



REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

AGENDA

28 MAY 2014

TABLE OF CONTENTS

Item Subject	Page No.
Table of Contents	2
1. Leave of Absence	4
2. Deputations.....	4
2.1 Darling Downs - Moreton Rabbit Board	4
2.2 Pingel Racing	4
2.3 Australian & New Zealand Disaster and Emergency Management Conference - 5-7 May 2014	7
2.4 LGAQ Financial Summit & Civic Leaders Forum - 7 May 2014	17
3. Condolences/Get Well Wishes	20
3.1 Condolences/Get Well Wishes	20
4. Declaration of any Material personal interests/conflicts of interest by councillors and senior council officers.....	20
5. Confirmation of Minutes	21
5.1 Confirmation of Minutes of the Ordinary Meeting held on 30 April 2014	21
6. Mayoral Minute	21
6.1 Mayoral Minute	21
7. Committee Reports	21
8. Business Arising from Minutes.....	21
9. Executive Office Reports	22
9.1 Chief Executive Officer's Report.....	22
10. Governance and Performance Reports.....	31
10.1 LGAQ 2014 Finance Summit.....	31
10.2 Audit & Risk Management Committee - Amended Charter. Code of Conduct and Independent Chairperson	36
10.3 Council Decision Making Framework	55
10.4 Council Agenda Action Items Review.....	64
10.5 Rebuilding Lockyer Better A Mid Term Achievements Report.....	64
10.6 Lease Arrangements for the Central Lockyer Rural Fire Brigade and the Lockyer Waters Rural Fire Brigade	79
10.7 Application for Permanent Road Closure - Part of the Unnamed Road Off East Egypt Road, Flagstone Creek	84
10.8 Community Grants	90
11. Organisational Development and Engagement Reports.....	92

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

12. Corporate and Community Services Reports	92
12.1 Summary of Council Actual Financial Performance vs Budget - 30 April 2014	92
12.2 Report of Exemptions from obtaining Competitive Offers	109
12.3 Lockyer Darts Association - Proposed Permanent Shelter Shed, Ferrari Park, Laidley	113
12.4 Adoption of 2014-15 Fees and Charges	118
13. Planning and Development Services Reports	174
13.1 Queensland Urban Utilities (QUU) 2014-19 Corporate Plan	174
13.2 Sydney Royal Easter Show Report	210
13.3 Request for New Road Name in Subdivision at 97 Preston Boundary Road, Preston	231
13.4 Preliminary Approval (s242) Material Change of Use to Vary the Effect of the Gatton Planning Scheme	234
13.5 Commencement of Utility Model for Water and Wastewater and the Endorsement of the Queensland Urban Utilities Interim Connections Policy	239
14. Infrastructure Works and Services Reports.....	315
15. Items for information	315
15.1 Executive Manager Governance & Performance Monthly Update	316
15.2 Executive Manager Organisational Development & Engagement Monthly Update	324
15.3 Recovery & Resilience Monthly Update	327
15.4 Executive Manager Planning & Development Services Monthly Update	330
15.5 Queensland Urban Utilities (QUU) Progress Report (April 2014).....	333
15.6 Council of Mayors South East Queensland (CoMSEQ) Committee Report	336
15.7 Regional Leaders Forum (May 2014).....	339
15.8 Update on Infrastructure Planning & Charges Reforms	342
15.9 Executive Manager Corporate & Community Services Monthly Update	346
15.10 Executive Manager Infrastructure Works & Services Monthly Update	352

1. LEAVE OF ABSENCE

No Leave Of Absence reports at time of print run

2. DEPUTATIONS

2.1 Darling Downs - Moreton Rabbit Board

Date: 19 May 2014
Author: Ian Flint, Chief Executive Officer
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

The Presentation will be provided by the Darling Downs – Moreton Rabbit Board to compliment their request for funding in the 2014/15 budget and to answer any questions in relation to the recently adopted Annual Report.

Officer's Recommendation

THAT at 10.15 am Renee Mackenzie, Chief Executive Officer & Mr Rodney Towner, Deputy Chairperson of the Darling Downs - Moreton Rabbit Board will address Council.

2.2 Pingel Racing

Date: 23 May 2014
Author: Ian Flint, Chief Executive Officer
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Officer's Recommendation:

At 10.45 am representatives from Pingel Racing Team will address Council.

Attachments

1 Letter 2 Pages

21st of May 2014

Mr Ian Flint
CEO Lockyer Valley Regional Council
26 Railway Street Gatton 4343 QLD
Email: iflint@lvrc.qld.gov.au

Dear Ian,

We are writing to you regards an exciting partnership which we have developed to launch a very innovative promotion and initiative for our Lockyer Valley region. For many years both Allan Payne and ourselves have been involved in motorsport throughout Australia, and of recent times several discussions between us have taken place culminating in a support package being finalised with Allan to support Brendon Pingel who is contesting the National Aussie Racing Car Championship in 2014.

Allan has a passionate desire to assist Brendon as a young up-and-coming driver, to develop his skills and abilities as a race car driver. In doing so, one of the primary initiatives is to market and expose the Lockyer Valley to the 2nd largest sporting audience in our nation. Allan's passion to support and nurture Brendon to success is a long-term interest, and it is hoped that this can culminate in Brendon becoming a young ambassador for our region influencing for common good, the younger generation in our area.

Brendon is committed to a program of development which we are hopeful will culminate in him becoming a respected driving instructor with a regular commentary in local media outlets. This initiative is fully supported by the Gatton Star who will feature a regular column of driving tips by Brendon in this capacity. Such a safety initiative is vital to the younger generation throughout our region.

As a result of the commitment by Allan to financially support Brendon's racing career, it is hoped that the businesses and community at large will support this initiative, as it is often the case with many sporting heroes from different areas throughout Australia. Allan has joined with Derek Pingel Racing in the quest to develop another home grown National Champion, and in doing so, expose the Lockyer Valley region to the broader Australian community.

As you would be aware we have developed a branding "Spirit of Lockyer" for the race car utilising the highly recognised Lockyer Valley logo which was discussed and ultimately sanctioned by you. At no stage are we making any reference to the Regional Council but more-so simply capitalising on an already recognised brand.

In an effort to ensure that Council totally understands the drive and reasoning behind this initiative, we would sincerely appreciate the opportunity to speak to Council formally and share our goals and commitment to this exciting initiative which we believe will enhance our regions exposure.

We would really appreciate the opportunity to provide a deputation to Council at the earliest possible opportunity. Those attending would be Allan Payne, Brendon Pingel and Derek Pingel.

We look forward to hearing from you with regards this request and if there is anything else we can provide in the meantime don't hesitate to contact either Allan or myself at your convenience.

With our sincere thanks and best wishes,


Derek Pingel



Derek Pingel Racing

0408 716062

Allan Payne



Scotbar Motorsport

0439 970007



ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

**2.3 Australian & New Zealand Disaster and Emergency Management
Conference - 5-7 May 2014**

Date: 22 May 2014
Author: Janice Holstein, Councillor
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Summary:

Officer's Recommendation:

THAT Council receive and note the Australian & New Zealand Disaster and Emergency Management Conference Report.

Attachments

1 Cr Holstein - Report 9 Pages



Report by Cr Janice Holstein

While I was not scheduled to attend this conference, I put my hand up when a replacement Councillor was called for at the last minute, as I did not wish to see the funds or opportunity wasted. I believed it was very important to ensure that Council was represented at this valuable conference as there is always so much to learn at these forums which can benefit our community.

It certainly was a very interesting conference with speakers from diverse sectors working within Disaster Management/Emergency Services. There were numerous concurrent workshops throughout the conference covering many different aspects. Highlights of the conference are mentioned from the notes I had taken.

The Honourable Lianne Dalziel Mayor of Christchurch - Never Let a Serious Crisis go to Waste. Memories fade and that is why conference like the Disaster Management are important so we can learn lesson from others experiences.

- Christchurch is striving for international best-practice for Disaster Management.
- Local knowledge needs to be built into planning for disasters.
- Lessons from Katrina Recovery = opportunity for Involving local people : Making recovery work involve local people...
- Stronger Christchurch Infrastructure Rebuild Team And what I mean by this is, you have opportunity to do things that you think you could not do before.

Mr Neil Comrie AO, APM, Bushfires Royal Commission Implementation Monitor - Building Disaster Resilient Communities

- We cannot always prevent major emergencies, but we can reduce the risk and mitigate the damage by improved planning, preparation and coordinated response.
- A disaster resistant community is one where people understand the risks that may affect them and others in the community.
- Resilience is the ability to prepare and plan for, absorb and more successfully recover from adverse events.
- The more the Govt does for communities the less individuals do for themselves.
- Food for Thought: *Never doubt that a small group of thoughtful, concerned citizens can change the world. indeed it is the only thing that ever has. Margaret Mead*

Mr Mark Crossweller AFSM, Director General, Emergency Management Australia - The Inevitability of Natural Disasters and how a change of thinking might change the outcome.

Our Key Challenge. Perhaps the biggest challenge all Emergency Services, Government and Non-Government Agencies face is maintaining the 'trust and confidence' of the Community in which they serve whether it be in delivering the day to day business or managing catastrophic events.

The Limitations of our Internal Resources

- Our resistance (not accepting "inevitability")
- Our ignorance (lack of full "knowledge and appreciation")
- Our arrogance (our "fixed and right view of the world")
- Our abrogation (not accepting our own responsibility)

Blame is never useful.

A brave new world beyond our internal limitations

- Acceptance - A genuine understanding that we do not get to choose severe to catastrophic disaster events but we do get to choose how to prepare, respond and recover from them.
- Unity - We genuinely come together as Governments, Media, Police and Emergency Services and the Community and utilise all of our collective internal and external resources
- Humility - The ability to surrender our own fixed view of the world and genuinely engage with others and
- Compassion
- Forgiveness

Associate Professor Brett Aimers OStJ RN FACN, Chief Professional Officer, St John Ambulance Australia - Disaster Health Planning: A mainstream contributor to modern emergency management practice

The frequency in which disasters occur is increasing.

A health disaster can be defined as a local event where the casualties overwhelm locally available medical resources. There are in excess of 200 definitions for a traditional 'disaster'.

Increasingly Australia is playing a more active and leading disaster health role in the Asia Pacific Region.

Our Disaster Footprint

- Disasters are resulting in significant morbidity and increasing mortality across Australia.
- This increase will continue to exert pressure on and heighten demand for our health system.
- To date our health system have not been fully challenged by a disaster.

Dr Paul Barnes BSc PhD, Deputy Director & Leader , Infrastructure Program , QUT Centre for Emergency & Disaster Management - Business Continuity Management as Disaster Preparedness

Urbanisation and Infrastructure

- Social. And physical transformation of landscapes
- Complex dynamic processes (over multiple scales of space and time)

Key Infrastructure disturbances might include:

- Loss of interconnectivity & Telecommunications (data, software & networks)
- Damaged Housing Stock & Commercial Premises
- Power supply (Generation & transmission)
- Transport systems (Road, rail, air, water)

Business Continuity (Chair Peter Kueffer)

Resilience in the Face of Disaster: Evaluation of a Community Development & Engagement Initiative in Queensland Mrs Sarah Dean, Senior Advisor Disaster Management, Tablelands Regional Council

Queensland is "disaster prone" - flooding, cyclones and wildfires on an annual basis.

Emergency Management Contemporary Models

Community Resilience

- Sense of community
- Social support and networks
- Self-efficacy
- Coping
- Empowerment
- Hazard and Risk awareness
- Adaption
- Capacity Building
- Self-organising behaviour
- Experience of adversity
- Health & spiritual well being
- Sustainability
- Community competence

Findings - recommendations

1. Consider alternative models of emergency management which have a stronger focus on disaster prevention and preparation.
2. Employ alternative funding models that focus on prevention and preparation as opposed to just recovery.
3. Review

Here we go again: Views of Short-Cycle Disaster Preparedness in the Australian context. associate Professor John Rice, Griffith Business School, Griffith University.

Introduction

Australia, by virtue of its geographic proximity to large ocean masses of water, has suffered several major natural disasters dating back to the late 1800's when Cyclone Mahina struck the Gulf of Carpentaria in Northern Australia killing over 400 people and decimating local communities. Disaster preparedness in the readiness of a political jurisdiction to react constructively to threats from the environment in a way that minimises the negative consequences of impact for the health and safety of individuals and the integrity and functioning of physical structures and systems ' (Perry and Lindell 2009).

Research Questions

1. What are the major areas of importance in our disaster preparedness framework? The extraction and analysis of community stakeholder views will enable identification of disaster preparedness priorities.
2. What are the critical shortcomings in disaster preparedness that require investment? Recurring disaster events will require specific improvements preparedness actions and spending over time.

Here we go again: Views of Short-Cycle Disaster Preparedness in the Australian Context

In this study preparedness is defined as the readiness of a jurisdiction to act in response to threats from the environment in a way that minimises the negative impacts on individuals' health and safety, and the functioning of physical structures and systems.

This paper presents a six part preparedness framework and accompanying analysis using inputs from individual and business stakeholders who have been subjected to multiple disaster events within short time frames. The results show that Australia is under prepared for higher frequency disasters in several important areas.

Consequently, government and business must invest more resources in order to develop better protected homes and hardened infrastructure; grow and sustain interoperable emergency services workforces and surge capabilities; strengthen medical, surgical, pharmacy and disease control response teams and assets; and

improve household planning and community-level preparations, including raising disaster event awareness and sharing preparedness information.
The increased incidence of disaster events, particularly those occurring in short cycle timeframes, suggests that improved preparedness is an urgent and immediate national priority.

Jane Lodge Surprises Happen - Building Resilience Within The Business Sector Business Resilience

- Consequences for every moment a business is shut or unable to function"

What is Business Resilience? What is it? Why? How?

Business Continuity Plans are an absolute need for all businesses.

What did NZ do to support the business community to be more resilient?

- Support *Increase resilience

"Together we found a solution" When something happens - stay open.

The Concepts

- Planning and adaptability

Stay open! From a minor incident through to a natural disaster.

The web site has templates available for businesses to download to assist them with the own business continuity plan.

Strengthening Flood Forecasting and Warning Services from the Australian Bureau of Meteorology - Dr Dasarath Jayasuriya

Explain what is Bureau's flood forecasting and warning role

- Floods cause more damage than any other natural disaster
- Floods kill more people than any other natural disaster apart from heatwave
- Floods have the highest preventable damage ratio of any other natural disaster
- Improving flood forecasting and warning offers great cost/benefits

What does the Bureau do?

- Collect river height and rainfall data
- Publish real-time rainfall and river data
- Develop flood forecasting models
- Prepare watches and warnings including predictions
- Deliver briefings to government, emergency services and media
- Maintain historical flood intelligence

Meteorological Services meeting Future Emergency Planning and Response - Dr Dasarath Jayasuriya Assistant Director Water Forecasting, Australian Bureau of Meteorology Co-authors: Dr Ray Canterford, Division Head (Hazards, Warnings and Forecasts), Bureau of Meteorology

The Bureau of Meteorology is aware of increasing risks due to extreme weather events and is strengthening its capabilities to respond to these events by focusing on people, processes and systems that are underpinned by data and science.

This mandate is supported by the recommendations from the 2013 Senate Inquiry into Recent Trends and Preparedness for Extreme Weather Events and the 2011 Review of the Bureau's capacity to respond to future extreme weather and natural disaster events and provide seasonal forecasting services (Munro Review).

