GLADSTONE
REGIONAL COUNCIL

WORKS AND TRAFFIC COMMITTEE

# A G E N D A

# 11 October 2016

**Commencing immediately after the Commercial Services Committee Meeting**

**Held at the Council Chambers - Civic Centre,**
**101 Goondoon Street, Gladstone**

**Please note:** These minutes are to be read in conjunction with the preceding General Meeting Minutes.

## Terms of Reference

Committee is primarily responsible for overseeing policy and performance in the following areas of Council operation:-

- Road Construction and Maintenance
- Drainage Operations
- Public Car Parks
- Street Sweeping
- Footpath Management
- Design Services
- Traffic Management (via Traffic Environment Advisory Committee).

Committee members are all Councillors.

By virtue of section 12(3)(g) of the *Local Government Act 2009,* the Mayor is a (ex-officio) member of the committee.

Cr Masters is the Chair of the committee.

A quorum be a simply majority of members.

The Committee meet in the first instance of the second Tuesday of each month commencing immediately after the Commercial Services Committee Meeting in the Council Chambers and the committee be authorised to determine its future meeting times and frequency.

Committee Administrator is the Director Engineering Services.

## Appointment of Committees

Section 264 of the *Local Government Regulation 2012* as follows:-

(1)A local government may -

(a) appoint, from its councillors, standing committees or special committees; and

(b) appoint advisory committees.

(2)Two or more local governments may appoint, from their councillors, a joint standing committee.

## Closed Meetings

Section 275 of the *Local Government Regulation 2012* as follows:-

(1)A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to

discuss -

(a) the appointment, dismissal or discipline of employees; or

(b) industrial matters affecting employees; or

(c) the local government's budget; or

(d) rating concessions; or

(e) contracts proposed to be made by it; or

(f) starting or defending legal proceedings involving the local government; or

(g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or

(h) other business for which a public discussion would be likely to prejudice the
interests of the local government or someone else, or enable a person to gain a
financial advantage.

## Committee Members

**Cr Masters - Chair**
**Mayor Burnett**
**Cr Bush**
**Cr Churchill**
**Cr Goodluck**
**Cr Hansen**
**Cr O'Grady**
**Cr Sobhanian**
**Cr Trevor**

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# WTC/1 OPENING AND APOLOGIES

# WTC/2 DISCLOSURE OF INTEREST

# WTC/3 CONFIRMATION OF MINUTES

## WTC/3.1 CONFIRMATION OF MINUTES FOR 13 September 2016

**Responsible Officer: Director Engineering Services**

**Committee Meeting Date:** 11 October 2016

**File Ref:** CM7.2

**Purpose:**

Confirmation of the minutes of the Works and Traffic Committee held on 13 September 2016.

**Officer's Recommendation:**

That the minutes of the Works and Traffic Committee of Council held on 13 September 2016 be confirmed.

**Attachments:**

1. Minutes of the Works and Traffic Committee of Council held on 13 September 2016.

**Tabled Items:**

Nil.

**Report Prepared by:** PA Director Engineering Services

# WTC/4 DEPUTATIONS

NIL.

# WTC/5 OFFICERS' REPORTS

## WTC/5.1 LITTLE BLUE DINOSAUR FOUNDATION - SIGNAGE

**Responsible Officer: Director Engineering Services**

**Council Meeting Date:** 11 October 2016

**File Ref:** TT1.1

### Purpose:

The purpose of this report is to allow the Council to consider a proposal from the Little Blue Dinosaur Foundation to run a seasonal 'Holiday Time' signage campaign in high pedestrian/tourist areas.

### Officer's Recommendation:

1. That Council participates in the Little Blue Dinosaur Foundation's 'Holiday Time' signage campaign for a trial period of 12 months commencing the Christmas/New Year Period of 2016/17 and purchase 2 x "Pack 1" at a price of $2,000 each.

2. The campaign will primarily target the Agnes Water and Boyne/Tannum areas and approximately $25,000 will be required to install signage and banners. Funding for this initiative (ie $29,000) will be sourced from Project Code RGM0004 (Roads - Community Service).

3. That Council authorise the Chief Executive Officer (or delegate) to prepare and implement a strategy to determine the location of the signage and distribution of the bumper stickers and wristbands.

### Background:

The Little Blue Dinosaur Foundation was established as a result of a pedestrian road accident on the Central Coast in 2014 where a young boy called Tom tragically lost his life. His legacy is realised through child safety initiatives and education.

The objectives of the Foundation are:

- *To advocate child road safety through community education, government campaigning and by implementing effective local and national road safety initiatives.*
- *To champion the review of road safety within Holiday Towns (rural/beach hamlets), where infrastructure caters for residential populations, not seasonal population spikes.*
- *To produce and distribute age specific literature to educate young children about road safety, specifically around the different roadway environments they come across at different periods of the year.*

- *To research and improve our understanding of the cognitive limitations and learning habits of young children in order to develop appropriate literature for effective road safety learning.*
- *To facilitate support services for families and loved ones who have lost a child in sudden and tragic circumstances.*

Further information about the 'Little Blue Dinosaur Foundation' can be found on their website, http://www.littlebluedinosaur.org/

The 'Holiday Time' campaign is aimed at those areas that have a large, seasonal influx of tourists that results in surges of vehicular and pedestrian traffic. Creating a safer environment for children and families on holiday is a fundamental aim of the Little Blue Dinosaur Foundation. The campaign serves as a reminder to the local and tourist community about the importance of children's safety.

In an email dated 7 July 2016, the Chief Executive Officer of the Foundation, Michelle McLaughlin, contacted Mayor Burnett, in relation to the Foundation and the 'Holiday Time' signage campaign. Michelle suggested that the campaign run seasonally during peak tourist periods where more children, pedestrians and vehicles are coming into the area. The two messages from the campaign are:

- Slow Down, Kids Around (for drivers)
- Hold my Hand (for parents/carers)

Attached to the email is a price list of all the safety awareness signage products available (Attachment 1). Four suggested Sample Packs are provided which range in price from $2,000 to $10,000. Products include:

- Hold My Hand signage
- Slow Down signage
- Holiday Time signage
- Holiday Time banner
- Bin Stickers
- Supported Stickers
- Bumper Stickers
- Silicone Wristband

## Consideration:

In considering this matter, the following two options exist.

<u>Option 1 – Do Nothing</u>

A budget does not exist for the purchase of 'Holiday Time' signage, nor does Council have an active 'road safety' campaign or 'road safety' officer employed to identify or be active in the community for such initiatives.

Advantages:
- No financial outlay.

Disadvantages:
- Council is perceived to be uninterested in road safety.
- Council is perceived to be uncollaborative with a public road safety campaign.

Option 2 – Purchase Signage

The 'Holiday Time' campaign is aimed at those areas that have a large, seasonal influx of tourists that results in surges of vehicular and pedestrian traffic. The high tourist areas within the Gladstone Region are Agnes Water/Seventeen Seventy and Boyne Island/Tannum Sands.

As an initial trial, it is recommended that Council purchase 2 x Pack 1 @ $2,000 each and develop a strategy to determine signage location and distribution of awareness products for a period of 12 months, which includes four (4) school term holidays, commencing the Christmas/New Year Period of 2016/17. Accordingly, it is estimated that the costs for installing, dismantling and storing signs during this trial period is approximately $25,000 to be funded from Council's Urban and Rural Roads Maintenance.

Council could then reassess at the end of the trial period to determine the effectiveness of the campaign and any future participation.

Pack 1 consists of :-

- 24 x Slow Down Signs
- 12 x Hold My Hand Signs
- 4 x Holiday Time Signs
- 2 x Holiday Time Banners – M
- 1 x Holiday Time Banner – L
- 50 x Bumper Stickers
- 50 x HMH Wristbands
- Promotion on Social Media

Advantages:

- Low initial financial outlay.
- Council is shown to be proactive with road safety.
- Council is perceived to be interested and collaborative with public road safety campaign.
- Short term commitment with an option to review effectiveness and re-evaluate future commitment.

Disadvantages:

- Financial outlay required.

## Communication and Consultation (Internal/External):

Little Blue Dinosaur Foundation;
Manager Road Services; and
Finance Department.

The specifics if how the signs and information will be placed/distributed will be discussed with local school in the selected areas, ideally the schools will partner Council with in-kind support. At this stage however no schools have been contacted.

## Legal Environmental and Policy Implications:

Nil.

