



**REGIONAL COUNCIL**

# **ORDINARY MEETING OF COUNCIL**

## **MINUTES**

**13 FEBRUARY 2013**

**ORDINARY COUNCIL  
MEETING MINUTES  
13 FEBRUARY 2013**

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**ATTENDANCE:**

**Councillors Present**

- Cr Steve Jones (Mayor) (Chairperson)
- Cr Tanya Milligan
- Cr Peter Friend
- Cr Jim McDonald
- Cr Kathy McLean
- Cr Derek Pingel
- Cr Janice Holstein

**Other People Present**

- Ian Flint, Chief Executive Officer
- Jason Bradshaw, Executive Manager Governance & Policy
- Mark Piorkowski, Executive Manager Strategy & Planning
- Dan McPherson, Executive Manager Organisational Development & Performance
- Anthony Trace, Acting Group Manager Infrastructure Services
- Leo Jensen, Group Manager Community & Development Services
- David Lewis, Group Manager Corporate Services
- Jamie Simmonds, Executive Strategy Adviser
- Jason Cubit, Executive Liaison Adviser
- Sarah Fox, Manager Corporate Communications
- Susan Boland, PA to Executive Manager Governance & Policy
- Rick Machin, Marketing and Communications Coordinator
- Caitlan Natalier, Solicitor
- Jason Harm, Manager Regional Development
- Michelle Brown, Event & Marketing Coordinator
- Colleen Daniel, Event & Marketing Support Officer

*The meeting commenced at 10.05 am*

*The Mayor, Cr Jones opened the meeting and welcomed all present.  
Pastor Barry Benz from Church of Christ led the meeting in prayer following a minute's silence for those persons recently deceased.*



## ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

### 1.0 LEAVE OF ABSENCE

*No Leave Of Absence reports*

### 2.0 DEPUTATIONS

*No Deputations reports*

### 3.0 CONDOLENCES/GET WELL WISHES

#### 3.1 Condolences/Get Well Wishes

**Date:** 24 January 2013  
**Author:** Jenny Pascoe, Executive Assistant  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 1.1/17/4

#### RESOLUTION:

**THAT letters of condolence be forwarded to the families of the recently deceased persons in the Lockyer Valley region.**

### 4.0 MAYORAL MINUTE

#### 4.1 Mayoral Minute

**Date:** 24 January 2013  
**Author:** Jason Cubit, Executive Liaison Advisor  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 1.1/17/06

#### RESOLUTION:

**THAT the Mayoral Minute be received and noted.**

- **Tasmanian Bushfires and Rotary**

The Mayor advised that Council offered its support and expertise to a number of local government areas affected by the Tasmanian Bushfires. These approaches were made directly to two of the Council areas, as well as through the Queensland State Government who had already offered up our Council to assist if required. This support

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was offered because of the involvement of the Tasmanian Rotary Clubs in providing funding for community facilities in the Lockyer Valley to assist our recovery in the wake of the 2011 floods.

- **Australia Day Flood Event 2013**

The Mayor thanked staff for the tireless work that has been undertaken in responding to the 2013 flood event. He also noted how prepared Council was in responding to the event and training undertaken by staff over the last 2 years.

- **Flood Appeal**

The Mayor confirmed that Council has endorsed the Red Cross Flood Appeal as the official flood appeal for the Lockyer Valley.

- **Bundaberg Regional Council**

The Mayor noted that an approach has been made from the Mayor of Bundaberg Regional Council regarding the Strengthening Grantham Project and how it could possibly be implemented there and we will have further discussions are being held in regard to the land swap arrangements. This is great recognition of what we have achieved in setting the model for rebuilding after a disaster.

- **NDRRA Changes**

The Mayor advised that Council welcomes the revised position now agreed to by the Federal and State Governments. He noted that Council has been working hard to have the like-for-like funding for damaged infrastructure replaced with a funding structure which builds in resilience to protect infrastructure from future damage. The acceptance of the betterment factor is a significant change in the new NDRRA funding arrangements.

- **Regional Visitations**

The Mayor highlighted that since the most recent flooding event, the region has hosted visits from the Governor-General, Queensland Governor, Queensland Premier and many State Government Ministers. These visits assist to strengthen the region's case for relief measures as well as future funding.



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## **5.0 CONFIRMATION OF MINUTES**

### **5.1 Confirmation of Minutes of the Ordinary Meeting held 19 December 2012**

**Date:** 24 January 2013  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 1.1/17/06

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#### **RESOLUTION:**

**THAT the Minutes of the Ordinary Meeting held on 19 December 2012 be hereby confirmed.**

**Moved By: Cr Pingel**

**Seconded By: Cr Milligan**

**Resolution Number: 2868**

**CARRIED**

**7/0**

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### **5.2 Confirmation of Minutes of the Local Disaster Management Group (LDMG) held on 27, 28, 29, 30 & 31 January and 1 and 6 February 2013**

**Date:** 08 February 2013  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 7.5/6/16-4

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#### **Officer's Recommendation**

**That the Minutes of the Local Disaster Management Group (LDMG) held on**

- 27 January 2013**
- 28 January 2013**
- 29 January 2013**
- 30 January 2013**
- 31 January 2013**
- 1 February 2013**
- 6 February 2013**

**be hereby confirmed.**

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**RESOLUTION:**

**THAT** the Minutes of the Local Disaster Management Group (LDMG) held on

- 27 January 2013
- 28 January 2013
- 29 January 2013
- 30 January 2013
- 31 January 2013
- 1 February 2013
- 6 February 2013

be received and noted.

**Moved By: Cr Friend**

**Seconded By: Cr Holstein**

**Resolution Number: 2869**

**CARRIED**

**7/0**

**6.0 COMMITTEE REPORTS**

*No Receival of Committee Reports as Minutes reports*

**7.0 BUSINESS ARISING FROM MINUTES**

*No Business Arising from Minutes reports*





## ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

### 8.0 EXECUTIVE OFFICE REPORTS

#### 8.1 Chief Executive Officer's Report

**Date:** 24 January 2013  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 1.1/17/14

#### Summary:

This report is to update Council on the key issues currently being actioned and on the significant items of information presently to hand.

#### Report

##### 1. Introduction

This report provides an update on key matters arising and being addressed and on significant items of information since the last report.

##### 2. Background

The previous reports provide the background information in the case of matters ongoing and only progress is being reported during the current reporting period on those matters. This report includes the relevant background information for matters introduced to report in this reporting period.

##### 3. Report

#### Australia Day 2013

With the wet weather in the lead up to the Australia Day event, after consultation between Council and Laidley Pioneer Village, the Australia Day celebrations and awards ceremony were moved to the Laidley Cultural Centre. Most of the activities and entertainment transferred to the new venue with the exception of the pony rides, animal farm and jumping castle.

The day started with the Bush Poets Breakfast organised by the Laidley Pioneer Village. Bush poet Kevin Dean kept the crowd entertained with a mix of verse and song, supported by other local artists during the morning. The Pioneer Village team cooked up a storm offering some great breakfast options, followed by a sausage sizzle for the rest of the day.

The Awards Ceremony was very well attended on the day with up to 500 filling the Laidley Cultural Centre. With a total of 30 nominees across 9 categories, the awards ceremony was very well received with the following nominees taking out the categories:

Citizen of the year	Rob Bauer
Young Citizen of the Year	Harley Miles

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Senior Sports Person of the Year	Rob McDonald
Junior Sports Person of the Year	Tye Casten
Senior Cultural Award	Myrtle Hermann
Junior Cultural Award	Brianna Beckett-Casson
Sports Administrator Award	Gaye de Ruyter
Community Event of the Year	Garden of Hope and Courage
Mayor's Award	Jim Friis

After the Awards, people were entertained by The Kelly Gang, Norma O'Hara Murphy, Matthew Middleton (didgeridoo) and Jeremy Turner. The Kids Zone kept families busy with face painting, colouring-in, craft, mask making, giant games, lamington eating competitions, whip cracking workshops and more. The roving bushrangers created havoc by holding up the performers and the whip cracker entertained and amazed.

Overall, taking into account the change of the venue, the event went very well with reasonable numbers attending. A huge thank you to the Lockyer Valley Regional Youth Council and Glenore Grove Scouts for delivering some of the activities, Pioneer Village for organising the bush poets breakfast and catering for the nominees morning tea and Council crews for assistance with managing the change of venue.

Additionally, the Mayor, Councillor Steve Jones was presented with an Australia Day Order of Australia Honour for significant service to local government and the community of the Lockyer Valley, particularly in relation to the Queensland floods in 2010 and 2011.

With the State Government recognising the disaster impacts on planned Australia Day 2 celebrations and nominating Saturday 23<sup>rd</sup> February as an alternate day for celebrations, Council should confirm its intention to host further celebrations in the township of Laidley to recognise the clean up efforts and the community bouncing back to business as usual?

**RESOLUTION:**

**THAT Council recognise the significant personal achievement of the Mayor and congratulate on behalf of the community Cr Jones on becoming a member of the "Order of Australia".**

**Moved By: Cr Pingel**

**Seconded By: Cr Holstein**

**Resolution Number: 2870**

**CARRIED**

**7/0**

**RESOLUTION:**

**THAT Council confirm it will support the State Government initiative for Australia Day 2 celebrations in conjunction with the community to be held at Laidley on Saturday 23<sup>rd</sup> February 2013.**



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**Moved By: Cr Holstein**

**Seconded By: Cr McDonald**

**Resolution Number: 2871**

**CARRIED**

**7/0**

**Fluoridation of Water Supply**

At the December 2012 Ordinary Meeting of Council, it was resolved to undertake the following actions:

1. *Forward correspondence to Somerset Regional Council seeking confirmation on their position in regard to fluoridation.*
2. *Investigate the real costs of de-fluoridation of the water supply acknowledging these costs are to be borne by Council.*
3. *Forward correspondence to the State Government's Chief Medical Officer seeking written confirmation on the public health risks of fluoridation in water supplies.*
4. *Undertake sample testing across the existing water supply network to confirm the current fluoride dosage across the region.*

- In response to action 1, Somerset Regional Council have advised that they have formally resolved to continue with fluoridation of their water supply.
- In response to action 3, correspondence has been received from the Chief Health Officer, Queensland Health advising that "fluoridation has been proven as a safe and effective means of preventing tooth decay for people of all ages, and is supported by key expert health authorities" and that "the latest amendments to the Water Fluoridation Act 2008 include an expansion of the indemnity clause within section 96 of the Act". A copy of this correspondence has been separately provided for Councillors information.
- In regard to actions 2 & 4, correspondence has been forwarded to QUU in the first instance and since been forwarded to SEQ Water in accordance with QUU's advice. A response from SEQ Water is awaited.

**Councillor Training**

The Department of Local Government have developed a Local Government Act training package following the amendments to the legislation that were finalised late last year. There are six modules that have been developed and it is proposed that the training would be broken into a couple of sessions over the next few months.

Initially training has been scheduled for the first workshop in February and will focus on the following topics:

- roles and responsibilities of elected members and senior council staff
- restoration of Council's body corporate status
- councillor requests for assistance and information
- appointment of senior executive staff
- preparation of council's budget
- material personal interests
- conflicts of interests
- complaints management





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**RESOLUTION:**  
**THAT Council resolves to continue its ongoing support for the constitutional recognition of Local Government and endorse payment of the LGAQ special levy of \$11,913 from the existing council budget allocation.**

**Moved By: Cr McDonald                      Seconded By: Cr Milligan**  
**Resolution Number: 2873**

**CARRIED**  
**7/0**

**Queensland Local Government Grants Commission**

The Commission has been newly constituted for the next three (3) years as follows:

- Ms Lyn McLaughlin (Chairperson) – former Mayor, Burdekin Shire Council
- Mr Stephen Johnston (Deputy Chair) – Acting Director General, Department Local Government
- Ms Joy Leishman – former Mayor, Caboolture Shire Council
- Mr Kevin Wormald, CEO, Wujal Wujal Aboriginal Shire Council until 31/1/13
- Mr Brendan McNamara – former Mayor, Flinders Shire Council
- Mr John Rauber – former CEO, Moreton Bay Regional Council

The primary role of the Commission is to distribute the Commonwealth Financial Assistance Grant (\$418 million in 2012/13) among Queensland's 73 local governments. The Commission will be visiting each Council over the term of its appointment as well as selecting Councils for road data audits.

It is to be noted also that the Commonwealth Government has commenced a national review into the effectiveness and efficiency of the Financial Assistance Grant program. An issues paper has recently been released and is available on the Commonwealth Grants Commission's website.

**Australian Local Government Association (ALGA)**

The ALGA has identified 10 national issues of priority for local government in 2013 that reflect the challenges and concerns of the sector and provide a platform for advocacy and leadership at the national level.

1. Constitutional recognition of local government
2. Financial Assistance Grants and financial sustainability
3. Permanent funding of the Roads to Recovery Program
4. Natural Disaster arrangements
5. Road asset management
6. Heavy Vehicles Charging Investment & Heavy Vehicle Regulator
7. Climate change adaptation
8. Community Infrastructure
9. Healthy living initiatives

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10. Cost shifting

**2012 LGAQ Annual Conference**

At the 2012 LGAQ Annual Conference held in Brisbane between 22-25 October, the following motion submitted by Lockyer Valley Regional Council was adopted by resolution:

**Disaster Management – Natural Disaster Relief and Recovery Arrangements – Review of Application of Guidelines.**

*“That the Local Government Association of Queensland call on the Australian Government to urgently review the application of the Natural Disaster Relief and Recovery Arrangements guidelines to simplify the administration of the funding and payments”.*

*LGAQ has advised of the reply letter received from the Honourable Jeff Seeney, Acting Premier which provides advice of the Queensland Government’s position as follows:*

*The Queensland Reconstruction Authority (the Authority) is responsible for assessing funding applications submitted under the Commonwealth Government’s Natural Disaster Relief and Recovery Arrangements (NDRRA).*

*One of this Government’s first actions was to write to the Federal Government supporting the Authority’s proposal to clear the way for councils to use their own labour to rebuild their communities.*

*The support provided by LGAQ during these negotiations assisted in securing this positive outcome for your member councils, and I believe this landmark agreement will deliver better value for money and better outcomes for local communities.*

*The Authority works closely with the Federal Government to ensure the NDRRA determination is applied appropriately to achieve the best possible outcome for councils.*

*Where the Authority to achieve the best possible outcome for councils.*

*Where the Authority can encourage innovation in the future, or suggest an alternate approach that delivers value for money and supports local communities, it will not hesitate to do so.*

*LGAQ further advises it will continue to work with the State and Federal Governments with regards to NDRRA and will represent the interests of Queensland Councils during reviews of the Australian Government NDRRA Determinations and the development of the Queensland NDRRA Guidelines. LGAQ will also continue to provide advice and support to councils to ensure they are able to claim all eligible expenditure under the NDRRA.*

**Council Chambers Refurbishment**

The final works to complete the refurbishment of the interior of the chambers are now underway with Council commissioning local business Ironic Art to create an artwork piece of the Council logo to sit on the rear wall as a feature. The artwork will be the final job to complete the interior before the reception area is complete with a hot desk to service Councillors and visitors when meetings are being held in the chambers.

**Organisational Matters**

The organisation is returning to full strength and speed following the Christmas/New Year and school holiday period.

The opportunity is being taken to review the organisation structure following recent departures at executive and management level and considering the immediate and the future demands upon Council as well as reassess the goals and priorities of the organisation taking stock of the significant progress made to date and of the considerable journey still to be travelled together with the upcoming restoration and capital works and major projects for 2013 and thereafter. To assist ELT with the review, Rod Ferguson, former CEO of Southern Downs



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Regional Council, has been engaged on a short term basis with a particular focus on undertaking a review of Infrastructure Services.

The organisation is committed to continuing on its journey from good to great and is to be commended on the initiatives achieved so far. In recognition of the continuous improvement in the professional development of our staff, a team has again been selected from an overwhelming number of nominations to participate in this year's LGMA Team Challenge.

### **Policy and Legal Implications**

Policy and legal implications will be addressed in future reports on matters that arise before Council.

### **Financial and Resource Implications**

Budget impacts will continue to be addressed through existing allocation and re-prioritisation as required.

### **Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

### **Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels.

### **Conclusion**

That the Chief Executive Officer's report be received and noted, and that the further recommendations be endorsed.

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#### **Officer's Recommendation:**

**THAT Council resolves to receive and note the Chief Executive Officer's Report and to adopt the recommendations proposed within the report.**

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#### **RESOLUTION:**

**THAT Council resolves to receive and note the Chief Executive Officer's Report and to adopt the recommendations proposed within the report;**

**And further;**

**THAT Council forward correspondence to Kathy Brady acknowledging her commitment and support to the Laidley Business Community and for assistance in bringing matters post the Australia Day Flood Event 2013 to the attention of the visiting Minister for Tourism, Major Events, Small Business the Commonwealth Games, Jan Stuckey MP.**

**Moved By: Cr Milligan**

**Seconded By: Cr Friend**

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**Resolution Number: 2874**

**CARRIED**

**7/0**

*The Mayor stated that further review needs to be undertaken in regard to the availability of air support particularly helicopters during disaster events.*

*The Mayor acknowledged the efforts of the local media in regard to the Australia Day Flood Event 2013.*

Councillor Cr Peter Friend left the meeting, the time being 10:30 AM

Councillor Cr Peter Friend returned to the meeting, the time being 10:33 AM





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## 8.2

## Disaster Operations Update - January 2013

**Date:** 08 February 2013  
**Author:** Jason Bradshaw, Executive Manager Governance & Policy  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 7.5/6/16-4

### Summary:

This report is to provide Council with a summary of the disaster response and the operation of the LDMG and LDCC associated with Ex Tropical Cyclone “Oswald” and the associated rain and flooding in late January 2013. It does not represent a full explanation of all events and is recognising the significant impact on normal council operations and the likely ongoing impacts as the response transitions into the next phase for Council and the Community.

**Officer's Recommendation:**

**That Council receive this report and recognise the efforts of all involved from Council and the associated agencies in the disaster response.**

**RESOLUTION:**

**THAT Council receive this report and recognise the efforts of all involved from Council and the associated agencies in the disaster response.**

**Moved By:** Cr Pingel                      **Seconded By:** Cr Holstein  
**Resolution Number:** 2875

**CARRIED**  
**7/0**

## Report

## 1. Introduction

The Lockyer Valley Regional Council area along with other areas of Queensland has experienced a significant natural disaster event and this report updates Council on the event and Council's coordinated counter disaster response

## 2. Background

Given the natural disaster event of 2011 and the ongoing response to disaster preparedness and resilience building, significant improvements had been made to the Council's capacity, planning and resourcing that has allowed for a more coordinated and proactive approach.

### 3. Report

The Local Disaster Management Group (LDMG) and Local Disaster Co-ordination Centre (LDCC) were activated and operationalised throughout the event. Currently the LDMG is officially Stood Down but the LDCC remains operational.

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A separate and detailed presentation has been prepared that summarises the event and responses by day to provide Council with a complete overview of the LDMG response. Council staff and agencies have worked collaboratively and successfully in the response phase and there has been wide spread praise for the actions and timeliness in all efforts to date.

There is much more work to be completed and the lessons learned from the 2011 event have been evident in the preparedness shown by LDMG and the LDCC.

In order to move out of the disaster response phase and into the next phase for recovery and rebuilding, Council has had discussions with the newly confirmed Minister for Local Government, Community Recovery and Resilience Hon Mr David Crissafulli and also with the Queensland Reconstruction Authority, who will now report to this Minister under the changes announced by the State Government. A number of changes are expected to the processes used previously and Council has been consulting with the key agencies for appropriate and timely processes that will support more effective long term solutions.

Brigadier Bill Mellor who has been appointed to the South East Queensland Disaster Response has also visited the region to engage in discussions with Council.

During the early response, Council was visited by the Governor General, Queensland Governor, Queensland Premier and a number of State Government Ministers to see the initial damage first hand and to assist with confirming measures of support for the community.

With the State Government giving consideration to new approaches in response and recovery, Council is yet to confirm a model for recovery and rebuilding, and has consulted with the LGAQ and the State Government for further advice, and this will be discussed further with Council at an upcoming workshop.

**4. Policy and Legal Implications**

Council has legal responsibilities under the Disaster Management Act 2003 as well as the Local Government Act , for the coordination of disaster response and also for community safety in general terms.

The Disaster Management Act 2003 provides the basis for the Queensland Disaster Management Arrangements, and a framework in which all levels of government, government owned corporations, non government organisations, partners and stakeholders can work collaboratively to ensure an effective disaster response. These arrangements operate on three distinct levels, Local Government, Disaster District and State Government. A forth level, the Australian Government is also recognised in times of disaster. This has been required for funding and resourcing requirements during this response.

**5. Financial and Resource Implications**

The Natural Disaster Recovery and Relief Arrangements (NDRRA) are activated through the Commonwealth and State Governments to provide guidance towards the response and operations which will be funded and supported across the disaster event. The funding arrangements are critical to the short and long term response and recovery activities and early activation allows for timely assistance to the community when it is greatly needed. Lockyer Valley Regional Council has been successful in obtaining at this early stage category A, B and C relief measures and is one of only a few in the State to do so at this time. Attachment A details the measures confirmed by the State Government.

**6. Delegations/Authorisations**



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The delegations and authority are contained within the Queensland Disaster Management Arrangements with specific powers to the Local Disaster Co-ordinator – the CEO and the Chair of the LDMG – the Mayor. These authorities are used in collaboration with the District Disaster Management Group (DDMG) when further resources or assistance is required. The Incident Controller (ie Manager Disaster Management) working directly with the LDC and Chair of the LDMG are the responsible decision makers and during this event have completed these roles exceptionally.

### **7. Communication**

Significant effort was directed to ensure ongoing communication throughout the event with dedicated resources and the use of social and traditional media for emergency messaging and updates. This has assisted with the operations of the LDCC in maintaining current information and allowing for responsive communications throughout the event. Feedback has been positive and contributed to better information for decision making through up to date intelligence coming through to the LDCC. The communications team through the Manager Corporate Communications lead this effort consistently and constantly which also deserves separate recognition.

### **8. Conclusion**

To support the accountability required of Council in times of natural disaster, this report outlines and acknowledges Council's role and response and those of other agencies in the context of this event and supports the action taken through the LDMG and LDCC in fulfilling Council's responsibilities. It also provides an update on the event and a reflection of the preparedness and capability of Council in times of disaster.

### Disaster Event – Tropical Cyclone Oswald and Associated Rainfall and Flooding, 21-29 January 2013



#### Event and Timing –

Strong winds, heavy rainfall and flooding in Northwest Queensland and the far north to south east coast of Queensland associated with Ex-Tropical Cyclone Oswald, which crossed the coast between Pormpuraaw and Kowanyama as a Category 1 cyclone on 21 January 2013 and continued to move inland and down the coast.

#### Assistance Activated –

The Minister for Police and Community Safety, The Honourable Jack Dempsey MP activated the Commonwealth/ State Natural Disaster Relief and Recovery Arrangements (NDRRA).

The Prime Minister, The Honourable Julia Gillard MP, has approved Category C Grants under the Commonwealth/ State Natural Disaster Relief and Recovery Arrangements (NDRRA).

#### NDRRA Relief Measures Activated

- Category A – Counter Disaster Operations
- Category A – Personal Hardship Assistance Scheme
- Category B – Essential Services Safety & Reconnection Scheme
- Category B – Freight Subsidies for Primary Producers
- Category B – Natural Disaster Assistance (Concessional Loans) for Primary Producers
- Category B – Natural Disaster Assistance (Concessional Loans) for Small Business
- Category B – Restoration of Essential Public Assets
- Category C – Special Disaster Assistance (Clean-Up and Recovery Grants) for Non-Profit Organisations
- Category C – Special Disaster Assistance (Clean-Up and Recovery Grants) for Primary Producers
- Category C – Special Disaster Assistance (Clean-Up and Recovery Grants) for Small Businesses

**Area formally defined (by the Minister for Police and Community Safety, The Honourable Jack Dempsey MP) for receipt of NDRRA Relief measures –**

*"Communities within the defined areas of northwest Queensland and the far north to south east coast of Queensland affected by Tropical Cyclone Oswald and associated rainfall and flooding, 21-29 January 2013".*

## Disaster Event – Tropical Cyclone Oswald and Associated Rainfall and Flooding, 21-29 January 2013

LGA	Counter Disaster Operations	Personal Hardship Assistance Scheme	Essential Services Safety & Reconnection Scheme	Freight Subsidies for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Small Business	Restoration of Essential Public Assets	Special Disaster Assistance (Clean-Up and Recovery Grants) for Non-Profit Organisations	Special Disaster Assistance (Clean-Up and Recovery Grants) for Primary Producers	Special Disaster Assistance (Clean-Up and Recovery Grants) for Small Businesses
Aurukun Shire Council	✓ Activated 22/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 24/01/13			
Banana Shire Council	✓ Activated 25/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13			
Brisbane City Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13			✓ Activated 30/01/13				
Bundaberg Regional Council	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 01/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13
Burdekin Shire Council	✓ Activated 25/01/13						✓ Activated 25/01/13			
Burke Shire Council	✓ Activated 22/01/13						✓ Activated 22/01/13			
Cairns Regional Council	✓ Activated 22/01/13									
Carpentaria Shire Council	✓ Activated 22/01/13						✓ Activated 22/01/13			
Cassowary Coast Regional Council	✓ Activated 24/01/13						✓ Activated 31/01/13			
Central Highlands Regional Council	✓ Activated 27/01/13			✓ Activated 01/02/13	✓ Activated 01/02/13	✓ Activated 01/02/13	✓ Activated 27/01/13			
Cherbourg Aboriginal Shire Council	✓ Activated 30/01/13	✓ Activated 01/02/13	✓ Activated 01/02/13				✓ Activated 30/01/13			
Cloncurry Shire Council							✓ Activated 30/01/13			
Cook Shire Council	✓ Activated 22/01/13						✓ Activated 24/01/13			
Doomadgee Aboriginal Shire Council							✓ Activated 22/01/13			

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## Disaster Event – Tropical Cyclone Oswald and Associated Rainfall and Flooding, 21-29 January 2013

LGA	Counter Disaster Operations	Personal Hardship Assistance Scheme	Essential Services Safety & Reconnection Scheme	Freight Subsidies for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Small Business	Restoration of Essential Public Assets	Special Disaster Assistance (Clean-Up and Recovery Grants) for Non-Profit Organisations	Special Disaster Assistance (Clean-Up and Recovery Grants) for Primary Producers	Special Disaster Assistance (Clean-Up and Recovery Grants) for Small Businesses
Etheridge Shire Council	✓ Activated 31/01/13						✓ Activated 31/01/13			
Fraser Coast Regional Council	✓ Activated 29/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 04/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13
Gladstone Regional Council	✓ Activated 25/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 27/01/13			
Gold Coast City Council	✓ Activated 31/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 31/01/13			
Goondiwindi Regional Council	✓ Activated 31/01/13	✓ Activated 29/01/13	✓ Activated 29/01/13	✓ Activated 01/02/13	✓ Activated 01/02/13	✓ Activated 01/02/13	✓ Activated 31/01/13			
Gympie Regional Council	✓ Activated 28/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13	✓ Activated 04/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13
Hinchinbrook Shire Council	✓ Activated 24/01/13						✓ Activated 25/01/13			
Hope Vale Aboriginal Shire Council							✓ Activated 24/01/13			
Ipswich Regional Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 31/01/13			
Isaac Regional Council	✓ Activated 27/01/13									
Kowanyama Aboriginal Shire Council	✓ Activated 22/01/13						✓ Activated 24/01/13			
Lockhart River Aboriginal Shire Council	✓ Activated 25/01/13						✓ Activated 25/01/13			
Lockyer Valley Regional Council	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 28/01/13	✓ Activated 04/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13
Logan City Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 05/02/13			
Mackay Regional Council	✓ Activated 27/01/13									

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LGA	Counter Disaster Operations	Personal Hardship Assistance Scheme	Essential Services Safety & Reconnection Scheme	Freight Subsidies for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Small Business	Restoration of Essential Public Assets	Special Disaster Assistance (Clean-Up and Recovery Grants) for Non-Profit Organisations	Special Disaster Assistance (Clean-Up and Recovery Grants) for Primary Producers	Special Disaster Assistance (Clean-Up and Recovery Grants) for Small Businesses
Mapoon Aboriginal Shire Council	✓ Activated 22/01/13						✓ Activated 24/01/13			
McKinlay Shire Council							✓ Activated 28/01/13			
Moreton Bay Regional Council	✓ Activated 28/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13				
Morrington Shire Council							✓ Activated 22/01/13			
Napranum Aboriginal Shire Council	✓ Activated 22/01/13						✓ Activated 24/01/13			
Northern Peninsula Area Regional Council							✓ Activated 01/02/13			
North Burnett Regional Council	✓ Activated 30/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 04/02/13	✓ Activated 04/02/13	✓ Activated 04/02/13
Palm Island Aboriginal Shire Council	✓ Activated 24/01/13						✓ Activated 24/01/13			
Pempuraw Aboriginal Shire Council	✓ Activated 22/01/13						✓ Activated 05/02/13			
Redland City Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13				
Rockhampton Regional Council	✓ Activated 25/01/13	✓ Activated 25/01/13 *	✓ Activated 25/01/13 *	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 27/01/13			
Scenic Rim Regional Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13			
Somerset Regional Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13			
South Burnett Regional Council	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 28/01/13			
Southern Downs Regional Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13			

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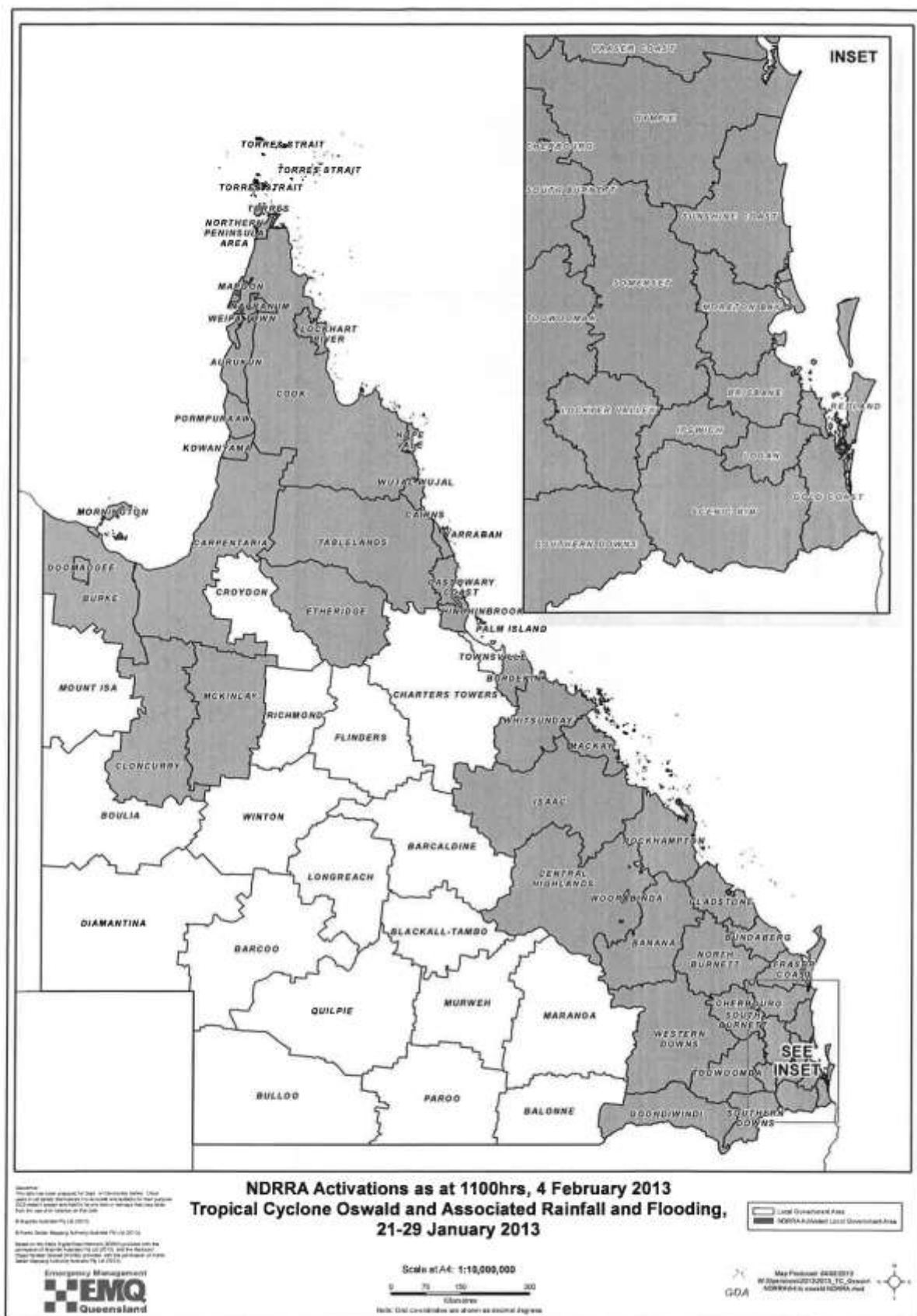
LGA	Counter Disaster Operations	Personal Hardship Assistance Scheme	Essential Services Safety & Reconnection Scheme	Freight Subsidies for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Primary Producers	Natural Disaster Assistance (Concessional Loans) for Small Business	Restoration of Essential Public Assets	Special Disaster Assistance (Clean-Up and Recovery Grants) for Non-Profit Organisations	Special Disaster Assistance (Clean-Up and Recovery Grants) for Primary Producers	Special Disaster Assistance (Clean-Up and Recovery Grants) for Small Businesses
Sunshine Coast Regional Council	✓ Activated 28/01/13	✓ Activated 27/01/13	✓ Activated 27/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13				
Tablelands Regional Council	✓ Activated 22/01/13									
Toowoomba Regional Council	✓ Activated 29/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 29/01/13			
Torres Shire Council	✓ Activated 22/01/13									
Torres Strait Island Regional Council	✓ Activated 22/01/13						✓ Activated 25/01/13			
Western Downs Regional Council	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 28/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13	✓ Activated 30/01/13			
Whitsunday Regional Council	✓ Activated 27/01/13									
Wujal Wujal Aboriginal Shire Council							✓ Activated 24/01/13			
Yarrabah Aboriginal Shire Council							✓ Activated 01/02/13			

\* Personal Hardship Assistance Scheme (PHAS) and Essential Services Safety and Reconnection Scheme (ESSR) activation is limited to the town of Rockhampton and the areas immediately surrounding Rockhampton.

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**8.3 Flood Recovery Work - Community Commitments & Progress**

**Date:** 24 January 2013  
**Author:** Carla Wilson, Special Projects Coordinator  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 7.5/6/14

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**Summary:**

This report looks at the progress toward commitments made to the community by LVRC in the following documents (since the January 2011 floods):

*Lockyer Valley Community Recovery Plan, 23 Feb, 2011*  
*Lockyer Valley Community Recovery Plan, 1 June 2011*  
*Community Relief and Early Recovery Activities January 2011 – June 2011 Summary Report*  
*Community Relief and Early Recovery Activities November 2011 Renewal and Resilience Plan*

Overall LVRC have exceeded expectations since January 2011 in working toward achieving the commitments made to the community. There has been success across a wide variety of commitments and the Council as a whole has come out of this tragedy stronger, more resilient and better prepared. Council has been through a significant restructure process, has up skilled existing staff and employed a number of new, well qualified Officers and Executives to ensure recovery and future disaster events are well managed.

There are a number of areas where Council has not yet completed delivery of the original commitments made. However these areas are currently being addressed or plans are in place to deal with them. It is recommended that a review of progress toward commitments and works still being undertaken should take place in August 2013.

All of the commitments set out in the Recovery Plan have been completed or are being addressed. It is therefore appropriate to acknowledge the closure of the various LVRC Recovery Plans and publically recognise that all remaining work will be managed as core Council operations.

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**Officer's Recommendation:**

**THAT Council resolves to formally close the 2011 Flood Recovery planning documents and acknowledges that the recovery phase for Lockyer Valley Regional Council is being brought to an end.**

**Council resolves to undertake a review of progress toward the final recovery commitments and works still being undertaken in August 2013.**

---

**RESOLUTION:**

**THAT Council resolves to formally close the 2011 Flood Recovery planning documents and acknowledges that the recovery phase for Lockyer Valley Regional Council is being brought to an end;**

**And;**

**THAT Council resolves to undertake a review of progress toward the final recovery commitments and works still being undertaken in 2013 and in light of the current**



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disaster activities.

**Moved By: Cr McDonald                      Seconded By: Cr Milligan  
Resolution Number: 2876**

**CARRIED  
7/0**

## **Report**

### **1. Introduction**

This report looks at the progress toward commitments made to the community by LVRC (in a variety of documents) since the January 2011 floods. The documents were produced to assist in the management of the recovery process which was expected to take a 3 year period.

Since the recovery process began a number of different people have been involved in the planning and implementation of recovery works. There have also been several documents written by different authors outlining over 100 commitments to the community. This report aims to evaluate what has and has not been achieved, with respect to the commitments made to the public.

This report has looked at the following documents:

1. Jude Munro and team prepared the *Lockyer Valley Community Recovery Plan* published on 23 Feb, 2011.
2. Then a revised version of the *Lockyer Valley Community Recovery Plan* was prepared by Jude Munro and Associates and adopted by Council on 1 June 2011. The second version had input from the community, Department of Environment and Resource Management (DERM) and other stakeholders. On June 2, 2011 staff from Jude Munro and Associates left Council and handed over the recovery work to the newly created Recovery Directorate.
3. The third report published by Council, that listed a variety of commitments, was the *Community Relief and Early Recovery Activities January 2011 – June 2011 Summary Report*.
4. The fourth report published was the *Community Relief and Early Recovery Activities November 2011 Renewal and Resilience Plan*.

Another document that included recovery achievements was published in April 2012, *Lockyer Valley Regional Council, Our Story to 2012*. This document included information from the above documents.

### **2. Background**

Jude Munro and Associates were engaged by Council immediately after the floods to assist LVRC staff to plan and manage the recovery process. They produced the *Lockyer Valley Community Recovery Plan* (23 Feb, 2011) and the revised version of the *Lockyer Valley Community Recovery Plan* which was adopted by Council on 1 June 2011.

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Jude Munro and Associates helped to set up a Recovery Directorate (and a number of subcommittees) within Council to manage the recovery process. Jude Munro and Associates finished working for Council soon after the Recovery Directorate was up and running. The Director of Recovery and the Assistant Director of Recovery were responsible for the development of a number of recovery planning documents.

In November 2011 the Recovery Directorate and the majority of its subcommittees were disbanded to enable recovery works to be absorbed back into the ordinary business of Council. A new group (the Community Development Team) was established to enable the continuation of the Human and Social subcommittee and to ensure that community engagement remained a priority. This group and the Human and Social subcommittee remain in operation today. All remaining recovery work that has taken place after November 2011 has been carried out as part of normal Council business by a variety of departments.

### **3. Findings**

#### **SUMMARY OF COMMITMENTS SUCCESSFULLY ACHIEVED:**

Throughout the past two years LVRC have shown excellence in many areas. There has been success across a wide variety of commitments made to the community and the Council as a whole has come out of this tragedy stronger, more resilient and better prepared. Council has been through a significant restructure process, has up skilled existing staff and employed a number of new, well qualified Officers and Executives to ensure recovery and future disaster events are well managed.

Please find following a summary<sup>1</sup> of the areas where Council have succeeded in meeting the commitments made to the community.

A Recovery Coordination Team was established as soon as possible after the floods occurred. New staff were employed and many Council staff were also re-distributed into Recovery roles. The HR department were required to backfill positions across Council.

Council have been a strong and active advocate for the community throughout the recovery period. Strong partnerships have been formed and LVRC has increased its visibility and reputation in both State and Federal circles. Media and communication played a vital role in this visibility and was also important in keeping the community informed.

The health and well being of all affected community members has been of paramount importance to Council. The local people in the Lockyer Valley have been well supported. Programs have focussed on a range of different parts of the community including; especially vulnerable individuals, farming communities, youth, business owners and families.

One of the most successful projects instigated and managed by Council has been the Grantham Land Swap and the Grantham Master Plan. This work has seen many affected residents re-located to a safe, new community.

Disaster management, preparedness, and training have been totally transformed in the Lockyer Valley. This area of Council is now well resourced, employs experienced and well qualified staff who

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<sup>1</sup> This section does not identify each of the individual commitments that Council has successfully achieved as there are over 80.



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have developed systems, processes, plans and strategies to prepare for future disaster events. Council has developed and implemented a community disaster preparedness program across the region.

During the aftermath of the flood a large amount of donated goods and money were sent to the Lockyer Valley. Council have had to develop a system and policies to ensure that the money and goods have been fairly distributed.

Many properties were damaged or completely destroyed during the floods. Council have played a role in the demolition of dangerous buildings, enabled the re-building of damaged property where appropriate, and have developed a comprehensive Temporary Local Planning Instrument that incorporates a risk based approach to future floods and hazards.