Extreme weather events can manifest into floods, droughts, tropical cyclones, fires and heat

waves. The Bureau is operationally responsible for providing warnings for these events and in the last decade, it has been particularly active in issuing severe weather forecast and warnings as Australia faced record droughts, catastrophic fires, record floods and now, record heat waves.

Following the Munro review the Bureau will be undertaking a number of initiatives. These include, but are not limited to, increasing the number of frontline meteorologists and hydrologists; standardising and harmonising products and services across all jurisdictions, establishing a specialist function for extreme weather to sit within a new Bureau National Operations Centre and developing a new Storm Tide Forecasting service.

Progressive implementation of Munro Review initiatives over the next four years and other Bureau science and operational programs will enhance our ability to meet severe weather threats more effectively and efficiently.

The presentation will highlight the touch points and collaboration and partnership with emergency service agencies in meeting our joint and challenging demands for protection of life and property. To achieve this the Bureau will also be working across all levels of government emergency service areas to determine the best possible hazard impact prediction services.

Chris Quinn Ergon Energy -Before the Storm: Project Managing for Preparedness What are we doing here today?

Benefits of working the a preparedness phase

Whether it's to increase revenue or increase resilience, a project is a temporary endeavour to create a unique product, service, or result.

Portfolio Development for Disaster Managers

- The first step in a systematic process to turn a wish list into real world change
- Dream big!
- Include every resilience-building activity regardless of whether you believe it will be funded
- Include all types of projects

Reconstructing Queensland - progress, challenges and learnings Major General Richard Wilson, Chair, Queensland Reconstruction Authority

Reconstructing Queensland – progress, challenges and learnings

Three years on from the devastating flooding and cyclones of 2010-11, the Queensland Reconstruction Authority (QRA) is managing a reconstruction program relating to 34 Queensland natural disaster events, and totalling more than \$14 billion.

Since 2011, the Queensland Government's capability in disaster reconstruction has increased with each successive disaster event, as the QRA continuously improves its systems and processes to streamline reconstruction activities.

What progress has been made in Queensland? How has the QRA shaped its structure and systems to move with the changing requirements of the program? What impact will international trends have on the Queensland reconstruction program? What are Queensland's long term strategic requirements for disaster reconstruction, and how are these being implemented?

Major General Wilson talked about how the Reconstruction Authority was set up and the benefits to the rebuilding of Queensland. Major General Wilson gave a presentation on how the QRA works and what improvements they implemented which meant submission turnaround could be just a matter of days. Our experience with QRA is certainly vastly different to his presentation on the QRA's best practice.

Evacuation Planning - Shaping Future Thinking Mr Ben Millington, Manager Emergency Management Coordination, NSW Rural Fire Service and Ms Dianne Gordon, Regional Emergency Management Officer, NSW Police Force

The New South Wales State Emergency Management Committee (SEMC) first established a Working Group in 2007 to develop an evacuation framework in the event of significant natural disaster. In March 2012, an evacuation order was issued for the communities of Hay and Maude (2500 residents) due to predicted flooding which would exceed the levee height.

Given the limited and available accommodation options, a decision was taken to establish a Major Evacuation Centre in Deniliquin using temporary infrastructure. This was further influenced by a number of factors such as road access, adjacent townships already subjected to evacuation and utility failures.

State level personnel based in Sydney facilitated various aspects of this operation in close co-operation with local authorities. The temporary facility was established within 48 hours at the local Showground and was managed by experienced staff.

Many Government and non government agencies contributed resources and personnel including the New South Wales Rural Fire Service, Deniliquin Shire Council and other groups represented on the Local Emergency Management Committee.

405 people were registered and 106 animals accommodated over the ten day period with some 3500 meals served.

A vast number of services were provided on site including public health, transport and personal support. This was the first time such a centre had been established in New South Wales and forced emergency managers at

all levels to think outside normal practices. The nature in which this centre was established has since been recognised as best practice by a number of jurisdictions.

As a result of the 2011/12 floods, it was agreed by SEMC members that evacuation guidelines were needed to assist Local and Regional Emergency Management Committees alike. This presentation will outline the Deniliquin experience; discuss key lessons learnt and the journey in developing the State Evacuation Management Policy.

Collaboration- the 'Clearway' to capability Mr Douglas Caulfield, Principal Consultant, Emergency Management Network Solutions

www.ercsop.com.au

What Where Who

What: Regular demand for activation of emergency management arrangements across the region (2014 no exception with a series of Bushfires across 4 of the regions 6 municipalities - including the Hazlewood Mine Fire)

Where: Gippsland Region

Who: Total size 41,539 square kilometres Total Population 239,648 (2006 census)

- Increased expectation of government
- Decreasing resources pool of LGA's
- Heightened expectation of the public
- More frequent events
- Greater costs to community
- Do more with less

Dr Wendy Miller, Senior Research Fellow, Science and Engineering Faculty, Queensland University of Technology. the role of the Built Environment in Risk Mitigation, Resilience and Disaster Recovery

She publishes papers on the Media website 'The Conversation'

Today's discussion - What is the role of housing stock in enabling Australians to manage risk, be resilient to natural and human caused events and to recover from these events?

The nature of our housing stock is a key determining factor in the ability of our citizens to manage risk, be resilient to various natural and human events, and to recover from these events. Recent research has been examining current challenges posed by our housing stock and exploring potential solutions from a range of perspectives.

In a collaborative project funded by the National Climate Change Adaptation Fund, a multi-disciplinary team of researchers in three states explored the impact of heat waves on houses and occupants, and proposed changes to building regulations, air conditioning standards and building design, to enable occupants to better cope with heat waves.

In the Brisbane flood in 2011 many families were directly affected by the flood waters, but many more were indirectly affected because of loss of electricity services. Several research projects have been looking at issues of urban design and housing design, to determine how houses could be made more resilient by incorporating some level of autonomy that would have benefits under normal circumstances as well as in times of severe events. For example, a combination of building quality, energy and water efficiency, water storage, solar power and battery storage can provide lights, water pumping, communication and refrigeration at a household level for a period of time. This would alleviate pressure on emergency services and also allow those households to contribute to the recovery effort after severe events.

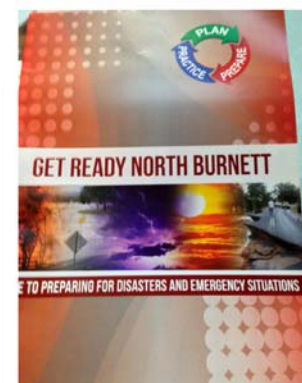
A large amount of information about individual buildings is generated during its lifecycle, but very little of this information is collated and utilised in a manner that can be used to inform decisions by purchasers, occupants, insurers, valuers, financiers or government agencies. A recent project has mapped the flow of this information, the relationship between various stakeholders and the impacts of these relationships on other stakeholders. This mapping has shown the potential benefit and value of establishing national building files (in a similar manner to personal medical records). It is suspected that such a building register would have benefits for disaster management and planning.

12 months on: A story of Relief, Recovery and Resilience after the 2013 Mundubbera Floods, Qld Mrs Trisha Hansen, North Burnett Regional Council

Learning from previous flood event, it was proven that strong communities bounce back much quicker.

Inclusive Community Consultation is extremely important for overall community well being and helps build resilience within the community post disaster.

Consultation Outcomes - Communities welcomed Council reps and were eager to share stories. The use of previously established partnerships was invaluable during the response.



Major General Stuart Smith DSC AM, Commander 1st Division / Deployable Joint Forces Headquarters - Military Support to Disaster Response Cyclone Yasi

Aim

To provide observations on military support to disaster response.

Personal observations by Major General Stuart Smith

Scope - Background

Operation Sumatra Assist

Operation Yassi Assist

Key observations regarding military support

Rehearsals and Relationships are absolutely essential when responding to disasters.

Dr Penelope Burns General Practitioners, Role in Disasters?

Preparedness is the future of disaster response. Respond smarter not faster.

Building resilience begins before the disaster with preparedness.

GP's know their community & it's medical profile

Up to date:

- Medical histories
- Current medications
- Local facilities
- More vulnerable individuals or groups

GP's should be included in disaster response

Gp's integrate mental health and physical health (and social determinants of health)

Phases of Disaster

If GP's are to be involved, how?

GPs are often an unused resource in times of disaster.

Dr Michael Eburn, Barrister Associate Professor, ANU College of Law, The Australian National University - Emerging Legal Challenges for the Sector.

Volunteer Management

- Casual and spontaneous volunteers - liability for their actions; issues if and when they get injured.
- Managing volunteers - they are not employees but can they be 'managed' as such? "What if we had a (fire or flood) and no-one came"?

Giving effect to shared responsibility

- 'Communities' have no legal standing - so are they accountable for their share?
- Communities and community members are free to do what they want - they don't have to comply with the plan. What happens if they make less than optimal decisions?
- The outlier (the person who disagrees with the rest of the community).

Measures of success

- Neil Comrie said, "Despite our best endeavours to mitigate risk we will continue to have casualties and major property damage where people put themselves in harms way".
- Will 'shared responsibility' change the reality? If not, how close is good enough?

Reliance on ESO's

- Do actions match the rhetoric
- Agencies say you cannot expect a personal warning but is that true?

- Consider operation Phoneix - getting fore prediction to household level.
- Private ambulance services
- Currently and unregulated profession
 - Uni qualifications should lead to greater mobility between the private and public sector
 - Paramedics want to, and need to be able to practice anywhere
 - Will it take someone to die for a Minister of Health to realise the system is defective?

I spoke with one of the organisers of the conference to see if it was possible that we have some input given our experiences.

He said he is happy for us to send a short five minute video on disaster from our experiences that could be uploaded on their web site as a prelude to us presenting at their next conference.

The conference will remain at the Gold Coast given the cheaper accommodation rates and the ability for conference venues to hold up to 400 people.





ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

2.4

LGAQ Financial Summit and Civic Leaders Forum - 7 May 2014

Date: 22 May 2014
Author: Tanya Milligan, Deputy Mayor
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Summary:

Officer's Recommendation:

THAT Council receive and note the LGAQ Financial Summit and Civic Leaders Forum.

Attachments

1 Cr Milligan - Report 2 Pages

LGAQ Financial Summit 7th May 2014
Councillor Tanya Milligan

On Wednesday 7th May I attended the LGAQ Financial Summit with Mayor Steve Jones, Mr Ian Flint, Chief Executive Officer, Mr Jason Bradshaw, Executive Manager Governance and Performance, and Mr David Lewis, Group Manager Corporate and Community Services.

Margaret de Wit, LGAQ President welcomed conference and boldly stated that *"the days of rate rises are over"*. That councils today need to cover the 'true cost' of services that it provides to the community, and that Local Government needs to be conscious that our community is not aware of what these real costs are.

There is a need for Councils to develop, encourage and foster partnerships not only between their Local Government counterparts, but with private enterprise and with the community. The LGAQ hopes to explore between now and the annual conference the possibility of Queensland Local Governments undertaking their own self-initiated, self-managed reform.

Key points to consider:

- That there needs to be a top down approach to initiate change
- Social benefits to the community encourage growth and this can often be a factor that can be overlooked by Councils
- Councils can achieve more with the same or fewer resources if we have the right people
- It is important that we communicate our vision and strategy and align our business structure to our strategy; this will build strength within our financial teams
- Organisations need to ensure a mindset of 'investing' rather than 'spending' the budget
- Ensure appropriate delegated authority is in place to allow the organisation to operate faster; it is not about applying the brakes
- Ensure rigorous cost benefit analyses are undertaken ie non-financial projects are objectively assessed on social and community benefits
- Regular project reviews and post audit reviews are a must

LGAQ Civic Leaders Summit 8th & 9th May

The Civic Leaders Summit flowed on after the Financial Summit and is specifically targeted to Mayors, Deputy Mayors and Chief Executive Officers. The key message for me that resonated through these 2 days was culture, communication and urgency in our actions and the way in which we do business. That local government needs to manage community expectations, and needs to have a plan and be mindful in the messages that we are delivering to our community.

The ongoing message that is clearly the topic of conversation across the nation continued amongst the Summit; that Australia's challenge is to lift productivity and 'end the age of entitlement'.

Speakers referred back to the 3C's throughout conference; conviction, courage and communication, and reminded delegates that the public interest remains above any private or political interest.

Interesting to note, was a trend by most Councils across Queensland to downsize, and a prediction by LGAQ that workforce figures may look similar to that of councils approximately 10 years ago.

Mayor Mark Jamieson from Sunshine Coast Council summed up the topic of culture best; *culture is caught, not taught*.

The CEO from Townsville emphasised the challenge for local government to instil this within our organisations; indicating he had given himself 7 years to change the culture in his council. Clearly indicative that 'culture change' can and will not happen overnight.

I particularly enjoyed Mr Roger Corbett AO, Chairman Fairfax Ltd who spoke on direction and timeframes. He spoke about integrity, a sense of purpose and this 'urgency' in which we should practice when we do business. Mr Corbett said there is a need for Organisations to 'define' what they are doing, how they are going to do it, define how long it will take, and then indicate what the benefits will be and the need to quantify this. He also reminded conference that the success of this journey will be measured by the 'buy-in' from our people within our organisation.

Craig Johnson, Media Executive from the LGAQ spoke on Social Media and claimed that 40% of councils now invest more than 1 full time equivalent day a week to social media. I found his presentation to conference interesting and it has certainly made me consider how we at Lockyer Valley use social media, and more to the point how we can be using it better.

3. CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 20 May 2014
Author: Susan Boland, Council Business Support Officer
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Officer's Recommendation

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

4. DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY COUNCILLORS AND SENIOR COUNCIL OFFICERS

4.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to Section 172 of the *Local Government Act 2009*, a councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees must –

- (a) inform the meeting of the councillor's material personal interest in the matter; and
- (b) leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on.

4.2 Declaration of Conflict of Interest on any Item of Business

Pursuant to Section 173 of the *Local Government Act 2009*, a councillor who has a real or perceived conflict of interest in a matter to be considered at a meeting of the local government, or any of its committees must inform the meeting about the councillor's personal interest the matter and if the councillor participates in the meeting in relation to the matter, how the councillor intends to deal with the real or perceived conflict of interest.

5. CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes of the Ordinary Meeting held on 30 April 2014

Date: 20 May 2014
Author: Ian Flint, Chief Executive Officer
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Officer's Recommendation

THAT the Minutes of the Ordinary Meeting held on the 30 April 2014 be hereby confirmed.

6. MAYORAL MINUTE

6.1 Mayoral Minute

Date: 20 May 2014
Author: Jason Cubit, Executive Liaison Officer Mayor/CEO & Coordinator
Mayor's Office
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

7. COMMITTEE REPORTS

No Receival of Committee Reports as Minutes reports

8. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes reports

9. EXECUTIVE OFFICE REPORTS

9.1 Chief Executive Officer's Report

Date: 21 May 2014
Author: Ian Flint, Chief Executive Officer
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Summary:

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

Officer's Recommendation:

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

Report

1. Introduction

This report provides a further 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.

3. Report

Federal Budget

Local Governments are set to miss out on hundreds of millions of dollars of funding over the next four years with the announcement in the budget to freeze Financial Assistance Grants (FAGs), with significant impacts on rural, remote and indigenous Councils. There has been a recommitment to *the Roads to Recovery and Blackspot* programs as well as devoted funding to the new *Bridges Renewal* program. Spending increases in Infrastructure are a key element in this budget, with an additional \$11.6B provided in addition to the existing Infrastructure Growth Program. Roads to recovery will be maintained until 2018-19 at \$350M per year with additional funding of \$350M to be provided in 2015/16 through the Asset Recycling Program being developed between the states and Federal Government. The Bridge Renewal Program will be funded at \$60M per year from 1st July 2014. The Blackspot Program will remain at \$60M per year with an extra \$100M in 2015/6 and 2016/17. The Fuel excise indexation will be reintroduced from 1st July 2015.

