



**REGIONAL COUNCIL**

# **ORDINARY MEETING OF COUNCIL**

## **MINUTES**

**30 OCTOBER 2013**



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MEETING MINUTES  
30 OCTOBER 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 & Performance
- Mark Piorkowski, Executive Manager Planning & Development Services
- Myles Fairbairn, Executive Manager Infrastructure Works & Services
- David Lewis, Executive Manager Corporate & Community & Services
- Jamie Simmonds, Executive Policy Adviser Mayor/CEO
- Jason Cubit, Executive Liaison Officer Mayor/CEO & Coordinator Mayor's Office
- Sarah Fox, Manager Corporate Communications
- Susan Boland, Council Business Support Officer

**Apology**

- Dan McPherson, Executive Manager Organisational Development & Engagement

*The meeting commenced at 11.07 am*

*The Mayor, Cr Jones as Chairperson opened the meeting and welcomed all present. Pastor Noel Burton from Laidley Lutheran Church led the meeting in prayer following a minute's silence for those persons recently deceased.*



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**1.0 LEAVE OF ABSENCE**

*No Leave Of Absence reports*

**2.0 DEPUTATIONS**

*No Deputations reports*

**3.0 CONDOLENCES/GET WELL WISHES**

**4.0 CONDOLENCES/GET WELL WISHES**

**3.1 Condolences/Get Well Wishes**

**Date:** 16 October 2013  
**Author:** Susan Boland, Council Business Support Officer  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

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**RESOLUTION:**

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

**Moved By: Cr Milligan                                  Seconded By: Cr Holstein  
Resolution Number: 3137**

**CARRIED**

**7/0**

**5.0 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY COUNCILLORS AND SENIOR COUNCIL OFFICERS**

There were no declarations of material personal interests or conflicts of interest made for matters covered in the agenda papers as circulated.





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**5.3**                         **Receival of the Minutes of the Audit & Risk Management Committee held on 30 May 2013**

**Date:**                         18 October 2013  
**Author:**                     Jason Bradshaw, Executive Manager Governance & Performance  
**Responsible Officer:**     Jason Bradshaw, Executive Manager Governance & Performance  
**File No:**                     Formal Papers

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**RESOLUTION:**  
THAT the recommendations of the Audit & Risk Management Committee held on 30 May 2013 be adopted.

**Moved By:     Cr Pingel**   **Seconded By:    Cr McDonald**  
**Resolution Number: 3140**

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

**5.4**                         **Lockyer Valley Local Disaster Management Group Meeting Minutes 30 May 2013**

**Date:**                         16 October 2013  
**Author:**                     David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:**     Jason Bradshaw, Executive Manager Governance & Performance  
**File No:**                     Formal Papers

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**RESOLUTION:**  
THAT the Minutes of the Lockyer Valley Local Disaster Management Group of 30 May 2013 be received and adopted.

**Moved By:     Cr Friend**   **Seconded By:    Cr Milligan**  
**Resolution Number: 3141**

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





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**7.0 MAYORAL MINUTE**

**6.1 Mayoral Minute**

**Date:** 16 October 2013  
**Author:** Jason Cubit, Executive Liaison Officer Mayor/CEO & Coordinator  
Mayor's Office  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

It has been a busy schedule with time spent outside of the region visiting Ageo City in Japan to attend the 55<sup>th</sup> anniversary celebrations and to meet with other local government officials to discuss recovery from the 2010/11 tsunami impacted areas, as well as investigating trade opportunities to Asian markets through Singapore and Hong Kong.

Council was represented at the LGAQ Annual Conference in Cairns and was successful with six of the seven motions presented.

A further highlight was the presentation of the National Emergency Medals to Councillors and staff for their efforts during the 2011 flood disaster, which were presented by the Federal Member for Wright MT Scott Buchholz.

Successful events continued with the highlights being:

- the Lockyer 300 Car Rally success. Council supported this event and the Mayor presented the winning trophies.
- Success of the Lockyer Mayoress' Charity High Tea which was held since our last Council meeting.
- Get Ready Week 14-20/10/13 - incorporating the official opening of SES extension and renovations and an open Day for Disaster Co-ordination Centre and the launch of Emergency Preparedness Campaign for 2013/14

Council has acknowledged the New South Wales Bushfire emergencies and has offered assistance to NSW Premier Barry O'Farrell, with discussions ongoing about how the Lockyer Valley can assist in emergency recovery and resilience.

Further discussion has been ongoing regarding the proposed Levees at Forest Hill and Laidley with the community consultation phase progressing with all stakeholders and agencies.

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



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**Moved By: Cr Holstein    Seconded By: Cr Pingel  
Resolution Number: 3142**

**CARRIED  
7/0**

Item Number:    6.2  
File Number:                                         Formal Papers  
Councillor:    Cr Steve Jones  
**SUBJECT:    Request for Federal Government to Honour RDAF Round 5  
Funding Allocation**

This report requests approval to make representation to the Federal Government requesting the funding allocation provided under the Regional Development Australia Fund Round 5 be honoured. Council applied for \$271 628 for the Lakeview Accommodation Precinct Pathway and Civil Works.

**THAT Council approves representations to be made to the Deputy Prime Minister and Minister for Infrastructure and Regional Development Warren Truss and the Federal Member for Wright Scott Buchholz to honour the allocation of funding to local government under the Regional Development Australia Fund Round 5.**

**Moved By: Cr Holstein    Seconded By: Cr Pingel  
Resolution Number: 3143**

**CARRIED  
7/0**





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**10.0 EXECUTIVE OFFICE REPORTS**

**9.1 Chief Executive Officer's Report**

**Date:** 16 October 2013  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

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**Summary:**

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

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**Officer's Recommendation:**

**THAT the Chief Executive Officer's Report be received and adopted.**

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**RESOLUTION:**

**THAT the Chief Executive Officer's Report be received and adopted.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**

**Resolution Number: 3145**

**CARRIED**

**7/0**

**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**

**Asia Pacific Cities Summit**

The Asia Pacific Cities Summit is an initiative of Brisbane City Council and drives economic growth for Brisbane - South East Queensland Australia and the wider Asia Pacific region. Held biennially, the host city alternates between Brisbane and bidding international cities. In 2013



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the Summit was held in Kaohsiung, Taiwan from Monday 9 to Wednesday 11 September 2013.

Mayor Steve Jones, along with Council officer Jason Cubit, joined representatives from nine of the ten South east Queensland Councils in attending the 2013 summit.

The Mayors of Brisbane City, Sunshine Coast, Redlands, Moreton Bay, Ipswich, Toowoomba, Lockyer Valley, Scenic Rim and the Deputy Mayor of Logan were all in attendance, along with their respective accompanying representatives. Somerset Regional Council was the only COMSEQ Council not represented.

In its 16-year history, the APCS has become one of the region's premier business and civic forums. In recent years the Summit has been used as a springboard for businesses and global cities to gain entry into the rapidly growing Asia Pacific markets.

Under the theme 'Reshaping the Urbanomics of Cities – City Challenges and City Solutions', the 2013 Summit focused on business growth, trade, investment and economic development for participating delegates and sponsors.

The summit attracted over 2000 delegates from over 104 international cities across Australasia, Asia, the Middle East, Africa, the Americas and Europe.

Highlights of the Summit included:

- A vibrant and dynamic opening ceremony which attracted 1200 attendees
- Attendance by senior government representatives from 85 International cities from the Asia Pacific and well beyond
- The formal agreement and delivery of a Mayors Accord and Young Professionals Accord
- Strong attendance from a range of international businesses who all participated in a formal business matching program
- Over 150 pre-scheduled business matching appointments made for participating Brisbane and Queensland delegates
- Keynote speeches from Cher Wang, founder of HTC technologies and Ken Livingstone, former Mayor of London
- 58 participants from Brisbane Businesses in attendance
- A total of 9 Mayors from South East Queensland, the largest number of Queensland to attend the Summit together
- The Young Professionals Forum attracted over 100 international participants
- A Young Social Entrepreneur (YSE) award was introduced, attracting over 40 international applications

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- The official handover of the Summit to return to Brisbane 6-8 July 2015

Of particular relevance to the Lockyer Valley in helping to foster sustainable economic development opportunities was a special meeting with the Queensland Trade Commissioner for Taiwan Mr Quentin Bai. Mr Bai helped facilitate a tour of Kaohsiung's economic precincts which included the city's incredible harbour which is very much the backbone of the city's economy. Of particular note is the fact that Queensland is the only State with a Trade office in Taiwan, so the meeting and contact made between the Mayor and Commissioner Bai could prove very beneficial for the Lockyer Valley to do business with Taiwan in the future. While the language barrier was at times difficult to overcome, the Mayoral delegates were well looked after with an interpreter organised through the summit. Taiwan is very much ahead of Australia in terms of transport infrastructure with Kaohsiung in particular serviced by a clean, efficient "MRT" underground rail network. More broadly, Taiwan is serviced by an incredible high-speed rail network. A train from the capital Taipei to the major southern city of Kaohsiung, where the Summit was held, takes approximately 90 minutes which covers a distance of 360 kilometres. To put that in our terms, that's a trip from Brisbane to Bundaberg in 90 minutes.

One of the highlights of the summit program for the Lockyer Valley was undoubtedly the Mayors' Forum. The Mayors' Forum is not only an essential tradition of APCS but also the event to gather urban governance experiences of cities and regions and envision a ground-breaking future for the Asia Pacific region. The Mayors' Accord is the concrete achievement of the Mayors' Forum, which is considered the important record of every APCS. The accord integrates innovative ideas of Mayors' Forum attendees regarding the theme of the Summit. This exchange will lead to the development of a version of the Mayors' Accord, which will become the reference for future urban governance and represent the great achievement of the 2013 APCS. The Mayors' accord was officially announced and signed by all participating Mayors, including Mayor Steve Jones, during the official ceremony which took place on September 11.

Another highlight on the program was the 'South east Queensland Showcase Session' where each of the nine Mayors and Deputy Mayors had a chance to speak with Summit delegates about each of their regions. This was an opportunity for the Lockyer Valley Mayor to focus on the abundance of opportunities on offer here to potential investors from all over the world.

Following on from the SEQ Showcase session, a central feature of the 2013 Summit was the business matching program which introduced businesses from Asia-Pacific and around the world to relevant customers. Through this service, investors had face to face opportunities with Mayors, policy decision makers and business leaders and it was a chance to create great opportunities for economic and trade cooperation.

A letter of thanks from the Mayor of Kaohsiung City is attached.

#### **Ageo City, Japan**

At the invitation and hosting of Ageo City, Council's delegation to Ageo City, Japan on the occasion of the 55<sup>th</sup> anniversary of Ageo City and in furtherance of cultural, education, community and business relationships with Ageo City was successfully conducted earlier this month. Opportunities were also taken on the trip to investigate disaster management and community recovery and resilience initiatives and to explore overseas trade markets.



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A full comprehensive report is being prepared for presentation to the November 2013 Ordinary Meeting of Council.

### **2013 LGMA Queensland Conference**

Once again the LGMA Queensland Annual Conference has wrapped up for another year, with over 200 delegates from Councils across Queensland attending this year's event hosted by Brisbane City Council at the newly refurbished Brisbane City Hall. Attending the conference from Lockyer Valley Regional Council was Chief Executive Officer, Ian Flint and Executive Manager Organisational Development and Engagement, Dan McPherson.

Each year the CEO invites staff who have performed well in their roles over the previous year and staff to whom the conference will have a special interest. This year the CEO invited Lyle Kajewski from Plumbing and Building, Neil Williamson from Community Engagement and Matthew Burdett of Infrastructure Works and Services.

The theme of the 2013 Local Government Managers Australia Queensland Annual Conference was Mapping Queensland Local Government and was opened by the **Minister for Local Government, Community Recovery and Resilience, David Crisafulli**.

Through the theme, the conference sought to map the key drivers for councils across the state, analysing trends and shifts, services and practices and to map successes and innovations. The Presenters at the conference were of a high standard and sessions included legal, leadership & people management, planning, community engagement, and finance but, interestingly, innovation turned out to be a common theme throughout many of the sessions. Highlights were a presentation "Ripped Apart: A City in Chaos" by Cr Bob Parker, Mayor of Christchurch City Council and a panel session on the Role of a CEO in Queensland Local Government featuring CEOs of Brisbane, Gold Coast, Logan, Sunshine Coast and Townsville Councils. To top off an excellent conference a presentation by the LGMA QLD Challenge winners of 2013 from Townsville the "Token Tribe" focused on an innovative way on how to map and audit community engagement.

In addition the conference is not only a great place to learn and be educated by colleagues from Local Government it also offers excellent networking opportunities.

Attached is a summary of their experiences from the staff who attended the conference-Lyle Kajewski, Neil Williamson and Matthew Burdett.

### **Show Holiday**

Pursuant to an application by Council, the Queensland Attorney-General and Minister for Justice has appointed Monday 11 August 2014 as a public holiday for the Lockyer Valley Region for the purpose of the Royal Queensland Show. Notification of the appointment was published in the Queensland Government Gazette on 11 October 2013.

### **Queensland Urban Utilities**

Council has now been formally presented with the Annual Report 2013/13 for the Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities.

A copy of the Annual Report is available for Councillors' information and is commended to Councillors for reading.

#### **IPWEAQ National Public Works Medal**

Councillor Holstein, Executive Manager Infrastructure Works & Services Myles Fairbairn and Acting Manager Infrastructure Delivery Ged Brennan attended the Institute of Public Works Engineering Australasia Queensland Conference in Cairns on 8-11 October 2013 on behalf of Council to collect the National Public Works Medal for the Public Works Project of the Year for the Strengthening Grantham Project. This is another significant recognition for the team effort achieved on the project.

#### **Rebuilding Lockyer Better**

The program of projects prioritised from technical expediencies and funding opportunities continues to be rolled out with the community consultation phase now being progressed, particularly focused on Forest Hill at this time.

#### **LGAQ Annual Conference**

The 117<sup>th</sup> Annual Conference of the Local Government Association of Queensland will be held at the Cairns Convention Centre from 21 to 24 October 2013 and attended by the Mayor, Deputy Mayor, Cr Holstein, the CEO and the Executive Manager Governance & Performance Jason Bradshaw representing Council. A full report on the Annual Conference will be provided to the November 2013 Ordinary Meeting of Council.

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

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

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

Budget implications 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 Chief Executive Officer's Report be received and noted.





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## **11.0 GOVERNANCE AND PERFORMANCE REPORTS**

### **10.1 Operational Plan 2013/2014 Quarterly Report, September 2013**

**Date:** 11 October 2013  
**Author:** Jason Bradshaw, Executive Manager Governance & Performance  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

#### **Summary:**

This report provides a summary of the performance against the Operational Plan 2013/14 for the period to September 2013 and outlines progress to date and the financial results of the key strategies.

Members of the Executive Leadership Team will present on the relevant areas of the Operational Plan 2013/14 Quarterly Report September 2013.

