveway of the development is not located within:</p> <p>(a) two (2) metres of any adjoining property access driveway (excluding shared property accesses at the property line); and</p> <p>(b) one (1) metre of any public infrastructure such as a street sign, power pole, street light, manhole, stormwater gully pit or other Council asset;</p> <p>(c) the closest half of the road frontage to a road intersection for any corner lot.</p> | <p>AO2.4 – Can be conditioned to comply</p> <p>AO2.4 can be conditioned to comply</p> |
| | <p>AO2.5</p> <p>The access driveway of the development is designed and constructed in accordance with the Capricorn Municipal Development Guidelines Standard Drawing relevant to the development including but not limited to the following:</p> <p>(a) <i>Standard Drawing CMDG-R-040 Rural Road Access and Property Access over Table Drains;</i></p> <p>(b) <i>Standard Drawing CMDG-R-041 Residential Driveway Slab and Tracks;</i></p> <p>(c) <i>Standard Drawing CMDG-R-042 Commercial Driveway Slab (Type A) Two Way Access;</i></p> <p>(d) <i>Standard Drawing CMDG-R-043 Commercial Driveway Slab (Type B) Two Way Access.</i></p> | <p>AO2.5 - Can be conditioned to comply</p> <p>AO2.5 can be conditioned to comply</p> |
| | <p>AO2.6</p> <p>Where adjoining a state-controlled road or Key Resource Area transport route, the development provides:</p> <p>(a) a single site access driveway;</p> | <p>AO2.6 – Can be conditioned to comply</p> <p>Access will be conditioned to be obtained from Druces Road with no access from Byfield Road.</p> |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| | <p>(b) the access driveway to the lowest order road to which the site has frontage;</p> <p>(c) an access driveway which enables vehicles to enter and exit the site in a forward direction.</p> | |
| Advertising devices | | |
| PO3 – PO5 – Not applicable | | |
| The proposal is not for advertising devices. | | |
| Clearing of native vegetation | | |
| PO6 – PO 7 | AO6.1 | AO6.1 - Complies |
| | AO6.2 | AO6.2 - Complies |
| | | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| Clearing does not result in any significant adverse impacts on the following: | With the exception of clearing for a purpose identified in AO6.3, clearing does not result in damage, removal or destruction of native vegetation located in proximity to a biodiversity corridor identified on a biodiversity overlay map in accordance with the following: | The subject site is not within 250 metres of a biodiversity corridor |
| (a) values associated with large tracts of native vegetation which serve as habitat or viable biodiversity corridors; or | (a) clearing native vegetation is not undertaken within 250 metres of a regional biodiversity corridor; or | |
| (b) the regeneration of biodiversity corridors; or | (b) clearing native vegetation is not undertaken within twenty-five (25) metres of a local biodiversity corridor. | |
| (c) wetlands, waterways and native riparian vegetation; or | | |
| (d) the quality of land and water resources (including underground water). | | |

| With the exception of clearing for a purpose identified in AO6.3, clearing does not result in damage, removal or destruction of any native vegetation located in proximity to a waterway or wetland identified on a biodiversity overlay map, if it is within the buffer distances in the following table: | No clearing is expected to be undertaken. Not waterways or wetlands are mapped within the site. | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------|-----------|-------------------------------|-----------|--|
| <table><tr><th>Location</th><th>Buffer distance</th></tr><tr><td>Top of the bank of a waterway classified as stream order one or stream order two</td><td>10 metres</td></tr><tr><td>Top of the bank of a waterway classified as stream order three or stream order four</td><td>25 metres</td></tr><tr><td>Top of the bank of a waterway</td><td>50 metres</td></tr></table> | Location | Buffer distance | Top of the bank of a waterway classified as stream order one or stream order two | 10 metres | Top of the bank of a waterway classified as stream order three or stream order four | 25 metres | Top of the bank of a waterway | 50 metres | |
| Location | Buffer distance | | | | | | | | |
| Top of the bank of a waterway classified as stream order one or stream order two | 10 metres | | | | | | | | |
| Top of the bank of a waterway classified as stream order three or stream order four | 25 metres | | | | | | | | |
| Top of the bank of a waterway | 50 metres | | | | | | | | |

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| | classified as stream order five or higher order | |
| | Wetland | 100 metres |
| | AO6.3 If the development involves clearing of native vegetation, the clearing does not result in damage, removal or destruction of the native vegetation, unless the clearing satisfies the following circumstances: (a) the clearing involves lawful forestry; or (b) the clearing involves plants or plant material that had been planted for a 'cropping' use; or (c) the clearing is for landscape gardening purposes; or (d) the clearing is within a building location envelope or it is outside an environmental covenant area, which forms part of a prior approved development permit for material change of premises or a development permit for a reconfiguration of a lot. | AO6.3 - Complies No clearing is expected to be undertaken. |
| PO7 Clearing does not result in land degradation due to soil erosion. | AO7.1 If the development involves clearing of native vegetation which is likely to result in the removal of ground cover and the exposure of soil to weather, clearing only occurs if it is undertaken in accordance with an erosion and sediment control plan which has been prepared and endorsed by a suitably qualified person, and the plan ensures that the erosion and sediment control measures are in accordance with best practice. | AO7.1 - Complies No clearing is expected to be undertaken |
| Earthwork and retaining walls | | |
| PO8 – PO10 – Not applicable No earthworks or retaining walls are proposed. | | |
| Energy supply | | |
| PO11 An energy supply is provided in a manner which: (a) is safe; and (b) is sufficient to support the needs of the development and the reasonable expectations for the development based on its location; and (c) does not compromise other | AO11.1 The development is provided with an energy supply in accordance with the requirements of Table 9.3.2.4.6. | AO11.1 – Can be conditioned to comply On-site energy supply can be conditioned to comply in accordance with AO11.1 |
| | AO11.2 If the development requires the provision of reticulated grid electricity supply in accordance with | AO11.2 - Not applicable The site is not required to connect to reticulated energy. |