Roads, bridges and other critical infrastructure were badly damaged, and in some instances totally wiped out, during the floods. An Infrastructure Restoration unit was formed very quickly within Council. This group has sourced considerable external funding and undertaken an enormous amount of work to get the region back up and running. A large proportion of the damaged infrastructure has now been restored, all works to be completed by December 2013.

The region's economy was hit hard during and after the floods. Jobs were lost, livelihoods crushed, produce and resources severely damaged. Significant work has taken place to support the recovery of the region's economy. Jobs have been created, training and skills programs were implemented, a Farmers Group has been established and a number of other initiatives pursued. Council is preparing to establish a regional network forum to continue the work that was undertaken by the Economic Development sub-committee which was active in the first year after the floods. There is strong commitment from Council to ensure that the region's economy moves onward and upward.

Many parts of the natural environment were destroyed during the flood. Council has had an enormous job trying to manage debris, and waste materials, creek and waterway restoration, the management of weeds and revegetation of areas scoured out by the flood waters. This work will continue for many years to come, however, a large portion of this work has already been successfully completed.

Council should be commended for its thorough and dedicated work to helping the Lockyer Valley region to recover. In particular; a successful organisational restructure, community advocacy and support, assistance with rebuilding safe homes, future disaster management preparedness, fair and equitable distribution of donated goods and money, future planning instruments, infrastructure assessment and reconstruction and restoration of the natural environment have been managed well. A large proportion of the recovery process has been completed in just two years.

### **SUMMARY OF COMMITMENTS THAT REQUIRE FURTHER WORK**

The Lockyer Valley Community Recovery Plan (LVCRP), February 2011, listed the establishment of a comprehensive Council database as a priority task. The aim of the database being; to provide accurate information and support the recovery plan. The original intent of the database was to compile all data on flood affected properties in the Lockyer Valley region to assist LVRC to better understand the effect and outcomes of the January floods. It was further explained in subsequent recovery documents:

- Development of data management and collection framework.

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- Development of or enhancement of an existing database tool that stores data and information (knowledge, facts, figures, statistics, photo's, correspondence etc.) to support the goals of improved evidence based policy, planning and service delivery.
- Recruitment of a data collection and reporting officer.

A comprehensive database has not yet been developed for all of the information collected about flood affected properties. Some of the data remains scattered across Council departments and in various software programs. External information (e.g. data held by the State) has not yet been collected or stored. Council is committed to creating this database and intends to employ a contractor to compile all of the data into one central location. This work will begin in early 2013.

The LVCRP, February 2011, listed the development of a Community Engagement Strategy as a priority task for Council. This was not completed; however, a large amount of successful ad hoc engagement has occurred with the community. Council has recently embarked on a whole of Council Community Engagement project – this will encompass all departments. This project started in late 2012 and will continue in 2013. It is anticipated that a Community Engagement Strategy specifically for the recovery process will no longer be needed once a whole of Council Community Engagement Plan is in place.

The LVCRP, February 2011, listed priorities relating to the management, coordination and encouragement of volunteers. An integrated volunteer management system has not been developed by LVRC; however, a draft document that focuses on the management of “spontaneous volunteers in an emergency” has been prepared by the Red Cross. Council intends to adopt the approach outlined in this document.

The LVCRP, February 2011, recommended that ongoing memorial events and / or memorial structures are established to commemorate those that were lost. A One Year On commemorative service was held, however, ongoing events will not be planned and hosted by Council. Council have resolved to support the community, but, ongoing commemorative events will not be pursued. Sculptures have been acquired as memorials, and consultation on where to locate these sculptures is being progressed.

*The Community Relief and Early Recovery Activities Renewal and Resilience Plan (RRP)*, November 2011, recommended that Council develop plans that identify biosecurity threats to the region and develop strategies that minimise the impact of these threats. LVRC commenced with the development of a Biosecurity Risk Management Plan, however, this project has been put on hold. Some biosecurity threats to the region are covered by Councils Pest Management Plan (for e.g. Parthenium); however, other threats like the Hendra virus, bats and fire ants are not covered. Council will be working with the State and Federal Governments to address these risks.

The RRP, November 2011, recommended that LVRC provide an emergency refuelling facility for rescue and fire fighting helicopters and the resupply of fuel, medical provisions and food in disaster situations and in preparation for future disasters and for use by medivacs. This project is underway and funding has been secured. A suitable location and designs have been prepared. The implementation phase is now being carried out.

The LVCRP, February 2011, listed the development of long term management plans for waterways and floodplains in conjunction with the State as a priority task. Council cannot direct this process as it is beyond Councils scope and control. Council is willing to have input into this process but must be guided by the State. The University of Queensland, together with other partners is developing a project proposal to investigate flooding. LVRC needs to maintain a watching brief in this area.



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The LVCRP, February 2011, recommended that engagement with community entry points for e.g. kindergartens, churches, playgroups, service clubs etc. be strengthened. Work of a general nature has been ongoing with the Community Development Team, however, no specific projects or work has been undertaken in this area. Council will need to decide whether or not a specific program to target community entry points is necessary.

The RRP, November 2011, identified that a community housing scheme needed to be developed to provide housing solutions for displaced residents and provide a legacy of affordable housing stock for future needs in the region. This project has been identified in the 2012/13 Operational Plan in terms of developing a regional response to Council community and affordable housing. There is some discussion that this is not Council core business. Council is considering options at present and is likely to support initiatives managed by other agencies, for e.g. Federal Government partnerships with private service providers.

It is anticipated that the above areas of work will be completed or resolved by the end of 2013. If they are not going to be completed Council will need to explain publicly the reasons behind their decisions. A review of progress toward the above commitments should be carried out in August 2013.

### **SUMMARY OF COMMITMENTS THAT HAVE BEEN AMENDED**

The LVCRP, February 2011, recommended that Council lobby for whole-of-region mobile phone coverage in the Lockyer Valley and for a warning system using state of the art telecommunications, SMS and other warning facilities. A SMS warning system has been implemented; however, not all areas of the valley are covered. Murphy's Creek has a new Optus tower and Mt Sylvia will have a tower erected in 2013, however, some areas of the region will remain black spots as there are not enough customers to justify the construction of a mobile phone tower.

Hubs in each affected community were listed as a commitment in the LVCRP, February 2011. This project has not been implemented as Council was unable to provide a physical hub in each affected community with the time and resources available. Instead Case Managers were made available to all impacted residents. Two physical hubs are in the process of being established – Murphy's Creek and Grantham – no other hubs are planned at this stage.

The LVCRP, February 2011, listed the establishment of a network of rural financial counsellors as a priority task. Council attempted to find this type of counsellor; however, initially they were not available. Those people that did request this type of advice were referred to suitable counsellors in Toowoomba. A similar recommendation was made in the RRP, November 2011, which focussed on advice for horticultural growers and their ability to plan and build their businesses. These people were also referred to Toowoomba counsellors. More recently Council has managed to secure funding and expertise in this area and hopes to offer rural financial counselling to those who require assistance in 2013.

An annual Clean Up Lockyer Day was recommended by the LVCRP, February 2011. This idea was not pursued by Council as Clean up Australia Day is already in place and an additional day was deemed unnecessary.

The LVCRP, February 2011, recommended that LVRC lobby and facilitate action by SEQ Catchments for the de-silting of weirs on creeks to replenish underground water supplies. It was decided this recommendation was beyond the scope and control of Council.

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The LVCRP, February 2011, recommended that Council develop a process to successfully share private and confidential information with external agencies – to streamline recovery for individual residents. Unfortunately this was not achieved as the privacy issues were unable to be resolved. It is unlikely that these issues can ever be sorted out.

**COMMENTS AND RECOMMENDATIONS:**

Overall LVRC have done very well since January 2011 in working toward achieving the commitments made to the public in a number of different Recovery Planning documents. There are many areas where Council exceeded all expectations and have completed the work earlier than anticipated. There are a number of areas where Council has not yet completed delivery on the original commitments made, however, these projects are underway.

It is recommended that a review of progress toward commitments and works still being undertaken is conducted in August 2013.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed in future reports on matters that arise before Council.

**5. Financial and Resource Implications**

Most projects that are still being pursued will be funded via the NDRRA funding Council has been allocated. Those that do not have funding from NDRRA are likely to be managed internally within existing budgets.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

**7. Communication**

It is recommended that the information in this report be made available to the community and also any other stakeholders. The Corporate Communication Team will be consulted to provide advice on an appropriate delivery strategy.

**8. Conclusion**

It is recommended that a review of progress toward commitments and works still being undertaken should take place in August 2013.

All of the commitments set out in the Recovery Plans have now been completed or are currently being addressed. It is therefore considered appropriate to acknowledge the closure of the various LVRC Recovery Plans and publicly recognise that all remaining work will be managed as part of Council's operational planning process.





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It is recommended that Council resolve to endorse the closure of the above mentioned recovery planning documents and acknowledges that the recovery phase for Lockyer Valley Regional Council is being brought to an end.

Lockyer Valley Regional Council is beyond recovery and is now working toward improved community capacity, increased community resilience and a stronger more diverse economy. LVRC is re-building and improving the region to move onward and upward from the 2011 flood recovery period.





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The attachment details the achievements of key strategies and the progress made to date.

#### **4. Policy and Legal Implications**

Section 122 (2) of the Local Government (Finance, Plans and Reporting) Regulation 2012 requires the Chief Executive Officer to present a written assessment of the local government's progress towards implementing the annual operational plan at meetings of the local government. These reports are required to be regular intervals of not more than three month intervals.

#### **5. Financial and Resource Implications**

The financial performance of each of the key strategies is summarised and can provide an indication on the progress of initiatives or of constraints in delivering outcomes for the operational plan. Overall, the financial performance is within the budget tolerances and aligns to the delivery of outcomes. Each of the activities has been monitored against the agreed budget and reports the budget impacts as either positive or negative. Further refinement of the financial systems is required to report individual projects or activity.

#### **6. Delegations/Authorisations**

No delegations are required for this report and existing authorities are appropriate for the delivery of the operational plan outcomes.

#### **7. Communication**

The significant achievements of the operational plan are regularly reported through corporate communications and media channels as required. The overall achievements from all quarterly reporting will contribute to the annual report.

#### **8. Conclusion**

The quarterly reporting on the operational plan is a statutory process and informs Council and the community of the performance of Council on yearly programs and activities.

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MEETING MINUTES  
13 FEBRUARY 2013**

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**8.5 Constitutional Recognition - Update on the ALGA Campaign**

**Date:** 08 February 2013  
**Author:** Jason Bradshaw, Executive Manager Governance & Policy  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 1.1/15/51

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**Summary:**

This report looks at the proposed amendment to the Australian Constitution and the corresponding ALGA national campaign to ensure local government is recognised in the Australian Constitution. LGAQ have requested that LVRC and other Queensland councils continue to provide funding to enable the campaign to be completed.

Financial recognition of local government in the Constitution has become a necessary discussion again, due to recent High Court decisions. Direct Commonwealth funding of local government currently supports significant local government programs. Without amendment to the Constitution, these programs may not survive a legal challenge to their validity.

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**Officer's Recommendation:**

**That Council resolves to continue to support the ALGA (specifically LGAQ) referendum campaign to amend the Australian Constitution to recognise local government.**

---

**RESOLUTION:**

**THAT Council resolves to continue to support the ALGA (specifically LGAQ) referendum campaign to amend the Australian Constitution to recognise local government.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2878**

**CARRIED**  
**7/0**

---

**Report**

**1. Introduction**

The Commonwealth Government has provided direct funding to local government for many years. The power of the Commonwealth Government to provide this direct funding has been challenged by two High Court decisions.

The 2009 High Court case of *Pape v. Commissioner of Taxation (Pape Case)* found that the Commonwealth does not have power to directly fund areas such as local government. It can only spend money where it has a specific power under the Constitution.



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The 2012 High Court case of *Williams v. Commonwealth of Australia* (*Williams Case*) threw into further doubt the ability of the Federal Government to directly fund local councils.

These decisions in the High Court cast doubt over the ability of the Commonwealth Government to continue funding projects like Roads to Recovery in the long term.

### **2. Background**

Local government raises its own revenue through rates, fees and charges. Although local government generates its own revenue, funding from the Commonwealth through grants is an important source of revenue, particularly for rural and remote councils.

In response to community demand, local government has expanded its programs, services and facilities since the first local council was established in 1840. Today Councils continue to build roads, footpaths, parks and bridges. They also collect and manage rubbish and provide community swimming pools and other facilities. Local councils also do many things that some people do not realise are a council service – stormwater management, planning and building standards, recycling, climate change adaptation, environment conservation, libraries, art galleries, museums, childcare, youth services, aged care, food inspections, animal licensing, immunisations, public toilets, and caravan parks are among the services many councils now provide.

Funding from the Commonwealth and State governments to local government is crucial to the continuation of the many services now expected by the community. If this funding is reduced or removed local government will need to reduce services, delay repair works, or try to raise more funding from rates. Funding certainty is critical to the short term and long term planning of councils.

### **3. Report**

LGAQ have requested that LVRC continue to pay the Constitutional Recognition / LG Image Campaign Special Levy 2012-13, and this is reference in the CEO Report and proposed for ongoing support.

In 2007 Prime Minister Rudd made an election commitment to progress the issue of the constitutional recognition of local government. Since then local government has been working with the Commonwealth to identify the best option for appropriate constitutional recognition, which will be readily understood and accepted by Australians.

After 5 years of work, local government believes that financial recognition is the best solution to ensure direct funding from the Commonwealth is not removed. But this is not only the view of local government. An independent Expert Panel appointed in 2011 by the Federal Government has come to the same conclusion. The Expert Panel called on the Commonwealth to talk to State governments to get their support, and for a public awareness campaign so that the Australian public had a better understanding about the Constitution and the referendum process.

The 2010 agreements between the Labour Government, the Greens and independents included a commitment to hold a referendum on the recognition of local government by the end of 2013.

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LGAQ believe they have reached a pivotal stage in the national campaign to ensure local government is recognised in the Australian Constitution. The local government image campaign is considered to have been a success across the State. Market research has shown that the campaign has helped shift public opinion in favour of local councils in Queensland. The research showed that a majority of Queenslanders would likely support a referendum on recognising local government in the Australian Constitution.

The political and legal landscape affecting the proposed referendum changed in 2012. The *Williams Case* in the High Court challenging the legality of the Australian Governments direct funding of the National School Chaplaincy Program has reinforced the need for a referendum to clarify the relationship between the Federal and local governments once and for all.

In Late 2012 (31 October) Parliament decided to support local governments call to establish a Parliamentary Committee as the next step towards a referendum. The Committee is seeking submissions on constitutional recognition of local government by February 15 2013.

A Parliamentary Committee is the most effective way of engaging with all sides of politics, obtaining bipartisan support, and making considered recommendations on the proposed change to the Constitution, timing of the referendum and a public awareness campaign, which can inform the public on the issue.

ALGA considers it is currently in the strongest position it has ever been to achieve a successful referendum this year. To complete the journey it requires Councils to fund the final chapter of its campaign, and continue its support.

**4. Policy and Legal Implications**

Council has not adopted a formal policy in regard to this matter, but has historically supported the case for local government recognition in the Australian Constitution. While Local Government is recognised in Queensland Constitution and is created through State Legislation, the additional recognition is a mechanism to ensure funding arrangements to local government, which will remain critical to the ongoing sustainability of Council.

**5. Financial and Resource Implications**

The Council contribution to the LGAQ campaign has been funded in the current budget and has been addressed in the CEO report. In this case Local Government is not necessarily seeking more money, but to ensure that the current funding arrangements where money is provided directly to local communities, through programs such as roads to recovery can be maintained.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

**7. Communication**

Council has not actively promoted the case that has been proposed and the campaign that has been packaged directly for this issue. The contribution to the LGAQ as requested will support a stronger media campaign, and should Council continue to support this approach,



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local media can be produced through normal channels. There are current funding programs that remain jointly promoted by levels of government and this publicity would be consistent with that approach.

**8. Conclusion**

It is recommended that LVRC continue to fund the LGAQ Constitutional Recognition / LG Image Campaign Special Levy 2012-13.

Constitutional recognition will protect what Australians already take for granted and give local government the funding security to ensure delivery of the services that our communities need and deserve.

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8.6

**Media Relations Policy & Social Media Policy**

**Date:** 24 January 2013  
**Author:** Sarah Fox, Manager Corporate Communications  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 1.1/17/14

**Summary:**

A Media Relations Policy and Social Media Policy has been developed to inform Councillors and staff on the way in which Council will provide timely and accurate information to the media and to the public.

**Officer's Recommendation:**

**THAT Council adopt the Media Relations Policy and the Social Media Policy as outlined in this report.**

**RESOLUTION:**

**THAT Council adopt the Media Relations Policy and the Social Media Policy as outlined in this report.**

**Moved By: Cr Pingel**

**Seconded By: Cr Milligan**

**Resolution Number: 2879**

**PROCEDURAL MOTION:**

**RESOLUTION:**

**THAT the Media Relations Policy lay on the table until further discussions are had.**

**Moved By: Cr McDonald**

**LOST**

**5/2**

**Voting**

**For the Motion:** Councillors McDonald and McLean.

**Against the Motion:** Councillors Friend, Holstein, Jones, Milligan and Pingel.

**The original motion was then put to the vote by the Chair,**

**CARRIED**

**4/3**

**Voting**

**For the Motion:** Councillors Holstein, Jones, Milligan and Pingel.

**Against the Motion:** Councillors Friend, McDonald and McLean.





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*Cr Friend abstained from voting on the matter. The vote was recorded against the motion in accordance with Council meeting practice and local government law.*

### Report

#### 1. Introduction

This report presents the Media Relations Policy and Social Media Policy for adoption by Council.

#### 2. Background

Lockyer Valley Regional Council has not previously had a Media Relations Policy or a Social Media Policy in place.

In February 2012, Council adopted a new policy framework and development process. The Media Relations Policy and the Social Media Policy has been drafted in accordance with this framework.

#### 3. Report

A Media Relations Policy has been drafted for Council adoption. The aim of this policy is to provide timely and accurate information to the media in a way that is professional, enhances Council's public image, limits the possibility of misinformation and maintains positive relations with the media. Importantly, this policy will help to minimise risk for Council, by clearly outlining rules surrounding contact with the media.

The Media Policy outlines who is authorised to speak on behalf of Council to the media, and any exceptions to that provision, as well as detailing the role of the Corporate Communication team with regard to the media.

Additionally, the aim of the Social Media Policy is to set out guidelines surrounding the use of Council's corporate social media sites. Like the Media Relations Policy, the Social Media Policy ensures the provision of accurate information to the public which enhances Council's public image, while helping to build positive relationships with the public.

#### 4. Policy and Legal Implications

The Media Relations Policy and Social Media Policy assist Council in complying with its obligations under the Local Government Act 2009.

#### 5. Financial and Resource Implications

There are currently no budget implications associated with either policy. Any future budget impacts will be addressed through existing budget allocations.

#### 6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Chief

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Executive Officer and Executive Manager Governance & Policy will manage the requirements of these policies in line with existing delegations.

**7. Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels. All Councillors and staff are to be familiar with the content of these policies. Specifically, communication with staff will be provided through upcoming face-to-face training sessions.

**8. Conclusion**

The adopted policies will be added to the Lockyer Valley Regional Council Policy Register and published on the Council web site and intranet.

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## Policy document



Strategic-Governance SG 15

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# Social Media

### Head of Power

Local Government Act 2009

### Definitions

Staff: are employees, contractors, volunteers and all others performing work on behalf of Council.

### Policy Objective

The aim of this policy is to specify the way in which social media is to be managed in a work environment at Lockyer Valley Regional Council. The policy also aims to ensure the public integrity of Council is not tarnished or questioned due to comments made by Council via social media whether in an official or private capacity.

The policy applies to staff and Councillors at work and at home.

### Policy Statement

Lockyer Valley Regional Council recognises social media as an effective communication tool that can assist with community engagement and while social media makes it easy to share information with multiple people, it also comes with inherent risks.

When using social media in an official capacity on behalf of Council, staff are to:

- maintain the high standard of professionalism expected of all employees
- never engage in behaviour that is harassing, bullying, illegal or in breach of Council's Employee Code of Conduct whether using an official or private social media account
- represent Council professionally when publishing content in an official capacity
- adhere to protocols relating to who is authorised to post comments on Council's behalf and ensure all content has been approved by Corporate Communication Team prior to being posted
- under no circumstances disclose information or make commitments on behalf of Council unless authorised to do so

In maintaining the professional integrity of Lockyer Valley Regional Council's corporate social media sites, only Corporate Communication officers are authorised to post comments on social media sites on Council's behalf.

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Group: Executive Office  
Unit: Corporate Communication  
Approved:  
Date Approved:

Effective Date:  
Version: 1.1 Last Updated 04/02/2013  
Review Date:  
Superseded/Revoked: NA

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## Policy document



Strategic-Governance SG 15

### Related Documents

Social Media Procedure  
Information Privacy Policy  
Employee Code of Conduct

DRAFT

Group: Executive Office  
Unit: Corporate Communication  
Approved:  
Date Approved:

Effective Date:  
Version: 1.1 Last Updated 04/02/2013  
Review Date:  
Superseded/Revoked: NA

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## Policy document

Strategic-Governance SG 05

# Media Relations

### Head of Power

Local Government Act 2009

### Definitions

Council staff are employees, contractors, volunteers and all others performing work on behalf of council. The policy applies whether Councillors or staff are at work or at home.

### Policy Objective

The aim of this policy is to provide timely and accurate information to the media in a way that is professional, enhances Council's public image, limits the possibility of misinformation and maintains positive relations with the media.

### Policy Statement

Lockyer Valley Regional Council (Council) encourages open, honest and prompt communication with the media.

Only the Mayor and Chief Executive Officer (CEO) are authorised to comment on Council's behalf. All media are to be coordinated through the Corporate Communication Team. A content expert can be sourced from within Council to provide content advice to the media on approval from the Mayor and/or CEO in consultation with the Manager, Corporate Communication. The content expert is not permitted to discuss Council policy or speculate on future decisions.

Councillors are not permitted to comment to the media on Council's behalf unless authorised to do so by the Mayor. Council acknowledges that as elected representatives, the media will from time to time call on Councillors for personal comment. In this instance, Councillors must refer those requests through the Corporate Communication Team who will seek the approval of the Mayor for this to happen. If approved, a Councillor wishing to make statements to the media must inform the journalist:

- that comments are made as an individual
- that comments made do not necessarily represent the views or beliefs of Council or other Councillors
- that the matter has or has not been determined by Council.

Group: Executive Office  
Unit: Corporate Communications  
Approved: Ordinary Meeting  
Date Approved:

Effective Date:  
Version: 1.1 Last Updated 12/12/2012  
Review Date:  
Superseded/Revoked: NA

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## Policy document

### Strategic-Governance SG 05

It is important to note Parliamentary Privilege does not extend to local government; meaning statements made in Council Chambers are open for civil prosecution. When making a statement, either in or out of Council Chambers, councillors are reminded defamation laws apply and it could be considered defamatory to harm another person's reputation either in written form or verbally.

Councillors electing to make personal statements must consider the broader ramifications of such statements. Negative comments on Council initiatives could damage teamwork, credibility and unity within the organisation.

Council will only write a media release for Council initiatives and projects or for external not-for-profit organisations where Council is a partner or where Council officially supports a particular project.

Council staff are not permitted to discuss Council matters with the media either during work hours in a work capacity or out of work hours in a personal capacity unless authorised to do so by the CEO.

Where a staff member is contacted by the media, they must be polite, courteous and refer the call to the Corporate Communication Team. If no one is available at the time, email the person's name, media outlet they represent, nature of the call and deadline to the Corporate Communication Team. Where the issue is urgent, refer person to the CEO.

No media statement is to be released without approval from the Manager Corporate Communication and the CEO and/or Mayor. The Manager Corporate Communication and CEO will determine who should approve the document.

To ensure continuity, all interview requests are to be forwarded to the Manager Corporate Communication. While a number of Council staff are authorised to organise media interviews, the Manager Corporate Communication must be informed of all interviews, no exceptions.

On approval of the Mayor/CEO, in time of crisis, the Manager Corporate Communication and the Manager Disaster Management, or person nominated by said positions, may deal with the media directly. All information, regardless of importance needs to be given to the above people so timely and accurate information can be delivered to the media and broader community.

#### Related Documents

N/A

Group: Executive Office  
Unit: Corporate Communications  
Approved: Ordinary Meeting  
Date Approved:

Effective Date:  
Version: 1.1 Last Updated 12/12/2012  
Review Date:  
Superseded/Revoked: NA

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## ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

8.7

### Helipads

**Date:** 24 January 2013  
**Author:** Stephen Hart, Senior Strategic Advisor  
**Responsible Officer:** Mark Piorkowski, Executive Manager Strategy & Planning  
**File No:** 3.1/23/33-5

#### Summary:

The purpose of this report is to:

- update Council on the Helipad projects ;
- seek Councils agreement to proceed with construction of the Lake Clarendon Helipad as a priority;
- seek Councils agreement to proceed with the planning of the Gatton helipad; and
- advise Council that at this stage funding is not available for the construction of the Gatton Showgrounds Helipad facility.

The proposal to construct emergency helipads in the region has been under consideration for some time. A number of sites have been proposed and evaluated. External funding of \$285 000 is available for helipad construction.

Two preferred sites have been identified. Firstly, at Lake Clarendon, the site of the proposed airport. The second location under consideration is at the Gatton Showgrounds .These sites have respective advantages and disadvantages.

Planning, land use and tenure issues have been resolved for daytime black hawk operations at Lake Clarendon. The cost estimate is \$176 000 plus 15% contingency which is within budget. The site will not be serviced by mains power until the airport is constructed. Unless alternate cost effective power sources are provided the helipad will be limited to daytime operations in the short to mid-term.

The Gatton Showgrounds has the advantage of proximity to the Gatton, better access to a power supply and the existing use of the show ring for medivac operations. However, a number of land use, power, and technical design issues remain outstanding. This is due to existing (and proposed) development, current tenure, operational constraints, physical obstructions, and complications associated with providing power to the site. Significant earthworks would also be required at this site. The cost for 24 hour operations is estimated at \$352 000 which exceeds the current project budget.

#### Officer's Recommendation:

**That Council approves the construction of the helipad at Lake Clarendon as a priority and notes that, while funding for the Gatton Showground Helipad is insufficient at this time, planning should continue to resolve the outstanding issues in readiness for funding availability.**

#### **RESOLUTION:**

**THAT Council recognises that following the detailed engineering investigation of both proposed helipad sites at Lake Clarendon and the Gatton Showgrounds there is not sufficient funding to construct both site. Consequently in light of the need for**



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refuelling during times of disaster and emergency as well as the lower cost of construction that construction of the Lake Claredon should proceed. Council however also recognised the need for passenger transfer which the Gatton Showgrounds site would fulfil resolving that at this time planning continue to resolve the outstanding issues associated with that function in readiness to progress when funding is secured.

**Moved By: Cr Holstein**

**Seconded By: Cr Pingel**

**Resolution Number: 2880**

**CARRIED**

**7/0**

## **Report**

### **1. Introduction**

The purpose of this report is to:

- update Council on the Helipad projects ;
- seek Council's agreement to proceed with construction of the Lake Clarendon Helipad as a priority;
- advise Council that funding is not available in the current budget for construction of the Gatton Showgrounds Helipad; and
- seek Council's agreement to proceed with the planning of the Gatton helipad to resolve outstanding issues in order to proceed to construction when funding is available.

### **2. Background**

The need for an emergency helipad arose out of the 2011 flood events. Considerable discussion has taken place on the preferred sites for these helipads

On 28 February 2012 Council received a report from PSNK Aeronautical Services considering a range of site options. Council resolved to proceed with the report's recommendations subject to negotiations and further investigations. Since that time a range of technical, operational, cost and practical considerations have influenced the choice of helipad location.

At the meeting of 31 October 2012 Council noted the Executive Manager Strategy and Planning's report which advised of the detailed consideration of Lake Clarendon and Gatton Showground locations for the helipads.

### **3. Report**

#### Helipad function

It is intended that the helipads be utilised for a range of emergency situations including storm events, flood situations, bushfire emergencies and medical evacuations. This range of functions is important in determining the design helicopter utilised.





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The Manager (Disaster Management) has considered the operational needs of both locations and advised that a Blackhawk helicopter should be used for design purposes to ensure the helipads can be accessed by the most effective helicopters in any emergency situation. (Black Hawks were used extensively in the 2011 flood events) The Black Hawk is a large helicopter with correspondingly large site requirements impacting on the size and location of potential helipads.

The Manager, Disaster Management has also advised that, in terms of facilities, the only additional helipad requirements would be for a wind sock and a waiting area/carport in order to accommodate a waiting ambulance.

Currently medical evacuations utilise the existing Gatton Showgrounds landing on the surface of the oval. It is envisaged that this function will continue in the future.

It should be noted that neither site will have a fixed refuelling facility. In an emergency event a temporary refuelling vehicle could be utilised to access the sites.

External funding has been identified for Helipads. This funding can be sourced from donations from the ANZ and the National Toyota Association (currently held by FRRR) totalling \$185 251. There has also been a commitment from QRA for a further \$100 000.

### Lake Clarendon Site

A range of planning, land use tenure and technical issues have been resolved for the Lake Clarendon site.

The Manager (Planning and Environment) has advised that the Lake Clarendon helipad as now proposed is generally in accordance with the approved community title plan for the airport. Therefore there are no outstanding planning concerns at this location.

A Deed of License has been signed off between the airport owner and Council to enable construction pending finalisation of more formal tenure arrangements following construction. The license area is of sufficient size to accommodate a helipad for a Black Hawk helicopter.

A preliminary design for the site has been drafted. Based on this design the cost estimate for day only operations is \$176 000 plus a 15% contingency which is within the funding cap. This includes road widening on Main Green Swamp Road for a vehicle pull off and parking area.

No power is available at the site in the short term. It had been envisaged that the designers would be able to make provision in the helipad construction for future power supply. However, this design element is a specialised technical consideration and will require specific aviation electrical design input which will be difficult and time consuming to obtain. Such a design would in turn lead to difficulties in construction procurement, given the specialised nature of this work, and further delay.

The alternative is to minimise future retrofitting costs by using bitumen rather than asphalt for the Final Approach and Take Off area. This will enable officers to proceed to final design. Given the high priority for this work construction could commence in late February and take approximately 6 weeks to complete.

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Gatton Showground

There remain a number of outstanding issues associated with the Gatton Showgrounds Helipad proposed to be located near the existing SES building.

The underlying tenure of the site is currently a Deed of Grant in Trust for Sports and Showground purposes. It is considered that this purpose would not include the construction and operation of a helipad. Planning for the future use of the Gatton Showground area is underway. However, given the complexities and the number of state entities involved it is not likely to be resolved in the immediate future.

It should be noted that the showground oval is currently utilised in emergencies and for medical evacuations. It is envisaged that this function will continue.

There are a number of operational issue for the proposed site including:

- obstacles (buildings, trees, power poles) requiring illumination;
- the reject take off area is non compliant with existing standards;
- prevailing wind conditions limiting safe usage;
- tennis courts and showground lighting impacts on safety; and
- any future development in the south east corner is directly in the flight path.

From a construction perspective, a substantial amount of fill earthworks is required at this site which adds considerably to the construction costs. While mains power is available at the site it will require relocation, access and specialised electrical design. Lighting should preferably be pilot activated.

These complications have led to a preliminary design indicating a cost for day/night operations of approximately \$352 000 plus a 10% contingency. This exceeds the funding available.

**4. Policy and Legal Implications**

As indicated above the existing purpose of the Deed of Grant in Trust for the Gatton Showgrounds is for Sports and Showground purposes. The constriction and use of a helipad would appear to contravene that purpose.

**5. Financial and Resource Implications**

The available external funds are limited to \$285 000. Based on the above estimates only the Lake Clarendon proposal would be affordable. If the Gatton Showgrounds helipad were to be constructed additional funding would be required.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

**7. Communication**

Following construction of a helipad, there will be a requirement for input from the Communications team to advise the community of the new facility.



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**8. Conclusion**

The above discussion indicates that the Lake Clarendon site has no outstanding planning, land use or technical issues for a daylight operations helipad. Given the high priority for a helipad it is preferred as the first helipad to be constructed. Planning and issue resolution should continue for the Gatton site to ensure the project is “shovel ready” when a funding source can be located.

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**8.8 LVRC vs Westlink & Ors**

**Date:** 24 January 2013  
**Author:** Stephen Hart, Senior Strategic Advisor  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 3.5/15/23

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**Summary:**

In LVRC v Westlink the Court of Appeal has determined that the trial judge erred and has remitted the matter to the Planning and Environment Court. It is considered that, given the Court of Appeals decision has lent weight to Council's arguments, that Council should continue to resist the application. Council should also re-engage the legal team and Council officers should meet with Mr Gore QC to discuss the matter prior to the next Court Review on 8 February 2013.

---

**Officer's Recommendation:**

**THAT Council note the positive outcome in the LVRC v Westlink action in the Court of Appeal;  
further;  
THAT Council endorse the action to continue to resist the development application;  
And further;  
THAT Council endorse The Chief Executive Officer to further engage the legal team to develop a strategy for pursuing the matter in the Planning & Environment Court to be presented to the CEO for Council's consideration.**

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**RESOLUTION:**

**THAT Council note the positive outcome in the LVRC v Westlink action in the Court of Appeal;  
further;  
THAT Council endorse the action to continue to resist the development application;  
And further;  
THAT Council endorse the Chief Executive Officer to further engage legal representation to develop a strategy for pursue the matter in the Planning & Environment Court subject to Council consideration.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**

**Resolution Number: 2881**

**CARRIED**

**7/0**

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**Report**

**1. Introduction**



## **ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013**

The outcome of the LVRC v Westlink Pty Ltd & Ors appeal was discussed at the Council Workshop on 23 January 2013. The purpose of this report is for Council to note the outcome in the Court of Appeal and endorse the approach to continue to resist this development.

### **2. Background**

Council appealed the Planning and Environment Court's decision to allow Westlink's gas power station to proceed. The Court of Appeal determined that the trial judge erred in a number of aspects. The Court allowed the appeal and set aside the order previously made by the Court.

Council's decision to refuse the development application has been remitted to the Court to be heard again by a different judge. The appeal is to be reviewed again on 8 February 2013.

### **3. Report**

In the matter of LVRC v Westlink & Ors the Court of Appeal decided that the trial judge erred in a number of material respects.

Significantly that Judge Searles erred in :

- characterising the conflict with the planning scheme as "minor"
- taking into account an irrelevant consideration; and
- failing to give proper regard to Council's argument about the Gatton North Enterprise Opportunity Area in the SEQ Regional Plan

As the matter has been remitted to the Planning and Environment Court the hearing will effectively recommence. The new judge will have wide discretion as to how to proceed.

Significantly the Court of Appeal in noting Judge Searle's errors has given weight to Council's arguments against the development.

### **4. Policy and Legal Implications**

This decision will commit Council to further engage the legal team to continue to resist the Westlink development application.

### **5. Financial and Resource Implications**

The continued resistance of this application will incur additional legal costs. However it should be noted that costs of some legal actions to date have been awarded to Council and against Westlink.

### **6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

### **7. Communication**

A communication plan may be required following the completion of the court processes.

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**8. Conclusion**

It is considered that given the Court of Appeals decision has lent weight to Council's arguments that Council should continue to resist the application. Council should also re-engage the legal team and Council officers should meet with Mr Gore QC to discuss the matter prior to the next Court Review on 8 February 2013.



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## **9.0 CORPORATE SERVICES REPORTS**

### **9.1 Summary of Council Actual Financial Performance vs Budget to 31 December 2012**

**Date:** 24 January 2013  
**Author:** Karen Pegler, Manager Financial Services  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/17/14.1

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#### **Summary:**

In accordance with Section 204 of the Local Government Regulation 2012, a financial report summarising the progress of Council's actual performance against budgeted performance is to be presented to Council.

This report provides a summary of Council's financial performance against budget to 31 December 2012.

Overall, Council's financial results continue to be within expectations for this time of the year. However, given Council's dependency on operating grants and subsidies, care must be taken to ensure that expenditure is matched to revenues, as only 28.9% of this revenue stream has been received to the end of December.

As at 31 December 2012, Council had achieved operating revenues of 35.5% of the 2012/2013 Budget against operating expenses of 27.9%.

Against a benchmark target of 50%, capital revenues of 24.3% and capital expenditure of 24.5% have been achieved.

Council's second half yearly rates notices worth \$14m prior to discount will be issued on 19 January 2013 with a due date for payment of Monday 18 February 2013.

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#### **Officer's Recommendation:**

**That Council resolves to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 December 2012.**

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#### **RESOLUTION:**

**THAT Council resolves to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 December 2012.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**

**Resolution Number: 2882**

**CARRIED**

**7/0**

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## Report

### 1. Introduction

In accordance with Section 204 of the Local Government Regulation 2012, a financial report summarising the progress of Council's actual performance against budgeted performance is to be provided to Council.

### 2. Background

Monthly reporting of Council's financial performance reinforces sound financial management practices throughout the organisation and timely action to correct unfavourable trends.

### 3. Report

The following report provides a summary of Council's financial performance against budget to 31 December 2012.

#### **Operating Revenue - Target \$69.6 million Actual \$49.5 million or 71%**

At 31 December 2012, operating revenue for the year to date exceeds budget however this is largely due to an advance of \$12 million received from the Queensland Reconstruction Authority in December. Currently revenue overall is below budget at \$49.5 million or 35.5%.

Operating grants and subsidies continue to fail to meet budget expectations with \$27.7 million or 28.9% of Council's \$95.6 million budget received to 31 December 2012. Council is highly dependent on operating grants and subsidies and as such, expenditure should be limited to revenue actually received.

Grants relating to the recovery program totalling \$23.3 million have been received out of a budget of \$91million, with further recovery grants dependent upon approvals from the Queensland Reconstruction Authority.

Operating grants in remaining programs have achieved close to budget for the year to date with \$1.8 million received against an expected \$3.7million. Council also received an additional \$2.5 million in operating grants related to previously disallowed recovery claims from the Queensland Reconstruction Authority. These funds, if not required in the current financial year, may be utilised as part of Council's future debt management strategies

Recoverable works income is below budget at 30.8% with revenue from fees and charges also underperforming at 41%.

These shortfalls are partially offset by interest income and other revenue which have achieved 66.3% and 339.8% of their respective budgets. Other revenue is over budget by \$1.09m through the recovery of costs associated with debt collection process \$262k and insurance payouts for flood damaged Council assets amounting to \$652k.

In June 2012, Council approved the forwarding to debt recovery agents of \$2.63 million in outstanding rates. Of this amount, Council has recouped just over \$1.4 million to date equating to about 53% of the debt.





## **ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013**

Additional outstanding debts were forwarded to debt recovery agents in January 2013 as all other efforts to recover funds or have the ratepayer enter into a suitable payment commitment failed.

### **Operating Expenditure - Target \$71.2 million Actual \$39.8 million or 55.9%**

At 31 December 2012, operating expenditure for the year to date exceeds budget however this is in part due to annual insurance premiums, yearly precepts and vehicle registrations which are paid early in the financial year. Currently expenses are well below budget at \$39.8 million or 27.9%.

Goods and services expenses are significantly under budget with only \$19.2 million or 19.8% of the budget expended to date. This is largely due to delays in expenditure associated with the Recovery Program, which makes up approximately 87% of total budgeted goods and services expenditure.

Finance costs at 45% and depreciation at 49% are slightly below budget expectations with 50% of the year elapsed.

Total employee costs are also below budget at 44% with 50% of the financial year elapsed. There are cost overruns in some corporate programs but these are offset by significant efficiencies in other programs.

### **Capital Revenue - Target \$2.47 million Actual \$1.2 million or 48%**

Capital grants and subsidies revenue is slightly behind budget for the year to date. Overall capital grants and subsidies are well below budget at 24.3% with 50% of the year complete. To date just over \$1.2 million has been received with \$367k of this amount relating to State Government grants for roads infrastructure, developer contributions amounting to \$497k and contributed assets of \$140k.

### **Capital Expenditure – Target \$10.7 million Actual \$5.04 million or 47%**

Excluding loan redemption payments, total capital expenditure of just over \$5 million is running well below budget for the year at 23.4% with 50% of the year elapsed.

Significant expenditure making up the capital program includes road, bridges and drainage capital works \$1.3 million, parks and sporting facilities \$842k, Grantham Estate Stage 2 works \$537k and plant purchases \$250k.

A detailed schedule of capital expenditure by program and job is attached to this report.

#### **4. Policy and Legal Implications**

There are no policy or legal implications associated with this report.

#### **5. Financial and Resource Implications**

Council's financial results remain largely dependant upon further advance payments from the Queensland Reconstruction Authority and completion of the capital works program.

**ORDINARY COUNCIL  
MEETING MINUTES  
13 FEBRUARY 2013**

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Careful management of our operating costs is required as our other revenue streams come under increasing pressure.

**6. Delegations/Authorisations**

There are no delegation or authorisation issues associated with this report.