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

**THAT Council resolves to receive the Quarterly Performance Report on the Operational Plan 2013/14 for the period to 30 September 2013.**

#### **RESOLUTION:**

**THAT Council resolves to receive the Quarterly Performance Report on the Operational Plan 2013/14 for the period to 30 September 2013.**

**Moved By: Cr Milligan**                                  **Seconded By: Cr Pingel**

**Resolution Number: 3146**

**CARRIED**

**7/0**

## **Report**

### **1. Introduction**

Council adopted the Operational Plan 2013/14 with the Annual Budget on 15 July 2013 and has an obligation to report on the performance in achieving outcomes against that plan. This Operational Plan is based on the current Corporate Plan and the key strategies adopted by Council in July 2013.

### **2. Background**

The Community and Corporate Plans have provided the base on which the annual Operational Plan has been adopted and reflect the future direction to be achieved this year. The progress on this plan outlines the activities that have been completed or progressed the year.

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### **3. Report**

Input to the preparation of the attached report has been sought from the responsible officers across all groups/areas of Council. The report outlines progress towards the attainment of the strategies set out in the Operational Plan which link to the Corporate Plan.

The attachment details the achievements of key strategies and the progress made to date. Further, strategies that have been highlighted in Blue are strategies that have a completion date within this quarterly report and also those strategies that have been highlighted in Green, the responsibility of the strategy has been reallocated to the more appropriate officer.

### **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 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.

*The Operational Plan is attached as a separate document as an addendum to the minutes.*



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**12.0 ORGANISATIONAL DEVELOPMENT AND ENGAGEMENT REPORTS**

**11.1 Recovery & Resilience Monthly Update**

**Date:** 18 October 2013  
**Author:** David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

**Summary:**

As a result of the devastating 2013 flood events and in consultation with Councillors and ELT Lockyer Valley Regional Council has adopted the Recovery & Resilience Model based on task force and fortnightly reporting. A monthly report has been generated using the compiled fortnightly reports.

**Officer's Recommendation:**

**THAT Council review and adopt the attached Recovery and Resilience Monthly Report 16 September 2013 to 11 October 2013.**

**RESOLUTION:**

**THAT Council review and adopt the attached Recovery and Resilience Monthly Report 16 September 2013 to 11 October 2013.**

**Moved By: Cr Friend**

**Seconded By: Cr McDonald**

**Resolution Number: 3147**

**CARRIED**

**7/0**

**Report**

**1. Introduction**

Information has been provided by Infrastructure Services, Community Development & Engagement, Regional Development, Environment & Regulatory and Disaster Management. Providing an update on the process of recovery and the implementation of resilience following the January, February and March flooding events.

**2. Report**

An executive brief of the attached report is listed below.

**Infrastructure Works & Services**

- Infrastructure Works & Services report the estimated construction completion of the 2010/11 works is June 2014. 16 Projects have been identified for funding under the Betterment Scheme. Total betterment funding being requested is \$4.1 million. Council contribution is proposed to be \$1.2 million.
- The majority of the 2013 Flood Recovery works have been scoped and submitted to QldRA for approval. Thistlewaite Bridge contract to go to tender 15th October. Design to start in November & Construction to start in February 2014. Depending on progress with other two bridges Thornton School Road Bridge may be tendered in November 2013. Three valleys concept designs are ready for internal review and discussion. Intention is to take Left Hand Branch Road options to Council Workshop November 6th.

### **Community Development & Engagement**

- Community Development & Engagement reports that the Land Swap project is currently in a crucial stage with applications for Premier's Funds via the BSA closing 30 Sept. Increased customer engagement and problem solving has been activated to maximise the number of eligible residents accessing these funds.
- Community Development & Engagement continue to work closely with the Grantham community around resilience initiatives in conjunction with Disaster Management.

### **Regional & Economic Development**

- Regional & Economic Development reports Business forum explaining the Flood Risk Assessment Framework for individual Properties was held for valuers, banks, real estate agents and town planners on 19 September. Well attended by the target audience and valuable discussion with stakeholders of some of the emerging issues with timelines and expectations
- Regional & Economic Development in partnership with CBT planning to host a workshop for local maintenance contractors to increase awareness of "How to do business with Council". This will coincide with tendering process for pre-qualified suppliers. Will also develop a flyer with information on "Doing Business with Council".

### **Environment and Regulatory**

- Environment and Regulatory reports that Advertising/Notifications regarding the herbicide subsidy program began on 18th September and called for Expressions of Interest by interested landholders. EOI will close on 18th October.

### **Disaster Management**

- Disaster Management reports that the proposal for siren located on Council owned land at 3 Christopher Street has been accepted. Proposing an 11 meter combined height for pole / siren. The siren capability includes tone, messaging and public announcement which can be triggered manually or remotely and has a 1.5km range in extreme environmental conditions.
- Preparations for Get Ready Lockyer launch to coincide with State Governments campaign including SES opening, Coordination Centre open day and Community Workshops.

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

There are no new policy implications for this report and the ongoing reporting of the progress with recovery and resilience support Council's obligations under the Disaster Management



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Act. Where issues are discovered that require additional input from State agencies these matters will be referred in consultation with Council – especially where amendments to legislation may be a proposed action.

**4. Financial and Resource Implications**

The recovery and resilience structure is resourced from Council's existing organisation and funding where not provided in Council's budget will sort through the Natural Disaster Relief and Recovery arrangements (NDRRA) or other submissions to State and Federal Government. Where external resources are required these may be acquired in consultation with other agencies, including state government departments where it is beyond Councils capacity to fund or resolve.

**5. Delegations/Authorisations**

No additional delegations are required. All existing delegations should support the current operations and will be reported where an exception.

**6. Communication**

Following the initial communications there has been periodic updates addressed through Council regular communication channels and back through the agencies or the LDMG. It is proposed that more communications be provided to community and corporate communications will produce regular articles and updates.

**7. Conclusion**

That this report be received by Council and that any further issues that councillors have identified through this report be referred back in the first instance to the respective taskforce for progressing. Further reports will be provided on a monthly basis.



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**11.2 January's Bushfire - Sorell Tasmania**

**Date:** 17 October 2013  
**Author:** David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Paper

**Summary:**

In January 2013, Tasmania was severely affected by devastating bushfires. Sorell Council a small Regional Council in Southern Tasmania was one such location that suffered from the catastrophic effects of this fire.

On behalf of the Lockyer Valley Regional Council the Manager Disaster Management contacted the Office of the CEO, and offered our support with emergency bedding and supplies

**Officer's Recommendation:**

**THAT Council acknowledges the letter of thank you from Sorell Council.**

**RESOLUTION:**

**THAT Council acknowledges the letter of thank you from Sorell Council.**

**Moved By: Cr Holstein    Seconded By: Cr Milligan**

**Resolution Number: 3148**

**CARRIED**

**7/0**

**Report**

**1. Introduction**

Council offered assistance to the Sorell Council to support them in time of emergency with offers of assistance of emergency bedding and whatever other resources that they may require. As a result of this a letter was received thanking us for this offer.

**2. Background**

On January 03-04 2013 a number of fires burnt out of control in Southern Tasmania with multiple communities affected by the fires including [Bicheno](#), Boomer Bay, Connelly's Marsh, [Copping](#), [Dunalley](#), [Eaglehawk Neck](#), Forcett, [Murdunna](#), Primrose Sands, Sommers Bay, Susans Bay, and [Taranna](#). As of 5 January, up to 40 fires were burning across Tasmania and at least 100 properties were destroyed including 65 at Dunalley where the police station, primary school and bakery were destroyed, 15 at nearby Boomer Bay, 12 at Bicheno, and 14



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at Sommers Bay. More than 20,000 [hectares](#) (49,000 [acres](#)) of bushland were burnt out. Lockyer Valley Regional Council contacted Sorell Council offering support.

**3. Report**

A letter was received from Sorell Council thanking Lockyer Valley Regional Council for our generous offer of assistance and support. The letter states 'We appreciate your generous offer of support and wish to especially thank Mayor Steve Jones, Chief Executive Officer Ian Flint and council members for their support during this period'.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed through existing allocations and re-prioritisation as required.

**5. Financial and Resource Implications**

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

**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**

Council will continue to monitor events over the country and will always offer support to areas of need.



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## 13.0 CORPORATE AND COMMUNITY SERVICES REPORTS

### 12.1 Summary of Council Actual Financial Performance vs Budget - 30 September 2013

**Date:** 16 October 2013  
**Author:** Tony Brett, Manager Finance  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

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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 for the three months to 30 September 2013.

During September, the Restoration Program continued with year to date expenditure totalling \$15.4 million. At this level of expenditure, organisational cash flows will require careful management on a weekly basis.

The first rates issue for the 2013/14 financial year was completed in August. Budgeted rates revenue for the 2013/14 financial year is \$32.3 million and at 30 September the net rate revenue generated was \$14.9 million. Reminder notices have been sent out to those who are yet to pay. The second and final rates issue will be completed in January 2014.

The 2012/13 Financial Statements are currently being finalised with the Queensland Audit Office whose Officers will be on site during October 2013.

The Project to upgrade the financial reporting system to One Council has had the 'Go Live' date delayed to 28 October 2013. This delay has been implemented to allow further comprehensive testing of the entire software system prior to implementation.

Overall expenditure for the year to date is slightly higher than budget with a 6% variance. The results will be closely monitored over the next quarter to determine if there will be an impact on the end of year result and what action can be taken to ensure that expenditures come back in line with the budget.

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

**THAT Council resolves to receive and note the Summary of Council Actual Financial Performance versus Budget to 30 September 2013.**

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#### **RESOLUTION:**

**THAT Council resolves to receive and note the Summary of Council Actual Financial Performance versus Budget to 30 September 2013.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**





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**Resolution Number: 3149**

**CARRIED  
7/0**

## 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 is a legislative requirement and reinforces sound financial management practices throughout the organisation.

### 3. Report

The following report provides a summary of Council's financial performance against budget to 30 September 2013.

#### **Operating Revenue - Target \$28.6 million Actual \$39.1 million or 137%**

At 30 September 2013, operating revenue for the year to date is above the year to date budget. This is a result of receiving a grant from the Queensland Reconstruction Authority for \$17.1 million (inclusive of GST) in July 2013. Half year rates were issued in August and it is expected that Council will meet its budgeted rates revenue.

Operating grants and subsidies received equal \$22.1 million or 46% of the annual budgeted revenue amount. The majority of these grants are for an advance for Restoration works and as the funds are an advance payment, it is important that the expenditure of these grants is closely monitored to ensure that it meets the Value for Money requirements of the Queensland Reconstruction Authority.

With the exception of interest revenue, at 30 September 2013, all revenue lines are forecast to meet annual budgeted amounts. A review of interest revenue will be conducted during the December quarter to determine the effect of continuing low interest rates on the estimated revenue and if budget adjustments are required.

#### **Operating Expenditure - Target \$22.6 million Actual \$23.8 million or 105%**

At 30 September 2013, overall operating expenditure for the year to date slightly exceeded the budget, mainly in the goods and services area. The month of September saw \$4.2 million expenditure on Recovery related activities.

Finance costs and depreciation costs have been recognised on a straight line basis in line with the annual budget for the 2013/14 financial year.

While total employee costs were slightly under budget, goods and services costs are ahead of the budget for the year to date. Total expenditure equals \$20.6 million and will be monitored over the next quarter to ensure that it meets budget outcomes.

**Capital Revenue - Target \$2.16 million Actual \$0.59 million or 27%**

Overall capital grants and subsidies revenue is well below budget for the year to date with \$0.59 million received to date. However the timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program. Further work will be done on the anticipated cash flows to try and better align the income and expenditure.

**Capital Expenditure – Target \$8.8 million Actual \$2.6 million or 29%**

To September 2013, Council has expended \$2.6 million on its capital works program with the main expenditure being \$1.1 million within Infrastructure Services and \$0.5 million in Corporate Services. The capital expenditure includes \$0.3 million on the Gatton SES Building, \$0.6 million on roads and streets, and \$0.2 million on waste disposal capital works.

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 dependent upon further advance payments from the Queensland Reconstruction Authority; the completion of the capital works program and the financial impact of the 2013 flood events. Significant restoration costs are expected to be incurred throughout the 2014 financial year and due to the fluctuating nature of this income and expenditure there is a risk that budget targets may be exceeded.

Efficiency targets of \$1.7 million (approximately \$400k to 30 September 2013) have been imbedded within Council's 2013/2014 Budget, with \$1.3 million allocated to employee costs and a further \$0.4 million to goods and services. Strategies are currently being developed to achieve these targets and regular reporting against the targets was planned to commence in September 2013. Due to delays in the implementation of the One Council system, this has not occurred.

Improved phasings for operation income and expenditure are being developed to enable a better analysis of Council's financial position as the year progresses; this uncertainty around phasings is reflected in the potential budget issues highlighted in the "Progress At A Glance" attachment. With year to date expenditure being 6% over budget, the coming quarter will be critical in setting the scene for the remainder of the financial year and whether or not the budgeted targets will be met.

**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**



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At the end of the first quarter, Council's overall revenues and expenditures are still within tolerable levels but will be reviewed over the coming quarter to identify potential issues or trends which will impact on the budgeted result. As in previous months, the Restoration income and expenditure require ongoing monitoring to ensure that the financial risk to Council is managed appropriately.



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**12.2 Animal Registration Tags**

**Date:** 16 October 2013  
**Author:** Mike Lisle, Manager Cultural, Health & Regulatory Services  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

**Summary:**

Within Council's area, registration is compulsory for dogs aged three months and over, in accordance with State Government legislation (*Animal Management (Cats and Dogs) Act 2008*). Animal registrations are designed to promote responsible pet ownership, and if animals are not registered with Council, owners may be liable for a \$220 on-the-spot fine.

Council currently operates a system of annual dog registrations, pursuant to the *Animal Management (Cats and Dogs) Act 2008*. Approximately 5,500 dogs are reregistered each year and upon payment of the applicable registration fee, each animal is issued a unique identifying registration number etched into a colour coded tag. The registration tags identify the Lockyer Valley Regional Council, the animal's registration number and the date of expiry of the animal's registration.

However, the existing system has ongoing costs associated with the purchase of registration tags (\$2,200 per annum for tags) and increased workload placed upon Customer Service Officers, especially during the registration renewal period and for several weeks following. A considerable amount of time is also applied to updating Councils Dog / Cat Registration Database during each registration renewal period.

A number of Local Governments authorities now operate a system referred to as Lifetime Registration Tags, where upon payment of the applicable dog registration fee an animal owner is issued a registration tag for their pet that remains the identifying number for that particular animal for an indefinite period of time. A new tag is only required if the issued tag is damaged, lost or becomes unreadable. A review of South East Queensland Councils has revealed that ten Councils utilise the Lifetime Registration Tag Number System and four utilise the Annual Registration Tag System.

**Officer's Recommendation:**

**THAT Council resolves to issue lifetime registration tags for dogs with effect from the 2014/2015 Financial Year.**

**RESOLUTION:**

**THAT Council resolves to issue lifetime registration tags for dogs with effect from the 2014/2015 Financial Year.**

**Moved By: Cr McLean**

**Seconded By: Cr Milligan**

**Resolution Number: 3150**



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**CARRIED  
7/0**

## Report

### 1. Introduction

Within Council's area, registration is compulsory for dogs aged three months and over, in accordance with State Government legislation (*Animal Management (Cats and Dogs) Act 2008*).

