Cook Shire Council
Charges Resolution (No. 1) 2015

1.0 Introduction

1.1 This is a charges resolution ("resolution") made pursuant to the *Sustainable Planning Act 2009* ("SPA").

1.2 This resolution is structured as follows:

Section / Attachment #	Name	Function
1.0	Introduction	Background, legal authorisation and timing, applicable areas and types of development that trigger charges calculation, definitions of relevant terms
2.0	Adopted Charges	Refers to types of development that attract charges, and identifies the adopted charges.
3.0	Discounts	Identifies the discounts that will be taken into account in the calculation of a levied charge.
4.0	Calculation of the Levied Charge	Identifies the method by which the levied charge will be calculated.
5.0	Payment Triggers	Identifies when a levied charge is to be paid.
6.0	Automatic Increase Provision for Levied Charges	Identifies how a levied charge is to be increased to the date it is paid.
7.0	Conversion Applications	Identifies Council's requirements for making a conversion application and the process of assessing and deciding the conversion application.
8.0	Offsets and Refunds for Trunk Infrastructure	Identifies method for determining the establishment cost of trunk infrastructure, the process for reconciling an offset or refund, and the timing of refunds.
9.0	Plans for Trunk Infrastructure	Refers to the plans for trunk infrastructure in Attachment 3.
10.0	Desired Standards of Service	Refers to the desired standard of service contained in Attachment 2 to which trunk infrastructure shall be constructed.
11.0	Schedule of Unit Rates	Identifies the unit rates for trunk infrastructure items used to determine the planned establishment cost of trunk infrastructure.
Tables	Tables 1.1, 2.1, 2.2, 2.3 and 2.4	For reference purposes when making charge calculations
Attachment 1	Definitions of Trunk Infrastructure	Identifies definitions for trunk infrastructure networks used to assess conversion applications.
Attachment 2	Desired Standards of Service	Identifies the desired standard of service to which trunk infrastructure shall be constructed.
Attachment 3	Plans for Trunk Infrastructure	Identifies the Plans for Trunk Infrastructure that identify existing and future trunk infrastructure.
Attachment 4	Schedule of Works	Identifies features of the existing and future trunk infrastructure items, including the estimated cost and assumed time of completion.
Attachment 5	Methodology for Determining the Final Contract Value for Trunk Infrastructure Works	Outlines the default methodology for determining the establishment cost of trunk infrastructure costs and the value of offsets and refunds.

1.3 This resolution applies to the Cook Shire Local government area.

1.4 This resolution seeks to implement the requirements of the *Sustainable Planning Act 2009*, State Planning Regulatory Provision (adopted charges) (the "**SPRP**") and Statutory Guideline 03/14 – Local Government Infrastructure Plans, and has effect on and from 1st July, 2015

It is advised that this Charges Resolution (CR):

(a) does not retrospectively apply to previous approvals, even if they have not yet paid charges. It only applies to decisions made after CR No. 1 comes into effect;
(b) will be applied to development applications not yet entered Decision Stage (prior to CR No.1 coming into effect), irrespective of when the application was lodged;
(c) can be applied to a request for a 'permissible change' to a development approval made under section 369 of SPA; and
(d) can be applied to a request to extend the relevant period made under section 383 of SPA (currency period extensions).

Refer to section 626 of SPA for details and limitations on Council's ability to give applicants infrastructure charges notices for change approvals and extension approvals.

1.5 This resolution adopts a charge for particular development that is less than the maximum adopted charge specified within the SPRP. **Table 1.1** herein identifies the relationship between existing Cook Shire Planning Scheme use types and the classes of development to which the adopted infrastructure charges apply. This table is required in order to align the different land-use charge categories applied under the SPRP with those of the Cook Shire Planning Scheme.

1.6 The SPRP includes a Priority Infrastructure Area ("PIA") for Cook Shire that identifies the areas which are prioritised to accommodate urban growth for the next 10 to 15 years to ensure the efficient delivery of infrastructure. Areas outside of the PIA contain development use rights but the provision of trunk infrastructure by the local government to support urban growth outside the PIA is generally not supported by immediate or medium term funding within capital works programs. Infrastructure may be planned outside of the PIA to demonstrate the preferred servicing arrangements; however Council may impose a condition requiring the payment of additional trunk infrastructure costs for premises completely or partly outside the PIA – refer to sections 650 – 653 of SPA.

1.7 The issuing of an infrastructure charges notice may be triggered by assessable development or development requiring compliance assessment. The types of development that may trigger the issuing of an infrastructure charges notice are:

(a) reconfiguring of a lot;
(b) material change of use; and
(c) carrying out building work.

1.8 In this resolution the expression "development application" includes a request for compliance assessment and the expression "development approval" includes a compliance permit.

1.9 Interpretation

In this resolution:

adopted charge means the charge set by this resolution to be applied for the purpose of calculating a levied charge as stated in section 2.0

bedroom means an area of a building or structure which:

(a) is used, designed or intended for use for sleeping but excludes a lounge room, dining room, living room, kitchen, water closet, bathroom, laundry, garage or plant room; or
(b) a space that can be readily closed off for sleeping such as a den, study, loft, media or home entertainment room, library, family or rumpus room or other similar space.

discount means the assessed demand for an existing or past lawful use right prior to the development application to be applied within the calculation of a levied charge which acknowledges the existing usage of the trunk infrastructure networks by the premises and reduces the charges accordingly as stated in section 3.0 (Discounts).

Dwelling means a residential use of premises for one household that contains a single dwelling.

Gross floor area (GFA), for a building, means the total floor area of all storeys of the building, including any mezzanines, (measured from the outside of the external walls and the centre of any common walls of the building), other than areas used for—
(a) building services; or
(b) a ground floor public lobby; or
(c) a public mall in a shopping complex; or
(d) parking, loading or manoeuvring of vehicles; or
(e) balconies, whether roofed or not.

impervious area means the area of the premises that is impervious to rainfall or overland flow that results in the discharge of stormwater from the premises.

lawful use see schedule 3 (Dictionary) of the *Sustainable Planning Act 2009*.

levied charge means the charge levied on an applicant through an infrastructure charge notice in accordance with section 635 of SPA, worked out by applying the provisions of this Charges Resolution.

maximum adopted charge see schedule 3 (Dictionary) of the *Sustainable Planning Act 2009*.

planning scheme means the Cook Shire Planning Scheme.

producer price index (PPI) means the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge Construction index for Queensland published by the Australian Bureau of Statistics.

3-yearly PPI index average is defined in section 631 of the *Sustainable Planning Act 2009* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters.

A term defined in the *Sustainable Planning Act 2009* which is used in the resolution has the meaning given in the *Sustainable Planning Act 2009*.

If a term is not defined in the resolution or the *Sustainable Planning Act 2009* the term is to, subject to section 14A (Interpretation best achieving Act's purpose) of the *Acts Interpretation Act 1954*, have the meaning assigned to it by the edition of the Macquarie Dictionary that is current at the date the resolution takes effect.[1]

Table 1.1 – Planning Scheme Use Types to which the *adopted charges* apply

Column 1 **Adopted infrastructure charge category**	**Column 2** **Cook Shire Planning Scheme Uses**
Residential	Caretaker's Residence Dual Occupancy House Multiple Residential Relative's Accommodation
Accommodation (short-term)	Bed and breakfast Caravan Park (temporary accommodation) Host Farm Hotel (accommodation component) Tourist Accommodation
Accommodation (long-term)	Caravan Park (permanent accommodation) Retirement Village Other Residential
Places of assembly	Community Facilities: - Church or place of worship - Community hall, neighbourhood centre, senior citizens or youth centre - Library, public art gallery or museum - Scout or guide hut. Indoor Recreation: - Function Centre - Club
Commercial (bulk goods)	Outdoor Sales Premises
Commercial (retail)	Local Shop Restaurant Service Station Shop
Commercial (office)	Office

[1] Section 14A(1) (Interpretation best achieving Act's purpose) of the *Acts Interpretation Act 1954* provides that in the interpretation of a provision of the Act the interpretation that will best achieve the purpose of the Act is to be preferred to any other interpretation.

Column 1 **Adopted infrastructure charge category**	**Column 2** **Cook Shire Planning Scheme Uses**
Education facility	Child Care Centre Educational Establishment
Entertainment	Hotel (non-residential component) Indoor Recreation: - Cinema - Theatre - Nightclub
Indoor sport and recreational facility	Indoor Recreation: - Sports centre - Gymnasium - Amusement and leisure centre
Industry	Equipment and Vehicle Depot Freight Depot Industry Rural Service Industry Storage Facility Vehicle Workshop Warehouse
High impact industry	Hazardous, Noxious or Offensive Industry Waste Facility
Low impact rural	Agriculture Forestry
High impact rural	Aquaculture
Essential services	Community Facilities: - Emergency services Hospital Institution Medical Centre Veterinary Facility
Specialised uses	Animal Keeping Carpark Extractive Industry Intensive Animal Keeping Minor Public Utility Outdoor Recreation Park Facilities Public Utility Remote Worker's Accommodation Tourist Facility
Minor uses	Advertising Device Cemetery Home Business Roadside Stall Telecommunication Facility

2.0 Adopted Charge

2.1 The adopted charge for a *material change of use* or *building work* for:

(a) Residential development, is stated in **Table 2.1**;

(b) Non-residential development (other than a specialised use), is stated in **Table 2.2** which comprises the following:

(i) the adopted charge as stated in the column *'Local government adopted charges excluding stormwater';* and
(ii) the adopted charge for stormwater as stated in the column '*Stormwater ($ per impervious m^2)*'.

2.2 The adopted charge for reconfiguring a lot for Residential and Non-residential development, is the adopted charge per Allotment as stated in **Table 2.3**.

2.3 *Specialised Uses:* Upon receiving a development application for an undefined use, Council will determine the most appropriate equivalent use charging category from **Table 1.1** to apply to the development in order to determine the adopted charge in accordance with **Tables 2.1 to 2.2.**

2.4 If the subject site is located in an area that is not serviced by Council trunk networks then such separate network components of the charge shall be deducted from the total adopted charge payable (refer to **Table 2.4**).