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| Performance outcomes | Acceptable outcomes | Assessment Response |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| infrastructure. | Table 9.3.2.4.6 or if the development is to be provided with a reticulated grid electricity supply, the reticulated grid electricity supply infrastructure is provided in accordance with the requirements of the relevant energy supply authority. | |
| | AO11.3 If the development requires an on-site energy supply in accordance with Table 9.3.2.4.6 (and the development is not to be provided with a reticulated energy supply in accordance with AO11.2 above), the on-site energy supply is installed in accordance with all laws and regulations and current best practice. | AO11.3 - Can be conditioned to comply The energy supply can be conditioned to comply with AO11.3 |
| Sewage and waste water treatment and disposal | | |
| PO12 The development is provided with sewage and wastewater treatment and disposal infrastructure which: (a) treats and disposes all generated sewage and waste water in a manner that protects public health and avoids environmental harm; (b) where practicable, is integrated with the existing public sewerage networks; (c) where practicable, facilitates the orderly provision of future public sewerage networks; and (d) is designed and constructed to be safe, operationally reliable and easily maintained. | AO12.1 The development is provided with sewage and waste water treatment and disposal infrastructure in accordance with the requirements of Table 9.3.2.4.5. | AO12.1 – Not applicable On-site sewer can be conditioned. |
| | AO12.2 If the development requires the provision of reticulated sewerage in accordance with Table 9.3.2.4.5 or if the development is to be provided with reticulated sewerage, the reticulated sewerage is provided in accordance with the current version of the Capricorn Municipal Development Guidelines. | AO12.2 - Not applicable The site is not required to connect to reticulated sewer. |
| | AO12.3 If the development requires on-site sewerage infrastructure in accordance with Table 9.3.2.4.5 (and the development is not to be provided with reticulated sewerage in accordance with AO12.2 above), the on-site sewerage infrastructure is provided in accordance with the current version of the Queensland Plumbing and Wastewater Code. | AO12.3 – Can be conditioned to comply On-site sewer can be conditioned in accordance with AO12.3. |
| Roof and allotment drainage | | |
| PO13 Roof and allotment drainage is able to be collected and discharged from the development in a manner that does not adversely affect the stability of buildings, structures, or land on the site or on adjoining land. | AO13.1 Roof and allotment drainage is conveyed to the kerb and channel or an inter-allotment drainage system in accordance with the most current version of the Australian Standard AS3500.3 (stormwater drainage). | AO13.1 - Complies Given the size of each proposed lot lawful drainage can be achieved onsite. |
| Telecommunications | | |
| PO14 | AO14.1 | AO14.1 – Can be conditioned to |

Code assessment - D-257-2024 - Development Permit for a Reconfiguring a Lot for a (one lot into two lots) and a Material Change of Use for a Dwelling house (Building Location Envelope) - 138 Druces Road, Woodbury

| Performance outcomes | Acceptable outcomes | Assessment Response |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <p>The development is provided with telecommunications infrastructure or equipment which:</p> <p>(a) is sufficient to support the needs of the development and the reasonable expectations for the development based on its location;</p> <p>(b) where practicable, is integrated with the existing public telecommunication networks; and</p> <p>(c) is designed and constructed to be safe, operationally reliable and easily maintained.</p> | <p>The development is provided with telecommunications infrastructure or equipment in accordance with the requirements of Table 9.3.2.4.6.</p> | <p>comply</p> <p>On-site telecommunications can be conditioned in accordance with AO14.1.</p> |
| | <p>AO14.2</p> <p>If the development requires the provision of reticulated telecommunications infrastructure in accordance with Table 9.3.2.4.6 or if the development is to be provided with a reticulated telecommunications infrastructure, the reticulated telecommunications infrastructure is provided in accordance with the requirements of the relevant telecommunications supply authority.</p> | <p>AO14.2 - Not applicable</p> <p>The site will not be connected to reticulated telecommunications.</p> |
| | <p>AO14.3</p> <p>If the development requires on-site telecommunications equipment in accordance with Table 9.3.2.4.6, the telecommunications equipment is sufficient to enable contact in normal circumstances with the each of the following nearest emergency services:</p> <p>(a) ambulance station;</p> <p>(b) police station;</p> <p>(c) fire brigade; and</p> <p>(d) state emergency service facility.</p> | <p>AO14.3 – Can be conditioned to comply</p> <p>On-site telecommunications can be conditioned in accordance with AO14.3.</p> |
| Water supply | | |
| <p>PO15</p> <p>The development is provided with water supply infrastructure which:</p> <p>(a) is sufficient to support the consumption and emergency needs of the development and the reasonable expectations for the development based on its location;</p> <p>(b) where practicable, is integrated with the existing public water supply networks;</p> <p>(c) where practicable, facilitates the orderly provision of future public water supply networks; and</p> <p>(d) is designed and constructed to be safe, operationally reliable and easily maintained.</p> | <p>AO15.1</p> <p>The development is provided with a water supply in accordance with the requirements of Table 9.3.2.4.5.</p> | <p>AO12.1 – Not applicable</p> <p>On-site water can be conditioned.</p> |
| | <p>AO15.2</p> <p>If the development requires the provision of reticulated municipal water supply in accordance with Table 9.3.2.4.5 or if the development is to be provided with a reticulated municipal water supply, the reticulated municipal water supply is provided in accordance with the current version of the <i>Capricorn Municipal Development Guidelines</i>.</p> | <p>AO12.2 - Not applicable</p> <p>The site is not required to connect to reticulated water.</p> |
| | <p>AO15.3</p> <p>If the development requires an on-site water supply in accordance with Table 9.3.2.4.5 (and the development is not to be provided with a reticulated municipal water supply in accordance with AO15.2 above), the development is provided with an on-site water tank or multiple tanks for domestic water supply purposes, which have a</p> | <p>AO12.3 – Not applicable</p> <p>On-site water of 50,000 litres for domestic use can be conditioned.</p> |