### 2. Background

Animal registrations are designed to promote responsible pet ownership and if animals are not registered with Council, owners may be liable for a \$220 on-the-spot fine.

### 3. Report

Council currently operates a system of annual dog registrations pursuant to the *Animal Management (Cats and Dogs) Act 2008*. Approximately 5,500 dogs are reregistered each year and upon payment of the applicable registration fee, each animal is issued a unique identifying registration number etched into a colour coded tag. The registration tags identify the Lockyer Valley Regional Council, the animal's registration number and the date of expiry of the animal's registration.

This simple colour code system ( such as 13/14 - blue, 12/13 orange) provides an on the spot reference to both Council Officers and members of the public who can identify animals with registration tags affixed to their collars as to both the registration number and the year of issue/expiry of that particular animals registration. The existing system provides a quick and easy verification of the currency of the animal's registration status.

However, the existing system has the ongoing costs associated with the purchase of registration tags (\$2,200 for tags) and increased workload placed upon Customer Service Officers, especially during the registration renewal period and for several weeks following. A considerable amount of time is also applied to updating Councils Dog / Cat Registration Database during each registration renewal period.

A number of Local Governments authorities now operate a system of what is known as Lifetime Registration Tags where upon payment of the applicable dog registration fee, an animal owner is issued a registration tag for their pet that remains the identifying number for that particular animal for an indefinite period of time. A new tag is only required if the issued tag is damaged, lost or becomes un-readable. A review of South East Queensland Councils has revealed that ten Councils utilise the Lifetime Registration Tag Number System and four utilise the Annual Registration Tag System.

### 4. Policy and Legal Implications

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Council administers the *Animal Management (Cats and Dogs) Act 2008* and may provide a lifetime registration tag to the animal owner to attach to a collar to provide for identification.

**5. Financial and Resource Implications**

The result of the introduction of lifetime tags will provide savings in the annual purchase of registration tags and will reduce administration input into registration renewal on an annual basis.

**6. Delegations/Authorisations**

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

**7. Communication**

The proposed program regarding lifetime registration tags for dogs will be published in the local media prior to introduction of fees and charges for the in 2014/15 financial year.

**8. Conclusion**

To reduce operational costs, a number of Local Government authorities now operate a system of Lifetime Registration Tags where upon payment of the applicable dog registration fee, an animal owner is issued a registration tag for their pet that remains the identifying number for that particular animal for an indefinite period of time.



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**12.3 Agriculture & Forestry Legislative Amendment Bill 2013 -  
Implications for Cat Registrations**

**Date:** 16 October 2013  
**Author:** Mike Lisle, Manager Cultural, Health & Regulatory Services  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

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**Summary:**

The *Animal Management (Cats and Dogs) Act 2008* commenced on 1 July 2009 and contained within it requirements for compulsory dog and cat registration throughout Queensland.

Prior to commencement of the Act, local governments made their own decisions regarding dog and cat registration requirements. The Lockyer Valley Regional Council, under former Gatton and Laidley Shire Council Local Laws required some dogs (depending on the area they were kept in) to be registered, but did not require any cats to be registered.

On 10 September 2013, the Queensland Parliament passed changes to the *Animal Management (Cats and Dogs) Act 2008* as part of the *Agriculture and Forestry Legislative Amendment Bill 2013*. These changes which included the removal of compulsory cat registration from the Act subsequently received assent on the 23 September 2013.

Local Governments were advised that should they wish to continue with the requirement for cat registration within their areas after the 21 October 2013, they were to pass a resolution no later than 21 October 2013 indicating that Council is a declared local government for the purposes of the *Animal Management (Cats and Dogs) Act 2008* and will be continuing to require cats to be registered. A new Local Law regarding cat registration must also be adopted within 12 months of the date of the resolution. Alternatively, by default, Council could make an informed decision not to continue with cat registration requirements.

Given that the *Agriculture and Forestry Legislative Amendment Bill 2013*, was passed by Parliament on 10 September 2013 and subsequently received assent on the 23 September 2013, there is insufficient time for Council to pass a resolution by 21 October 2013 indicating that it is a declared local government for the purposes of the *Animal Management (Cats and Dogs) Act 2008*. As such, cat registrations within the Lockyer Valley regional Council area will cease from 22 October 2013 until such time as a local law regarding cat registration is adopted by Council.

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**Officer's Recommendation:**

**THAT Council receive and note the report titled Agriculture and Forestry Legislative Amendment Bill 2013 – Implications for Cat Registrations and by default acknowledge that cat registrations within the Lockyer Valley Regional Council area will cease from 22 October 2013 until such time as a local law regarding cat registration is adopted by Council;**

**Endorse no refunds on any cat registrations received this financial year as these funds have been utilised within Council's Animal Management Program; and**



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Reconsider its position in relation to the registration of cats at a later date as part of a wider review of Council's Local Laws.

**RESOLUTION:**

THAT Council receive and note the report titled Agriculture and Forestry Legislative Amendment Bill 2013 – Implications for Cat Registrations and by default acknowledge that cat registrations within the Lockyer Valley Regional Council area will cease from 22 October 2013 until such time as a local law regarding cat registration is adopted by Council;

And;

THAT Council endorse no refunds on any cat registrations received this financial year as these funds have been utilised within Council's Animal Management Program;

And Further;

THAT Council reconsider its position in relation to the registration of cats at a later date as part of a wider review of Council's Local Laws.

**Moved By: Cr Holstein**

**Seconded By: Cr McDonald**

**Resolution Number: 3151**

**CARRIED**

**7/0**

**Report**

**1. Introduction**

The *Animal Management (Cats and Dogs) Act 2008* commenced on 1 July 2009 and contained within it requirements for compulsory dog and cat registration throughout Queensland.

**2. Background**

Prior to commencement of the Act, local governments made their own decisions regarding dog and cat registration requirements. The Lockyer Valley Regional Council, under former Gatton and Laidley Shire Council Local Laws required some dogs (depending on the area they were kept in) to be registered, but did not require any cats to be registered.

**3. Report**

On 10 September 2013, the Queensland Parliament passed changes to the *Animal Management (Cats and Dogs) Act 2008* as part of the *Agriculture and Forestry Legislative Amendment Bill 2013*. These changes which included the removal of compulsory cat registration from the Act subsequently received assent on the 23 September 2013.

The decision to either initially continue with the requirement for cat registration as per the Act or not must have been made by Council no later than the 21 October 2013.





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If a resolution has not be made by the 21 October 2013, the ability for Council to enforce the requirements for cat registration will cease until such time as a local law regarding cat registration is adopted by Council.

Cat registrations within Council's area have grown from a total of 319 animals in the 2009/2010 financial year (Year 1) to 784 animals by the end of the 2012/2013 financial year (Year 4). This represents an overall increase of 245% in the four year period. Currently there are 701 cats registered for the current financial year.

Registration fees received by Council are used to assist off-setting the cost of Councils Animal Management Program. Program costs also include the administration, investigation, impounding and provision of housing and associated care of impounded cats and the euthanasia of un-claimed animals that are not suitable for re-housing by Animal Welfare type agencies.

Council received 279 cat related requests during the 2012/013 financial year with 57 cat related requests received this current year. During the 2012/2013 financial year Council impounded 193 cats of which 118 (61%) were euthanized. To date, Council has impounded 16 cats this financial year of which 13 have been euthanized.

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

To continue with cat registrations within the LVRC area, Council is required to pass a resolution by the 21 October 2013 indicating that it is a declared local government for the purposes of the *Animal Management (Cats and Dogs) Act 2008* and will be continuing to require cats to be registered, and within 12 months of the date of the resolution adopt a local law regarding cat registration requirements or alternatively by default, make an informed decision not to continue with cat registration requirements.

If Council resolves not to continue with the requirements for cat registration within the LVRC area, it does not have to do any further actions as the changes to the *Act* will be in force from the 22 October 2013.

New or changed policies required and/or possible Legal Implications.

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

Should Council by default, decide not to continue with the requirements for cat registration, there will be loss of revenue of approximately \$19,000 per year. This loss of revenue will then need to be either re-couped from other areas such as increased rates, increased dog registration fee and or other increases to other cost recovery items.

The Department of Agriculture, Fisheries and Forestry (DAFF) have advised that Councils who do not pass a resolution by the 21 October 2013 that they are a declared local government for the purposes of the *Animal Management (Cats and Dogs) Act 2008* and will be continuing to require cats to be registered may make decisions regarding whether or not to provide any refunds to animal owners for cat registrations paid for this current financial year.

They have advised however, that should no refunds be made to animal owners, then any registration fee's received to date must only be utilised within the Animal Management Program of the relevant Local Government.

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**6. Delegations/Authorisations**

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

**7. Communication**

Council's decision will be communicated to the community through appropriate media outlets.

**8. Conclusion**

Registration of animals such as cats and dogs plays a vital part of Council's ability to respond to animal related activities. Registration Tags provide a fast method of identifying the owner of a particular animal.

However, given that the *Agriculture and Forestry Legislative Amendment Bill 2013*, was passed by Parliament on 10 September 2013 and subsequently received assent on the 23 September 2013, there is insufficient time for Council to pass a resolution by 21 October 2013 indicating that it is a declared local government for the purposes of the *Animal Management (Cats and Dogs) Act 2008*. As such, cat registrations within the Lockyer Valley regional Council area will cease from 22 October 2013 until such time as a local law regarding cat registration is adopted by Council.



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## 14.0 PLANNING AND DEVELOPMENT SERVICES REPORTS

### 13.1 Queensland Urban Utilities (QUU) Report

**Date:** 17 October 2013  
**Author:** Mark Piorkowski, Executive Manager Planning & Development Services  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

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#### Summary:

Council has received an update in September from the QUU board which has highlighted information of interest to Lockyer Valley.

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#### Officer's Recommendation:

**THAT Council resolves to receive and note the Queensland Urban Utilities Report.**

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#### RESOLUTION:

**THAT Council resolves to receive and note the Queensland Urban Utilities Report.**

**Moved By: Cr Pingel**

**Seconded By: Cr McDonald**

**Resolution Number: 3152**

**CARRIED**

**7/0**

#### Report

##### 1. Introduction

- LVRC maintains an ongoing working relationship with Queensland Urban Utilities (QUU) on both operational and strategic aspects of water and sewerage provision.
- This report is an update on matters of significance with respect to QUU for Council's attention.

##### 2. Background

- QUU is a statutory body, created on 1 July 2010 as a result of Queensland Government changes to the way water is managed in South East Queensland.
  - QUU is owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils and governed by an independent Board.
  - QUU's primary role is to deliver drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.
  - QUU is responsible for delivering water to customers, collecting, transporting and treating sewage, as well as charging and billing for water and waste water services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.
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### 3. Report

#### ***QUU Board Meeting***

- The QUU board held its ordinary meeting on 16 September in their new offices in Fortitude Valley. The update highlights QUU's milestone of 150 years of "urban" water supply in Brisbane and Ipswich. Emphasis was also placed on customers being storm prepared with that organisation holding joint exercises with key partners including EMQ and SEQ Catchments.

#### ***Flow Restriction Policy***

- QUU has adopted a flow restriction policy which will see mechanical devices fitted to a water line to reduce the water flow to a customer that are in arrears for their payments.

#### ***Infrastructure Project Updates***

- QUU has initiated a communications exercise which is directing Infrastructure Project Updates for projects within Lockyer Valley directly to elected members. In September project updates were received for:
  - Lockyer Valley Reservoir Roads Upgrade, Woodlands Road Reservoir, Gatton; and
  - Lockyer Valley Reservoir Roads Upgrade, Cochrane Street Reservoir, Gatton.

### 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 report be received as information only.



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Key discussion was about the State's planned changes to Infrastructure Charges regime. There was a general request that member Councils provide a summary of their financial analysis around the potential rate increase that might be required to cover the 'funding gap' associated with the State's proposed infrastructure charging.

Environment and Sustainability Committee Meeting – 20 September 2013 (Manager Planning & Environment and Cr McDonald attended)

Key discussion on the federal election with Peter Olah (CoM) suggesting the language of climate change will be significantly toned down. The Queensland Government Coordinated Catchment Management Review Process has been suspended by the State citing resource issues. COMSEQ plans to co-ordinate key non-State players (i.e. water retailers, water wholesalers, Healthy Waterways and Councils) to move towards a very simple agreement on a whole of catchment management approach in November.

Presentation by the State and SEQ Catchments on an Offsets Mapping project which has targeted linking Council and State Government offset outcomes. SEQ Catchments has been working with local government to establish a common methodology in relation to how the State and Local Government approach offsets. Consultation is being held with every SEQ Local Government to ensure their planning schemes, overlays, nature conservation strategies and other maps and strategies inform the potential offset areas.

Presentation from LGAQ on the Co-Investment Model (Invasive Species) indicating Councils spent \$20m (2012/13) on managing invasive plants and animals. In addition to a \$5.5m precept payment was collected by the State on behalf of the Land Protection Fund which is managed by DAFF/Biosecurity Queensland targeting research, services and asset management activities to assist Councils in meeting their obligations under the Land Protection Act. Discussion highlighted concerns raised by Councils around the transparency of the Land Protection Fund administration and the value for money receive with regards to the annual funds they contribute to the fund. LGAQ is keen for input from Councils to determine whether or not it will be easy for Regional Subcommittees to be formed, what the challenges of doing that are and what the process could look like, whether it could work or not and why, and other alternatives for consideration.

Coordinators Meeting – 23 September 2013 (Executive Liaison Officer Mayor/CEO & Coordinator Mayor's Office participated)

There was discussion around the issues with the Brisbane airport and the sorts of actions COMSEQ might be able to achieve in terms of political pressure to have a second runway constructed and around a possible Brisbane Airport Roundtable. Some discussion on COMSEQ's strategic Communications Plan and the need to adopt a matrix-based structure with communications built into the front end of projects rather than the back end. With the Federal election now out of the way COMSEQ will look to ramp up day-to-day communications and media and need to be the "go-to-point" for media rather than the LGAQ on most issues affected SEQ.

Planning Reform Taskforce Meeting – 27 September 2013

The meeting was cancelled due to attendance numbers.

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



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Policy and legal implications will be addressed through existing allocation and re-prioritisation as required.

**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 Council of Mayor's SEQ (COMSEQ) Committee report be received and noted.



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**13.3 Planning Scheme Progress Report**

**Date:** 17 October 2013  
**Author:** Garth Moore, Manager Planning & Environment  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

This report serves as a progress report on the preparation on the Lockyer Valley Regional Council (LVRC) Planning Scheme and provides an update on the previous report received by Council on the 25 September 2013. The document presents the final draft of the LVRC Planning Scheme prior to its submission to the Deputy Premier and Minister of State Development Infrastructure and Planning for first state interest review.

**Officer's Recommendation:**

- 1 That Council receive and adopt its contents as a record of the workshop sessions to date.
2. That Council receive the draft LVRC Planning Scheme.
3. That the Manager Planning and Environment be requested to attend to the relevant matters in regards to forwarding the relevant documentation to the Minister and departmental website for state interest review.