The commitment of \$9 billion to South East Queensland as part of the \$13.4 billion spend on Queensland road projects, announced as part of the Federal Budget for the Toowoomba Second Range Crossing, Bruce Highway and Gateway Motorway North projects has been particularly welcomed by the Council of Mayors (SEQ).

Of further note to local government, is the introduction of the Green Army at a cost of \$525M over the next four years, and \$15M being set aside for the creation of the National Bushfire Mitigation Program. The first round of Safer Streets program will commence in 2014/15, and the Mobile Phone Black Spots Program will receive a \$100M allocation.

The Federal Budget has been affected by the continual revenue write-downs due largely to the increases in the value of the Australian dollar, economic changes and instability amongst Australia's trading partners and a changing focus from key industries, including the resources sector. The budget will remain in deficit with no cash surplus expected until 2018/19. Despite a surplus not being achieved for a number of years, this will still be delivered well ahead of many of the major economies. The Australian economy will grow at a lower than anticipated rate of 2.5% in the 2014/15 year.

Productivity Commission Inquiry into Natural Disaster Funding Arrangements

The Productivity Commission has released an issues paper on natural disaster funding arrangements and submissions are due by 6th June 2014. The LGAQ on behalf of Queensland Councils are seeking any comments from local governments. Council has recently received a visit from the Commissioners and was asked for views and examples of particular aspects of the funding arrangements which have worked well and any which present opportunities for improvements. Of key concern to Council are such issues as:

- The efficiency and eligibility of 'Day Labour' costs when a council workforce is used in repair and reconstruction activities
- 'Value for Money' examples of actual savings, foregone savings, or demonstrable overall project savings from particular procurement methods
- Projects where betterment or natural disaster resilience have provided benefit
- Public Infrastructure, such as parks and landscaping, that may currently be classed as 'ineligible' expenditure and the impact on the capacity to complete works in line with community expectations
- Reinstatement of natural environment such as river banks and foreshores
- Threshold expenditure points that trigger assistance and how these impact on council budget and ability to meet other commitments

This inquiry is about the effectiveness and sustainability of Australia's natural disaster funding arrangements. The Commission has been asked to assess the full scope of current commonwealth, state and territory expenditure on natural disaster mitigation, resilience and recovery and to identify reforms which achieve an effective and sustainable balance between natural disaster recovery and mitigation funding to help communities better prepare for disasters. Council will provide a submission following its recent meeting with the Commission outlining key learnings and views.

Federal Government's Commission of Audit

Senator the Hon Joseph Ludwig has written to Council flagging recommendations from the Federal Government's Commission of Audit report concerning changes to Natural Disaster Relief and Recovery Arrangements (NDRRA). The NDRRA funds the recovery and reconstruction of local councils in time of floods, fires and cyclones. In recent years the Federal Government has spent \$12 billion on these measures across Australia. The measures have funded the rebuilding of thousands of kilometres of roads, repaired bridges, tunnels, railways, as well as directly helped communities and families in the immediate crisis.

"As the former Minister Assisting on Queensland Flood Recovery and because of our strong partnership in rebuilding Queensland after damaging floods and cyclones that I am so concerned about the recommendations in the Commission of Audit".

The Commission has recommended that NDRRA contributions from the Federal Government drop from 75% of the total funding bill to 33% or 25%. This would put considerable budgetary pressure onto state and local governments. Local council rate payers would not be able to absorb the billions of dollars being spent across Queensland if there was a reduction in federal funding.

“As a Queenslander this is simply unacceptable. I don’t want to see the hard work that we achieved together for your residents just go to waste and for Queensland councils to be left to suffer further after natural disasters”.

If Council shares the same concerns that NDRRA funding from the Federal Government should remain as the significant contribution, then you are urged to write to the Federal Ministers responsible for NDRRA funding, the Attorney-General Senator George Brandis and the Minister for Justice Mr Michael Keenan MP, as well as the Deputy Prime Minister Mr Warren Truss MP, urging them to immediately rule out this damaging recommendation.

Lockyer Valley Ratepayers Association

Council has recently received a deputation from the new committee of the LVRA with the committee seeking to adopt a new approach in liaising with Council, in a positive, consultative and constructive way. The group seeks regular meetings and is encouraging the flow of information through this ongoing dialogue. I attach a copy of the letter advising the office holders for the Association and Council's response. (Attachment)

West Moreton Hospital and Health Service (WMHHS)

Council has been invited to provide input into the WMHHS Strategic Plan, a consultation draft of which was tabled for review at last month's Ordinary Meeting of Council, and the WMHHS Health Service Plan 2013-17, a consultation draft of which was circulated to Councillors during the month for review. Comments are to be finalised at this month's Ordinary Meeting as feedback is to be provided by the end of this month.

The WMHHS is also recruiting community members to establish Community Reference Groups in Ipswich, Boonah, Laidley, Gatton and Est to assist with service delivery in the local government areas of Ipswich, Scenic rim, Lockyer Valley and Somerset.

Regional Relations Dinner

Invitations have been sent from Somerset Regional Council on behalf of Mayor Graeme Lehmann and Somerset Councillors to attend the second Regional Relations Dinner of representatives of the three Councils, Lockyer Valley, Scenic Rim and Somerset, on Thursday 12 June 2014 at the Somerset Civic Centre.

Cahill Park update

Since the Special Council Meeting with Cahill Park there have been 2 meetings of the Cahill Park Sports Complex Committee, held on the 28 April 2014 and the 19 May 2014.

The Mayor and Deputy Mayor attended both meetings along with an officer representative from Council. The meetings were also well attended by representatives of the various sporting groups that make use of the facility including, cricket, netball as well as junior and senior rugby league.

A range of matters have been discussed at the meetings including :

- The role and broader representation on the user group committee going forward
- Formalisation of a mission statement
- Future funding arrangements
- Requirements for the lease
- Processes for making grant applications
- Proposed delegation to the minister regarding multiple user groups grant bids
- Suggestion for 12 month action plans from users

The meetings have been positive and cooperative with good discussions targeting future planning for sport in the region and for the complex.

Laidley Rec Reserve update

All user groups of the Laidley Recreation Reserve have committed to have at least one member on the new Laidley Recreation Reserve Committee once it is formed. Supporting letters for the replacement of the grandstand and to proceed with the Multi-Purpose Sporting Facility Project have been received from all user groups except the soccer club who have verbally supported the project and ensure that their letter of support will be sent in.

Council have sent letters to all user groups thanking them for their support and their involvement in the new committee. A meeting will be organised to officially form the new Laidley Recreation Reserve Committee before 30 June.

Clydesdale and Heavy Horse Field Day

This event enjoyed great weather, with attendance up by 20% both days. The Honourable John McVeigh, the Minister for Agriculture, Fisheries and Forestries opened the Show at the Gatton Showgrounds. In his speech Mr McVeigh talked about how well run the Clydesdale and Heavy Horse Field Day was run. Council supported the event with infrastructure, marketing and general advice. Every person/family that attended was offered a Tourism Destination Guide. The organisers have commented that they feel it has grown too large for the small committee now. A great outcome was the phone call from the President of the Sunshine coast caravan club saying they had received raving reports about the event and want to book 25/30 vans for next year!

Conference Attendances Schedule Update

- LGAQ Leadership and Innovation Conference
10 & 11 July 2014 held in Brisbane
Proposed Attendees: Cr Pingel & EMCCS David Lewis
- LGAQ Regional & Economic Development Conference
30 July & 1 August 2014 held in Hervey Bay
Proposed attendees: Cr Holstein & EMPDS Mark Piorkowski
- Destination Q Forum
16 & 17 September 2014 held on Sunshine Coast
(Expressions of interest in attendance close 13 June 2014)
Proposed attendees: Cr Holstein & Man RDev Jason Harm

Ageo City Visit

The Ageo City visit has been confirmed for the week commencing 20 July 2014 with Official Delegates, Teachers and Students attending the Lockyer Valley with Council and Lockyer District High School as hosts. The itinerary and schedule are being finalised in liaison with Ageo City representatives and planning of arrangements for the visit has commenced.

Change of Ordinary Meeting Dates

Due to the Ageo City visit, it is proposed that a change of meeting dates for July 2014 be arranged as follows:

- Special Meeting 23 July (4th Wednesday)
- Ordinary Meeting 30 July (5th Wednesday)

GWIZ update

The EOI for the Stage 1 (Service Centre precinct) has closed and there was a significant amount of interest. The submissions have been assessed with short-listed respondents progressing to the tender stage. The tender will be provided to short-listed respondents in early June and they will have 8 weeks to respond.

Urbis has been engaged by Council to lead both the EOI and tender processes as a third party to provide industry experience and to ensure transparency throughout the process.

Council Business and Decision Making

A report has been prepared for consideration in respect of reviewing the Council Decision Making Framework with consideration to be given to including an additional Ordinary Council Meeting per month to allow for further confidential discussion on Council's Regional Advocacy Program and Major Projects Plans and for a detailed discussion on Executive Officers reports on the operations and performance of the organisation. This proposal has been influenced by recent determinations from the Remuneration and Discipline Tribunal and the concerns over confidentiality of information. It further presents an opportunity to review advocacy activity for constructive interactions with State and Federal Governments.

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

Where further decisions are required with respect to the submission of this plan, the Chief Executive Officer will be delegated the authority to make those decisions.

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 adopted.

Attachments

- | | | |
|---|---|---------|
| 1 | Letter from Lockyer Valley Ratepayers Association (Introduction & Approach) | 1 Page |
| 2 | Lockyer Valley Regional Council response | 1 Page |
| 3 | LGAQ Finance & Civic Leaders Summit | 2 Pages |

Date: 05/05/2014
Lockyer Valley Regional Council
Chief Executive Officer
PO Box 82
Gatton, QLD, 4343

LOCKYER VALLEY RATEPAYERS ASSOCIATION - Introduction & Approach

Attn: Ian Flint

Dear Sir,

I would like to take this opportunity to introduce the new Lockyer Valley Ratepayers Association committee as elected at/since the general meeting on the 23/04/2014.

President - Adam Cassel
adamcassel@lvra.com.au
0423 357 114
5462 9126

Vice President – Don Marmin
donmarmin@lvra.com.au

Treasurer/Secretary – Leisa Dennis
leisadennis@lvra.com.au

Committee member – Viti Handyside
vitihandyside@lvra.com.au

As we are a new team we would like to adopt a new approach in liaising with the Lockyer Valley Regional Council. We look forward to engaging with the LVRC in a positive, consultative and constructive way that may benefit both parties.

We would like to meet regularly with the LVRC and encourage the flow of information between the Lockyer Valley Ratepayers Association and the LVRC including regular questions and answers. I suggest a monthly meeting with you prior to which I will provide you with an email of questions raised by the community. Responses from you may be posted on our website in an effort to provide feedback to the community and resolve community issues.

If possible we would also like the LVRC to promote the Ratepayers Association through LVRC media such as the LVRC website. Where appropriate we will include LVRC information on our website www.lvra.com.au and provide an outlet for ratepayers to view information proactively provided by you regarding the LVRC issues and operations.

I encourage a professional and honest approach and hold the philosophy that if we work together we will have the best chance of achieving favourable results for both parties.

Regards,

Adam Cassel



Lockyer Valley Regional Council
26 Railway Street, PO Box 82, Gatton Qld 4344
All official correspondence to be addressed to the CEO
Telephone 1300 005 872 | Facsimile (07) 5462 3269
Email mailbox@lvrc.qld.gov.au | www.lockyervalley.qld.gov.au

Telephone 54 620 372
Enquiries: Ian Flint

15th May 2014

The President
Lockyer Valley Ratepayers Association

Thank you for taking the time to meet with me recently and for the follow up correspondence confirming the introduction and the new approach in which you are seeking to work more collaboratively with the Council.

I acknowledge receipt of your letter dated 5th May 2014 and for the notification of the current office holders, which Council will utilise to update any existing contact information for the Association.

In the interest of transparency and in good faith, I propose to refer your correspondence to Council for consideration at its next Ordinary Council Meeting on Wednesday the 28th May 2014.

In the meantime, I note you are planning a meeting with the Mayor on 27th May 2014. As already advised, I am unavailable on that day, however a meeting with you post your meeting with the Mayor and the Ordinary Council Meeting would be more productive and recognise that the full Council had been afforded the opportunity to propose any other advices for consideration at that discussion or for the Association more broadly.

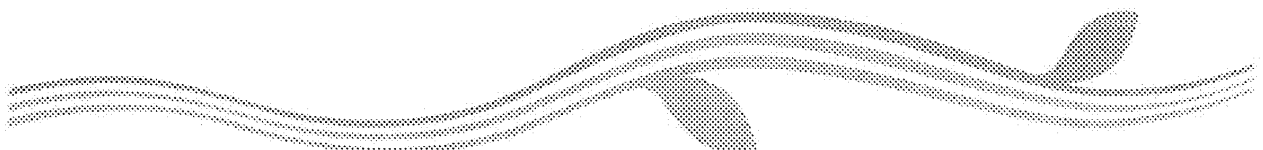
I would like to reiterate that advance notice of your questions in writing prior to the meeting, would indeed be appreciated and assist in facilitating a productive exchange of considered views and dialogue, and it is pleasing that you have confirmed to follow this arrangement in your correspondence.

I look forward to developing and maintaining a productive relationship between Council and your Association over time, and more immediately to our next meeting to be arranged at a mutually convenient time.

Yours Sincerely

A handwritten signature in dark ink, appearing to read 'Ian Flint'.

Ian Flint
CHIEF EXECUTIVE OFFICER



LGAQ Finance and Civic Leaders Summits

The LGAQ Finance Summit “Towards Financial Leadership” and the LGAQ Civic Leaders Summit “Productivity Plus” were held at Novotel Twin Waters Resort, Sunshine Coast on 7 May 2014 and 8-9 May 2014 respectively. Some 200 Mayors, Deputy Mayors, CEOs and CFOs from Councils across Queensland attended one or both of the events. Lockyer Valley Regional Council was represented by the Mayor, Deputy Mayor and CEO for both summits with the EMGP and the EMCCS also attending for the Finance Summit.

A range of speakers, presentations, panel sessions and workshops provided a spectrum of food for thought for delegates. The Civic Leaders Summit featured such leading speakers in their field as Graeme Samuel AC and Roger Corbett AO and was facilitated by Madonna King. The Summits proceedings and some of the material presented is now available on the LGAQ website.

The key messages are that the impacts of financial sustainability and the needs for productivity improvement are challenges now being faced at the pointy end by the local government sector. We have exhausted traditional avenues of rate rises and cost cuts to improve the bottom line and with government funding decreasing and community expectations increasing, we need to do more with less. Initially, productivity needs to be underpinned by financial sustainability, a good budget process and forward financial planning that addresses service levels and costs. In balancing productivity through efficiency, it means addressing; doing more with the same, doing the same with less, and doing more with less. It is our collective responsibility to provide the leadership and the innovation to bring about change in our thinking and doing in our workplaces and our workforces to enhance our performance and productivity.

We must lead the change in our culture necessary to achieve real productivity gains. The LGAQ is to embark upon a campaign to achieve \$500 million efficiencies/savings per annum across the sector.