Code assessment - D-257-2024 - Development Permit for a Reconfiguring a Lot for a (one lot into two lots) and a Material Change of Use for a Dwelling house (Building Location Envelope) - 138 Druces Road, Woodbury

| Performance outcomes | Acceptable outcomes | Assessment Response |
|----------------------|---------------------------------------------|---------------------|
| | minimum combined capacity of 50,000 litres. | |

**12.6 - DEVELOPMENT PERMIT FOR
RECONFIGURING A LOT (ONE LOT
INTO TWO LOTS) AND A MATERIAL
CHANGE OF USE FOR A DWELLING
HOUSE (BUILDING LOCATION
ENVELOPE) AT 138 DRUCES ROAD,
WOODBURY**

Statement of Reasons

Meeting Date: 18 February 2025

Attachment No: 5



Attachment 2 - Statement of reasons

Planning Act 2016, section 63 (5)

The development application for a **Development Permit Reconfiguring a Lot (one lot into two lots) and a Material Change of use for a Building Location Envelope (Dwelling house)** is refused as per this Decision Notice (refusal) D-257-2024.

1. REASONS OF THE DECISION

The development application is approved and the reasons for the decision are based on findings on material questions of fact:

1. The proposed development is inconsistent and incompatible with the existing and intended character of the Rural zone as it would result in lots significantly below the minimum lot size and therefore does not comply with the *Livingstone Planning Scheme 2018* (Version 3), specifically:
 - (a) Strategic outcomes (10) and (19) of the Settlement pattern theme of the Strategic Framework (section 3.3.).
 - (b) Specific outcomes (5), (6) and (8) of Rural places under the Settlement pattern theme of the Strategic Framework (section 3.3.5.).
 - (c) Overall outcome (6)(a) and (7)(b) of the Rural Zone Code.
 2. The proposed development would result in lots significantly below the minimum lot size, which could not fulfil the intended role and function of land in Rural zone and therefore does not comply with the *Livingstone Planning Scheme 2018* (Version 3), specifically:
 - (a) Strategic outcomes (10) and (19) of the Settlement pattern theme of the Strategic Framework (section 3.3.).
 - (b) Specific outcomes (5), (6) and (8) of Rural places under the Settlement pattern theme of the Strategic Framework (section 3.3.5.).
 - (c) Overall outcomes (6)(a) and (7)(b) of the Rural Zone Code.
 - (d) Overall outcome (6) of the Reconfiguring a Lot Code.
 - (e) Performance outcomes PO10 and PO11 of the Reconfiguring a Lot Code.
 3. The proposed development seeks to provide for population growth in a Rural place (outside Urban and Urban infill places) and therefore does not comply with the *Livingstone Planning Scheme 2018* (Version 3), specifically:
 - (a) Strategic outcome (5) of the Settlement pattern theme of the Strategic Framework (section 3.3.).
- (i) On balance, the application should be refused because the development does not comply with the relevant assessment benchmarks and no relevant matters exists that would outweigh the conflicts.

The evidence or other material on which the findings were based are:

- The common material for the development application;
- The assessment benchmarks identified in section 2 of this notice;
- The relevant matters identified in section 4 of this notice; and
- The matters prescribed by regulation identified in section 6 of this notice.

2. ASSESSMENT BENCHMARKS

The following are the benchmarks applying for this development:

| Benchmarks applying for the development | Benchmark reference |
|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Local Government Infrastructure Plan | <i>Livingstone Planning Scheme 2018</i> Version 3, in effect 15 February 2021 |
| Strategic Framework – Settlement pattern theme: Rural places | |
| Reconfiguring a lot code | |
| Rural zone code | |
| Bushfire hazard overlay code | |
| Scenic amenity overlay code | |
| Development works code | |
| Part E: State interest policies and assessment benchmarks (Planning for safety and resilience to hazards) | <i>State Planning Policy, July 2017</i> |

3. COMPLIANCE WITH BENCHMARKS

The development does not comply with the benchmark as per the summary set out in the findings on material questions of fact in section 1 of this notice.