**RESOLUTION:**

**THAT Council receive and adopt the report and its contents as a record of the workshop sessions to date;**

**And;**

**THAT Council receive the Draft Lockyer Valley Regional Council Planning Scheme;**

**And further;**

**THAT the Chief Executive Officer authorise the Manager Planning and Environment to attend to the relevant matters in forwarding the documentation to the Minister and Department of Infrastructure and Planning for the first state interest review.**

**Moved By: Cr McLean**

**Seconded By: Cr McDonald**

**Resolution Number: 3154**

**CARRIED**

**7/0**

**Report**

1. Introduction





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The LVRC Planning Scheme has been in production over the last 18 months. The Councillor workshop process has provided an open forum for the discussion of policy input into the schemes content and its implementation. The scheme follows the Queensland Planning Provisions as required by the Sustainable Planning Act (SPA). The scheme is an innovative response to the planning and development needs of LVRC and its community. The scheme is designed to only regulate those parts of the development process that require regulating.

The structure of the scheme is focused around the place model and is designed to ensure that the community structure of the Lockyer Valley Region is maintained and promoted into the future. Particular emphasis has been given to ensuring that zones and precincts are plain in their purpose and their intended development outcomes. Accordingly the principle economic drivers of the region are protected and their growth opportunities enhanced. The scheme is aligned with the State Government's single State Planning Policy and the underlying philosophy of promoting prosperity throughout the community.

## 2. Background

The planning scheme workshop series with Councillors has ensured Councillors have been part of the progressive drafting process of the planning scheme. Feedback and amendments coming from these sessions has been incorporated throughout this process.

This iterative process has now been completed with officers having finalised a draft document.

## 3. Report

The LVRC Planning Scheme has been in production over the last 18 months. The Councillor workshop has provided an open forum for the discussion of policy input into the schemes content and its implementation. The scheme follows the Queensland Planning Provisions as required by the Sustainable Planning Act (SPA).

The draft scheme is required to be forwarded to the Minister for Planning from which it will be distributed for state interest review. The following table represents an optimal timeline for the processing of the draft planning scheme to its eventual gazettal and commencement date.

### **Proposed Timeframe for Enactment of LVRC New Planning Scheme**

S/N	Activity	Target Date
1	Councillor Workshop	16 Oct 2013
	Council Meeting	30 Oct 2013
	Letter to Minister + Package	31 Oct 2013
2	State Interest Review Period 1	4 Nov 13 – 18 Dec 13 (32 BD)
	Christmas Close Down	19 Dec 13 – 2 Jan 14
	State Interest Review Period 2	3 Jan 14 – 14 Jan 14 (8 BD)
3	Minister Review (20 BD)	20 Jan 14 – 17 Feb 14
4	LVRC Review (15 BD)	18 Feb 14 – 10 Mar 14
5	Councillor Workshop	End March 2014
	Council Meeting	
6	Public Notification	31 Mar 14 – 16 May 14

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7	Review Submission	End May 14
8	Councillor Workshop	End June 14
	Council Meeting	
9	Ministerial Review (40 BD)	30 Jun 14 – 25 Aug 14
10	Councillor Workshop	Sep 14
	Council Meeting	
11	Enacted	Oct 14 (Commencement Date)

As the table indicates there are three opportunities for further council input into the structure and content of the planning scheme. These are post State interest and Ministerial review; as part of the public notification and at the final Council meeting for the adoption of the planning scheme.

The draft LVRC Planning Scheme is submitted for Council's endorsement.

**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 Council receive and note the draft LVRC Planning Scheme and contents.



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**13.4 Australia Day Awards and Event 2014**

**Date:** 17 October 2013  
**Author:** Michelle Brown, Events & Marketing Coordinator  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

The National Australia Day Council has changed the standard awards format for the annual Australia Day Awards, allowing local government areas to create new award categories to better meet the needs of individual communities. Regional Development has prepared a list of new proposed categories to be introduced and is seeking adoption of these categories as well as in principal support for the proposed event plan to take place on Sunday 26<sup>th</sup> January 2014.

**Officer's Recommendation:**

It is recommended that the categories listed below be adopted for the 2014 Australia Day Awards and that sufficient terms and conditions and selection criteria will be developed.

**Award categories to be adopted for the 2014 Australia Day Awards:**

- Volunteer of the Year
- Community Group of the Year
- Cultural Group or Individual of the Year
- Sporting Group of the Year
- Citizen of the Year
- Junior Citizen of the Year
- Senior Sports Award
- Junior Sports Award
- Community Event of the Year
- Mayor's Award

In addition support is given for the event plan to be arranged as proposed in Gatton.

**RESOLUTION:**

It is recommended that the categories listed below be adopted for the 2014 Australia Day Awards and that sufficient terms and conditions and selection criteria will be developed.

**Award categories to be adopted for the 2014 Australia Day Awards:**

- Volunteer of the Year
- Community Group of the Year
- Cultural Group or Individual of the Year
- Sporting Group of the Year
- Citizen of the Year
- Junior Citizen of the Year
- Senior Sports Award
- Junior Sports Award
- Community Event of the Year
- Mayor's Award





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- Cultural Group or Individual of the Year – can incorporate dance groups and performing arts groups to encourage greater nomination as this category traditionally received low nominations
- Sporting Group of the Year

Past categories to continue to be offered:

- Citizen of the Year
- Junior Citizen of the Year
- Senior and Junior Sports Award
- Community Event of the Year
- Mayor's Award

It is anticipated that by introducing a new format and categories to the awards a greater number of entries will be received.

In relation to the event itself, in 2014, Australia Day falls on a Sunday with the Monday being a public holiday. It is likely that being a long weekend, residents will go away. With this in mind, it is recommended the main event for Australia Day be planned to cater for the expected audience and reduced numbers. As last year's event was held in Laidley, it is recommended the event for 2014 is in the Gatton area.

The following is suggested:

Date: Sunday 26 January 2014

Venue: Lockyer Valley Cultural Centre and Gatton District Historical Society

Times: 10.30am - Australia Day Awards at the Lockyer Valley Cultural Centre

10am – 1pm Australia Day event at the Lockyer Valley Cultural Centre

**Event Concept:**

- Awards in air-conditioned Cultural Centre
- Bush Poets Breakfast
- BBQ Cook Off
- Children's activities – face painting, rides, outdoor games
- Free entry into Gatton District Historical Society
- Australia themed food

It is also anticipated that both Laidley and Gatton Historical Village will be encouraged and supported to run Australia Day themed breakfasts with poetry and entertainment from 7am-10am concurrently.

**4. Policy and Legal Implications**

New terms and conditions as well as selection criteria will be developed once the new categories have been adopted.

**5. Financial and Resource Implications**

An increase in award categories will simply mean an increase in awarded medals and certificates that need to be purchased. This will however be covered under the existing budget.

**6. Delegations/Authorisations**



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Council agrees to the new selection criteria and terms and conditions to be signed off by the ELT.

**7. Communication**

All new categories and the event will be communicated through all avenues including newspaper editorial, Facebook and website.

**8. Conclusion**

In conclusion, by proceeding with the new proposed award categories, it is expected that we will receive a greater number of nominations by better catering to the needs of the community, and creating award categories that reward a broader audience. In addition by holding the Australia Day activities in the Gatton area, being the Lockyer Valley Cultural Centre and Gatton Historical Village, we will have a weather proof venue as well as a themed back drop that will be ideal for this type of event.



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## 15.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS

### 14.1 Lockyer Valley Translink Bus Stops Upgrade to DDA Compliance

**Date:** 17 October 2013  
**Author:** Ken Denman, Technical Officer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

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#### **Summary:**

This report has been prepared to inform Council of the current funding context with respect to the Department of Main Roads Transport Translink Division for the upgrade of existing Translink Bus Stops within the Lockyer Valley Region to achieve compliance with the Disability Discrimination Act (DDA). Council is requested to approve the proposed 2013/14 and 2014/15 Translink bus stop works program and funding allocation.

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

**THAT It is recommended, that Council:**

**1. Approve the Translink bus stop works program to be undertaken by Council in the 2013/14 and 2014/15 financial years associated with the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council for Translink Bus Stops.**

**2. Allocate funds from the 2013/14 Council budget to the amount of \$11,273.00 to cover the cost of GST associated with the 2013/14 Translink bus stop works program.**

**3. At the time of the 2014/2015 Council budget formulation, Council shall allocate funds to the amount of \$11,303.00 to cover the cost of GST associated with the 2014/15 Translink bus stop works program.**

**3. Note that the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council was signed by both parties 19 June 2013. Translink is providing funding to the amount of \$114,000.00 (excluding GST) for the 2013/14 financial year and \$111,750.00 (excluding GST) for the 2014/15 financial year.**

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#### **RESOLUTION:**

**THAT Council:**

- 1. Approve the Translink bus stop works program to be undertaken by Council in the 2013/14 and 2014/15 financial years associated with the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and**

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**Lockyer Valley Regional Council for Translink Bus Stops.**

- 2. Allocate funds from the 2013/14 Council budget to the amount of \$11,273.00 to cover the cost of GST associated with the 2013/14 Translink bus stop works program.**
- 3. At the time of the 2014/2015 Council budget formulation, Council shall allocate funds to the amount of \$11,303.00 to cover the cost of GST associated with the 2014/15 Translink bus stop works program.**
- 4. Note that the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council was signed by both parties 19 June 2013. Translink is providing funding to the amount of \$114,000.00 (excluding GST) for the 2013/14 financial year and \$111,750.00 (excluding GST) for the 2014/15 financial year.**

**Moved By: Cr McDonald**

**Seconded By: Cr Milligan**

**Resolution Number: 3156**

**CARRIED**

**7/0**

**Report**

**1. Introduction/Summary**

The funding arrangements by Department of Transport and Main Roads Translink Division for the upgrade of Translink bus stops to achieve compliance with the Disability Discrimination Act (DDA) has changed such that Translink is providing Council with a total maximum funding to the amount of \$225,750.00 (excluding GST) over the 2013/14 and 2014/15 financial years to upgrade all Translink Bus Stops within the Lockyer Valley Regional Council area to DDA compliance. For Council to receive the funding, Translink required that Council enter into a Passenger Transport Accessible Infrastructure Program Agreement between State Of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council. This Passenger Transport Accessible Infrastructure Program Agreement was signed by both parties on the 19<sup>th</sup> June 2013 (attached). Council is to undertake construction of the works and maintain these bus stops into the future.

**2. Background**

Correspondence dated the 28<sup>th</sup> of May 2013 from the Translink Division of the Department of Transport and Main Roads (TMR) notified Council of proposed changes to the funding arrangements for the upgrade of existing Translink Bus Stops within the Lockyer Valley Region to achieve compliance with the Disability Discrimination Act (DDA).

The Director of Infrastructure Translink Division met with Council officers on the 4<sup>th</sup> of June 2013 to discuss the details of the proposed bus stop funding changes. The changes involved





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a lump sum payment being provided by Translink for the full cost of the outstanding works to upgrade the existing bus stops to DDA compliance. To qualify for funding under the new arrangement, Council's Officers were required to make a submission by the 7<sup>th</sup> of June 2013 which identified the scope of the works and the total cost to be funded. Council Officer's submitted a request for funding, 7<sup>th</sup> June 2013 to the amount of \$211,750.00, for the upgrade of the Translink bus stops. The Director of Infrastructure Translink Division sent an email on 11<sup>th</sup> June 2013 accepting the Council funding submission with Translink providing 50% of the funding for the 2013/14 financial year and 50% for the 2014/15 financial year. For Council to receive the funding, Translink required that Council enter into a Passenger Transport Accessible Infrastructure Program Agreement between State Of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council.

In accordance with the agreement, Translink will provide Council with a maximum total funding of \$225,750.00 (excluding GST) including an up front payment of \$114,000.00 (excluding GST) for the works to be undertaken in the 2013/2014 financial year. The 2014/15 contribution to the amount of \$111,750.00 (excluding GST) is to be paid to Council on completion of the works by June 2015. Translink is providing an additional \$14,000.00, over and above the \$211,750.00 requested, for planning and design. If the actual cost is less than the sum of the funds advanced, then the Council will be liable to notify TMR and repay the excess amount. All works are fully funded by Translink except for GST, which Council is responsible to pay in accordance with the Passenger Transport Accessible Infrastructure Program Agreement.

Locality plans and a list of all the Translink bus stops in the Region are attached. Note that the new Grantham bus stops are to be constructed in 2013/14 with funds provided by QRA. Also please note that a bus interchange project is proposed for the Gatton Railway Station bus stop, however this is out side the scope of these works and preliminary discussions have been undertaken with Translink regarding this major project.

A summary of proposed works program and contribution responsibility follows:

LOCATION	CONTRIBUTION			
	2013/2014		2014/2015	
	LVR C	Tran slink	LVR C	Tran slink
William Street, Laidley east bound (opposite Hospital)	\$2,886 .00	\$28, 863. 00	-	-
Mary Street, Laidley south bound (opposite Community centre)	\$3,188 .00	\$31, 877. 00	-	-
Victoria Street, Forest Hill, south bound	\$2,429 .00	\$24, 287. 00	-	-
Victoria Street, Forest Hill, north bound	\$2,770 .00	\$27,	-	-

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		697. 00		
Drayton Street, Laidley, east bound (pioneer village)	-	-	\$1,9 78.0 0	\$19, 777. 00
William Street, Laidley, east bound (IGA side)	-	-	\$2,3 19.0 0	\$23, 187. 00
William Street, Laidley, west bound (hospital side)	-	-	\$3,1 07.0 0	\$31, 063. 00
Lake Apex Drive, Gatton, east bound (opp. cultural centre)	-	-	\$1,1 81.0 0	\$11, 813. 00
Mary Street, Laidley, north bound (community centre side)	-	-	\$ 867. 00	\$ 8,66 7.00
Turner Street, Helidon- (near store)	-	-	\$ 614. 00	\$ 6,13 7.00
Drayton Street, Laidley, west bound (pioneer village)	-	-	\$ 550. 00	\$ 5,49 9.00
William Street, Laidley, west bound (Daus Neumann Haus)	-	-	\$ 229. 00	\$ 2,28 7.00
Warrego Highway, Lawes, - (UQ Gatton Campus)	-	-	\$ 460. 00	\$ 4,59 6.00
<b>Total</b>	<b>\$11,27 3.00</b>	<b>\$112 ,724. 00</b>	<b>\$11, 303. 00</b>	<b>\$113 ,026. 00</b>

Dependant upon actual expenditure for the 2013/14 works, the lists may be amended to include additional works in 2013/14 to utilise as much of the \$114,000.00 funding as practicable.

### 3. Report

Council is requested to approve the Translink works program to be undertaken by Council in the 2013/14 and 2014/15 financial years associated with the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the



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Department of Transport and Main Roads and Lockyer Valley Regional Council for Translink Bus Stops.

**4. Policy and Legal Implications**

N/A

**5. Financial and Resource Implications**

Council is requested to allocate funds from the 2013/14 Council budget to the amount of \$11,273.00 to cover the cost of GST associated with the 2013/14 Translink bus stop works program. At the time of the 2014/15 Council budget formulation, Council is requested to allocate funds to the amount of \$11,303.00 to cover the cost of GST associated with the 2014/15 Translink bus stop works program. Council is to undertake the construction works and maintain these bus stops into the future.