Leadership → Culture → Performance → Productivity

We need to be courageous in setting our strategy with vision and adopting a business approach with conviction and to be committed to our communication to bring our people, our community and our stakeholders along with us on the journey. We also need to rethink our approaches – driving value and efficiency from what we do; what we buy; who we contract with.

A myriad of opportunities were canvassed and discussed for consideration as tools to drive us forward and advantage our future, including:-

- Focus on the enablers of productivity – people, process and technology
- Capitalise on evolving ICT changes – cloud, social media, data and mobility
- Tap into social media as a communication platform to invest in better community engagement and produce good value for money
- Improve digital productivity through the use of apps (LG App Store officially launched by LGAQ)
- Invest in industrial relations reform (new single Local Government Award and new rounds of enterprise bargaining) to deliver better business outcomes
- Awaken the sleeping giant of asset management and service levels to break with tradition and find more efficient ways of doing the business
- Investigate and invest in shared services and outsourcing eg. back office functions, specialised project services
- Avail of LGAQ services and assistances

- Explore joint enterprise relationships with the public or private sector and with the community
- Introduce productivity / innovation awards
- Celebrate achievements and share successes

It is through working together not only as a local government industry but also as individual Councils that the common goal of productivity reform will be attained. Leading, driving and promoting the change in culture and the focus on performance to reap the benefit of gain in productivity is the immediate challenge we must all rise to meet.

The critical issues are interwoven into the challenges presented and the solutions lie in productivity gains, the innovations we can create and the leadership necessary to make the best decisions on the allocation of resources and priorities in a rapidly changing landscape.

I thank Council for the opportunity to attend the Summits in this evolving era of further reform in local government.

10. GOVERNANCE AND PERFORMANCE REPORTS

10.1 LGAQ 2014 Finance Summit

Date: 23 May 2014
Author: Jason Bradshaw, Executive Manager Governance & Performance
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

This report provides a summary of the 2014 LGAQ Local Government Finance Summit titled "Towards Financial Leadership" held on 7th May 2014, with a focus on financial sustainability which continues to draw significant attention for all Councils as a priority which continues to thread its way through day to day operations.

Officer's Recommendation:

THAT Council receive the report and note the key issues which will continue to be presented at future workshops, and be considered as part of the upcoming budget deliberations.

Report

1. Introduction

This report seeks to highlight the key themes and issues raised at the Summit and provide a plain language brief for all Councillors.

2. Background

This is the third annual Finance Summit in which local governments across the State gather to consider the current challenges collectively and gain an appreciation for the current economic forecasts and the broader macro issues that impact upon Councils' day to day management decisions.

3. Report

The conference program is summarised below:

Financial Leadership – Being accountable and Exerting Influence

Mr Craig White, Chief Finance Officer, Australian Agricultural Company (AACo)

Local Government Briefing on Emerging Issues

Mr Steven Tagg, Chief Operating Officer / Executive General Manager, Corporate Services , Queensland Treasury Corporation

The Sleeping Giant Awakes: Asset Management and Depreciation

Dr John Sing, Adjunct Professor and Business Consultant

Financial Leadership – My Way

Cr Karen Williams – Mayor, Redland City Council

Cr Mal Forman – Mayor, Bundaberg Regional Council (Recovery Challenges)

Cr Deirdre Comerford – Mayor, Mackay Regional Council (Mackay: Infrastructure Advisory Board)

ELECTIVE 1: Financial Reporting: What Elected Members Should Ask For

ELECTIVE 2: Case Study: Linking Financial Management to Corporate Planning

ELECTIVE 3: The Links between Service Levels and Asset Management

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

ELECTIVE 3: Rating Solutions

Internal Audit Function – Costly or Valuable ?

Dr Glenn Poole, Executive in Residence, QUT Business School

Building a Culture of Financial Performance and Accountability: Q&A Session

Cr Paul Antonio – Mayor, Toowoomba Regional Council

Cr Greg McLean – Mayor, Hope Vale Aboriginal Shire Council

Cr John Ferguson – Mayor, Bulloo Shire Council

There were three main themes for the Summit, essentially Financial Leadership, Asset Management and Depreciation, and linking Services and Corporate Plans to the Financial sustainability.

Financial leadership – being accountable and exerting influence

The key issues identified were:

- Recurrent operating deficits recorded by a significant number of local governments
- Inadequate or incomplete asset management plans to appropriately manage and forecast life cycle costs;
- Lack of optimisation of use of debt to fund capital infrastructure
- Not maximising revenue generation opportunities
- Inadequate use of long term financial forecasts
- Inadequate business cases developed for major projects

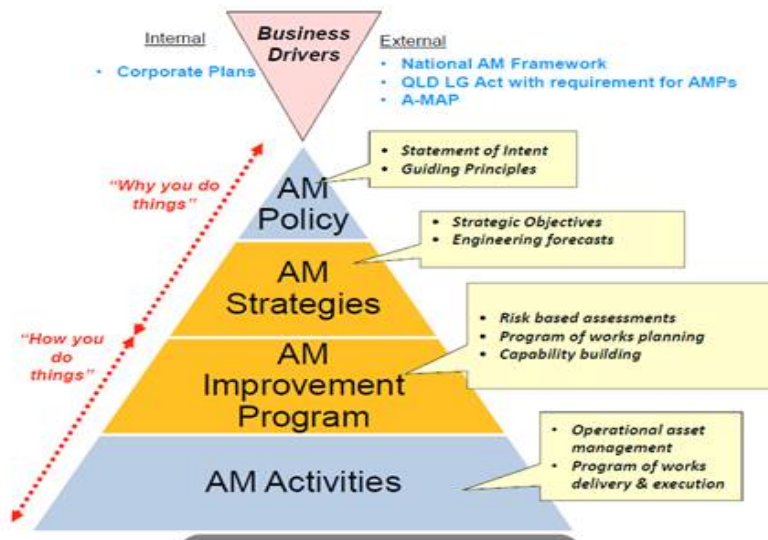
These can be addressed by:

- Defining and communicating vision and strategy
- Alignment of business structure to strategy
- Align organisational structure to business structure and build strength in finance teams
- Define and implement appropriate KPI's to drive the right behaviours and performance – ensure a mindset of '*investing*' rather '*spending*' the budget
- Ensure appropriate delegations of authority are in place
- Ensure that rigorous cost/benefit analyses are undertaken
- Conduct project status reviews and post audit reviews.

Asset Management (so what is it all about?)

- Recognising the full lifecycle costs of assets
- Based on existing and future service levels and assessed risks (standard and demand)
- Recognising on-going liabilities and future growth in operations and maintenance costs
- Presenting the timing and probable investment required in asset renewal, new and upgrades
- Supporting planning and management decision making eg, underpinning the long term financial plan
- Taking into account changes in levels of service driven by:
 - community expectations (Community Plans)
 - ability to fund the changes in service levels (sustainability)

Asset Management framework

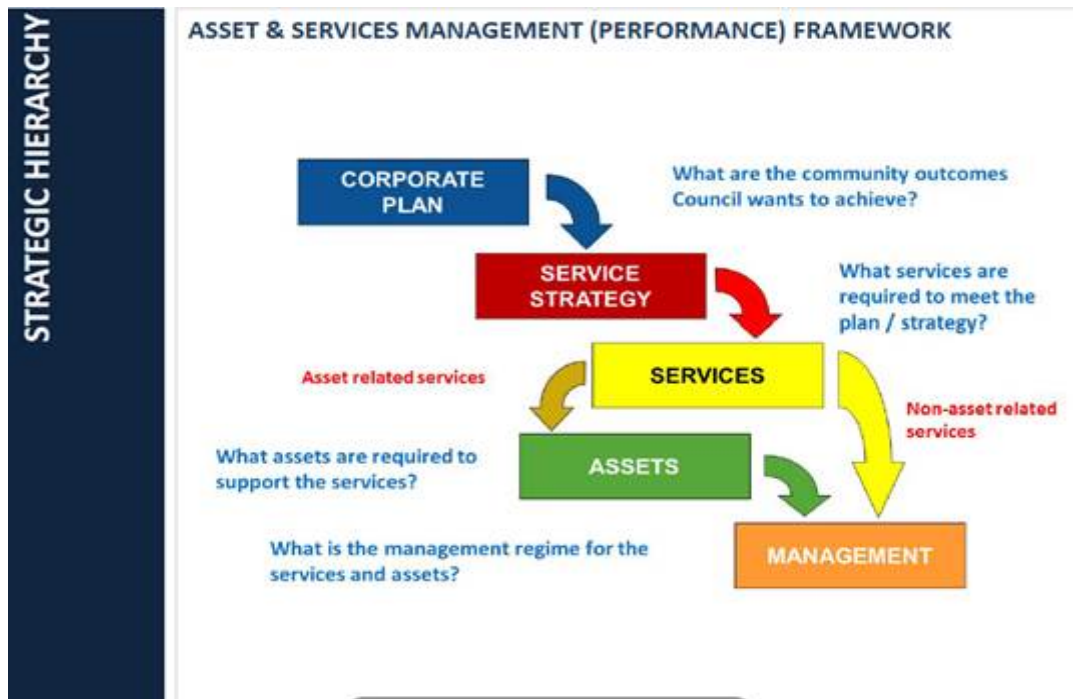


Depreciation

Of note was the following explanation for depreciation - One of the difficulties encountered is achieving a common understanding across Council of what depreciation expense is. Put simply, depreciation expense allocates the 'using up' of the capacity of an asset to provide services over its useful life. The cost or value of an asset is allocated periodically (usually annually) over the term in which it is used to provide services.

Total Asset & Services Management Framework

- **Understand and apply Levels of Service**
Historical
Community Consultation – Importance and Satisfaction
- **Maintain knowledge of assets, condition profiles and tolerances**
Repeatable asset condition assessments and inventory updates
Community Consultation
- **Determine affordability for services and sustainability for assets & services**
Long Term Financial Planning
Community Engagement
- **Analysis and modelling – simple tools to commence**
A common language for asset and services management
Maintenance management – defect logging / monitoring
Capital Works Evaluation
Long Term / Summary Asset and Services Management Plans
Long Term Financial Plan
- **Capacity and Capability**
Organisation and individual officers
- **Roles and Responsibilities**
Functional and positions



A number of quick reference guides have been developed by the QTC to support the key issues impacting Councils and their sustainability and these are available and will be discussed further in future workshop sessions.

4. Policy and Legal Implications

There are limited policy implications that are considered in isolation and all legal issues will be addressed through separate reporting to Council.

5. Financial and Resource Implications

A number of matters were raised in respect to long term financial sustainability of Council and these will continue to be addressed through preparing accurate information for the forward financial modelling based on the assumptions relevant at the time.

This forum was funded in the budget and forms part of the annual commitments that Council make to attend and receive up to date information on the financial state of local government, its current challenges and the underlying and forecast economic position.

Further advisory services are available to local government by the Queensland Treasury Corporation (QTC), and Council is currently committed to annual credit reviews which assist in delivering Council's long term sustainability guidance and forward financial modelling.

6. Delegations/Authorisations

There are no further delegations or authorisations required from this report.

7. Communication

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

In addition to this report further copies of the presentations made are available through the LGAQ and are available in hard copy for review. A report has been provided by the Deputy Mayor on the key aspects viewed from a political perspective.

8. Conclusion

That Council receive and note this report and acknowledge that further presentations will come forward on the key issues of asset management, service levels, and depreciation in terms of the long term financial sustainability of Council.

10.2 Audit & Risk Management Committee - Amended Charter. Code of Conduct and Independent Chairperson

Date: 22 May 2014
Author: Jason Bradshaw, Executive Manager Governance & Performance
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

Following a self-evaluation and effectiveness review of the committee at the end of 2013, it was determined that a number of changes would assist in improving the effectiveness and responsiveness of this committee, including the introduction of an Independent Chairperson, and ensuring effective contributions from Councillors that meet the needs of the amended legislation. In summary it is proposed that amendments be made to the Audit and Risk Management Committee Charter, and that the recommendation for the appointment of the Independent Chairperson be approved.

Officer's Recommendation:

THAT Council adopt the amended Audit and Risk Management Committee Charter and Code of Conduct, and approve the appointment of Mr Graham Webb, PSM, to be the Independent Chairperson for a term of two(2) years, subject to annual performance reporting to Council on the Committee's activities and achievements.

Further,

THAT Council appoint Cr Holstein as the Proxy attendee to the Audit and Risk Management Committee, to attend in the absence of a Councillor member.

Report

1. Introduction

The Council established the Audit and Risk Management Committee and adopted the original Charter in January 2012, along with the establishment of the internal audit function within Council, to ensure compliance with the legislation at the time, and to address improvements required for accountability and transparency in Council. This report updates the original charter and covers the amendments introduced through the *Local Government Regulation 2012*.

2. Background

At the end of 2010/2011 Council undertook an efficiency and effectiveness review to investigate and identify improvements required to the organisation, following the 2008 amalgamations. One of the many recommendations was for the establishment of an internal audit function and for an audit committee, to ensure compliance with the current legislation. This was established towards the end of 2011, for implementation in 2012. The internal audit function was formed using the services of BDO Pty Ltd, and so commenced the audit committee, which has met four (4) times each year.

3. Report

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

A self-evaluation and review of the committee for its effectiveness and responsiveness was undertaken by the internal auditor in late 2013. The self-assessment results highlighted there is opportunity for improvement and it was submitted that an Independent Chair be considered by the Committee. The Committee agreed at the meeting of 13 December 2013 to proceed to investigate and engage an independent person to Chair this Committee.

The Audit and Risk Management Committee Charter outlines the role, responsibilities, composition and operating guidelines of the Committee in accordance with legislative guidelines.

The review further highlighted the need to address the Audit Committee and its composition in accordance with changes introduced through the *Local Government Regulation 2012*. It is stated through Section 210 of the Regulation that the committee should consist of not less than 3 and not greater than 6 members. And that no more than 2 members can be elected Councillors, and the Council must appoint 1 person as the Chairperson.

It is proposed to amend *Section 5 Membership and Meetings* of the Audit and Risk Management Committee to reflect the necessary changes. This will translate to a membership of 5 persons, 2 Councillors, 3 independent – one of which shall be the Chair, allowing the Mayor to sit as ex-officio on the Committee as needed. It would also be prudent to establish a proxy Councillor, in the absence of the 2 nominated members. A report will be taken to the next Ordinary meeting of Council (May 28th) to confirm that Councillor nomination. The Chief Executive Officer cannot be a member of the Committee but can attend as an observer, along with other appropriate officers' relevant to the business of the Committee.

As referenced in the introduction, a search has been undertaken to identify an Independent Chair for the Committee who would bring a good understanding of Local Government and a broader appreciation for the current issues and risks upon the organisation, not just further finance technical expertise, that is provided by the existing independent members. A suitable candidate has been identified and a nomination will be put to Council to confirm that position, subject to any further questions following this meeting. The nomination is for Mr Graham Webb, and his details are provided as an attachment and for further discussion, and he has been invited to attend this meeting as an observer, prior to the nomination being confirmed.

Given the intention to seek an Independent Chairperson, the remuneration will need to be determined and the Charter amended accordingly. With the increasing workload and need to provide leadership to the committee, it is recommended that the fee be set at \$1500 per meeting, allowing for the preparation and travel and associated disbursements for the role. It is considered that the existing fees for independent members remain at \$750 per meeting.