**7. Communication**

There is no communication required as a result of this report.

**8. Conclusion**

Council's capital expenditure and revenues are within tolerable limits. However, as operating income is below budget particularly in the areas of operating grants and subsidies, recoverable works and fees and charges, close attention needs to be paid to ensure that expenditures do not exceed receipted income.

**Lockyer Valley Regional Council**

**Actual vs. Budget -**

**31 December 2012**

**Total Council**

	Budget 2012-2013	Amended Budget	% of Year Elapsed - 50	
			Actual to 31/12/2012	% Variance
<b>Operating Revenue</b>				
Rates and Utility Charges (Gross)	29,561,900	29,561,900	14,473,965	49.0%
Discount	(1,163,000)	(1,163,000)	(547,988)	47.1%
Charges and Fees	5,438,600	5,192,600	2,128,377	41.0%
Interest	2,961,000	3,385,000	2,242,694	66.3%
Operating Grants and Subsidies	97,310,500	95,564,574	27,664,622	28.9%
Operating Contributions and Donations	0	0	0	0.0%
Revenue - Contract/Recoverable Works	6,300,000	6,300,000	1,942,040	30.8%
Other Revenue	0	458,000	1,556,107	339.8%
<b>Total Operating Revenue</b>	<b>140,409,000</b>	<b>139,299,074</b>	<b>49,459,817</b>	<b>35.5%</b>
<b>Operating Expenses</b>				
Employee Costs	26,514,600	33,484,600	14,724,867	44.0%
Goods and Services	103,002,000	96,897,000	19,217,841	19.8%
Finance costs	1,483,200	1,483,200	668,059	45.0%
Depreciation	10,553,400	10,553,400	5,174,533	49.0%
Other Expenses	0	0	0	0.0%
<b>Total Operating Expenses</b>	<b>141,553,200</b>	<b>142,418,200</b>	<b>39,785,300</b>	<b>27.9%</b>
<b>Operating Surplus/(Deficit) Before Capital Items</b>	<b>(1,144,200)</b>	<b>(3,119,126)</b>	<b>9,674,517</b>	<b>-310.2%</b>
<b>Capital Revenues and Expenses</b>				
Capital Grants, Subsidies and Contributions	5,450,900	4,958,000	1,207,002	24.3%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0.0%
Other Capital Items	0	0	0	0.0%
Abnormal or Extraordinary Items	0	0	0	0.0%
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>4,306,700</b>	<b>1,838,874</b>	<b>10,881,519</b>	<b>591.7%</b>
<b>Sources and Applications of Capital Funding</b>				
<b>Capital Funding Sources</b>				
Loans	5,100,000	5,100,000	0	0.0%
Disposal Proceeds of non Current Assets	276,000	276,000	344,804	124.9%
Funded Depreciation	10,553,400	10,553,400	0	0.0%
<b>Total Capital Funding Sources Used</b>	<b>15,929,400</b>	<b>15,929,400</b>	<b>1,694,232</b>	<b>10.6%</b>
<b>Capital Funding Applications</b>				
Capital Expenditure	22,548,600	21,521,700	5,041,800	23.4%
Loan Redemption	870,000	870,000	435,000	50.0%
		0		
<b>Total Capital Funding Applications</b>	<b>23,418,600</b>	<b>22,391,700</b>	<b>5,476,800</b>	<b>24.5%</b>

**Lockyer Valley Regional Council**

**Actual vs. Budget -**  
**31 December 2012**

**Business Units**

	Budget 2012-2013	Amended Budget	% of Year Elapsed - 50	
			Actual to 31/12/2012	% Variance
<b>Operating Revenue</b>				
Rates and Utility Charges (Gross)	3,239,800	3,239,800	1,736,127	53.6%
Discount	(162,000)	(162,000)	(70,599)	43.6%
Charges and Fees	2,532,000	2,532,000	910,092	35.9%
Interest	0	0	0	0.0%
Operating Grants and Subsidies	788,000	788,000	365,706	46.4%
Operating Contributions and Donations	0	0	0	0.0%
Revenue - Contract/Recoverable Works	6,300,000	6,300,000	1,942,040	30.8%
Other Revenue	0	0	0	0.0%
<b>Total Operating Revenue</b>	<b>12,697,800</b>	<b>12,697,800</b>	<b>4,883,366</b>	<b>38.5%</b>
<b>Operating Expenses</b>				
Employee Costs	4,881,300	4,551,300	1,598,512	35.1%
Goods and Services	6,399,600	6,747,100	3,221,919	47.8%
Finance costs	60,800	60,800	27,910	45.9%
Depreciation	409,400	409,400	128,145	31.3%
Internal Transfers	841,600	841,600	420,800	50.0%
Other Expenses	0	0	0	0.0%
<b>Total Operating Expenses</b>	<b>12,592,700</b>	<b>12,610,200</b>	<b>5,397,286</b>	<b>42.8%</b>
<b>Operating Surplus/(Deficit) Before Capital Items</b>	<b>105,100</b>	<b>87,600</b>	<b>(513,920)</b>	<b>-586.7%</b>
<b>Capital Revenues and Expenses</b>				
Capital Grants, Subsidies and Contributions	0	0	5,500	0.0%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0.0%
Other Capital Items	0	0	0	0.0%
Abnormal or Extraordinary Items	0	0	0	0.0%
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>105,100</b>	<b>87,600</b>	<b>(508,420)</b>	<b>-580.4%</b>
<b>Sources and Applications of Capital Funding</b>				
<b>Capital Funding Sources</b>				
Loans	1,781,000	1,781,000	0	0.0%
Disposal Proceeds of non Current Assets	0	0	0	0.0%
Funded Depreciation	0	0	0	0.0%
<b>Total Capital Funding Sources Used</b>	<b>1,781,000</b>	<b>1,781,000</b>	<b>0</b>	<b>0.0%</b>
<b>Capital Funding Applications</b>				
Capital Expenditure	1,834,000	2,334,000	747,576	32.0%
Loan Redemption	35,700	35,700	17,850	50.0%
<b>Total Capital Funding Applications</b>	<b>1,869,700</b>	<b>2,369,700</b>	<b>765,426</b>	<b>32.3%</b>

LOCKYER VALLEY REGIONAL COUNCIL  
Progress At A Glance - Council  
31 December 2012

✓	Budget on Track (variance of less than ± 10%)
ⓘ	Potential Budget Issue (variance of between ± 11 to 30%)
✗	Definite Budget Issue (variance greater than ± 30%)

Net Operating Result	
<b>Community &amp; Development</b>	
Environmental Health Services	✓
Animal Control	✓
Community & Youth Development	✓
Multicultural Development	✓
CDS Group Management	✓
Rural Services	ⓘ Yearly precept paid August
Community Services	✗ Budget amendment required.
Library Management	✓
Arts and Culture	✓
R.A.D.F.	✓
Natural Environment Recovery	✓
Human and Social Recovery	✗ Corrective action needed 80% of budgeted expenses spent
Environmental Corporate Program	✗ Operating expenses at 72% corrective action required
Community Grants	✓
Salinity	✓
Land for Wildlife	✓
Land Acquisition/Conservation	✓
Onground Works/Helping Hand	✓
Herbicide Subsidy Class 3	✓
Plumbing Services	ⓘ Income at 43% but expenses at 46%. Cost control needed.
Building Regulatory	✓
Strategic Planning	✓
Development Applications	✓ Income at 28% but expenses at 39%. Cost control needed.
Weed Control	✓
Development Assessment Engineering	✓
<b>Organisational Development &amp; Performance</b>	
Organisational Development & Performance	✓
<b>Executive Office</b>	
Chief Executive Office	✓
Elected Members	✓
<b>Corporate Services</b>	
Workplace Health & Safety	✓
Financial Planning & Performance	✓
Corporate Services Group Management	✓
Human Resources	✓
Corporate Records Management	✓

LOCKYER VALLEY REGIONAL COUNCIL  
Progress At A Glance - Council  
31 December 2012

✓	Budget on Track (variance of less than ± 10%)
①	Potential Budget Issue (variance of between ± 11 to 30%)
✗	Definite Budget Issue (variance greater than ± 30%)

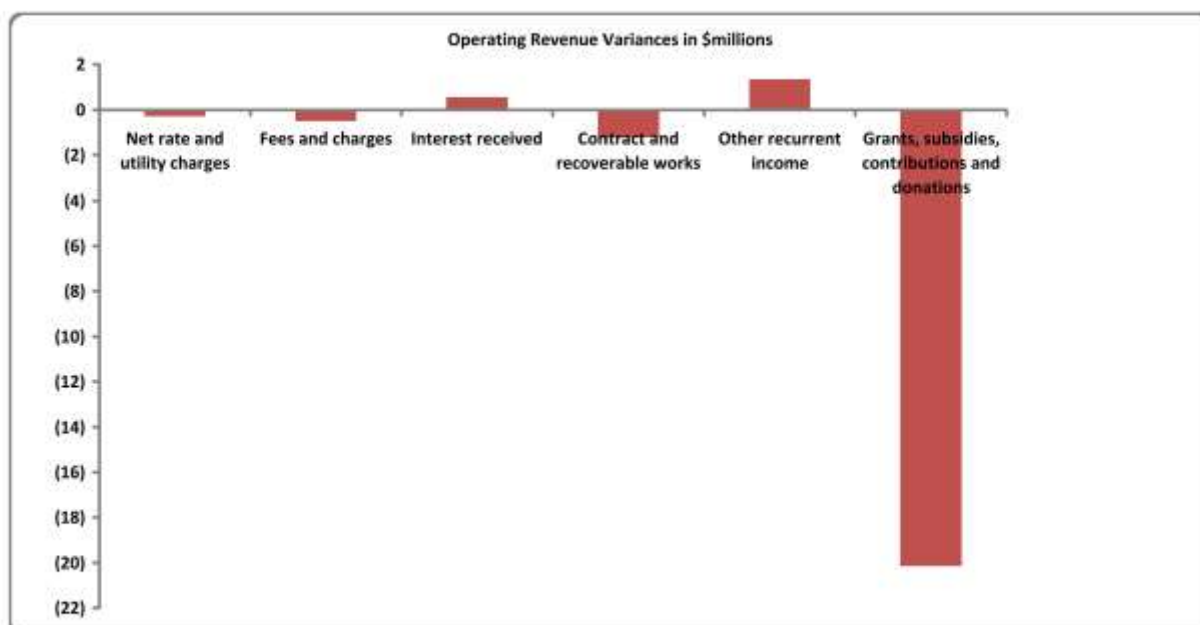
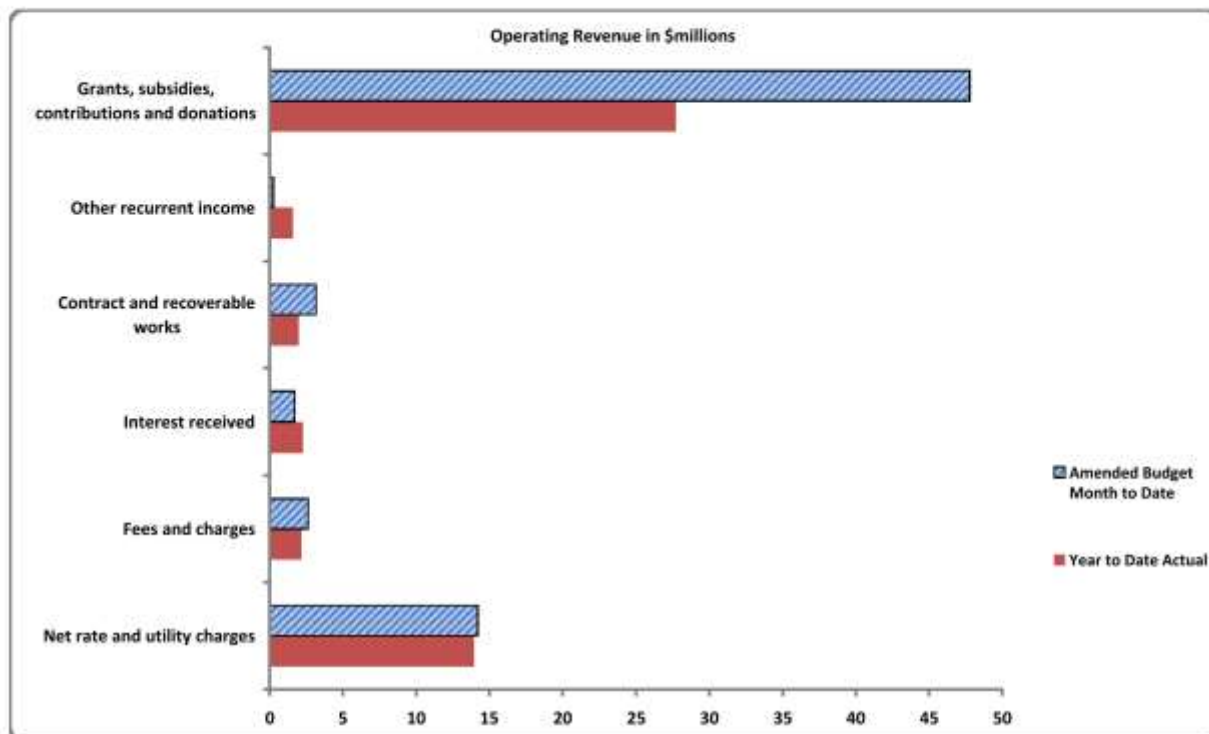
Net Operating Result	
Financial Services	✓
Purchasing & Stores	✓
Rates	✓
Accounts Payable	✓
Payroll	✓
Accounts Receivable	✓
Information Services	✓
GIS	✓
Customer Service	✓
QGAP Agency	✓
<b>Governance &amp; Policy</b>	
Corporate Communication	✓
Governance & Policy	① Operating expenses at 66%
Legal Services	✓
Advocacy	✓
Corporate Governance	① Operating expenses at 109% corrective action required. Yearly insurance paid.
<b>Strategy &amp; Planning</b>	
Regional Development	✓
Public Relations	① Operating expenses at 77% corrective action required.
Strategy and Planning	✗ Operating expenses at 81%. Budget amendments needed.
Tourism	✓
Visitor Information Centre/Conference Rooms	✓
State Emergency Services Management	✓
Rural Fire Brigades Management	✓
Other Disaster Control Management	✗ Expenses under control but no income received to date
Old Transport Museum	✓
Volunteer Co-Ordination	✓
Housing Recovery	① Expenses for sewer & water at Grantham estate
Community Engagement & Communication	✓
Recovery Co-Ordination & Management	✗ Costing needs investigating
Economic Recovery	✓
<b>Infrastructure Services</b>	
Depot Operations	① Gatton depot 125% of asset maintenance budget spent. Budget amendments needed.
Development Assessment	①
Public Order and Safety	✓
Civic Halls Management	✓

LOCKYER VALLEY REGIONAL COUNCIL  
Progress At A Glance - Council  
31 December 2012

✓	Budget on Track (variance of less than ± 10%)
①	Potential Budget Issue (variance of between ± 11 to 30%)
✗	Definite Budget Issue (variance greater than ± 30%)

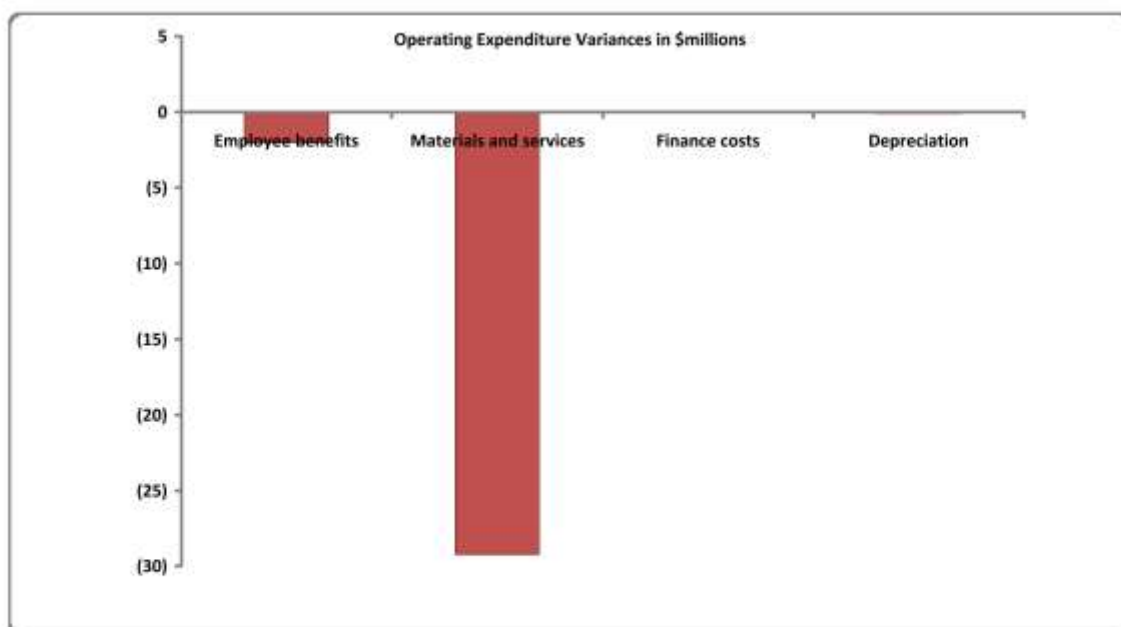
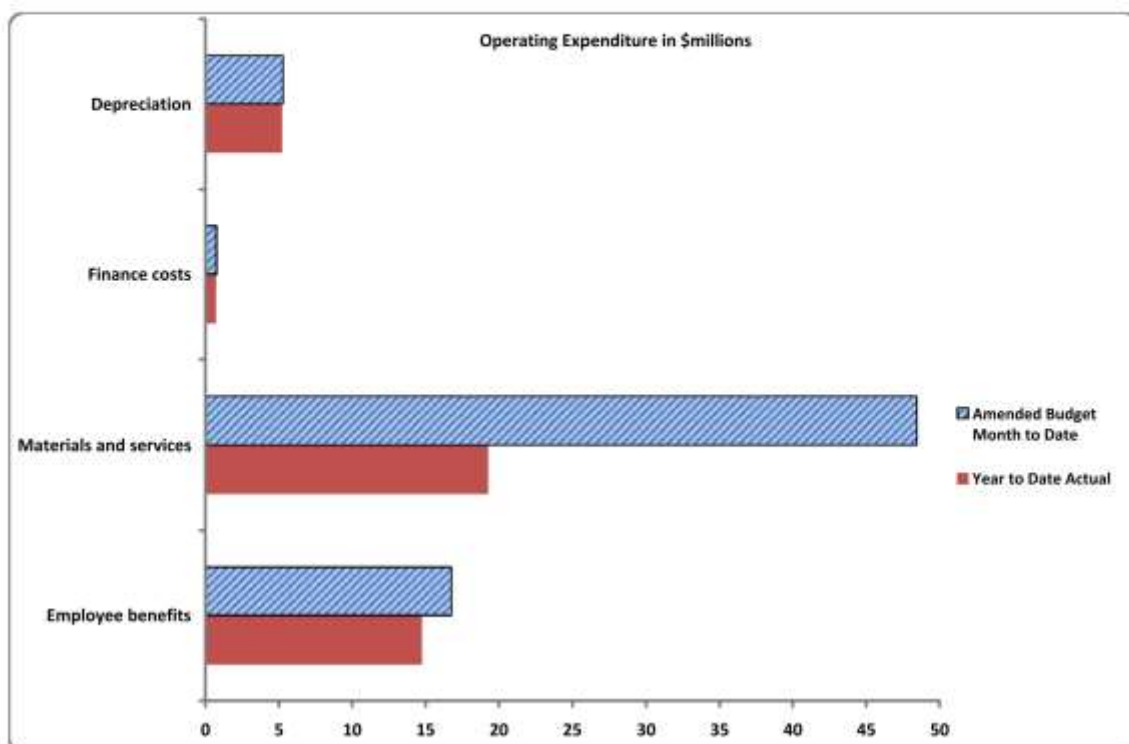
Net Operating Result	
Community Housing	✓
H.A.C.C. Services	✓
Cemetery Management	✓
Building Maintenance Management	✗ Annual insurance premium paid in July
Showgrounds Management	✓
Swimming Pools Management	✓
Other Sporting and Recreational Facilities	✓
Public Conveniences	✓
Parks and Gardens	✓
Reserves Management	✗ Corrective action required as budget at 91% spent
Plant Operations	① Yearly insurance & registrations paid. Council plant hire \$20K over budget-under investigation.
Roads and Streets	✓
Drainage Structures	✓
Stormwater Drainage	①
Raw Materials Management	✗ Insufficient gravel recoveries
Engineering Operations	✗ Corrective action required as budget at 143% spent. Council plant hire referred for investigation.
Asset Management	① Budget amendments required as budget at 66% spent.
Survey and Design Management	✓
Infrastructure Recovery	✓
<b>Business Units</b>	
Kensington Grove Child Care Centre	✓
Gatton Child Care Centre	✓
Recoverable/Contract Works	✓
Main Roads Maintenance	✓
Staging Post Café	✗ Corrective action as income significantly less than expenses.
Building Certification	✗ Cost control needed as income significantly less than expenses.
Grantham Land Development	① No income
Waste Collection	✓
Waste Disposal	✓
Waste Minimisation	✓

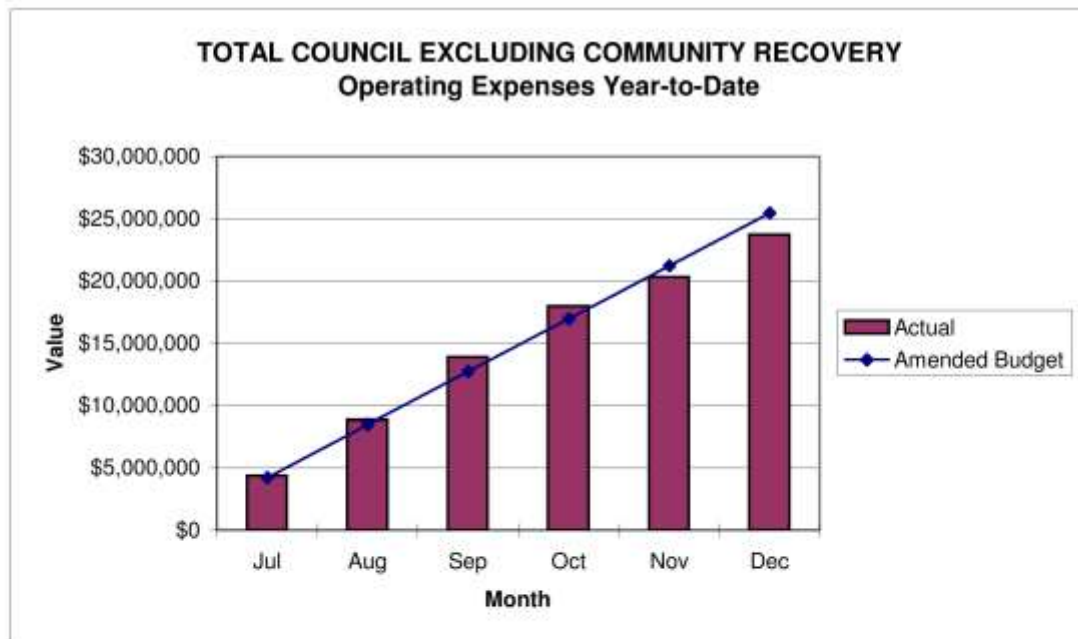
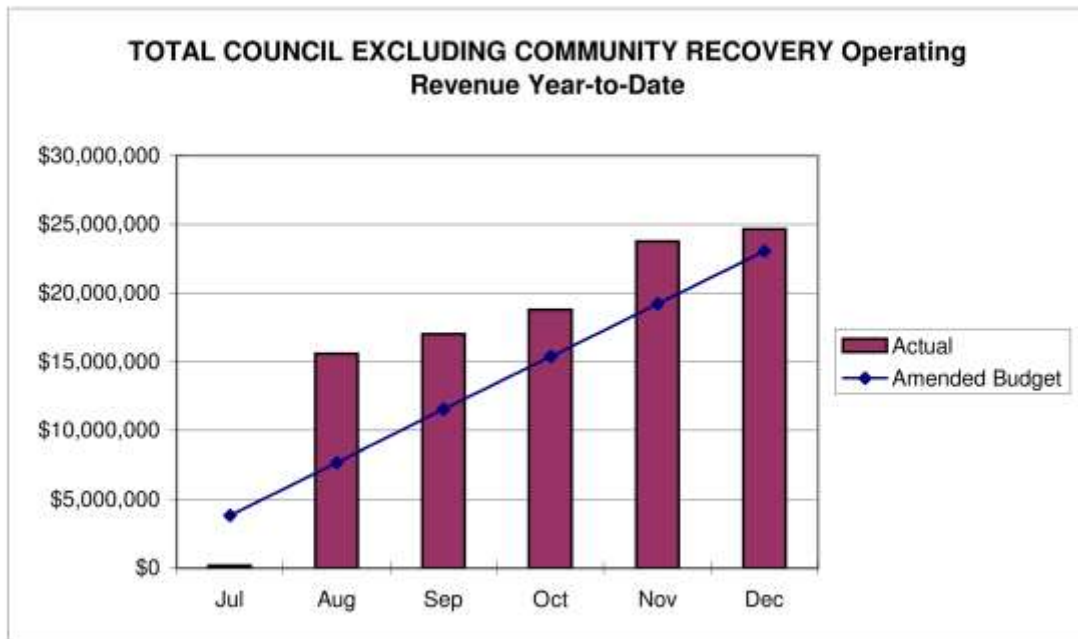
LOCKYER VALLEY REGIONAL COUNCIL  
Operating Revenue Graphical Representations as at 31 December 2012

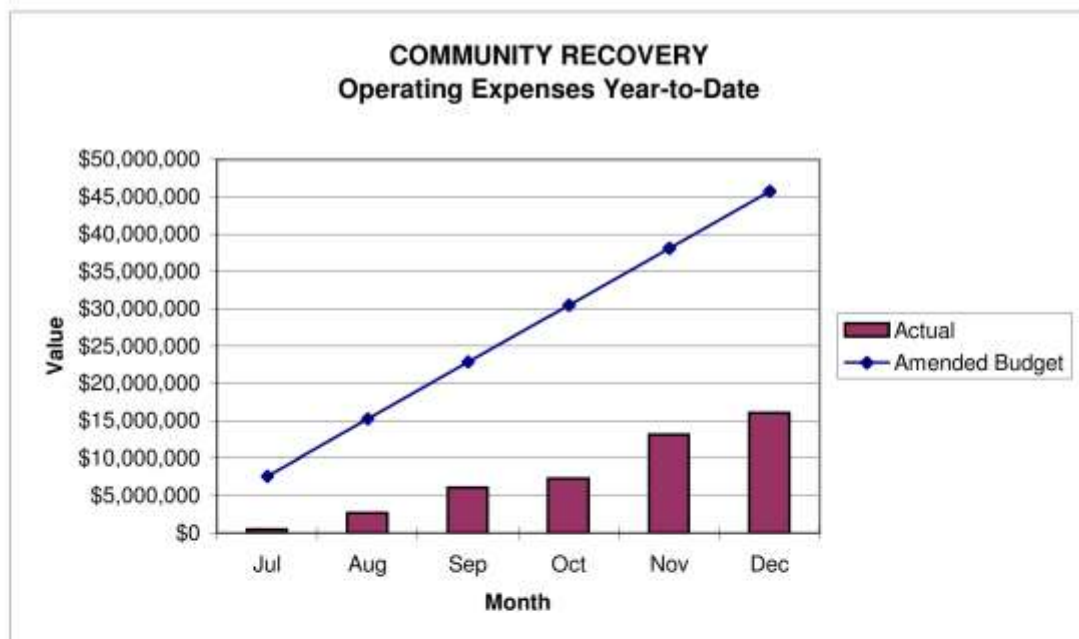
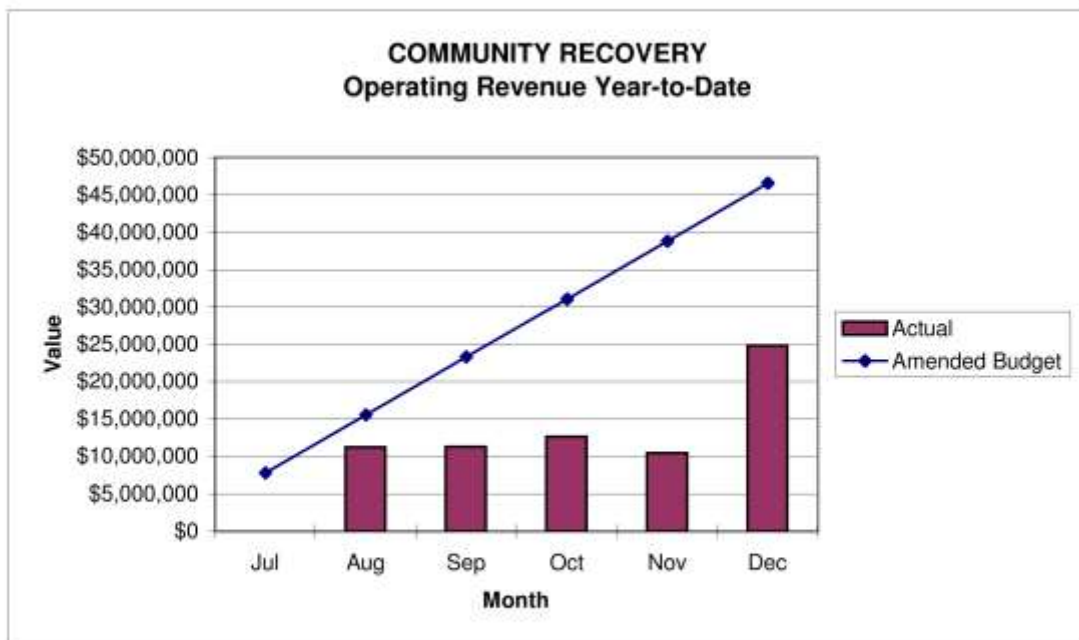




LOCKYER VALLEY REGIONAL COUNCIL  
Operating Expenditure Graphical Representation as at 31 December 2012

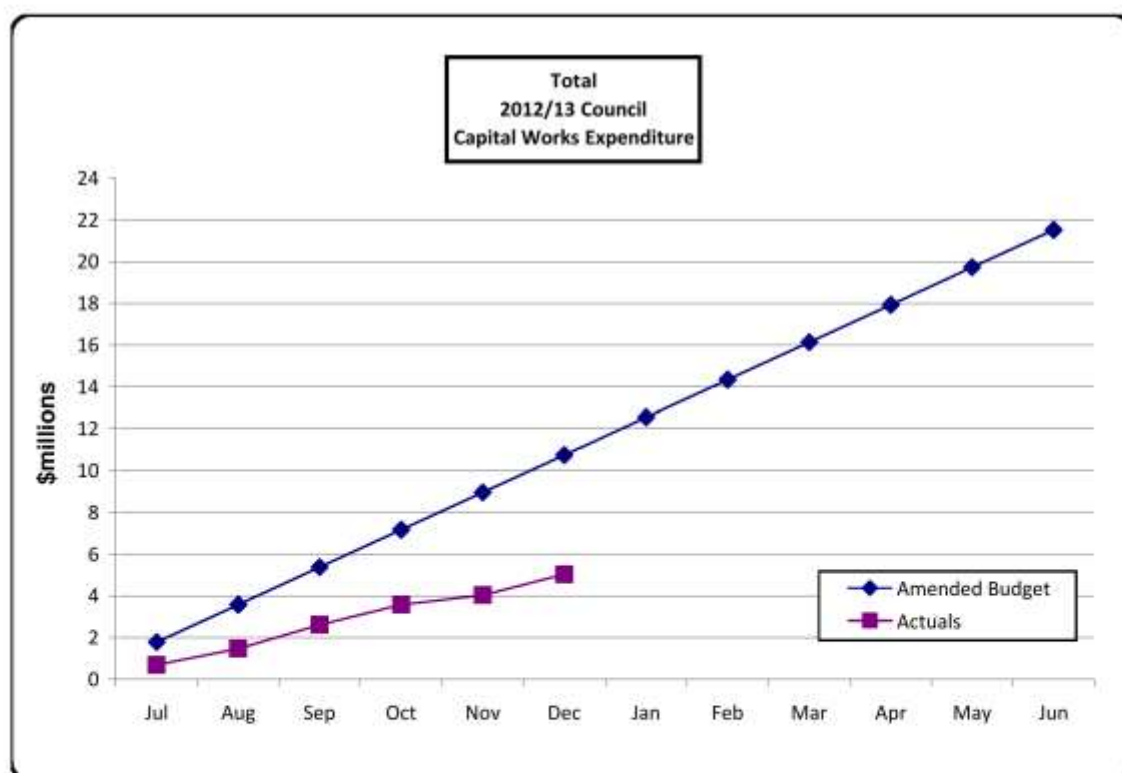






Capital Works Graphical Representation to 31 December 2012  
Capital Works by Program

Corporate Program	Original Capital Budget	Amended Capital Budget	Year to date Actual	% of Annual Budget Spent
Community & Development	\$40,000	\$40,000	\$172,963	432.4%
Corporate Services	\$4,089,000	\$4,089,000	\$938,190	22.9%
Infrastructure Services	\$15,596,400	\$14,069,500	\$2,880,968	20.5%
Governance & Policy	\$0	\$0	\$42,447	0.0%
Organisational Development & Performance	\$0	\$0	\$0	0.0%
Strategy & Planning	\$989,200	\$989,200	\$259,278	26.2%
Executive Office	\$0	\$0	\$378	0.0%
Business Units	\$1,834,000	\$2,334,000	\$747,576	32.0%
<b>TOTAL</b>	<b>\$22,548,600</b>	<b>\$21,521,700</b>	<b>\$5,041,800</b>	<b>23.4%</b>



Lockyer Valley Regional Council  
Capital Works Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
<b>Community and Development</b>		
Museums, Arts and Cultural Buildings		33,048
Natural Environment Recovery		3,041
Libraries	30,000	64,001
Art Gallery	10,000	
<b>TOTAL COMMUNITY AND DEVELOPMENT 2012-2013</b>	<b>40,000</b>	<b>100,089</b>
<b>Corporate Services</b>		
Corporate Records Management		140
Information Technology	4,089,000	1,127,662
<b>TOTAL CORPORATE SERVICES 2012-2013</b>	<b>4,089,000</b>	<b>1,127,802</b>
<b>Strategy and Planning</b>		
SES	477,700	17,563
Enterprise Buildings	210,000	87,179
Regional Development	100,000	76,622
Disaster Management	80,500	123,593
Tourism	78,500	24,958
Conference Rooms	31,500	
Events and Marketing	8,000	
Visitor Information Centre	5,000	
<b>TOTAL STRATEGY AND PLANNING 2012-2013</b>	<b>989,200</b>	<b>329,916</b>
<b>Infrastructure Services</b>		
Assets on Reserve		
Raw Materials		192,378
Infrastructure Recovery		
Roads and Streets	3,900,000	678,746
Swimming Pools	4,415,000	470,248
Civic Halls	1,118,000	203,787
Plant Operations	1,105,000	249,505
Other Sport & Recreational Facilities	829,000	113,532
Urban Drainage	794,000	589,073
Bridges and Large Culverts	650,000	74,422
Administration Buildings	575,000	183,101
Public Order and Safety	220,000	16,090
Parks and Gardens	180,000	55,234
Miscellaneous	45,000	8,793
Depot Management	100,000	28,412
Environmental Services	50,000	
Community Housing	45,500	
Rural Services	35,000	17,828
Public Conveniences	25,000	44,129
Cemeteries	5,000	
<b>TOTAL INFRASTRUCTURE SERVICES 2012-2013</b>	<b>14,069,500</b>	<b>2,925,059</b>
<b>Business Units</b>		
Weighbridge Project		62,683
Grantham Land Development	500,000	537,167
Waste Minimisation Facilities	1,090,000	
Waste Disposal Facilities	430,000	101,757
Waste Management - General	210,000	
Staging Post Café / Restaurant	68,000	
Kensington Grove Child Care Centre		
Gatton Child Care Centre	36,000	13,970
<b>TOTAL BUSINESS UNITS 2012-2013</b>	<b>2,334,000</b>	<b>715,576</b>
<b>Executive</b>		
Chief Executive Office		
Elected Members		378
<b>TOTAL EXECUTIVE 2012-2013</b>		<b>378</b>
<b>GRAND TOTAL ALL PROGRAMS 2012-2013</b>	<b>21,521,700</b>	<b>5,198,820</b>

Note:

Total dollar allocations vary slightly to total program reports dollars due to end of month processes.