**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.



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**14.2 Relocation of Translink Bus Stops at Grantham**

**Date:** 17 October 2013  
**Author:** Ken Denman, Technical Officer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

**Summary:**

This report has been prepared for Council to approve the relocation of the Grantham Translink Bus Stops, and funding allocation.

**Officer's Recommendation:**

**That It is recommended, that Council:**

- 1. Approve the relocation of the two Grantham Translink Bus Stops from near the intersection of William Street and Gatton- Helidon Road, Grantham to the frontage of Bugler Park near the intersection of William Street and Railway Street, Grantham.**
- 2. Submit a request to Department of Transport and Main Road Translink Division, for approval to relocate the two Grantham Translink Bus Stops.**
- 3. Allocate funds from the 2013/14 budget to the amount of \$8,000.00 to cover improvements to the bus stops that are not considered to be eligible works by QRA.**

**RESOLUTION:  
THAT Council:**

- 1. Approve the relocation of the two Grantham Translink Bus Stops from near the intersection of William Street and Gatton- Helidon Road, Grantham to the frontage of Bugler Park near the intersection of William Street and Railway Street, Grantham.**
- 2. Submit a request to Department of Transport and Main Road Translink Division, for approval to relocate the two Grantham Translink Bus Stops.**
- 3. Allocate funds from the 2013/14 budget to the amount of \$8,000.00 to cover improvements to the bus stops that are not considered to be eligible works by QRA.**

**Moved By: Cr Friend    Seconded By: Cr Pingel**  
**Resolution Number: 3157**

**CARRIED  
7/0**

Report



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## **1. Introduction/Summary**

Infrastructure associated with both the original east and west bound Translink Bus Stops, located near the intersection of William Street and Gatton-Helidon Road, Grantham, was damaged during the January 2011 flood event. This infrastructure is to be replaced with new Translink intermediate type bus stops including Translink shelters and mostly funded by the Queensland Reconstruction Authority. At this point in time QRA funding is available until March 2014. QRA has indicated that the funding will cover demolition (existing infrastructure), removal of spoil, light trim, provision of a standard Translink bus shelter, construct concrete slab and install J Pole. QRA has indicated that funding will not cover litter bins, tactile tiles or other additional works. Council will need to allocate funds from the 2013\_14 budget to cover any short fall in QRA funding. Due to the change in the urban footprint of Grantham Town it is considered that this is an opportunity to relocate these bus stops to a more suitable location with Council and Translink approval.

## **2. Background**

Currently, temporary Translink Bus Stops (hail points) are located near the Lucky 7 Grantham Community Store in Anzac Avenue, Grantham and on the eastern side of Gatton Helidon Road near the Harris Street intersection. Due to the change in the Grantham Urban foot print, the location of the original Translink Bus Stops are now a significant distance from the majority of the Grantham Town population and it is considered that the original locations are no longer appropriate to serve the needs of the Grantham Community. It is considered that this would be an opportune time to relocate the Translink Bus Stops. Relocation of the Translink Bus Stops requires approval by Translink and community consultation.

Several options were considered and submitted to Translink to obtain preliminary advice regarding the proposed relocation of the bus stops and which options would be supported by Translink. Translink advised that the bus stops are required to be paired such that both stops are in reasonable close proximity of each other. Any relocation of the bus stops is not to significantly increase travel distance and time for the bus operators. Translink would not support any locations in Anzac Avenue other than the original locations. Translink would not support relocating the stops to the Lucky 7 Grantham Community Store because there is no suitable location for the west bound stop. Translink advised that the proposal to relocate both bus stops to the frontage of Bugler Park near the intersection of William Street and Railway Street would be supported.

Consultation was undertaken with the Grantham Community to identify the community's preferences for suitable Bus Stop locations. Approximately 150 letters were prepared for a letter box drop in the Grantham town area to inform the community of the proposal to relocate the stops and to request input from the community by completing a community consultation form provided and returning it to Council. Council only received one response from the Grantham Community with the comment that the Bus Stops should not be relocated.

If the Bus stops were to remain in the original locations then additional works would be required for the east (Brisbane) bound stop, such as significant earthworks, construction of retaining walls, reconstructing a significant length of the existing concrete footpath, replacing the back of the existing layback kerb with upright kerb to achieve the Translink standards and Disability Discrimination Act (DDA) compliance. It is unlikely that QRA would fund the additional works.

Locating the new bus stops to the frontage of Bugler park near the intersection of William Street and Railway Street would also require some additional works for the east (Brisbane) bound stop, such as

replacing the back of the existing layback kerb with upright kerb to achieve the Translink standards and Disability Discrimination Act (DDA) compliance.

In considering the extent works to be undertaken, the comments by Translink and the Grantham community, amount of funding to be provided by QRA, it is proposed that the Translink bus stops should be relocated to the frontage of Bugler Park near the intersection of William Street and Railway Street as shown in the attached sketch. This site offers closer proximity to the majority of the Grantham population, facilities and less works are required to achieve construction standards of Translink and DDA compliance than would be necessary at the original location.

### **3. Report**

Council is requested to approve the relocation of the two Grantham Translink Bus Stops from near the intersection of William Street and Gatton- Helidon Road, Grantham to the frontage of Bugler Park near the intersection of William Street and Railway Street, Grantham as identified on the attached sketch. Relocating the bus stops to the frontage of Bugler Park reduces the distance from the majority of the Grantham Town population and reduces additional costs to achieve Disability Discrimination Act (DDA) compliance. Upon Council approval to relocate these bus stops a request for the approval for the relocation of the two Grantham Translink Bus Stops is to be sent to Department of Transport and Main Road Translink Division. Council is requested to allocate funding from the 2013/14 to the amount of \$8,000.00 to cover the short fall in QRA funding for the provision of tactile tiles, litter bins and the reconstruction of layback kerb to upright kerb.

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

N/A

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

Council will be required to allocate funds from the 2013/14 budget to the amount of \$8000.00 to cover the short fall in QRA funding. 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.



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**14.3 Community Facility Signs Guidelines**

**Date:** 18 October 2013  
**Author:** Joshua Ellis, Civil Planning Engineer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal papers

**Summary:**

This report is for the adoption of the Community Facility Signs Guidelines October 2013 at the 6 November 2013 Council meeting.

**Officer's Recommendation:**

**THAT Council adopts the Community Facilities Signs Guideline – October 2013 and henceforth the guideline be used as part of Councils policies and procedures.**

**RESOLUTION:**

**THAT Council proposes to adopt the Community Facilities Signs Guideline – October 2013 and henceforth the guideline be used as part of Councils policies and procedures;**

**And further;**

**THAT Council workshop the issue of commercial and community signage in order to finalise the guideline for adoption and implementation.**

**Moved By: Cr Holstein**

**Seconded By: Cr Milligan**

**Resolution Number: 3158**

**CARRIED**

**6/1**

**Voting**

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

**Against the Motion:** Councillor McDonald.

**Report**

**1. Introduction**

Blue and white signage is often used to direct drivers to community facilities, such as police stations, libraries, hospitals etc. At the moment, Council does not have a guideline controlling the installation of these signs. This report introduces the current problems with Community Facilities signage in our region and the proposed guideline is attached.

It is the intent that the blue and white signs be provided in a uniform manner, consistent with other Road Authorities so that they are easily identified/located and understood by the

motorist. Driving a car in any environment is a complex task requiring continuous and rapid decision making. The guideline seeks to provide a balance between overloading the road environment with generally superfluous information and assisting the motorist seeking a specific destination.

## 2. Background

In the past, these requests for these signs have come into Council quite regularly and there has really been no uniform or consistent procedure in handling them. Contrary to the general approach across Queensland, in our region many private businesses are signed with the community facilities signage. This being the case, it has led to a proliferation of these signs in all areas which in turn renders them ineffective, as motorists have difficulty scanning all the information and making decisions within the time available. This can be a safety concern.

Some examples of a proliferation of signs can be seen below:



For traffic signs to be effective they need to:

- Cover an identified need
- Catch the driver's attention
- Communicate a simple and understandable message
- Be respected by the driver
- Be positioned to allow enough time for appropriate action
- Be uniform in appearance

With all this in mind, it is believed that the proposed Community Facility Sign Guideline will not only achieve the above outcomes but it will bring Council into line with the State and National Standards and accepted practice principals.

This report is not intended to address how Council may manage the existing signage stock pertaining to Community Facilities. This issue would be the subject of a separate, but parallel exercise.





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**3. Report**

See attached guideline.

**4. Policy and Legal Implications**

Council currently has no guideline for the assessing the installation of the community facility signage, which could have implications for Council should the proliferation of these signs lead to a road crash.

**5. Financial and Resource Implications**

Signs relating to community facilities under Council control shall be provided by Council at full Council cost.

Approved signs for other facilities shall be installed and maintained by the Responsible Highway Authority being either Council or TMR, at full cost to the respective organisation requesting the signs. Replacement for any reason shall also be at full cost to the organisation/facility associated with the sign. The Federal Government "Goods & Services Tax" will apply to these signs.

An administrative charge as set in Council's annual fees and charges review will be included in the cost of the sign applications.

**6. Delegations/Authorisations**

It is proposed that the approval or not of the signage applications would be authorised by the Executive Manager Infrastructure Works and Services.

**7. Communication**

The attached guideline would be uploaded onto the Councils website in the "Policies and Procedures" area.

**8. Conclusion**

The implementation of this guideline would assist Council in making our roads safer in the long-term through the structured assessment of future installations.



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**16.0 ITEMS FOR INFORMATION**

**THAT Council receive and note the following reports for Council's information only:  
Executive Manager Governance & Performance Monthly Update  
Executive Manager Organisational Development & Engagement Monthly Update  
Executive Manager Community & Development Services Monthly Update  
Executive Manager Planning & Development Monthly Update  
Executive Manager Infrastructure Works & Services Monthly Update  
(Refer: Items 15.1 – 15.5)**

Cr Peter Friend left the meeting, the time being 12:59 PM  
Cr Peter Friend returned to the meeting, the time being 01:00 PM

Cr Peter Friend left the meeting, the time being 01:01 PM  
Cr Peter Friend returned to the meeting, the time being 01:02 PM

Councillor Cr Kathy McLean left the meeting, the time being 01:04 PM  
Councillor Cr Kathy McLean returned to the meeting, the time being 01:06 PM



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**15.1 Executive Manager Governance and Performance Monthly Update**

**Date:** 16 October 2013  
**Author:** Jason Bradshaw, Executive Manager Governance & Performance  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

**Summary:**

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

**RESOLUTION:**  
**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 background information to date and only progress is being reported during October.

**3. Report**

*Business Improvement and Program Performance*

Arrangements have been finalised with AECOM for the NDRRA works, and the initial meetings held to benchmark the performance of the program against KRA's, program gates and works plans to inform the 'stop light' reporting framework. This reporting has been introduced into the Infrastructure Taskforce meetings and provides for program review of resource utilisation and planned resourcing for the coming period. This reporting will be provided for Council review in the monthly reporting for Recovery and Resilience. The compilation of the projects and works that will form the basis of the 'Rebuilding Lockyer Better' initiative has been circulated for internal management review in line with the operational plan priorities.

*Internal Audit*

The Audit and Risk Management Committee meeting was held on 26 September, 2013. A review of the Unaudited Financial Statements 2012/13 was the key focus, with an internal audit on the payment of allowances the other focus. There remain a number of outstanding

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actions within the Audit Register that have been listed for urgent follow up. It was also forecast that a review of the committee and the initial 12 months be scoped and undertaken.

*Corporate Communications*

A review of the current website has commenced. Corporate Communications are working on scoping a project with the Information Technology section to develop a plan to progress the current website that incorporates integration with our other technology systems. The Annual report is currently in design phase and its timing will remain dependent on the finalisation of the annual financial statements. A monthly update on current activities is attached.

*Major Projects and Funding*

Applications are being finalised for the 'Improving Financial Management and Sustainability Scheme' funding rounds with projects developed around Council Service Levels and Asset Management to provide foundations for future work. Council was unable to gain the support of adjoining Councils to lodge any joint project submissions from a collaborative perspective. Ongoing assistance is being provided to waste services in developing policies to accompany our waste strategies and operations.

*Legal Services*

There remains a significant workload in addressing property issues and land based matters around leasing, permits etc. A number of reports will follow to Council for authorisation and direction over coming months. Case work remains ongoing with a number of key priorities that require oversight. The legal services budget will require review at the first budget review and risk management remains a key focus.

*Administration and Executive Operations*

Funding rounds have been advertised for community grants and these applications are currently being assessed. Information management are seeing an uptake in the use of ECM, the electronic document management system which is providing dividends to improved workflows of information. Internal mailboxes and email addresses are under review to improve capture of information. The proposed cleanup of network drives and transfer of information to the corporate system is providing challenges for some staff in storing corporate information.

*Governance*

The complaints management process has been updated with new internal guidelines and procedures developed for administrative action complaints and privacy complaints. Council is reviewing an offer for a legislative compliance checklist service to ensure we remain up to date with any recent changes. The gifts, entertainment and gratuities procedure has been updated and presented to the CEO for final sign off.

**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. A review of budgets for internal savings is underway with the first quarter complete.



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**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 Performance report be received as information only.



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**15.2 Executive Manager Organisational Development & Engagement  
Monthly Update**

**Date:** 18 October 2013  
**Author:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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**Summary:**

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

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

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**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 September.

**3. Report**

**ORGANISATIONAL DEVELOPMENT**

*Staff Skills – Gap analysis and Skills audit and Training needs analysis.*

A Skills – Gap analysis and skills audit and Training needs analysis has now been completed. The loading of these identified competencies, skills and qualifications against positions and employees into the One Council system is underway.

*Culture Survey*

Late in the year 2011 Council undertook a staff survey on culture and used the data gained to make improvements in culture, customer service, communications, leadership etc. It is now time to undertake this survey again in order to assess progress made in cultural reforms for the Organisation. This survey once completed and assessed will be presented to Council at a workshop in the near future.

*Performance Plans 2013/14*

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The online mode of distributing and saving electronic versions of performance plans appears to have been accepted well by staff and although there are still some minor issues, as with all new products, the performance reviews are well under way.

*National Safe Work Australia October 2013*

Initial preparations for National Safe Work Australia Month 2013 are underway and Lockyer Valley Regional Council's OHS Coordinator has prepared a Safety program consisting of the following initiatives:-

1. Staff representatives from Infrastructure Works and Services and Community Services attended a Workplace Health and Safety Queensland sponsored safety presentation hosted by Queensland Safety Ambassador Mal Meninga, this included a fitness session with Mal prior to the presentation. Council has five (5) State of Origin balls signed by Mal to use as a prize in a safety competition.
2. The OHS Coordinator is preparing a number of pocket risk assessment cards and note books to be made available to supervisory staff from identified high risk areas.
3. A competition is being run to identify a Council safety slogan to drive safety awareness.
4. A snake awareness and electrical safety sessions for all staff will be held at the Gatton Cultural Centre on 31 October to conclude these initiatives.

## COMMUNITY ENGAGEMENT

*Community Engagement Team*

In line with Council's Community Engagement Framework, the Community Engagement Team has undertaken and worked with other Council units such as Parks and Gardens, Environmental, and Infrastructure on a variety of community projects. This internal alliance has been a great assistance in not only contributing to the successful outcome of projects but has improved community consultation outcomes.