Section 1.1 of the Charter refers to Section 155 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* and this has been amended to reflect the new references to the *Local Government Regulation 2012, sections 210-211*. At this time it is necessary to update the other changes to amend titles to align with the current organisational structure – sections 5.2.3.2 and 5.2.3.3, including the addition of the Manager Finance.

Further consideration has been given to reviewing the remuneration at section 5.6 for the independent members of the Committee, and in establishing a level of remuneration for the Chairperson. The fees for these roles take into account the preparation and attendance at meetings, and the public accountability for the role that is held in concert with their legislative

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

duty. This matter may require further discussion and informal benchmarking has been undertaken to support the proposed fees.

The Code of Conduct for the Committee has been further reviewed and is provided for endorsement with minor change needed to reflect the change in a councillor not holding the position of chairperson.

4. Policy and Legal Implications

The 2012 legislation change to incorporate all previous regulations and standards into one, termed the *Local Government Regulation 2012*, also made change to the composition of the audit committee which have been substantially complied with, but not reflected in the committee charter, which now requires amendment. Part 11 of the Regulation deals specifically with Auditing and section 210 with the composition of the Audit Committee, and addresses the Councillor requirements.

5. Financial and Resource Implications

A budget allocation is provided each year for the internal audit function and for the committee expenses. For 2013/14, the allocation has been \$80,000, which also includes payments to the independent members. An increase in allocation has been submitted for 2014/15 to include an increased scope of work and to recognise the increasing importance of internal controls and review to the improved governance and operation of council.

6. Delegations/Authorisations

There are no delegations required, and this matter has been tabled for discussion at the Audit and Risk Management Committee held 22nd May 2014 for consideration and endorsement prior to Council's consideration. The Chief Executive Officer attends the Audit Committee and it is supported in its operation by the Executive Manager Governance and Performance. An approval is being sought from Council for the appointment of the Independent Chair.

7. Communication

All communication on outcomes are in writing with matters of note reported in the minutes of the Committee which are referred to Council for acceptance on a regular basis. Any matters requiring further action are addressed by the Council Officers in attendance. This Committee is generally a closed meeting with the external auditor and internal auditor in attendance.

8. Conclusion

The amendments to the Charter as proposed and the appointment of the Independent Chairperson are considered ongoing improvements to the Committee and put to Council for approval.

9. Actions

1. That the Independent Chair be formally advising in writing of appointment to the Committee.
2. That the Charter and Code of Conduct be amended and circulated to the members
3. That an induction of the new Independent Chair be undertaken

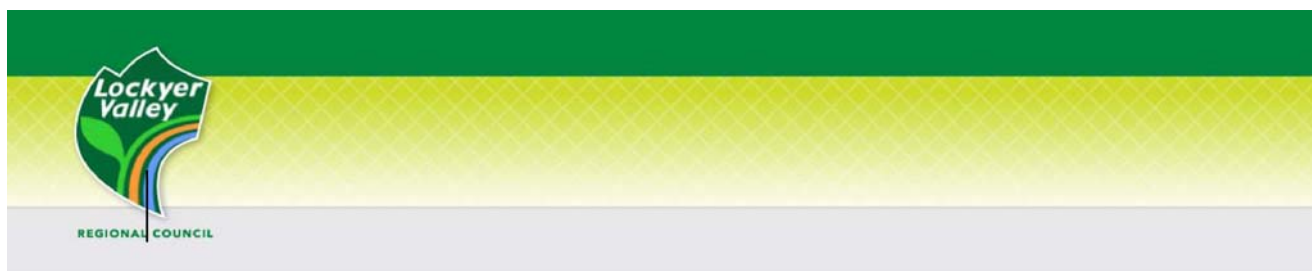


ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

4. That the date of next Committee be determined having regard for the need to review of the Annual Financial Statements prior to audit.

Attachments

- 1 Charter 9 Pages
- 2 Independent Member Code of Conduct 6 Pages



LOCKYER VALLEY REGIONAL COUNCIL

AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER

1. THE CHARTER

1.1 The Audit and Risk Management Committee was established by resolution 2375 of the Lockyer Valley Regional Council ("the Council") on 25th January 2012 in accordance with Section 105 of the Local Government Act 2009 and [has been updated in accordance with Sections 210 and 211 of the Local Government Regulation 2012, Section 155 of the Local Government \(Finance, Plans and Reporting\) Regulation 2010.](#)

1.2 This document, to be known as the Audit and Risk Management Committee Charter of the Lockyer Valley Regional Council, outlines the role, responsibilities, composition and operating guidelines of the Audit and Risk Management Committee (the committee) in accordance with the above legislative framework.

2. AUTHORITY AND INDEPENDENCE

2.1 The committee has no executive powers, unless delegated to it by the Council.

2.2 The committee is a committee of the Council and is directly responsible to the Council. In discharging its responsibilities the committee has the authority to:

- 2.2.1 Conduct or authorise investigations into matters within its scope of responsibility.
- 2.2.2 Access information, records and personnel of the Council for such purpose.
- 2.2.3 Request the attendance of any employee of the Council, including executive staff, at committee meetings.
- 2.2.4 Conduct meetings with the Council's internal and external auditors, as necessary.
- 2.2.5 Seek advice from external parties, as necessary.

3. ROLE

3.1 The role of the committee is to provide independent assurance and assistance to the Council on:

- 3.1.1 The risk, control and compliance frameworks.
- 3.1.2 The Council's external accountability responsibilities as prescribed in the Local Government Act and its Regulations.

3.2 The committee does not replace or replicate established management responsibilities and delegations, the responsibilities of other executive management groups within the Council, or the reporting lines and responsibilities of either internal audit or external audit functions.

3.3 The committee will provide prompt and constructive reports on its findings directly to the Council, particularly when issues are identified that could present a material risk or threat to the Council.

4 DUTIES AND RESPONSIBILITIES

4.1 The committee is directly responsible and accountable to the Council for the exercise of its duties and responsibilities. In carrying out its duties and responsibilities, the committee must at all times recognise that primary responsibility for management of the Council rests with the Chief Executive Officer and management.

4.2 The committee's duties and responsibilities are to:

4.2.1 Financial Statements

4.2.1.1 Review the appropriateness of accounting policies adopted by the Council and ensure the accounting policies adopted are relevant to the Council and its specific circumstances.

4.2.1.2 Review the appropriateness of significant assumptions and critical judgements made by management, particularly around estimations which impact on reported amounts of assets, liabilities, income and expenses in the financial statements.

4.2.1.3 Review the financial statements for compliance with prescribed accounting and other requirements.

4.2.1.4 Review, with management and the external auditors, the results of the external audit and any significant issues identified.

4.2.1.5 Exercise scepticism by questioning and seeking full and adequate explanations for any unusual transactions and their presentation in the financial statements.

4.2.1.6 Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.

4.2.2 Risk Management

4.2.2.1 Monitor the resources of the risk management function and make recommendations to the Chief Executive Office to ensure that the function is sufficient and appropriate.

4.2.2.2 Regularly review the operation of the risk management framework for continuing effectiveness, considering opportunities for improvement where appropriate.

4.2.2.3 Regularly review the Council's Risk Register to identify areas of significant risk and determine if appropriate controls or treatments are being applied to eliminate or mitigate those risks.

4.2.2.4 Receive regular reports from the Council's Risk Management Coordinator on the performance of the organisation in addressing risk management issues.

4.2.2.5 Identify areas of risk not adequately addressed or not identified in current action plans and recommending investigation into those areas for Risk Assessment purposes.

4.2.3 Internal Control

- 4.2.3.1 Review, through the internal and external audit functions, the adequacy of the internal control structure and systems, including information technology security and control.
- 4.2.3.2 Review, through the internal and external audit functions, whether relevant policies and procedures are in place and up-to-date, including those for the management and exercise of delegations, and whether they are complied with.
- 4.2.3.3 Review, through the Chief Finance Officer (or equivalent), whether the financial internal controls are operating efficiently, effectively and economically.
- 4.2.4 Internal Audit
 - 4.2.4.1 Review the budget, staffing and skills of the internal audit function.
 - 4.2.4.2 Review and approve the internal audit plan, its scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
 - 4.2.4.3 Review the proposed internal audit strategic plan and annual plan to ensure they cover key risks and that there is appropriate co-ordination with the external auditor.
 - 4.2.4.4 Review the findings and recommendations of internal audit and the response to them by management.
 - 4.2.4.5 Review the implementation of internal audit recommendations accepted by management.
 - 4.2.4.6 Ensure that there is no material overlap between the internal and external audit functions.
- 4.2.5 External Audit
 - 4.2.5.1 Consult with external audit on the function's proposed audit strategy, audit plan and audit fees for the year.
 - 4.2.5.2 Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.
 - 4.2.5.3 Review responses provided by management to ensure they are in line with the agency's risk management framework.
 - 4.2.5.4 Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
- 4.2.6 Compliance
 - 4.2.6.1 Determine whether management has considered legal and compliance risks as part of the Council's risk assessment and management arrangements.
 - 4.2.6.2 Review the effectiveness of the system for monitoring the agency's compliance with relevant laws, regulations and government policies.

- 4.2.6.3 Review the findings of any examinations by regulatory agencies, and any auditor observations.

4.2.7 Reporting

- 4.2.7.1 Submit quarterly reports to the Council outlining relevant matters that have been considered by it as well as the committee's opinions, decisions and recommendations.
- 4.2.7.2 Circulate minutes of the committee meetings to the Council, committee members and invited guests as appropriate.
- 4.2.7.3 Prepare an annual report to the Council summarising the performance and achievements for the previous year. An interim program of the planned activities for the coming year is also to be provided.
- 4.2.7.4 Submit a summary of its activities for inclusion in the Council's Annual Report.
- 4.2.7.5 As soon as possible after 30 June each year, the Executive ~~General~~ Manager Governance and Policy Performance will provide the Committee with a performance report of:
 - 4.2.7.5.1 The issues entered during the period into the Audit Register and the status of the review of those issues.
 - 4.2.7.5.2 The approved Audit Plan of work for the previous financial year showing the current status of each audit.
 - 4.2.7.5.3 A status report on the high priority areas of Council's Risk Register and the actions taken to mitigate risk in those areas.
- 4.2.7.6 The Committee may, at any time, consider any other matter it deems of sufficient importance to do so. In addition, at any time an individual Committee member may request a meeting with the Chair of the Committee.

5 MEMBERSHIP AND MEETINGS

5.1 Membership

- 5.1.1 The members of the committee, taken collectively, will have a broad range of skills and experience relevant to the operations of the Council.
- 5.1.2 At least one member of the committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.
- 5.1.3 Membership of the committee is by virtue of the appointed ~~position, position~~; no delegates of the members are permitted.

5.2 The committee shall consist of:

- 5.2.1 Councillor Members (voting)
 - 5.2.1.1 The Mayor (ex officio)- (non-voting)
 - 5.2.1.2 The Deputy Mayor

5.2.1.3 The Councillor holding the Portfolio responsibility for Corporate and
Community Services.

5.2.1.35.2.1.4 Proxy – Councillor nominated by Council to attend in the absence of
a Councillor member

5.2.2 Independent External Members (voting)

5.2.2.1 Two-Three independent external members shall be appointed by the Council
to serve on the committee.

5.2.2.2 The two three external members shall be selected as follows:

Independent Community Member

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They must reside in the area of the Council. They need not hold any particular professional qualifications but should be sufficiently experienced in business or organizational management so as to be able to participate fully in the business and functions of the committee. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

An Independent Professional Member

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They need not reside in the area of the Council. They must hold duly recognised professional qualifications in Accounting, Finance, Business or Risk Management and should be sufficiently experienced in business or organizational management so as to be able to participate fully in the business and functions of the Committee. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

Independent Chairperson

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They need not reside in the area of the Council. They must hold duly recognised professional qualifications in Accounting, Finance, Business or Risk Management and should be sufficiently experienced in business or organizational management so as to be able to lead the business and functions of the Committee.

This member (Chair) shall also promote effective communications between the Audit and Risk Management Committee and Council, Chief Executive Officer (CEO), other senior management and the external auditors. The Chair shall ensure the Audit and Risk Management meetings are run smoothly and that the views of all members are heard, and that the agenda and meeting papers properly reflect proceedings. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

5.2.3 Attendees (non - voting)

5.2.3.1 CEO.

5.2.3.2 Executive Manager Governance and [Policy-Performance](#)

5.2.3.3 [Group-Executive](#) Manager Corporate [and Community](#) Services [and/ or Manager Finance-](#)

5.2.3.4 The Council's Risk Management Coordinator.

5.2.3.5 Internal Auditor (who may be the representative of the contracted provider where the service is outsourced).

5.2.3.6 Representative of the External Auditor.

5.2.4 Invitees (non - voting) for specific Agenda Items

5.2.4.1 Other officers may attend by invitation as requested by the committee.

5.3 Selection of Committee Members

The selection criteria and process for the appointment of the independent external members shall ordinarily be as follows:

5.3.1 The Council shall seek nominations from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this charter shall be eligible for appointment.

5.3.2 The eligible persons will be interviewed by a Panel comprising the Mayor, Deputy Mayor, the Corporate Services Portfolio Councillor and the Council's Chief Executive Officer who shall make recommendations to the Council.

5.3.3 Following receipt of recommendations from the Panel, the Council may appoint the independent external member by resolution.

5.4 Term of Office

5.4.1 The independent external members will be appointed for the term of two years, after which they will be eligible for extension or re-appointment for a further two years at the Council's discretion, following a review of their performance.

5.4.2 The maximum number of terms an independent external member can be a member of the committee without the need for calling further nominations is two (2) terms.

5.5 Vacancy

5.5.1 In the case of resignation from the committee by an independent external member, the Council is to appoint another independent external member as soon as is practicably possible in accordance with the process set out in 5.2, but no later than one month prior to the next meeting, so that there are always two independent external members on the committee.

5.6 Remuneration

5.6.1 The independent members of the Committee will be entitled to fees for [preparation and](#) attendance at meetings of \$750 per meeting. This will cover all preparation time and meeting attendance as well as expenses for travel and reasonable out of pocket disbursements. A review of the fee structure will be undertaken after a period of six months to assess if the remuneration package is

comparable with similar Councils. The independent chairperson will be entitled to fees for preparation and attendance at meetings of \$1,500 per meeting.

5.7 Chair

- 5.7.1 In accordance with the Local Government ~~(Finance, Plans and Reporting)~~ Regulation ~~2010-2012~~ the Council will appoint a member of the Audit and Risk Management Committee to be Chair of the Committee.
- 5.7.2 In the absence of the appointed Chair, the members of the Committee will appoint one of their number to be Acting Chair.

5.8 Code of Conduct

- 5.8.1 All members of the Committee are to abide by the Lockyer Valley Regional Council's Code of Conduct or the Audit and Risk Management Committee Code of Conduct according to their standing as Councillors, staff or external members.
- 5.8.2 Committee members must declare any conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.
- 5.8.3 Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

5.9 Quorum

- 5.9.1 A quorum will consist of a majority of the committee members, including the independent external members.

5.10 Proceedings

5.10.1 Meetings

- 5.10.1.1 The Committee shall meet at least four times per year, with one of these meetings to include review and endorsement of the annual Audit Plan.
- 5.10.1.2 The need for any additional meetings will be decided by the Chair, although the other Committee members may make requests to the Chair for additional meetings.
- 5.10.1.3 A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit and Risk Management Committee Charter.
- 5.10.1.4 Where either Audit Plan priorities change between meetings or new urgent issues arise, and where it is not possible to schedule an additional meeting, the Executive Manager Governance and Policy Performance is to keep the Committee fully informed of all changes.