## Financial and Resource Implications:

Option 1 – Nil.
Option 2 – Budget implication of $4,000 + approximately $25,000 in wages for installation/dismantling/storing of the signs to be funded from Project Code RGM0004 (Roads - Community Service) approximately $10,000 has already been spent out of the $35,000 allocated so if this commitment is made savings will need to be identified in the first quarterly review.

## Commentary:

It is not uncommon for Councils to employ 'Road Safety Officers' who are dedicated to road safety within the community. A Road Safety Officer would primarily be an educator in the community focused on safer road practices, deliver behavioural road safety education, engage with the community and bring attention to specific Road Safety issues across all Sections of Council as well as external organisations that contribute to road safety.

A Road Safety Officer and/or a Road Safety Campaign for the Gladstone Region could be considered as an item for future budgets and perhaps future funding opportunities.

## Summary:

Nil.

## Attachments:

1. Pricing Schedule – Safety Awareness Signage.

## Tabled Items:

Nil.

**Report Prepared by:** Engineering Officer

## WTC/5.2 ROWANLEA ROAD ACCESS

**Responsible Officer: Director Engineering Services**

**Committee Meeting Date:** 11 October 2016

**File Ref:** RD1.8

**Purpose:**

The purpose of this reports is to allow Council to consider formalising the existing access road position, accept ownership and continued maintenance of 490 metres of gravel road and causeway structure; located at the end of the existing maintained road reserve currently identified as Rowanlea Road, Diglum.

**Officer's Recommendation:**

That Council:-

- Create a road reserve over lot Lot 2 RP610487, providing access to the four (4)identified properties (Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487); to be known as Rowanlea Road;
- Seek official 'in principal' support from the property owners of Lot 2 RP610487 for the purpose of establishing a road reserve over their property, and relinquish opportunities to claim compensation for the loss of land;
- Establish a 20m wide road reserve, essentially over the existing access track, through Lot 2 RP610487;
- Advise the owners and occupiers of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487; that it is their responsibility to provide and maintain access tracks beyond the proposed road reserve end; and
- Remove the name Rowanlea Road from the road reserve to the west as described in Attachment 1 "Reference 1" with the view to rename the road reserve as the need arises.

**Background:**

The road reserve and officially maintained section of Rowanlea Road, Diglum finishes approximately 490 metres short of providing suitable access to four (4) properties known as Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487 on Council's Geocortex system, as depicted in Attachment 1 "Reference 2". However, past Council practices have seen this access road maintained for approximately 680 metres, this being an unofficial practice carried out by Council's maintenance grading teams.

Unbeknown to current Council Officers, in 2009 Mr Chapman approached senior members of Council who provided written support for this practice and, from a records search conducted in April 2016 a letter was located, unsigned but confirming this commitment (Attachment 2).

In March 2016, Mr Chapman approached Council requesting a 680 metre section beyond Rowanlea Road be repaired under Natural Disaster Recovery and Resilience (NDRRA) triggers following Cyclone Marcia. Upon investigation, it was identified that this section of road was not a recognised Council owned asset and therefore was not eligible for NDRRA

funding. This being said, the section of road was mistakenly captured under NDRRA restoration data collection in 2015 and subsequently repaired in approximately April of 2016.

Council's Western Area Coordinator, Mr Brett Vohland and Manager Road Services, Mr Rob Huth met with Bruce and Andrew Chapman on 18 March 2016 to discuss Councils ability and continued commitment to maintaining this access road. The inability of the access road to be captured for future flood restoration programs through NDRRA was also discussed. At this time, officers were not aware of the pre-existing commitment made by the previous CEO in April 2009.

In an effort to officially enable Council to continue maintenance of the access road and capture restoration after natural disasters, the option to extend the Rowanlea Road reserve to within 190 metres of the first dwelling was discussed onsite but not preferred by Bruce or Andrew Chapman at the time.

Council officers continued discussions with Mr Chapman over the proceeding months (Attachment 3) stating that future flood restoration activities would not include this 680 metre section of access road because it placed Council in conflict with NDRRA guidelines in relation to eligibility. In addition, and after becoming aware of the historic (April 2009) commitment to undertake basic maintenance of the 680 metres of access road, Council confirmed this arrangement.

Mr Chapman expressed his concerns with Council's unwillingness to fully maintaining his access and its ineligibility for NDRRA funding, and subsequently requested a meeting between Councillor Masters, Councillor Hansen and Manager Road Services to express his concerns. The meeting was held onsite at Mr Chapman's property on the 25th of August 2016. Initial discussions with the former CEO were raised and the reasons for Council's historic commitment to maintaining the access road was said to be in the interests of saving Council money by forgoing the construction of Rowanlea Road to the west, and therefore providing access to the four (4) nominated properties (Attachment 1 "Reference 3").

According to Council Policy P-2014/12 'Maintenance of Unformed or Unmade Roads'

The policy states that:

> *'There is no legal obligation on the Council to carry out improvements, minor repairs or maintenance to unformed or unmade roads. Thus, Council will not carry out such works except where a benefit to the community can be demonstrated such as firefighting access, weed control etc. Community benefit and thus any work is to be determined by the Chief Executive Officer (or delegate).*
> *Should a landowner require access via an unmade, or unformed road Council expects that the landowner will provide that access at their cost….'.*

| | |
|---|---|
| *Unformed Road:* | *A public road reserve that has been cleared and open to, and customarily used by the public. (Typically defined as LOS 8 Road)* |
| *Unmade Road:* | *A public road reserve that has had no capital improvements including clearing, formation and gravel paving. Notwithstanding, an unmade road may be trafficable or un-trafficable in all weathers* |

Mr Chapman also expressed concerns with the intent of this Policy, stating it was his belief that this applied to property owners wishing to establish residency and did not apply to

existing residents. Therefore, Mr Chapman believed Council was required to construct or provide a suitable road to the four (4) nominated properties.

At the conclusion of the meeting, Mr Chapman was prepared for Council to pursue establishing a road reserve over the existing access road, to within approximately 190 metres of the first dwelling (Attachment 1 "Reference 4"). However, also requested Council maintain the final 190 metres to the first dwelling, proposed to be known as an access road on private property (Attachment 1 "Reference 5").

**Consideration:**

Options for Council to consider include:

**Option 1:** Do Nothing

Council to advise the property owners that as per Council policy P-2014/12 'Maintenance of Unformed or Unmade Roads', it is the responsibility of the owner to provide and maintain access roads to their property.

Advantage

No initial or ongoing cost to Council.

Disadvantage

Possible ongoing dispute with the property owners and debate over how Councils Policy P-2014/12 'Maintenance of Unformed or Unmade Roads' is to be applied.

It is unlikely that the property owners will be able to agree on a formal legal arrangement that compels all property owners to accept a suitable portion of their responsibility.

**Option 2:** Create a road reserve over Lot 2 RP610487;

- Create a road reserve over lot Lot 2 RP610487, providing access to the four (4)identified properties (Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487); to be known as Rowanlea Road;
- Seek official 'in principal' support from the property owners of Lot 2 RP610487 for the purpose of establishing a road reserve over their property, and relinquish opportunities to claim compensation for the loss of land;
- Establish a 20m wide road reserve, essentially over the existing access track, through Lot 2 RP610487;
- Advise the owners and occupiers of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487; that it is their responsibility to provide and maintain access tracks beyond the proposed road reserve end; and
- Remove the name Rowanlea Road from the road reserve to the west as described in Attachment 1 "Reference 1" with the view to rename the road reserve as the need arises.

Advantage

Provides ongoing security for the property owners and officially confirms Councils commitment to ongoing maintenance of the road and ensures eligibility for future NDRRA funding.

Disadvantage

Council will incur an estimated cost of $15,000 in survey and legal fees for the establishment of 490 metres of road reserve.

Council commit to adding 490 metres to its gravel road network and maintenance responsibilities at an estimated cost of $2,000 per annum.

Council takes ownership of a causeway at chainage 3km (Attachment 4) which is nearing end of design life and could be assumed to require renewal within 10 years at an estimated cost of $150,000.

**Communication and Consultation (Internal/External):**

Meetings between officers, Councillors and property owners have occurred as outlined in the *Background* section of this report.

**Legal Environmental and Policy Implications:**

Councils Policy P-2014/12 'Maintenance of Unformed or Unmade Roads' may need to be reviewed to clarify Councils position in relation to applying the policy on existing residents or establishing residency.