Table 2.1 – Adopted Infrastructure Charges – Adopted charge for a Material Change of Use or Building Work for Residential development

Development for which an adopted infrastructure charge may apply	Maximum adopted charges	Adopted infrastructure charges ($)						
		Local Government adopted charges	Proportional split of adopted charge per network					
			Water Supply	Sewerage	Transport	Public Parks & Community Land	Stormwater	
			25%	25%	30%	10%	10%	
Residential (1 or 2 bedroom dwelling)	$20,000 per dwelling	**$6,000** per dwelling	$1,500	$1,500	$1,800	$600	$600	
Residential (3 or more bedroom dwelling)	$28,000 per dwelling	**$8,400** per dwelling	$2,100	$2,100	$2,520	$840	$840	
Accommodation (Short Term)	$10,000 per suite (with 1 or 2 bedrooms)	**$3,000** per suite (with 1 or 2 bedrooms)	$750	$750	$900	$300	$300	
	$14,000 per suite (with 3 or more bedrooms)	**$4,200** per suite (with 3 or more bedrooms)	$1,050	$1,050	$1,260	$420	$420	
	$10,000 per bedroom (that is not within a suite)	**$3,000** per bedroom (that is not within a suite)	$750	$750	$900	$300	$300	
Accommodation (Short Term): Caravan Park	$10,000 per 1 or 2 tent/caravan sites (for a tent or caravan site) and per 1 or 2 bedroom cabin (for a cabin)	**$467** per tent, caravan or cabin site	$117	$117	$140	$47	$46	
	$14,000 per 3 tent/caravan sites (for a tent or caravan site) and per 3 bedroom cabin (for a cabin)							
Accommodation (Long Term)	$20,000 per suite (with 1 or 2 bedrooms)	**$6,000** per suite (with 1 or 2 bedrooms)	$1,500	$1,500	$1,800	$600	$600	
	$28,000 per suite (with 3 or more bedrooms)	**$8,400** per suite (with 3 or more bedrooms)	$2,100	$2,100	$2,520	$840	$840	
	$20,000 per bedroom (that is not within a suite)	**$6,000** per bedroom (that is not within a suite)	$1,500	$1,500	$1,800	$600	$600	

Development for which an adopted infrastructure charge may apply	Maximum adopted charges	Adopted infrastructure charges ($)					
		Local Government	Proportional split of adopted charge per network				
Accommodation (Long Term): Caravan Park	$10,000 per 1 or 2 tent/caravan sites (for a tent or caravan site) and per 1 or 2 bedroom cabin (for a cabin) Or $14,000 per 3 tent/caravan sites (for a tent or caravan site) and per 3 bedroom cabin (for a cabin)	**$933** per tent, caravan or cabin site	$233	$233	$280	$93	$94

Table 2.2 – Adopted Infrastructure Charges – Adopted charge for a Material Change of Use or Building Work for Non-residential development

Development for which an adopted infrastructure charge may apply	Maximum adopted charges		Adopted infrastructure charges					
	Maximum adopted charges ($ per m² GFA)	Maximum adopted charges for stormwater network ($ per impervious m²)	Total Local Government infrastructure charges ($ per m² GFA)	Proportional split of adopted charge per network				Stormwater ($ per impervious m²)
				Water Supply	Sewerage	Transport	Public Parks & Community Land	
				30%	30%	40%	0%	
Places of Assembly	$70	$10	**$21**	$6.30	$6.30	$8.40	$0.00	**$3**
Commercial (Bulk Goods)	$140	$10	**$42**	$12.60	$12.60	$16.80	$0.00	**$3**
Commercial (Retail)	$180	$10	**$54**	$16.20	$16.20	$21.60	$0.00	**$3**
Commercial (Office)	$140	$10	**$42**	$12.60	$12.60	$16.80	$0.00	**$3**
Education Facility	$140	$10	**$42**	$12.60	$12.60	$16.80	$0.00	**$3**
Entertainment	$200	$10	**$60**	$18.00	$18.00	$24.00	$0.00	**$3**
Indoor Sport and Recreational Facility	$20 per m² of court area	$10	**$6** per m² of court area	$1.80	$1.80	$2.40	$0.00	**$3**
	$200 per m² of GFA	$10	**$60** per m² of GFA	$18.00	$18.00	$24.00	$0.00	**$3**
Industry	$50	$10	**$15**	$4.50	$4.50	$6.00	$0.00	**$3**
High Impact Industry	$70	$10	**$21**	$6.30	$6.30	$8.40	$0.00	**$3**
Low Impact Rural	Nil	Nil	**Nil**					**Nil**
High Impact Rural	$20	Nil	**$6**	$1.80	$1.80	$2.40	$0.00	**Nil**
Essential Services	$140	$10	**$42**	$12.60	$12.60	$16.80	$0.00	**$3**
Minor Uses	Nil	Nil	**Nil**					**Nil**
Specialised Uses	Use and demand determined by the local government at time of assessment							

Table 2.3 – Adopted Infrastructure Charges – Adopted charge for Reconfiguring a Lot

Development for which an adopted infrastructure charge may apply	Adopted infrastructure charges ($ per Allotment)					
	Total Local Government infrastructure charges	Proportional split of adopted charge per network				
		Water Supply	Sewerage	Transport	Public Parks & Community Land	Stormwater
		25%	**25%**	**30%**	**10%**	**10%**
Residential RAL	**$8,400**	$2,100	$2,100	$2,520	$840	$840
		28%	**28%**	**33%**	**0%**	**11%**
Non-residential RAL	**$8,400**	$2,352	$2,352	$2,772	$0	$924

Table 2.4 – Extent of Trunk Networks and Charges by Cook Shire Localities

Locality	Applicable Trunk Infrastructure Networks and Charges				
	Water Supply	Sewerage	Transport	Public Parks & Community Land	Stormwater
Cooktown	Yes	Yes	Yes	Yes	Yes
Coen	Yes	Yes	Yes		Yes
Laura	Yes		Yes		Yes
Lakeland	Yes		Yes		Yes
Ayton			Yes		Yes
Marton			Yes		Yes
Rossville			Yes		Yes
Portland Roads			Yes		Yes

3.0 Discount

3.1 In accordance with s636 of SPA, a levied charge may be only for additional demand placed upon trunk infrastructure that will be generated by the development. Council has set out the discounts that will be taken into account for the calculation of the levied charge on the premises over which the application is made, based on the higher value of:

(a) Where a levied charge has been paid for the development of the premises, the levied charge paid; or

(b) Where the premises is subject to an existing lawful use for which evidence can be provided, the adopted charge for the existing lawful use of the premises; or

(c) Where the premises contained a previous lawful use that is no longer taking place, and where evidence can be provided of the previous lawful use, the adopted charge based on the previous lawful use of the premises; or

(d) Where vacant serviced land exists or where no lawful use has been constructed on the premises, the amount set out in Table 2.3 equivalent to the Reconfiguring a Lot charge for a single residential lot, for each of the lots to which the development relates.

(e) Where an infrastructure contribution was provided for the development of the premises under previous infrastructure charging policies, the charge paid at the time of payment subject to indexation[2] and evidence of payment made.

3.2 Discounts in Section 3.1(b) – (c) will be calculated in the same manner in which the relevant demand and charge is calculated under Section 4.0. To avoid doubt, Council is only charging for the additional demand caused by the proposed development. Discounts will not be provided for networks that do not currently service the site.

3.3 A discount calculated under Section 3.1 and Section 3.2 will not be higher than the levied charge. To avoid doubt, surplus discounts, if any, will not be refunded.

3.4 Despite Section 3.3, Council may in its absolute discretion, enter into an infrastructure agreement to attach any surplus discounts to the land and these discounts may be offset against any future levied charge.

3.5 Any discount calculated in accordance with Section 3.1 - 3.4 is to be allocated to the trunk infrastructure network to which the discount was accrued, unless otherwise determined under a separate infrastructure agreement between Council and the applicant.

[2]To be calculated by indexing the infrastructure contributions previously paid based on the difference between the Producer Price Index (PPI) applicable at the time the infrastructure contribution was paid, and the PPI Index applicable at the time this resolution took effect, adjusted by reference to the 3-yearly PPI Index average.

4.0 Calculation of the levied charge

4.1 The following steps identify the process to calculate the levied charge for a development application:

Step 1 Determine the relevant adopted infrastructure charges category based on the translation of the planning scheme use type in Table 1.1 that is applicable to the proposed development.

Step 2 Determine the development demand unit (e.g m^2 GFA) and associated charge rate (i.e $/demand unit) that may be levied for the proposed development as stated in Section 2.0:

- *for Material Change of Use or Building Work* - refer to **Tables 2.1 and 2.2**.
- *for Reconfiguring a Lot* - refer to **Table 2.3**

Should the area within which the site is located not be serviced by Council trunk networks then such separate components of the charge shall be deducted from the total adopted charge payable (refer to **Table 2.4**).

Step 3 Determine any existing discount amount for each trunk infrastructure network currently servicing the premises as stated in Section 3.0.

Step 4 Calculate the levied charge by subtracting the applicable discount amount from the adopted charge amount for each trunk infrastructure network (in monetary values).

4.2 A development proposal that includes more than one use (mixed use development) may involve uses or development with different assessable demands under **Tables 2.1 to 2.2**. The following rules will apply to the calculation of the demand and associated charge for a mixed use development:

(a) if more than one use is proposed to occur in any given area the subject of the approval, the levied charge will be the sum of the individual charge for each use calculated in accordance with **Section 4.1**;

(b) if an approved development includes an area which is common to two or more uses identified in **Tables 2.1 and 2.2**, the assessable demand for the common area will be based on the use or development with the highest charge amount.

4.3 If an adopted charge is intended to be levied pursuant to a building works approval and the building may be used for more than one use under **Tables 2.1 and 2.2**, the levied charge will be the sum of the individual charge for each use calculated in accordance with **Section 4.1**.

5.0 Payment Triggers

This section states when a levied infrastructure charge is to be paid.

5.1 A levied charge is payable at the following time:

(a) if the charge applies to reconfiguring a lot that is assessable development or development requiring compliance assessment – when the local government approves the plan of subdivision for the reconfiguration;

(b) if the charge applies to a material change of use – when the change of use happens;

(c) if the charge applies to building work that is assessable development or development requiring compliance assessment – when the final inspection certificate (for a single detached class 1a building or a class 10 building or structure) or certificate of classification (for a building or structure of another class) for the building work is given.

(d) if paragraphs (a), (b) and (c) do not apply, on the day stated in the infrastructure charges notice or negotiated infrastructure charges notice under which the charge was levied.

(e) As otherwise specified in a written agreement between Council and the applicant including whether it may be paid by instalments.