4. RELEVANT MATTERS

No relevant matters exist that outweigh the conflicts with the Planning Scheme.

5. MATTERS RAISED IN SUBMISSIONS

No properly made submissions were received.

6. MATTERS PRESCRIBED BY REGULATION

The following matters were given regard to in undertaking the assessment of this development application:

- (i) The State Planning Policy – Part E;
- (ii) The Central Queensland Regional Plan;
- (iii) The Strategic Framework – Settlement pattern theme: Rural places in the *Livingstone Planning Scheme 2018*;
- (iv) The Reconfiguring a Lot Code, Development Works Code, Bushfire Hazard Overlay Code, Biodiversity Overlay Code, Water Resource Overlay Code and Rural Zone Code in the *Livingstone Planning Scheme 2018*;
- (v) The land, the subject of the application has an existing dwelling house and ancillary buildings at the premises;
- (vi) The surrounding rural land, lot sizes and rural uses in terms of commensurate and consistent

development; and
(vii) The common material, being the material submitted with the application.

12.7 LIVINGSTONE PLANNING SCHEME 2018 - MINOR AMENDMENTS - ZONE CHANGES - EMBED DEVELOPMENT APPROVALS

File No: LU18.3.5
Attachments: 1. Register of Changes [↓](#)
Responsible Officer: Greg Abbotts - Manager Development and Environment
Katrina Paterson - General Manager Communities
Terry Dodds PSM - Chief Executive Officer
Author: Melissa Warwick - Principal Strategic Planner

SUMMARY

The Planning Act 2016, allows a local government to amend a planning scheme by following the process in the Ministers Guidelines and Rules (MGR). This report seeks a formal resolution to make a (minor) amendment to the Livingstone Planning Scheme 2018 to embed development approvals with changes to zones.

OFFICER'S RECOMMENDATION

THAT Council resolves to adopt the proposed (minor) planning scheme amendments included in Attachment 1.

BACKGROUND

Growth Management Officers monitor the provisions of the Livingstone Planning Scheme 2018 and maintain a log of matters to be considered for amendments. Planning Scheme amendments can be one of the following: 'Administrative amendments', 'Minor amendments', 'Qualified state interest amendments' or 'Major amendments'.

Proposed planning scheme (minor) amendments

This report is in relation to proposed new (minor) amendments. The amendments are for zone changes and reflect current development approvals in accordance with *Chapter 2, Part 2*, of the *Ministers Guidelines and Rules*, 22 July 2024.

COMMENTARY

The amendments proposed make zone changes to reflect development approvals. Criteria outlined below determined the (minor) planning scheme amendments.

There were other development approvals considered, however due to the nature, detail and complexities of those approvals, have not been recommended for zone changes at this time. Further consideration will be given to reflecting other approvals into the planning scheme as part of future major planning scheme amendments and review of the planning scheme generally.

The criteria considered for (minor) amendments to reflect a current development approval are:

- a) Where a development approval has been given on land which is in area currently identified for urban growth or an area identified for urban growth or rural residential growth in the adopted Planning Scheme Strategic Framework;
- b) Despite the development approval, the development approval does not contain conditions which impose standards on the development which are different to and which may not be enforceable under a current planning scheme zone code which will apply following a zone change to reflect the approval (*For example, height limits, colour scheme restrictions, design and siting standards, etc.*);
- c) Despite the development approval, the development approval does not introduce a new set of regulatory standards which regulate development differently to the current planning scheme zone code which will apply following a zone change to reflect the

approval. (For example: different allowable land uses, height limits, colour scheme restrictions, design and siting standards etc.);

- d) A development approval has been supported for extension to its currency period; and
- e) The development approval is able to be serviced with appropriate urban infrastructure.

The purpose and general effect of the minor amendment is to:

- 1) make zone changes to reflect existing and current development approvals; and
- 2) update underlying cadastral zone maps.

Minor planning scheme amendments

Minor amendments to a planning scheme, change matters such as updates to assessment criteria or maps to reflect State Government mapping changes, or changes to other matters that are not policy positions. Minor changes do not materially affect the intent or policy expressed on the planning scheme.

A *Minor amendment* to a planning scheme is an amendment making a correction or change which does not introduce new information or significantly change an existing policy position.

There are no requirements to undertake community consultation as part of the proposed (minor) amendment to the planning scheme.

There are no requirements to undertake consultation with the state as part of the proposed (minor) amendment to the planning scheme, however officers have liaised with the state about the effect of the (minor) amendments.

There is a requirement for council to publish a public notice and to advise the state. This is outlined in the Legislative context section of this report.

A minor planning scheme amendment is adopted by Council prior to submitting the amendment package to the Minister.

PREVIOUS DECISIONS

The Development and Environment Standing Committee on 3 December 2024 made the following resolution in relation to the proposed minor planning scheme amendments:

THAT the committee recommends to Council to resolve:

- 1. *To make a minor amendment to the Livingstone Planning Scheme 2018 reflecting current development approvals; and*
- 2. *That the planning scheme amendments be presented at the Development and Environment Committee on 4 February 2025 for recommendation.*

ACCESS AND INCLUSION

There are no known matters in relation to access and inclusion in relation to this proposed planning scheme amendment.