**Financial and Resource Implications:**

- Minor operational expenditure required annually to maintain the additional 490 metres of road reserve, valued at approximately $2,000 per annum.
- Estimated cost of approximately $15,000 in legal expenses, not budgeted for in the 2016/2017 budget.
- Land acquisition would be an extra cost however, as per the officers recommendation will not be realised if the property owner agrees to relinquish the opportunity to claim compensation.

**Commentary:**

Mr Chapman's request to maintain the remaining 190 metres of access road to the first dwelling over private property needs to be considered with caution. This will create precedence and expose Council to similar requests by other residents in the future.

A check of Councils database has found that the establishment of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487 occurred in the early seventies and were therefore established under a former planning scheme, legislation and framework. As a result, the road accessing these blocks was not constructed to any of Councils current standards. Should Council choose to take ownership of the access road it will inherit a road that is in general terms, fit for purpose and equivalent to a Local Road "Access" under Councils Road Hierarchy. The floodway at chainage 3 km however, is well below the acceptable standard, given its current condition. This being said it may be prudent for

Council to request the owners to upgrade the floodway to Councils satisfaction before taking ownership of the asset.

Gladstone Regional Council is the appropriate entity to acquire local public road reserves within the Gladstone Local Council area.

**Summary:**

A suitable resolution for Option 1 would be;

That council advise the owners of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487 that the section of road that currently serves these properties and runs through Lot 2 RP610487 (490m long), is not a Council asset and the ongoing ownership and maintenance of the road is a matter for the property owners to resolve.

A suitable alternative resolution for Option 2 would be;

That Council request the owners of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487 undertake restoration of the floodway at chainage 3km to Council satisfaction, and at such a time Council will;

- Create a road reserve over lot Lot 2 RP610487, providing access to the four (4)identified properties (Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487); to be known as Rowanlea Road;
- Seek official 'in principal' support from the property owners of Lot 2 RP610487 for the purpose of establishing a road reserve over their property, and relinquish opportunities to claim compensation for the loss of land;
- Establish a 20m wide road reserve, essentially over the existing access track, through Lot 2 RP610487;
- Advise the owners and occupiers of Lot 1 RP610487, Lot 2 RP610487, Lot 3 RP610487 and Lot 4 RP610487; that it is their responsibility to provide and maintain access tracks beyond the proposed road reserve end; and
- Remove the name Rowanlea Road from the road reserve to the west as described in Attachment 1 "Reference 1" with the view to rename the road reserve as the need arises.

**Attachments:**

1. Map of Rowanlea Road and associated discussion points;
2. Letter from Chief Executive Officer (CEO) confirming commitment to maintain access road;
3. Correspondence to customer dated 15 April 2016;
4. Photos indicating pre-existing condition of causeway at chainage 3 km.

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Road Services

## WTC/5.3 TRAFFIC ENVIRONMENT ADVISORY COMMITTEE (TEAC) MEETING - 1 SEPTEMBER 2016

**Responsible Officer: Director Engineering Services**

**Committee Meeting Date: 11 October 2016**

**File Ref: RD4.1**

**Purpose:**

The purpose of this report is to allow Council to review the minutes and consider the major recommendation identified at the Traffic Environment Advisory Committee (TEAC) meeting held on 1 September 2016.

**Officer's Recommendation:**

That Council:-

1. Note the TEAC minutes from the meeting held on 1 September 2016.

2. Adopt the following TEAC major item recommendation:-

In an effort to achieve consistency with directional signage for northbound traffic on the Bruce Highway within the Gladstone Region, Council:-

a. Endorse the amendment of four (4) existing directional signs along the Bruce Highway to include "Gladstone" in accordance with Drawing No's 16-028-00 & 16-028-002 (Rev 1.3).

b. Request the Department of Transport & Main Roads carry out the work in accordance with Drawing No's 16-028-001 & 16-028-002 (Rev 1.3) at an estimated cost of $40,000 as a priority project in the 2017/18 financial year.

**Background:**

The 1 September 2016 TEAC agenda (including all the TEAC reports) was electronically distributed to all Councillors and TEAC members on 26 August 2016.

The minutes from the TEAC meeting were adopted on 12 September 2016 and are included in Attachment 1 (Confidential).

**Consideration:**

There was one (1) major recommendation from the TEAC meeting for Council to consider, and the TEAC report for this item is included in Attachment 2 (Confidential), for Councillors Convenience.

<u>Officer's Recommendation - 2</u>

**TEAC Item Number -** T.3.16.7.8

**Purpose of Report** - The purpose of this report is to allow Council to consider the inclusion of Gladstone as a destination in the legend of directional signs at four locations for northbound traffic on the Bruce Highway within the Gladstone Region.

**TEAC Recommendation** - In an effort to achieve consistency with directional signage for northbound traffic on the Bruce Highway within the Gladstone Region, Council:-

1. Endorse the amendment of four (4) existing directional signs along the Bruce Highway to include "Gladstone" in accordance with Drawing No's 16-028-00 & 16-028-002 (Rev 1.3).

2. Request the Department of Transport & Main Roads carry out the work in accordance with Drawing No's 16-028-001 & 16-028-002 (Rev 1.3) at an estimated cost of $40,000 as a priority project in the 2017/18 financial year.

**Communication and Consultation (Internal/External):**

Refer to TEAC report (Attachment 2) (Confidential).

**Legal Environmental and Policy Implications:**

Refer to TEAC report (Attachment 2) (Confidential).

**Financial and Resource Implications:**

Refer to TEAC report (Attachment 2) (Confidential).

**Commentary:**

Further to the above recommendations and as part of the TEAC resolutions included in the minutes, Council is also reviewing and investigating other directional signage and distance markers within the Gladstone region (north and south Bruce Highway, Agnes Water, 1770 and Baffle Creek), and report to a future TEAC meeting.

**Summary:**

Nil.

**Attachments:**

1. TEAC Minutes – 1 September 2016 (CONFIDENTIAL)
2. TEAC Report – T.3.16.7.8 - Directional Sign Update to include Gladstone as a Destination (Various Locations on the Bruce Highway within Gladstone Region (CONFIDENTIAL)

**Tabled Items:**

Nil.

**Report Prepared by:** Technical Officer

# WTC/5.4 TECHNICAL SERVICES FIRST QUARTERLY REPORT

**Responsible Officer: Director Engineering Services**

**Committee Meeting Date:** 11 October 2016

**File Ref:** FM6.1

## Purpose:

The purpose of this report is to update the Councillors on the status of the 2016-2017 Technical Services Capital and Operational budgets and the status of various projects and activities within the Department.

## Officer's Recommendation:

That the Technical Services Quarterly Briefing Report – 1st Quarter 2016/2017 be received for information.

## Background:

This is a regular information report that will be submitted at the end of each financial year quarter in time for Council to consider its Budget Quarterly Review, ie:

| | | |
|---|---|---|
| First Quarter | Jul, Aug, Sep | Works & Traffic Committee Meeting in November |
| Second Quarter | Oct, Nov, Dec | Works & Traffic Committee Meeting in January |
| Third Quarter | Jan, Feb, Mar | Works & Traffic Committee Meeting in April |
| Fourth Quarter | Apr, May, Jun | Works & Traffic Committee Meeting in July |

It will provide information in order to examine the Capital and Operational Budgets and provide an update of the nominated Projects that Technical Services are undertaking in the 2016/17 year.

## Consideration:

At the time of preparing this report the financial year was 26.03% completed. The following financial data has been extracted from Councils official financial database (Technology One).

**Directors' Financial Overview - Technical Services Operational** % Of Year passed - 26.03%

*As at end of period 3*

| Bus Unit | Description | Year to Date Expenditure | Adopted Expenditure Budget | % of Adopted Budgeted Expenditure | Revised Expenditure Budget | % of Revised Budgeted Expenditure |
|---|---|---|---|---|---|---|
| 125 | Investigations & Design Services | 373,521 | 1,809,306 | 20.6% | 1,809,306 | 20.6% |
| 206 | Asset Management - Coordination | 0 | 0 | 0.0% | 0 | 0.0% |
| 287 | Engineering Services Administration | 530,035 | 2,381,939 | 22.3% | 2,381,939 | 22.3% |
| 301 | Developments | 554,114 | 3,040,464 | 18.2% | 3,040,464 | 18.2% |
| | Sub Total | $ 1,457,670 | $ 7,231,709 | 20.2% | $ 7,231,709 | 20.2% |

**Directors' Financial Overview - Technical Services Capital**

| Bus Unit | Description | Year to Date Expenditure | Adopted Expenditure Budget | % of Adopted Budgeted Expenditure | Revised Expenditure Budget | % of Revised Budgeted Expenditure |
|---|---|---|---|---|---|---|
| 125 | Investigations & Design Services | 18,846 | 1,847,042 | 1.0% | 1,847,042 | 1.0% |
| 206 | Asset Management - Coordination | 0 | 0 | 0.0% | 0 | 0.0% |
| 287 | Engineering Services Administration | 0 | 0 | 0.0% | 0 | 0.0% |
| 301 | Developments | 0 | 0 | 0.0% | 0 | 0.0% |
| | Sub Total | $ 18,846 | $ 1,847,042 | 1.0% | $ 1,847,042 | 1.0% |

## Operating Business Units

### Investigations & Design Services

The Design Business Unit is tracking at 20.6% overall progress in terms of adopted operating expenditure.