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
<b>Libraries</b>		
Laidley Library - Replace Floor		52,288.78
Gatton Library Equipment	10,000	
Laidley Library Multi-screen System	15,000	
Library Wi-Fi Internet Setup	5,000	
** Laidley Library Furniture & Fittings		10,135.00
** Laidley Library Equipment		1,576.86
<b>Total Libraries</b>	<b>\$30,000</b>	<b>64,000.64</b>
<b>Art Gallery</b>		
Sculptures	10,000	
<b>Total Art Gallery</b>	<b>\$10,000</b>	
<b>Museums, Arts and Cultural Buildings</b>		
Laidley Cultural Centre - Refurbishment		20.78
Lockyer Valley Cultural Centre		32,407.37
** Artefacts		320.00
** Art Purchases		300.00
<b>Total Museums, Arts and Cultural Buildings</b>		<b>33,048.15</b>
<b>Natural Environment Recovery</b>		
Special Recovery Projects		3,040.64
<b>Total Natural Environment Recovery</b>		<b>3,040.64</b>
<b>Human and Social Recovery</b>		
Emergency Helicopter Facility		
<b>Total Human and Social Special Projects</b>		
<b>TOTAL COMMUNITY &amp; DEVELOPMENT 2012-2013</b>	<b>\$40,000</b>	<b>100,089.43</b>
<b>Information Technology</b>		
ERP Replacement - Business Enterprise Systems	1,600,000	768,342.08
Data works - Upgrade Records Management System	600,000	189,611.88
Disaster Recovery & Business continuity process	60,000	
Mobile Device Management Software	75,000	27,962.00
Electronic Business Papers Delivery	25,000	19,499.10
Secure Large File Transfer/Internet Bandwidth	300,000	6,168.91
Software Deployment & Monitoring Tools	120,000	7,869.07
MS Audit/Software Library Development & Management	150,000	4,436.85
Data Centre Environmental Monitoring	200,000	1,989.39
End Point Security	10,000	8,802.66
Website - Joolma Upgrade	20,000	
Server Upgrade to 2008	50,000	
ESX Upgrades	40,000	
Exchange 2010	40,000	
Call Centre Software	100,000	79,241.50
Unified Comms - Prelim Scoping	25,000	
Web Filtering / Reporting / Corporate Firewall Upgrade	100,000	
Printer Strategy & Consolidation	100,000	
Miscellaneous	-150,000	
Wireless Network	80,000	
LiDAR Capture (Contours Aerial Survey)	34,000	
DMZ	15,000	
PDOnline	20,000	4,378.83
Service Desk Implementation	40,000	
Back Up Process	25,000	
Radius	25,000	
Windows 7	350,000	1,487.52

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
WIP Information Services		
GIS Consolidation - Exponaire / Mapinfo	35,000	
** Info Systems		7,871.81
<b>Total Information Technology</b>	<b>4,089,000</b>	<b>1,127,661.60</b>
<b>Corporate Records Management</b>		
** Office Equipment - Records		140.43
<b>Total Corporate Records Management</b>		<b>140.43</b>
<b>TOTAL CORPORATE SERVICES 2012-2013</b>	<b>\$4,089,000</b>	<b>1,127,802.03</b>
<b>Enterprise Buildings</b>		
Gatton Donations Building	200,000	87,179.40
Helidon Donations Building	10,000	
<b>Total Enterprise Buildings</b>	<b>\$210,000</b>	<b>87,179.40</b>
<b>Regional Development</b>		
Master Planning Projects Industrial Land, Warrego - GWIZ	100,000	76,622.40
<b>Total Regional Development Buildings</b>	<b>\$100,000</b>	<b>76,622.40</b>
<b>Events and Marketing</b>		
Event Promotion Stands	5,000	
Ute Canopy	3,000	
<b>Total Events and Marketing</b>	<b>\$8,000</b>	
<b>Tourism</b>		
Pioneer Village New Building - Accessioning	21,500	2,815.45
Gatton Historical Society Village	40,000	22,142.73
Refurbish Tourism Trailer	15,000	
<b>Total Tourism</b>	<b>\$76,500</b>	<b>24,958.18</b>
<b>Conference Rooms</b>		
Additional POS	10,000	
Portable Staging	15,000	
Storage Cabinets	5,000	
Wedding Arch & Well	1,500	
<b>Total Conference Rooms</b>	<b>\$31,500</b>	
<b>Visitor Information Centre</b>		
Display Materials	5,000	
<b>Total Visitor Information Centre</b>	<b>5,000</b>	
<b>Disaster Management</b>		
Other Equipment - WIP Disaster Management		96,334.50
Disaster Coordination Centre Generator Connectivity	4,000	
Fit Out of Mobile Depot Command Centre	5,000	
Gauges x 4	20,000	
Guardian Incident Management System	30,000	
Hand held VHF radios	1,800	
Ramp/Deck Disaster Coordination Centre	5,000	
Satellite Phones	3,500	
Signage Coordination Centre	700	
Smart board	2,000	
Stand alone Eviro weatherproof laptop/tablet	1,500	
40' Shipping Container with ventilation	7,000	
** Disaster Donga - Air Con, Blinds & Floor Coverings		9,700.18
** Forrest Hill SES Equipment		2,200.00
**General SES		23,999.00

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
**Other Equipment		923.69
**Flood Early Warning System		2,935.48
<b>Total Disaster Management</b>	<b>\$80,500</b>	<b>123,592.85</b>
<b>SES</b>		
Block/Concrete Sand Bays	5,000	
Building Improvements Forest Hill SES	20,000	
Building Improvements Laidley SES	50,000	
Building Signs - Repaint Laidley and Forest Hill	2,000	
Fit Out of Donated Van	5,000	
Flammable Liquid Cabinets	13,000	
Response Vehicle - Laidley	60,000	
SES Flood and Storm Response/Mobile Command Centre	102,000	
SES Gatton Building Extension (Inc 11/12 unspent)	220,700	14,625.01
Stage 2 design		
SES Building Gatton		2,937.97
<b>Total SES</b>	<b>\$477,700</b>	<b>17,562.98</b>
<b>TOTAL STRATEGY AND PLANNING 2012-2013</b>	<b>\$989,200</b>	<b>329,915.81</b>
<b>Administration Buildings</b>		
Gatton Regional Office Refurbishment	225,000	64,273.29
Gatton Regional Office Renovations (incl. lift)	150,000	108,434.31
Gatton Regional Office Chambers Renovations	100,000	
Laidley Regional Office Renovations	100,000	
Training Donga Gatton		5,254.50
**Training Donga - Floor Coverings & Furniture		5,138.64
<b>Total Administration Buildings</b>	<b>\$575,000</b>	<b>183,100.74</b>
<b>Public Order and Safety</b>		
Upgrade Gatton CCTV Cameras		16,090.00
New Laidley CCTV System	220,000	
<b>Total Public Order and Safety</b>	<b>\$220,000</b>	<b>16,090.00</b>
<b>Civic Halls</b>		
Murphys Creek Community Centre (Rotary Funded)	800,000	195,323.81
Murphys Creek Community Centre (Associated Civil Works)	200,000	
Gatton Shire Hall - Door Closer & Window Repairs	6,000	
Gatton Shire Hall - Paint Exterior	10,000	
Laidley Cultural Centre - Replace Function Room Roof	60,000	
Laidley Cultural Centre - Paint Exterior	40,000	
**Gatton Shire Hall Equipment		8,443.11
<b>Total Civic Halls</b>	<b>\$1,116,000</b>	<b>203,766.92</b>
<b>Community Housing</b>		
Frome Street Crisis Care House - Renew Bathroom/Laundry	15,000	
Clarks Lane Units - Renew Bathroom and Paint Landings	12,500	
Cochrane Street Units - Install Reinforced Concrete Drain	18,000	
<b>Total Community Housing</b>	<b>\$45,500</b>	
<b>Public Conveniences</b>		
Lake Apex Toilets		44,129.48
Glenore Grove Village Toilets - Replace Disposal Area	20,000	
North Street Toilets - Paint	5,000	
<b>Total Public Conveniences</b>	<b>\$25,000</b>	<b>44,129.48</b>
<b>Other Sport and Recreational Facilities</b>		
Gatton Showgrounds - Replace Show Ring Fence		17,293.62



Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
Laidley Recreation Reserve - Exercise Stations (RLCIP2) - Netball		87,398.00
Laidley Recreation Reserve - Refurbish Netball Courts	300,000	
Lake Dyer - Bitumen Seal Access Road	15,000	8,840.31
Lake Dyer - Reinforce Concrete Slabs	12,000	
Ropehill Community Centre Oval - Fence (Subject to grant)	150,000	
Springbrook Park Sports Field - New Car park	75,000	
<b>Sport and Recreational Buildings</b>		
Lake Dyer - Renovate Toilets	50,000	
Withcott Indoor Sports Centre - New Equipment	2,000	
Cahill Park - New Storage Building	50,000	
Cahill Park Sports Complex - New Canteen	50,000	
Cahill Park - Upgrade Power & Lighting to New Storage Building	5,000	
Gatton Indoor Sports Centre - New Equipment e.g., Freezer	5,000	
Laidley Recreational Reserve - Multi purpose Community Centre	100,000	
Lake Dyer - Storage Shed	15,000	
<b>Total Other Sport and Recreational Facilities</b>	<b>\$829,000</b>	<b>113,531.93</b>
<b>Swimming Pools</b>		
Laidley Swimming Pool		112,197.68
Gatton Aquatic Centre Complex - Design		358,050.75
Gatton Aquatic Centre - Design (Stage 1)	250,000	
Gatton Aquatic Centre - Construction (Stage 1)	4,065,000	
Laidley Pool Complex - Refurbish Filter	100,000	
<b>Total Swimming Pools</b>	<b>\$4,415,000</b>	<b>470,248.43</b>
<b>Cemeteries</b>		
Laidley Cemetery - Concrete Headstone Strips	5,000	
<b>Total Cemeteries</b>	<b>\$5,000</b>	
<b>Rural Services</b>		
Laidley Saleyards Improvements - Yards and Ramp (stage 3)	35,000	
Livestock Pound Gatton		5,530.00
**Structure Long life - Livestock Pound Gatton		12,098.18
<b>Total Rural Services</b>	<b>\$35,000</b>	<b>17,628.18</b>
<b>Environmental Services</b>		
Implementation of Lake Apex master plan (preliminary)	50,000	
<b>Total Environmental Services</b>	<b>\$50,000</b>	
<b>Roads and Streets</b>		
<b>Revote Roads Program:</b>		
<b>Roadworks Renewal</b>		
<b>Reseals</b>		
Restoration Project Reseals	408,000	
Network Reseals	400,000	
Forest Hill/Blenheim Road		75.82
Summerholm Road		151.65
Cross Road		75.82
Manteuffels Road		75.82
Caffey Connection Road		75.82
Petersons Road		75.82
Dry Gully Road		75.82
Ma Ma Lillydale Road		151.65
Grantham Scrub Road		75.82
Carpendale Road		75.82
Hell Hole Creek Road		75.82

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
Priors Road		19,148.40
Spa Water Road		151.65
<b>Other Projects</b>		
Hannant Road Bikeway		1,361.46
Flagstone Creek Road Floodway		121,240.75
Mountain Road/Range Crescent Intersection		4,526.58
Mary Street		2,383.84
Allowance for Restoration Betterment Contribution	500,000	
Sub-Total	<b>\$1,308,000</b>	<b>149,798.36</b>
<b>Local Roads of Regional Significance (LRRS)</b>		
Airforce Road (0-0.25km) - 239/LGSR/5	240,000	507.77
Fifteen Mile Road (0-0.62km) - 239/LGSR/7	350,000	
Woodlands Road (10.80-12km) - 239/LGSR/3	400,000	3,063.28
Brightview Road (0-12km) - 239/LGSR/8	650,000	
Sub-Total	<b>\$1,640,000</b>	<b>3,571.05</b>
<b>Safest Transport Infrastructure Development Scheme (TIDS)</b>		
Gatton State School - 239/LGSH/2	99,000	137,316.17
Laidley State High School Set Down		10,217.15
Hatton Vale State School Bus Set Down		12,289.12
Lake Clarendon State School Set Down		23,176.44
Milora Street Bus Set Down		655.05
Thornton State School Bus Turnaround		7,375.46
Carry Over: Murphy Creek School - 239/LGSH/10	236,000	
Glenore Grove State School - 239/LGSH/18	66,000	3,660.00
Laidley District State School Parking Facility	200,000	
Hickey Street Pathway and Lighting 16046-07-044	205,900	
2012-13 School Bus Routes - 239/LGSH/3	110,000	
2012-13 School Bus Routes - 239/LGSH/5	110,000	
Budget Amendment No 1	-1,026,900	
Sub-Total		<b>194,689.39</b>
<b>Council Road Projects</b>		
<b>Revote Road Program:</b>		
Fords Road Upgrade - R2R carry over	185,000	-360.00
Mountain Road/Range Crescent I/S - Realign road reserve	40,000	
William & Spencer Street Intersection Upgrade	50,000	25,034.05
Footpath Renewal	130,000	
Footpaths - Turner Street		26,293.31
Footpath Renewal - Ambrose Street		
Footpath Renewal - Western Drive		7,578.24
Gravel Road Resheet	300,000	
Mountain Road		4,526.58
Fords Road		22,754.51
Coles Road		87,598.59
Woolshed Creek Road		14,054.69
Morleys Road		32,022.83
Risson Road		55,492.21
Staatz Quarry and Forrest Hill - Fernvale		736.81
Orton Street, Laidley		378.18
Whites Road, Laidley		
Sub-Total	<b>\$705,000</b>	<b>276,110.00</b>
<b>Roadworks Upgrade</b>		
On Street Car parks (and disabled)	50,000	
Ambrose Street Car park (and disabled)		6,198.34
Victor Street - Carpark		30,093.10

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
<i>Signs and Line marking</i>	100,000	
Schultz Lookout Rd - Signs		1,836.33
Ambrose Street - Signs & Line marking		86.10
Wandin Road - Signs & Line marking		1,739.21
Gatton - Signs and Line marking		
Laidley - Signs and Line marking		14,623.63
DA1873 Summer Street. Council commitment for K&C Drainage	40,000	
Sub-Total	<b>\$190,000</b>	<b>54,576.71</b>
<b>Translink Projects</b>		
Translink Bus Stops - various (4 of)	57,000	
Sub-Total	<b>\$57,000</b>	
<b>Total Roads and Streets</b>	<b>\$3,900,000</b>	<b>678,745.51</b>
<b>Bridges/Large Culverts</b>		
Assume Peters & Hogers done 2011/12 Kapernicks under flood restoration		
Thistlethwaite Bridge - requires \$1.3m (flood recovery)	650,000	1,277.18
Hogers Bridge		73,145.00
<b>Total Bridges/Large Culverts</b>	<b>\$650,000</b>	<b>74,422.18</b>
<b>Urban Drainage</b>		
<b>Revote Program:</b>		
<b>Flood and Urban Drainage</b>		
Total Water Cycle Management Plan	50,000	
Drainage Complaint Works	100,000	
Helendale Drive Drainage Upgrade		3,928.31
Drainage - Land Acquisition		10,081.20
Emergency Resilience Project, Gatton		14,465.05
Forest Hill Flood Study		13,128.20
12 Airforce Road, Drain Easement		21,665.80
Ibis Court, S/Water Drainage		
Sub-Total	<b>\$150,000</b>	<b>63,268.56</b>
<i>Flood &amp; Drainage Mitigation Projects-including such projects as</i>	644,000	
South East Laidley, voluntary house purchase		
Forest Hill levee further investigation and design		8,081.50
Withcott Creek drainage investigation and design		
Other flood mitigation projects e.g., Gatton trunk drainage works trunk drainage		
Study in Laidley - Laidley Levee Feasibility		8,081.50
Creek Capacity Imp Withcott		4,000.00
Challenge Avenue mitigation, VHP, easement works		
Resilience funding project contributions		
Extension of spatial & photogrammetry to support TLPI & other planning assessment		5,250.00
Lakes Drive Drainage Upgrade		3,587.50
Douglas McInnes Dr Drainage Upgrade		1,000.00
Summer Street Drainage Upgrade		1,217.50
**Purchase Drainage Land - Hayes Street, Laidley		494,586.27
Sub-Total	<b>\$644,000</b>	<b>525,804.27</b>
<b>Total Urban Drainage</b>	<b>\$794,000</b>	<b>\$589,072.83</b>
<b>Plant Operation</b>		
Plant Reduction	2,377,000	
Plant Operation Total	<b>1,377,000</b>	

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
Fabricate Box Trailer Plant No. 732		6,602.06
Fabricate Box Trailer Plant No. 733		3,171.86
Pramac Generator - Depot		16,200.00
Pramac Generator - Cultural Centre		16,200.00
Supply and set up 300 KVA Diesel powered backup generator	105,000	61,411.20
** Individual Plant Purchases		145,919.93
<b>Total Plant Operation</b>	<b>\$1,105,000</b>	<b>249,505.05</b>
<b>Miscellaneous</b>		
Emergency Helipad - Gatton		4,587.19
Emergency Helipad - Lake Clarendon		2,939.66
GPS monitoring System		
Fitting of GPS monitoring systems and event recorders to Jet patcher, Street Sweeper, Wide Area Mowers X 2, Tractor and Slasher X 2, Grader, Tipper and Two Utes (Roads Maintenance Foreman)	15,000	
Small Plant - Parks and Open Spaces	15,000	
Small Plant - Infrastructure Delivery	15,000	
Office Backup Generator		
**Engineering Furniture		1,266.38
<b>Total Miscellaneous</b>	<b>\$45,000</b>	<b>8,793.23</b>
<b>Depot Management</b>		
Communication Equipment		
Two-way radios/UHF radios	10,000	
Workshop Equipment		
Loose tools and equipment	10,000	
Depot		
5000 L kero tank and bunded area	30,000	
Gatton Depot Fuel Tank	40,000	28,412.46
Additional Covered Parking Shed, Gatton	10,000	
<b>Total Depot Management</b>	<b>\$100,000</b>	<b>28,412.46</b>
<b>Parks and Gardens</b>		
Community Facilities		
Capital Expenditure		
Springbrook Park - Facility Improvements	20,000	
Playground Improvements	50,000	
Bugler Park		27,932.29
Anzac Park		27,301.79
Operational Expenditure		
Park General Improvements	70,000	
Gatton CBD Streetscape - Replace Lights	20,000	
<b>Total Parks and Gardens</b>	<b>\$160,000</b>	<b>55,234.08</b>
<b>Assets on Reserve</b>		
Coin Operated Water Dispense Units		
<b>Total Assets on Reserve</b>		
<b>Raw Materials Management</b>		
Potential Quarries		
<b>Total Raw Materials Management</b>		
<b>Infrastructure Recovery</b>		
Dongas at Gatton Depot		136,348.85

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
Accommodation at Woodlands Road		10,576.18
Contamination Cleanup		28,830.00
**Fencing Woodlands Donga Accommodation		14,645.91
**Furniture & Fittings		1,977.00
<b>Total Infrastructure Recovery</b>		<b>192,377.94</b>
<b>TOTAL INFRASTRUCTURE SERVICES 2012-2013</b>	<b>\$14,069,500</b>	<b>2,925,058.96</b>
<b>Child Care Centres</b>		
Kensington Grove Child Care Centre		
Kensington Grove Child Care Centre		
<b>Total Kensington Grove Child Care Centre</b>		
Gatton Child Care centre		
Gatton Child Care - New Nursery Furniture & Play Equipment	18,000	
Gatton Child Care - Replace Soft fall to Climbing Equipment	18,000	
**Gatton Child Care Equipment		12,244.64
** Gatton CC - Play Equipment		499.90
** Gatton CC Equipment		1,225.00
<b>Total Gatton Child Care Centre</b>	<b>36,000</b>	<b>13,969.54</b>
<b>Total Child Care Centres</b>	<b>\$36,000</b>	<b>13,969.54</b>
<b>Staging Post Café / Restaurant</b>		
Back of House Conversion	20,000	
Convection Oven	25,000	
New Cold Room Installation	20,000	
Software Upgrades	3,000	
<b>Total Staging Post Café / Restaurant</b>	<b>\$68,000</b>	
<b>Waste Disposal Facilities</b>		
Gatton Landfill		101,756.67
Fencing of Transfer Stations	50,000	
Gatton Landfill - Plant Storage Shed	30,000	
Gatton Landfill - Roadworks	250,000	
Lockrose Transfer Station - Upgrade/Land Purchase	100,000	
<b>Total Waste Disposal Facilities</b>	<b>\$430,000</b>	<b>101,756.67</b>
<b>Waste Minimisation Facilities</b>		
Gatton Recycling Shop Alterations	50,000	
New 2 Bin System (26,000 bins)	1,040,000	
Waste Management Strategic Plan		
<b>Total Waste Minimisation Facilities</b>	<b>\$1,090,000</b>	
<b>Waste Management - General</b>		
Landscaping of Transfer Stations (Stage 1)	50,000	
LVRC Infrastructure Plan (Transfer Stations locations/hours of)	100,000	
LVRC Signage	40,000	
Transfer Station Upgrades	20,000	
<b>Total Waste Management - General</b>	<b>\$210,000</b>	
<b>Weighbridge Project</b>		
Gatton Landfill - Phone & Communication		3,806.26
Weighbridge Preparation		8,370.82
Remove & Replace Fence		7,026.29
Weighbridge Office		116.12
**Weighbridge Hardware Software		43,363.57
<b>Total Weighbridge Project</b>		<b>62,683.06</b>

Lockyer Valley Regional Council  
Capital Works Detailed Summary as at 31 December 2012

SCHEDULE OF CAPITAL WORKS	2012/2013 BUDGET	YEAR TO DATE \$ CAPITAL EXPENDITURE
Grantham Land Development <u>Housing Recovery: GL 7140-4901</u>		
Grantham Estate Works - Stage 2A	500,000	307,069.03
Grantham Estate Works - Stage 2B		230,097.79
<b>Total Grantham Land Development</b>	<b>\$500,000</b>	<b>537,166.82</b>
<b>TOTAL BUSINESS UNITS 2012-2013</b>	<b>\$2,334,000</b>	<b>715,576.09</b>
Chief Executive Office		
Elected Members		
**Desk for Elected Members		378.00
Total Elected Members		<b>378.00</b>
<b>TOTAL EXECUTIVE OFFICE 2012-2013</b>		<b>378.00</b>
<b>GRAND TOTAL ALL PROGRAMS 2012-2013</b>	<b>21,521,700</b>	<b>5,198,820</b>

Note:

Total dollar allocations vary slightly to total program reports dollars due to end month.



# ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

## 9.2

## 2nd Quarter Investment Report 2012/2013

**Date:** 24 January 2013  
**Author:** Michael Chow, Manager Financial Operations  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.2/13/2 & 1.1/17/14.1

### Summary:

As outlined in Council's 2012/2013 Investment Policy, a quarterly report is required to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of *the Statutory Bodies Financial Arrangements Act 1982* as well as Council's Investment Policy.

As of 31 December 2012, Council had a total investment holding of \$42 million.

Overall, our investments performed favourably, exceeding targeted benchmarks.

**Officer's Recommendation:**

**That Council receive and note the 2<sup>nd</sup> Quarter Investment Report for the 2012/2013 financial year.**

**RESOLUTION:**

**THAT Council receive and note the 2<sup>nd</sup> Quarter Investment Report for the 2012/2013 financial year.**

**Moved By: Cr McDonald                      Seconded By: Cr Pingel**  
**Resolution Number: 2883**

**CARRIED**  
**7/0**

## Report

## 1. Introduction

As per the policy statement in Councils 2012/2013 Investment Policy, a quarterly report is required to be submitted updating Council on the performance of its investment portfolio.

## 2. Background

As of 31 December 2012, Council had a total investment holding of \$ 42 million.

### 3. Report

**ORDINARY COUNCIL  
MEETING MINUTES  
13 FEBRUARY 2013**

Council's 2012/2013 Investment Policy sets out the investment guidelines including the time horizon, maximum exposure, credit risk and performance benchmarks of its investment portfolio.

A brief analysis of Council's investment holdings at 31 December 2012 follows. The two tables show the investment institution, credit rating and product type of the investments.

**Table 1.**

<b>Institution</b>	<b>Amount \$</b>	<b>Percentage Holding</b>	<b>Credit Rating</b>
QTC	27,038,638	64.32%	AA
ING	5,000,000	11.90%	AA
NAB	3,000,000	7.14%	AA-
Commonwealth Bank	1,000,000	2.38%	AA-
St George	2,000,000	4.76%	AA-
AMP Bank	1,000,000	2.38%	A
Bendigo Bank	1,000,000	2.38%	A-
Rural Bank	1,000,000	2.38%	A-
Bank of Qld	1,000,000	2.38%	BBB
<b>Total</b>	<b>42,038,638</b>	<b>100.00%</b>	

**Table 2.**

<b>Product Type</b>	<b>Amount \$</b>	<b>Percentage Holding</b>
Cash Fund - QTC	27,038,638	64.32%
Term Deposit	15,000,000	35.68%
<b>Total</b>	<b>42,038,638</b>	<b>100.00%</b>

The following tables display the performance of Council's investments, identified by investment type and days invested, against the Bank Bill Swap Rate (BBSW) and the UBS Bank Bill Index (UBS).

The tables compare the average rate of return on Council's investments between October 2012 and December 2012, against the benchmarks indicated above (BBSW and UBS).

Overall, Council's investment portfolio performed favourably in comparison with these benchmarks, achieving interest of \$785k or 82% of budget to 31 December 2012.

**Table 3.**

<b>Cash Fund Performance Against RBA Cash Rate &amp; UBS Bank Bill Index</b>			
	<b>QTC</b>	<b>RBA Cash Rate</b>	<b>UBS Bank Bill Index</b>
Cash Fund Performance	4.33%	3.00%	3.44%



**ORDINARY COUNCIL  
MEETING MINUTES  
13 FEBRUARY 2013**

**Table 4.**

<b>Term Deposit Performance Against BBSW Index &amp; UBS Bank Bill Index</b>			
	<b>Ave. Return On deposits</b>	<b>BBSW Index</b>	<b>UBS Bank Bill Index</b>
Term Deposits	4.69%	3.18%	3.44%

**Table 5.**

<b>Interest Income Vs Budget</b>			
	<b>Actual YTD Dec - 12</b>	<b>Original Budget</b>	<b>% Annual Budget</b>
Interest Income on investments	\$785,390	\$957,000	82.1%

As indicated in the following table, at 31 December 2012, Council's investment portfolio was invested in accordance with the exposure guidelines of Council's 2012/2013 Investment Policy.

**Table 6.**

<b>Investment Policy Credit Risk Compliance</b>			
<b>Long Term Credit Rating</b>	<b>Current Exposure</b>	<b>Allowable Exposure</b>	<b>Difference</b>
<b>Cash Funds</b>			
QTC Cash Funds	64.32%	100%	35.68%
<b>Term Deposits</b>			
AAA to A+	26.17%	30%	3.83%
A to BBB+	7.14%	10%	2.86%
BBB to BBB	2.38%	5%	2.62%
Unrated	0	0%	0

**4. Policy and Legal Implications**

Council's investment portfolio complies with its 2012/2013 Investment Policy.

**5. Financial and Resource Implications**

A favourable budget variance for interest has been achieved to date, as reflected in Table 5.

Despite anticipated further reductions in official interest rates (as the Reserve Bank attempts to weaken the Australian dollar against other currencies), if anticipated cash advances from the Queensland Reconstruction Authority are maintained, then the favourable trend in interest received should be maintained to year end.

**6. Delegations/Authorisations**

There are no delegation or authorisation issues associated with this report.

**7. Communication**

There is no communication issues associated with this report.

**8. Conclusion**

The investment of surplus funds has been made in accordance with the requirements of *the Statutory Bodies Financial Arrangements Act 1982* as well as Council's 2012/2013 Investment Policy.

Investment fund performance for the quarter was above targeted benchmarks.



# ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

## 10.0 COMMUNITY AND DEVELOPMENT SERVICES REPORTS

## 10.1 Notification of Proposed Upgrade to an Existing Telstra Mobile Phone Tower on Lot 16 CH312242, Cricket Road, Brightview

**Date:** 23 January 2013  
**Author:** Trevor Boheim, Coordinator Development Assessment  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** DA2010 - 0166

### Summary:

**Officer's Recommendation:**

**THAT Council note the proposal to upgrade the existing Telstra mobile phone tower located on private land in Cricket Road, Brightview.**

**RESOLUTION:**

**THAT Council note the proposal to upgrade the existing Telstra mobile phone tower located on private land in Cricket Road, Brightview.**

**Moved By:** Cr Milligan                      **Seconded By:** Cr Friend  
**Resolution Number:** 2884

**CARRIED**  
**7/0**

## Report

## 1. Introduction

The proposed upgrade to the Telstra tower involves the installation of additional antennas on the existing tower. This has no implications for Council other than being aware that upgrade will result in the improvement in telecommunications services for residents of the area.

## 2. Background

A 40 metre high mobile phone tower and associated equipment shelter located on the property was constructed by Telstra pursuant to a development approval given by Council under delegated authority on 23 February 2011.

### 3. Report

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Council has received notification of a proposal to upgrade an existing Telstra mobile phone base station. The base station is situated on an 8.337 hectare rural property in Cricket Road, Brightview.

There is an existing 40 metre high mobile phone tower and associated equipment shelter located on the property. This tower and shelter was constructed by Telstra pursuant to a development approval given by Council under delegated authority on 23 February 2011.

The proposal involves the installation of three 1.3 metre long panel antennas and remote radio units on the existing 40 metre tower. Associated electronic equipment will be located within the existing equipment shelter. The purpose of the upgrade is to improve mobile phone network coverage and capacity in the area. The proposal does not require development approval from Council.

The location of the mobile phone tower and the subject land is indicated below.



**4. Policy and Legal Implications**

There are no policy or legal implications for Council that result from Telstra undertaking an upgrade of its existing mobile phone tower to improve service provision.

**5. Financial and Resource Implications**

There are no financial or resource implications for Council that result from Telstra upgrading its existing mobile phone tower.

**6. Delegations/Authorisations**



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No approvals are required from Council for the proposed upgrade works and as a result there will be no implications for delegations or authorisations.

**7. Communication**

The works are being undertaken on private property by Telstra and as a result there are no communication implications for Council.

**8. Conclusion**

The proposed upgrade does not require Council approval. The proposed installation of additional antennas on the existing tower has no implications for Council other than the improvement in telecommunications services for residents of the area.

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**10.2**

**Domestic Waste Fees & Charges**

**Date:** 23 January 2013  
**Author:** Mike Lisle, Manager Environmental Health  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/17/14 6.3/6/19

**Summary:**

The purpose of this brief report is to confirm the need to defer the introduction of Fees & Charges for the disposal of domestic self haul waste until 1 July 2013.

**Officer's Recommendation:**

**THAT Council receive and note the information.**

**further;**

**THAT Council resolves to introduce fees and charges for domestic self haul waste from 1 July 2013;**

**And further;**

**THAT Council note that the communication strategy will be presented at a future workshop during the first quarter of 2013.**

**RESOLUTION:**

**THAT Council receive and note the information.**

**And further;**

**THAT Council resolves to introduce fees and charges for domestic self haul waste from 1 July 2013;**

**And further;**

**THAT Council note that the communication strategy will be presented at a future workshop during the first quarter of 2013;**

**And further;**

**THAT Council undertake investigation and report back at a future workshop on options available to capture evidence to prosecute offenders from illegal dumping throughout the region.**

**Moved By: Cr McDonald**

**Seconded By: Cr Friend**

**Resolution Number: 2885**

**CARRIED**

**7/0**

**Report**

**1. Background**



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Council's Waste Reduction and Recycling Plan aims to achieve the necessary changes to make future waste management sustainable. The Plan identifies a full cost recovery model for waste services by implementing a combination of gate fees, rates and a Local Government levy. Council resolved to introduce gate fees for all domestic self haul waste from 1 January 2013

### 2. Report

The introduction of gate fees for domestic waste is designed to recoup the costs of operating the transfer stations and landfill and is intended to send appropriate price signals to the community to encourage source separation and local resource utilisation and encourage better waste minimisation.

The successful introduction is dependent on the external contractor (Anuha Services) training its personnel in conjunction with Council's direction specifically in the following areas:

- EFTPOS facilities
- Cash handling processes
- Security training
- Customer handling
- Weighbridge training
- Computer system training (Mandalay software)

The extended timeframe will also allow the following to be implemented:

- Development of operational procedures
- An extended media campaign to inform the community, commencing in early 2013 leading up to the introduction of fees and also to align Council's waste management regime with the introduction of general waste & recycling bins (2 bins)
- Allow development of further educational material
- Align with litter and illegal dumping strategy
- Align with introduction of 2 bin system (1 July 2013)

The combination of the abovementioned factors has resulted in the need for the deferral of the introduction of fees and charges for domestic waste disposal to 1 July 2013.

### 3. Policy and Legal Implications

The introduction of fees for domestic waste disposal aligns with the Operational plan, Corporate Plan and the Community Plan '*Lockyer Valley A Growing Lifestyle*'.

Community Plan reference: - *"Working together for an inclusive, safe and healthy community"*  
- *implement and promote a waste management Strategy across the region.*

Corporate Plan Reference: - *"Lockyer planned" Deliver waste and recycling service across the region.*

Operation Plan Reference: - *"Lockyer planned" finalise the waste and recycling management plan.*

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The introduction of gate fees for all domestic self haul waste will satisfy the goals of the Community Plan, Corporate and Operational Plans.

**4. Financial and Resource Implications**

The implications of the fees and charges will be managed through the ongoing monitoring and review of Council's waste management programs and operational budgets.

The introduction of fees and charges for disposal of domestic waste will ensure that waste management across the region is undertaken on a sustainable basis. To ensure this process occurs, Council would need to review its annual waste budget for future financial years in accordance with the annual budget process and make amendments accordingly.

**5. Delegations/Authorisations**

The responsibility of the new Contract will be managed by the Group Manager Community and Development Services to ensure waste operations achieve Council's waste management goals and meet Council's relevant governance obligations.

**6. Communication**

A community consultation program through an appropriate communication strategy to publicly notify residents in the Lockyer Valley Region of the implication of the introduction of domestic fees & charges will be undertaken, and a future briefing with Councillors will be scheduled at a later date.

**7. Conclusion**

The combination of several factors relating to training of relevant contract staff in handling and security of financial transactions has resulted in the need for the deferral of the introduction of fees for domestic waste disposal to 1 July 2013.

This will allow adequate time to undertake a community consultation program through an appropriate engagement strategy to publicly notify residents of the implication of the introduction of domestic fees & charges.





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**10.3**

**Amendment to Capital Budget**

**Date:** 24 January 2013  
**Author:** Mike Lisle, Manager Environmental Health  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/17/14 & 6.3/6/19

**Summary:**

The purpose of this brief report is to approve the transfer of funds from one capital project to another capital project within Council's Community and Development Services 2012/13 budget program.

**Officer's Recommendation:**

**THAT Council receives and notes the Amendment of Capital Budget Report; further;**

**THAT Council resolves to amend the 2012/13 budget and transfer \$600,000 from Capital (New Two Bin System) to the following:**

- (i) Capital (Transfer Bins and associated roadworks Gatton Landfill) - \$475,000**
- (ii) Capital - Stormwater Gross Pollutant/Litter Traps (Urban) - \$45,000**
- (iii) Capital - Placemaking Initiative (Landscaped Planters and Seating) (Stage1) - \$30,000**
- (iv) Capital - Regional Catchment Signage (Stage1) - \$20,000**
- (v) Capital - Fire Ant/Pest Management Signage - \$30,000;**

**And further;**

**THAT Council resolves that the balance (\$440,000) be transferred to consolidated revenue.**

**RESOLUTION:**

**THAT Council resolves to amend the 2012/13 budget and transfer \$475,000 from Capital (New Two Bin System) to the following:**

- (i) Capital (Transfer Bins and associated roadworks Gatton Landfill) - \$475,000**

**And further;**

**THAT Council refer all amendments of the Community and Development Services program of the Capital Budget to the next Budget Review.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**

**Resolution Number: 2886**

**CARRIED**

**7/0**

**Report**

**1. Background**

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The purpose of this report is to seek an amendment to the 2012/13 capital budget that was adopted on the Council on 30 July 2012.

Council allocated \$1,040,000 in the 2012/13 Capital Budget to purchase new wheelie bins intended to service the waste collection contract. The successful contractor will provide wheelie bins under the provisions of the contract and therefore the purchase of the bins is now not required.

## **2. Report**

The Waste Reduction & Recycling Plan adopted in July 2012 identified the need to review all waste operations with the view to manage more of its waste streams as secondary resources. The provision of transfer bins at the Gatton Landfill will provide for better resource recovery and improved safety for residents using the facility.

Funds will be required to design, and prepare tenders and supervise construction of transfer bins and roadworks to the facility. This work will be brought forward to assist the introduction of fees and charges for the disposal of domestic self haul waste from 1 July 2013.

Estimates of proposed work identified at Gatton Landfill are as follows-

Transfer station - engineering design, tender & construction	\$275,000
Access road upgrades	\$200,000

In addition to bringing forward the necessary works to complete the Gatton Landfill Station layout, four additional projects have been identified that can be completed this financial year that will deliver visible projects associated with litter capture in the urban area; placemaking and beautifications; and catchment awareness across the region.

In addition to completing the landfill works, the four additional projects deliver on a range of community and corporate plan objectives.

### **(i) Litter Capture**

Linked to Council's litter management strategy, this project initiative will see the installation of litter traps in litter hotspots in the Gatton CBD and if budget permits in the Laidley CBD. The aim is to retrofit some existing stormwater pits with litter baskets/screens to pick up litter such as paper, plastics, cigarette butts and other similar pollutants.

Signage and awareness will accompany this initiative.

This is a low cost initiative that will deliver key community messages about litter, encourage behavioural change and an increased level of awareness about the impacts of litter.

### **(ii) Placemaking and Beautification Initiative (Landscaped Planters and Seating – Stage1)**

This project will focus on determining a small number of permanent planter boxes in Laidley and Gatton. This is additional to the portable planters and seating recently discussed at Council's Community Reference Group Meeting.

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Whilst this project (portable planters) is currently being developed for a future briefing, the abovementioned seed funding is identified for more permanent installations that could be quickly implemented. Funding will go into the design manufacturing of the planters and installation.

(iii) Regional Catchment Signage

This small amount of funding is to deliver iconic and identifiable catchment signage for the region's major catchments on key roadways to raise the level of commuter and resident awareness that we all work, live and play in a catchment.

Similar successful programs have been implemented in other SEQ Council areas. This funding will deliver a small number of signs as part of a staged rollout in future years. This initiative can be linked to catchment care, Council's litter reduction strategy and other environmental planning programs.

The balance of the funds allocated in the 2012/13 budget (\$470,000) will be transferred to consolidated revenue.

(iv) Fire Ant/Pest Management Signage

This small amount of funding is to deliver an array of awareness raising of the emergency Fire Ant infestation in the region, and to work collaboratively with Biosecurity Queensland. Funding to secure signage and vehicle livery about this issue plus mobile signage, that could be then utilised for other promotional activity in the future.

### **3. Policy and Legal Implications**

The proposed improvements to the waste operation aligns with the Operational plan, Corporate Plan and the Community Plan '*Lockyer Valley A Growing Lifestyle*'.

Community Plan reference: - *"Working together for an inclusive, safe and healthy community" - implement and promote a waste management Strategy across the region.*

Corporate Plan Reference: - *"Lockyer planned" Deliver waste and recycling service across the region.*

Operation Plan Reference: - *"Lockyer planned" finalise the waste and recycling management plan.*

The improvement to the Gatton landfill will satisfy the goals of the Community Plan, Corporate and Operational Plans.

### **4. Financial and Resource Implications**

The implications of the transfer of funds will be managed through the ongoing monitoring and review of Council's waste management, environment and planning programs and operational budgets.

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**5. Delegations/Authorisations**

The responsibility of the waste management and environmental planning programs sits with the Group Manager Community and Development Services to ensure waste and environmental operations achieve Council's corporate goals and meet Council's relevant governance obligations.

**6. Communication**

A community consultation program through an appropriate communication strategy to publicly notify residents in the Lockyer Valley Region of the implication of any charges to the Gatton Landfill operation will need to be undertaken. Awareness of the four additional programs identified will also be communicated through various means.

**7. Conclusion**

The transfer of some of the funds not utilised into landfill operations will allow the construction of transfer bins and roadworks at the Gatton Landfill to be completed by the end of 2013, together with initiating a small number of projects that all address litter reduction, catchment awareness and placemaking and beautification.



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**10.4 Changes to the Queensland Development Code Requirements for Rainwater Tanks**

**Date:** 07 February 2013  
**Author:** Garth Moore, Manager Planning & Environment; Lyle Kajewski, Manager Plumbing and Building Services  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/17/14

**Summary:**

The purpose of this report is to inform Council that the A/Executive Director of the Department of Housing and Public Works has advised Council by letter dated the 8 January 2012, that on 14 December 2012 the Queensland Government announced proposed changes to repeal the requirement for new houses to include rainwater tanks (and other supplementary water supply systems).

These changes take effect in February 2013.

The Government has provided local government the option to continue with Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings).

However if the local government wishes to proceed (or continue) with the 'opt-in' mandatory provisions they are required to justify this decision by submitting an application to opt-in and submit evidence to the Department of Housing and Public Works that this requirement will provide a net benefit to the local community.

**Officer's Recommendation:**

**THAT Council note that the Queensland Government has repealed Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) to include rainwater tanks (and other supplementary water supply systems);**

**And further;**

**THAT there is not sufficient evidence to justify that there is a net benefit to the local community by opting into Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings). to include rainwater tanks (and other supplementary water supply systems);**

**And further;**

**THAT the Chief Executive Officer (or delegate) be requested to attend to the relevant matters regarding the implementation of the repealed Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) to include rainwater tanks (and other supplementary water supply systems) for existing and all future plumbing, building and development applications.**

**RESOLUTION:**

**THAT Council note that the Queensland Government has repealed Queensland**

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Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) to include rainwater tanks (and other supplementary water supply systems);

And further;

THAT there is not sufficient evidence to justify that there is a net benefit to the local community by opting into Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings). to include rainwater tanks (and other supplementary water supply systems);

And further;

THAT the Chief Executive Officer (or delegate) be requested to attend to the relevant matters regarding the implementation of the repealed Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) to include rainwater tanks (and other supplementary water supply systems) for existing and all future plumbing, building and development applications.

And further;

THAT Council develop an appropriate communication strategy and recognise the resilience and water security in rural and regional areas.

**Moved By: Cr McDonald**

**Seconded By: Cr Pingel**

**Resolution Number: 2887**

**CARRIED**

**6/1**

**Voting**

**For the Motion:** Councillors Friend, Holstein, Jones, McDonald, Pingel and McLean.

**Against the Motion:** Councillor Milligan.

**Report**

**1. Introduction**

This is a report prepared by the Manager Planning and Environment and Manager Plumbing and Building regarding:

- (i) advice from the A/Executive Director of the Department of Housing and Public Works that on 14 December 2012 the Queensland Government announced proposed changes to repeal the requirement for new houses to include rainwater tanks (and other supplementary water supply systems).
- (ii) The Government has provided local government the option to continue with Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings).
- (iii) However if the local government wishes to proceed (or continue) with the 'opt-in' mandatory provisions, they are required to justify this decision by submitting an application to opt-in. this application is to be supported with evidence to the Department of Housing and Public Works that this requirement will provide a net benefit to the local community.



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### **2. Background**

In response to the drought of 2001 – 2011 significant restrictions on the use of mains water for gardens, cleaning, and personal use were implemented throughout most of Queensland. Amongst a broad range of measures implemented by the Queensland Government the Queensland Development Code was amended to include mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) requiring the installation and plumbing in of rainwater tanks.

As part of the Queensland Government's commitments to reduce red tape and improve housing affordability the Government has undertaken a review of laws requiring the mandatory inclusion of rainwater tanks and energy efficient hot water systems in building and plumbing codes.

The Queensland Government commissioned the Queensland Competition Authority (QCA) to prepare an independent cost-benefit analysis of rainwater tank and water savings laws. The QCA concluded that the costs associated with mandating rainwater tanks for new houses will generally outweigh the overall benefit to the community.

Despite these findings, the QCA analysis also recognised the net benefit of compulsory rainwater tanks for new houses will vary depending on the location and the current and future water demand and augmentation needs of these houses. Therefore, the QCA recommended that local governments be able to seek approval to 'opt in' to the laws where they can demonstrate that opting in will result in a net benefit to the community.

### **3. Report**

Prior to the amendments of the QDC, MP 4.2 required that rainwater tank must:

- have a minimum storage capacity of at least 5000 litres for detached class 1 buildings (houses) or 3000 litres for a non-detached class 1 building (townhouses, terraces)
- have a roof catchment area of at least one half of the total roof area or 100 m<sup>2</sup>, which ever is the lesser
- supply water to at least one external tap and internally to all toilet cisterns and washing machine cold water taps
- ensure a continuous supply of water to all internal fittings through either and automatic switching device or trickle top-up system
- incorporate appropriate back-flow prevention devices to prevent tank water from entering the reticulated water supply network
- incorporate acceptable screens or methods of preventing mosquitoes and vermin entering the tank.

The advantages and disadvantages of implementing this policy throughout the LVRC area are listed below.