*Health and Well Being Expo 2013*

The Community Engagement Team also assisted at the LVRC Health and Well Being Expo 2013 which was held on 13 October 2013, refer to Regional Development report for more details.

*Mobile Education Resources Centre (MERC)*

The MERC was utilised at the Vintage & Classic Truck Show (Gatton) 28-29 Sept by the community group and LVRC Regional Development unit to promote disaster preparedness and tourism opportunities.

## RECOVERY AND RESILIENCE

A separate report from Manager Disaster Management (Recovery & Resilience) & Community Engagement, Dave Mazzaferri has been submitted on this subject matter.

Disaster Management

*Grantham Siren*

From scoping the Siren which best meets needs has been selected. Location at Grantham Rural Fire Shed, 3 Christopher Street, Grantham. Property owner is Lockyer Valley Regional Council. Working with building regarding compliance and approval as the Siren exceeds 10m. Have liaised with RAAF to ensure the siren is not in a restricted flight path. 11 meter high pole/siren (maximum planning



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height permissible). The siren capability includes tone, messaging and public announcement. Triggered manually or remotely. Has a 1.5km range in extreme environmental conditions.

#### Strengthening Grantham Project

##### *Landswap*

Just one block remains in Landswap to be allocated to the next in the queue

Working with four new participants through the contract stages, with bank letters and quotes for house removals.

##### *BSA Funding*

Project Coordinator 25.09.2013 hosted BSA team who spent the day in Gatton office assisting residents to apply for BSA funding. 30.09.2013 was cut off date for all applications. Every possible eligible participant was contacted. Proof of residency documents were produced to assist residents Working with residents to have Form 16s sent to BSA when houses are at that stage

#### Community Engagement

##### *Laidley*

Working with Infrastructure Services in regard to Laidley flood mitigation works. One on one meetings have been held with some affected residents. Trying to arrange a videoconference with a Melbourne owner. A mailout is to be prepared for October 17. More individual meetings to follow.

##### *Forest Hill*

Working with Infrastructure Services in regard to Forest Hill flood mitigation. Made arrangements, set up and attended the public meeting held at Forest Hill on 25 September 2013. Drafted letter and arranged processes to hand deliver mail out to Forest Hill residents 30.09.2013. Ongoing calling of residents to arrange one on one meetings. Planning and preparation for meetings. Discussions during meetings will be recorded and reported. Investigative tour of Forest Hill with Quentin Underwood to understand the nature of the proposed works and its impacts. Individual meetings to begin 09.10.2013.

##### *Strengthening Grantham Mural and Celebration*

Meetings held to further discussions. Craig is gathering prices to present to CEO on his return Regular PCG meetings

##### *BHC House*

Exit report and new tenant entry report completed. Keys handed over and rent payment arrangements completed. Complete entry report with new tenant

##### *Multicultural*

###### *Settlement Grant Program*

Settlement officer position advertised and interviewed and new staff member commences on the 22nd of October. Currently Multicultural Project Officer handling enquiries 6 clients (1 Afghani, 1 PNG, 1 Iraqi, 3 Sudanese); 5 new registrations for 2013/2014, 10 contacts regarding casework and referrals.

##### *Homework Club*

Currently no sessions do to school holidays. Work has been conducted to secure a new tutor for one on one support for a highschool student to commence as soon as Homework Club begins.





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Network Meetings have been held and discussion points included considering a boys mental program.

*Minister Visit*

Robert Cavallucci (Assistant Minister for Multicultural Affairs) is visiting 4 November with ACCES Services.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed if required 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 Organisational Development & Engagement report be received and noted.



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**15.3 Executive Manager Planning and Development Services Monthly Update**

**Date:** 17 October 2013  
**Author:** Mark Piorkowski, Executive Manager Planning & Development Services  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

This report is to update Council on the big 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 September 2013.

**3. Report**

**Council of Mayors (SEQ)** – A number of committees and taskforce groups met during the month of September. A separate report has been provided.

**PLANNING**

*Strategic Planning Project*

Priority Infrastructure Plans (PIP's) were finalised as part of the LVRC Planning Scheme. The preliminary draft of the LVRC Planning Scheme was presented to Councillors at the September Councillor workshop. Preparation of the brief for the Urban Design Framework in Laidley Town Centre was completed. Preparation of the itinerary for the Councillor bus tour as part of the Laidley Futures project was completed.

**ENVIRONMENTAL PLANNING**

*Reach Project – Stewardship Trial Programme*



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Ten expressions of interest were received from landholders. These landholders will be contacted shortly to arrange a site visit, agree targets for the next twelve months (weed management, planting etc.) and complete the sign up to the programme. Phone survey to be undertaken with landholders who did not return expressions of interest, to determine reasons and assist any who may still wish to join the programme. Tree guards were installed on plants being chewed by wallabies. The project is awaiting cooler/wetter weather before proceeding with further planting.

*Laidley Flying Fox Roost*

A large existing eucalypt within the DMP area is dying. It will be pruned in the coming weeks to remove the risk of falling boughs into a public space. Officers applied for a new DMP for the eucalypt pruning.

*Helidon Hills*

A fire break was surveyed and cut. Prescribed burn undertaken of four hectares containing scrap. A brief for the removal of the scrap was sent to the contractors. A stakeholder's workshop was held to review the first draft of the Plan of Management. A Steering Committee meeting for Helidon Hills and Alice Creek Reserve was held. A sign was erected at the entrance to the reserve. Drafting of brief for weed management and regeneration is underway.

Site inspection and question and answer with contractors bidding for scrap removal was held on 23 September. Quotes for scrap removal were due 27 September. Second draft of the Plan of Management was received from Eco Logical. Drafting of brief for weed management and regeneration is underway. Review quotes from scrap removal contractors and award the project. Review the second draft of the Plan of Management. Meet with Federal and State representatives to discuss the second draft and request review/sign off. Complete the weed management and regeneration brief and issue.

## PLUMBING AND BUILDING SERVICES

On Monday 9 September 2013 Council's Plumbing Coordinator attended the Principle Plumbing Inspectors Meeting in Noosa. The main topic at this meeting was the ongoing regulation of onsite sewerage treatment plants across the state. Council officers will continue to work with other Shires and the State Government to improve regulations.

*S.E.S. Building Extensions*

The Plumbing and Building Certification Teams have completed their inspections and assessment of the building and plumbing work on this infrastructure and the works are compliant and therefore a Certificate of classification has been issued which allows the building to be used for intended purpose.

*Plumbing and Building Conference*

The Australian Biennial Conference was held in Brisbane from 15 to 18 September with our staff alternating days to ensure that all sessions were attended. Some of the key learnings from the conference:

1. Liability holds no bounds and risk can be managed.
2. Changes to Building Codes and standards as a result of disaster events and how this effects future development.
3. Construction industry response to demands for emerging technologies and the importance that regulators remain in touch with these technologies.

4. Responding to global warming, innovation and energy efficiency within the construction industry.

#### REGIONAL DEVELOPMENT

##### *Lockyer Valley Business Awards*

Are proceeding as per the project plan schedule on time and within budget. Judging is taking place during October which includes on-site visits and employee applicants. Quality key note presenter has been secured, nomination numbers have sustained as per last year.

##### *Singapore Tour*

Regional Development Team assisted in providing the delegation for the Singapore leg of the Asian tour with key linkages in Austrade to enable the potential for further opportunities with our region exporting produce.

##### *Lockyer Valley Growers Group*

Efforts to establish this group has been progressing well. A couple of planning meetings have been held to assist in establishing a time and venue to form the group officially. A number of key growers in the region have expressed an interest in being a part of the group and committing to nominating for the management committee. Meeting for the establishment of the Lockyer Valley Growers Group is scheduled for 12 November at the DPI research centre.

##### *Farmers Market Workshops*

Were held at the Lockyer Valley Cultural Centre on 1 & 2 October and presented by Jane Adams from the Australian Farmers Markets Association. Council of Mayors (SEQ) provided the opportunity for the Lockyer Valley to be chosen as the host venue for this event mainly because of our strong food focus and our central location within South East Queensland.

There were 18 registrations for the first day which was targeted at producers only 9 attended. The second day was targeted at market facilitators and organisers which 20 were registered and only 10 attended. Participants who attended were from as far afield as Nobby, Scenic Rim, Brisbane, Maleny and the Lockyer Valley. The workshops were provided at no cost to participants due to funding from the Caring for our Country Grant.

Topics and presentations were relevant to the audience and included:

- For Producers – Challenges for markets and producers, benefits for the producer, brand identity and being Market Ready.
- For Market facilitators – Grassroots revolution & local food focus, National snapshot of farmers' markets and economic statistics, key challenges, critical success factors, economic benefits, environmental benefits, community and consumer benefits, and producer benefits.

The presenter provided ample opportunity for participants to discuss individual concepts at all breaks and following the presentations. There are further opportunities that could be explored in developing authentic farmer's market experiences, and the establishment of a state based Australian Farmers Markets Association including representation on the national board of the Association.

##### *Brisbane Marketing Branding Update*

Planned presentation by Brisbane Marketing on their new regional branding will take place in October/November. This will provide the opportunity to align our branding vertically to assist



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in leveraging interstate and national campaigns. Council is also in the process of reviewing the draft MOU with Brisbane Marketing to ensure a high level of service delivery for tourism in our region.

*Health and Wellbeing Expo*

Was completed 13 October with good response the event with participants reporting good numbers attending early in the day. Approximately 800 people attended throughout the day.

*Lockyer 300 Off Road Championships*

Still waiting to hear if they will have a car available to be on show in the park. There will be a meet 'n' greet with Derek Pingel a local racing identity and his son Brendon Pingel who currently races in the Aussie Racing Car Super Series will have his race car on display. Guide Dogs Australia is having a site in the park too, with merchandise and a promotional puppy. The children activities include an animal farm, rock climbing, face painting and a kid's yoga session.

*Tourism Promotion and Development Officer*

Matt Hobson will commence work on 21 October, Matt is completing his master's in Business and Tourism following on from 10 years' experience in the industry.

*Historic Truck and Machinery Show*

Were provided with support from the Regional Development Team to deliver another good event for the region. Numbers were down a little on the last day probably due to inclement weather conditions. The annual dinner for the group held at the Lockyer Valley Cultural Centre reportedly went very well and the visitor numbers to the Queensland Transport Museum were significantly better this year.

*Lockyer Better Business – Lockyer Retail Survey*

Was presented at the Lockyer Better Business networking breakfast sponsored by Council on 17 September at the Lockyer Valley Cultural Centre. Approximately 50 attendees received an update on Council's commitment to business and regional development activities.

*Flood Risk Frame work*

Was delivered on 19 September which was well received by attendees. Target audience was real estate agents, property valuers, and financial institutions who were all well represented.

**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**



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

**8. Conclusion**

That the Planning and Development Services Monthly Update be received as information only.



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**15.4 Executive Manager Corporate & Community Services Monthly Update**

**Date:** 16 October 2013  
**Author:** David Lewis, Group Manager Corporate & Community Services  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

**Summary:**

This report provides Council with a brief summary of key operational activities undertaken by the Corporate and Community Services Group during September 2013.

**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 Council with a brief summary of key operational activities undertaken by the Corporate and Community Services Group during September 2013.

**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 and Community Services Group during September 2013 by functional grouping follows:

*Waste*

During September the Waste Business Unit continued to focus on the resolution of outstanding issues (approximately 250) in relation to Council's new bin service(s).

Assent to the general conditions of the draft lease for the JJ Richards Depot at the Gatton landfill was returned from JJ Richards. Council's legal representatives will now submit application for approval of the lease by the Minister for Natural Resources and Mines.

ETS Engineering group have been engaged to undertake a waste infrastructure assessment report and the associated development of a Full Cost Pricing model for Waste Business Unit.

Final preparations are continuing for the Gatton Transfer Station and Tip Shop 20 November 2013 opening.

#### *Community Facilities*

Dal Ryan Memorial Pool was open to the public on Saturday 28 September. The attendance figures were well above those of the same period last year, though higher than normal temperatures were experienced, and all feedback from users has been positive.

A decision on the future lease options for this facility need to be finalised as the current management agreement is to April 2014.

Renovations to the Laidley Cultural Centre are now schedule to commence on 14 October 2013.

#### *Cultural, Health and Regulatory Services*

Expressions of interest for the Herbicide Subsidy Scheme will close in early October. The scheme provides landholders with rebates of up to 75 per cent off the cost price of herbicides to destroy Parthenium and Giant Rats Tail Grass (GRT). Thirty expressions of interest have been received to date.

A Wild Dog Baiting meeting is scheduled to be held at the Mulgowie Hall on 10 October 2013. A hundred people are expected to attend with Local Law Officers and Compliance Officers also being at the meeting at Mulgowie.

Food Business inspections have been conducted across the Region

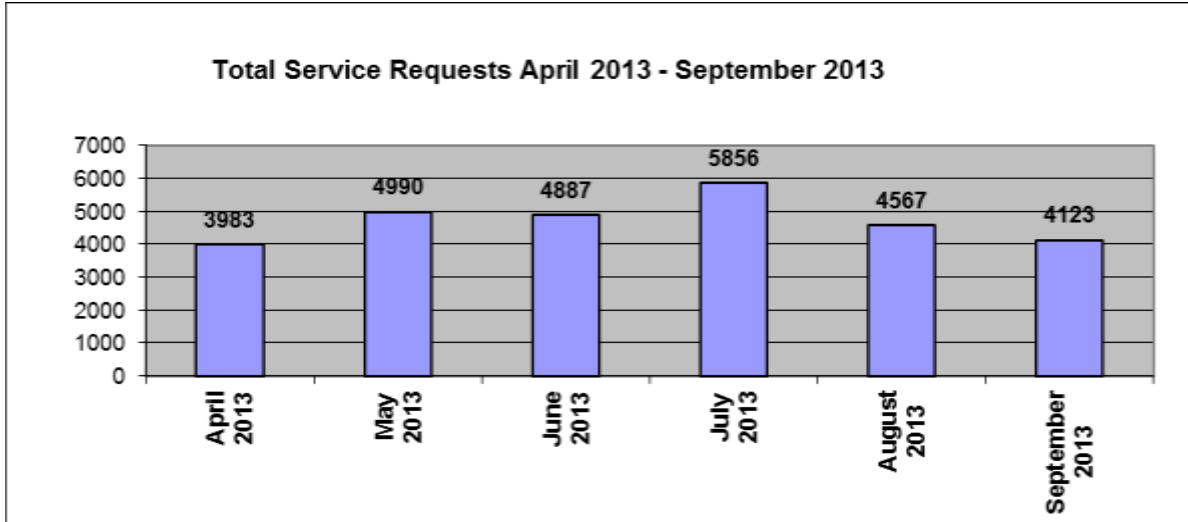
#### *Customer Services*

The demands for service have been busy on the counters as the rates discount period expired during September. However telephone services have settled with call numbers being under 4,000 for the first time since December 2012.