6.0 Automatic increase provision for levied charges

6.1 An infrastructure charge levied by Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and the PPI Index applicable at the time of payment of the levied charge[3], adjusted by reference to the 3-yearly PPI Index average[4].

6.2 If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.

6.3 The sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

[3] To be clear, the charge to be paid is the greater of the charge as levied by Council and the levied charge indexed using the Producer Price Index (adjusted by reference to the 3-yearly PPI Index Average) for the period starting on the day the charge is levied and ending on the day the charge is paid.

[4] 3-yearly PPI index average is defined in section 631 of the *Sustainable Planning Act 2009* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

7.0 Conversion applications

7.1 Purpose

7.1.1 This section applies where:

a) A condition of a development approval under section 655 of SPA requires non-trunk infrastructure to be provided; and
b) The construction of the non-trunk infrastructure has not started; and
c) The applicant for the development approval is seeking to apply to Council to convert the non-trunk infrastructure to trunk infrastructure (a conversion application).

7.1.2 Council's requirements for making an application and the process of assessing and deciding the conversion application is identified below.

7.2 Process for making a conversion application

7.2.1 A conversion application must:
a) be in writing;
b) be accompanied by the completed Council prescribed form for conversion applications (if applicable);
c) relate to non-trunk infrastructure conditioned under section 655 of SPA;
d) be lodged with Council before construction of the relevant non-trunk infrastructure commences;
e) be accompanied by supporting information including:
(i) Details of the relevant development approval including application number, property address and real property description;
(ii) The applicant's contact details;
(iii) The relevant condition(s) for non-trunk infrastructure imposed under section 655 of SPA to which the conversion application relates;
(iv) A written statement that construction of the infrastructure had not commenced prior to the making of the conversion application;
(v) A description of the circumstances giving rise to the conversion application including supporting commentary and rationale that addresses Council's trunk infrastructure criteria;
(vi) Other relevant supporting information where available including:
- Engineering estimates of works;
- Preliminary design plans;
- Network servicing analysis;
- Details of special considerations (e.g. geographical context).

7.3 Assessing and deciding a conversion application

7.3.1 The process of assessing and deciding a conversion application is as follows:
a) Council will assess the application having regard to its trunk infrastructure criteria (outlined below);
b) Council must consider and decide the application within the required period being 30 business days after:
(i) Generally – the making of the application; or
(ii) If an information requirement is made – the requirement is complied with.
c) Before making its decision, Council may give notice to the applicant requiring additional information for making the decision.

d) The notice must detail:
   (i) The information required;
   (ii) A period of at least 10 business days for giving the information;
   (iii) That the application will lapse if the applicant does not comply with the notice within the specified period, or any later period as agreed between Council and the applicant within the specified period.
e) Council must, as soon as practicable after deciding the conversion application, give the applicant notice of its decision.
f) If the decision is to convert the non-trunk infrastructure to trunk infrastructure, the notice must state whether an offset or refund applies and if so, the details of an offset or refund.
g) If the decision is to not convert the non-trunk infrastructure to trunk infrastructure, the notice must be an information notice that states:
   (i) The decision and the reasons for it;
   (ii) That its recipient may appeal against the decision; and
   (iii) How the recipient may appeal.

7.4 Effect of conversion

7.4.1 If Council's decision is to convert the non-trunk infrastructure to trunk infrastructure:
a) the condition of the relevant development approval requiring non-trunk infrastructure to be provided no longer has effect;
b) Council may, within 20 business days after making the decision, amend the development approval by imposing a necessary infrastructure condition for the trunk infrastructure; and
c) if the necessary infrastructure condition is imposed, Council will, within 10 business days after imposing the condition, give an infrastructure charges notice or amend, by notice to the applicant, any existing infrastructure charges notice for the development approval for the purposes of determining offset or refund requirements.

7.5 Trunk infrastructure criteria

7.5.1 The identified trunk infrastructure criteria for deciding whether or not to convert non-trunk infrastructure to trunk infrastructure are the following:

1. The infrastructure is consistent with Council's Desired Standards of Service (DSS) identified in ***Attachment 2***; and

2. The infrastructure is identified in Council's plans for trunk infrastructure (***Attachment 3***) and schedule of works (***Attachment 4***) but is required in a different geographical location; or

3. The infrastructure is consistent with Council's ***Definitions of trunk infrastructure*** identified in ***Attachment 1***; or

4. For infrastructure that is not consistent with Council's definitions of trunk infrastructure, the infrastructure is consistent with all of the following ***trunk infrastructure principles***:
   a) Facilitates development of other premises by enabling increased development or overcoming deficiencies in service through its provision; and

b) Reduces or eliminates unnecessary and interim staged infrastructure; and
c) Is shared between multiple development sites or provides a critical shared link between multiple development sites and the defined and mapped trunk network; and
d) Would have been identified as 'trunk' infrastructure had the ultimate demand and development pattern been known in more detail at the time of developing the infrastructure plan; and
e) The type, size and location of the infrastructure is the *most cost effective option* for servicing multiple users in the area. The most effective option means the least cost option based upon the life cycle cost of the infrastructure required to service existing and future development in the area at the desired standards of service.

8.0 Offsets and Refunds for Trunk Infrastructure

8.1 Application of an offset and refund

8.1.1 Unless otherwise provided for in an infrastructure agreement, this section applies where:

a) a development application has been conditioned to provide necessary trunk infrastructure; or
b) non-trunk infrastructure has been converted to trunk infrastructure through a conversion application; and
c) an adopted charge applies to the development.

8.1.2 Where the establishment cost for the trunk infrastructure is equal to or less than the levied charge, the cost will be offset against the levied charges (an ***offset***).

8.1.3 Where the establishment cost for the trunk infrastructure is more than the levied charge and the trunk infrastructure has been provided:

a) there is no amount payable for the development approval; and
b) Council will provide a refund to the applicant for the difference between the establishment cost of the trunk infrastructure and the levied charge (a ***refund***), in accordance with the provisions of this charges resolution.

8.1.4 The value, timing and reconciliation of payments may also be managed by an infrastructure agreement which may further specify or alter the provisions in this resolution including for staged development.

8.2 Determining the establishment cost of trunk infrastructure

8.2.1 The Infrastructure Charges Notice for a development approval may specify an establishment cost for trunk infrastructure that is the subject of a necessary trunk infrastructure condition.

8.2.2 The establishment cost in the Infrastructure Charges Notice is an indicative preliminary establishment cost only based on Council's best estimate at the time of issuing the Infrastructure Charges Notice based on the schedule of works (Attachment 4), Council's unit rates (section 11.0), or other known project cost estimates; however it will not be used as the basis for determining the value of an offset or refund unless agreed to under clause 8.2.6.

8.2.3 The establishment cost for trunk infrastructure works will be recalculated following detailed design and quantification of trunk infrastructure requirements to determine the Final Contract Value, in accordance with the processes outlined in ***Attachment 5***.

8.2.4 The establishment cost for trunk infrastructure that is land will be recalculated following confirmation of the land area to be dedicated based on the undeveloped, Englobo value of the land, which has nominally been set at $15 per square metre as at June 2014. The land value is to be indexed in line with the 3-yearly PPI Index Average, from the June 2014 to the date the levied charge becomes payable.

8.2.5 A final determination of whether a refund applies can only be made upon confirmation of the Final Contract Value and/or Land Value (as applicable).

8.2.6 Despite Clauses 8.2.3 to 8.2.5 Council, at its absolute discretion, may agree with the applicant to use the establishment cost specified in the Infrastructure Charges Notice as the basis for determining the value of an offset or refund (***Agreed Value***).

8.3 Reconciliation of an offset or refund

8.3.1 An applicant entitled to an offset or refund for the trunk infrastructure contribution is to give to Council a notice in the prescribed form which states:

a) The date the fully completed trunk infrastructure was accepted 'On Maintenance'; or
b) The date Council accepted an Uncompleted Works Deed for uncompleted works.

8.3.2 Council will as soon as reasonably practicable after receiving a notice under section 8.3.1 confirm if the establishment cost is:
a) For an offset, less than the levied charge; or
b) For a refund, greater than the levied charge.

8.3.3 For the purposes of determining if an offset or refund applies, the levied charge is to be indexed from the date it was levied to date that the establishment cost was determined by Council, using the 3-yearly PPI Index average.

8.3.4 If an offset applies, Council is to set off the establishment cost against the levied charge when the levied charge stated in the infrastructure charges notice is payable.

8.3.5 If a refund applies, Council is to determine the value of the refund by subtracting the levied charge[5] from the establishment cost.

8.3.6 Council's policy position is that the refund will be provided as either an:
a) Infrastructure credit, in the first instance and where agreed to with the applicant; and/or
b) Cash payment refund.

8.4 Infrastructure credits

8.4.1 Council will seek to provide a refund in the form of an infrastructure credit through written agreement with the applicant. The following methods for assigning the credits will be applied in order of preference:
a) Where future stages are to be developed under the approval and the future stages will be subject to a levied charge; the refund is to be held as a credit on the land that is the subject of the future stages of development;
b) Where (a) does not apply, and the applicant or related entities of the applicant hold development approvals over other land in the Local Government Area that will be subject to a levied charge, the refund is to be held as a credit against the parcels of land the subject of the development approval(s);
c) Where (a) or (b) do not apply and the applicant or related entities of the applicant:

[5] Indexed from the date it was levied to date that the establishment cost of the trunk infrastructure was confirmed by Council using the 3-yearly PPI Index average.

(i) have development applications currently being assessed by Council in the Local Government Area that, if approved, would be subject to a levied charge; and
(ii) is the current owner of the land;

the refund is to be held as a credit against the land that is the subject of the development applications upon the application(s) being approved.

8.4.2 Infrastructure credits are to be held in the form cash based on the monetary value of the refund determined in accordance with section 8.3.

8.4.3 Claiming infrastructure credit – The infrastructure credits can be used to reduce the amount of the levied charge that is payable for other development that is subject to the agreement. The monetary value of the credits are to be indexed to the time that they are claimed in accordance with the 3-yearly PPI Index average.

8.5 Timing of refund

8.5.1 Where infrastructure credits do not apply, a cash payment refund will be paid by Council. The timing of the refund will be determined on a case by case basis based on:

- the amount of the refund;
- the financial position of Council's budget;
- the projected revenue from infrastructure charges and other revenue sources;
- Council's projected expenditures.