ENGAGEMENT AND CONSULTATION

There are no requirements to undertake community consultation.

There is a requirement for council to publish a public notice of the amendments in accordance with *Schedule 5 of the Ministers Guidelines and Rules*. In addition, council is required to provide the amendments (electronically) to the state within 10 days of publishing the public notice.

As a planning scheme amendment, Council's website will outline any planning scheme amendments enacted.

HUMAN RIGHTS IMPLICATIONS

There are no known human rights implications.

BUDGET IMPLICATIONS

There are no negative impacts of this planning scheme amendment in relation to budget. The work is resourced with existing staff. The requirement for statutory notices is allowed for in current budget.

LEGISLATIVE CONTEXT

The process and requirements for planning scheme amendments are outlined in the *Planning Act 2016* and *Ministers Guidelines and Rules (MGR)*.

Chapter 2, Part 2 of the Ministers Guidelines and Rules outlines the requirements for making a minor planning scheme amendment.

Part 2 — Minor amendment**4 What this part prescribes**

- 4.1. *This part prescribes the process for making a minor amendment to a planning scheme for section 20 of the Act.*
- 4.2. *All references in Part 2 to a proposed amendment are taken to be a proposed minor amendment.*

5 Planning and preparation

- 5.1. *To make a proposed amendment, the local government must decide to amend the planning scheme.*
- 5.2. *The local government must prepare the proposed amendment.*
- 5.3. *If the proposed amendment is an amendment listed under Schedule 1, section 2(k)—*
 - (a) the local government must give notice to every property owner affected by the planning change about the meaning of the change and how to obtain further advice; and*
 - (b) the local government may decide to take the actions prescribed in Chapter 4.*

6 Adoption

- 6.1. *The local government must decide to adopt or not proceed with the proposed amendment.*
- 6.2. *If the local government decides to adopt the proposed amendment, the local government must publish a public notice in accordance with the Act and the requirements prescribed in Schedule 5.*
- 6.3. *The local government must, within 10 business days of publishing a public notice, give the chief executive—*
 - (a) a copy of the public notice; and*
 - (b) a certified copy of the minor amendment, as adopted, including—*
 - (i) an electronic copy of the amendment or instrument; and*
 - (ii) a copy of all electronic planning scheme spatial data files (mapping) relevant to the minor amendment.*

LEGAL IMPLICATIONS

There are no known legal implications as a result of council resolving to make an amendment to reflect current development approvals.

STAFFING IMPLICATIONS

The preparation of the proposed planning scheme amendments can be accommodated within existing staffing resources.

RISK ASSESSMENT

The risk of not advancing the proposed (minor) planning scheme amendments is that approvals in areas planned for growth lapse, requiring new development applications. The requirements for applicants to repeat previous processes for sites that are identified and planned for urban development, is likely to delay further the creation of lots or ability for development to occur in a timely manner.

CORPORATE PLAN REFERENCE***Future Livingstone***

Community Plan Goal 5.1 - Balanced environmental and development outcomes

5.1.1 Maintain a clear and comprehensive planning vision for the region.

CONCLUSION

To ensure the planning scheme provides for planned urban growth, the proposed (minor) planning scheme amendments recognize approvals consistent with planned growth. It is recommended Council resolve to adopt the proposed (minor) amendments.

**12.7 - LIVINGSTONE PLANNING
SCHEME 2018 - MINOR AMENDMENTS
- ZONE CHANGES - EMBED
DEVELOPMENT APPROVALS**

Register of Changes

Meeting Date: 18 February 2025

Attachment No: 1

**LIVINGSTONE PLANNING
SCHEME 2018- MINOR AMENDMENTS – ZONE CHANGES –
EMBED DEVELOPMENT APPROVALS**

Register of Changes

Meeting Date: 4 February 2025

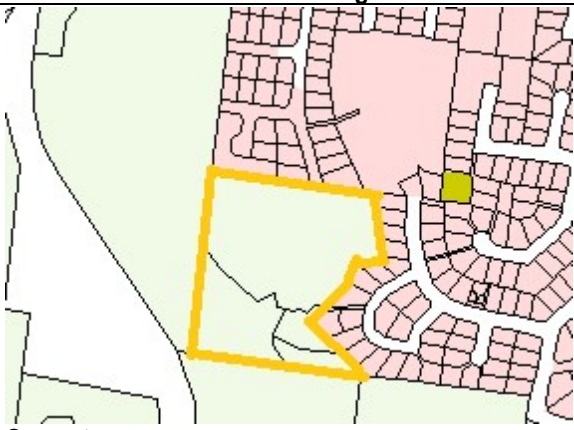
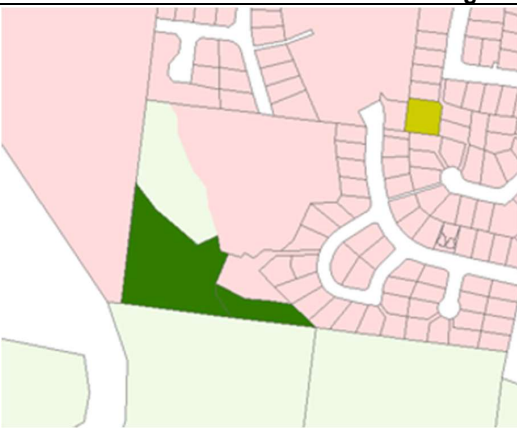
Attachment No: 1