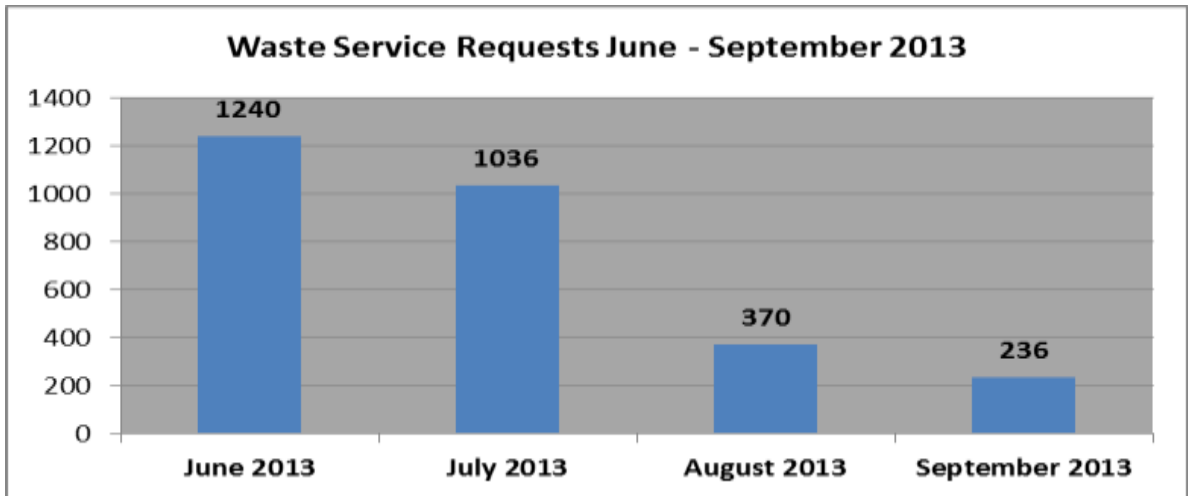
#### *Service Requests*

4,123 service requests were generated in September and indicate that business has settled following some very busy months, as reflected by the following graph:





Interestingly waste service requests have also significantly reduced and are similar figures prior to the release of the new waste policy.



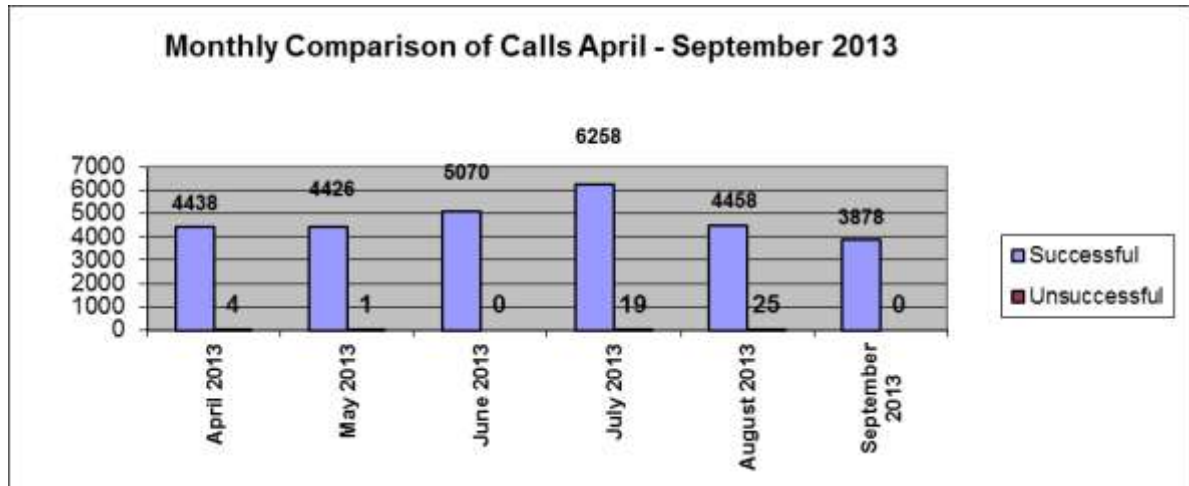
*Outstanding Service Requests*

At 30 September 2013 there were 758 outstanding service requests.

*Telephones*

Reflecting the above trends, September telephone calls dropped under 4,000 for first month since December 2012.

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***Receipting***

13,844 receipts were processed in September 2013 with 82.9% of the receipts processed being either by BPay, direct debit, via Australia Post or internet banking.

***QGAP***

QGAP activities (949 transactions) for September were down on August 2013 and previous year September trends. Approximately 60% of all transaction for QGAP are for the provision of services for transport and car insurance.

***Information Technology***

A strategy adopted by ICT Steering Committee for restructuring the network drives is being actioned. A report is being produced to inform management and staff of the situation in their respective areas.

Work is continuing on Digital Local Government project to implement video conferencing and instant messaging at Council.

Proposals are being requested to assist in developing and implementing fresh IT Policies and Procedures to improve risk management and security.

Windows 7 rollout continues with over 80% of computers upgraded. Go Live of One Council will impact this project if delayed, as some computers cannot be upgraded until One Council is in place.

Demonstrations of Website technologies have been presented to the ICT Steering Committee. The Communications Team will take the lead on this project and work to develop a Web Strategy. The strategy will drive our requirements, specifications and outcomes for Council's new website. The ICT Team will work to recommend improvements in design and functionality of the intranet.



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Categories for staff equipment issue have been developed and a spreadsheet forwarded to Managers to request that each staff member and relevant contractors are allocated into a category based on the type of work they do. The categories will then determine what ICT hardware combinations can be issued to an officer. The purpose of this exercise is to reduce the number of devices Council is purchasing and minimise the duplication of functionality.

The One Council Project remains on track for implementation on 28 October 2013.

*Finance*

*Finalisation of 2013 Annual Financial Statements*

The final draft Financial Statements was presented to the Audit Committee on 26 September 2013 and a final version provided to the Queensland Audit Office (QAO) for audit. The QAO audit team will be on site for two weeks from 14 October 2013 to finalise the field work with sign off on the statements expected in November.

An extension of time has been granted by the Minister for the audit to be finalised no later than 20 December 2013 and are confident that this deadline will be met.

It should be noted that Section 182 of The Local Government Regulation 2012 requires that Council must adopt its Annual Report within one month from the day the Auditor General gives his final audit report to Council. The delay in the finalisation of the audit will impact on the publication of the Annual Report and a proposed publication date cannot be determined at this time.

*2014 Loan Borrowings Application*

The application for Council's borrowings was submitted to Queensland Treasury on 2 October 2013. In order to lodge the application as close to the deadline as possible it was signed by the Executive Manager Governance and Performance on behalf of the CEO. The Mayor's signature is still required and the finalised form will need to be forwarded to the Department.

*Emergency Management Fire and Rescue Levy*

All properties outside the Urban Fire Levy area will be affected by the State Government's Emergency Management Fire and Rescue Levy which commences on 1 January 2014. Properties currently paying the Urban Fire Levy will see an increase in the amount they are paying from that date as well.

As Council is to collect the levy on behalf of the State Government, the amounts will be included on the rates notices issued from 1 January 2014. Council's Revenue Team has almost completed the assessment and classification of properties to enable this to occur.

It is proposed that a media campaign be conducted prior to the issue of rates notices (currently planned for around mid-January) to explain why the levy is being added to the rates notices, what it is for and how it might affect the amount being paid. Assistance is available from QFRS

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with the media campaign and there is an opportunity for QFRS to cover Council's costs in providing the information and implementing the levy.

**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**

Emergency Management Fire and Rescue Levy

It is proposed that a media campaign be conducted prior to the issue of rates notices (currently planned for around mid-January 2014) to explain why the levy is being added to the rates notices, what it is for and how it might affect the amount being paid. Assistance is available from QFRS with the media campaign and there is an opportunity for QFRS to cover Council's costs in providing the information and implementing the levy.

**8. Conclusion**

A significant workload continues within the Corporate and Community Services group as we continue to deliver major projects while maintaining delivery of "business as usual" services to our community.



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**15.5 Executive Manager Infrastructure Works & Services Monthly Report**

**Date:** 17 October 2013  
**Author:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

**Summary:**

This report is to update Council on the emerging matters arising since Council last met in regards to the Infrastructure Works and Services Group.

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

**RESOLUTION:**

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

**Report**

**1. Introduction**

This report is to provide an update to Council on current matters arising for the Infrastructure Works and Services Group since Council's last meeting held on the 25<sup>th</sup> of September 2013.

**2. Background**

Previous Infrastructure Works and Services report to Council up to and including the 25<sup>th</sup> of September 2013.

**3. Report**

Natural Disaster Relief and Recovery Arrangements (NDRRA) programme

*2011 NDRRA program*

A current financial summary of the above-mentioned programme follows.

- Current estimated final cost (EFC) = \$116 million
- 2011 emergent works (now paid and acquitted by QRA) = \$21 million
- Value of works completed to start October = \$97 million
- Submissions forwarded to QRA awaiting acquittal = \$14.5 million
- Submissions that have been acquitted by the QRA = \$3 million

Projects of note:

- Rockmount Road bridge issued for tender in early October 2013

Key risks at the moment

- Potentially ineligible works already constructed
- Delays in Council making final submissions of projects for QRA acquittal
- Delays in subsequent QRA acquittal of Council submissions
- Project management office costs may be deemed by the QRA as being too great
- All of 2011 programme not completed by the QRA deadline (June 2014)

*2013 NDRRA program*

A current financial summary of the above-mentioned programme follows.

- Current estimated final cost (EFC) = \$28 million
- 2013 emergent works (paid, but not yet acquitted by QRA) = \$15 million
- Value of works completed to start October = \$2.5 million
- Submissions forwarded to QRA awaiting acquittal = \$0
- Submissions that have been acquitted by the QRA = \$0
- 2013 Betterment projects submitted for assessment by QRA: \$5 million

Key risks at the moment

- Potentially overlap in scope definition between 2011 and 2013 events (this is being assessed by Council to clarify)
- All of 2013 programme not completed by the QRA deadline (June 2015)

Investigation, Planning and Design Unit

*Laidley flood mitigation projects (DSDIP funding)*

- Narda Lagoon levee – concept design being formulated. Expecting to commence works in Q1 of 2014 calendar year, subject to weather
- Laidley CBD preparatory works (service relocations, vegetation removal, but no earthworks) – forecast to commence in Q2 of 2014
- Storr Street drain – this ‘missing link’ in the drainage system is expected to be executed in conjunction with the Narda Lagoon levee (which will receive some of the excavated fill material).

*Forest Hill levee*

- The second community meeting is programmed to occur on the evening of Wednesday the 20<sup>th</sup> of November 2013.
- Face-to-face discussions are taking place with directly affected property owners (and residents that also request a meeting) in order to develop a more specific levee alignment (rather than the envelope presented at the first community information evening. It is anticipated that this proposed alignment would be presented at the second community information evening.

*Council's Planning Scheme*

- Infrastructure Works and Services are supporting the Planning team through a review of cross-sections and road hierarchy.

*Catchments*

- Ongoing liaison with various parties regarding the flood models under development (or that have been developed), e.g., Healthy Waterways.



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*Asset Management Unit*

- The team is working on the migration of the asset inventory and condition data to the TechnologyOne system.
- Work being done on the process of:  
CRM (customer requests) ⇒ raise defect notice ⇒ close CRM ⇒ raise works order ⇒ works activity ⇒ close defect notice.

*Plant & Fleet*

- Budgeted plant hire recoveries for 2013-14 may have been set too high. Therefore it is unlikely that IWS will achieve the plant hire recoveries budgeted for 2013-14.

Infrastructure Delivery Unit

*General works operations*

- NDRRA construction works continuing – progress by Council crews is excellent
- QRA Stabilization program, Richards Road, Costello's Road, Friss Road, Connoles Road and Diana Road.
- Re-sheeting of roads in 'area 3'
- Overlay on Airforce Road
- Bitumen seals on Brightview Road

Safety

- Gearing up for Safety Week at the end of October. Workshop to be held on the afternoon of Thursday the 31<sup>st</sup> of October 2013 at Lake Apex for all outdoor IWS staff (Ergon safety presentation – working near powerlines, etc.)

*Capital works programme*

- Hickey Street, Gatton, footpath works commenced
- Preliminary designs prepared for Laidley District School carpark

*RMPC Business Unit*

- Bridge inspections stage 1 ongoing
- Private Works, Spring Vale Drainage for Queensland Fire & Rescue Services
- DSW Works Mt Whitestone pavement repairs and Cooyar sealing program

*Fire ants*

- Continuing to work with Biosecurity Queensland, with a meeting held on the 15<sup>th</sup> of October 2013
- Discussion with Biosecurity Queensland around the erection of Variable Message Signs to improve publicity of the problem

Parks and Open Spaces Unit

*General operations of the unit*

- Relocating operations to the area previously occupied by Queensland Urban Utilities at the Gatton Works Depot
- Good feedback on the long jump pit completed at the Laidley Recreation Reserve
- Working with the Asset Manager and Parks staff to develop Work Order templates for operational use for TechnologyOne implementation

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*Signs, lines and vegetation clearance*

- Maintenance operations ongoing, but slow vegetation growth, so resource deployment into the Roads unit is possible in order to maintain efficiencies.

Customer request statistics for the period 01 October to 17 October 2013 are:

<b>Requests Taken</b>	<b>Councillor Requests</b>	<b>Inspected</b>	<b>Completed</b>	<b>Outstanding</b>
255	10	122	355	100

**4. Policy and Legal Implications**

Policy and legal implications will be addressed through existing allocations and re-prioritisation as required.

**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 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 Executive Manager Infrastructure Works and Services report be received and noted.

*There being no further business the meeting adjourned for lunch at 1.05 pm and resumed at 1.55 pm.*









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**16.4 Gatton Administration Building Additions & Alternations**

**Date:** 29 October 2013  
**Author:** Russell Cook, Community Facilities Coordinator  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (d) (e) (f) of the Local Government Act, 2009, as the matter involves ratings concessions; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage; AND contracts proposed to be made by it.*

A tender was called for works to be undertaken on the Gatton Administration Building, with four (4) tenders received. Council evaluated all tenders and Council accepted the best value for money tender.

**Officer's Recommendation:**

**THAT Council approve the tender offer from A Dart & Co of \$328,620 (ex-GST) for the Gatton Administration Building Additions and Alteration project;**  
**And further;**  
**THAT Council delegate authority to the Chief Executive Officer, to make, vary and discharge the contract in accordance with the agreed contract terms for any changes.**

**RESOLUTION:**

**THAT Council accept the tender offered from A Dart & Co of \$361,482 for the Gatton Administration Building Additions and Alterations project;**  
**And;**  
**THAT Council delegate authority to the Chief Executive Officer, to make, vary and discharge the contract in accordance with the agreed contract terms for any changes;**  
**And further;**  
**THAT Council workshop the proposed project plans to ensure that the designs for the additions and alterations meet Council and Community expectations as well any legislative compliance requirements.**





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**16.7**                                      **Application for Allocation of Public Purpose Reservation for Road Purposes - Lot 1 on SP240755, Lot 82 on CH312426, Lot 126 on CH311831 & Lot 127 on CH312106 - Derrymore**

**Date:**                                      29 October 2013  
**Author:**                                      Caitlan Natalier, Solicitor  
**Responsible Officer:**                      Jason Bradshaw, Executive Manager Governance & Performance  
**File No:**                                      Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council has been requested to provide any views or requirements for the allocation of the floating public purpose reservations for road purposes contained within the lots as part of the reconfiguration of these lands.