The progress of key operational projects within the Design & Investigations unit includes:-

| | |
|---|---|
| Pedestrian & Cycle Strategy | • Second draft received and reviewed. Final draft is expected from consultant by the 22 October 2016. A report will be brought to Council in December 2016 |

Other minor operational projects run and managed on a provisional basis by the Design and Investigation unit include:

- Speed Limit Reviews / Road Safety Audits
- Non-Capital Miscellaneous Land Dealings
- Black Spot Funding

### Asset Management - Coordination

Council is currently in the process of implementing improved asset management practices utilising Assetic MyData and MyPredictor software. The new system will allow Council to model asset infrastructure including remaining life and proposed treatments to optimise the life cycle cost of assets.

Training of key personnel in Assetic MyData (asset register software) occurred in September with further training to be provided over the coming months. It is expected that the system will be made "live" in council once Audit requirements have been met.

Council has begun working with MyPredictor model results for Roads networks. These models identify proposed work programs to inform Council's budgetary allowances and level of service discussions. Over the coming months MyPredictor models will be built and refined for other networks. The identified projects from these models are being "Ground-truthed" including recently completed Falling Weight Deflectometer Testing and Pavement Investigations, to be undertaken over the coming months.

Asset Management is currently reviewing both the Asset Management Policy and Strategy as well as a number of supporting Corporate Standards.

Engineering Services Administration

The Engineering Services Administration Unit is tracking at 22.3% overall progress in terms of adopted operating expenditure.

Development Services

The Development Services Unit is tracking at 18.2% overall progress in terms of adopted operating expenditure.

The progress of key operational projects within the Development unit include:-

| | |
|---|---|
| Gladstone Region Urban Stormwater Management Plan (GRUSMP) | **Currently progressing with Phase 4 of the GRUSMP project which includes:**<br>• *Develop an implementation strategy for the action plan*<br>• *Establish performance review and improvement programs*<br>• *Undertake water quality monitoring and review.*<br>**Council teams are reviewing the draft strategy. Feedback is due Mid October for finalisation of the strategy.**<br>**Once the strategy is finalised, the improvement plans and monitoring will be initiated.** |
| Regional Traffic Model | Currently updating the GATS model to include Council Roads. This is still under review and a report will be brought to Council in November 2016. |
| Intersection Surveys | Intersection Surveys have been completed for 2015/2016. Engineering Services engaged a consultant to analyse 60 Intersection Counts (that were undertaken in November 2015). These are complete. Results will be added into the IPP where necessary. |
| CBD Carpark Strategy | Gladstone Precinct Parking audit has been undertaken. A report will go back to Council in November 2016 to identify strategic parking locations within the CBD (Works and Traffic Committee). |
| Agnes Water Flood Study | In accordance with Council Resolution G/15/2683: Council Officers are currently investigating areas to install monitoring equipment. To be installed 16/17. |
| Auckland Creek Flood Study | In accordance with Council Resolution G/15/2683: Council Officers are currently investigating areas to install monitoring equipment. To be installed 16/17. |
| Calliope River Flood Study | In accordance with Council Resolution G/15/2683: Council Officers are currently investigating areas to |

| | |
|---|---|
| | install monitoring equipment. To be installed 16/17. |
| Baffle Creek Flood Study | Officers are currently preparing a report. Anticipated Due Date is November 2016. |
| LGIP | Council Officers are currently updating the Interim LGIP for finalisation into the Planning Scheme. The document will be presented to Council in November 2016 after which it will follow the MALPI review process before it's implemented into the Planning Scheme in March 2017. |

**Capital Business Unit**

Design & Investigations

The Design & Investigation Unit is tracking at 1% overall progress in terms of adopted capital expenditure. This is largely contributed by land resumptions currently still under negotiations for the Hoddinott Bridge project.

The progress and financial status of the Design and Investigation unit's capital projects are as follows:-

| Project Description | Status |
|---|---|
| Hoddinott Bridge/ Pioneer Drive | • Report presented to 15 December 2015 Council Meeting. *Boyne Island Second River Crossing (Hoddinott Bridge) 100% Detailed Design Report – August 2015* adopted.<br>• Negotiations with landowners in Pioneer Drive and Dennis Street are underway. |
| Design for Glenlyon Road 4 Lanes | • For construction drawings have been completed, excluding service relocations which will be investigated and designed when funding and timeframe commitments have been agreed. |
| 1770 Marina Precinct | • Concept Carpark Design complete.<br>• Meeting to be held with NPSR October 2016 to discuss identified locations for the relocation of the Rangers Hut. |
| Corridor Linkage - Agnes to Baffle | • Report presented to 19 July 2016 Works & Traffic Committee Meeting.<br>• Correspondence has been sent to relevant State Ministers, Government Representatives & Tourism/ Community bodies at Agnes Water & Baffle Creek.<br>• Monies have been allocated in Long Term Financial Plan.<br>• Strategy for inland route is being developed and will be presented to |

| | |
|---|---|
| | Council in due course. |
| Red Rover Road/Don Young - 4 Lanes | • Concept design complete for review and discussion prior to commencing preliminary design. |
| Round Hill Road to Captain Cook Road Second Arterial Route | • Currently in negotiations with land holders to secure land for the new road corridor. |

**Operational Plan**

| Operational Plan Measure | Current Status of "Target" | Comments |
|---|---|---|
| Month-end percentage of Properly Made Checks completed, from lodgement for Operational Works applications, within the statutory timeframe measured in business days<br>*Target 100%* | All months were Completed Within Target | • July 100%<br>• August 100%<br>• September 100% |
| Month-end percentage of Information Requests issued for Operational Works applications within the statutory timeframe measured in business days (of an application being considered Properly Made) or the timeframe agreed to by the applicant<br>*Target 100%* | All months (where applicable) were Completed Within Target | • July 100%<br>• August 100%<br>• September - NIL<br><br>No applications were considered Properly Made within the September period, therefore no Information Requests were issued during this time. |
| Month-end percentage of Decisions made for Operational Works applications within the statutory timeframe measured in business days (excluding modified/negotiated decisions), or the timeframe agreed to by the applicant<br>*Target 100%* | All months (where applicable) were Completed Within Target | • July - NIL<br>• August 100%<br>• September - NIL<br><br>No Decisions were made for the months of July and September. |
| Year-end percentage of Council approved capital projects commenced in 2016/17 (excluding those projects that Council agrees to defer)<br>*Target - 100%* | Progressing | • Technical Services has 7 Capital Projects.<br>• 6 Projects commenced in the 16/17 Year. |
| Year-end percentage of capital budget expended in 2016/17 (excluding those projects that Council agrees to defer) | Progressing | As at the production of this report, the adopted Technical Services Capital budget was 1% expended. |

| | | |
|---|---|---|
| *Target - 70%* | | |
| Percentage per quarter for which each outstanding charge identified has commenced the formal recovery process within 28 days as at 31 August 2016 and 28 February 2017<br>*Target - 100%* | Completed Within Target | • Formal recovery process of outstanding infrastructure charges commenced within 28 days of 31 August 2016. |
| Annual review of Local Government Infrastructure Plan (LGIP) and Internal Project Planning (IPP) amended as required<br>*Target - 30 June 2017* | Progressing | • LGIP is currently undergoing 3rd party review.<br>• An extension has been issued by the State to December 2017.<br>• A report will be presented to the November Strategic Planning Meeting for Council endorsement for 1st Ministerial check prior to public notification.<br>• Anticipated completion of June 2017. |
| Percentage per quarter of customer service requests initially received by Technical Services responded to within 10 business days of lodgement<br>*Target - 100%* | Requires Attention | 1 CSR initially received by Technical Services (in August) was not responded to within 10 business days, therefore this measure has not been met. |