#### **Advantages**

- Drought contingency
- Beneficial storm water retention and waterway health
- Potential amenity values in community when rainwater tanks are utilized for irrigation
- Reduced strain on centralized water supply system – potential reduction on peak load of water mains
- Possible delay in major water supply augmentations

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Disadvantages

- Typically result in a net cost due to ownership and operations being higher than savings on water bills.
- Installation costs are excessive, particularly on small lots and where in ground rainwater tanks (RWTs) are used.
- Maintenance costs are generally expensive; replacing a rainwater pressure pump is regulated work and is required to be carried out by a licensed plumber.
- Water quality can be unreliable when used for potable uses and rainwater system has not been adequately maintained.
- Lack of regulation, design and sufficient code on roof water installations quite often results in ineffective / failing systems.
- Lack of maintenance on rainwater system can result in vermin / mosquito problems

On balance, it is considered that the application of mandatory regulatory requirements for rainwater tanks is an inefficient policy approach in the LVRC area. It is considered that the need and implementation of rainwater tanks in reticulated areas should be established on the basis of individual circumstances. This would be more effectively achieved through greater choice at a local scale for homeowners and developers to decide on whether rainwater tanks are appropriate to meet their desired water supply needs. The outcome would be investments in rainwater tanks that make economic sense to the economic circumstances of the home owner. This will typically be where:

- the regional climate is favourable and will deliver relatively high yields from rainwater tanks that broadly match relevant demand;
- production from rainwater tanks will actually be used, (this is more likely to occur in developments where housing lots are larger, indicating relatively more use for irrigation and swimming pools etc);
- excess regional water supply capacity is limited or the water supply levels of service are relatively low, consequently the likelihood of restrictions being imposed on reticulated mains supplies is higher;
- supplies from rainwater tanks are likely to be relatively less cost effective when compared to reticulated water prices (e.g. where manufactured water forms a major proportion of regional water supplies);
- A greater focus on assessing the situations where RWTs are likely to provide effective and efficient water supply outcomes would ensure that requirements for RWTs lead to efficient outcomes for households and the broader community. It would also partially mitigate costs associated with new housing.

As a general principle the LVRC area does not meet these criteria.

#### **4. Policy and Legal Implications**

The repealing of the requirement for new houses to include rainwater tanks (and other supplementary water supply systems) will mean that Council officers will not require new houses and new commercial and industrial buildings to install rainwater tanks (and other supplementary water supply systems). It is envisaged that as these features are removed from building, plumbing and development applications, the processing of these application will be undertaken in less time.

There is an added advantage that if these features are included in a building, plumbing or development application, the installation, maintenance and management will be the responsibility of the property owner or developer. Council will not be able to be held





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responsible for the failure of any aspect of the installation, maintenance and management of these features.

### **5. Financial and Resource Implications**

The Changes to the Queensland Development Code requirement for rainwater tanks will provide a net benefit to Council by reducing processing times of building and plumbing applications with minimal if any implication for revenue generated through building and plumbing applications.

As noted above, there is also the advantage of lowering Council's exposure to litigation risk by no longer being responsible for the installation, maintenance and management of rainwater tanks (and other supplementary water supply systems).

### **6. Delegations/Authorisations**

In considering the report, the Manager Plumbing and Building; and the Manager Planning and Environment will be requested to attend to the relevant matters regarding the implementation of the repealed Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings) to include rainwater tanks (and other supplementary water supply systems) for existing and all future plumbing, building and development applications.

### **7. Communication**

Manager Plumbing and Building; and the Manager Planning and Environment will liaise with Corporate Communications to present Council's position on the Changes to the Queensland Development Code requirement for rainwater tanks as a positive initiative in; and Council's commitment to, promoting the development of affordable housing in the LVRC area.

### **8. Conclusion**

The Queensland Government has announced that it will repeal the requirement for new houses to include rainwater tanks (and other supplementary water supply systems).

These changes take effect in February 2013.

The Government has provided local government the option to continue with Queensland Development Code mandatory parts 4.2 (new houses) and 4.3 (new commercial and industrial buildings).

However if a local government wishes to proceed (or continue) with the 'opt-in' mandatory provisions they are required to justify this decision by submitting an application to opt-in and submit evidence to the Department of Housing and Public Works that this requirement will provide a net benefit to the local community.

On balance it is considered that the application of mandatory regulatory requirements for rainwater tanks is an inefficient policy approach in the LVRC area. It is considered that the need and implementation of rainwater tanks in reticulated areas within LVRC should be established on the basis of individual circumstances.

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**10.5 Building, Plumbing, Planning and Environmental Health  
Application Fee for Properties Affected by January 2013 Flood**

**Date:** 08 February 2013  
**Author:** Garth Moore, Manager Planning & Environment  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/17/4

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**Summary:**

Council resolved on 23 February 2011 that Building, Plumbing and Planning and Development application fees for properties affected by the January 2011 flood involving the rebuilding or repair of damaged or destroyed building or plumbing work be waived. It is appropriate that Council now consider re-establishing this concession to bonafide residents and businesses that have been severely impacted by the January 2013 flood.

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**Officer's Recommendation:**

**THAT:**

1. Building, Plumbing, Planning, and Environmental Health application fees for properties affected by the January 2013 flood involving:
  - (a) the rebuilding or repair of damaged or destroyed; or
  - (b) the raising or relocating a building on site; or
  - (c) environmental health applications;
  - (d) be waived, (for a period up to 30 June 2013) where such fees are not normally
  - (e) covered by a property owner's insurance policy.
2. this excludes any State Government or other agency fees and charges.
3. in the event the owner uses the services of a private certifier to assess the building work component, an amount equivalent to the lesser of the private certifier's fees or building application fee which would be charged by Council would be refunded to the owner with 60% of the fee being paid upon lodgement of the building approval decision notice with Council and the balance 40% comprising the inspection of work component being paid upon lodgement of the final inspection notice with Council.
4. (i) Any funds used to waive fees and charges to be identified in a designated "2013  
(a) flood event – fees and charges waived" account so this can be monitored.  
(ii) Any funds refunded to owners using private certifiers be funded from a separate  
(b) account to be identified "2013 flood event – private certifier refunds".
5. The Chief Executive Officer (or delegate) be requested to develop an eligibility criteria and guidelines to assist in assessing bonafide flood victims seeking



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assistance for fees and charges relief; and to be used to help monitor Council's financial impacts.

**RESOLUTION:**

**THAT :**

1. Building, Plumbing, Planning, and Environmental Health application fees for properties affected by the January 2013 flood involving:
  - (a) the rebuilding or repair of damaged or destroyed; or
  - (b) the raising or relocating a building on site; or
  - (c) environmental health applications;
  - (d) be waived, (for a period up to 30 June 2013) where such fees are not normally
  - (e) covered by a property owner's insurance policy.
2. this excludes any State Government or other agency fees and charges.
3. in the event the owner uses the services of a private certifier to assess the building work component, an amount equivalent to the lesser of the private certifier's fees or building application fee which would be charged by Council would be refunded to the owner with 60% of the fee being paid upon lodgement of the building approval decision notice with Council and the balance 40% comprising the inspection of work component being paid upon lodgement of the final inspection notice with Council.
4. (i) Any funds used to waive fees and charges to be identified in a designated "2013 flood event – fees and charges waived" account so this can be monitored.
  - (ii) Any funds refunded to owners using private certifiers be funded from a separate
  - (b) account to be identified "2013 flood event – private certifier refunds".
5. The Chief Executive Officer (or delegate) be requested to develop an eligibility criteria and guidelines to assist in assessing bonafide flood victims seeking assistance for fees and charges relief; and to be used to help monitor Council's financial impacts.

**Moved By: Cr McDonald**

**Seconded By: Cr McLean**

**Resolution Number: 2888**

**CARRIED**

**7/0**

**Report**

**1. Introduction**

This report addresses the waiving of Building, Plumbing, Planning and Environmental Health application fees for properties affected by the January 2013 flood involving:

- (a) the rebuilding or repair of damaged or destroyed buildings; or
- (b) the raising or relocating a building on site; or
- (c) environmental health applications;

where such fees are not normally covered by a property owner's insurance policy.

**2. Background**

The Lockyer Valley has again been severely impacted upon by unseasonable flooding. Some creeks in the area have recorded flood levels significantly higher than in 2011 and a significant number of residents have been required to abandon their residences and businesses.

To date, it is estimated that approximately 470 properties and 110 buildings have been inundated or damaged by flood waters. Many of these buildings will require building and/or plumbing approvals to effect their repair or replacement. In addition, Council is already receiving enquiries seeking clarification on the ability of property owners to relocate buildings on site or to raise buildings to avoid future flooding.

**3. Report**

**Plumbing**

Plumbing applications and approvals are solely in the domain of council there are no concerns with anti-competitive behaviour and competitive neutrality.

Therefore Council is able to waive fees for plumbing and drainage approvals if it chose to do so. For example, the fees for plumbing approvals in a non sewerred area would range from \$1,070 for a dwelling with 5 fixtures to \$1,475 for dwelling with 9 fixtures.

**Building**

Building applications and approvals can be done by either council staff or a private certifier there are concerns with anti-competitive behaviour and competitive neutrality.

Therefore if Council is to "waive" fees for building approvals (either in part or in full) it would need to provide a mechanism where the fee reduction would also apply to owners or builders choosing to use a private certifier.

The fees for major repairs to a dwelling would be \$635 and for rebuilding an existing dwelling or a new dwelling would range from \$1,085 to \$1,160m<sup>2</sup> up to 25m<sup>2</sup> in floor areas.

An appropriate method for this would be to waive fees for applicants using Council's building certification service and provide a refund to persons using a private certifier with the refund being the lesser of the private building certifiers fees or the amount set out in Council's schedule of fees and charges for the building approval fees that would have been charged by Council's building certification service.

This refund would be paid to the owner with 60% payable after the lodgement of building approval documents and 40% after the issue of the final inspection certificate. Whilst



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applications made to Council can be met out of the normal staff budget allocation and not involve a direct expenditure any fee refunds for building work by private certifiers will require a direct payment from Council funds. It may be appropriate to use flood relief funds to assist owners where they choose to use a private certifier who charges for the work.

### **Planning**

Planning applications and approvals are solely in the domain of council, there are no concerns with anti-competitive behaviour and competitive neutrality. Therefore Council is able to waive fees (either in part or in full) for planning approvals if it chose to do so.

### **Environmental Health**

Applications for Food Business and Environmental Relevant Activities (ERAs) are solely the domain of Council, there are no concerns with anti competitive behaviour and competitive neutrality. Therefore Council is able to waive fees for environmental health applications.

#### **4. Policy and Legal Implications**

The waiving of fees and charges will have implications for various C&DS Unit budgetary positions.

Council also needs to ensure that the waiving of fees and charges is not seen as practicing in anti-competitive behaviour.

#### **5. Financial and Resource Implications**

Working from the experience of the 2011 floods it is possible that the waiving of various building and planning fees Council could incur a budgetary shortfall of around \$150,000. The impact of waiving environmental health and planning fees and charges will be considerably less; however it is considered that the loss could exceed \$20,000.

The only "Other Donations" funds that have been identified in the current budget is the amount set aside for the Mayor's budget allocation - "Other Donations - \$40,000" (111-37-1) which was set aside for similar requests. This account as of end of January had full funds available.

It is recommended that two line items be utilised for Community and Development Services fees to be waived.

1. One for internal transfer to account for fees waived within the business; and
2. The second for any refunds associated with private certification requests from owners.

In total, an initial estimate of \$180,000 is being flagged, based on previous events that needs to be put aside for Building, Planning, and Environment Health related fees and charges.

Further the CDS Managers be given time to develop some eligibility guidelines to ensure bonafide flood victims receive the necessary assistance and to avoid fraudulent approaches by others and to ensure some risk management is applied to ensure and financial assistance is closely monitored.

#### **6. Delegations/Authorisations**

In considering the report, the Group Manager Community and Development Services (or delegates) will be requested to attend to the relevant matters regarding assessment and issuing of a waiver of relevant fees or charges in accordance with this report.

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**7. Communication**

Manager Plumbing and Building, Manager waste, Health and Regulatory Services and the Manager Planning and Environment will liaise with Corporate Communications to present Council's decision to waive fees and charges for properties affected by the January 2013 flood involving:

- (d) the rebuilding or repair of damaged or destroyed buildings; or
- (e) the raising or relocating a building on site; or
- (f) environmental health applications;

where such fees are not normally covered by a property owner's insurance policy.

**8. Conclusion**

As a community service obligation (CSO) to the citizens of the Lockyer Valley Regional Council area the waiving of application fees and charges for properties affected by the January 2013 flood involving:

- (g) the rebuilding or repair of damaged or destroyed buildings; or
- (h) the raising or relocating a building on site; or
- (i) environmental health applications;

where such fees are not normally covered by a property owner's insurance policy is considered to be a socially and fiscally responsible initiative.



## Request for Road Naming for New Roads in Association with the Lockyer Valley Regional Council Motel Site Development

**Date:** 12 February 2013  
**Author:** Garth Moore, Manager Planning & Environment  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** DA2011-0113

### Summary:

It is requested that Council approve the naming of new roads in association with the Lockyer Valley Regional Council Motel Site Development

**Officer's Recommendation:**

**THAT Council resolves to approve the following new road names as per the map provided by Community and Development Services;**  
**Sharpe Lane**  
**Hawck Street**

**RESOLUTION:**

**THAT Council resolves to approve the following new road names as per the map provided by Community and Development Services;**  
**Sharpe Lane**  
**Hawck Street**

**Moved By:** Cr Friend                      **Seconded By:** Cr Holstein  
**Resolution Number:** 2889

**CARRIED**  
**7/0**

## Report

## 1. Introduction

This is a report to name the new roads formed as consequence of the Lockyer Valley Regional Council Motel Site Development.

## 2. Background

This is a request to name the roads formed as a consequence of Lockyer Valley Regional Council Motel Site Development.

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**3. Report**

The suggested road names have been provided by Council's Planning and Environment Unit and are suggested in reference to:

1. the original owners of the property i.e. Mr and Mrs Sharp have a close association with the transport industry in the Lockyer Valley; and
2. the Hawck family who had a close relationship with the transport industry and pioneering within the Lockyer Valley Region.

**4. Policy and Legal Implications**

The suggested road names do not exist within the former Gatton or Laidley Shires and are not in conflict with the former Gatton 'Naming of Roads and Streets Policy'.

**5. Financial and Resource Implications**

New Signage to reflect the changed road names at the intersection of Hawck Street and Sharp Lane.

**6. Delegations/Authorisations**

Not Applicable

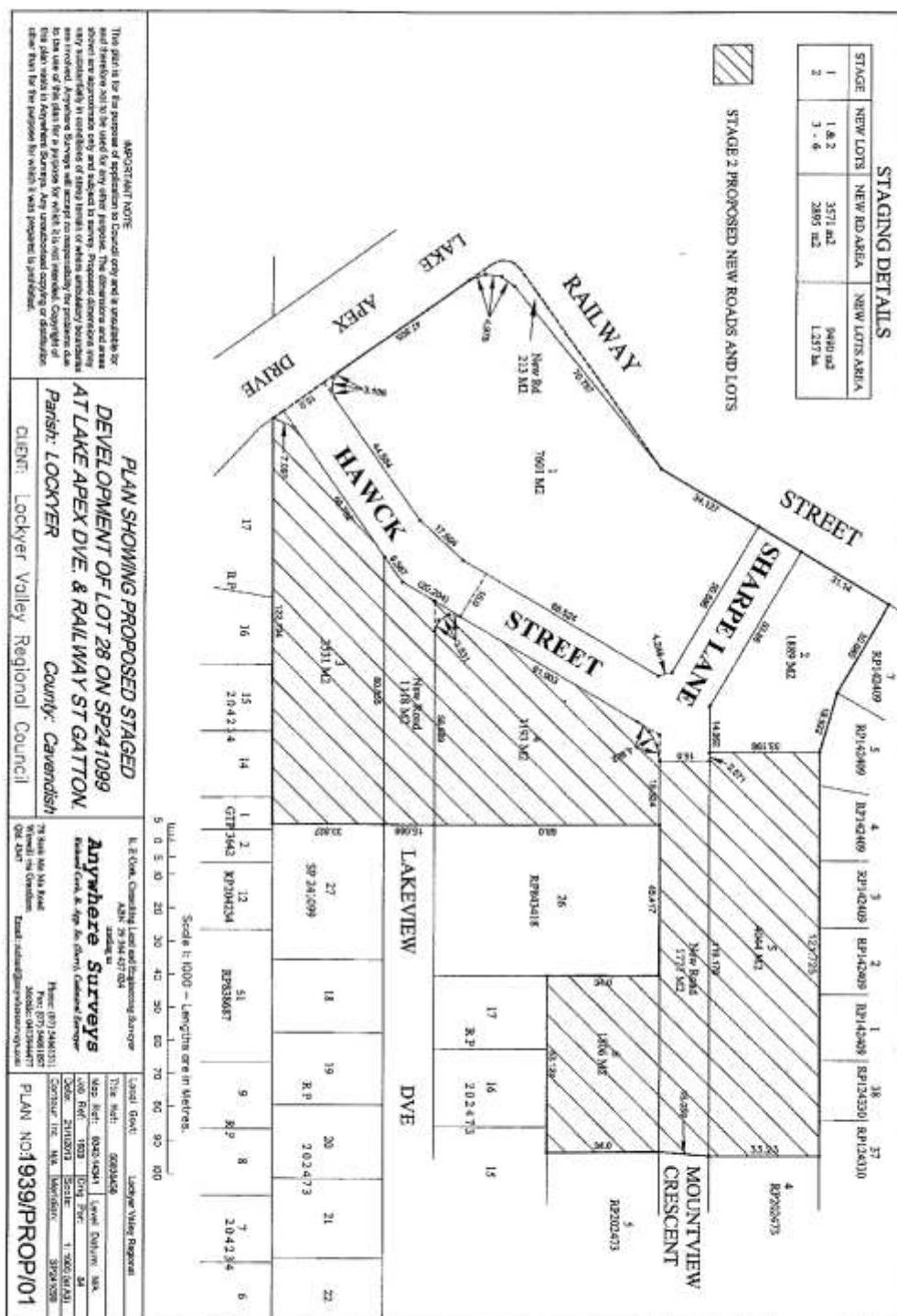
**7. Communication**

Officers have had communications with the project manager and his suggestions and justification for the desired outcome of a Council resolution to the street naming have been considered.

**8. Conclusion**

Council officers have assessed the proposed street names and associated justification for the request and believes the suggestions are in keeping with the policy effecting road naming within the shire and are conducive to the overarching theme of the Lockyer Valley.





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10.7

**Human & Social Advisory Committee Report**

**Date:** 08 February 2013  
**Author:** Neil Williamson, Community Development Team Leader  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/14/1

**Summary:**

This section should summarise the decision Council needs to make and the reasoning for such a decision.

**Officer's Recommendation:**

That Council:

1. Endorses the close-down of the local Human & Social Advisory Committee from February 2013 subject to Council's ongoing participation in the Toowoomba District Disaster Human & Social Advisory Committee from January 2013.
2. Endorses the continuation of Cr Milligan as the nominated primary representative for the Toowoomba District Disaster Human & Social Advisory Committee.
3. Endorses the key learnings of the Human & Social Advisory Committee Learnings Workshop held on November 29, 2012.

**RESOLUTION:**

**THAT Council:**

1. Endorses the close-down of the local Human & Social Advisory Committee from February 2013 subject to Council's ongoing participation in the Toowoomba District Disaster Human & Social Advisory Committee from January 2013.
2. Endorses the continuation of Cr Milligan as the nominated primary representative for the Toowoomba District Disaster Human & Social Advisory Committee.
3. Endorses the key learnings of the Human & Social Advisory Committee Learnings Workshop held on November 29, 2012.

**Moved By: Cr McLean**

**Seconded By: Cr Pingel**

**Resolution Number: 2890**

**CARRIED**

**7/0**

**Report**



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### **1. Introduction**

The Lockyer Valley Regional Council Human & Social Advisory Committee (HSAC) commenced on 29 January 2011 as one of Council's Recovery sub-committees. The HSAC has continued to meet since that time with the most recent meeting being held 24 January 2013. A workshop was held in November 2012 with HSAC members where a number of key learnings and strategies for improved processes for future events were discussed and agreed on.

At the January 2012 meeting it was agreed that the HSAC meetings should move to a bi-monthly schedule and close down completely at 30 June 2013. It was agreed that the strategic Human & Social work would continue at the Toowoomba District level where proposed learnings could best be advocated for and implemented.

Following the flood event of January 26/27 2013, the Chair of the HSAC, Cr Milligan, recommended that the timeframe for phase-down and close-down be brought forward for immediate implementation. This is based on the increased effectiveness of strategies and operational relationships being dealt with at the District level where managers could make the required decisions.

The recommendations of this report are consistent with Council's strategic documents.

There are risks that some local non government organisations (NGOs) will be less involved in an advisory capacity, however the risk is outweighed by the higher level strategic considerations that can be accomplished at the District level. It is noted that the Department of Communities (DOCs) have existing relationships with these local charities and can provide effective relationship management and direction for them.

### **2. Background**

The LVRC Human & Social Advisory Committee has met regularly since January 2011 and has been subject to several reviews as to its ongoing need and structure. The HSAC has been moving towards closure in line with the exit of a number of State-funded agencies occurring between July 2012 and June 2013.

The Human & Social response for the January 2013 flood event has been managed to date at the Toowoomba District Disaster Human & Social Advisory Committee level with much greater effectiveness. There is much greater coordination and consistency between Human & Social agencies than what was experienced 2 years previously.

### **3. Report**

The LVRC Human & Social Advisory Committee commenced in January 2011 and has met regularly until and including January 2013, providing coordination and advocacy for a range of support services for people affected by the December 2010-January 2011 flood events.

With the majority of 2011 flood-affected residents having been offered a range of support, the reduction of funded services, and the new flood event of January 2013, Council has the opportunity to consider the review of the strategic operation of the Human & Social Advisory Committee.

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As stated above, the change to a District level of operation has greatly improved coordination and consistency of Human & Social operations and is the recommended model for the Recovery response to the 2013 flood event.

Key learnings from November 2012 Learnings Workshop conducted with LVRC HSAC members and facilitated by recovery consultant Anita Egginton were:

- To improve Information sharing protocols and practices that enhance client-focused service delivery
  - This includes establishing appropriate information-sharing protocols prior to or at the outset of disasters
  - Utilising the funding agreements of state and commonwealth governments to encourage agencies to work cooperatively
  - Ensure that information sharing does not breach the National Privacy Principles
- To improve agency transition plans (exit strategies) that 'do no harm' and 'build back better'
  - This includes encouraging agencies to consider likely exit strategies at commencement and clearly communicate realistic expectations to clients and other agencies from the start
  - Recovery-funded agencies to actively link clients to long-term local agencies as quickly as possible to ensure effective continuity of support and minimise sudden gaps in support systems
- To develop Human & Social Recovery structures and processes that suit the changing requirements over time
  - This includes a phase down by March 2013; and
  - Strengthened involvement with local Human & Social networks such as the Lockyer Valley Service Providers Interagency and the LVRC Community Reference Group.

These learnings can be effectively implemented under the recommendations of this report.

#### **4. Policy and Legal Implications**

There are no known policy or legal implications.

#### **5. Financial and Resource Implications**

There will be a decreased implication on financial and staff resources due to the lower frequency of meetings and the Department of Communities providing secretariat services. Council will need an appropriately briefed officer to attend Toowoomba District Disaster Human & Social Advisory Committee meetings on an approximately quarterly basis. Council already has an officer assigned to this process.

#### **6. Delegations/Authorisations**

The current Chair of the LVRC Human & Social Advisory Committee is proposed to continue the role of primary representative for Council at the Toowoomba District Disaster Human &



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Social Advisory Committee. An appropriately briefed officer would attend as a second, and/or as a proxy where required.

### **7. Communication**

Current LVRC Human & Social Advisory Committee members would be advised of the change of structure by usual HSAC communication channels. Consideration should be given to a final meeting at which members will be thanked for their commitment and involvement over the 2 previous years. Careful management of these relationships is an important factor to be given due consideration.

### **8. Conclusion**

The proposed immediate close-down of the existing LVRC Human & Social Advisory Committee and increased involvement at the Toowoomba District Disaster Human & Social Advisory Committee will enable this aspect of Recovery to operate at a more effective and strategic level.

The proposed actions will improve Council's ability to manage issues at a level where decision-makers meet and ensure greater accuracy of information between relevant agencies.

## **11.0 INFRASTRUCTURE SERVICES REPORTS**

### **11.1 Lockyer Valley Sports and Aquatic Centre Project**

**Date:** 24 January 2013  
**Author:** Ben Lusk, Acting Manager Capital Delivery  
**Responsible Officer:** Anthony Trace, Acting Group Manager Infrastructure Services  
**File No:** 8.3/1/65

#### **Summary:**

This report has been prepared to endorse the revised aquatic centre master plan and the planned timing of construction.

#### **Officer's Recommendation:**

**THAT Council endorse the revised master plan AWD101 Revision P11 prepared by Fulton Trotter Architects;**

**And further;**

**THAT Council commits to a construction start date after the 2013 Gatton Show event.**

#### **RESOLUTION:**

**THAT Council endorse the revised master plan AWD101 Revision P11 prepared by Fulton Trotter Architects;**

**And further;**

**THAT Council commits to a construction start date after the 2013 Gatton Show event.**

**Moved By: Cr Friend**

**Seconded By: Cr Pingel**

**Resolution Number: 2891**

**CARRIED**

**7/0**

#### **Report**

##### **1. Introduction**

Following further stakeholder engagement in relation to the master plan for the new Lockyer Valley Sports & Aquatic Centre, a change in the location of the Learn To Swim pool has been proposed. As the previous plan was endorsed by council the revised plan is submitted for approval.

##### **2. Background**

At the December 2012 Council meeting a report was received and a series of resolutions passed to endorse the project, site, budget & funding.



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### **3. Report**

At the Project Steering Committee meeting on 22 January 2012 the committee agreed with the proposal to move the learn to swim pool to the north west corner of the site, opening up a larger grassed area at the shallow end of the 50m pool. As this area was previously identified as the future location of a water slide it is now proposed that if the martial arts building was to be downsized a water slide could be constructed in this area.

The attached master plan AWD101 Revision P11, shows this revised layout.

Also discussed at the steering committee meeting was a proposal to delay the start of construction until after the 2013 Gatton Show. This would result in minimal possible disruption to the show both this year and next. It was agreed that this was a sensible option. The implications of this decision are that Council will need to request another extension of time from NPRSR as the current completion date of March 2014 is not achievable with a late July 2013 start. Also the balance of the project budget from 2012-13 will need to be rolled over to 2013-14 and the majority of the project expenditure will now be in the 13-14 financial year, rather than spread over 2 years.

### **4. Policy and Legal Implications**

A Principal contractor will be engaged via public tender to deliver the majority of the works associated with construction of the project.

All procurement will be in accordance with Council's procurement policy.

### **5. Financial and Resource Implications**

The 2012-13 Capital Budget allocated \$4,815,000 to this project. \$2,500,000 of this was nominated as the NPRSR funding. By delaying construction start to the end of July 2013 this project will be significantly underspent in 12-13 and the majority of the project funds will be required for 13-14 financial year.

Council will also need to request an extension of time on the funding from NPRSR as this delay will push the anticipated completion date beyond the end of the funding period.

### **6. Delegations/Authorisations**

No further delegations are currently required.

### **7. Communication**

Given the project's highly visible nature and impact on existing facilities Council's communications team has commenced preparing and executing a communications strategy for this project. This will be expanded to incorporate community liaison with affected stakeholders.

### **8. Conclusion**

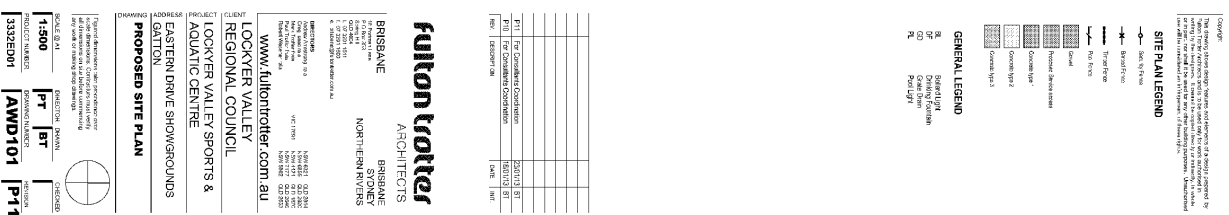
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The new aquatic centre is a multi-generational project of long lasting benefit to the entire region.

Endorsement of the plan is an essential step in ensuring the successful execution of the project.





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**11.2 TIDS SafeST Funding Submission for 2013/2014 and Department of Transport and Main Roads Relationship Update**

**Date:** 24 January 2013  
**Author:** Ken Denman, Technical Officer  
**Responsible Officer:** Anthony Trace, Acting Group Manager Infrastructure Services  
**File No:** 2.14/1/10

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*At this juncture Cr Jones, Mayor left the meeting, the time being 12.31 pm and Cr Milligan, Deputy Mayor assumed the Chair as Acting Chairperson.*

**Summary:**

This report has been prepared to inform Council of the current funding context with respect to the Department of Main Roads Transport Infrastructure Development Scheme (TIDS) and for Council to approve the prioritised list of projects to be submitted to the Department of Transport and Main Roads for the 2013/14 Transport Infrastructure Development Scheme (TIDS) School Safe Travel (SafeST) application, which is to be submitted by mid February 2013.

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**Officer's Recommendation:**

**THAT Council submit to the Department of Transport and Main Roads, a Transport Infrastructure Development Scheme (TIDS) School Safe Travel (SafeST) application for the 2013/14 financial year, including the project identified on the prioritised list, prior to the due date in February 2013.**

**And further;**

**THAT at the time of the 2013/14 Council budget review, allocate funds for the projects approved by the Department of Transport and Main Roads for the 2013/2014 TIDS SafeST program.**

**And further;**

**THAT Council note that reallocation of funds has occurred for the 2012/13 TIDS program as a result of the reduction to the 2012/13 funding contributions from the Department of Transport and Main Roads.**

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**RESOLUTION:**

**THAT Council submit to the Department of Transport and Main Roads, a Transport Infrastructure Development Scheme (TIDS) School Safe Travel (SafeST) application for the 2013/14 financial year, including the project identified on the prioritised list, prior to the due date in February 2013.**

**And further;**

**THAT at the time of the 2013/14 Council budget review, allocate funds for the projects approved by the Department of Transport and Main Roads for the 2013/2014 TIDS SafeST program.**

**And further;**

**THAT Council note that reallocation of funds has occurred for the 2012/13 TIDS**



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program as a result of the reduction to the 2012/13 funding contributions from the Department of Transport and Main Roads.

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2892**

**CARRIED**  
**6/0**

**Report**

**1. Introduction/Summary**

Every year Council submits an application to the Department of Transport and Main Roads (DTMR) for Road Infrastructure Subsidies to Local Government through the Transport Infrastructure Development Scheme (TIDS) and School Safe Travel (SafeST). This program provides improved safety facilities associated with schools, such as, bus set down areas, parking facilities, concrete footpaths, bicycle ways, bus pull off areas.

**2. Background**

Council submitted an application to DTMR for the 2013/14 TIDS SafeST program on 12/12/2011, however due to the change in State Government and the reduction to funding by the State Government for the current and future TIDS SafeST programs, DTMR has requested Council resubmit an application for the 2013/14 TIDS SafeST program.

Prior to the reduction in funding by the State Government, DTMR's approved contribution to the TIDS SafeST program for 2012/2013 totalled \$330,808.00. Following the reduction in funding by the State Government, DTMR's contribution to the TIDS SafeST program for 2012/2013 totalled \$112,808.00. Several TIDS SafeST projects were deleted from Council's works program for 2012/2013, however these project are included in the list for the 2013/2014 TIDS SafeST program funding submission application.

Applications for the 2013/14 TIDS SafeST program are required to be submitted to DTMR by mid February 2013. A prioritized list and site plans of proposed projects is included in this report for Council's consideration. DTMR generally chooses the projects from the list provided by Council with consideration of the priorities identified by Council and in accordance with DTMR funding allocation. If a project is approved by DTMR then Council will usually receive a Government subsidy of 50% of the estimated cost of the works with Council funding the balance.

A total funding allocation for the 2013/2014 TIDS SafeST program is not available from DTMR at this time, however DTMR has indicated that upon receipt of Council's 2013/2014 TIDS SafeST program funding submission application, DTMR representatives are prepared to meet with Council Officer's to discuss the submission to determine the projects for 2013/2014.

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**Other matters to be noted:**

- The Local Roads of Regional Significance (LRRS) funding is also obtained from TIDS but is separate to SafeST program. Future projects and funding for the LRRS program is to be dealt with by the Regional Roads Group (RRG).
- A letter dated 30 November 2012 was sent from Council to the Director General Department of Transport and Main Roads which stated Council's objection to the changes to the Lockyer Valley Regional Council's regional boundaries for Main Roads and the Regional Roads Group. Attached is a copy of this letter.

**3. Report**

Council is requested to review and approve the attached prioritised list and site plans of projects to be submitted to DTMR for the TIDS SafeST program 2013/14. Council is requested to nominate any additional projects for consideration and/or amend the project priorities (priority 1 being the highest priority). Council is requested to consider, at the time of the 2013/2014 Council budget review, to allocate funds for the projects approved by the Department of Transport and Main Roads for the 2013/14 TIDS SafeST program. Council is requested to note that reallocation of funds has occurred for the 2012/13 TIDS program as a result of the reduction to the 2012/2013 funding contributions from the Department of Transport and Main Roads. Council is requested to note that a letter dated 30 November 2012 was sent from Council to the Director General Department of Transport and Main Roads which stated Council's objection to the changes to the Lockyer Valley Regional Council's regional boundaries for Main Roads and the Regional Roads Group.

**LIST OF PROJECTS FOR TIDS SAFEST PROGRAM**

**A. Category I, Set Down Subsidies**

<b>Projects Submitted Last Year but Not Funded (Estimates have been updated)</b>					
<b>Project</b>	<b>Estimated Cost</b>	<b>Description</b>	<b>Requested Subsidy</b>	<b>Year</b>	<b>Priority</b>
Murphy's Creek State School	\$270,500	Provide parking on Murphys Creek School Road adjacent school and consider converting to one way operation	\$135,250	2013/14	<b>1</b>
Laidley District State School - Patrick Street, Laidley	\$232,000	Construction of Parking Facility	\$116,000	2013/14	<b>2</b>
Lockyer High School – William St	\$103,000	Extending the existing bus set down facility	\$51,500	2013/14	<b>3</b>
Hatton Vale State School – Norman	\$57,000	Construct additional on-street parking facilities	\$28,500	2013/14	<b>5</b>



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Court					
Mount Sylvia State School – Left Hand Branch Rd, Mount Sylvia	\$75,000	Upgrade bus set down area and bus turn around facility	\$37,500	2013/14	<b>6</b>
Laidley State High School – Edward Street	\$89,000	Passenger set down area or student parking spaces	\$44,500	2013/14	<b>7</b>
<b>Proposed New Projects <u>Category I, Infrastructure Subsidies</u></b>					
Biggs Road, Withcott	\$136,500	Widening of Biggs Road for parking and replace existing asphalt footpath with concrete footpath	\$68,250	2013/14	<b>4</b>

**B. Category H, Infrastructure Subsidies**

<b>Projects Submitted Last Year but Not Funded (Estimates have been updated)</b>					
<b>Project</b>	<b>Estimated Cost</b>	<b>Description</b>	<b>Requested Subsidy</b>	<b>Year</b>	<b>Priority</b>
Patrick Street, Laidley (near Laidley District State School)	\$27,500	Footpath from existing children's crossing on Patrick Street to Stanford Place	\$13,750	2013/14	<b>1</b>
Lake Apex Drive, Gatton	\$293,500	Construction of new shared pathway from Lockyer State High School to Gatton Cultural Centre/Library	\$146,750	2013/14	<b>4</b>
Buaraba Street, Gatton	\$185,500	Construction of new shared pathway between Hickey Street and the Gatton Sport Facility - <b>Stage 1</b>	\$92,750	2013/14	<b>5</b>
Spencer Street, Gatton	\$168,000	Reconstruction of shared pathway between Railway Street and Maitland Street	\$84,000	2013/14	<b>6</b>
Murphy's Creek School Rd, Murphy's Creek	\$115,500	Shared path to run along railway line	\$57,750	2013/14	<b>7</b>

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Hannant Rd, Hatton Vale Stephenson to Baker Finch PI	\$138,500	Extend existing shared path	\$69,250	2013/14	<b>8</b>
John St North & William St, Laidley	\$90,500	Extend existing paths to join to the Laidley Pool	\$45,250	2014/15	<b>9</b>
Buaraba Street, Gatton	\$190,500	Construction of new shared pathway between Hickey Street and the Gatton Sport Facility - <b>Stage 2</b>	\$92,500	2014/15	<b>10</b>
Hannant Rd, Hatton Vale Baker Finch PI to Fairway Drive	\$81,500	Extend existing shared path to Fairway Drive intersection	\$40,750	2014/15	<b>11</b>
<b>Proposed New Projects <u>Category H, Infrastructure Subsidies</u></b>					
John Street South, Laidley Stage 1	\$25,500	Extend exiting footpath along the frontage of the drop off and pickup area and bus stop	\$12,250	2013/14	<b>2</b>
Victor Street, Boxmoor Street, Grantham	\$93,500	Extend existing shared path from New Grantham to Grantham Primary School	\$46,750	2013/14	<b>3</b>
John Street South, Laidley Stage 2	\$52,500	Extend footpath	\$26,250	2014/15	<b>12</b>
Caleys Court, Lockrose	\$62,000	Extent existing path that connects to school through the only local resident area	\$31,000	2014/15	<b>13</b>
Hannant Rd, Hatton Vale School to White Gums Drive	\$63,500	Extend existing shared path	\$31,750	2014/15	<b>14</b>



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**C. Category G, Bikeway**

Projects Submitted Last Year but Not Funded (Estimates have been updated)					
Project	Estimated Cost	Description	Requested Subsidy	Year	Priority
Robinson Road, Laidley	\$88,500	Construction of bicycle lane on both sides of road	\$44,250	2013/14	1

**D. Safe Schools Bus Route Program**

Proposed New Projects					
Project	Estimated Cost	Description	Requested Subsidy	Year	Priority
School Bus Routes	\$60,000	Pull off area at multiple locations	\$30,000	2013/14	1

**4. Policy and Legal Implications**

There are no known policy or legal implication on this matter, but will be addressed in future reports if required.

**5. Financial and Resource Implications**

Council will be required to fund 50% of the estimated cost of the works approved by DTMR from Council's 2013/14 Budget. Council is to construct the works.

**6. Delegations/Authorisations**

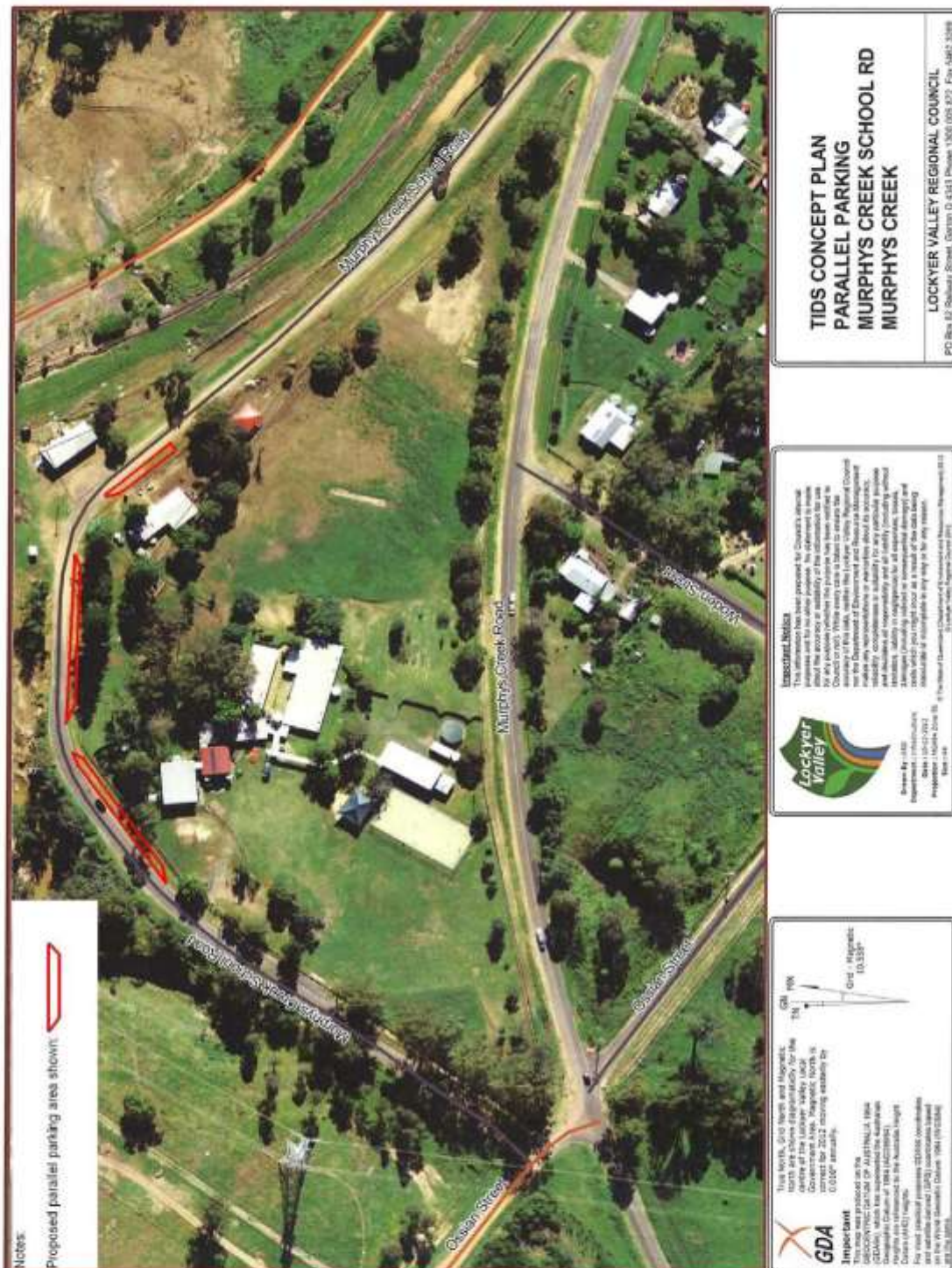
No further delegations are required to manage this report.