8.5.2 Where the refund or part of the refund is not given in the same financial year that it was calculated, the refund or part of the refund provided in the subsequent financial year(s) is to be indexed to the time that it is refunded in accordance with the 3-yearly PPI Index average.

8.6 Infrastructure Agreements

8.6.1 Council, at its absolute discretion, may enter into an Infrastructure Agreement where alternatives to the above processes are being sought by an applicant or to address other matters including (but not limited to):

- the method for determining the establishment cost of trunk infrastructure;
- the required charges or trunk infrastructure to be contributed for each component or hierarchy of the network;
- the timing of payment of levied charges;
- the nature and timing of offsets and refunds;
- the nature of any security to be lodged and the details of the use and release of such security;
- details of the trunk infrastructure to be provided and the provision program;
- details of the responsible entity for the funding, design and construction of the trunk infrastructure including land acquisition (if applicable);
- Limited novation, assignment and rescission provisions to allow an alternate party to construct the same trunk infrastructure detailed in the agreement;
- Provisions for unforseen delays and redundancy provisions where a development approval and trunk infrastructure construction activities are held in abeyance;
- Any other details considered appropriate by the Council.

Each party the subject to the Infrastructure Agreement will bear their own costs for the preparation of the Infrastructure Agreement.

9.0 Plans for Trunk Infrastructure

9.1 Until Cook Shire Council's Local Government Infrastructure Plan for the Cook Shire Council is adopted, this resolution identifies the existing and proposed trunk infrastructure as follows:

(i) trunk infrastructure for water supply network for the areas as identified in the plans herein at **Attachment 3**;

(ii) trunk infrastructure for sewerage network for the areas as identified in the plans herein at **Attachment 3**;

(iii) trunk infrastructure for transport network for the areas as identified in the plans herein at **Attachment 3**;

(iv) trunk infrastructure for public parks and community land network for the areas as identified in the plans herein at **Attachment 3**.

10.0 Desired Standard of Service

10.1 Until Cook Shire Council's Local Government Infrastructure Plan for the Cook Shire Council is adopted, **Attachment 2** of this resolution identifies the desired standards of service (DSS) for the following networks:
(i) water supply;
(ii) sewerage;
(iii) transport;
(iv) public parks and community land.

10.2 The desired standard of service (DSS) details the standards that comprise an infrastructure network most suitable for the local context.

10.3 The DSS is supported by the more detailed network design standards included in planning scheme policies.

10.4 The Local Government aims to deliver the DSS for trunk infrastructure, however an entity does not have the right to expect or demand the standard[6].

[6] In accordance section 78 (2) of SPA.

11.0 Schedule of infrastructure unit rates

11.1 Until Cook Shire Council's Local Government Infrastructure Plan for the Cook Shire Council is adopted, this resolution identifies the infrastructure unit rates for determining the planned establishment cost of the following trunk infrastructure networks:

(i) water supply;
(ii) sewerage;
(iii) transport.

Water Supply

Water Mains Unit Rates as at 30/6/14 (Including Fittings)

Diameter (mm)	Material	Unit Rate* ($/m)
100	uPVC	$210
110	uPVC	$222
125	uPVC	$240
140	uPVC	$258
150	uPVC	$270
160	uPVC	$279
200	uPVC	$319
225	uPVC	$358
250	uPVC	$394
300	uPVC	$471

* Base Unit rates (excluding overheads) based in urban good soil.

Water Mains Adjustment Factors

Water Mains Adjustment Factors		
Development	Soil Type	Diameter (mm)
		100-300
URBAN	Good Soil	1.00
	Sand	1.26
	ASS/ Poor Soil	1.28
	Soft Rock	1.21
	Hard Rock	1.45
RURAL	Good Soil	0.85
	Sand	1.10
	ASS/ Poor Soil	1.13
	Soft Rock	1.05
	Hard Rock	1.29

Sewerage

Manhole Unit Rates as at 30/6/14

Depth (m)	$/Each*
0 - 1.5	$2,540
1.5 - 3.0	$3,111
3.0 - 4.5	$4,328
4.5 - 6.0	$5,909
> 6.0	$6,822

* Base Unit rates (excluding overheads) based in urban good soil.

Sewer Mains Unit Rates* as at 30/6/14

Diameter (mm)	Material	Depth Range (m)				
		<=1.5	>1.5-3.0	>3.0-4.5	>4.5-6.0	>6.0
150	UPVC	$152	$236	$310	$466	$717
200	UPVC	$205	$304	$396	$576	$858
225	UPVC	$221	$336	$439	$633	$935
250	UPVC	$219	$337	$444	$642	$965
300	UPVC	$273	$398	$512	$722	$1,095
325	UPVC	$317	$455	$581	$807	$1,219
350	UPVC	$360	$511	$650	$892	$1,344

* Base Unit rates (excluding overheads) based in urban good soil.

Sewer Rising Mains Unit Rates as at 30/6/14

Diameter (mm)	Material	Unit Rate* ($/m)
80	PVC	$138
90	PVC	$149
100	PVC	$161
110	PVC	$171
125	PVC	$185
150	PVC	$210
160	PVC	$217
200	PVC	$247
225	PVC	$279
250	PVC	$307
280	PVC	$346
300	PVC	$371

* Base Unit rates (excluding overheads) based in urban good soil.

Transport

Road Upgrade Unit Rates as at 30/6/14

Hierarchy	$/m*
Major Urban Collector	$1,250
Rural Arterial	$770

*Unit rates includes 15% contingency allowance.

Structure Upgrade Cost as at 30/6/14

Item	$/m2 deck area
Bridge	$2,600

Intersection Cost as at 30/6/14

Item	Average Cost
Medium Roundabout	$75,000

Off-Road Pathways as at 30/6/14

Type	$/m
Concrete 2.0m wide	$320

Attachment 1 – Definitions of Trunk Infrastructure

The following table defines the trunk infrastructure networks, systems and items.

Trunk Infrastructure Item	Systems	Elements
Water Supply	Bulk Supply Treatment Distribution	Water sources (dams, groundwater) Bulk supply mains Reservoirs Telemetry and instrumentation systems Water Treatment Plants Pump stations Re-chlorination facilities Distribution mains generally ≥ 100 mm diameter
Sewerage	Collection Treatment Disposal/Reuse	Gravity sewers generally ≥ 150 mm diameter Manholes Pump stations Rising mains generally ≥ 100 mm diameter Odour and corrosion control systems Telemetry and instrumentation systems Sewerage treatment plants Storage facilities Effluent disposal and reuse systems
Transport	Local government and State controlled roads	Arterial, sub-arterial and major collector roads including associated intersections, local road drainage, kerb and channel, swales, culverts, bridges, and pathways within the road reserve.
	Off-road pathways	Cycleways and pedestrian pathways not within the road reserve.
Stormwater	Stormwater Quantity	Natural waterways Overland flow paths/channels (natural and constructed) Piped drainage (including pipes, culverts, manholes, inlets and outlets) excluding items that have been included in the road network. Detention and retention facilities Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.
	Stormwater Quality	Stormwater Quality Infrastructure Devices (SQIDs) Gross Pollutant Traps (GPTs) Wetlands Riparian corridors Bio-retention facilities Bank stabilisation, erosion protection and revegetation Trunk infrastructure excludes development infrastructure internal to a development or to connect a development to the external infrastructure network.
Public Parks and Community Land	Public Parks	Land, works and embellishments for local, district and local government-wide parks.
	Land for community facilities	Land and basic works associated with the clearing of land and connections to service only.

Attachment 2 – Desired Standards of Service

The Desired Standards of Service (DSS) state the level of service to be delivered to the community. The DSS identifies the performance standards for each trunk infrastructure network expressed in terms of:

a) Planning Criteria—qualitative standards relating to network performance
b) Design Criteria—quantitative standards relating to the capacity of the network.

Water Supply

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)	
Reliability / continuity of supply	All development receives a reliable supply of potable water with minimal interruptions to their service.	• Water Supply Code of Australia (Water Service Association of Australia) • FNQROC Development Manual Design Guidelines - D6 Water Reticulation	
		Performance Indicator	**Target**
		• The number of unplanned interruptions per 100 km/year	<10
		• Restoration of services – unplanned interruptions	95% restored within 5 hours
		Connections experiencing more than • interruption per year • interruptions per year • interruptions per year • interruptions per year • 5 or more interruptions per year	Connections: • <12% • <2% • <1% • <0.5% • <0.25%
		Planned interruptions with > 24 hours notice	80%
		Response time to all events for 95% of customers	< 2hours
		Water leaks / breaks per 1,000 connections / year	<5
		Water leaks / breaks per 100 km mains / year	<20
		Service leaks / breaks per 1,000 connections / year	<30
		Rate of system water loss	<10%
Adequacy of supply	All development is provided with a water supply that is adequate for the intended use. The Queensland Fire and Rescue Service (QFRS) support the use of the Planning Guidelines for Water Supply and Sewerage/ Chapter 6 Network	• Water Supply Code of Australia WSA 03-2002 (Water Services Association of Australia) • Cook Shire Council Total Management Plan for Water Supply and Sewage Services • FNQROC Development Manual Design Guidelines - • D6 Water Reticulation	
		Performance Indicator	**Target**

<table>
<tr><th>Measure</th><th>Planning Criteria
(Qualitative Standards)</th><th colspan="2">Design Criteria
(Quantitative Standards)</th></tr>
<tr><td rowspan="8"></td><td rowspan="8">Modelling developed by the Department of Natural Resources and Mines</td><td>Minimum flow expectation at the property boundary</td><td>30L/minute</td></tr>
<tr><td>Minimum service pressure expectation at the property boundary</td><td>22 metres head</td></tr>
<tr><td>Maximum service pressure</td><td>60 metres head</td></tr>
<tr><td>Fire Flow requirement - residential</td><td>1 hydrant at 15 L/s for 2 hours</td></tr>
<tr><td>Fire Flow requirement - commercial</td><td>1 hydrant at 30 L/s for 4 hours</td></tr>
<tr><td>Fire Flow network pressure</td><td>12 metres head in the water supply network</td></tr>
<tr><td>Design Criteria – flow parameters
• Average Daily Consumption (AD)
• Mean Day Max Month (MDMM)
• Peak Day (PD)
• Peak Hour (PH)</td><td>Design flow parameters:
• 500 litre/person/day
• 1.5 x AD
• 2.25 x AD
• 1.5 x PD</td></tr>
<tr><td rowspan="4">Quality of supply</td><td rowspan="4">Provide a uniform water quality in accordance with recognised standards that safeguards community health.