**Other Activities**

The following are projects Technical Services staff are undertaking for other sections of Engineering Services:-

- Detail Design - Harvey Road
- Detail Design - Kirkwood Road/Dixon Drive and Kirkwood Road/Forest Springs Drive Intersections
- Marten Street – Establish a drainage easement
- Arthurs Park – Establish a drainage easement
- Chapman Street – Establish a drainage easement
- Line Marking – Region Wide
- Asphalt overlays and bitumen reseal preparation works – Region Wide
- Concept Design - Agnes Water Transfer Station Upgrade

*Infrastructure Agreements -*

The following Infrastructure Agreements have been prepared or are in the process of being drafted/negotiated:

| | |
|---|---|
| 35 Toolooa Street, South Gladstone | Withdrawn – 1 July 2016 |
| Forest Springs Estate | Prepared. Pending signatures. |
| The Summit | Prepared. Pending signatures. |
| Goldfields Estate | Prepared. Pending signatures. |
| Stokeston Pty Ltd | Prepared. Pending signatures. |

*Infrastructure Charge Audit -*

- First Audit – August 2016
    - Formal recovery process of outstanding infrastructure charges has commenced.
- Second Audit – February 2017

*Compliance Matters -*

The following are Compliance Issues that Technical Services are currently actioning:-

| | |
|---|---|
| Agnes Street, South Gladstone | • Liaising with MRH Lawyers to lodge application with Planning & Environment Court. |
| Southern Cross Close, Telina | • Operational Works application has been approved, subject to conditions. |

*Funding Applications - 2016/2017 Financial Year*

Technical Services is coordinating the lodgement of Funding Applications for the Engineering Directorate. The following applications have been submitted in the 2016/17 financial year:-

| **Name of Funding** | **Project** | **Cost of Project** | **Subsidy Applied** | **Status** |
|---|---|---|---|---|
| Heavy Vehicle Safety & Productivity Program | Red Rover Road | $1,250,000 | $625,000 | Unsuccessful |
| National Stronger Regions Fund | Boyne/Tannum Strategic Link Road | $32,500,000 | $10,000,000 | Under Assessment |
| Building our Regions - Round 2 | A01 Sewer Pump Station Upgrade | $4,075,000 | $2,000,000 | Approved to progress to Detailed Application. |

| | | | | |
|---|---|---|---|---|
| | | | | Under Assessment |
| Building our Regions - Round 2 | French & Marten Street Flood Mitigation Works - Agnes Street Detention Ponds | $532,000 | $266,000 | Unsuccessful |
| Building our Regions - Round 2 | Agnes Water Waste Transfer Station | $1,709,000 | $707,000 | Unsuccessful |
| Building our Regions - Round 2 | Concrete Floodway - East End Road Bracewell | $510,000 | $255,000 | Unsuccessful |
| Building our Regions - Round 2 | French & Marten Street Flood Mitigation Works - Drainage Improvement | $528,000 | $264,000 | Unsuccessful |
| Building our Regions - Round 2 | Neill Creek Road Floodway | $578,000 | $289,000 | Unsuccessful |
| Building our Regions - Round 2 | New Kirkwood Reservoir | $3,750,000 | $1,500,000 | Approved to progress to Detailed Application.<br><br>Under Assessment |
| Building our Regions - Round 2 | Replace Potable Water Line - QAL/ Boyne Smelter | $925,000 | $462,500 | Unsuccessful |
| Building our Regions - Round 2 | S01 Sewer Pump Station Upgrade | $2,675,000 | $1,500,000 | Unsuccessful |
| Local Government Grants & Subsidies Program | Pedestrian Access/Linkage Mt Larcom – Construct a rock lined swale & two pedestrian bridges | $50,000 | $25,000 | Under Assessment |
| Local Government Grants & Subsidies | Agnes WWTP Inlet Works Upgrade | $400,000 | $200,000 | Under Assessment |

| | | | | |
|---|---|---|---|---|
| Program | | | | |
| Local Government Grants & Subsidies Program | Redevelopment of Lions Park | $3,318,716 | $497,807 | Under Assessment |
| Local Government Grants & Subsidies Program | Clinton Reservoir Trunk Delivery Main | $1,890,000 | $283,500 | Under Assessment |
| Community Resilience Fund | Concrete line drainage channel – French Street | $220,000 | $88,000 | Under Assessment |
| Community Resilience Fund | Concrete line drainage channel – Marten Street | $300,000 | $150,000 | Under Assessment |
| Community Resilience Fund | Floodway upgrade & renewal – Neil Creek Rd | $300,000 | $150,000 | Under Assessment |
| Community Resilience Fund | Floodway upgrade – Mount Stowe Road | $360,000 | $144,000 | Under Assessment |
| Community Resilience Fund | New Concrete Causeway – Oyster Creek Road | $275,000 | $137,500 | Under Assessment |
| Local Government Grants & Subsidies Program | Sewer Pump Station S01 Emergency Storage | $802,000 | $273,320 | Under Assessment |

| Total Successful | Cost of Project | Funding |
|---|---|---|
| | Nil | Nil |

| Total Unsuccessful | Cost of Project | Funding |
|---|---|---|
| | $8,707,000 | $4,368,500 |

| Total Under Assessment | Cost of Project | Funding |
|---|---|---|
| | $48,240,716 | $15,449,127 |

The following is the status of projects that were successful in receiving funding in previous financial years.

| Name of Funding | Project | Cost of Project | Subsidy Applied | Status |
|---|---|---|---|---|
| Building our Regions - Round 1 | Miriam Vale Water Treatment Plant | $3,180,967 | $1,590,484 | Project under construction. Payment No. 1 of $318,096 received. Claim No. 2 to be submitted mid October. |
| Community Resilience Fund | Callide Crescent - Stormwater | $450,000 | $180,000 | Project completed. Minister approved transfer of unspent funds of $53,323 to Wood Street Stormwater project. |
| Community Resilience Fund | Mangrove Place - Stormwater | $60,000 | $24,000 | Project under construction. |
| Community Resilience Fund | Wood Street - Stormwater | $220,000 | $88,000 | Project under construction. Additional funds allocated (refer note above) |
| Community Resilience Fund | Cedarvale Road - Stormwater | $467,000 | $186,800 | Project completed. |
| Bridges Renewal Program | NRG Balloon Loop Bridge | $500,000 | $250,000 | Project commenced. |
| Cycle Network Local Government Grants Program | Glenlyon from Tank to Derby Streets | $40,000 | $20,000 | Project completed. |
| Cycle Network Local Government Grants Program | Agnes-1770 Link extension | $40,000 | $20,000 | Design commenced. |
| Cycle Network Local Government Grants Program | Glenlyon from Breslin to Philip Street | $581,244 | $290,622 | Preliminary drawings received. Under review |
| Scenic Lookout Restoration Fund | Bishops Road - Auckland Hill Lookout | $200,000 | $100,000 | Funding agreement signed. Project commenced. |
| Scenic Lookout Restoration Fund | Boles Street | $110,000 | $50,000 | Funding agreement signed. Project commenced. |
| Black Spot Program | Install right turn lanterns - Breslin to Boles | $104,000 | $104,000 | Signal drawings have been reviewed by DTMR and are being updated by Consultant. |
| **Total** | | **$5,953,211** | **$2,903,906** | |

***Staff Vacancies***

| Position | Status |
|---|---|
| Senior Design Engineer (10078) | Interviews completed and recommendation to appoint successful candidate being processed with expected start in November 2016. |
| Graduate Engineer (10795) | Recruiting. |
| Graduate Engineer (10073) | Recruiting. |

## Communication and Consultation (Internal/External):

Nil.

## Legal Environmental and Policy Implications:

Nil.

## Financial and Resource Implications:

Nil.

## Commentary:

Nil.

## Summary:

Nil.

## Attachments:

Nil.

## Tabled Items:

Nil.

**Report Prepared by:** Manager Technical Services

## WTC/5.5 ROAD SERVICES CAPITAL REPORT - SEPTEMBER 2016

**Responsible Officer: Director Engineering Services**

**Committee Meeting Date:** 11 October 2016

**File Ref:** RD1.8

**Purpose:**

The purpose of this report is to update Councillors on the status of the 2016-2017 Road Services Capital and Operational budgets and works program, in particular covering the noteworthy issues from the previous month and the plans for the coming month. The report provides a basis to discuss the performance of the Department (including staff, consultants and contractors and customer feedback).