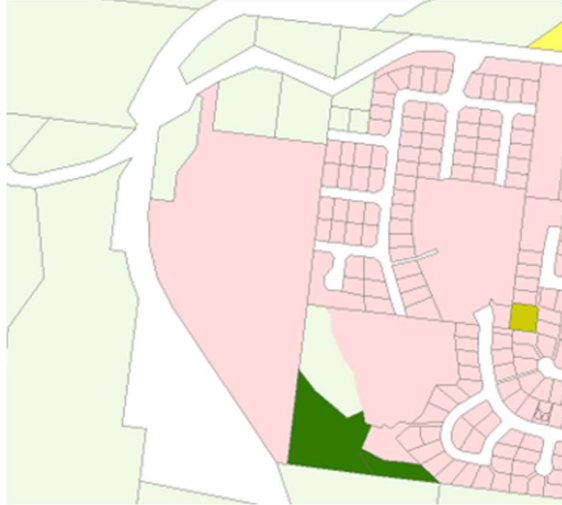
REGISTER OF CHANGES – Minor Amendment to create Version 4 of the Livingstone Planning Scheme 2018

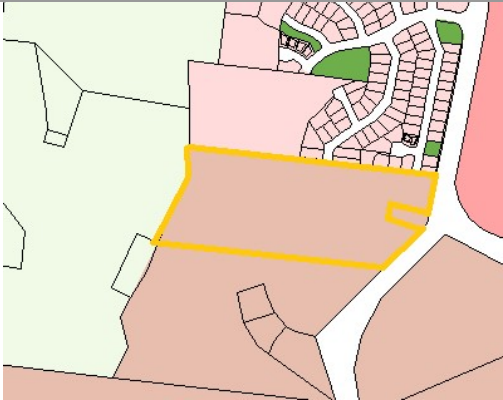

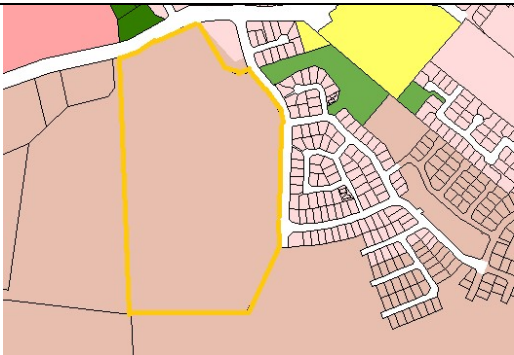
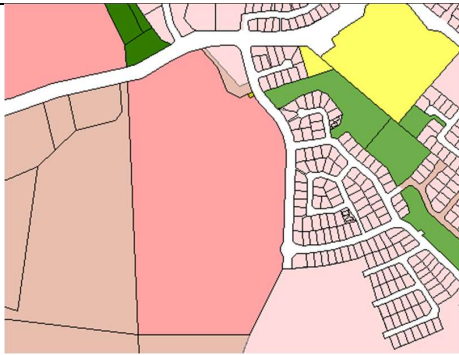
Summary of Changes

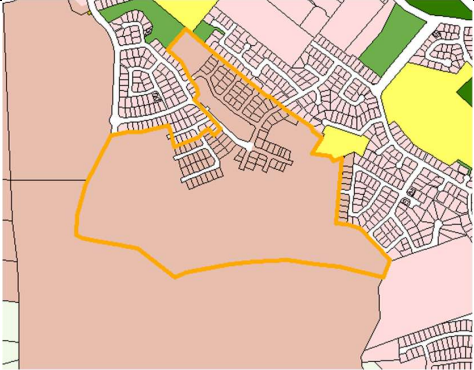
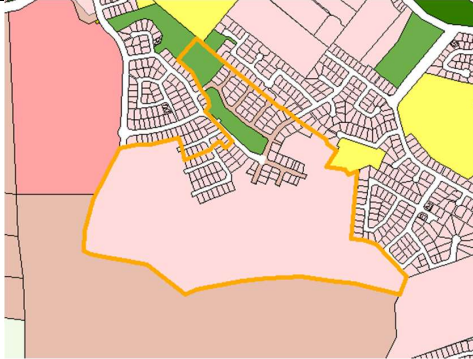

- 1) make zone changes to reflect Reconfiguration of Lot approvals;
- 2) update underlying DCDB cadastre on all Zone Maps.