**7. Communication**

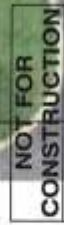
Council Officers have communicated with relevant stakeholders.

**8. Conclusion**

It is requested that Council adopts the recommendation contained in this report.

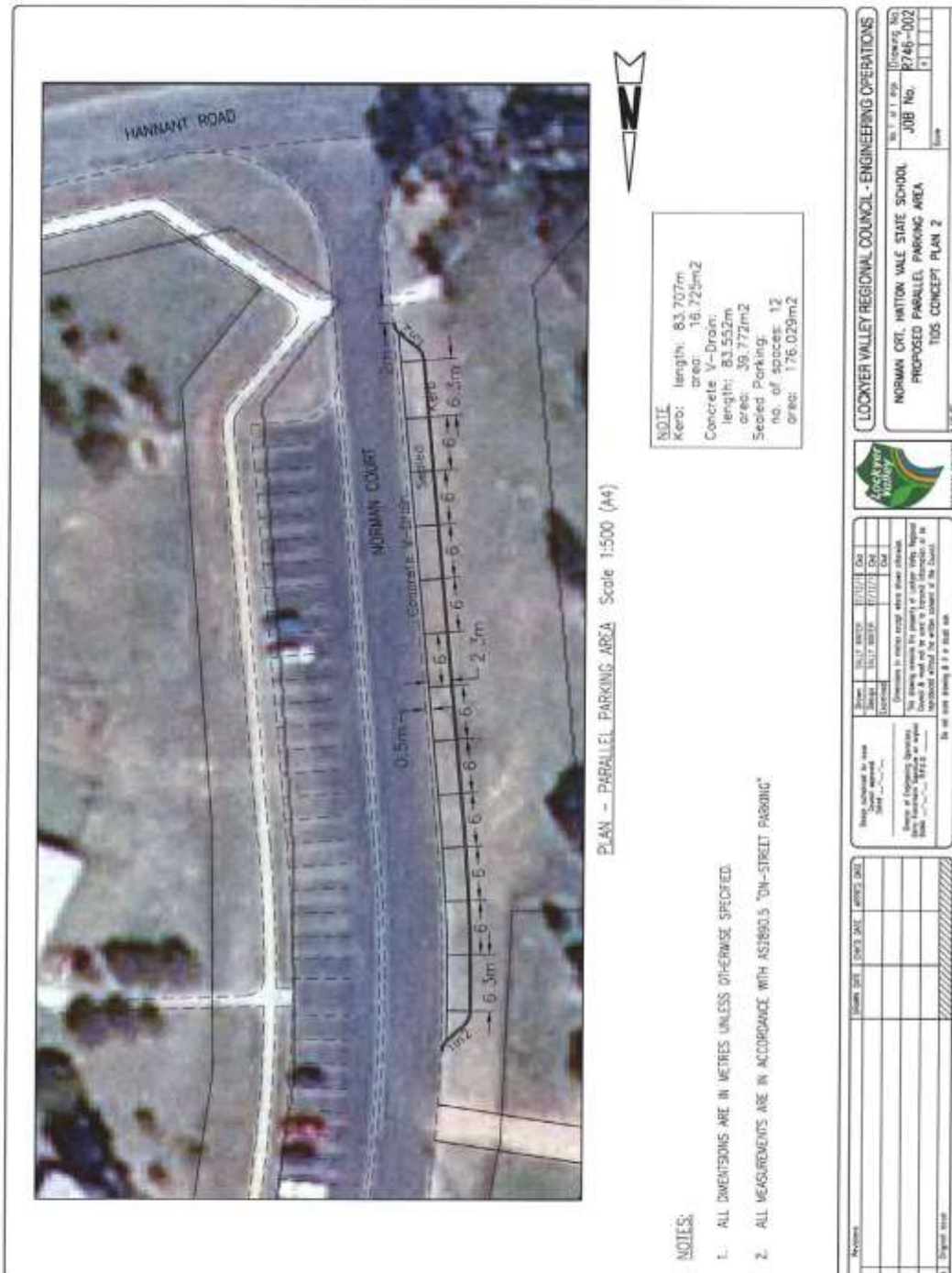




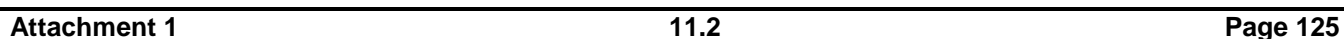
























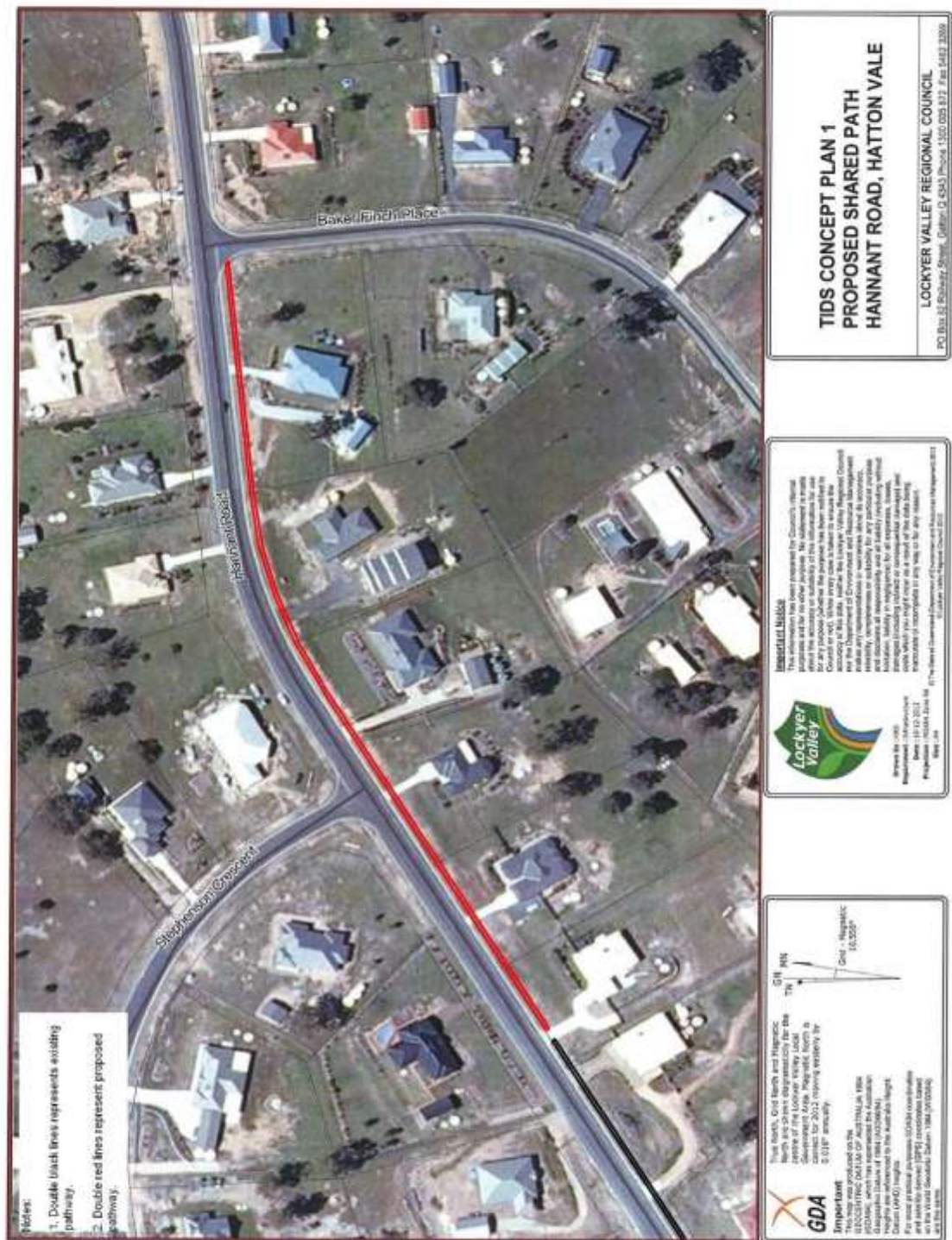


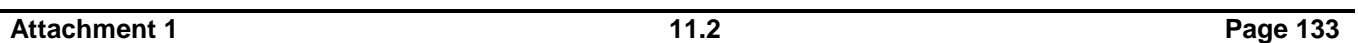






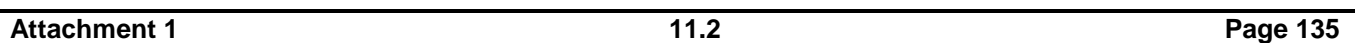




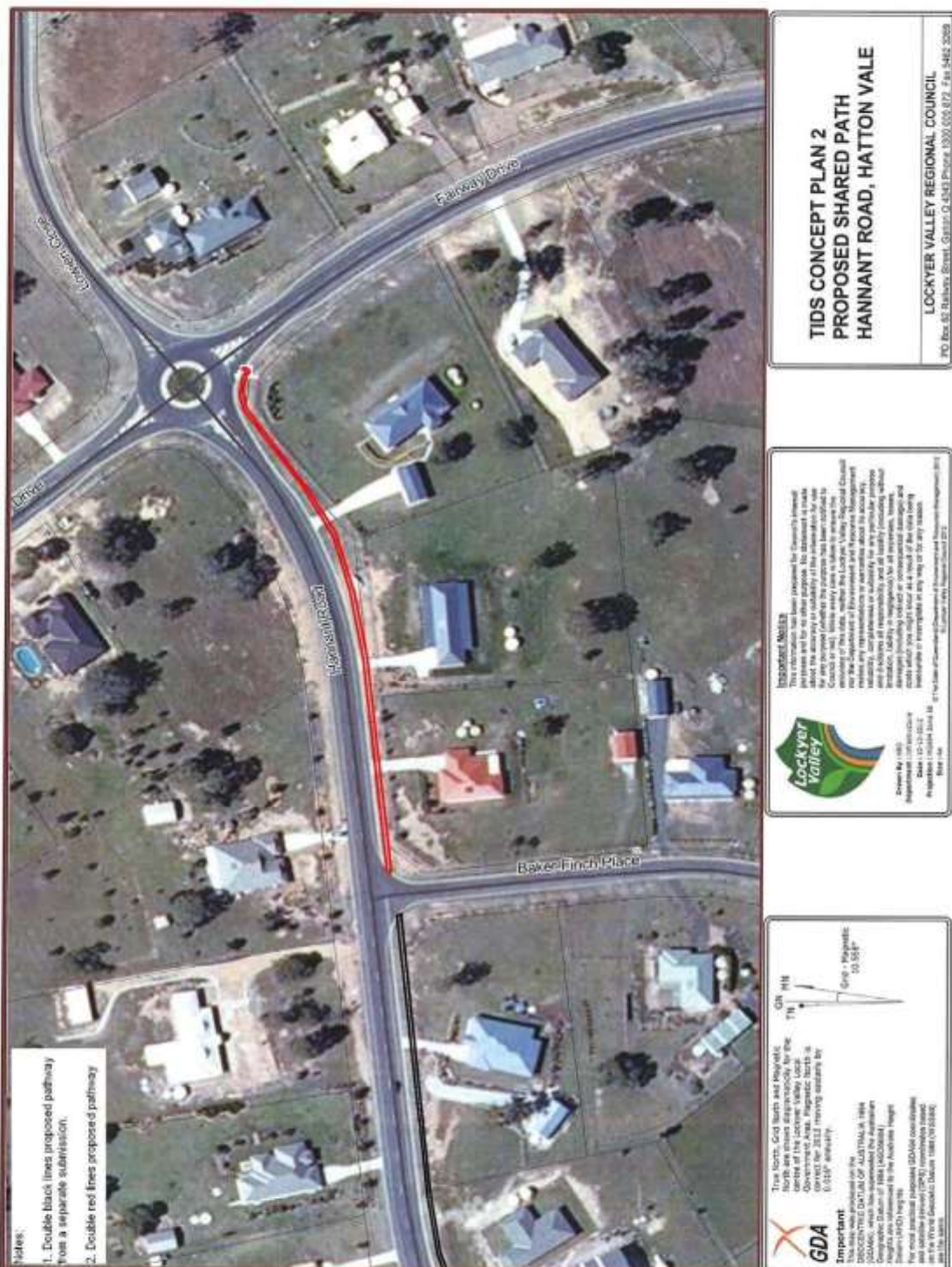




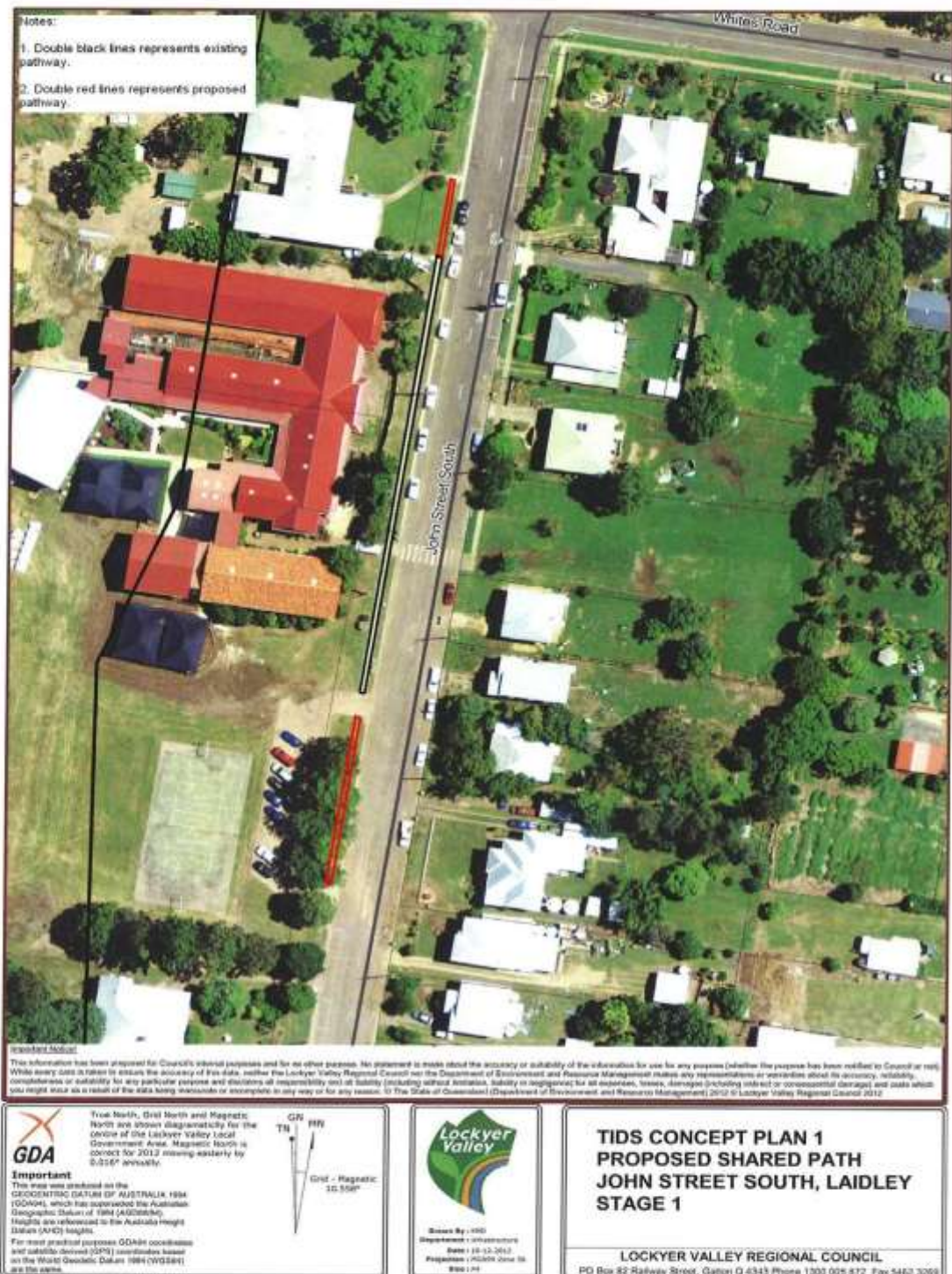












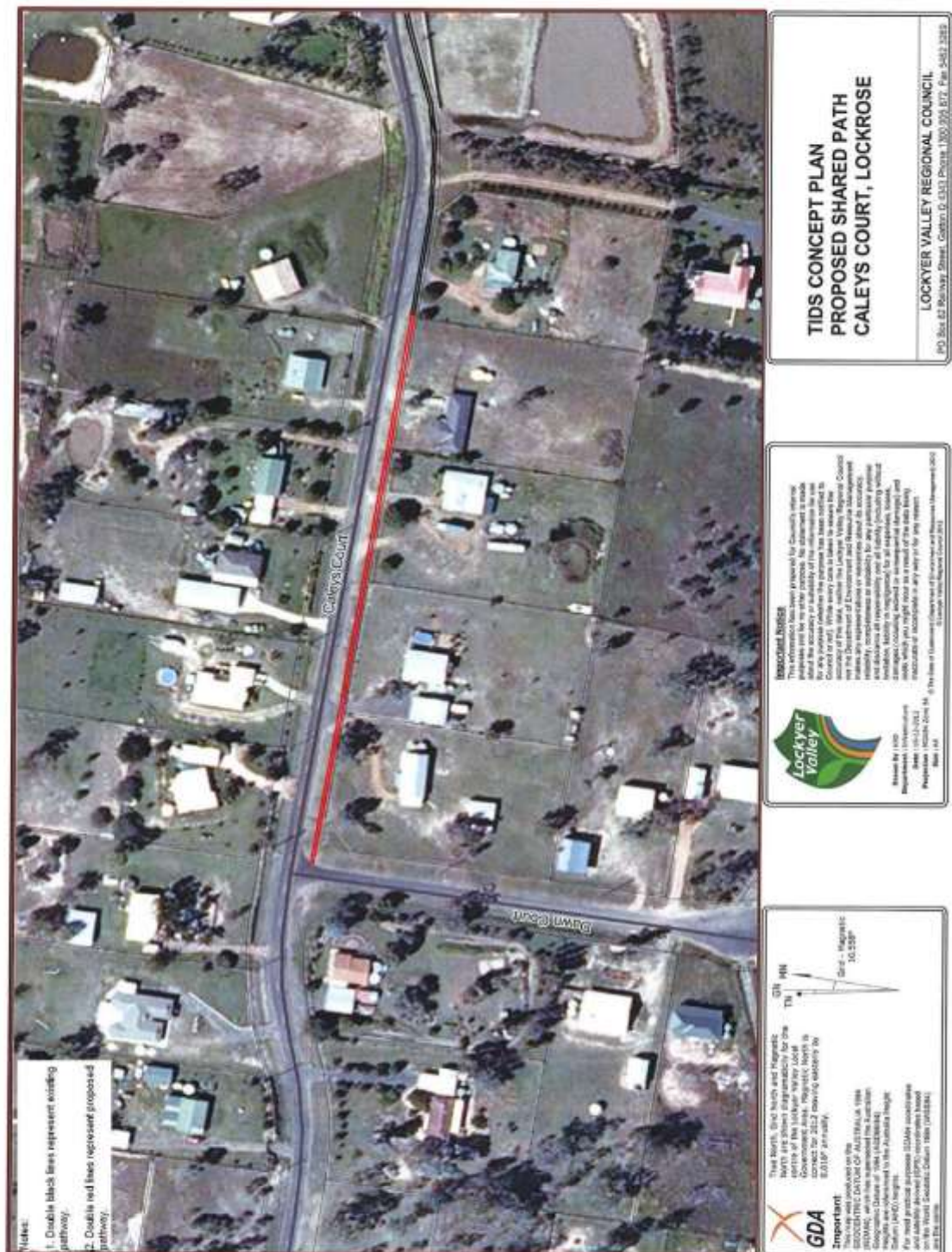


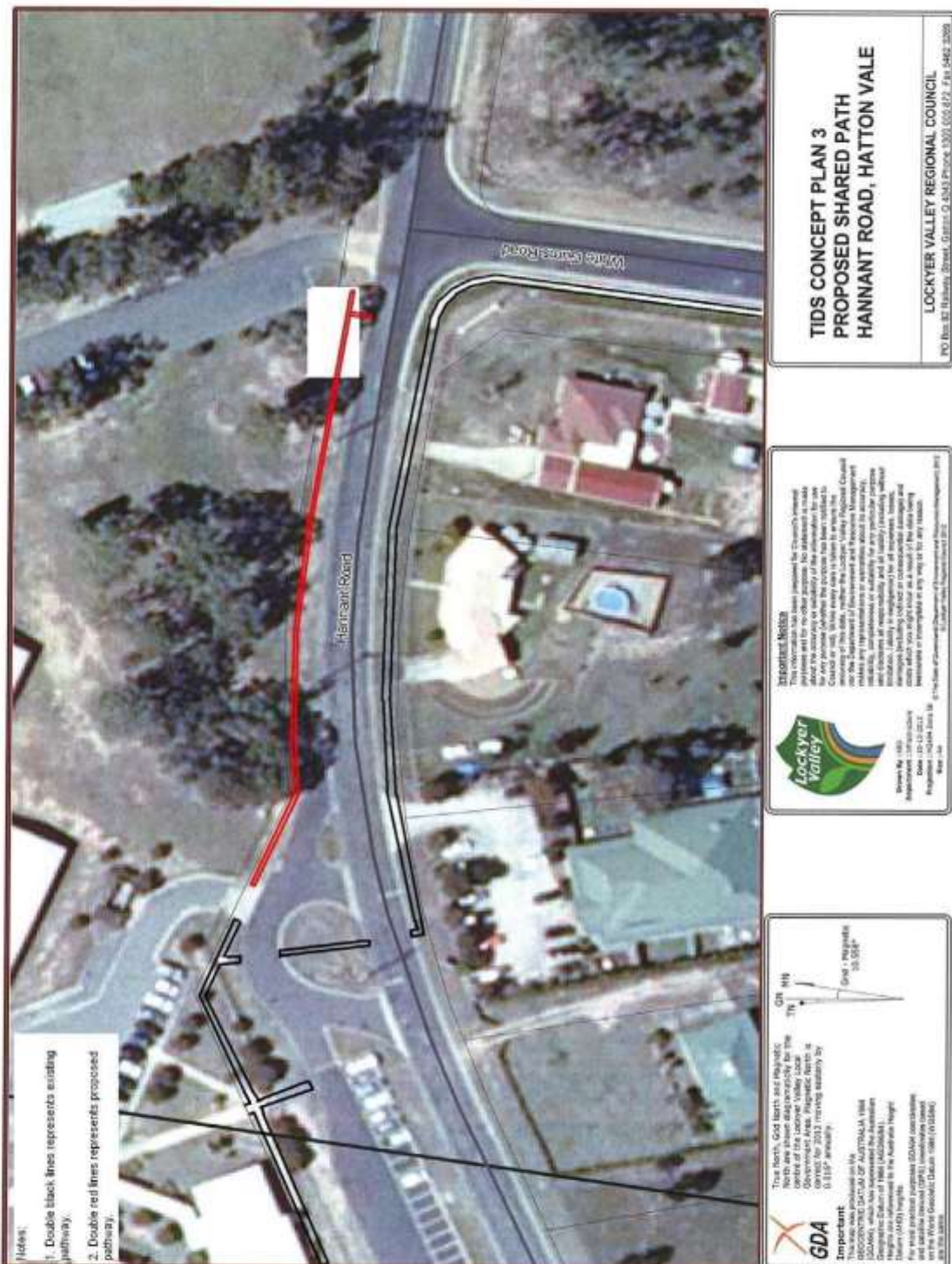


















**ORDINARY COUNCIL  
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**12.0 ITEMS FOR INFORMATION**

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**RESOLUTION:**

**THAT Council receive and note the following reports:**

- Executive Manager Governance & Policy Monthly Update
- Executive Manager Strategy & Planning Monthly Update
- December 2012 Corporate Services Summary Report
- Human Resources Quarterly Report
- December Customer Statistics Report
- Information Communication Technology Quarterly Report
- Group Manager Community & Development Services Monthly Report
- Acting Group Manager Infrastructure Services Report

**Moved By: Cr McDonald**

**Seconded By: Cr Holstein**

**Resolution Number: 2893**

**CARRIED**

**6/0**

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## 12.1 Executive Manager Governance & Policy Monthly Update

**Date:** 24 January 2013  
**Author:** Jason Bradshaw, Executive Manager Governance & Policy  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 1.1/17/14

---

### **Summary:**

This report is to update Council on the key issues currently being actioned.

### **Officer's Recommendation:**

**This document is for Council's information only.**

### **RESOLUTION:**

**This document is for Council's information only.**

### **Report**

#### **1. Introduction**

This report provides an update on key matters arising and being addressed since the last report.

#### **2. Background**

The previous reports provide the background information to date and only progress is being reported during January.

#### **3. Report**

##### **Governance**

Given the recent changes to the Local Government Act, the Department of Local Government has updated its training packages and resources and Councillor training was scheduled for early February 2013 but has had to be postponed due to the recent disaster. A new date is being negotiated for later in February if possible.

Further on Councillor training, investigations and arrangements are being finalised with the Australian Institute of Company Directors (AICD) on program developed for Councils, termed Governance Essentials for Local Government, and it is planned to deliver that over the coming months.

Most Councillors have been issued and trained in the use of the iPad and most key council documents for meetings and workshops will be delivered electronically. Only large documents, maps and plans will be provided in hard copy. Additional hard copies of Council's key publications and reports will be made available to the Councillors' office for reading as necessary. To ensure that Councillors are receiving full value from the iPads, additional training will be carried out over the coming weeks. Any feedback or areas for improvement in the information contained on the iPads is welcome to ensure Councillors are receiving efficient access to all relevant information.

##### **Policy**

Policy priorities continue to be progressed with a current focus on community funding and privacy matters.

- Draft Information Privacy Plan





## **ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013**

- Draft Community Engagement Framework
- Fee Waiver Policy/Procedure – draft framework – to be discussed at a February Workshop

### **Risk Management**

A review of Council's risk management documentation and register has been undertaken by Echelon Consultants. A report with recommendations on proposed changes to the risk assessment guideline will be made available over coming weeks. Additional risk management training of key staff is also underway. A draft Business Continuity Plan has been prepared and will be finalised through Council in during the first half of 2013.

### **Internal Audit**

The internal audit on capital project planning was completed in November 2012. The final report has been received and will be reviewed at the Audit and Risk Management Committee meeting on 14 February 2013. Priorities for the coming 2013/14 financial year will form of that committee discussion in targeting key areas to add value to council operations. To date the internal audit function has been successful in delivering productive advice for improving the way we do business.

### **Corporate Communications**

The Corporate Communications report is attached for review, and the corporate communications team continues to work collaboratively across all activities in contributing to the successful promotion of events and activities across the region.

### **Legal Services**

Internal processes continue to be redeveloped and a schedule of outstanding matters is allowing prioritisation of old legacy issues. Legal services have commenced work on a number of outstanding matters.

#### **4. Policy and Legal Implications**

Policy and legal implications will be addressed in future reports on matters that arise before Council.

#### **5. Financial and Resource Implications**

Budget impacts will continue to be addressed through existing allocation and re-prioritisation as required.

#### **6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

#### **7. Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels.

#### **8. Conclusion**

That the Governance and Policy report be received and noted.

**Media and Communication Report – 24 January**

Below are some key statistics of media coverage and communications initiatives since 13 December.

**Media and PR**

The table below shows media releases prepared and issued since **13 December** on the following topics:

Media release title / topic	Print	Radio/TV
Borrow books from your own home	1	
The region of choice		
Swimming pool fences save lives		
National recognition for Council project	2	
Educating the next generation	1	
Gatton celebrates the festive season		
Lockyer Valley Lights Up		
Volunteers thank you dinner	1	
Visit and win!		
Council Meeting highlights	2	1
Court of Appeal rules in favour of Council	1	4
Celebrating Australia Day	2	
Skateboarding Skills on show	3	
Ropeley Rockside Road set for major restoration		
Flood restoration works: What a year!	1	1
Country music star to light up celebrations	1	
Stakeholder feature article on flood recovery activities		
Lockyer Valley on display	1	1
Library set to introduce amnesty		

Popular library sessions back for 2013		
Helidon working bee		

CHANNEL	Amount
CEO Announcements	<ul style="list-style-type: none"> <li>• Changes to Christmas shut down</li> <li>• Asbestos Removal in the Gatton Administration Building</li> <li>• Corporate Christmas Party</li> <li>• LGMA Challenge 2013</li> <li>• Nick McGuire</li> <li>• Staff Confidentiality</li> <li>• Complying with the Privacy Act</li> <li>• Welcome back</li> <li>• Management Challenge Team</li> <li>• Infrastructure Services Review</li> <li>• Infrastructure Services Review</li> </ul>

**Strategies**

- ☐ Working on collateral for the Lockyer Valley Aquatic Centre
- ☐ Working on a strategy for Harmony Day
- ☐ Continued work with JJ Richards on the livery for the trucks to be rolled out on July 1.

**Media responses**

- Leading edge technology implemented in the Lockyer Valley – a response to the Department of NBN in regards to the unveiling of the Digital Enterprise Program.
- Water fluoridation in the Lockyer Valley – a response to the Gatton Star about Council's position with the latest change in legislation to the Water Fluoridation Act.
- Court of Appeal rules in favour of Council – a response to the Gatton Star about the Court of Appeal ruling in favour of the Lockyer Valley in the case against Westlink.

**Marketing**

- ☐ Annual report finalised
- ☐ Summer storm campaign finished

**Facebook usage**

- New Likes – 24
- Talking about This – 84 (33.87%)
- Weekly Total Reach – 1327 (41.73%)

**Recommendation**

- That Council acknowledge the finalisation of the Annual Report and that printed copies are available for them to distribute at their convenience.



## Executive Manager Strategy & Planning Monthly Update Report

**Date:** 24 January 2013  
**Author:** Mark Piorkowski, Executive Manager Strategy & Planning  
**Responsible Officer:** Mark Piorkowski, Executive Manager Strategy & Planning  
**File No:** 1.1/17/14

This report is to update Council on the big issues currently being actioned.

**Officer's Recommendation:**

**This document is for Council's information only.**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2894**

**CARRIED**  
**6/0**

## Report

## 1. Introduction

This report provides an update on key matters arising and being addressed since the last report.

## 2. Background

The previous reports provide the background information to date and only progress is being reported during the current period.

### 3. Report

- **Regional Development** – Council has prepared and submitted the development application for the ‘rezoning’ and subdivision of the Council-owned properties within GWIZ. With the development application formally lodged the assessment process has been formally initiated.
- **Regional Development (Motel)** – Detailed negotiations continued were concluded with Kline Constructions. A negotiated agreement was not reached and the tender process was formally concluded. An interested party however has approached council interested in developing the site within the requirements of the original tender. Negotiations with that party are ongoing with a resolution anticipated in February or March.



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- **Special Projects** – Expressions of Interest were submitted to meet the Commonwealth's December 6th deadline for Regional Development Australia (RDA) Rounds 3 and 4. The application for the Laidley Multi Use Centre progressed well following the engagement of stakeholders and elected members around a proposed, staged development. Further work has also progressed with the joint application with QUU for Round 4 for the Lockyer Valley Sustainable Food project targeting a recycled water initiative to help deliver longer term water security for the Lockyer Valley.
- **Special Projects** – An application for a Digital Hub initiative was re-submitted to the Department of Broadband with success. This included support given for increasing the budget from 360k to 400k to assist in covering 15k capital contribution to the ICT upgrade to council's services and to cover \$2400 per month operational expenses which almost the organization's entire cost for broadband for a 2 year period. On demand training will be offered at the Laidley library in addition to training being offered region wide via the mobile library. The funding has permitted the creation of an externally funded role for two years to deliver the training which has been advertised.
- **Special Projects** – Infrastructure Services worked over the holiday period to prepare more detailed planning and estimates for the construction of the two emergency helipads. Initial discussions with the designers have identified fairly costly requirements particularly around cut and fill suggesting the current budget may only to extend to one helipad being constructed with available funds.
- **Major Events** – Planning and preparation for Australia Day at the Laidley Historical grounds has progressed well. Laidley Historical Society has taken a keen interest in the day's events and advocated strongly to have a driving role in many detailed aspects of the planning.
- **Tourism Guide** – Work has continued on the Tourism Guide to meet tight deadlines. Content is being finalised to move forward with photography and the layout of the brochure. Photography is taking place at the end of next week.
- **COMSEQ** – COMSEQ committees and meetings are starting up again for 2013. Council staff and elected members involved last calendar year can expect invites and agendas to be forwarded. COMSEQ dates are being entered into Councillor's diaries as they are received.

#### 4. Policy and Legal Implications

Policy and legal implications will be addressed in future reports on matters that arise before Council.

#### 5. Financial and Resource Implications

Budget impacts will continue to be addressed through existing allocation and re-prioritisation as required.

#### 6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report.

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**7. Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels.

**8. Conclusion**

That the Strategy and Planning report be received and noted.



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### 12.3

## December 2012 Corporate Services Summary Report

**Date:** 24 January 2013  
**Author:** David Lewis, Group Manager Corporate Services  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/17/14.1

### Summary:

This report provides Council with a brief summary of key operational activities undertaken by the Corporate Services Group during December 2012.

**Officer's Recommendation:**

**This document is for Council's information only.**

**RESOLUTION:**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2895**

**CARRIED**  
**6/0**

## Report

## 1. Introduction

This report provides Council with a brief summary of key operational activities undertaken by the Corporate Services Group during December 2012.

## 2. Background

Council should be aware of group activities to guide future decision making.

### 3. Report

A brief summary of the key outcomes of the Corporate Services Group during December 2012 by functional grouping follows.

## Customer Services

- A planning schedule for 2013 has been developed and shared with the team early in January 2013. With another busy year ahead, proactively communicating with team members regarding events is vital.

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- The rebuild of the Customer Service Centre is scheduled to commence early in January 2013. Once back of office functions are completed the focus will turn to the customer counters.
- This month, two additional VoIP phones and one additional manager license were setup to finalise the implementation of Council's new call centre software.

### Information Services

- A proposal to review the maturity of the current ICT Structure, the core services provided and the skills needed to effectively deliver these services to the organization has been initiated in conjunction with a specialist provider of IT strategic planning services.

Key project deliverables include:

- Review of the alignment of current ICT services, including an assessment of the skills mix of the current ICT team;
- Maturity assessment of ICT within Council; and
- ICT Strategy for the next 3-5 years.
- Council's core virtualization platform hardware is being replaced as the current hardware is both 'end of life' and has insufficient capacity to effectively support the new corporate systems coming on line in 2013. A significant cost saving of \$27,000 has been negotiated on the purchase of this hardware through the effective use of competitive market forces and careful timing of the purchase.
- Council's network group switch fabric is being upgraded to incorporate power over Ethernet capability. This is a key factor in being able to deliver converged network services and will also underpin future efforts in the delivery of Unified Communications capabilities. This work is scheduled to commence over the Christmas shutdown and will continue throughout January 2013.
- The Internet Bandwidth project has presented Council with an additional opportunity. The initial offer presented Council with a total cost of ownership of \$242,000 for a 1GB connection for a 36 month term. A new offer has been negotiated that presents Council with a total cost of ownership of \$75,000 for a 100MB connection for a 24 month term. This represents a significant cost saving to Council (in the order of \$167,000) whilst perhaps more importantly, also promising to deliver the services in a lesser timeframe so as to meet other constraints being imposed upon the delivery of these services, in particular for the 'Digital Hub' project being driven by Regional Development. The ICT Steering Committee has resolved to proceed with the new offer.
- The current corporate firewall needs to be replaced to facilitate the increased Internet Bandwidth that will be brought online with the delivery of the Internet Bandwidth project, discussed above. This scope of works will include significant network redesign and consolidation of services. There are some significant risks involved in delivering this project as Council's real world IP addressing will need to change, which will result in disruptions to email services and Internet connectivity whilst such changes 'take effect'.
- Records

At 31 December, there were two active Right to Information applications with Council.



## **Finance**

- Due to Queensland Reconstruction Authority cash advances, the weekly cash balance at 20 December 2012 was \$46.4 million.
- Rates are on track for issue in mid January 2013.
- Final valuation reports from DNRM have now been processed for rating period.
- Debt recovery processes were temporarily suspended by recovery agents over the festive season.
- Financial statements for the Annual Report were reviewed for Corporate Communications.
- Workshops continue for One Council project.
- Provision of procurement advice to Acting Group Manager, Infrastructure Services on various current projects
- Ongoing liaison with business unit representatives on new process to streamline stationery ordering.

## **Human Resources**

- At 31 December there were 359 Full Time Equivalent Employees at Council.
- Other key statistics at 31 December include:
  - Six roles under recruitment.
  - Three ongoing disciplinary actions.
  - Eight ongoing workplace health and safety issues.

## **4. Policy and Legal Implications**

There are no policy or legal implications associated with this report.

## **5. Financial and Resource Implications**

There are no financial or resource implications associated with this report.

## **6. Delegations/Authorisations**

There are no delegation or authorisation issues associated with this report.

## **7. Communication**

No communication is required in relation to this report.

## **8. Conclusion**

A significant workload continues within the Group as we continue to enhance the finance, procurement, customer services, human resources and information units of Council.

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**12.4 Human Resources Quarterly Report**

**Date:** 24 January 2013  
**Author:** Shane Browne, Manager Human Resources  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/17/14.1 & 1.1/29/1

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**Summary:**

The purpose of this report is to provide Council with a snapshot of the organisation from a Human Resources perspective for the period 1 October 2012 to 11 January 2013.

At 11<sup>th</sup> January 2013, Lockyer Valley Regional Council employed 359 full time equivalent employees including all contract, full time, part time and casual staff officers.

The key employee demographics outlined in this report will be incorporated into Council's Workforce Management Plan which is currently under development.

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**Officer's Recommendation:**

**This document is for Council's information only.**

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**RESOLUTION:**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2896**

**CARRIED**  
**6/0**

**Report**

**1. Introduction**

The purpose of this report is to provide Council with a snapshot of the organisation from a Human Resources perspective for the period 1 October 2012 to 11 January 2013.

**2. Background**

At 11 January 2013, Lockyer Valley Regional Council employed 403 employees or 359 full time equivalent employees including all contract, full time, part time and casual staff officers. The FTE number is down from 375 as shown in the last quarterly report.

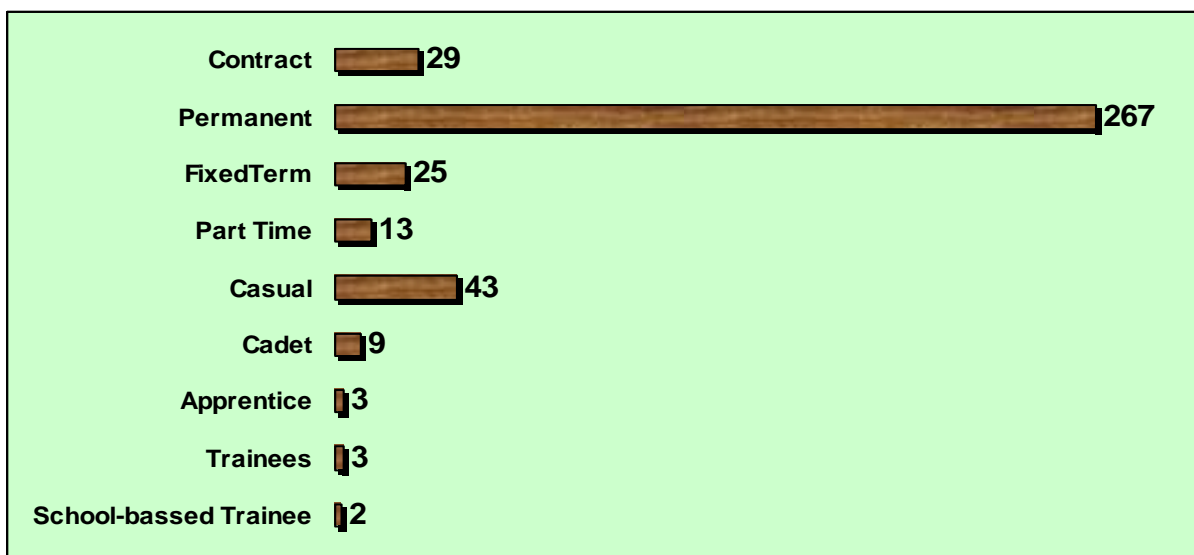
**3. Report**

Breakdown comparisons of Council's workforce for the period 24 October 2012 to 11 January 2013 by various classifications follows.