5.10.2 Decision Making

- 5.10.2.1 The committee is expected to make decisions by consensus but if voting becomes necessary then the details of the vote are to be recorded in the minutes.

5.10.2.2 Each member of the committee shall be entitled to one vote only. In the case of an equality of votes on any issue the Chair shall have the casting vote.

5.10.2.3 Between meetings the Chair may circulate to members by email specific proposals for adoption by the committee. Members shall be given a set time – at least 5 (five) days – in which to reply to indicate their agreement with a particular proposal.

5.10.2.4 A member's failure to respond within the timeframe given shall be taken as a vote against the proposal. Any decision taken by the committee by email is to be noted and minuted at the commencement of the next meeting.

5.10.2.5 The Internal Auditor and the External Auditor representative are not voting members of the Committee.

5.10.3 Minutes

5.10.3.1 The Executive Manager Governance and [Policy-Performance](#) is to provide secretariat support to the Committee.

5.10.3.2 The Secretariat in liaison with the Internal Auditor will ensure the agenda for each meeting and supporting papers are circulated, at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained.

5.10.3.3 Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

5.10.4 Induction

5.10.4.1 New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

6 RELATIONSHIPS

6.1 Internal Audit

6.1.1 The committee will act as a forum for internal audit and oversee its planning, monitoring and reporting processes. This process will form part of the governance processes that ensure that {agency name} internal audit function operates effectively, efficiently and economically.

6.1.2 The internal auditor will have a standing invitation to attend committee meetings.

6.1.3 The Chair and an independent member will hold executive sessions with internal audit at least twice per year, if required.

6.2 External Audit

6.2.1 The committee has no power of direction over external audit or the manner in which the external audit is planned or undertaken, but will act as a forum for the consideration of external audit findings and will ensure that they are balanced with the views of management.

6.2.2 The external auditor will have a standing invitation to attend committee meetings.

6.2.3 The Chair and an independent member will hold executive sessions with external audit at least twice per year, if required.

6.3 Other Executive Management Committees

- 6.3.1 The committee shall liaise with other Committees of Council as required to ensure:
- 6.3.2 That its statutory and operational responsibilities are met.
- 6.3.3 That there is no material overlap between the functions and duties of the groups.
- 6.3.4 Frank and meaningful interchange of information.

7 EVALUATION OF COMMITTEE ACTIVITIES

- 7.1 The committee will undertake an annual self-assessment of its performance for the previous twelve months at the September meeting each year.
- 7.2 The committee will provide a report of the annual review outcomes to the Council.
- 7.3 The Chair will provide each individual member with feedback on that person's contribution to the committee's activities at least once during each member's term of office. This assessment will include a review of any training needs of the member.

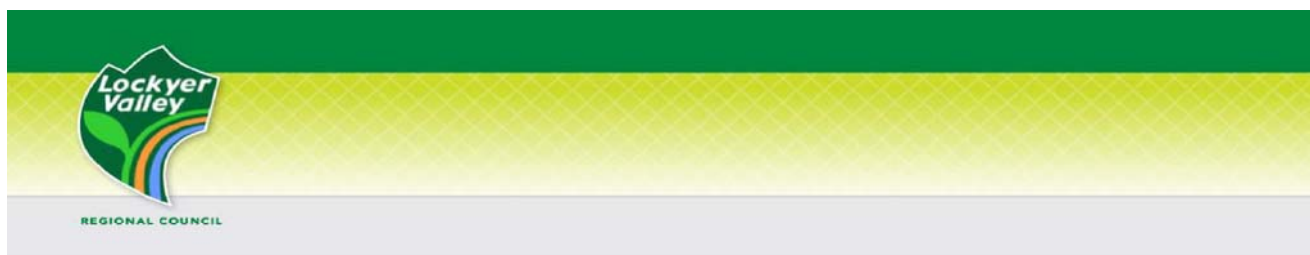
8 REVIEW OF THE CHARTER

- 8.1 The charter will be reviewed annually by the committee to ensure it remains consistent with the committee's authority, objectives and responsibilities.
- 8.2 All amendments to the charter will be discussed and approved the Council.

9 APPROVAL OF THE CHARTER

- 9.1 The Lockyer Valley Regional Council Audit and Risk Management Committee Charter is endorsed by the Chair of the committee and approved by the Council.

Name	Council Resolution: 2375
Chair	Mayor Steve Jones
Audit and Risk Management Committee	Date 25 January 2012
	Updated – 30 May 2014



LOCKYER VALLEY REGIONAL COUNCIL
AUDIT and RISK MANAGEMENT COMMITTEE
INDEPENDENT MEMBERS' CODE OF CONDUCT

Code of Conduct

1. Charter

The Charter of the Lockyer Valley Regional Council's Audit and Risk Management Committee outlines the functions, responsibilities and operating procedures of the committee.

2. Code of Conduct

The Committee seeks the highest ethical standards in delivering services to the Council and to the Lockyer Valley community.

This Code of Conduct applies to all Committee Members when exercising or purporting, at all times, to exercise their duties, responsibilities and functions under the Council's Audit and Risk Management Committee Charter.

It is designed to assist in maintaining the reputation and integrity of the Committee and to provide a basis for fair dealings and reaching findings and making recommendations on matters before it.

This Code is to be read in conjunction with the Audit and Risk Management Committee Charter.

3. Committee Members Responsibilities

Committee Members must:

- Act in accordance with the requirements of the law, the Charter and this Code;
- Act in an appropriate way toward the public, staff of the Council and other Members of the Committee; and at all times act in the best interests of the Lockyer Valley community.

4. Committee Members to hold its business confidential

Committee Members must not approach or liaise with Council staff, other than those having a formal role within the Audit and Risk Management Committee to obtain

information and clarify matters relating to their duties, responsibilities and functions and matters before them.

Committee Members must not approach any Councillor, other than those serving on the Audit and Risk Management Committee about any issue or recommendation the subject of Committee deliberations or if approached by a Councillor not serving on the Committee must not discuss any issue or recommendation that is either before the Committee or will come before the Committee at some future time.

Committee Members must not discuss any issue or recommendation that is either before the Committee or will come before the Committee at some future time, with any person outside the Committee under any circumstances.

5. Conflicts of Interest and Disclosure at Meetings

Committee Members must:

- Consider and comply with all disclosure requirements under this Code including but not limited to disclosing interests arising out of a personal and/or pecuniary nature and of a direct and/or indirect nature and if a conflict exists or arises, shall disclose the nature and extent of such interest and conflict in accordance with the provisions below;
- Ensure no conflict exists for Members, or those people closely associated with them, which could lead to a conflict with the impartial performance of the duties;
- Consider both perceived and actual conflicts for the purposes of this clause.

Pecuniary interest and Material Personal Interest are defined as follows:

- Pecuniary Interest: an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.
- Material Personal Interest: a private or personal interest the person has that does not amount to a pecuniary interest as defined in the Act (for example; a friendship, membership of an association, society or trade union or involvement or interest in an activity).

Pecuniary Interest

Committee members shall acknowledge and accept that if a Committee member has a pecuniary interest in any matter to be considered by a meeting of the Committee, then:

- Upon being notified of the agenda items, a Committee member identifies a possible or actual pecuniary interest, the Committee member shall withdraw as Committee member from that meeting whilst that matter is being discussed and determined.
- At the Committee meeting, if a Committee member identifies a possible or actual pecuniary interest the Committee member will immediately disclose the nature of that interest prior to any consideration of the matter, and

- Will not be present at or in sight of the meeting of the Committee at any time during which the matter is being considered or discussed by the Committee.

Material Personal Interest

If at any time, upon notification of the agenda items, a Committee member identifies a possible or actual material personal interest, the Committee member shall consider whether or not it is significant enough to withdraw from consideration of the item and if so shall notify and withdraw as nominated Committee member for that meeting or during such time as the item concerned is being discussed or determined.

If having declared a material personal interest, a Committee member has a broad range of options for managing the conflict. The option chosen will depend upon an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with.

Material Personal Interests must be dealt with in at least one of the following ways:

- No action will be taken where the potential for conflict is inconsequential or can be eliminated by disclosure. However, an explanation is to be provided of why a conflict does not exist.
- Limit involvement if practical (for example, participate in discussion but not in decision making).
- Remove the source of the conflict, for example, relinquishing or divesting the personal interest that creates the conflict.
- Have no involvement or participation in any meeting involving the issue and restrict access to all relevant information.

6. Information to Guide decisions about possible Conflict of Interest

There are a number of questions that can be asked to help in deciding whether or not a conflict of interest exists or whether or not certain behaviour could create the impression that there is a conflict and so undermine the confidence in the Committee.

These questions are:

- *Do I, a relative, friend or associate stand to gain or lose financially from committee's decision or action on this matter?*
- *Do I, a relative, friend or associate stand to gain or lose my/ our reputation because of committee's decision or action?*
- *Have I contributed in a private capacity in any way to the matter before the committee?*
- *Have I made any promises or commitments in relation to the matter?*

- *Have I received a benefit or hospitality from someone who stands to gain or lose from the committee's decision or action?*
- *Could there be benefits for me in the future that could cast doubt on my objectivity?*
- *Would a fair and reasonable person understand that I acted in the best interests of the council and the Lockyer Valley community in the performance of my duty on the committee?*
- *Am I confident of my ability to act impartially and in the public interest at all times?*

7. Other Business or Employment

Public perception of bias/conflict of interest requires that Committee members not engage in any of the following while they are members of Committee:

- Making representations to the Committee on behalf of others;
- Deriving income (other than remuneration for being a Committee member) through contracts with Council.

Any other work conducted within Lockyer Valley Region shall be the subject of a declaration of interest in accordance with this Code.

8. Gifts & Benefits

Committee Members must not receive, accept, demand, solicit, request or accept a gift or benefit in connection with their duties on the Committee. Facilities, transportation, equipment, meals etc provided by Council as part of Committee meetings shall not be considered as gifts under this section.

9. Resources

Committee Members must use resources provided by the Council in an effective and efficient manner; and not use such resources for private purposes.

10. Use of Information / Confidentiality

Committee Members must:

- Not use information obtained in the course of carrying out their duties for anything other than for exercising their functions, powers and duties for the Committee.
- Keep all information obtained or provided confidential.
- Determine what information and material is to be retained by the Committee and how it is to be treated for the purposes of retention.

11. Public Comment

Members of the Committee ~~other than the Chair~~ are not authorised to speak publicly to the media or address the public on behalf of the Committee.

No Committee Member may make any comment to the media or to the public in relation to any matter before the Committee or any recommendation of the Committee.

12. Treatment and Respect of Other Members and Public

Committee Members must:

- Act fairly and honestly towards other Members of the Committee;
- Show respect for the opinions of other Members of the Committee;

13. Findings and Recommendations

Committee Members shall at all times when considering audit and risk management issues:

- Act in accordance with the law;
- Act in accordance with the Charter;
- Act reasonably, justly and in a non-discriminatory manner;
- Deal with all matters before the Committee in a consistent manner;
- Only take relevant information into account; and
- Act reasonably and in good faith and not for an improper purpose, ulterior purpose or on irrelevant grounds.

14. Breach of Code

Misconduct

Where any complaint alleging misconduct by a Committee Member is made, the complaint is to be made in writing to the Council's Chief Executive Officer and must identify the part of this Code or the Charter alleged to have been breached, including the reasons in support of the alleged breach, and be signed by the complainant.

~~Anonymous complaints need not be investigated, but the Chief Executive Officer has the discretion to determine what action if any will be taken.~~

Upon receipt of a written complaint alleging misconduct, the Chief Executive Officer shall take such action as appropriate consistent with the Council's complaints management policy.

Reviewed 22/05/2014

Page 5 of 6

15. Corrupt and Unlawful Conduct

Committee Members must not engage in corrupt or unlawful conduct and must report any actual or potential corrupt or unlawful conduct to the Chief Executive Officer of the Council in accordance with the procedures set out in this Code.

All deliberations relating to an investigation shall be conducted in strict confidence.

16. Sanctions for Breach of Code of Conduct

Having regard to the nature of the findings after the investigation, action including but not limited to the following may be taken by the Chief Executive officer:

- Counselling of the member;
- Recommending to the Chair of the Committee that the member be excluded from the Committee during the discussion or determination of a particular matter;
- Recommending to Council the removal of the member from the Committee;
- Report the matter to another competent authority

17. Review of Code

This Code is to be reviewed annually by the Committee.

10.3 Council Decision Making Framework

Date: 23 May 2014
Author: Corrin Bischoff, Major Projects Officer, Jason Bradshaw, Executive Manager Governance & Performance
Responsible Officer: Ian Flint, Chief Executive Officer
File No: Formal Papers

Summary:

At the mid-point of this Council term it is timely to review the current decision making framework and meeting structure to ensure it is the most effective for conducting Council business. Given that there has been continuing concerns on the confidentiality of information, this has also been addressed to ensure that information is disseminated and distributed in the appropriate manner such that confidentiality is maintained. This report recommends changes to the existing decision making framework and meeting structures, with a strong emphasis on managing confidential information.

Officer's Recommendation:

THAT Council resolves to adopt the following Council Meeting structure for its decision making framework (to be effective from 1st July 2014):

- Sustainability & Strategy Workshop/s - 1st Tuesday of month
- Policy and Major Projects Workshop/s - 2nd Tuesday of month
- Ordinary Meeting – 2nd Wednesday of the month
- Tours/Inspections – 4th Tuesday of the month
- Ordinary Meeting - 4th Wednesday of month
- Special Meetings (as per LGA Provisions) as required.

(All confidential business papers will be marked *confidential and not for release* at all relevant closed sessions and forums of Council and all such confidentiality must be respected.)

Note: 3rd Week of the month – no meetings

FURTHER;

That Council continue the following Advisory Committees;

- Audit and Risk Management Committee (Thursday)
- Local Disaster Management Group (Thursday)

And FURTHER;

THAT Council resolves to endorse the Project Steering Groups as outlined to meet on the first and second and fourth Tuesday of the month:

- Laidley Futures
- Transient Accommodation Needs Plan
- Council Services Review
- Gatton CBD (Transport /Street scaping)Improvements
- Lockyer Valley Regional Aquatic Centre Development
- Showgrounds Redevelopment

Report

1. Introduction

The Council has been meeting once a month to deal with decision making required outside of matters that have been delegated to the Chief Executive Officer for decision making or provided for in other authorities of Council. At the mid-point in the current Council term it is timely to review these arrangements to ensure the most efficient measures are in place for decision making.

Council meetings are the linchpin of local government democracy, these are where key decisions are made – Council's set their policies, adopt their corporate plans, approve and adopt budgets and make local laws in meetings. Council meetings are the most visible activity of the work of local governments and are the principal decision making forum. They are the prime example of accountable and transparent decision making by local governments.

2. Background

In September 2012, Council adopted a decision making framework and meeting structure that included one (1) Ordinary Council meeting per month and a formal structure of workshop arrangements.

A review of the Council decision making and meeting processes was undertaken in 2012 and after trialling other models and in seeking to continue to improve the effectiveness of Council meetings, a revised Council Meeting Structure was adopted at the 26 September 2012 Ordinary meeting.

The structure adopted is still in place and is as follows:

Sustainability and Strategy Workshop/s

These workshops are held on the first Wednesday of the month and occur between the Councillors and the Chief Executive Officer, with Executive Managers attending to address matters as required. The focus will remain on long term sustainability, financial and planning matters and the development of strategic plans and directions. As the workshops are not formal meetings, they are not open to the public. These workshops are scheduled to be day sessions. In addition strategic presentations made to Council shall be at these meetings and not at the Ordinary Meetings.