**RESOLUTION:**

**THAT with respect to email correspondence received from the Department of Natural Resources and Mines dated 9 September 2013 requesting confirmation of whether the floating road reservations contained within Lot 1 on SP240755, Lot 82 on CH312426, Lot 126 on CH311831 and Lot 127 on CH312106 shall be allocated as proposed, Council resolves to advise the Department of Natural Resources and Mines that Council may require the floating road reservations for future roads purposes and Council has no objection to the allocation proposal.**

**Moved By:      Cr Friend                                      Seconded By:      Cr Pingel**  
**Resolution Number: 3164**

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



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**16.8 Request for Trustee Lease - Glenore Grove Cricket Club -  
Application of Section 236 Local Government Regulation 2012  
Exception**

**Date:** 29 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is confirming the Trustee Lease over the land and is complying with its statutory requirements to seek exception from tendering in accordance with the 'Local Government Regulation 2012'.

**RESOLUTION:**

**THAT** with respect to the request of the Glenore Grove Cricket Club Inc. received on 11 September 2013 for a Trustee Lease in relation to the sporting grounds situated at Brightview Road, Glenore Grove on part of a Reserve for Recreation described as Lot 189 Crown Plan CC2393, Council resolves:-

- (a) to record the application of the exception from tendering contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*;
- (b) to support an application for a Trustee Lease over an area of approximately 51,300m<sup>2</sup> of Lot 189 on Crown Plan CC2393 situated at Brightview Road, Glenore Grove being made to the Department of Natural Resources and Mines on behalf of the Glenore Grove Cricket Club Inc. on the following conditions:-
  - (i) the term of the Trustee Lease shall be 20 years;
  - (ii) the rent for the first year of the lease term shall be \$106.00 plus GST and shall be increased on each anniversary of the commencement date in line with increases in the Consumer Price Index for Brisbane;
  - (iii) that the Glenore Grove Cricket Club Inc. shall be responsible for all costs and expenses incurred in respect of application for, preparation and registration of the Trustee Lease, save and except for survey costs which will be paid by Council;
  - (iv) the Glenore Grove Cricket Club shall be responsible for all outgoings, including but not limited to insurance and utility expenses, incurred in respect of the leased premises;



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- (v) The Trustee Lease shall be subject to the final approval of the Minister for Natural Resources and Mines in accordance with statutory requirements;

And further;

THAT Council undertake works on the driveway and lot access to the sporting ground prior to the commencement of the lease.

**Moved By: Cr Milligan**

**Seconded By: Cr Friend**

**Resolution Number: 3165**

**CARRIED**

**7/0**





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**16.9 Renewal of Special Lease 27/47668 - Lot 119 on Crown Plan CSH2340**

**Date:** 29 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is to consider the renewal of the Special Lease over this land and provide additional views or comments on the application.

**RESOLUTION:**

**THAT with respect to the correspondence received from the Department of Natural Resources and Mines dated 27 August 2013 requesting Council's comment in respect of the proposed renewal of Special Lease 27/47668, Council resolves to:-**

- 1. offer no objection to the renewal of Special Lease 27/47668;**
- 2. offer no objection to the freeholding of Lot 119 on CSH2340 and the amalgamation of this land into the adjoining lots;**
- 3. advise the Department of Natural Resources and Mines that the following views or requirements should also be taken into consideration in assessing the application:-**
  - (a) adjoining Lot 38 on SP123498 is currently zoned as Rural Agricultural land.**
  - (b) adjoining Lots 17 on RP208539 and 9 on RP12468 are currently zoned as Rural Landscape.**
  - (c) The mid-storey of Lot 119 on CSH2340 is dominated by lantana which would need to be successfully managed.**
  - (d) The soils associated with the sandstone ridge are poor and thin. Poor land management practices, including mechanical removal of lantana, inappropriate fire regime or grazing will have a significant impact on the biodiversity values of the lot.**
  - (e) The highest and best use of Lot 119 on CSH2340 is very low intensity grazing.**
  - (f) Gatton-Esk Road is a State-controlled road so the views of the Department of Transport and Main Roads should also be considered.**

**Moved By: Cr Friend**

**Seconded By: Cr Milligan**



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**Resolution Number: 3166**

**CARRIED**

**7/0**



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16.10

**Request for Trustee Lease - Gatton Girl Guides - Application of  
Section 236 Local Government Regulations 2012 Exception**

**Date:** 29 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is confirming the Trustee Lease over the land and is complying with its statutory requirements to seek exception from tendering in accordance with the 'Local Government Regulation 2012'.

**RESOLUTION:**

**THAT with respect to the request of the Gatton Girl Guides received 3 September 2013 for a Trustee Lease in relation to the girl guides hut situated at Hickey Street, Gatton on part of a Reserve for Recreation described as Lot 155 on Crown Plan CC2253, Council resolves:-**

- (a) to record the application of the exception from tendering contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*; and**
- (b) to support an application for a Trustee Lease over an area of approximately 465m<sup>2</sup> of Lot 155 on Crown Plan CC2253 situated at Hickey Street, Gatton being made to the Department of Natural Resources and Mines on behalf of the Gatton Girl Guides Club Inc. on the following conditions:-**
  - (i) that the term of the Trustee Lease shall be 20 years;**
  - (ii) the rent for the first year of the lease term shall be \$106.00 plus GST and shall be increased on each anniversary of the commencement date in line with increases in the Consumer Price Index for Brisbane;**
  - (iii) that the Gatton Girl Guides Club Inc. shall be responsible for all costs and expenses incurred in respect of the application for, preparation and registration of the Trustee Lease, save and except for survey costs which will be paid by Council;**
  - (iv) that the Gatton Girl Guides Club Inc. shall be responsible for all outgoings, including but not limited to insurance and utility expenses incurred in respect of the leased premises; and**



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- (v) the Trustee Lease shall be subject to the final approval of the Minister for Natural Resources and Mines in accordance with statutory requirements.

**Moved By: Cr Milligan**

**Seconded By: Cr Holstein**

**Resolution Number: 3167**

**CARRIED**

**7/0**



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**16.11**                                      **Application for Permit to Occupy - Part of Ruddocks Road, Derrymore Road & Abbots Road, Derrymore**

**Date:** 24 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is to consider the application for a permit to occupy and advise on any views or requirements.

**RESOLUTION:**

**THAT** subject to further investigation and confirmation by the Mayor and the Chief Executive Officer in respect of the Application for Permit to Occupy over part of Ruddocks Road, Derrymore Road and Abbots Road at Derrymore, Council resolves to write to the Department of Natural Resources and Mines:

- a) objecting to the proposed Permit to Occupy for the following reasons which should be taken into consideration when further dealing with the land:-
  - (i) grazing along these roads poses a safety issue as these roads provide access to at least 11 surrounding properties, the majority of which contain residences, which would require regular access;
  - (ii) the roads proposed to be occupied are all gravel roads and will deteriorate quickly as a result of grazing. Significant cost would be incurred to maintain and repair any road damage.
  - (iii) If the permit to occupy was granted, the permittee would need to effectively contain stock within the permit area. This would require the installation of grids and gates which Council policy discourages.

**Moved By:    Cr Holstein                                      Seconded By:    Cr Friend**  
**Resolution Number: 3168**

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





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**16.13**                                  **Application for Absolute Surrender of a Lease - Lot 13 on G1279 - North Street, Gatton**

**Date:**                                     29 October 2013  
**Author:**                                Caitlan Natalier, Solicitor  
**Responsible Officer:**             Jason Bradshaw, Executive Manager Governance & Performance  
**File No:**                                 Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is to advise of the position that it has formed on the application for absolute surrender of the lease.

**RESOLUTION:**  
**THAT Council forward correspondence to the Department of Natural Resources and Mines requesting that Council be granted an extension of 30 days to further consider all options available for the use of the land;**  
**And further;**  
**THAT Council undertake further investigation into the options available for Youth Services in the region to be facilitated from this land, and into any additional drainage issues that may impact the site, to allow final consideration of the matter.**

**Moved By:    Cr Milligan    Seconded By:    Cr Pingel**  
**Resolution Number: 3170**

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







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16.15

**Proposed Sale- Grantham Water and Waste Water Infrastructure**

**Date:** 17 October 2013  
**Author:** Stephen Hart, Manager Administration & Executive Operations  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council is seeking to ensure legislative compliance and negotiate a suitable outcome for the associated infrastructure.

**RESOLUTION:**

**THAT Council note the intention to sell by agreement the Grantham water and waste water infrastructure to Queensland Urban Utilities subject to successful completion of negotiation;  
And further;  
THAT Council provide the CEO with the delegated authority to negotiate an Asset Sale Agreement with QUU subject to legislative requirements.**

**Moved By: Cr Milligan** **Seconded By: Cr Holstein**

**Resolution Number: 3172**

**CARRIED**

**7/0**



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**16.16 Acquisition of Land for Road Purposes - Part of Lot 101 on CC190**

**Date:** 29 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Paper

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Council requires additional land to facilitate roadwork, and is seeking authorisation to finalise land acquisition and legal requirements.

**Officer's Recommendation:**

**THAT with respect to the proposed road works at Rockmount Road, Rockmount to construct a new bridge and re-align Rockmount Road, Council resolves to authorise the Chief Executive Officer to:-**

- (a) negotiate with the owners of freehold property described as Lot 101 on CC190 to acquire approximately 6,265m<sup>2</sup> of Lot 101 on CC190 for roads purposes pursuant to Part 2 of the *Acquisition of Land Act 1967*;**
- (b) obtain a market valuation at Council's cost to determine the amount of compensation to be provided to the landowners in respect of the land acquisition;**
- (c) to otherwise do all things necessary to acquire the land and open it as a road.**

**RESOLUTION:**

**THAT with respect to the proposed road works at Rockmount Road, Rockmount to construct a new bridge and re-align Rockmount Road, Council resolves to authorise the Chief Executive Officer to:-**

- (a) negotiate with the owners of freehold property described as Lot 101 on CC190 to acquire approximately 6,265m<sup>2</sup> of Lot 101 on CC190 for roads purposes pursuant to Part 2 of the *Acquisition of Land Act 1967*;**
- (b) obtain a market valuation at Council's cost to determine the amount of compensation to be provided to the landowners in respect of the land acquisition; however a fair and reasonable settlement is to be determined in these circumstances, with a minimum value of \$5000 deemed appropriate given that Council is unable to provide the goods and services requested as compensation.**



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**16.17 Request for Relocation & Lease - Laidley Lions Club Inc**

**Date:** 29 October 2013  
**Author:** Caitlan Natalier, Solicitor  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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Council is to consider a request for a lease to the Laidley Lions Club.

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**Officer's Recommendation:**

**THAT in respect of the correspondence received from the Lions Club of Laidley Inc. dated 18 June 2013 requesting approval to lease a parcel of land from Council, which is above flood level and not otherwise earmarked for other uses, in order to erect a building for meetings and storage purposes, Council resolves that:-**

- (a) the Chief Executive Officer be authorised to undertake negotiations with the Laidley SES and the Laidley Lions Club Inc. to negotiate suitable leasing arrangements satisfactory to the parties at the Laidley Council depot and on Lot 1 on CC2623 in the existing Laidley SES building.**
  - (b) in the event that the Laidley SES relocates to the Laidley Council depot, the Chief Executive Officer be authorised to undertake negotiations for the non-exclusive lease of approximately 200m<sup>2</sup> of land and the existing building situated at Southern Street, Laidley and described as part of Lot 1 on CC2623 to the Laidley Lions Club Inc. on the following conditions:-**
    - i. the lease shall be non-exclusive and the building may be used by any other community organisations who require a meeting place;**
    - ii. maintenance of the building will need to be undertaken before possession can be given;**
    - iii. once negotiations have been completed, Council will be required to consider the application of the exception from tendering contained in Section 236(1)(b)(ii) before a lease can be formally entered.**
  - (c) the Laidley Lions Club Inc. be advised that they may apply for short term financial assistance under Council's community grants scheme.**
-



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**RESOLUTION:**

THAT in respect of the correspondence received from the Lions Club of Laidley Inc. dated 18 June 2013 requesting approval to lease a parcel of land from Council, which is above flood level and not otherwise earmarked for other uses, in order to erect a building for meetings and storage purposes, Council resolves that the Chief Executive Officer be authorised to undertake negotiations with the Laidley Lions Club Inc. to negotiate suitable leasing arrangements satisfactory to the parties at the Laidley Council depot;

And;

THAT Council will apply the exception from tendering contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012, in order for a new lease to be entered into with the Laidley Lions Club;

And further;

THAT the Laidley Lions Club Inc. be advised that they may apply for short term financial assistance under Council's community grants scheme.

**Moved By: Cr Friend**

**Seconded By: Cr Holstein**

**Resolution Number: 3175**

**CARRIED**

**7/0**



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**16.18   NDRRA Program Update**

**Date:** 18 October 2013  
**Author:** Anthony Trace, Manager Business Improvement & Program Performance  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance & Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Act, 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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The report was to provide an update and detailed reporting of the status of flood restoration works from 2011 and 2013.

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**RESOLUTION:**  
**THAT Council review and adopt the attached NDRRA Program Report up to 15 October 2013.**

**Moved By:   Cr McDonald   Seconded By:   Cr Pingel**  
**Resolution Number: 3176**

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



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**16.19 Sale of Land for Overdue Rates & Charges**

**Date:** 25 October 2013  
**Author:** Tony Brett, Manager Finance  
**Responsible Officer:** David Lewis, Group Manager Corporate & Community Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (d) (g) of the Local Government Act, 2009, as the matter involves ratings concessions; AND starting or defending legal proceedings involving it.*

Council is to approve the sale of land for overdue rates and charges and authorise the CEO to commence the process for sale of land.

**RESOLUTION:**

**THAT Council resolves to authorise the Chief Executive Officer to appoint an auctioneer to conduct the sale by auction for the following land;**

<b>Assessment Number</b>	<b>Lot/Plan No.</b>
11455-40000-000	330CSH316
12920-95000-000	1RP7860
22882-10000-000	1SP185014
13375-09000-000	6RP862337
23033-50000-000	7RP118468

**And;**

**THAT Council hold the sale of land auction at 10.00 am on Friday 6 December 2013 at the Gatton Shire Hall;**

**Further;**

**THAT Council give the necessary notices and take all necessary steps to effect the sale of land;**

**And further;**

**THAT Council Authorise the Chief Executive Officer to set a reserve for the land in accordance with the Local Government Regulation 2012; and**

**THAT Council authorise the Chief Executive Officer to sell the land by agreement if the reserve price is not reached at auction;**

**And further;**

**THAT Council withdraw property 23543-00000-000 from the sale process, as it is a property that Council has an interest in acquiring under Section 148 of the Local Government Regulation 2012.**

**Moved By: Cr Pingel**

**Seconded By: Cr Milligan**

**Resolution Number: 3177**

**CARRIED**

**7/0**