Drinking water should be clear, colourless, adequately aerated and have no discernible taste or odour. It should be free from suspended matter or turbidity, pathogenic organisms and harmful chemical substances.</td><td colspan="2">The Australian Drinking Water Guidelines (ADWG)
For water supplied from non-conventional sources refer to:
• Effluent Reuse under the Sewerage DSS
• Stormwater Reuse under the Stormwater DSS</td></tr>
<tr><td>Performance Indicator</td><td>Target</td></tr>
<tr><td>Compliance with ADWG – Microbiological / Physical / Chemical</td><td>>95%</td></tr>
<tr><td>The number of substantiated drinking water complaints per 1,000 connections / year</td><td><10</td></tr>
<tr><td>Drinking water quality incidents / year</td><td><5</td></tr>
<tr><td>Environmental impacts</td><td>The environmental impacts of the water supply network are minimised in accordance with community expectations.</td><td colspan="2">• Compliance with the requirements of the Environmental Protection Act 1994 and associated Environmental Protection Policies and the Water Act 2000.
• Compliance with all environmental licenses and environmental management plans under the Water Act 2000 and the Environmental Protection (Water) Policy 1997.</td></tr>
<tr><td>Pressure and leakage management</td><td>The water supply network is monitored and managed to maintain the reliability and adequacy of supply and to minimise environmental impacts.</td><td colspan="2">• Cook Shire System Leakage Management Plan
• Cook Shire Drought Management Plan
• System Leakage Management Plan (Chapter 3, Part 3, Division 1A Water Act 2000)</td></tr>
</table>

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)
Infrastructure design / planning standards	Design of water supply infrastructure will comply with established codes and standards.	• Water Supply Code of Australia WSA 03-2002 (Water Services Association of Australia) • FNQROC Development Manual Design Guidelines - D6 Water Reticulation • The Australian Drinking Water Guidelines (ADWG) developed by the National Health and Medical Research Council • Planning Guidelines for Water Supply and Sewerage (Department of Energy and Water Supply)

Sewerage

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)	
Reliability	All development has access to a reliable sewerage collection, conveyance, treatment and disposal system that meets the desired public and environmental requirements for the community.	• Cook Shire Council Total Management Plan for Water Supply and Sewage Services. • Sewerage Code of Australia (Water Service Association of Australia). • Sewerage Pumping Station Code of Australia (Water Service Association of Australia). • FNQROC Development Manual Design Guidelines - D7 Sewerage System.	
		Performance Indicator	**Target**
		Sewage overflows per 100 km main / year	<5
		Sewage overflows to customer property per 1,000 connections / year	<1
		Odour complaints per 1,000 connections / year	<5
		Response time to all events for 95% of customers	< 2 hours
		Response time to Priority 1 events for 95% of customers	< 1 hour
		Sewer main breaks and chokes per 100km main / year	<10
		Rising main breaks per 100 km mains / year	<1

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)
Quality of treatment	Ensures the health of the community and the safe and appropriate level of treatment and disposal of treated effluent. Customers are provided with a reliable reticulated sewage scheme that is designed to minimise risks to public health and the environment. Treatment processes adopt appropriate technology to minimise energy and chemical use, reduce operating costs and achieve a minimum life cycle cost.	Compliance with all environmental licenses and environmental management plans administered under the Water Act 2000 and the Environmental Protection (Water) Policy 1997. Treatment processes are designed to achieve the effluent quality standards defined by the Queensland Environmental Protection Agency (EPA) in accordance with current discharge licences.
Environmental impacts	The environmental impacts of the sewerage network are minimised in accordance with community expectations. Minimise the impact of sewage infrastructure on air, water and land resources.	Compliance with all environmental licenses and environmental management plans under the Water Act 2000 and the Environmental Protection (Water) Policy 1997. Reduce contaminant loading on the natural environment.
Effluent reuse	Provide opportunities for the beneficial reuse of recycled water to reduce the amount of nutrients discharged into waterways. Reduce potable water consumption by using recycled water for non-potable demands (i.e. construction, irrigation). Where possible biosolids generated by the sewage scheme will be recycled.	Effluent reuse schemes are designed in accordance with relevant legislation and guidelines including: • Public Health Amendment Regulation (No.1) 2008 • Recycled Water Management Plan and Validation Guideline, 2008 (Department of Energy and Water Supply) • Recycled Water Management Plan Exemption Guidelines, 2008 (Department of Energy and Water Supply) • Water Quality Guidelines for Recycled Water Schemes, 2008 (Department of Energy and Water Supply) • Australian Guidelines for Water Recycling: Managing Health and Environmental Risks (Phase 1), 2006 (EPHC, NRMMC, AHMC) • Australian Guidelines for Water Recycling: Augmentation of Drinking Water Supplies (Phase 2), 2008 (EPHC, NRMMC, AHMC)
Infrastructure design / planning standards	The design of the sewerage infrastructure will comply with established codes and standards. Sewerage infrastructure is required to : • Convey sewage at adequate velocity to limit blockages and detention times • Minimise odour generation • Limit surcharging of the system • Reduce whole of life costs • Appropriately treat all sewage	• Sewerage Code of Australia WSA 02-2002 (Water Services Association of Australia) • Sewerage Pumping Station Code of Australia WSA 04-2005 (Water Services Association of Australia) • FNQROC Development Manual Design Guidelines - D7 Sewerage System • Planning Guidelines for Water Supply and Sewerage (Department of Energy and Water Supply)

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)	
	• Sustainably manage treated water discharge • Reflect community expectations	**Design Element**	**Value**
		Sewage Loading • Average Dry Weather Flow (ADWF) • Peak Wet Weather Flow (PWWF) • Peak Dry Weather Flow (PDWF)	 • 270 L/EP/day • 5 x ADWF • 4 x ADWF
		Property Connections • Residential (Single Dwelling) • Other (Commercial, Industrial, Multi Residential)	 • 100mm dia • 150mm dia
		Gravity Mains • Mannings 'n' • Minimum Velocity @ PWWF • Minimum Velocity @ PDWF • Depth of Flow @ PWWF	 • 0.013 • 0.6 m/s • 0.3 m/s • Maximum flow depth shall not exceed 75% of pipe full.
		Pumping Stations • Total Pump Station Capacity • Emergency Storage	 • Not less than 5 x ADWF • 6 hours at ADWF
		Rising Mains • Minimum Velocity (average daily) • Minimum Velocity (preferred) • Maximum Velocity	 • 0.75 m/s • 1.5 m/s • 2.5 m/s

Transport

Measure	Planning Criteria (Qualitative Standards)	Design Criteria (Quantitative Standards)
Road network design / planning standards	The road network provides a functional urban and rural hierarchy that supports settlement patterns, commercial and economic activities, and freight movement. It should be noted that in Cook Shire the road hierarchy consist of state controlled roads or council trunk roads. Promote safety by separating different travel functions having different and conflicting operating characteristics and requirements. Minimise peak congestion and safety problems. Minimise fuel consumption, emissions and congestion by maintaining optimal operating speeds across the hierarchical network. Provide for the volume/capacity ratio. Protect residential amenity and efficient freight routes.	Design of the road system will comply with established codes and standards including: • Local government road design and development manual/standards/codes in planning scheme and planning scheme policy • FNQROC Development Manual Design Guidelines - D1 Road Geometry • FNQROC Development Manual Design Guidelines - D3 Road Pavements • Road Planning and Design Manual (Department of Transport and Main Roads) • AUSTROADS Guides • Australian Standards • The Institute of Public Works Engineering Australia, QLD Division. (IPWEA). Ensure traffic on access streets does not exceed 750 vehicles per day with less than 3.0% heavy goods vehicles. Maximum degree of saturation and average delay intersections 0.95 and 25 seconds respectively.
Cycleway and pathway design / planning standards	Cycleways and pathways provide a safe and convenient network that encourages walking and cycling as acceptable alternatives. Design of the network will comply with established codes and standards.	• Local government road design and development manual/standards/codes in planning scheme and planning scheme policy • Australian Standards • AUSTROADS Guide to Traffic Engineering Practice—Part 14 (Chapter 10) • Queensland Streets Manual

Stormwater

Planning Standard	Community Outcome
Provide a system of shared stormwater infrastructure allowing for safe drainage of urban land while maintaining or improving the quality of run-off.	• Minimises inundation of habitable areas • Minimises the damage and risk associated with flooding • Minimises the impact of development on the ecological health and water quality within waterway corridor
Ensure the use of Water Sensitive Urban Design and other types of on-site infrastructure to minimise impact on the natural environment	• Provides waterways infrastructure at the lowest life cycle cost • Reduces the scale of built infrastructure by optimising on site solutions • Improves water quality at the point of discharge to benefit the natural waterway corridor's health
Ensure sufficient buffers from urban development are along waterway corridors for ecological links (including the rehabilitation of degraded waterway corridor banks, where required).	• Maintain or improves environment amenity such as scenic values and natural construction • Erosion and sedimentation run off is minimised • Negative impacts on adjoining and downstream properties are minimised • Protects environmentally sensitive areas from development
Ensure natural stream processes are maintained within waterway corridors.	• Reduces the need for costly structural treatments of waterway corridor banks • Provides for natural processes of accretion, erosion and sedimentation and reduces environmental effects from pollution • Increases regional water quality
Design Standard	**Community Outcome**
Design stormwater infrastructure to comply with: • Far North Queensland Regional Organisation of Councils (FNQROC) Design Manual; • Queensland Urban Drainage Manual (QUDM); and • EPA requirements and guidelines.	• Free and safe drainage of urban land • Maintain or improve water quality and ecological health
Implement Water Sensitive Urban Design principles to achieve maximum on site quantity and quality treatment and minimise offsite discharge.	• Maximise the water quality on site • Negative impacts on adjoining and downstream properties are minimised
Implement regional and on-site detention facilities to minimise the impact of peak run-off for the full range of Annual Exceedance Probability (AEP) events (100% AEP to 1% AEP) from developments, taking into account safety and risk. Design detention basins to maintain pre-development peak flow levels from the development site for all flood events (100% AEP to 1% AEP). Design Detention Basins in the same catchment to ensure that the coincident peak discharge at downstream control points is not increased.	• Reduces the cumulative impact from existing and future developments on peak flow levels • Reduces the need to increase the size of waterway corridors and underground drainage • Increases active and passive recreation opportunities • Minimises the impact on the environmental values of downstream waterway corridors by maintaining pre-development flows and velocities • Reduces downstream sedimentation by slowing flow velocities
Design bridges and culverts with appropriate flood immunity and capacity to convey floodwater, taking into account the Council's road hierarchy. Construction of bridges and culverts must not adversely impact on the natural environment, such as through the loss of vegetation and undesirable impacts on bio-diversity. Design bridges and culverts to maintain fauna and recreational links.	• Ensures road crossings operate safely in times of inundation • Reduces the risk of flooding for surrounding properties • Provides opportunities for extended pedestrian and bicycle links • Enhances ecological links

Public Parks and Community Land

The overall Standards of Service for land for public recreation (e.g. for parks, sporting and recreation facilities) and community land are comprised of two main elements.

a) A Preferred Level of Supply (PLS) of various types of land for parks and facilities which caters for informal and formal public recreation and community facilities. This can be described as the "planned provision" of raw land supply that will be embellished (or developed) to provide for a range of public recreation and community facilities opportunities.
b) A preferred Level of Development or embellishment for each type of park. This describes what facilities and features should be developed as a minimum for different types of parks and is termed the "Preferred Level of Development" (PLD).