This is an information only report, and is not provided for the purpose of Council exercising its powers as a Local Government.

**Officer's Recommendation:**

That the Road Services Monthly Briefing Report - September 2016 be received for information.

**Background:**

This is a regular monthly information report. The material in each report builds on previous reports and thus each month is only intended to present new information. Should a detailed analysis of an issue or project be required this will be the subject of a specific report, and more than likely a specific resolution of the Council.

Capital Business Units are examined at the end of each month and reported at the first Committee Meeting in the following month.

Operational Business Units are examined at the end of each financial year quarter, i.e.

| | | |
|---|---|---|
| **First Quarter** | **Jul, Aug, Sep** | **Reported at the first Works & Traffic Committee Meeting in October** |
| **Second Quarter** | Oct, Nov, Dec | Reported at the first Works & Traffic Committee Meeting in January |
| **Third Quarter** | Jan, Feb, March | Reported at the first Works & Traffic Committee Meeting in April |
| **Forth Quarter** | Apr, May, Jun | Reported at the first Works & Traffic Committee Meeting in July |

At the time of preparing this report the financial year was 26.03% completed. The following financial data has been extracted from Council's official financial database (Technology One):

**Directors' Financial Overview - Roads Operational** % Of Year passed - 26.03%

*As at end of period 3*

| *Description* | *Year to Date Expenditure* | *Adopted Expenditure Budget* | *% of Adopted Budgeted Expenditure* | *Revised Expenditure Budget* | *% of Revised Budgeted Expenditure* |
|---|---|---|---|---|---|
| Bridges, Jetty's & Boatramps | 18,023 | 365,441 | 4.9% | 365,441 | 4.9% |
| Footpath Management | 94,591 | 357,865 | 26.4% | 357,865 | 26.4% |
| Rural & Urban Road Maintenance (excl Flood) | 1,980,121 | 10,267,370 | 19.3% | 10,272,215 | 19.3% |
| LG Public Car Parks | 963 | 83,000 | 1.2% | 83,000 | 1.2% |
| Street Lighting | 271,338 | 1,500,000 | 18.1% | 1,500,000 | 18.1% |
| Traffic Lights Maintenance | 11,772 | 127,000 | 9.3% | 127,000 | 9.3% |
| Stormwater | 599,495 | 2,280,379 | 26.3% | 2,280,379 | 26.3% |
| Street Sweeping | 138,485 | 665,000 | 20.8% | 665,000 | 20.8% |
| Sub Total | $ 3,114,787 | $ 15,646,055 | 19.9% | $ 15,650,900 | 19.9% |
| *- Flood Repairs (Emergent)* | -182 | 0 | | | |
| **Grand Total** | **$ 3,114,605** | **$ 15,646,055** | | **$ 15,650,900** | |

**Directors' Financial Overview - Roads Capital**

| *Description* | *Year to Date Expenditure* | *Adopted Expenditure Budget* | *% of Adopted Budgeted Expenditure* | *Revised Expenditure Budget* | *% of Revised Budgeted Expenditure* |
|---|---|---|---|---|---|
| Bridges, Jetty's & Boatramps | 304,690 | 2,555,000 | 11.9% | 2,748,000 | 11.1% |
| Footpath Management | 233,718 | 1,611,380 | 14.5% | 1,892,624 | 12.3% |
| Roads Program - Capital (excl Flood) | 2,913,866 | 17,192,600 | 16.9% | 17,475,310 | 16.7% |
| ***- Flood Repairs*** | ***1,647,672*** | ***11,039,382*** | 14.9% | ***11,213,807*** | ***14.7%*** |
| Street Lighting | 214 | 35,000 | 0.6% | 35,000 | 0.6% |
| Traffic Lights Maintenance | 0 | 100,000 | 0.0% | 100,000 | 0.0% |
| Stormwater | 125,578 | 2,108,000 | 6.0% | 2,179,266 | 5.8% |
| Sub Total | $ 5,225,738 | $ 34,641,362 | 15.1% | $ 35,644,007 | 14.7% |

**Directors' Financial Overview - Roads Recoverable**

| *Description* | *Year to Date Expenditure* | *Adopted Expenditure Budget* | *% of Adopted Budgeted Expenditure* | *Revised Expenditure Budget* | *% of Revised Budgeted Expenditure* |
|---|---|---|---|---|---|
| Recoverable Works - Roads | 232,610 | 1,400,000 | 16.6% | 1,400,000 | 16.6% |

**Consideration:**

**<u>Operational Business Unit Summary</u>**

Operational Business Units are tracking close to or within pro rata. Expenditure in this Business Unit will be closely monitored for the remaining financial year.

| Business Unit | Comment |
|---|---|
| **Bridges, Jetty's & Boat Ramps** | Expenditure is tracking below pro-rata at **4.9%** and is forecast to remain within allocation. |
| **Footpath Management** | Expenditure is tracking close to pro-rata at **26.4%** and is forecast to remain within allocation. |
| **Rural & Urban Roads Maintenance (excluding flood damage)** | Expenditure is tracking below pro-rata at **19.3%** and is forecast to remain within allocation. |
| **LG Public Car Parks** | Expenditure is tracking below pro-rata at **1.2%** and is forecast to remain within allocation. |

| | |
|---|---|
| **Street Lighting** | Expenditure is tracking below pro-rata at **18.1%** and is forecast to remain within allocation. |
| **Traffic Lights Maintenance** | Expenditure is tracking below pro-rata at **9.3%** and is forecast to remain within allocation. |
| **Stormwater** | Expenditure is tracking close to pro-rata at **26.3%** and is forecast to remain within allocation. |
| **Street Sweeping** | Expenditure is tracking below pro-rata at **20.8%** and is forecast to remain within allocation. |

**Capital Business Units**

For Councillors' convenience a copy of the adopted Capital Projects are provided in "Attachment 1". The current financial timing status of the Capital Projects is provided in "Attachment 2".

Technology One provides information on invoices received from contractors and suppliers as well as committed costs (i.e. value of contracts or purchase orders issued to contractors and suppliers which have not yet been invoiced to Council). The above Financial Overview table provides details on amounts invoiced to Council. Attachment 2 provides details on actual expenditure plus committed costs.

Based on invoices received to date, 14.6% of the allocated budget (excluding flood damage) has been spent. Based on invoiced amounts and including committed costs 38% of the allocated budget (excluding flood damage) has been either spent or committed. This places Road Services actual Capital position ahead of pro rata.

**Capital Business Unit Summary**

At the time of producing this report the Roads Capital Budget had completed seven (7) project out of 118. This sees 111 projects currently under construction or in preconstruction planning phase.

**Bridges Jetty's and Boat Ramps** – Nominated projects are progressing and it is forecast that all bridge construction projects will have contracts awarded by December 2016. This leaves one (1) investigate and design project that is also progressing.

Works on the two (2) Young Street Bridges RDC0368 & RDC0369 have now been completed with final processing of claims continuing.

On commencement of repairs to the Barney Point Terminal Bridge (RDC0368), it became evident that significant scope changes were required; in order to capture the extent of the failing concrete and rectification of reinforcement corrosion. Photos of works undertaken are included in Attachment 3. In addition, allowances for Aurizon to "Track Monitor" the works have far exceeded forecasts, originally estimated at $5,000 a week. Actual costs incurred for Aurizon "Track Monitor" of the works have seen expenditure at approximately $20,000 a week, with a total increase in forecast expenditure for works including scope changes estimated at approximately $120,000.

Similarly, higher Aurizon "Track Monitoring" costs were experienced on the North Coast Bridge (RDC0369) with a forecast overspend of approximately $30,000.

**Footpaths** – Nominated projects are in various stages of pre-construction and/or construction, with all works progressing over the coming months. There are no forecast concerns at this time.

**Roads Capital** - Nominated projects are in various stages of pre-construction and/or construction with a number of projects forecast to commence in the coming weeks. Tenders have been awarded for a number of the larger projects; including bitumen reseals, asphalt overlays and micro-surfacing.

There are no forecast concerns in delivering the Roads Capital program at this time however, the Harvey Road upgrade project will need to be closely monitored to ensure tender documents are released and contract awarded early in the New Year. This will ensure the project can be delivered within the desired timeframes.

RDC0474 - Chapman Drive Reconstruction project has been completed with invoicing and claims to be finalised. Commissioning of the traffic lights at the intersection of Chapman Drive and Ballantine Street is forecast for the second week in October.