Policy Development and Major Projects Workshop/s

The Policy Workshop is held to discuss other matters that may not be strategic but relate to service delivery or service levels and policy directions of Council, along with major projects that are underway. This discussion contributes to the development of reports for decision making and for policy development. These workshops are held on the second Wednesday of the month.

CEO Briefing/Inspections

The Briefing sessions are an opportunity for the CEO to provide an informal update to the Council on organisational matters and for the Council to raise matters with the CEO for follow up action. The inspection time would be allocated to current planning applications or capital works projects that would be open for Executive Managers to bring matters to the attention of

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

the Council. This day may not be a full day commitment for Councillors and would be held on the third Wednesday of the month.

Ordinary Meetings

The Ordinary Meeting of Council is a formalised meeting process considering the reports and recommendations from officers or other committees provided for formal adoption, and the consideration of urgent whole of Council business at the discretion of the CEO. There is limited opportunity for other business to be raised in the Ordinary meetings as there are other forums for matters to be raised directly with the CEO or Council. The Ordinary Meetings of Council are open to the public, with the provision for closed sessions as required.

Audit and Risk Management Committee

This committee is an independent Advisory Committee to Council, whose primary role is to assist council in the effective conduct of its responsibilities for financial management and reporting, management of risk, maintaining effective and reliable internal controls and compliance regimes and facilitating the organisation's ethical development. This committee has both Council and external representation.

Local Disaster Management Group

Council recognise this as part of the formal structures of Council decision making and commit to a quarterly meeting frequency to ensure ongoing preparedness and that the commitment remains addressing the ongoing needs for disaster management. This committee is a statutory requirement and contains both Council and external representation.

Special Meetings

Any matters that require urgent discussion and decision of Council would be dealt with through the provisions of the Local Government Act for special meetings. The CEO and Mayor would determine the need and timing of any special meetings.

3. Report

Open and transparent meeting procedures underpin representative democracy and ensure public confidence in Council's decision making processes. As such, every effort should be taken to ensure that all meetings, workshops and information sharing procedures follow best practice standards.

The encouragement of open and transparent local government is now viewed as a generally desirable objective in improving the integrity of local government, and this is underpinned by the local government principles contained within section 12 of the *Local Government Act 2009*. Accordingly, Council has developed and adopted a confidentiality policy/procedure that follows the principle that information should ordinarily be released to the public unless there are compelling reasons which indicate that is not in the public interest.

At the same time, Councillors should always be conscious of the need to handle council information in a way that promotes and maintains the public's trust and confidence in the integrity of the local government. Mishandling of information that should be treated confidentially could harm or compromise the interests of Council or someone else; for example, by enabling an individual or organisation to gain a financial advantage.

Other important principles for confidentiality include:

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- Councillors should not release confidential local government information other than to those people who have a right to access such information.
- Councillors are required to respect and protect council's corporate interests even if they do not support certain decisions.
- Councillors may publicly express disagreement with certain decisions once these decisions become publicly known but they should not use confidential information to explain their disagreement.

This focus on confidentiality is important in the context of reviewing the decision making processes as it remains an issue where confusion is evident, and has been the subject of recent external investigations. This has prompted a further review of existing procedures recently adopted to ensure these remain appropriate and are clear in their intent. These provide for the Chief Executive Officer to make declarations about information being confidential in the first instance. Such information would remain confidential to Council unless and until Council made a declaration in relation to the information. As well, all matters presented to Council via an agenda will clearly indicate if any matter is confidential, and that all information relevant to the matter is to be treated as confidential to Council. The reasons for classifying the information as confidential will be outlined in the material provided with the agenda.

Councillors are to make themselves aware of the types of information Council deems to be confidential and the personal responsibility they have for ensuring there is no disclosure of this information.

The structure and approach to decision making will only be successful with appropriate behaviour and adherence to the principles of confidentiality, and to respect and protect the corporate reputation of Council. To that extent Council might be reminded that all information discussed in a closed meeting is to be considered confidential to Council (unless there is a subsequent council resolution to make the information public). Under the current decision making model all workshop sessions and parts of Ordinary Meetings are considered closed meetings.

Councillors may participate in four types of formal meetings:

- Post-election Meeting
- Ordinary local government or Council Meeting – to conduct core business
- Local government Committee Meeting – standing committees are established by some local governments to oversee specific functions, portfolios, programs or projects
- Special local government Meeting – may be called to address an urgent item of business.

A special meeting is a meeting at which the only business that may be conducted is stated in the notice of meeting. Normally, the Mayor and Chief Executive Officer will agree that a special meeting is required, and the Chief Executive Officer will organise the agenda and notification for councillors.

Across Queensland and Australia there are a variety of meeting and decision making structures in use. A review of three of the most common structures was conducted to determine the most effective format for Lockyer Valley Regional Council decision making.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The options reviewed were:

- 1) Workshops/Briefing Session and one monthly Ordinary Meeting
- 2) Standing Committee/s and one monthly Ordinary Meeting
- 3) Two Ordinary Meetings per month

Option 1 - Workshops/Briefing Session and one monthly Ordinary Meeting

This option is currently in place at Lockyer Valley Regional Council.

Description:

A workshop or briefing session enables councillors to more effectively discuss and debate complex issues during the formal meetings. A workshop provides an opportunity for officers to inform Councillors of strategic matters and to canvass direction on specific issues. Workshops also provide councillors with the opportunity to seek clarification on key issues.

A workshop or briefing session is chaired by the Chief Executive Officer.

Presentation and discussion of confidential matters in a workshop or briefing session are governed by the Councillor Confidentiality Procedure as with all confidential matters discussed at any meeting type. This is specified through the use of the "confidential" watermark on briefing papers and through a declaration by the Chief Executive Officer prior to the matter being discussed.

A workshop is not a decision making forum and councillors are to refrain from participating in the formation of decisions at these sessions.

Benefits:

- These sessions are closed to the public enabling councillors to freely explore issues and express opinions in the infancy stages of development
- Issues are able to be canvassed and direction sought for further investigation and assessment prior to a decision being made at the Ordinary meeting.
- Informal discussion can occur prior to a formal meeting seeking a decision

Costs:

- No decisions can be made
- Lack of formal structure and process that exists in an Ordinary meeting

Option 2 - Committees and one monthly Ordinary Meeting

Description:

A range of standing committees is used across Australian local governments.

Committees are chaired by Councillors, often based on portfolio allocations and the Chairperson is deemed the spokesperson for matters raised in that portfolio/committee. *(While at Lockyer Valley Regional Council it is acknowledged that the Mayor is the official spokesperson.)*

Committee membership may include all Councillors or have selected membership.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Confidential matters can be discussed in a committee meeting provided the reason for closing the meeting is in line with legislative requirements.

With a small number of Councillors a committee structure may result in a “committee of the whole” approach.

Benefits:

- A formal structure is in place
- High level of transparency to the public through the agenda and minutes being produced in accordance with the legislation.

Costs:

- Preparation of committee agenda papers is a timely and involved process
- Without informal sessions (e.g. workshop) there may be an increase in the use of closed sessions which would compromise the transparency of process in the formal meeting.
- There is no opportunity to canvass issues and conduct further research prior to a decision being made without delaying the decision to the following meeting. This may hinder the speed of decision making or see more decisions made without fully investigating the matter.

Option 3 - Two Ordinary Meetings per month

Description:

This option sees the conduct of two Ordinary Meetings per month. Confidential matters can be discussed in an Ordinary Meeting provided the reason for closing the meeting is in line with legislative requirements.

It should be noted that under the previous meeting structure for Council which included two Ordinary Council meetings per month, the agenda content was reducing and need for two meetings per month was questioned resulting in the current structure being adopted.

Benefits:

- Formal structure and processes followed in line with meeting protocols
- High level of transparency to the public through the agenda and minutes being produced in accordance with the legislation.

Costs:

- Preparation of agenda papers is a timely and involved process
- Without a forum to discuss confidential matter (e.g. workshop) there may be an increase in the use of closed sessions which would compromise the transparency of process which is more visual in a formal meeting.
- There is no opportunity to canvass issues and conduct further research prior to a decision being made without delaying the decision to the following meeting. This may hinder the speed of decision making or see more decisions made without fully investigating the matter.
- Lack of agenda items for two meetings per month.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Based on the above analysis and on the review of other structures in place in other Councils of a similar size to Lockyer Valley, it is recommended that the current structure be modified to provide a stronger focus on strategic matters being dealt with through the formal meeting structure to ensure stronger compliance with the confidentiality of the information being discussed. This will provide a more effective forum to address the advocacy platform that has been developed and ensure that the direction of Council's strategic initiatives remains a focus for the whole of Council. There is a scheduled change of days for Council Workshops to accommodate an additional Ordinary Meeting each month.

This additional meeting is intended to be a forum where the current Information Reports prepared by the Executive are further discussed and where the matters of a confidential nature generally to address advocacy and strategic matters are considered in detail. The second Wednesday Ordinary Meeting of Council will likely only be a half-day session so the major business remains on the fourth Wednesday Ordinary Meeting.

However, greater focus needs to be placed on the labelling and recording of confidential information and some changes to the way in which matters are raised, such that the more strategic and sensitive issues are addressed at the Ordinary Council meeting within closed session and not within the workshop forum, which encourages sharing of views and discussing issues where required at length to ensure clarity for all outcomes.

This structure provides the necessary format for Councillors to discuss matters and seek further clarification through the workshop forums prior to any decision being made at the formal meeting. The opportunity for robust debate remains at the formal meeting however use of the workshop to canvass issues prior to the meeting increases the likelihood of appropriate information being provided to Councillors through the meeting agenda report enabling well informed decision making. It is considered that this process reduces the likelihood of decision making without detailed information and delayed decision making due to seeking further research. It reinforces considered decisions and not decisions on the run, when there is limited time to make sound judgements. It has also resulted in no need to review and amend decisions made, and demonstrates council practicing a level of due diligence around its decisions.

Where there is an immediate need for action then again a special meeting should be considered, but these would need to be in accordance with legislative requirements and again on an infrequent basis. Given the cycle for the Ordinary Meetings, there is sufficient time for reports to be prepared and agendas circulated to ensure ongoing effective decision making.

The Chief Executive Officer (Executive) briefings would continue and these would form part of the closing of the Ordinary Council Meetings to address organisational performance matters and where confidential items are discussed these will be clearly outlined. It is intended that these remain informal forums and are considered closed sessions. It remains that Councillors can raise matters and request further information or reports or questions on notice at any time. These matters will be dealt with through a formal system and structure.

To add to the value of better decisions and support the project management approach, it is proposed to incorporate Project Steering Groups as part of a better decision making approach, and to incorporate council involvement in guiding the outcomes sought from key initiatives.

Project Steering Groups

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The Council organisation has recently adopted a project management framework to support a consistent and structured approach to managing all projects. This approach incorporates controls and oversight into all key initiatives. This may include a project steering group being introduced to involve Councillors in the delivery of key projects and to ensure that Council is engaged in delivering outcomes and offering feedback to assist in streamlining key projects and their delivery. It provides a further opportunity for the Council and Executive/Senior Staff to work in teams and engage in an outcome focussed approach. The intent is to focus not on managing the project but on controlling and overseeing, project parameters, direction and scope around the intended outcomes.

The intent is for Project Steering Groups to be formed around key (major) projects, along with other existing projects that have progressed satisfactorily to date. It is proposed that this focus will involve Councillors in additional hours on a Tuesday within the office and in working more effectively with executive and staff. The Project Steering Groups are a mechanism to monitor the progress of projects and where required, additional inspections to other local governments or meetings with outside agencies may be required to fully inform the decision making of the projects and to bring to the attention of Council any issues of concern.

The Project Steering Groups are intended to be formalised to meet on four to six weekly cycle rotating across the Tuesdays as scheduled. This will require the commitment of additional time and the allocation of four Councillors to each project allows for some absence, but should result in at least three Councillors in attendance at each group. The outcomes from these Project Steering Groups will be scheduled to be reported back to the first Ordinary Meeting of the month allowing each Councillor the opportunity to report on achievements or risks that require further consideration. The detail of the terms of reference for each are broadly outlined below and the following table also shows an allocation of Councillors and responsible areas for each project.

As well as the ongoing groups, there are new Project Steering Groups that reflect further initiatives to be investigated and developed, specifically based around Transient Accommodation (i.e. dealing with short and long term issues for backpackers, workers and visitor needs); and Gatton CBD – addressing short and long term requirements to improve the amenity and aesthetics of the town centre.

Project	Council Representatives	Executive Alignment
Showgrounds Redevelopment	Crs Milligan, Friend, Holstein, McLean	Organisational Development and Engagement
Aquatic Centre Development	Crs Milligan, McDonald, Pingel, Friend.	Corporate and Community Services
Council Services Review	Crs Milligan, Pingel, Holstein, McDonald	Governance and Performance
Transient Accommodation Needs Plan	Crs Milligan, McLean, Holstein, McDonald	Planning and Development Services
Gatton CBD (Transport/scaping) Improvements	Crs Milligan, Friend, Holstein, McLean	Infrastructure Works and Services
Laidley Futures	Crs Milligan Pingel, McLean, Holstein	Planning and Development Services

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

It is considered that the Mayor Cr Jones would sit as ex-officio on all Project Steering Groups.

Project officers will be allocated to each project to manage and keep the executive officers appraised on all aspects and management of the projects. The scope of each project and terms of reference for the working groups will be established to provide a consistent basis and approach. All of these key projects will then be reported to Council on monthly basis, with Councillors given the opportunity to present for clarity any key aspects of interest to the whole Council.

4. Policy and Legal Implications

Council remains consistent with the local laws and the recently adopted code of meeting practice and there are no policy overlaps with the continuation of the current arrangements. The proposed process with minor amendments will continue to comply the requirements of the legislation and give Council adequate time to address and manage the business of Council. The confidentiality policy/procedure remains an important and central to effective decision making.

5. Financial and Resource Implications

There has been assessment made in the analysis of the meeting options proposed to address the resources needed and the additional financial implications. While there are existing budgets and staff resources considered in delivering the solutions, it is predominantly questioning the best allocation of resources to deliver an efficient decision making process and identifying where system and structural changes can be identified and implemented. Efficiencies will need to found to address the additional workloads for agenda and meeting preparation. Improvements in the software solutions utilized should assist in bringing some benefits along with revised timelines for reporting.

6. Delegations/Authorisations

No additional delegations are required as this can be managed through existing delegations and standing orders. The Chief Executive Officer has current delegations and the existing policies provide advice and guidance to address any necessary changes.

7. Communication and Engagement

There are statutory obligations upon Council in respect of advertising Council's ordinary and special meetings. Any changes to the meetings structure will be communicated through the normal channels

8. Conclusion

It is recommended to continue with the current meeting structure and decision making framework on the basis that it is the most appropriate and effective format for Lockyer Valley Regional Council. All confidential documents will be marked for all future information.

9. Action/s

1. Review and amend the procedures and processes that support the reporting to Council.
2. Update the Council agenda and meetings process to reflect changes and confidentiality requirements.
3. Confirm draft terms of reference for project groups new and existing.
4. Establish meeting cycle and structure including project working groups and forward calendar commitments.

10.4 Council Agenda Action Items Review

Date: 20 May 2014
Author: Corrin Bischoff, Major Projects Officer
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

The purpose of this report is to provide Council with an overview of the action items arising from Council Agenda Reports for the current Council term. Specifically, this report provides an analysis of the Corporate & Community Services Group incomplete action items.