The following tables identify the preferred level of supply and standards for the public parks and community land network.

Table 1a – Rate of Land Provision – Public Parks

Infrastructure Type	Rate of Provision (Ha/1000 people) – Public Parks			
	Local	**Village**	**Township**	**Shire/Regional**
Recreation Park	0.5 Ha	1-2 Ha	2 Ha	2 Ha+
Sport Park	NA	2-5 Ha	5 Ha+	10 Ha

Table 1b – Rate of Land Provision – Community Facilities

Infrastructure Type	Rate of Provision (1 x per population) – Community Facilities					
	Local		**District**		**Shire/Regional**	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
Community Centre	6,000	10,000				
Youth Centre	10,000	20,000				
Library			15,000	30,000		
Multi-purpose community centre			20,000	30,000		
Performing Arts Space			30,000	50,000		
Art Gallery					30,000	150,000
Central Library					30,000	150,000
Civic/Cultural Centre					30,000	120,000

Table 2 – Accessibility Standard

Infrastructure Type	Accessibility Standard (km)			
	Local	**Village**	**Township**	**Shire/Regional**
Recreation Park	1,000m residential zone 2-5 min car access	1-2km	10-15 min drive	1 hour drive
Sport Park	NA	10-15 min drive	10-15 min drive	1 hour drive
Community Land	Generally within walking distance for majority of population	Generally within 2-5 minutes car access	Generally within commercial centre and/or with other public facilities	Generally within commercial centre

Table 3a – Size of Parks and Community Land

Infrastructure Type	Minimum Size (Ha) – Public Parks			
	Local	**Village**	**Township**	**Shire/Regional**
Recreation Park	0.3 Ha	1 Ha	2 Ha+	Varies
Sport Park	NA	1.5 Ha+	3 Ha	Varies

Table 3b – Size of Community Facilities

Infrastructure Type	Minimum Size (m^2) – Community Facilities					
	Local		**District**		**Shire/Regional**	
	Site Area	**GFA**	**Site Area**	**GFA**	**Site Area**	**GFA**
Community Centre	5,000m^2	600-800m^2				
Youth Centre	Requirements vary significantly in size from facility to facility. A minimum floor area of 600-1,000m^2 should be considered for a district level facility. The site may be large enough to contain recreational uses (5,000-10,000 m^2) or adjoin open space. Local facilities can be as small as a house (e.g. 200 m^2 on a small site). Office space or shop fronts are other models.					
Library			For a branch Library, the minimum amount of public floor space provided should be 150m^2, with requirements between 37 and 43m^2 per 1 000 population.			
Multi-purpose community centre			10,000m^2	1,000m^2		
Performing Arts Space	Guidance might be sought from Arts Queensland on requirements for arts and cultural facilities. Minimum site area requirements may be around 3,000m^2 but will depend on the type of facility and its capacity for performances.					
Art Gallery	As opportunity arises					
Central Library*					Between 37 m^2 and 49 m^2 per 1,000 population, with higher floor space to people ratios for smaller populations. Additional to this are areas for staff training, and meeting rooms. Area requirements for processing and storage of items required for additional sites include 50m^2 per mobile library (does not include housing and parking requirements of the vehicle)	
Civic/Cultural Centre					15,000m^2	2,000-5,000m^2

*State Library Building Standards of QUEENSLAND provide detailed floor space requirements.

Table 4 – Maximum Desired Grade

Infrastructure Type	Maximum Gradient			
	Local	**Village**	**Township**	**Shire/Regional**
Recreation Park	1:20 for main use area 1:6 for remainder	1:20 for main use area 1:50 for kick about area Variable topography for remainder	1:20 for main use area 1:50 for kick about area Variable topography for remainder	1:20 for main use area (e.g. picnic facility) 1:50 for playing surface
Sport Park	NA	1:50 for all playing surface Must be accessible slopes if for facility.	1:50 for all playing surface	1:20 for main use area (e.g. picnic facility) 1:50 for playing surface
Community Land	As required for building purposes			

Table 5 – Minimum Desired Food Immunity

Infrastructure Type	Maximum Gradient			
	Local	**Village**	**Township**	**Shire/Regional**
Recreation Park	Main use area free of regular flooding (i.e. above Q10) with at least 10% of total area above Q50. Free of hazards	Main use area free of regular flooding (i.e. above Q10) with at least 10% of total area above Q50. Free of hazards	Main use area free of regular flooding (i.e. above Q10) with at least 10% of total area above Q50. Free of hazards	Use areas above Q10. Free of other physical hazards. Fields/courts above Q50. Built facilities above Q100
Sport Park	NA	Free of hazards Facilities above Q100 Fields above Q50	Free of hazards Fields/Courts above Q50. Built Facilities above Q100.	Use areas above Q10. Free of other physical hazards. Fields/courts above Q50. Built facilities above Q100
Community Land	As required for building purposes			

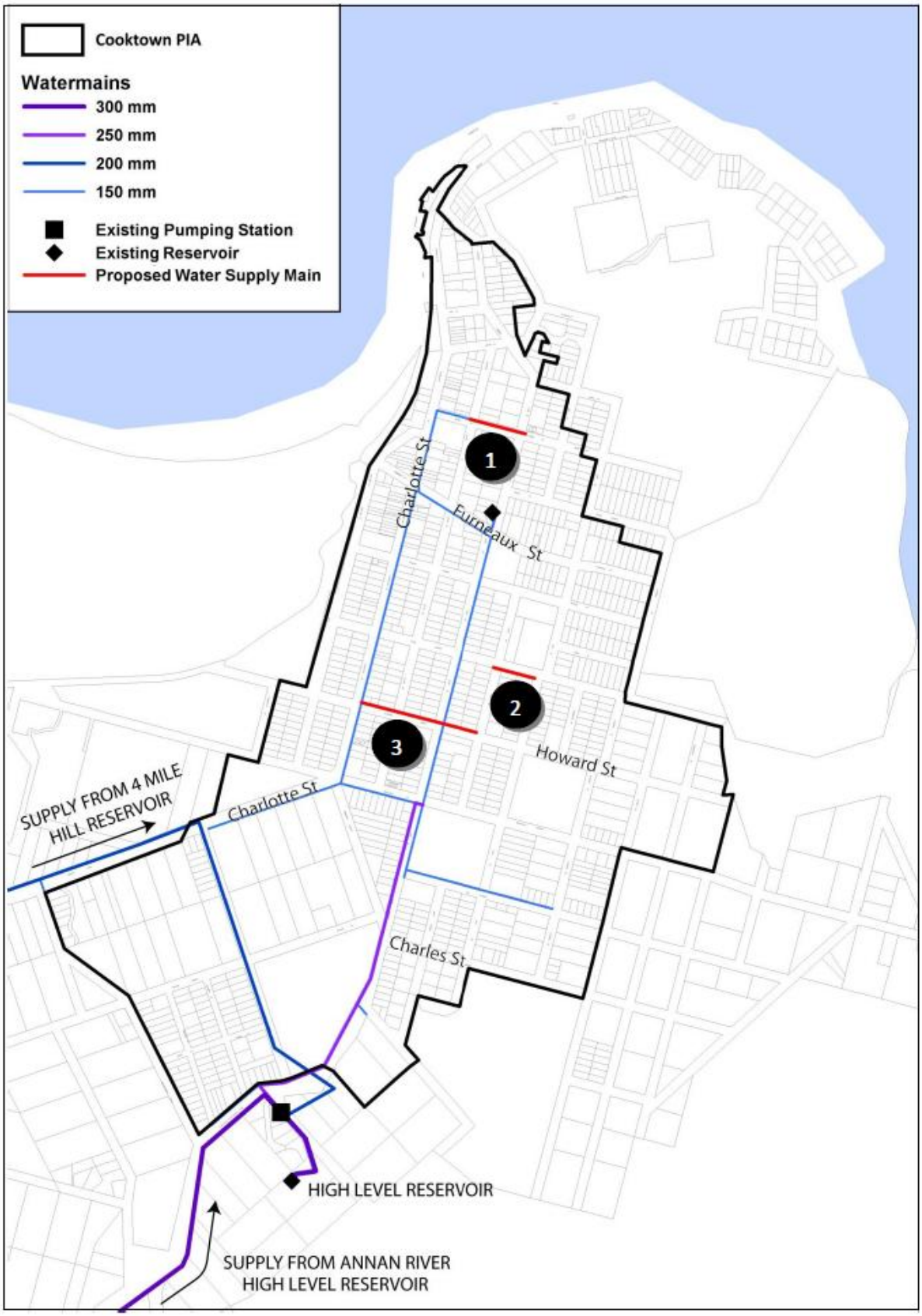
Table 6 provides a summary of the embellishment outcomes considered as the preferred level of development (or embellishment) for each park type. The information in this table should be considered as a summary only and should be further informed by any current or future park planning and design guidelines identified by Cook Shire Council in the Planning Scheme and the Sport Recreation and Open Space Plan - South East Part of Cook Shire, 2007, Strategic Leisure Group, 2007.