**Street Lighting** – One (1) capital project resides within this Business Unit, that being the installation of a street light at the pedestrian crossing on Captain Cook Drive, adjacent to the Service Station in Agnes Water. The foundations are programmed for installation thus enabling Ergon to install the pole and light. The vast majority of the budget allocation is for electricity supply invoicing for the regions street lights.

**Traffic Lights** – Two (2) projects reside within this Business Unit, both being part of the Traffic Light LED Lamp Replacement Program - Toolooa Street & Coon Street and Toolooa Street & Short Street intersections. Both are forecast for completion in October 2016.

**Stormwater** - Nominated projects are in various stages of our pre-construction phase and there are no forecast concerns in completing the program at this time.

**LG Public Car Parks** – Nil Capital projects are associated with this Business Unit.

| Status | Description |
|---|---|
| **Projects nominated as <u>Completed September</u>** | |
| **RDC0594 – Leferink Road, Benaraby - Gravel Resheet** | Project completed over budget by approximately $29,000. Over expenditure will be reconciled by project savings from completed capital projects and will be reported accordingly. |
| **RDC0600 – Muirhead Street, Calliope - Install rural bus stop** | Project completed under budget by approximately $4,000. Underspend can be utilised to reconcile overspends on other Capital Projects and will be reported accordingly. |

| | |
|---|---|
| **RDC0573 - Dalrymple Drive, Gladstone - Install DDA compliant bus set down area (opposite John Dory Drive)** | Project completed under budget by approximately $8,000. Underspend can be utilised to reconcile overspends on other Capital Projects and will be reported accordingly. |
| **RDC0567 – Calliope River Road - Cement stabilise various sections** | Project completed under budget by approximately $140,000. The excessive underspend can be attributed to combining other stabilising works, essentially eliminating establishment costs. The scope of works was also reduced after a detailed inspection revealed the length of works could be reduced. Underspend can be utilised to reconcile overspends on other Capital Projects and will be reported accordingly. |
| **RDC0609 – Road Pavement Renewals - Various locations 'overlay preparations'** | Project completed over budget by approximately $23,000. Over expenditure will be reconciled by project savings from completed capital projects and will be reported accordingly. |
| **RDC0572- Dalga Road, Boyne Valley - Gravel Resheet** | Project completed over budget by approximately $20,000. Over expenditure will be reconciled by project savings from completed capital projects and will be reported accordingly. |
| **Projects nominated as <u>Defer September</u>** (ie unable to substantially start this financial year) | |
| **Nil.** | |
| **Projects nominated as <u>Carry Over or "Partial Defer" September</u>** (ie started but unable to finish this financial year, Carry over to 2016-2017) | |
| **Nil.** | |
| **Projects nominated as <u>Overspend September</u>** (not yet complete but forecast to be overspent by 10% or more) | |
| **RDC0615 – Streeter Drive, Agnes Water - Rural bus set down area** | A high water table has been identified at subgrade level and therefore a scope change is necessary that includes, deepening of table drain, modifications to an existing driveway and subgrade replacement with a rock layer. Project is anticipated to exceed budget allocation by $25,000. Officers will explore opportunities to realise savings on completed capital projects in an effort to fund these forecast overspends and will report to Council accordingly. |
| **RDC0611 – Round Hill Road, Agnes Water - Rural bus set down area** | A revised construction plan has been issued and includes a bus stop on each side of the road as opposed to the original drawing and estimate provided for one stop |

| | |
|---|---|
| | only. Site conditions are wet and subgrade treatments are anticipated. Project is predicted to exceed budget allocation by $50,000. Officers will explore opportunities to realise savings on completed capital projects in an effort to fund these forecast overspends and will report to Council accordingly. |
| **RDC0368 – Young Street, Barney Point Terminal Bridge** | Project is forecasted to exceed budget allocation by approximately $120,000. Contributing to the forecast over expenditure include under estimating invoices from Aurizon to "Track Monitor" the works and, necessary changes in scope to capture the extent of the failing concrete and rectification of reinforcement corrosion. Officers will explore opportunities to realise savings on completed capital projects in an effort to fund theses forecast overspends and will report to Council accordingly. |
| **RDC0369 – Young Street, Barney Point North Coast Bridge** | Project is forecasted to exceed budget allocation by approximately $30,000. Forecast over expenditure can be attributed to under estimating invoices from Aurizon to "Track Monitor" the works. Officers will explore opportunities to realise savings on completed capital projects in an effort to fund these forecast overspends and will report to Council accordingly. |
| **RFC0100 – Blomfield Street, Miriam Vale - Kerb replacement to address trip hazard** | On finalising designs it became evident that additional kerbing required removal and replacement to achieve correct road and footpath crossfalls. In addition the extent of works further impacted the existing road surface and increased the area requiring rework. The works have been broken into smaller stages to minimise the impact on businesses. These factors combined have resulted in a forecast over expenditure of approximately $85,000. Officers will explore opportunities to realise savings on completed capital projects in an effort to fund these forecast overspends and will report to Council accordingly. |

**Operational Plan Update**

| Operational Plan Measure | **Current Status of "Target"** | **Comments** |
|---|---|---|
| **Local Roads of Regional Significance "LRRS" network level safety assessment**<br>**Target – 30 June 2017** | On Track | A project scope document is being developed and on completion quotations will be sought to award a contract for a Network Level Safety Assessment of our |

| | | |
|---|---|---|
| | | Local Roads of Regional Significance to be undertaken. |
| **Investigate and adopt fit for purpose floodway renewal options considering constructability, environmental requirements and suitability for Road Hierarchy**<br>**Target – 30 June 2017** | On Track | Officers are currently investigating our desired outcomes when upgrading/renewing existing floodways, this is being done while considering our Road Hierarchy, environmental obligations and stream classifications. These factors significantly influence the type of structure to be built and associated costs. Once assessed a policy/standard will be tabled for Council to consider which will guide future floodway upgrade/renewals within Council's Long Term Financial Plan. |
| **Investigate and adopt a fit for purpose Low Cost Seal strategy considering DTMR Sealing of Unsealed Roads with Low Traffic (Technical Note 118)**<br>**Target – 30 June 2017** | On Track | Area Coordinators are collating a list of roads or road segments to be considered for Low Cost Seals. Once this list has been finalised officers will assess each road or segment for suitability in accordance with the Department of Transport and Main Roads "Technical Note 118 Sealing of Unsealed Roads with Low Traffic". Roads or road segments deemed viable for Low Cost Seal will then be costed and a report tabled for Council to consider allocating funding within its Long Term Financial Plan. |
| **Percentage per quarter of Customer Service Requests initially received by Road Services responded to within 10 business days of lodgement.**<br>**Target - 100%** | On Track | Roads Services remain committed to Council's Customer Service Charter and continually monitor progress. Currently all customers have been responded to within the set timeframes. |

**Communication and Consultation (Internal/External):**

Nil.

**Legal Environmental and Policy Implications:**

Nil.

**Financial and Resource Implications:**

"Attachment 2" summarises budget savings and over expenditures for completed projects. These projects will have their budgets formally balanced in the (January) 2nd quarterly review process.

At the end of September, the balance of completed capital projects is as follows and equates to a surplus of $107,325.

| | | |
|---|---|---|
| Capital Projects | $ | +107,325 |
| Flood Projects | $ | - |
| **Total Capital Under / (Over)** | **$** | **+107,325** |

**Budget Revisions**

Nil.

**Commentary:**

2016 Flood Restoration Status

Cardno were appointed as Council's Procurement and Construction Manager for the Cyclone Marcia event. Golding Contractors were awarded the restoration contract and these works have now been completed.

Council have been successful in obtaining betterment funding to the value of $3,632,719.02. Council originally allocated $75,000 in its 2015-2016 budget "RDC0458 Cyclone Marcia Flood Event Betterment", with an additional $241,795.17 allocated in the 2016-2017 financial year to fulfill Council's obligation to part fund the works.

The betterment contract has been awarded to Miriam Vale Plant Hire and is forecast for completion at the end of the calendar year.The awarded contract sum for betterment works is below initial forecast estimates by approximately $420,000 and Queensland Reconstruction Authority "QRA" have requested Council identify additional works that can be targeted with the savings. The additional works must target betterment of assets damaged during the Cyclone Marcia event. Officers are currently preparing a submission that includes betterment works to be undertaken on Popenia Road and Marsh Roads for QRA approval.