Table of Proposed Amendments (minor) to the Livingstone Planning Scheme 2018

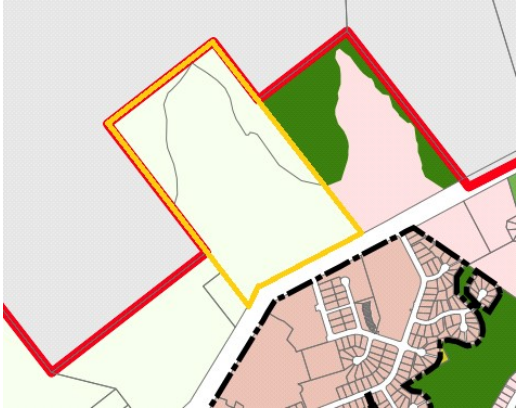
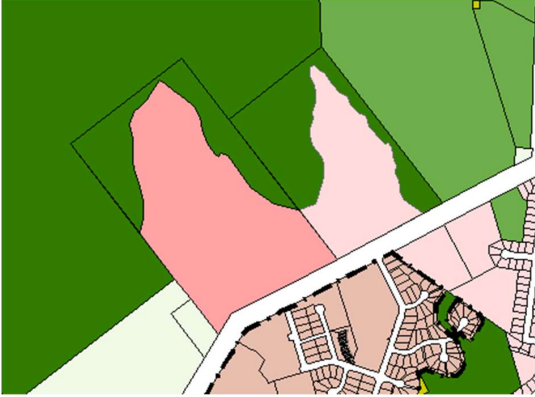
| Item | Column 1 - Current Planning Scheme Zone | Column 2 - Minor Amendment Changes | Justification |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 |  <p>Current zone:</p> <ul style="list-style-type: none"> Rural <p>Development Approvals:</p> <ul style="list-style-type: none"> D-Y/2004-600 D467-2012 D316-2022 D10-2023 |  <p>Zone/s after minor amendment:</p> <ul style="list-style-type: none"> Low Density Residential (part) Environmental Management and Conservation (part) Rural (part) | <p>Maps Amended: Zone Map ZM-45 Locality of Pacific Heights</p> <p>Amendment consideration: The site has been subject to various development approvals. The most recent approval occurred in the year 2023.</p> <p>Zone change to reflect a current development approval. The approved residential lots cover a significant portion of the site. Overlays can be relied upon to regulate further development of the site.</p> |

| | | | |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2 |  <p>Current zone:</p> <ul style="list-style-type: none"> • Rural <p>Development Approvals:</p> <ul style="list-style-type: none"> • D1690-2004 • D1601-2009 |  <p>Zone/s after minor amendment:</p> <ul style="list-style-type: none"> • Low Density Residential | <p>Maps Amended:</p> <ul style="list-style-type: none"> - Zone Map ZM-45 Locality of Pacific Heights - Other Zone Precinct Maps where the site is visible <p>Amendment consideration:</p> <p>Zone change to reflect a current development approval. The approved residential lots cover a significant portion of the site. Overlays can be relied upon to regulate further development of the site.</p> <p>The site has been subject to various development approvals to create a low-density residential housing estate.</p> |
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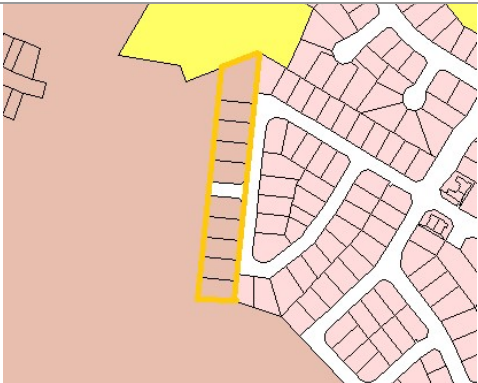
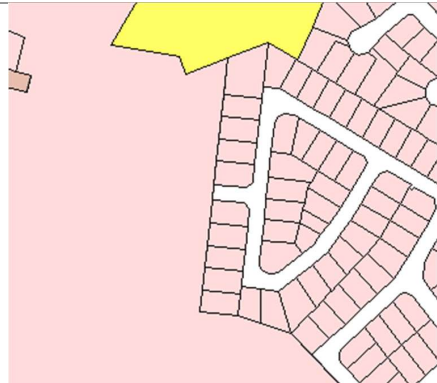
| | | | |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>3</p> |  <p>Current zone:</p> <ul style="list-style-type: none"> Emerging Community <p>Development Approvals: D221-2021</p> |  <p>Zone/s after minor amendment:</p> <ul style="list-style-type: none"> Low Density Residential (part) Emerging Community (part) | <p>Maps Amended:</p> <ul style="list-style-type: none"> Zone Map ZM-55 Locality of Taroomball Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone change to reflect a current development approval. The approved residential lots cover a significant portion of the site. Overlays can be relied upon to regulate further development of the site.</p> |
| <p>4</p> |  <p>Current zone:</p> <ul style="list-style-type: none"> Emerging Community <p>Development Approvals:</p> <ul style="list-style-type: none"> D342-2021 D398-2021 |  <p>Zone/s after minor amendment:</p> <ul style="list-style-type: none"> Low-medium Density Residential | <p>Maps Amended:</p> <ul style="list-style-type: none"> Zone Map ZM-55 Locality of Taroomball Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone change to reflect a current development approval. The approved residential yield covers a significant portion of the site. Overlays can be relied upon to regulate further development of the site if the development approval lapses.</p> |