Table 6 – Standard Facilities/Embellishments for Parks

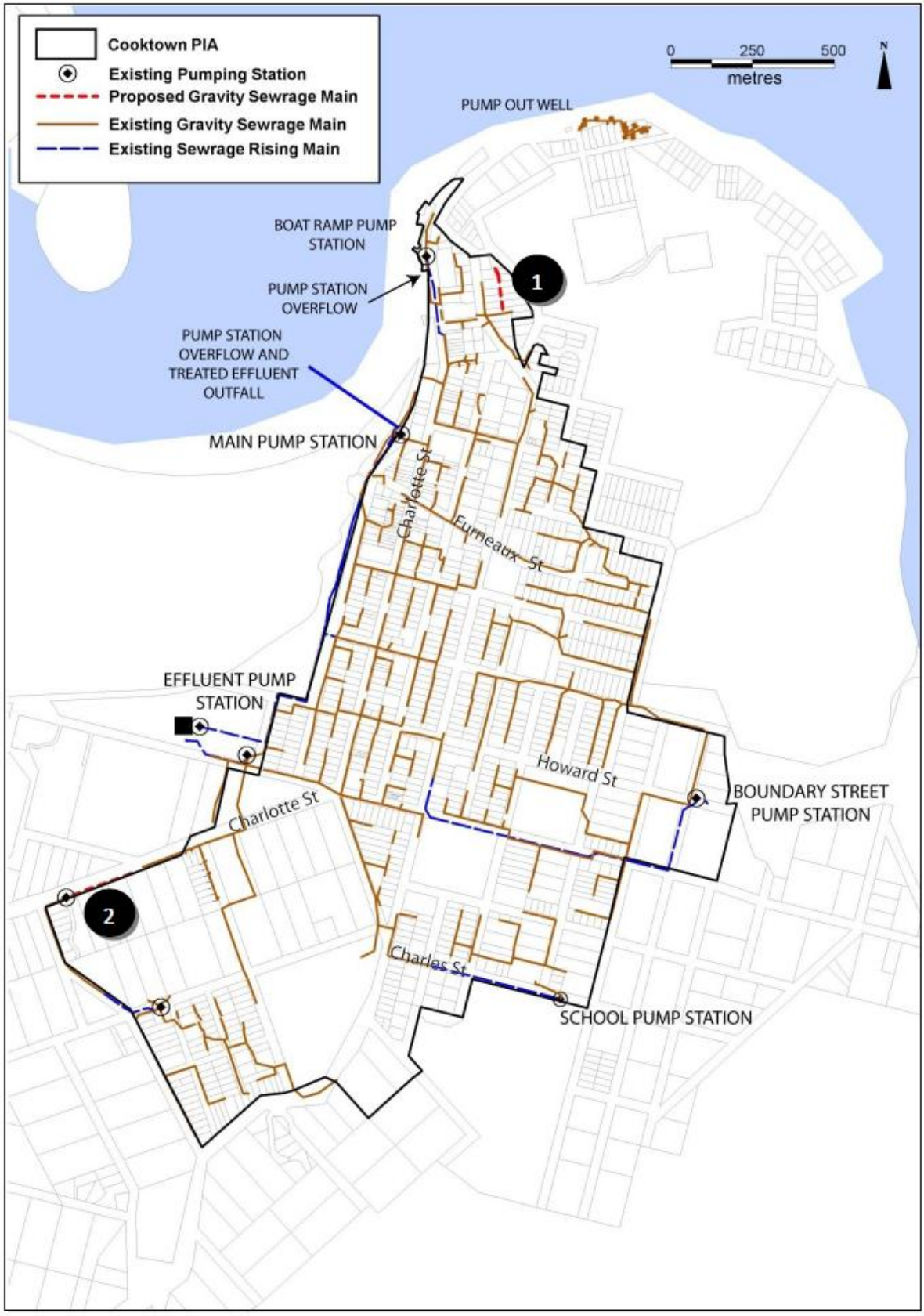
Embellishment Type	Recreation Parks			Sports Parks		
	Local /Village	Township	Shire /Region	Village	Township	Shire /Region
Car Parking and Internal roads	✓	✓	✓	✓	✓	✓
Fencing/bollards	✓	✓	✓	✓	✓	✓
Lighting	✓	✓	✓	✓	✓	✓
Toilets	✓	✓	✓	✓	✓	✓
Paths (pedestrian/ cycle)	✓	✓	✓	✓	✓	✓
Shade structures	✓	✓	✓	✓	✓	✓
Tap/bubbler	✓	✓	✓	✓	✓	✓
Picnic tables, Seats, BBQ	✓	✓	✓	✓	✓	✓
Landscaping (including earthworks, irrigation and revegetation)	✓	✓	✓	✓	✓	✓
Youth Facilities - Informal Active facilities	✓	✓	✓	✓	✓	✓
Sporting Fields	✓	✓	✓	✓	✓	✓
Playgrounds	✓	✓	✓	✓	✓	✓
Special Elements (signage)	✓	✓	✓	✓	✓	✓

Attachment 3 – Plans for Trunk Infrastructure

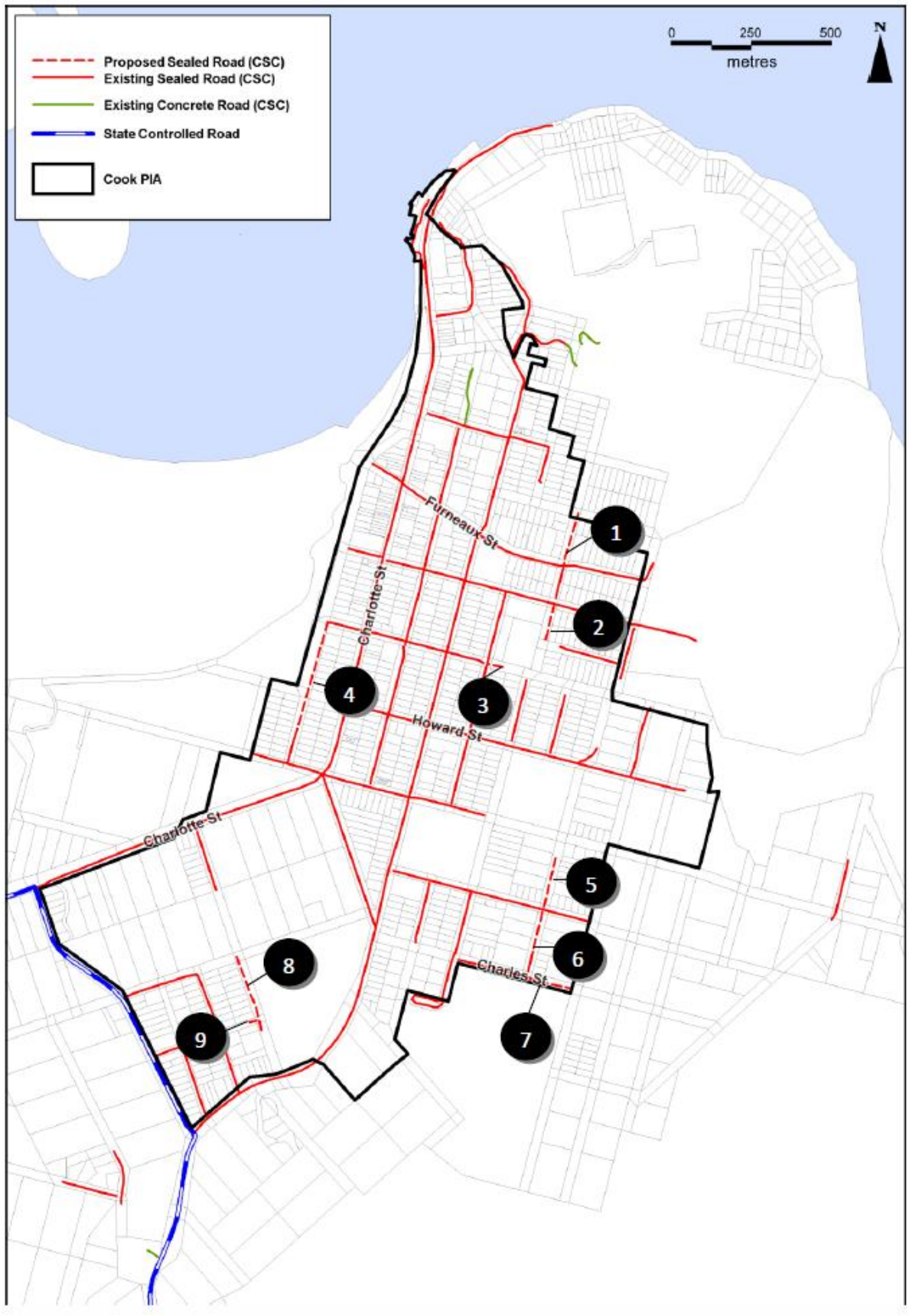
Map 1 – Water Supply Network Plans for Trunk Infrastructure