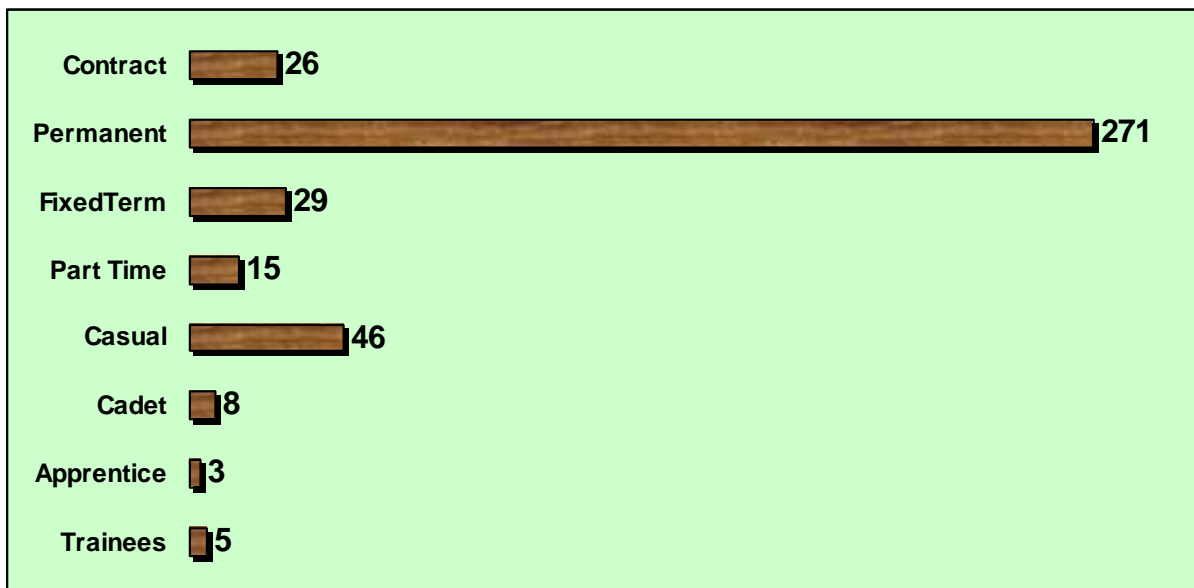
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## Employees by Employment Status

Workforce as at 24 October 2012



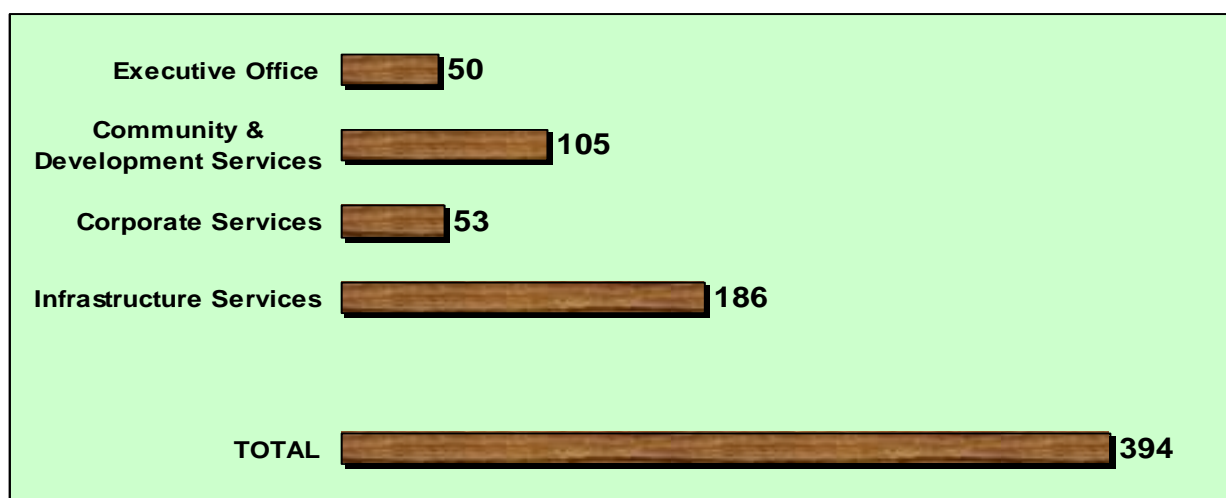
Workforce as at 11 January 2013



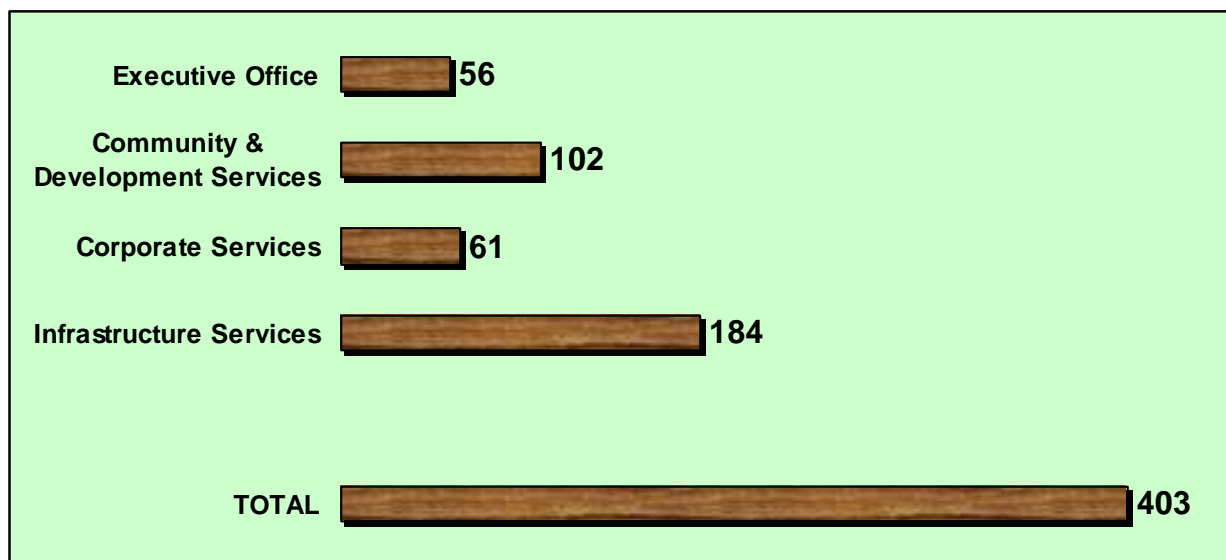
**ORDINARY COUNCIL  
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**Employees by Group**

**Employees by Group as at 24 October 2012**



**Employees by Group as at 11 January 2013**



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**Employees by Age**

Employees by Age as at 24 October 2012



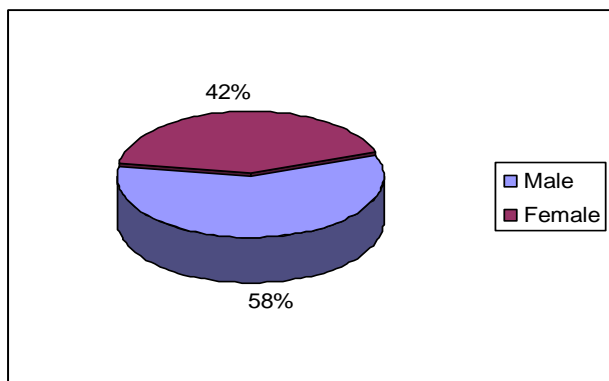
Employees by Age as at 11 January 2013



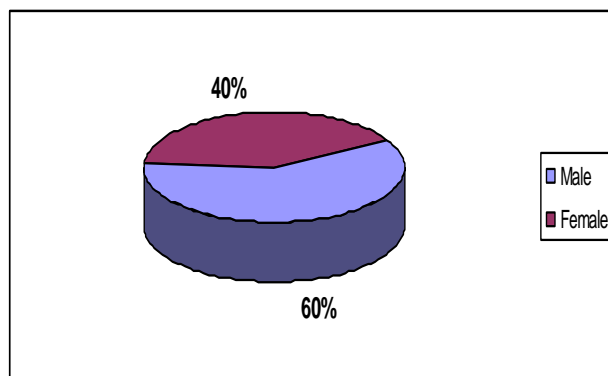
# ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

## Employees by Gender

Employees by Gender as at 24 October 2012

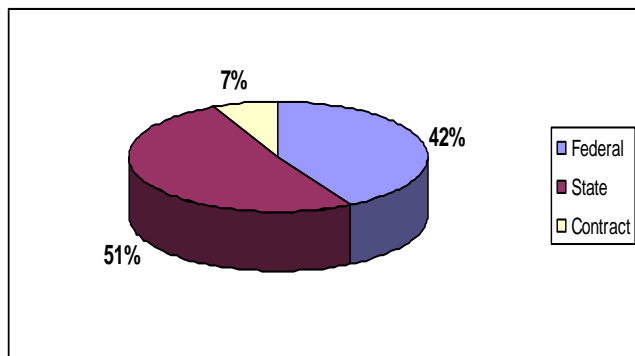


Employees by Gender as at 11 January 2013

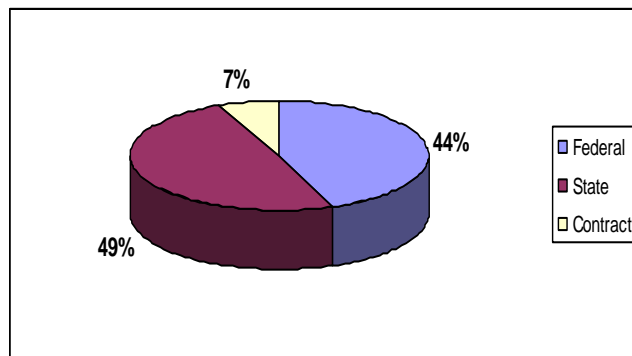


## Employees by Industrial Award

Employees by Industrial Award  
as at 24 October 2012

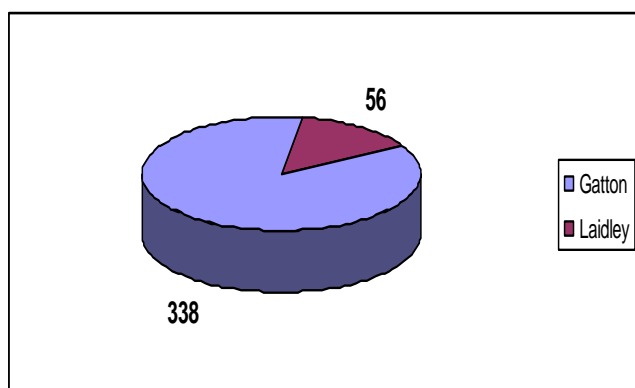


Employees by Industrial Award  
as at 11 January 2013

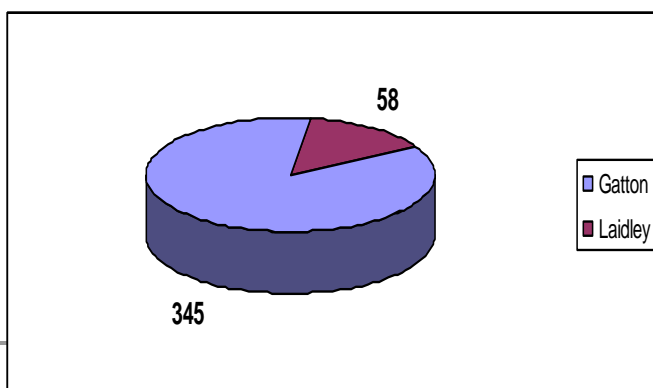


## Employees by Location

Employees by Location as at 24 October 2012



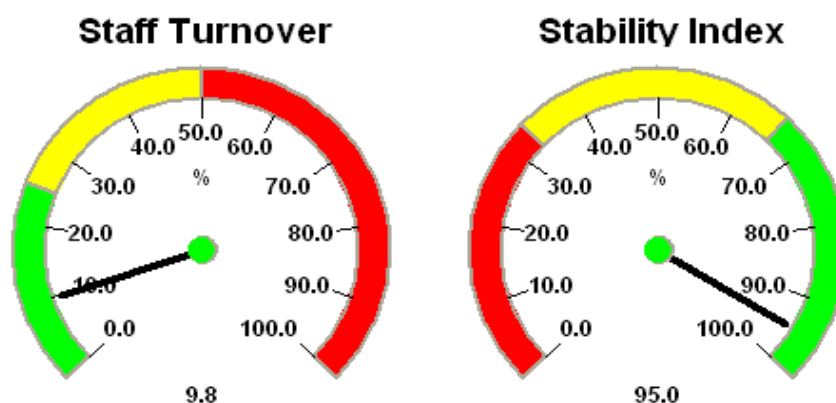
Employees by Location as at 11 January 2013



# ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

## Organisation Health

Organisation Health Snapshot as at 24 October 2012



Organisation Health Snapshot as at 11 January 2013

In relation to Council's organisational employment health, the two main indicators (shown below) remain strongly favourable. The lowered staff turnover rate is mainly attributable to no "Green Army" departures and commencements.



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## **Training**

Council remains committed to the ongoing development of its workforce with a total of thirty-five staff enrolled in various courses from the period of 1 October 2012 to 11 January 2013.

Training Needs Analysis/ Current Copies of employee's certifications and qualifications is currently being undertaken throughout the organisation.

### **4. Policy and Legal Implications**

There are no policy or legal implications associated with this report.

### **5. Financial and Resource Implications**

There are no additional financial or resource implications associated with this report.

### **6. Delegations/Authorisations**

There are no delegation or authorisation issues associated with this report.

### **7. Communication**

No communication is required in relation to this report.

### **8. Conclusion**

The key employee demographics outlined in this report will be incorporated into Council's Workforce Management Plan which is currently under development.





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12.5

**December Customer Statistics Report**

**Date:** 24 January 2013  
**Author:** Cherie Irving, Manager Customer Service  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/17/14.1 & 1.1/29/21

**Summary:**

The following report has the December 2012 Statistics from the Customer Service Centre. The report consists of a breakdown of data for Service Requests, telephone calls and a QGAP transaction analysis to provide Council with a snapshot of Council's interaction with our customers during the period.

**Officer's Recommendation:**

**This document is for Council's information only.**

**RESOLUTION:**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2897**

**CARRIED**  
**6/0**

**Report**

**1. Introduction**

The purpose of the report is to ensure Council has the required statistics each month regarding customer interactions with LVRC Council. The report provides information gathered from various systems throughout the organization to provide a comprehensive view of the type of transactions we engage in with our customers.

**2. Background**

There was a limited way to gather statistics to date due to the limitations of various systems within Council. The opening of the contact centre in Gatton (May 2012) provided us with basic statistics for telephone services. On the 15<sup>th</sup> November 2012, new telephone software was installed and has since provided us with greater access to a range of statistics. Hence our reporting is becoming more refined and accurate and subsequently provides us with a more defined picture of inbound telephone calls.

The Customer Service Request system commenced in late March 2012 and provides us with a record of activity and interaction with both internal and external customers. Our recording of interaction has been further enhanced since November 2012 when tasking for all

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correspondence and email was moved from Data Works to the Customer Service Request system. Additionally, processing of all inbound electronic correspondence via mailbox@lvrc.qld.gov.au was transferred to Customer Services on 4<sup>th</sup> December 2012. This enables the Customer Service team to answer emails using the same processes and procedures used in answering telephone calls and, when necessary, task emails onto the appropriate Council team.

### **3. Report**

Following are the Customer Service reports for December 2012. Overall the month was quieter than usual; however with additional training in new systems previously planned, time was well utilized by the Customer Service team.

#### **Service Requests**

Each month, each business unit can draw down their reports for the month that includes information such as: the breakdown and numbers for each type of contact for their unit, what requests have been completed and what requests are outstanding for their potential investigation. Following the report the following details are provided:

- Service Requests received for December 2012
- Rates Service request comparison October, November, December 2012
- Service Requests taken by department
- Service Requests comparison by department October, November, December 2012
- Councillor Service Requests for December 2012
- Outstanding Councillor Service Requests as at 31<sup>st</sup> December 2012
- Outstanding Department Service Requests as at 31<sup>st</sup> December 2012
- Tasking report for December

#### **Telephones**

2,727 calls were received into the exchange in December 2012. As a result of extra lines being added in November, there were no unsuccessful calls to the exchange.

The new enterprise telephone software has provided data that highlights customer demand times and further review is required over the next few months to ensure that phone patterns will be reasonably settled. The review will include the following:

- Peak times for traffic
- Numbers of abandoned calls
- Service levels over the three months
- The number of agents required to give an optimum service

Further the new enterprise telephone software has been in operation for a full month and the various statistical reports gained are enabling more accurate staffing decisions to be made for critical periods as well as providing us data in regards to work flows during each period. Following the report the following details regarding telephones are provided:

- Total calls received Jan-December 2012
- Statistics for phone calls within business hours and numbers of abandoned calls
- Top calling exchanges by volume
- After Hour Calls for December 2012



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### **Receipting**

4,322 receipts were processed through the system in December. This includes all transactions for council for the month. Ninety percent of receipts processed for December were paid either by BPay, Direct Debit or via Australia Post or Internet banking. While this includes a variety of transactions including Council transactions (e.g. recall from investment), it demonstrates that large numbers of people are now preferring to conduct Council business by means other than direct contact.

### **Visitors**

There were 16 tags issued for visitors in the Laidley office and 177 in Gatton.

### **QGAP**

QGAP activities continue to be under close scrutiny. In December, approximately 85% of all transaction for QGAP were for the provision of services for transport and car insurance. Following the report details regarding the following are provided:

- Performance Report for December 2012
- QGAP transaction count for 2010 - 2012

#### **4. Policy and Legal Implications**

There are no Policy or Legal implications associated with this report.

#### **5. Financial and Resource Implications**

There are no Financial and Resource implications associated with this report.

#### **6. Delegations/Authorizations**

There are no Delegations/ Authorizations associated with this report.

#### **7. Communication**

There are no Communication implications associated with this report.

#### **8. Conclusion**

December was a busy month and included the installation of new software, ongoing review of processes and training.

The new telephone software is providing us information previously not available and will enable us to be proactive in responding to phone calls and provide appropriate staffing levels to service our customers. Concurrently the Customer Services team, as a result of negotiations with other business units, is accepting new first point of contact service to further facilitate excellence in the provision of our services.

## CUSTOMER SERVICE DECEMBER 2012 STATISTICS

The following report breaks down the statistics for the Customer Service area into:

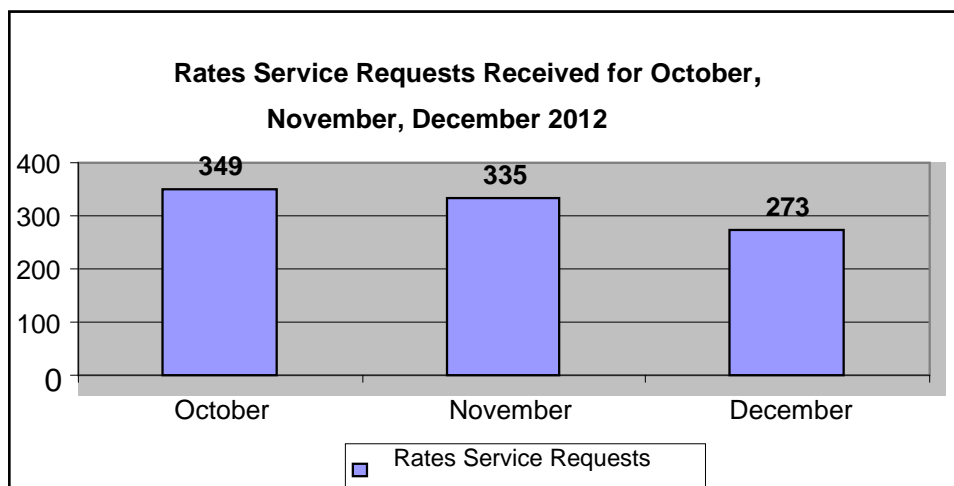
- **Service Requests (Delta)**
- **Telephones**
- **QGAP**

### Service Requests

Total Amount of Requests Received for December 2012	<b>2,146</b>
Total Amount of Quick Completes created in December 2012	<b>581</b>
Total for month December 2012	<b>2,727</b>

Service requests in December decreased during anecdotally due to Councils Christmas closure.

The following graph gives you the numbers of contacts regarding rates for the last three months through the Service Requests System.

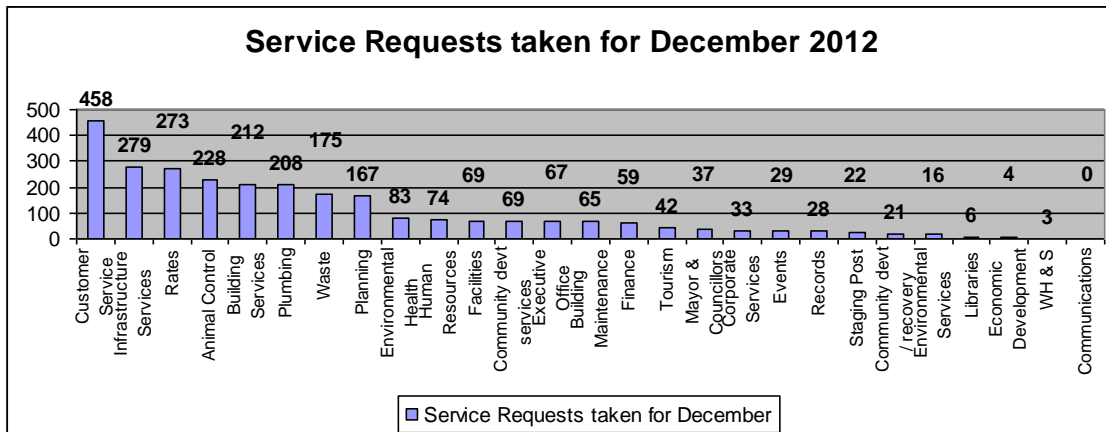




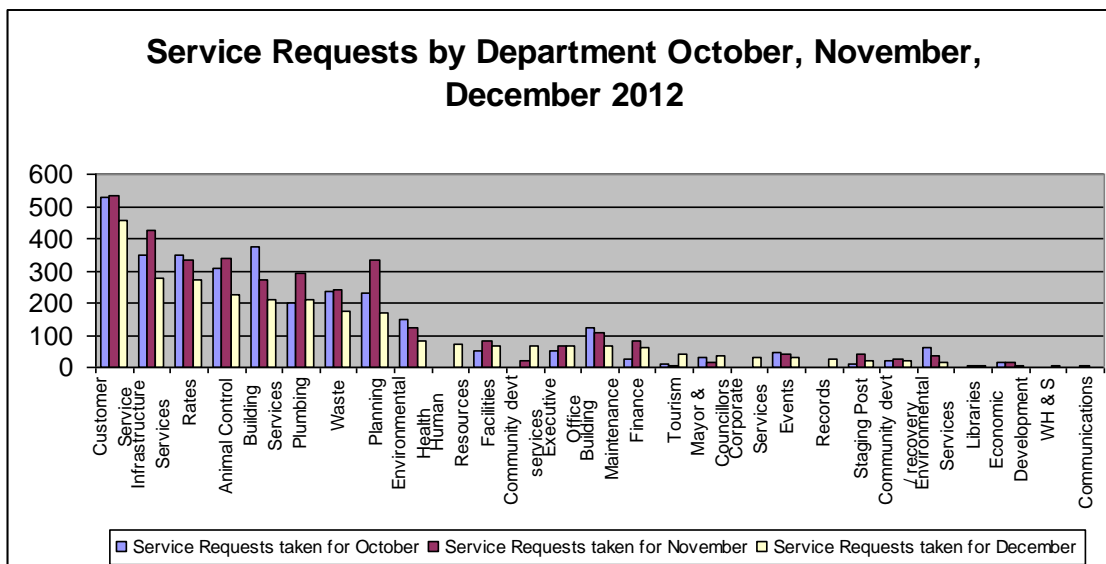
## ORDINARY COUNCIL MEETING MINUTES 13 FEBRUARY 2013

### Service Request by Department

The following table shows the number of service requests received by each department during December 2012. Records, Corporate Services and WH&S have also been added to the list of business units / departments which are included in this graph.



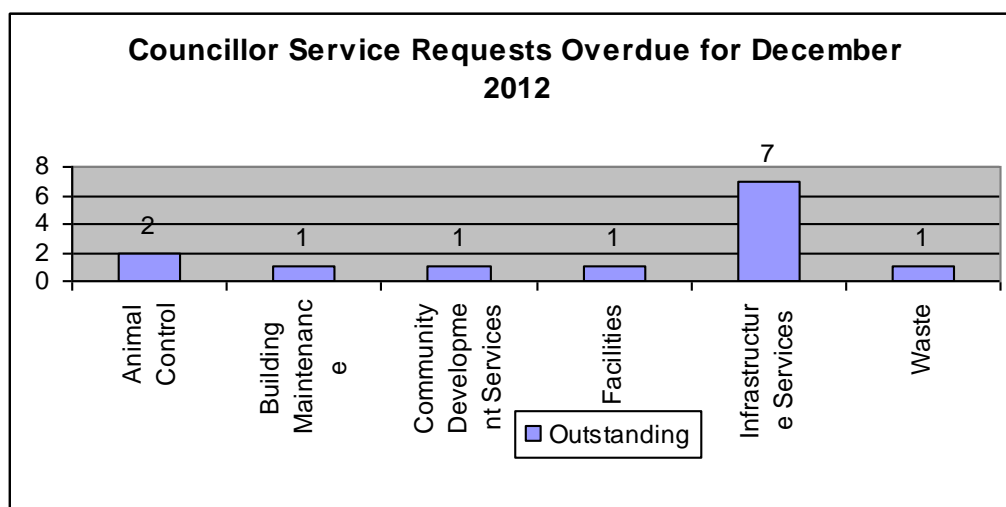
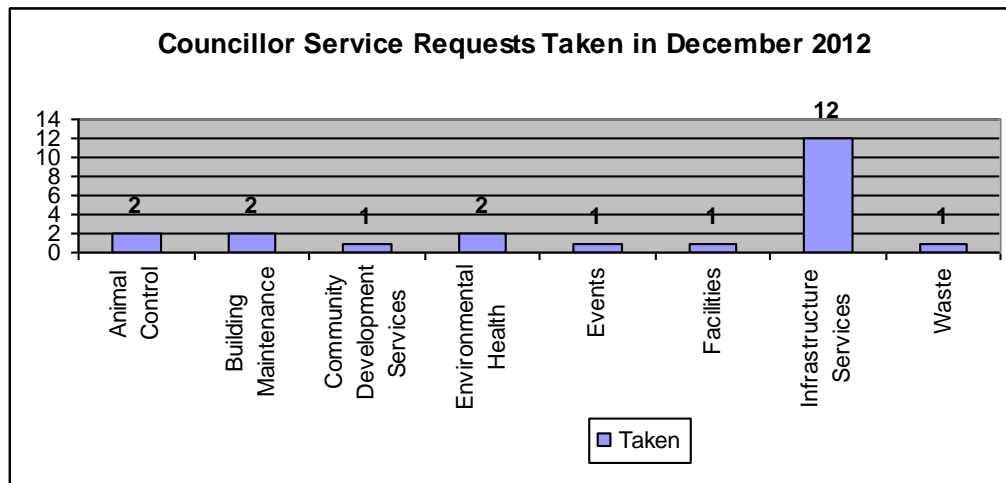
The following graph shows the comparison of Service requests taken in October, November and December 2012



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### Councillor requests

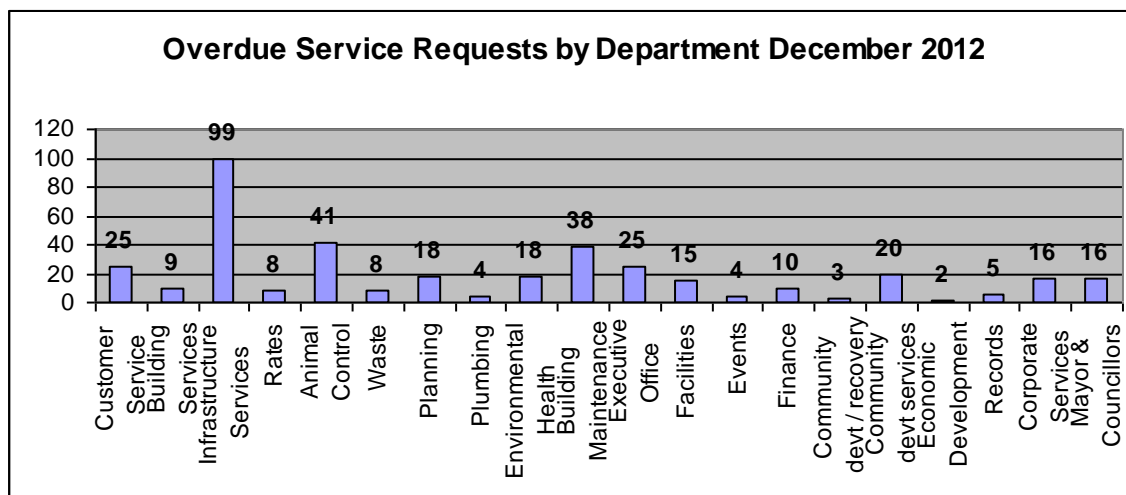
There were 22 councillor requests taken in December 2012. Thirteen requests remain outstanding for December.



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## Outstanding Service requests

The following graph shows service requests outstanding as at December 2012. Please note that this is only a 'snapshot' effective on the date the data was captured. Request numbers, including outstanding continually change as requests are opened and completed. All departments will be sent overdue lists for 2012 to provide the opportunity for their review.



## Tasking

Tasking is presently in the service requests system to follow the workflow set up for One Council. All correspondence, emails and faxes are tasked to staff members via the service request system. There were 739 tasks in December raised within the service requests system. There remain 96 tasks still open. The table below indicates how many documents were tasked to each department.

Department Document Tasked To	Tasks Closed in December	Tasks Still Open from December 2012	Total Number of Tasks Raised in December 2012
Customer Services	6	0	6
Animal Control	3	2	5
Building Maintenance	2	1	3
Building Services	116	1	117
Communications	0	0	0
Community Development Services	35	16	51
Community Development / Recovery	4	0	4



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Department Document Tasked To	Tasks Closed in December	Tasks Still Open from December 2012	Total Number of Tasks Raised in December 2012
Corporate Services	15	14	29
Economic Development	0	0	0
Environmental Health	9	0	9
Environmental Services	0	0	0
Events	1	0	1
Executive Office	40	14	54
Facilities	8	2	10
Finance	2	0	2
Human Resources	23	0	23
Infrastructure Services	48	20	68
Mayor and Councillors	17	15	32
Planning Services	55	5	60
Plumbing	67	2	69
Rates	143	4	142
Records	0	0	0
Staging Post	0	0	0
Tourism / VIC	36	0	36
Waste	18	0	18
Total	648	96	739

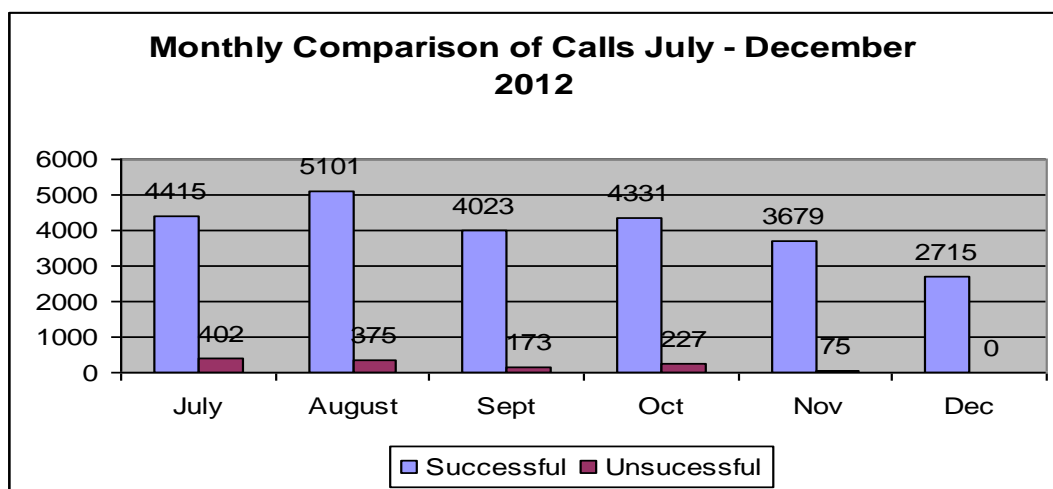


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### Telephones

#### Total Calls

The following graph shows the total telephone calls for the last six months to December 2012. Anecdotally inbound calls are down due to public awareness of Councils Christmas closure. In November 2012 additional telephone lines were introduced to relieve call congestion indicated by previous reports of unsuccessful calls. In December, there were no unsuccessful calls recorded.



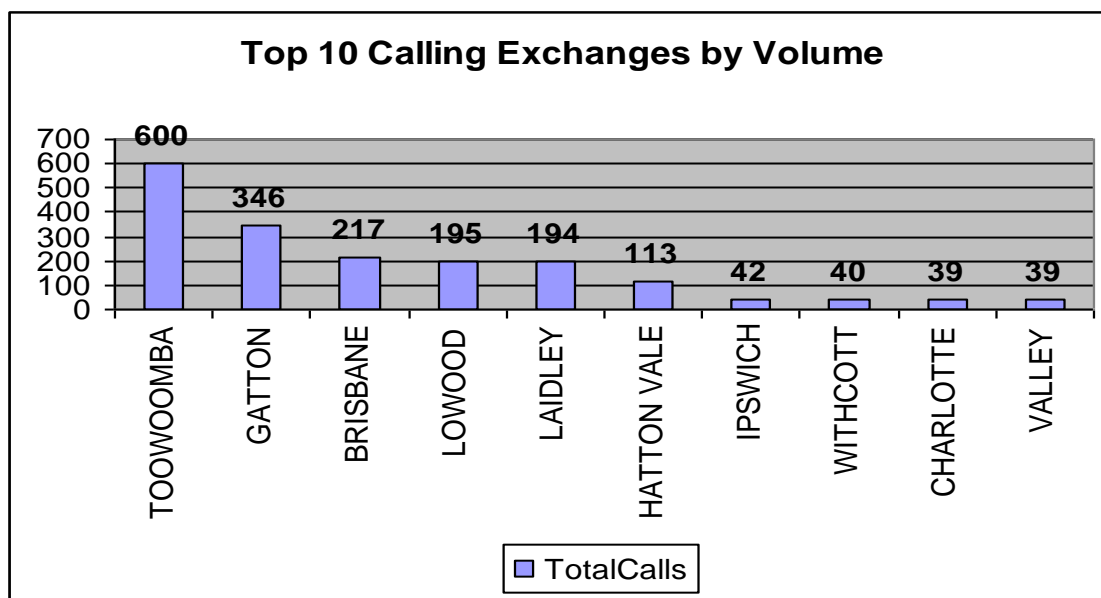
Following the installation of our new software within the Call Centre, the following data has now become available.

1. Each day of reporting is broken into 15 minute time slots. Our service level is extremely good (average of 87.3%) but we are still experiencing periods when queued contacts far outweigh the number of agents logged in (maximum queued contacts).
2. As Customer Service team members answer more phone calls and are able to appropriately deal with each caller at first point of contact ie without the need to transfer the call the time each officer is on the telephone is longer. The last 3 columns provide an average contact time speaking to the customer, followed by the average post processing time (which can include either sending further details onto the customer or raising a Service Request for other business units). The last column is the average contact time per call, with the post processing time added to the length of call to provide a 'true account' of each interaction.
3. Our abandoned calls were still high (336 for December) however with a service level of 87.3% this number is still within normal boundaries. The average time for customers to abandon calls is 01.12 minutes and the average calls wait time to be answered is 1.10 minutes.
4. Our ideal for service levels is 90% or above. Averaging 87.3% at this stage of our development is very good and will increase as our knowledge base is developed.

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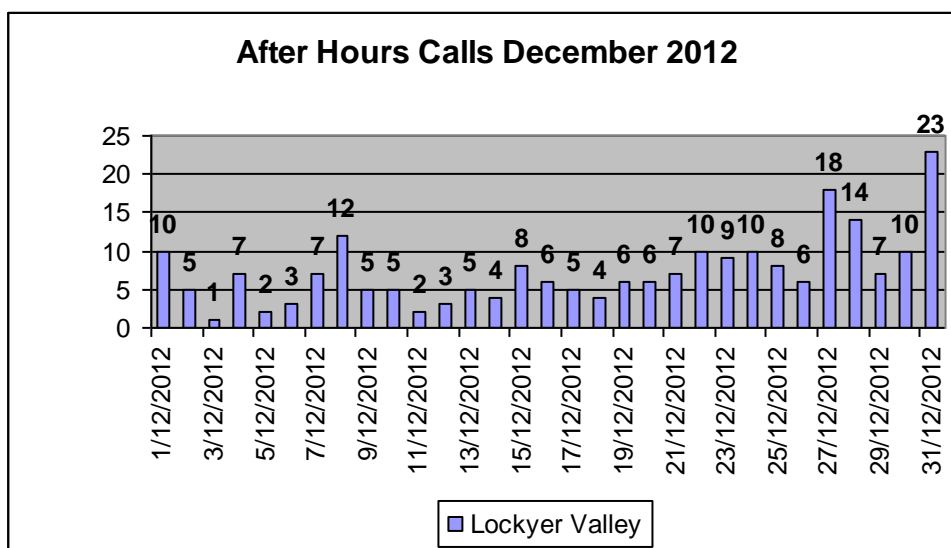
### Breakdown by State and Exchanges

The following 2 graphs give a breakdown by exchange and state where most of our calls are coming from.



### After Hours Calls

The following report shows the December After Hours Calls provided by Brisbane City Council. There were a total of 228 calls for December 2012. This number is up approximately 130% on previous months due to the Christmas Closure. The high volume of calls on the 27<sup>th</sup> December 2012 was predominantly due to animal control matter and customers requesting information regarding waste or security alarm calls. On the 31<sup>st</sup> December the majority of calls were for animal control.





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### Receipting

The following table shows the number of receipts taken by Council for December 2012. 4,322 receipts were processed through the system and includes all transactions for Council for the month (e.g. recall from investment). Over 90% of receipts processed in December were paid either by BPay, Direct Debit, via Australia Post or internet banking.

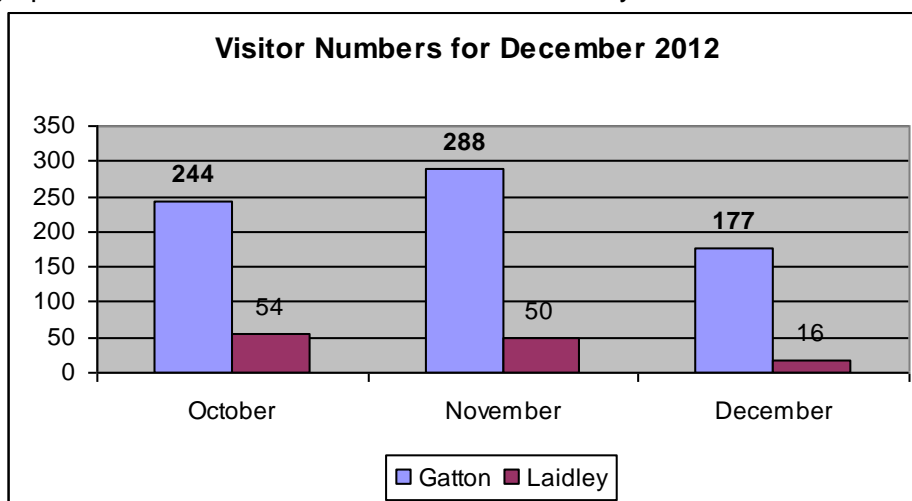
	October 2012	November 2012	December 2012
Receipting	5,758	5,540	4,322

The following breakdown indicates how this money was received:

Cash	Cheque	EFTPOS	Credit Card	Direct debits / BPAY / Australia Post	Total
109	167	55	91	3,900	4,322
\$21,807.05	\$400,679.7	\$10,652.53	\$42,522.61	\$24,444,764.18	\$24,923,310.07

### Visitors

The following graph indicates the number of visitors received by each office.