| | | | |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <ul style="list-style-type: none"> D369-2023 | | |
| 5 |  <p>Current zone:</p> <ul style="list-style-type: none"> Emerging Community <p>Development Approvals:</p> <ul style="list-style-type: none"> D265-2013 D6-2014 D297-2020 D180-2017 D182-2017 D183-2017 D185-2017 D186-2017 D13-2018 D15-2018 D16-2018 D17-2018 D297-2020 |  <p>Zone/s after minor amendment:</p> <ul style="list-style-type: none"> Low Density Residential (part) Open Space (part) | <p>Maps Amended:</p> <ul style="list-style-type: none"> Zone Map ZM-55 Locality of Taroomball Other Zone Precinct Maps where the site is visible <p>Amendment consideration:</p> <p>Zone change to reflect a current development approval. The approved residential yield covers a significant portion of the area shown. Completed lots have been and will be subject to zone changes in addition to Reconfiguration of lot approvals for future stages within the area shown. This is the extension to Seahaven Estate. Overlays can be relied upon to regulate further development of the site if the development approval lapses.</p>  |

| | | | |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6 |  <p>Current zone:</p> <ul style="list-style-type: none">• Rural <p>Development Approvals: D22-2018</p> |  <p>Zones after minor amendment:</p> <ul style="list-style-type: none">• Low Density Residential (part)• Open Space (part)• Environmental Management and Conservation (part) | <p>Maps Amended:</p> <ul style="list-style-type: none">- Zone Map ZM-33 Locality of Lammermoor- Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone changes to reflect a current development approval. Development is completed. Completed lots will be subject to zone changes to reflect intent of the 2018 approval.</p> |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | | |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7 |  <p>Current zone:</p> <ul style="list-style-type: none">• Rural <p>Development Approvals:</p> <ul style="list-style-type: none">• D631-2006 (lapsed)• D439-2021 |  <p>Zones after minor amendment:</p> <ul style="list-style-type: none">• Low-medium Density Residential (part)• Environmental Management and Conservation (part) | <p>Maps Amended:</p> <ul style="list-style-type: none">- Zone Map ZM-65 Locality of Zilzie- Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone changes to reflect a current development approval. Development is adjacent to urban area and is sequential infill. The zone change reflects the approved development footprint.</p> |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | | |
|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8 |  <p>Current zone:</p> <ul style="list-style-type: none"> Rural <p>Development Approvals:</p> <ul style="list-style-type: none"> D233-2014 |  <p>Zones after minor amendment:</p> <ul style="list-style-type: none"> Rural Residential (Park Residential Zone Precinct) Open Space | <p>Maps Amended:</p> <ul style="list-style-type: none"> Zone Map ZM-46 Locality of Rockyview Zone Precinct Map ZPM-12 Locality of Rockyview Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone changes to reflect a current development approval. Development of 46 lots has been completed. Completed lots will be subject to zone changes to reflect intent of the approval.</p> |
| 9 |  <p>Current zone:</p> <ul style="list-style-type: none"> Rural <p>Development Approvals: D13-2021</p> |  <p>Zones after minor amendment:</p> <ul style="list-style-type: none"> Rural Residential (Park Residential Zone Precinct) (part) Environmental Management and Conservation (part) | <p>Maps Amended:</p> <ul style="list-style-type: none"> Zone Map ZM-25 Locality of Inverness Zone Precinct Map ZPM-01 Locality of Adelaide Park Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone changes to reflect a current development approval. Development of 8 lots has been completed. Completed lots will be subject to zone changes to reflect intent of the approval.</p> |

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| 10 |  <p>Current zone:</p> <ul style="list-style-type: none">• Emerging Community <p>Development Approvals: D-474-2012</p> |  <p>Zone after minor amendment:</p> <ul style="list-style-type: none">• Low Density Residential | <p>Maps Amended:</p> <ul style="list-style-type: none">- Zone Map ZM-55 Locality of Taroomball- Other Zone Precinct Maps where the site is visible <p>Amendment consideration: Zone changes to reflect a development approval. Development completed. Completed lots will be subject to zone changes to reflect intent of the approval of urban residential allotments.</p> |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

13 AUDIT, RISK AND IMPROVEMENT COMMITTEE REPORTS

Nil

14 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.

15 CLOSED SESSION

In accordance with the provisions of section 254J 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 254J of the *Local Government Regulation 2012*, for the reasons indicated.

16.1 ROSI Greenlake Road and Artillery Road Upgrade - Award of Contract

This report is considered confidential in accordance with section 254J(3)(g), of the *Local Government Regulation 2012*, as it contains information relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government.

16 CONFIDENTIAL REPORTS

16.1 ROSI GREENLAKE ROAD AND ARTILLERY ROAD UPGRADE - AWARD OF CONTRACT

File No: 2024-018

Attachments: Nil

Responsible Officer: Arvind Singh - Manager Infrastructure Projects
Michael Kriedemann - General Manager Infrastructure
Terry Dodds PSM - Chief Executive Officer

Author: Rosanna Jeffery - Project Manager Infrastructure Project
Dev Krishnasamy - Infrastructure Project Engineer/Project Manager

This report is considered confidential in accordance with section 254J(3)(g), of the *Local Government Regulation 2012*, as it contains information relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government.

SUMMARY

This report is for the recommendation to Councillors to enter into Contract with the selected Contractor for Contract 2024.018 ROSI Greenlake Road and Artillery Road Upgrade.

17 CLOSURE OF MEETING