Harvey Road Upgrade

Discussions have commenced with key stakeholders including The Harvey Road Tavern, Dan Murphy's, Bunnings Warehouse, Gladstone Rugby League, Gladstone Touch Football Association, Clinton State School and Gladstone Ports Corporation. These discussions have enabled officers to provide a brief overview of the proposed works and an opportunity for key

stakeholders to raise any concerns, which may be able to be incorporated into either design or tender documents. For the most part, all stakeholders have expressed their support for the proposed works with the key concerns being:-

1. Sustained access to businesses, loading dock and school during construction;
2. Sustained access to car park during construction;
3. Sustained access for pedestrians during construction;
4. The loss of car parks with the introduction of a roundabout at the car park entrance;
5. The proposed loss of the northern most pedestrian crossing fronting the Harvey; Road Tavern; and
6. Safety of students crossing Harvey Road.

Officers are continuing to work through these concerns with the view to incorporate, where possible within the tender documents; conditions to address points 1, 2 and 3 during construction.

Officers are progressing discussions with Gladstone Ports Corporation and Gladstone Rugby League to address point 4, with the view to enable the bottom field be made available for overflow car parking during carnival events, and in doing so Council will provide a car park layout plan in an effort to maximise this space.

Officers will continue to work with Council's design consultant to review options to address points 5 and 6. Traffic modelling suggests, that keeping the northern most pedestrian crossing will not improve traffic flow and congestion on Harvey Road. The crossing in its current "zebra crossing" configuration is also noncompliant due to both vertical and horizontal road alignments. The loss of the crossing is a contentious issue for the school, who firmly believe they require two (2) "school zone controlled" crossings to enable safe access to the school.

Attachment 4 shows one of the proposed layouts being considered, which sees removal of the northern most pedestrian "zebra" crossing and installation of a pedestrian "zebra" crossing at the car park entrance. Attachment 5 details an alternate layout, which sees the northern most pedestrian "zebra crossing" configuration removed and a "non zebra crossing" installed at the car park entrance. This configuration would see the pram ramps remain at the northern most crossing and enables the crossing to be manned by a school zone controller during peak school periods. Outside these times, pedestrians would be required to give way to traffic, although it is worth noting that this option will not address traffic congestion on Harvey Road during peak school periods.

Following the public meeting held at Clinton State School on 9 August 2016, officers have requested Aecom investigate the viability of moving the car park entrance to directly opposite the school main entrance, where the existing bus exit is located and in doing so, investigate the viability of controlling this intersection with traffic lights. Traffic lights have not been considered at this location during any of the previous investigations. Preliminary investigations have revealed this option to be more viable in managing both vehicle and pedestrian traffic and potentially more attractive financially. For this reason officers have instructed our design consultants to progress detailed designs of the traffic light option. Attachment 6 provides initial Traffic Light concepts.

Officers will table a report for Council to consider both options before releasing documents to open tender.

Gravel Road Maintenance Grading Practices Fact Sheet

Officers have developed a draft *Gravel Road Grading Practices* fact sheet "Attachment 7", intended to ensure all grader operators, maintenance staff and supervisors are consistent with their approach to maintaining our gravel road network and in doing so communicating to the wider community Council's accepted practices. The document has been developed in consultation with Council's grader operators and supervisory staff. Officers intend to gain input from a select number of residents who, in the past have shown an interest in how Council undertakes gravel road maintenance. Once this feedback has been received and consideration given to possible amendments, the document will become a valuable tool for current and future grader operator training, and discussions held with residents.

RFC0100 – Blomfield Street, Miriam Vale - Replace kerb to address trip hazard

Council allocated $215,000 in its 2016-2017 budget to address trip and fall concerns that have been experienced in Blomfield Street, Miriam Vale as a result of a stepped kerb. As previously mentioned, project RFC0100 is forecast to exceed budget allocated by approximately $85,000. This is due to scope changes resulting from the need to increase kerb removal/replacement and subsequent increase in road reconstruction, and staging the project in smaller segments in an effort to minimise the effect on businesses during construction. Officers have reviewed the design and there is little to no opportunities to reduce the scope of works without compromising the project intent and end product.

Officers will look for opportunities to realise project savings from completed projects in an effort to cover the forecast overspend and report to Council accordingly.

Tender Progress
Current status of tenders to be released for the remaining 2016-2017 financial year include:-

| Tender | Status |
|---|---|
| **Mathew Flinders Bridge fabrication and installation of gantry access** | Documents being developed with the view to release for open tender in October. |
| **Red Rover Road Bridge, Glenlyon Road Bridge and Park Street Bridge repairs** | Contract awarded. |
| **Gentle Annie Road Bridge and Raglan Station Road Bridge repairs** | A Procurement and Construction Manager has been appointed. Tender documents are currently being collated with the view to release an open tender to construct in November. |
| **Harvey Road, Clinton - Upgrade** | Final design and preferred option is forecast for completion in November. Once finalised a Procurement and Construction Manager will be sought through open tender and on appointment, tenders will be released for the construction with the view to have contract awarded in the first quarter of the New Year. Note this project is to be constructed across two financial years as per Councils Long Term Financial Plan. |
| **CCTV Stormwater Inspection and Cleaning program** | Tender documents to be developed in October with the view to release the Tender in November. |

**Summary:**

Capital Works programmed to commence or continue in the month of October include:-

| | |
|---|---|
| **RFC0103** | Dalrymple Drive Footpath |
| **RFC0102** | Captain Cook Drive Footpath - Discovery Drive to existing path |
| **Various** | Cyclone Marcia Flood Event (Betterment) |
| **DRC0089** | Urban Drainage (Renew / Repair / Replace) |
| **DRC0087** | South Gladstone Stormwater Renewal |
| **DRC0076** | Wood Street - Flood Mitigation flood gate installation to Young Street culverts |
| **DRC0082** | Gully Pit Renewal / Replacement Program |
| **DRC0069** | Marten Street - Establish drainage easement and concept designs |
| **RDC0500** | Lucke Road/Aplin Road - Establish road reserves |
| **DRC0080** | Cross Road Drainage (install new) Various Locations |
| **RDC0370** | Red Rover Road Bridge Remedial Works |
| **RDC0454** | Matthew Flinders Bridge gantry construction |
| **RDC0551** | Gentle Annie Road (Four Mile Creek Bridge) Remedial Works |
| **RDC0552** | Glenlyon Road (Moura Short Railway Bridge) Remedial Works |
| **RDC0485** | Flinders Street - Bus Stop |
| **DRC0042** | French Street Drainage Easement and Stage 1 concrete drain construction |
| **RDC0553** | Parks Street (North Coast Railway Bridge) Remedial Works |
| **RDC0311** | Butler Street - Establish drainage easement (#54) |
| **RDC0554** | Raglan Station Road (Fire Creek Bridge) Remedial Works |
| **DRC0064** | Beach Houses Estate Modify Intake Structure |
| **RDC0558** | Asphalt Overlays, Microsurfacing and Bitumen Reseal Programs |
| **RDC0557** | Asphalt Overlays and Bitumen Reseal Preparation Works |
| **RDC0547** | Auckland Point Scenic Lookout Upgrade |
| **RDC0587** | Gladstone-Benaraby Road Service Road (North of Dalrymple Drive) Pavement reconstruction and Kerb Renewal |
| **RDC0588** | Gladstone-Benaraby Road Service Road (South of Dalrymple Drive) Pavement reconstruction and kerb Renewal |
| **RDC0548** | Round Hill Scenic Lookout Upgrade |
| **DRC0078** | Arthurs Park Drainage Easement and Associated Infrastructure |
| **RDC0609** | Road Pavement Renewals |
| **RDC0586** | Gladstone-Benaraby Service Road North |
| **RDC0587** | Gladstone-Benaraby Service Road South |
| **RDC0617** | Various TEAC Resolutions |

**Attachments:**

1. Road Services 2016-2017 Budget allocation paper
2. Roads Capital Works Financial Review - September
3. Barney Point Terminal Bridge Repair Photos
4. Harvey Road - Layout option with pedestrian "zebra" crossing entrance to car park
5. Harvey Road - Roundabout layout option including non-zebra crossing to car park entrance
6. Harvey Road - Traffic Light Concept
7. Draft Gravel Road Grading Practices Fact Sheet

**Tabled Items:**

Nil.

**Report Prepared by:** Manager Road Services

## WTC/6 URGENT BUSINESS

NIL.

## WTC/7 NOTICE OF MOTION

NIL.

## WTC/8 CONFIDENTIAL ITEMS

NIL.

## WTC/9 MEETING CLOSE

## ATTACHMENTS