### QGAP

The following report from QGAP indicates the volumes of traffic through QGAP for December 2012. Once again the Department of Transport took up the majority of transactions, (including NRMA and Suncorp insurances associated with registration) and amounted to 85% of all QGAP transactions for

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December. Overall transaction numbers were down anecdotally due to Council Closure but were also reduced considerably based upon past years December performances.

## Grand totals for the period from 01 December to 31 December 2012

Total collection value for all transactions	\$67,548.25
Total Service Fee for all transactions including monthly grant of <u>\$1,916.67</u> received from Smartservice Qld	\$4756.56
Total time taken for all transactions	87.8667
Total number of transactions	654
Total average time for all transactions	8.06

DESCRIPTION	FUNDS COLLECTED	SERVICE FEE	TIME (MINS)	TRANS-ACTION
Births, Deaths & Marriages	\$351.00	\$85.35	143	24
Centrelink		\$20.00	30	5
Electoral Commission		\$6.67	10	2
Fair Trading	\$198.40	\$6.67	10	2
Medicare		\$14.67	22	4
Housing & Homelessness		\$97.84	167	18
Dept of Justice		\$14.67	22	4
Lead Agent		\$626.68	940	30
Liquor Licencing		\$4.00	6	1
NRMA	\$558.00	\$31.89	30	5
Public Trustee		\$4.00	6	1
SPER	\$276.90	\$21.34	32	6
Suncorp	\$1329.40	\$41.27	92	15
Transport & Main Roads	\$64,834.55	\$1864.84	3,762	537



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The following are transaction counts for QGAP for the last 3 years.

MONTH	2010/2011	2011/2012	2012/2013
JUL	1,328	1,207	1,117
AUG	1,302	1,414	1,017
SEP	1,110	1,323	996
OCT	1,132	1,214	1,104
NOV	1,143	1,149	1,068
DEC	824	913	654
JAN	847	1,098	
FEB	880	1,252	
MAR	1,339	1,529	
APR	1,259	1,353	
MAY	1,638	1,132	
JUN	1,118	1,075	
<b>TOTALS</b>	<b>13,920</b>	<b>14,659</b>	<b>5,956</b>

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**12.6 Information Communication Technology Quarterly Report**

**Date:** 24 January 2013  
**Author:** Les Schneider, Manager Information Services  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/17/14 & 1.1/33/28

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**Summary:**

The purpose of this report is to provide Council with a brief overview of the current Information Communication Technology (ICT) capital program, including any associated challenges and risks. The scope of these activities is very broad from directly affecting or impacting upon the majority of Council staff (on a variety of levels) through to redressing inadequate storage of Council's data including our significant disaster resilience and recovery capabilities.

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**Officer's Recommendation:**

**This document is for Council's information only.**

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**RESOLUTION:**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2898**

**CARRIED**  
**6/0**

**Report**

**1. Introduction**

The purpose of this report is to provide Council with a brief overview of the current Information Communication Technology (ICT) capital program, including any associated challenges and risks.

**2. Background**

There are two broad categories of projects currently being executed by Information Services:

- Corporate Applications – this program of activities relates specifically to the replacement of Council's current suite of aged and ill-fitting business systems
- Foundational projects – this program of activities refers to all of the other underlying projects needed to support the introduction of the new corporate applications whilst also addressing the systemic underinvestment in information technology over the last decade

### 3. Report

The Information Services team is currently working on delivering a large number of complex and interrelated projects including: (but not limited to)

- Initial implementation of 'One Council' business system
- Upgrade and re-implementation of the ECM business system
- Implementation of new software deployment and monitoring tools
- Implementation of new Service Desk Software
- Implementation of increased Internet Bandwidth
- Reconfiguration of Council's three main data centres
- Delivery of the new Digital Hub training facility
- Replacement of Council's aged core and group network switching fabric
- Implementation of RADIUS services to provide basic physical security for Council's network
- Replacement of Council's core physical virtualisation, backup and DR infrastructure
- Upgrade of Council's core virtualisation software platform
- Implementation of End Point Security to provide basic management and security of critical Council data
- Review and development of an ICT strategy to support Council's 'good to great' initiatives
- Implement new consolidated GIS software platforms to reduce current complexity and provide a platform for integration into the new corporate software
- Initial scoping and planning for the deployment of Windows 7 and Office 2010

The scope of these activities is very broad and directly affects or impacts the majority of Council staff.

The key challenges for Information Services in delivering this program of projects revolve around the developing organisational maturity and resourcing. The currently level of organisational maturity translates into a lack of support and cooperation from across the business in the pursuit of these project activities. Resource issues specifically relate to the very limited project resources made available to execute this complex and critical program of works.

It should also be noted that the business's expectation and demand for 'business as usual' support has not diminished but rather increased correspondingly with the increase in staff numbers. The level of support required in some areas of business has not improved as the general level of computer literacy across Council remains low. This translates into a higher dependency upon Information Services to provide low level support to users that consumes a great deal of ICT resources. For example approximately 400 support requests per month and approximately 1,200 plus Service Desk interactions per month are addressed.



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Of significant risk to Council is the existing corporate culture that does not acknowledge or readily accept responsibility for 'line of business' processes or shared operational support of corporate applications. For Council to successfully deliver, utilise and maintain these new and complex corporate applications, including the supporting foundational projects, more stewardship and support from the business must be forthcoming.

Projects successfully completed and delivered this quarter include:

- Successful implementation of new DMZ and reconfiguration of Council's corporate network to harden it against external threats which Council has been the victim of previously
- Successful upgrade and reimplementation of the PD Online application providing a key tool and customer service delivery platform for the Planning team
- Successful implementation of a new Mobile Device Management platform to effectively secure, manage, and support Council's fleet of 80 mobile tablet and smartphone devices
- Successful implementation of eBusiness Papers System providing the Council executive leadership team with a suitable platform for the secure and reliable delivery of electronic agendas, whilst also delivering Council significant cost savings in printing
- Successful implementation of Call Centre Software providing Council with a proactive capability to effectively manage all incoming communications from the community whilst capturing comprehensive metrics to assist in better decision making

Whilst many of the projects in progress are critical to Council's ongoing operations, perhaps the singular most important from a risk management perspective is the reconfiguration of Council's existing data centres. These data centres are where Council's core information technology infrastructure is physically located and secured. All of Council's systems are hosted in these data centres and this is also where Council's critical core data is stored. These data centres in combination also deliver Council with significant disaster resilience and recovery capabilities.

Council's current data centres are inadequate and fail to meet basic industry standards for data centre configuration. In particular, physical security, environmental monitoring, fire detection and suppression, and the segregation of power and data services are key deficiencies. As a result, this exposes Council to significant risks of extended service interruptions and a very high potential for significant data loss or corruption.

**4. Policy and Legal Implications**

New or changed policies required and/or possible Legal Implications.

**5. Financial and Resource Implications**

Budget and /Service level impact and proposed alternatives/options.

**6. Delegations/Authorisations**



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New or altered requirements (to position not person) and generally to CEO. Wherever possible a delegation to be maintained (to avoid continuously reporting matter).

**7. Communication**

Includes strategy on how best to “market” the concept as well as notification of community engagement, consultations, press releases, etc.

**8. Conclusion**

The purpose of this report is to provide Council with a brief overview of the current Information Communication Technology (ICT) capital program, including any associated challenges and risks. The scope of these activities is very broad from directly affecting or impacting upon the majority of Council staff (on a variety of levels) through to redressing inadequate storage of Council's data including our significant disaster resilience and recovery capabilities.





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**12.7 Group Manager Community & Development Services Monthly Report**

**Date:** 23 January 2013  
**Author:** Leo Jensen, Group Manager Community & Development Services  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 1.1/17/14

**Summary:**

This report provides Council with a broad update on activities within the Community and Development Services Group for the month of January 2012 up until the Australia Day weekend flood event. At the time of developing this report, the priorities and impacts on many of the Group's programs resulting from this flood event are still to be assessed as significant resources within the Group will be required to be redeployed to assist in the rebuilding and community resilience operation.

**Officer's Recommendation:**

**This document is for Council's information only.**

**RESOLUTION:**

**This document is for Council's information only.**

**Moved By: Cr McDonald                      Seconded By: Cr Holstein**  
**Resolution Number: 2899**

**CARRIED**

**6/0**

**Report**

January saw everyone return to work refreshed and focused on tidying up a number of the group's programs associated with the 2011 flood event by June 30. Significant resources from the CDS Group were redeployed to assist with the initial disaster response to the 2013 Australia Day Weekend floods. This event will have impacts on the delivery of a number of CDS programs and will be subject to future reporting.

Highlights of the Groups (by Unit) January pre-flood activities were:

**Community Development and Cultural Services**

**Child Care**

- January is a month of change in the centres stemming from children moving on to school, new clients and children advancing into new class groupings. All new enrolments have been confirmed and newsletters sent out to new parents, new age specific class groups established and activity planning undertaken. The children and staff are now settling into their groups and looking forward to an exciting year.

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- Advice is to hand that the State Government will be funding a grant to purchase computer equipment for the Kindergarten group.

Library - Art Gallery

- School holidays are a major focus during January and a number of activities have been provided on a rotational basis between the two libraries.
  - the Summer Read-Up Club
  - screening of the family movie, "Shrek - Forever After"
  - a range of activities themed around "Untangled Tales" which included
    - making of keyrings and lanterns,
    - learning skills in using iPads,
    - participating in a Mad Hatter Tea Party
    - decorating patty cakes

This program of activities was well attended and provided parents with another avenue to entertain their children during the holidays.

- The Living Books program which is run in conjunction with the Multicultural /Resilience program continues to be well received with 2 sessions being held in January.
- A meeting was held with the Lockyer Valley Cultural Centre Café, VIC, Transport Museum and Library/Gallery to discuss options to coordinate publicity and promotion of events in the Centre.
- A new Art exhibition comprising of over eighty works of art by three local ladies was put on display. This exhibition has been the culmination of over 2 years of work by these 3 artists. An opening night was held with over 75 guests attending the exhibition's launch. The exhibition will remain in place until Sunday 24th February.

Community Development – Community and Youth

- Officers attended a meeting of the Multicultural Development Association Toowoomba where discussions took place in relation to:
  - the settlement of people currently supported by MDA Toowoomba under CAS (Community Assistance Scheme), ASAS (Asylum Seeker Assistance Scheme) and HSS (Humanitarian Settlement Services) programs. People under these programs live in the community while they await Visa approval and have limitations imposed on them regarding employment, and on accessing support to learn English. It has been identified that the availability of social and community support services which is critical for this group, is very limited in the Lockyer Valley.
  - Problems being experienced in the community from some farm contractors.
- Contact has been made with officers from National Training & Development (NTD) to discuss the problems new arrivals have in employment. As a result NTD has had a case worker in the district talking with groups and individuals to gauge the number of new arrivals interested in training opportunities. If sufficient interest can be found NTD propose to open a college in Ipswich with a bus travelling between Gatton and the College at no cost to participants.
- Mentoring support was provided to the Darfur Community Association to assist them meet their legal obligations as an incorporated body. The new committee was provided guidance in lodgement of their annual and financial return, meeting processes, changing office bearers and access by the new officers to the association's bank accounts.
- Discussions were held with the Head of Curriculum ( English) Lockyer District State High School to outline Council's program and identify opportunities of mutual benefit
- The employee induction package to increase staffs multicultural awareness was finalized and will now be delivered to all new LVRC employees.
- Planning commenced for the Multicultural Festival (23 March)
  - A Communications strategy for the event has been developed with Corporate Communications



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- o Graphic design of posters and advertising completed.
  - o Bookings for various participants
- the demographic analysis of the 2011 census data of the LVRC area for the development of the Social Plan has been completed. A presentation of this data and of the processes used in the development of the Social Plan will be scheduled for a future Council Workshop.
- the Youth Council made substantial progress in planning for the “Big Day In” which is scheduled for Friday 5 April (school holidays) and the start of National Youth Week
- the Youth Council finalised their arrangements for the launch of their Anti-Bullying Campaign which is to occur on 23 February with a Dive-In Movie night at the Gatton Swimming Pool. Community organisations that provide services for young people have been invited to attend the launch. The Youth Council were successful in gaining a \$1500 grant from the Department of Communities to undertake the awareness raising program.
- A skateboarding workshop was held at the Gatton Skatepark on Saturday 19 January. The workshop was well supported by aspiring local skateboard devotees. Positive support has been received from both parents and young people about the workshop.

### Community Development – Human and Social

- Human & Social Advisory Committee (H&SAC) meeting held on Thursday 24 January was well attended and focused on implementing the outcomes of the *Learning's and Legacies Workshop* (November 2012). The H&SAC agreed to phase down meetings to bi-monthly with an expected close down at 30 June 2013. Recommendations from the H&SAC include:
  - that Council maintains relevant H&S networks and strategic input via the Toowoomba District H&S;
  - that the learning's from our experience be provided to the Toowoomba District H&S as recommendations following formal endorsement by Council.
- Community Reference Group meeting held on Tuesday 15 January was attended by 10 community members and successfully reviewed and updated the existing Strategic Action Plan. Following consultation with the CEO and Deputy Mayor, two new Strategic Goals have been added to the action plan (*Sustainable Food Bowl* and *Public Space Beautification and Activation*). There was strong buy-in from the Group for ongoing involvement and action. This appears to be a great start to 2013 for this Group.
- Meeting Notes and the updated Strategic Action Plan from the Tuesday 15 January meeting are expected to be finalised and sent to members by Wednesday 30 January, and uploaded to Council's website.
- Planning has been undertaken to develop an calendar for “Movies Under the Stars” to schedule dates and venues up until June 2013. This popular community project has considerable potential to run long-term but this will be subject to future CD Team resourcing.
- Draft copies of the ‘Emergency Action Warning Cards for the *‘Arabic Sudan South’ and other Multicultural communities which is funded as part of the Resilience project*, are attached for Councillor information. These cards are being developed in partnership with a number of other Qld Councils and it is planned for them to be presented to EMQ and AEMI (Australian Emergency Management Institute) for revision and potential national adoption
- Despite construction work not being finalised, the *Strengthening Grantham Information Centre* is now open Tuesdays and Thursdays weekly. Work is yet to be completed on the veranda and disability access.
- A working group has been established to investigate the most cost-effective ways for Council to work with the \$900,000 Premier's Disaster Fund to maximise the number of blocks swapped. Recommendations will be forwarded as soon as possible.
- The CD Team provided assistance to Rotary in arranging the opening of the Murphy's Creek Community Centre. The date set by Rotary for the official opening is Saturday 9 February.

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Assistance to the centre's steering committee included ongoing liaison with the builder, consultation with the community on Plaque designs and building badging.

- Murphy Creek Animal Memorial was officially unveiled on Saturday 12 January. Council was officially represented by the Deputy Mayor with attendance from Councillors' Holstein and McLean, and members of the CD Team. This community-led project was supported by the CD Team and with CDEI funding. Community feed back on this project has been very positive.
- Community consultation commenced on the design for the Memorial Gardens which includes provision to feature the sandstone sculpture *Spatial Horizons*. Once an artist's impression of the draft design is completed, final sign off on the Memorial Gardens design, location and scope of works will be sought. Funds for this project are budgeted through the CDEI project.
- A project team has been established to progress the Public Space Beautification and Activation Project forward. The project team is aware of requirements to get something visible in the wider community as soon as possible, having due regard to legal and safety requirements. The project team will develop a plan that utilises best practice in urban design, low-cost maintenance, community development and is consistent with the CDEI funding.
- Work continued on Rotary's Grantham Butter Factory project. Rotary hopes to have the project completed by April 2013 however advice is to hand that their funds are nearing exhaustion and it is unlikely they will be able to complete the external works and landscaping. It is anticipated that LVRC will need to provide some assistance to finish this project. In-kind support from Infrastructure Services has already been committed to complete the external works and landscaping. Work has also commenced on post hand over management options for the facility in conjunction with Community Facilities.
- Work commenced on the development of "10,000 Steps Signage and Walking Maps". This project is being developed under the Active Healthy Lockyer suite of programs to promote designated walking tracks in various towns through the Region to encourage a more informed and active community. Where possible this project which is funded by CDEI funding, will be integrated with other projects including *Public Space Beautification and Activation project*". A further briefing will be to be provided to Councillors on this project.

### **Planning and Environment**

- An application was received for the Reconfiguring a Lot for 40 residential allotments and a Material Change of Use for the creation and development of small-lot dwellings on 24 of the 40 lots.
- Negotiations are under way regarding the following planning matters
  - Nichols Construction - appeal contesting conditions of approval issued with a Decision Notice. Preliminary discussions indicate that these issues will be resolved through Mediation.
  - Wallangarra Pastoral Company Pty Ltd - Notice of Consent to Directions Order on behalf of Council and provided it to the Appellant's solicitors.
  - B Evans - appeal contesting conditions of approval issued with a Decision Notice. Preliminary discussions indicate that these issues will be resolved through Mediation.
  - Hood and Ors - the matter has been adjourned to Thursday, 24 January 2013. The appellant is in direct 'without prejudice' discussions with Council officers
  - Pumfrey- A site inspection was undertaken which revealed that mediation does not appear to have resolved the issue. Court review is to be held on 21 February
  - Annual No 5 (Woodchester Estate) Pty Ltd - contest Council's ability to reissue the Decision Notice with conditions attached. Without prejudice meeting are being scheduled to attempt to resolve this issue
- Advice was provided from the Department of Natural Resources and Mines (DNRM). that the State Government was in the process of preparing a position paper on the regulation of levee



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banks and drainage works on rural properties. Once the paper is released comments will also be sort on a proposal for the regulation and assessment of levee banks to be devolved to local government.

- A number of environment projects were undertaken including;
  - Implementation of the 2012-13 Free Trees program
  - Scoping study for managing roadside vegetation
  - Design work for the Lake Apex Park planting project
  - A site inspection of Council owned land at Helidon Hills. A scoping report will be prepared and presented to Council
  - The Lockyer Reaches Riparian Restoration project
  - LVRC Waste Transfer Station and Balaam Hills offset project
    - signs have been designed and approved
    - quotes called to undertake fencing repairs
    - sign off on the scope of works to develop a revised vegetation management plan
    - quotes called to develop a revised vegetation management plan
    - work instructions issued for the erection of signage and to slash firebreaks.
- Advice has been received that Powerlink GreenWorks expect to sign off the contract associated with the environmental offset for regenerating local bush land reserves at the Kentville Bush land Reserve and Brightview Riparian Reserve before the end of January.

### **Plumbing and Building**

- Two additional premises have been identified for inclusion under the effluent program.
- Further meetings have been held between Council's Manager Plumbing and Building, Lyle Kajewski, Building Codes Queensland and other key stakeholders to discuss implementation issues with the Queensland Plumbing and Wastewater Code. This involvement is encouraged as it provides Council with an excellent opportunity to gain significant industry exposure through professional involvement with this group. This advocacy is attempting to resolve a large number of implementation issues which resulting from the many changes to State laws since the new government and which are creating implementation issues to both Local Government and industry.

### **Waste, Health and Regulatory Services**

- Work has progressed towards the kerbside collection contract change over on July 1. 2013
  - Field auditing of waste services to ensure accuracy of Councils Rating data base was completed on 22 January 2013.
  - Discussion on livery design (collection vehicle artwork and signage) commenced.
  - Plans being drawn up for location of a truck hardstand area at the Gatton landfill (located between Anuha and Recycling Shop) to be used under the contract.
  - Discussions held with Infrastructure Services to explore their capacity to undertake this work.
  - Discussions undertaken to arrange a site visit by Phil Richards of JJR and for a possible meeting with the Mayor.
- Response times to animal control issues are being monitored closely with the resignation of one of the officers. Recruitment processes have commenced to replace this officer.

### **Group Manager Community and Development Services**

- A number of the asbestos impacted lots which are part of the Grantham land swap were remarked with yellow asbestos warning taping prior to the anniversary date by GMCDs and 2 CDS staff. Some enquiries have been received in regard to this signage. The attraction of one



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off funding to assist in the clean up has been flagged as an issue and any opportunity to highlight this issue needs to be taken.

- A meeting was held with the current operator of the Laidley Friday Markets. The meeting discussed the history of the markets and how it came to be for the present day. Due to issues being raised by some local traders, a review of markets across the region, including Laidley will be undertaken. This matter is complex and may require extended assistance to mediate issues between various parties to achieve mutually suitable outcomes for the future.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed in future reports on matters that arise before Council.

**5. Financial and Resource Implications**

Budget impacts will continue to be addressed through existing allocation and re-prioritisation as required. Some items herein may require Council's future deliberation at the next quarterly review process.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report.

**7. Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels.

**8. Conclusion**

That the Community & Development Services report be received and noted.

### **Multicultural Emergency Warning Action Card**

#### **Project Concept**

A research project was conducted in the Lockyer Valley Region with multicultural individuals, groups, organisations, and Multicultural leaders, emergency service personnel and other councils across the state.

One item which was identified was the inability to communicate effectively and quickly in times of emergency and disaster between emergency personnel and individuals from non English groups or individuals with a hearing impairment.

Working in partnership with Murrah Shire Council on a project previously started with multicultural groups and local police has resulted in the project advancing to a level where to be really successful requires support from State Emergency Service providers and State Government.

Consultation with the above mentioned groups has resulted in full support of the current version presented in this document.

The Emergency Warning Action Card would be utilized by all emergency personnel as required. Local Governments would work with targeted groups in their regions through agencies to have the card in there language version available.

#### Front of card

Would stay in English version

#### Back of card

Would be available in the required language and distributed through working with support agencies State and Local Government departments who assist multicultural groups.

We are seeking approval and endorsement of the Emergency Warning Action Card from emergency service providers and State Government. Local Government may be able to produce the cards through current funding available under the NDRRA funding at local level and allow the multicultural groups in respective Local Government Regions to create the cards to communicate with emergency personnel in times of emergency or disaster events

It is planned the card on this document will be fine tuned by a graphic artist for the purpose of printing in volume.

EMERGENCY

Warnings / Action Card

OK



STAY & LISTEN









GET READY





GO NOW




EMERGENCY



SAFER LOCATION

Interpreter 131 450

	English <small>version</small> Emergency Warnings / Action Card
<b>Emergency</b> - Urgent situation	
<b>Warning / Action Card</b> Warning action is required this guide will assist you	
<b>1. OK</b> Everything is Ok continue with daily routine	
<b>2. Stay and Listen</b> Stay where you are and listen for further information from your local council or community leader	
<b>3. Get Ready</b> Start to pack your emergency kit and be prepared to leave continue to listen for further information from your local council or community leader	
<b>4. Go Now</b> Leave immediately and go to your emergency safe location for further assistance	
Interpreter The Australian national phone number for language assistance is 131 450	
	

**Front off Card** in English

<b>EMERGENCY</b>				
<b>Warnings / Action Card</b>				
<b>OK</b>				
<b>STAY &amp; LISTEN</b>				
<b>GET READY</b>				
<b>GO NOW</b>			<div style="background-color: #008000; color: white; padding: 5px; font-weight: bold;">EMERGENCY</div> <div style="background-color: #008000; color: white; padding: 10px;">  </div> <div style="background-color: #008000; color: white; padding: 5px; font-weight: bold;">SAFER LOCATION</div>	
Interpreter 131 450				

DRAFT

**Back of Card** in Language version

	<p>نص (Arabic) الطوارئ - تحذيرات / بطاقة العمل</p>
<p>الطوارئ - وضع ملح</p>	
<p>تحذير مطلوب عمل. وهذا دليل مساعدتك</p>	
<p>1. حسنا كل شيء على ما يرام. تواصل مع الروتين اليومي</p>	
<p>2. البقاء والاستماع البقاء حيث أنت والاستماع لمزيد من المعلومات من المجلس المحلي أو المجتمع الزعيم</p>	
<p>3. استعد حزمة طقم الطوارئ الآن وتكون على استعداد ل الرحيل. مواصلة الاستماع لمزيد من المعلومات من المجلس المحلي الخاص بك أو المجتمع الزعيم</p>	
<p>4. الآن انهب مغادرة البلاد فوراً الذهاب إلى الطوارئ الخاص مكان أكثر أمناً لمزيد من المساعدة</p>	
<p>مترجم الاسترالي رقم الهاتف وطنية لل مساعدة لغوية هو 131 450</p>	
	

DRAFT

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**12.8                                      Acting Group Manager Infrastructure Services Report**

**Date:** 24 January 2013  
**Author:** Anthony Trace, Acting Group Manager Infrastructure Services  
**Responsible Officer:** Anthony Trace, Acting Group Manager Infrastructure Services  
**File No:** 1.1/17/28

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**Summary:**

This report is to update Council on the emerging matters arising since Council last met in regards to the Infrastructure Services Group.

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**Officer's Recommendation:**

**This document is for Council's information only.**

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**RESOLUTION:**

**This document is for Council's information only.**

**Moved By:      Cr McDonald                                      Seconded By:      Cr Holstein**  
**Resolution Number: 2900**

**CARRIED**  
**6/0**

**Report**

**1.      Introduction**

This Report is to provide an update to Council on current matters arising for the Infrastructure Services Group since Council's December 2012 meeting.

**2.      Background**

Previous Infrastructure Services reports to Council, up to and including December 2012.

**3.      Report**

General Infrastructure Services matters:

Christmas Shutdown Period:

Whilst Council was shutdown for the Christmas holiday period, Infrastructure Services on-call services were maintained with no major issues reported.

Lockyer Valley Regional Aquatic and Sports Centre Project:

A report was tabled for approval at Council's meeting held on the 19 December 2012. This report endorsed the project, the actual site being Lot 166 RP105598, the master plan subject to engagement with major stakeholders prior to finalisation, the project budget and timeframe in relation the budget funding and the approval of the project steering committee's recommendation to defer further stages of the project to future budgets.



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Consultations have been undertaken with major stakeholders in relation to the overall scope of the plan and necessary adjustments to the concept plan have been made. The project steering committee met on 22 January 2013 and endorsed the updated concept plan undertaken by Architects, Fulton Trotter. A further report has been tabled at this meeting under a separate cover for approval.

### **Gatton Administration Building Refurbishments:**

Materials have been ordered for the plastering required in the customer services/call centre area, which will allow work to commence during the week commencing 28 January 2013. Work should take approximately a week to complete. Once the plastering work is completed then the electrical, data, air-conditioning, painting, carpet etc will take another 2 weeks to complete. The estimate full completion date is 15 February 2013.

Planning for next phase of refurbishments, being the front reception area and lift installation has commenced and a project plan for this is being developed in consultation with clients.

A Project Brief has been developed to build a custom built server room at the rear of the Office which is being considered by relevant parties involved.

### **Emergency Power Supply Upgrade Project:**

The electrical connection was successfully completed over the weekend of the 19-20 January 2013.

Schedule maintenance will be undertaken by Council's Workshop staff on a monthly basis which will include running the generator under load to ensure it is kept in good working order. This will commence once UPS devices have been installed. This project is being undertaken by Council's ICT department.

The next phase of this project will see 2 generators connected one at the Gatton Depot and the seconded at the Lockyer Valley Cultural Centre. As we prepare for these installations, we will keep you informed as to the impact on service to the organisation this will cause.

### **Helidon Rest Area:**

Practical completion has been met on the construction works at the Helidon Rest Area (also known as James Norman Hedges Park). Further arrangements are being made to upgrade the current electrical connection at the site to meet the rest area requirements. The upgrade of electricity to the rest area will ensure that once the Council bore located in the rest area is restored it will have the electrical capacity to function.

### **Flood Restoration Program:**

Reconstruction works is presently being undertaken on the following roads and other assets:

- Knitters Road, Blanchview.
- Jim's Road, Blenheim
- Pitt Road, Blenheim
- Ropeley Road, Blenheim
- Carpendale Road, Carpendale
- Abbotts Road, Derrymore
- Forest Hill- Blenheim Road, Glen Cairn
- Glen Cairn Road, Glen Cairn
- Goldmine Road, Helidon
- Zischkes Road, Ingoldsby
- East Haldon Road, Junction View (floodway project)
- Milne Street, Laidley
- Sippel Road, Laidley Heights



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- Dallingers Road, Lefthand Branch
- Reibstein Gully Road, Lefthand Branch
- Rossiters Road, Lockyer
- Cross Road, Lower Tenthill (culvert/floodway project)
- Old Ropeley Road, Lower Tenthill
- Petersens Road, Ma Ma Creek
- Lester Road , Morton Vale (including Lester Bridge)
- Dry Gully Road, Mt Whitestone (including culvert)
- Penderests Road, Murphys Creek (including culvert)
- Walkers Road, Rockmount
- Thornton School Road, Thornton
- Upper Flagstone Road, Upper Flagstone
- Grantham Scrub Road, Veradilla
- Winwill Connection Road, Winwill
- Liftin Road, Woodbine (including bridge)

**Queensland Reconstruction Authority (QRA) Discussions:**

Subsequent to a meeting on the 17 December 2012 between Council and QRA the Acting Group Manager, Infrastructure Services met with representatives from QRA on Tuesday 22 January 2012. The key objectives from this meeting for current restoration program are:

- a. To create a common view of the program, both in terms of what has been achieved as well as the forward strategy.
- b. Use the agreed program as a basis to provide regular reporting to inform future decisions.
- c. To ensure delivery of the Lockyer Valley Regional Restoration program within agreed timeframe, while optimizing Council delivery resources.

**Infrastructure Delivery:**

Council's Day Labour program for restoration works has been awarded \$12 million worth of work to date and so far \$6 million of this has been expended. The program schedule is on track and is expending approximately \$1.2million a month. The works program for this and Council capital program is scheduled up to the end of June 2013.

**Infrastructure Forward Planning:**

The Infrastructure Services Group is providing assistance to Strategy and Planning on the Laidley Recreation Reserve Multi-purpose Building and the Helipads projects:

**Laidley Recreation Reserve Multi-purpose Building:**

The scope of works for this project has been discussed and an application made to the Local Government Grants and Subsidies Scheme (LGGSP) to fund the project.

**Helipads for Gatton and Lake Clarendon:**

Parties involved in the project met to discuss the status of the project. The Lake Clarendon site has been prioritised to be completed by May 2013. Design work will continue on the Lake Clarendon site and electrical engineers have been engaged to provide an overview of the electrical requirements. The site will be a day only site initially but future planning is occurring to meet the full site requirements for an all purpose helipad. A site meeting has been scheduled for the week of the 28 January 2013 – 1 February 2013 with the Deputy Chief Pilot from Emergency Management Queensland to provide a pilot prospective of the usability of the site.

**Local Government Grants and Subsidies Program Flood Responses 2012-2013 LVRC Flood Mitigation Projects:**



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- Regency Downs Local Flood and Flood Risk Management Study.
- Forest Hill Levee
- Gatton Creek Capacity Improvements at Withcott
- Laidley Breakout Levee
- Spatial definition of Urban Flow paths for populated areas of the Lockyer Valley.

The sub agreements for the projects have been signed and submitted to the Department of Local Governments and Grants for implementation.

A project group has been implemented and a consultant engaged to undertake phase 1 assessment of these projects.

### **Rotary Funded Projects:**

#### **Murphys Creek Community Centre:**

The building is in its final stages of fit out stage is expected to reach practical completion by 6 February 2013. The site civil works have been completed. It was approved at Council's meeting held on the 19 December 2012 that a joint management arrangement for the Murphys Creek Community Centre with the Murphys Creek Progress Association and Council be made, consultation to formalise and implement these arrangements has commenced.

#### **Grantham Butter Factory:**

A temporary gravel car park was installed for a soft opening event that was held on 10 January 2013. Discussions have been scheduled for the week of January 28 – February, 2013 to overcome car park design concerns, that being, to avoid clashes with external infrastructure services (ie QUU) already installed on the site.

#### **Helidon Progress Park:**

The Memorandum of Understanding has been signed by all parties. Programming of the works has commenced and materials will be ordered in the near future.

A working bee was held on the 12 January 2013 and was well supported by the Rotarian Clubs and Helidon Progress Association members involved in the project. Council provided a BBQ lunch and refreshments for the occasion with staff members and Crs Milligan, McLean and Holstein assisting with the working bee activities which included the clean up of the tennis courts and surrounds to prepare for the project. Acknowledgment is given to Council's Parks and Open Spaces Foreman, Brendan Sippel for organising and co-ordinating this working bee and BBQ on Council's behalf.

### **Corporate Software Project (TechOne) – Infrastructure Service input:**

A significant amount of effort has been put into cleansing and aligning Council's asset information for upload into the TechOne system. Infrastructure has had to restructure Council's asset data to be compatible with the TechOne system.

Infrastructure Services Group has formed a working group of key staff involved in the corporate software project to assist with development of a workable solution, as well as working towards overcoming transitional concerns.

#### **Workplace Health and Safety Matters:**

On Tuesday 22 January 2013, one of Council's staff members was involved in a fatal accident at Mt Marrow Road, Haigslea, this was between his truck and dog and an oncoming vehicle. As part of normal process, Infrastructure has reviewed its policy and procedures in relation to

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truck operations and driver training to ensure that we continue to maintain our high workplace health and safety standards.

Customer and Councillor Requests received by Infrastructure Services for December 2012

	Building Maintenance	Facilities	Infrastructure Service
Requests Taken	38	38	136
Councillor Requests Taken	2	1	8
Requests Inspected	38	5	69
Requests Completed	16	32	123
Requests Outstanding	31	14	77

Customer and Councillor Requests received by Infrastructure Services for January 2013

	Building Maintenance	Facilities	Infrastructure Service
Requests Taken	80	91	338
Councillor Requests Taken	0	3	24
Requests Inspected	45	12	144
Requests Completed	60	74	280
Requests Outstanding	47	25	168

**4. Policy and Legal Implications**

Policy and legal implication will be addressed in future reports

**5. Financial and Resource Implications**

Budget impacts will continued to be addressed through existing allocation and re-prioritisation as required.

**6. Delegations/Authorisations**

No further delegations are required to manage the matters raised in this report.

**7. Communication**

The matters arising from this report that require further communication will be addressed through existing communication channels.

**8. Conclusion**

That the Acting Group Manager of Infrastructure Services report be received and noted.



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*There being no further business in Open Session the meeting adjourned for lunch at 12.35 pm; the meeting resumed at 1.15 pm with the Mayor assuming the Chair.*

## 13.0 CONFIDENTIAL ITEMS

Item Number: 13.1  
File Number: 1.1/17/1  
Councillor: Cr Steve Jones  
**SUBJECT: CLOSED SESSION**

**That Council move into Closed Session at 1.15 pm for discussion in accordance with section 72 (1), (c), (d), (e) & (h) of the Local Government (Operations) Regulations 2010, (d), (e) & (f) of the Local Government Act 2009, as the matters involve the local government's budget; rating concessions; contracts proposed to be made by it and other business for which a public discussion would be likely to prejudice the interests of the local government or someone else.**

**Moved By:** Cr Pingel                      **Seconded By:** Cr Milligan  
**Resolution Number:** 2901

**CARRIED**  
**7/0**

*Councillor Cr Jim McDonald left the meeting, the time being 01:39 PM*  
*Councillor Cr Jim McDonald returned to the meeting, the time being 01:41 PM*

*Councillor Cr Jim McDonald left the meeting, the time being 02:26 PM*

*At this juncture Cr Jones, Mayor left the meeting, the time being 2.55 pm and Cr Milligan, Deputy Mayor assumed the Chair as Acting Chairperson.*

Item Number: 13.2  
File Number: 1.1/17/1  
Councillor: Cr Steve Jones  
**SUBJECT: OPEN SESSION**

**THAT Council move into Open Session, the time being 3.00 pm.**

**Moved By:** Cr Friend                      **Seconded By:** Cr Pingel  
**Resolution Number:** 2902

**CARRIED**  
**5/0**

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**13.3 REQUEST FOR COUNCIL ACQUISITION & IMPROVEMENT MT WHITESTONE NON-DENOMINATIONAL CHURCH**

**Date:** 23 January 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 1.1/13/1-36

**RESOLUTION:**

**THAT** with respect to the correspondence received from Mark Taylor dated 7<sup>th</sup> February 2012 requesting Council consider legal ownership and property improvements to the Mt. Whitestone Non-Denominational Church and land under the Acquisition of Land Act, Council resolves to write to Mr Taylor and advise that:-

- (i)** the Chief Executive Officer and Mayor be granted delegated authority to do all things necessary to finalise negotiations with the Mt. Whitestone community and meet all statutory and legal requirements for Council to acquire Lot 1 on Registered Plan 123274 pursuant to Part 2 of the Acquisition of Land Act; and
- (ii)** Council agrees to accept trusteeship of Lot 1 on Registered Plan 123274 for the community purpose of recreation and to make application to the Minister for Natural Resources and Mines for the land to be dedicated as a reserve for recreation purposes.

**Moved By: Cr Friend**

**Seconded By: Cr McLean**

**Resolution Number: 2903**

**CARRIED**

**5/0**



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### 13.4 Gatton Skydivers Club Inc - Application for a Liquor Licence

**Date:** 24 January 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 7.3/9/25

**RESOLUTION:**

**THAT with respect to the request made by the Gatton Skydivers Club Inc. on 30 November 2012 for Council's consent to their application for a restricted liquor permit, Council resolves to write to the Gatton Skydivers Club advising that:-**

- (a) Council offers no objection to the restricted liquor permit application and provides formal consent by the Chief Executive Officer executing Section 16 of the Form 8 Application for new restricted liquor permit as requested; and
- (b) the issuing of a Restricted Liquor Permit does not negate requirements for any other permit or development approval required under separate legislation.

**Moved By:** Cr Friend                      **Seconded By:** Cr Holstein  
**Resolution Number:** 2904

**CARRIED**  
**5/0**

## 13.5 Legal Update

**Date:** 24 January 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Policy  
**File No:** 1.1/14/1

**RESOLUTION:**

**THAT Council authorises the Mayor and Chief Executive Officer to do all things necessary to progress the Supreme Court proceedings in the case of the Helidon Spa Caravan Park in the best interests of Council and to enforce Council's Subordinate Local Law 1.8 (Operation of Caravan Parks) 2011.**

**Moved By:** Cr Pingel                      **Seconded By:** Cr Holstein  
**Resolution Number:** 2905

**CARRIED**  
**5/0**



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**13.6 Sale of Land for Arrears of Rates - Notice of Intention**

**Date:** 08 February 2013  
**Author:** Ian Irving, Rates Coordinator  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.2/16/1-7 1.1/17/14.1

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**RESOLUTION:**

**THAT Council resolves to proceed to sale for the properties identified in accordance with the Local Government Regulation 2012; Chapter 4, Part 12, Division 3, Selling or Acquiring Land for Overdue Rates and Charges and Council's Debt Recovery Policy; and**

**Delegate authority to the Chief Executive Officer to deal with matters relevant to the process of sale or acquisition.**

**Moved By: Cr Pingel**

**Seconded By: Cr Friend**

**Resolution Number: 2906**

**CARRIED**

**5/0**

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**13.7 Natural Disaster Rating Relief**

**Date:** 08 February 2013  
**Author:** Ian Irving, Rates Coordinator  
**Responsible Officer:** David Lewis, Group Manager Corporate Services  
**File No:** 1.1/14/1

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**RESOLUTION:**

**THAT Council grant an extension of time to pay the current rates accounts and establish the number of calendar days for the extension of rates payment due dates for owner/ ratepayers who were impacted in the January 2013 flood from between 30 and 120 days.**

**Moved By: Cr Holstein**

**Seconded By: Cr Pingel**

**Resolution Number: 2907**

**CARRIED**

**5/0**



**Date:** 08 February 2013  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** 7.5/6/16-4

**Date:** 24 January 2013  
**Author:** Narelle Poole, Project Coordinator  
**Responsible Officer:** Leo Jensen, Group Manager Community & Development Services  
**File No:** 7.5/9/8-7

**RESOLUTION:**

**THAT Subject to Council receiving written confirmation from the State Government of their verbal advice in December 2012:**

***(1) Council notes the funding proposal from the Premier's Disaster Relief Funding (via Building Services Authority (BSA)) being allocated to Council to manage via an approved funding allocation program.***

***(2a) Council approve the engagement of the Australian Christian Churches International Recovery (ACCIR) to provide case management and assessment project management for a total amount up to \$100,000 (excl. GST) for a period of 12 months.***

***(2b) Council allocates a total amount of \$100,000 (excl. GST) for the purposes of ACCIR assessment and project management, and refer this item to Council's Finance Section to make the necessary arrangements to allocate sufficient funds for this project. Note expenses will be split over the 2012/13 (\$32,000 (excl. GST)) and 2013/14 (68,000 (excl. GST)) financial years.***

**(3) Council approves an extension of the Lockyer Valley Relocation Policy until 30 June 2014.**

**Moved By: Cr Holstein                      Seconded By: Cr Pingel**

**Resolution Number: 2908**

**CARRIED**

**5/0**

There being no further business the meeting closed at 3.05 pm.