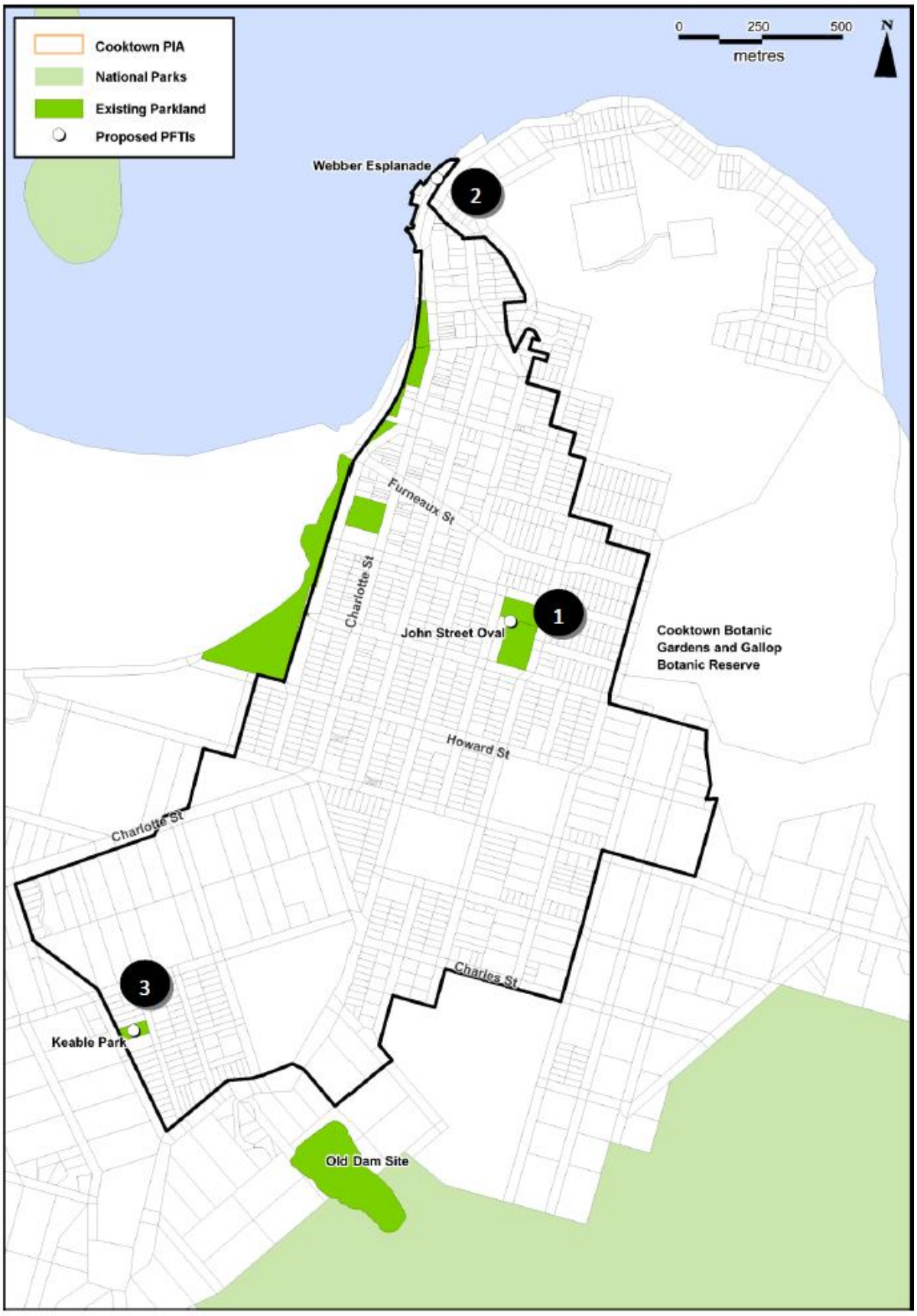
Map 2—Sewerage Network Plans for Trunk Infrastructure



Map 3 – Transport Network Plans for Trunk Infrastructure



Map 4 – Public Parks and Community Land Plans for Trunk Infrastructure



Attachment 4 – Schedule of Works

Water Supply

Map No.	Item ID	Future infrastructure asset description	Estimated Year of completion	Estimated Cost ($)
Map 1	1	Construction of new water main in Green Street (Helen St to Hope St)	2021	$70,000
Map 1	2	Construction of new water main in Hogg Street (John St to May St)	2021	$50,000
Map 1	3	Construction of new water main in Howard Street (John St to Charlotte St)	2021	$140,000
			Total establishment cost	$260,000

Sewerage

Map No.	Item ID	Future infrastructure asset description	Estimated Year of completion	Estimated Cost ($)
Map 2	1	Construction of new gravity sewer to service Baird Rd (connect to existing Flinders St gravity sewer)	2021	$50,000
Map 2	2	Construction of new gravity sewer in Charlotte St (connect to Two Mile Creek SPS)	2021	$50,000
			Total establishment cost	$100,000

Transport

Map No.	Item ID	Future infrastructure asset description			Estimated Year of completion	Estimated Cost ($)
		Road	From	To		
Map 3	1	May St	Pryde St	Furneaux St	2021	$180,000
Map 3	2	May St	Walker St	Kerr St	2021	$120,000
Map 3	3	Hogg St	John St	May St	2021	$60,000
Map 3	4	Adelaide St	Boundary St	Hogg St	2021	$420,000
Map 3	5	Garden St	Ida St	Boundary St	2021	$180,000
Map 3	6	Garden St	Ida St	Charles St	2021	$180,000
Map 3	7	Charles St	Garden St	Power St	2021	$180,000
Map 3	8	Mason St	Savage St	Adams St	2021	$300,000
Map 3	9	Adams St	Mason St	Existing	2021	$60,000
					Total establishment cost	$1,680,000

Public Parks and Community Land

Map No.	Item ID	Future infrastructure asset description	Estimated Year of completion	Estimated Cost ($)
Map 4	1	Upgrade of Johns St Oval	2021	$150,000
Map 4	2	Development of Webber Esplanade	2021	$2,000,000
Map 4	3	New Local Play at Keable Park	2021	$50,000
			Total establishment cost	$2,200,000

Attachment 5 – Methodology for Determining Final Contract Value for Trunk Infrastructure Works

1. Notice of Design with Operational Works

a) Upon lodgement of the development application for Operational Works, the applicant is to provide Council a formal Notice of Trunk Infrastructure Design (the ***Notice of Design***), including a plan which clearly depicts the trunk infrastructure items that is the subject of the necessary trunk infrastructure condition. The plan may be in the same format as the operational works plan; however it must clearly distinguish the trunk infrastructure from any non-trunk infrastructure.

Note: The intent of the Notice of Design process is to attain early agreement as to the scope and nature of the trunk works generally described in the Development Approval.

b) Council will assess the Notice of Design in conjunction with the Operational Works application and will advise the applicant if Council:
   (i) agrees; or
   (ii) agrees with conditions, or
   (iii) disagrees with the Applicant's Notice of Design.

c) Once a Design Approval is given which forms part of the Operational Works Approval and Permit, the applicant may then seek to tender the construction of the trunk works.

2. Call for Tender Notification

a) At the time that the applicant calls for public tenders for the trunk infrastructure works, a notice (a ***Notice to Tender***) containing the following information is to be submitted to Council. :
   (i) Final detailed design documents;
   (ii) A Bill of Quantities* for the Trunk Works (no costs required) that matches the Trunk Works identified in the Operational Works Approval including the Notice of Design.
   (iii) Notification of any prospective tenderers that the tender documents have been sent to specifically as part of the open public tender.
   (iv) The criteria and process for tender assessment that the Applicant and the RPEQ will undergo.

***Note:** The bill of quantities should be presented as a 'separable portion' from the rest of the non-trunk (internal) development works, and in the same format it would be presented to tenderers as part of a tender process. Providing the information in this manner will ensure Council's assessment of the trunk infrastructure design, bill of quantities and costs is seamless and expedited.

3. Tender Assessment of Trunk Works

a) In procuring the Trunk Works, the following costs can be included in the offset/refund value:
   (i) the cost of planning and designing the work;
   (ii) the cost of survey and site investigation for the work;
   (iii) the cost of relocation of services which are considered necessary to deliver the works in accordance with Council standards;
   (iv) a cost (fixed or provisional) under a construction contract for the work;
   (v) contract administration;
   (vi) construction/engineering supervision;

(vii) a portable long service leave payment for a construction contract;
(viii) an insurance premium for the work;
(ix) Council's inspection fee for the commencement and end of the maintenance period for the work;
(x) the cost of an approval for the work;
(xi) any variations agreed to by Council as a result of agreed site directions including the superintendent of works and the Council officer.

b) The following is to be excluded from the offset/refund value of the trunk works:
(i) the cost of carrying out temporary infrastructure;
(ii) the cost of carrying out non-trunk infrastructure;
(iii) the cost of the decommissioning, removal and rehabilitation of infrastructure identified in (i) and (ii) above;
(iv) the part of the trunk infrastructure contribution provided by Council or a person other than the person seeking the infrastructure offset;
(v) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
(vi) the cost of carrying out relocation or rehabilitation works for existing infrastructure not directly associated with the supply of trunk works.

c) In procuring the trunk works, the applicant is to provide to Council a Notice (***Notice of Tender Assessment***) which identifies:
(i) the tender process conducted;
(ii) the tenders received including separable portions and contract values for trunk works within the bill of quantities;
(iii) the applicant's preferred tenderer;
(iv) the applicant's reason(s) for the preferred tenderer in a tender evaluation report;
(v) the terms of the proposed work contract;
(vi) a plan for each infrastructure network clearly showing the extent of the works or land for which the infrastructure offset is sought.

d) Within 10 business days of receiving a Notice of Tender Assessment, Council is to provide a Notice confirming the Contract Value, having regard to matters outlined in this section only.

4. Reconciliation of Final Contract Value

A Reconciliation of Final Contract Value is to occur following lodgment of the earlier of:
a) an application for 'On Maintenance' with Council for the Trunk Works; or
b) Lodgment of an Uncompleted Works Bond.

If the Applicant has fully completed the Trunk Works and is seeking an 'On Maintenance' certificate from Council for the Trunk Works, the Applicant is to provide to Council a ***Notice of Final Contract Value***. The Notice is to include the following:
a) Copy of RPEQ Certificate(s) of Payment for each Progress Claim for the Trunk Works and any agreed variations;
b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
c) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above.

Within five (5) business days of Council's satisfaction that:
1. (a) and (b) above are consistent with the Design Approval and Notice of Tender

Assessment; and

2. 'On Maintenance' being given by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.

In certain circumstances, and at Council's full discretion, Council may accept a bond for Uncompleted Works prior to the Trunk Works being accepted as 'On Maintenance'. In this circumstance, the following will apply:

If the Applicant has **not** fully completed the Trunk Works and is seeking early Plan Sealing or compliance with Conditions from Council through the signing of an Uncompleted Works Deed, the Applicant is to provide a ***Notice of Final Contract Value***. The Notice is to include the following:

(a) Copy of an RPEQ Certificate of Payment for each Progress Claim for the Trunk Works and any agreed variations to the date of the calculation of remaining works for the purpose of the Uncompleted Works Bond;
(b) A reasonable amount of evidence to support any claimed and agreed variations (e.g. consultant reports, weigh bills, meeting minutes with Council officers, design details etc.)
(c) An RPEQ certified assessment in line with the quantities and costs of remaining works specified for the Trunk Works component in the Uncompleted Works Deed submitted to Council;
(d) A consolidated Final Bill of Quantities in the same general format as was included in the Notice to Tender, but having regard for (a) and (b) above, and including the estimated amount in line with (c) above.

Within 5 business days of Council's satisfaction that:

1. (a) and (b) above are consistent with the Design Approval and Notice of Procurement; and
2. The acceptance of an Uncompleted Works Deed by Council for the Trunk Works;

the Council is to confirm the Final Contract Value.