Officer's Recommendation:

THAT Council receives this report providing an analysis of the action items arising from Council Agenda Reports for the current Council term for the Corporate & Community Services Group.

Report

1. Introduction

Agenda reports written by officers for Council meetings contain detail of the specific actions to be taken as a result of decisions recommended to Council.

Development of a mechanism to inform Councillors of the progress of the actions arising from Council resolutions ensures Councillors are well informed of incomplete actions, an explanation of why actions are incomplete and a likely timeframe for completion. It provides a further mechanism for accountability for Council Officers to ensure that actions are completed in a timely manner and that where further changes are required that these are reported to Council as needed.

As previously agreed, actions resulting from decisions made at Council meetings are to be reported on a quarterly basis and by exception.

2. Background

The new agenda report template introduced in February 2014, specifically requires officers to complete the high level actions to be undertaken in relation to each agenda report in addition to any actions inherent in the report resolution.

This information provides the basis for a quarterly report to Council on the outstanding actions.

3. Report

In the current Council term (i.e. from May 2012), actions items have been recorded as a result of the meeting agenda reports submitted to Council for the Corporate & Community Services Group.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Of these actions, 90 have been completed. 20 actions are incomplete.

An analysis of the Corporate & Community Services Group actions as at 31 March 2014 has been completed below:

Total Items	Action	Incomplete Actions	30 - 60 days	60 - 90 days	90 days to 12 months	Greater than 12 months
110		20	0	1	9	10

The outstanding items up to 90 days are progressing within acceptable timeframes.

The items greater the 12 months relate to matters that have been advanced but may not be quite finalized. These can be discussed on an individual basis.

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 allocations. Where additional resources are required to complete actions these will be reported through to Council to ensure transparency in the completion of actions. Where significant, the matter will be addressed through the budget review process.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The relevant Executive Manager and/or the Chief Executive Officer will manage the requirements in line with existing delegations.

7. Communication and Engagement

The following officers were consulted in the review of the Governance & Performance actions:

- Executive Manager Corporate & Community Services

On a quarterly basis, Council will receive an updated report on the actions that are outstanding for the Corporate & Community Services Group and the Executive Office. Any actions that require further input from Council will be presented in the form of a separate agenda report.

8. Conclusion

This report enables Councillors to monitor, at a strategic level, the completion of actions which have arisen as a result of resolutions of Council.

9. Action/s

Outstanding action items are to monitored and reported to Council on a quarterly basis.

Attachments

1 Outstanding Action Items 9 Pages

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

Res No.	Meeting Date	Subject	Resolution/Action	Officer/Dept	Action Taken
1	Ordinary Council 27 June 2012	Customer Services Improvement Strategy	<p>RESOLUTION:</p> <p>THAT Council resolves to receive the following report for the Customer Service Unit as a basis to move both the unit forward and establish a customer service ethos within the organisation. This ethos will form the back ground to a Customer Charter, Promise and Organisational Service Standards;</p> <p>Further;</p> <p>THAT Council commence negotiations with QGAP to renegotiate conditions and service fees in order to make this a more economic provision of service to our ratepayers;</p> <p>Further;</p> <p>THAT Council commence negotiations with Queensland Transport on the location of Customer Service Offices within the Lockyer Valley Region.</p>	Wendy Howell David Lewis	
2	Ordinary Council 25 July 2012	Debtors Write Off - July 2012	<p>RESOLUTION:</p> <p>THAT the matter be deferred pending further investigation on the options available for debt recovery and the outcome be presented to a future meeting of Council.</p> <p>Moved By: Cr Pingel Seconded By: Cr McDonald</p>	Wendy Howell David Lewis	
	Ordinary Council 31 October 2012	Insurance Industry	THAT Council invite Insurance Industry representatives to a workshop discussion with Councilors and Officers on issues of impact on the Council and the community of the Lockyer Valley Region.	David Lewis	16/11/2012 Action reassigned to David Lewis by: Susan Boland

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3	Ordinary Council 28 November 2012	QGAP Services	<p>RESOLUTION:</p> <p>THAT Council forward correspondence to the Department of Justice and Attorney General regarding the existing QGAP arrangements highlighting that the current arrangements are not cost effective for Council; and advise that Council is prepared to investigate providing alternate arrangements for the operations of the QGAP office.</p> <p>And further;</p> <p>THAT a report be provided to a future meeting of Council on the continued operation of the QGAP services.</p> <p>Moved By: Cr Jones Seconded By: Cr Holstein</p>	Wendy Howell David Lewis	
4	Confidential Meeting of Ordinary Council 28 November 2012	Write Off Rates Debt & Exempt from Rating	<p>RESOLUTION:</p> <p>THAT Council resolves to write off mining leases totalling \$438,874.12 rates debts And Exempt mining lease assessments 25224-0, 25235-0 and 25226-0 from future rating.</p> <p>And further;</p> <p>THAT Council forward correspondence to the Minister for Local Government and the Local Government Association Queensland Inc (LGAQ), seeking a review of the current rating practice for land currently under mining lease.</p> <p>Moved By: Cr Friend Seconded By: Cr Pingel</p>	Karen Pegler Dave Lewis	
5	Confidential Meeting of Ordinary Council 28 November 2012	Procurement - Exemption - 1Gbps Internet Connection (1 Gbps Ethernet over Fibre)	<p>RESOLUTION:</p> <p>THAT Council resolves to apply Sections 184 (a) and (c) of the Local Government (Finance, Plans and Reporting) Regulation and allow Council to enter into a large-sized contract without first inviting tenders for the acquisition of a 1Gbps Internet Connection (1 Gbps Ethernet over Fibre) from the University of Queensland.</p> <p>Moved By: Cr Pingel Seconded By: Cr Holstein</p>	David Lewis	

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

6	Ordinary Council 19 December 2012	Management of Murphys Creek Community Centre	RESOLUTION: THAT Council approve a joint management arrangement for the Murphys Creek Community Centre with the Murphys Creek Progress Association and delegate to the Chief Executive Officer to finalise the necessary management arrangements. Moved By: Cr Milligan Seconded By: Cr McDonald	Brad Domrow Dave Lewis	
7	Ordinary Council 19 December 2012	Public Conveniences in Laidley Township	RESOLUTION: THAT Council approves the payment of the annual fee being \$13,221.89 for the rental and cleaning of the facilities owned by Laidley Village Shopping Mall to retain public access to these facilities. And further; THAT arrangements are made with the Laidley Village Shopping Mail Committee to have the facilities signed indicating Council's assistance in the provision of these facilities. And further; THAT the Chief Executive Officer be delegated authority to formalise the rental and other arrangements in regards to the public access and usage of these facilities. Moved By: Cr McDonald Seconded By: Cr Pingel	Brad Domrow Dave Lewis	20/12/2012 Forwarded authorised invoice to Accounts for processing through Payment Run on 20 December 2012 22/02/2013 Manager Community Facilities working through resolution items 2 and 3 3/10/2013 - Action reassigned to Brad Domrow by: Madonna Brennan
8	Confidential Meeting of Ordinary Council 19 December 2012	Ex Gratia Payment - Council Rates Concessions - Natural Disaster (Krimlin)	RESOLUTION: THAT Council enter into a confidential ex gratia agreement and payment arrangement with the applicant in consideration of their concession claims under the now rescinded "Rates Concessions Policy – 2011 Natural Disaster". Moved By: Cr Holstein Seconded By:	David Lewis	

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

9	Ordinary Council 13 February 2013	Domestic Waste Fees & Charges	<p>RESOLUTION: THAT Council receive and note the information. And further; THAT Council resolves to introduce fees and charges for domestic self haul waste from 1 July 2013; And further; THAT Council note that the communication strategy will be presented at a future workshop during the first quarter of 2013; And further; THAT Council undertake investigation and report back at a future workshop on options available to capture evidence to prosecute offenders from illegal dumping throughout the region.</p> <p>Moved By: Cr McDonald Seconded By: Cr Friend</p>	Mike Lisle David Lewis	24/07/2013 Action reassigned to Mike Lisle by: Lauren Stucklen
10	Ordinary Council 22 May 2013	Lockyer Valley Demons AFL Club Request for Council Assistance to Relocate to Cahill Park Sports Complex	<p>RESOLUTION: THAT Council approve the relocation of the Lockyer Valley Demons AFL Club to Cahill Park Sports Complex; Further; THAT Council Officers arrange aerator and top dressing of the proposed oval (as identified in attached map of Cahill Park Complex); Further; THAT a budget amendment be made in relation to costs of assistance in the order of \$5000.00. Further; THAT, Council Officers review the management arrangements with Cahill Park Inc</p> <p>Moved By: Cr Friend Seconded By: Cr McDonald</p>	David Lewis	25/06/2013 Action reassigned to Wendy Howell by: Madonna Brennan

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

11	Ordinary Council 24 July 2013	Illegal Camping in Parks	<p>RESOLUTION: THAT Council resolves to receive the report and note the actions undertaken by Council Officers to date. And further; THAT Council discuss at a future workshop the options for alternate sites and accommodation facilities throughout the region.</p> <p>Moved By: Cr Friend Seconded By: Cr Pingel</p>	Wendy Howell	
3068	Ordinary Council 24 July 2013	Pest Management Survey Program	<p>RESOLUTION: THAT Council resolves to Undertake a Pest Survey Program in accordance with Sections 241 and 242 of the Land Protection (Pest and Stock Route Management) Act 2002; and THAT Council hold a workshop to develop a Pest Survey Program Schedule (Attachment 1).</p> <p>Moved By: Cr McDonald Resolution Number: 12 There being no seconder the motion lapsed.</p> <p>THAT Council further workshop the proposed Pest Survey Program and Schedule, and table for adoption at the next meeting.</p> <p>Moved By: Cr Friend Seconded By: Cr Pingel</p>	David Lewis	

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3085	Ordinary Council 24 July 2013	Cahill Park Sports Complex	<p>RESOLUTION:</p> <p>THAT Council resolves to:</p> <ul style="list-style-type: none"> Review the 10 year Capital Works Budget to determine if it is possible to bring forward the construction of the remainder of Buaraba Street and associated car parking and drainage works; Undertake a review of possible external funding sources to assist with the financing of this project; Prepare a draft lease and management agreement for further consideration; Support the recommencement of CPSC Management Committee meetings; And further THAT; Council recognise this report and update and acknowledge that planned commitments from Council have not been delivered but have been delayed due to the impacts of natural disasters in 2011 and 2013, and the reallocation of Council resources to other priorities. <p>Moved By: Cr Holstein Seconded By: Cr McDonald</p>	David Lewis	
3107	Ordinary Council 28 August 2013	Wild Dogs	<p>THAT Council forward correspondence to the State Government seeking additional funding for the control of wild dogs;</p> <p>Further;</p> <p>THAT Council undertake an awareness program through local media on the control of wild dogs.</p> <p>Moved By: Cr Friend Seconded By: Cr McDonald</p>	David Lewis	
	Ordinary Council 28 August 2013	Pest Management Survey Program	<p>RESOLUTION:</p> <p>THAT Council resolves to Undertake a Pest Survey Program in accordance with Sections 241 and 242 of the Land Protection (Pest and Stock Route Management) Act 2002; and THAT Council approve the attached Pest Survey Program Schedule (Attachment 1).</p> <p>INFO MISSING</p>	David Lewis	

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3192	Ordinary Council 27 November 2013	Proposed Wild Dog Advisory Committee	RESOLUTION: THAT Council resolves to form a Wild Dog Advisory Committee in accordance with the provisions of its Pest Management Plan 2013 - 2017. Moved By: Cr McDonald Seconded By: Cr Friend	David Lewis	
3225	Ordinary Council 18 December 2013	Update on the Emergency Management Fire & Rescue Levy	RESOLUTION: THAT Council resolves to adopt the Communication Strategy outlined in this report to promote anomalies of the levy; and THAT Council forward correspondence to the Hon Jack Dempsey M/P, Minister for Police, Fire and Emergency Services to highlight the costs and difficulties involved with the implementation of the Emergency Management Fire and Rescue Levy; further; THAT Council request that the Minister consider collecting the Levy by means other than through local governments; and further; THAT Council request that the Fire and Rescue Services Act 1990 be amended such that the Levy be on rateable assessments, not parcels of land and that the Levy be renamed the Emergency Management Levy. Moved By: Cr Pingel Seconded By: Cr Holstein	David Lewis	

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3211	Confidential Meeting of Ordinary Council 18 December 2013	Lockyer Valley BMX Club Inc. Trustee Lease Application	<p>RESOLUTION: THAT with respect to the request for a Trustee Lease over Lot 35 on CP846028 by the Lockyer Valley BMX Club Inc., Council resolves to:-</p> <p>(a) apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 to the Trustee Lease; and</p> <p>(b) write to the Lockyer Valley BMX Club Inc. and advise that it supports an application for a Trustee Lease over part of the reserve land on the eastern boundary adjacent to Lot 10 on CP846027 comprising a maximum of two hectares to be determined by a Survey Plan, on the following conditions:</p> <p>(i) the lease shall be for a term of 20 years with no further options to renew;</p> <p>(ii) the land is to be kept free of Class 1 and Class 2 declared weeds at all times pursuant to Section 77 of the Land Protection (Pest and Stock Route Management) Act 2002;</p> <p>(iii) the Lockyer Valley BMX Club Inc. shall be responsible for all costs incurred in the preparation and registration of the Trustee Lease, including survey costs and registration fees;</p> <p>(iv) the Lockyer Valley BMX 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</p> <p>(v) formal consent to the Trustee Lease by the Minister for Department of Natural Resources and Mines is required before the lease term can commence.</p> <p>Moved By: Cr Milligan Seconded By: Cr Holstein</p>	David Lewis	
------	---	--	--	-------------	--

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3327	Ordinary Council 26 February 2014	Mens Shed	THAT the Chief Executive Officer be delegated to work with the Executive of the Lockyer Valley Community Activities Shed Inc to resolve the building issues currently outstanding to mutual satisfaction. Moved By: Cr Holstein Seconded By: Cr Milligan	David Lewis	13/03/2014 Action reassigned to David Lewis by: Vickie Wieland
------	-----------------------------------	-----------	---	-------------	---

ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014



LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 31/03/2014 CORPORATE & COMMUNITY SERVICES GROUP

3327	Ordinary Council 26 February 2014	Mens Shed	THAT the Chief Executive Officer be delegated to work with the Executive of the Lockyer Valley Community Activities Shed Inc to resolve the building issues currently outstanding to mutual satisfaction. Moved By: Cr Holstein Seconded By: Cr Milligan	David Lewis	13/03/2014 Action reassigned to David Lewis by: Vickie Wieland
------	-----------------------------------	-----------	---	-------------	---

10.5 Rebuilding Lockyer Better A Mid Term Achievements Report

Date: 22 May 2014
Author: Sarah Fox, Manager Corporate Communications
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

The purpose of this report is to seek Council's approval to recognise the achievements made during this term and to finalise the mid-term achievements report.

Officer's Recommendation:

THAT Council endorse "*Rebuilding Lockyer Better A mid-term achievements Report*".

Report

1. Introduction

In 2012 Corporate Communication developed a report card of Council's projects and key achievements. As Council is now approaching the mid-point in the election term a document which highlights our achievements is an important way to recognise the contributions of staff and Council in delivering outcomes for the community.

Rebuilding Lockyer Better A mid-term achievements report highlights Council's promise to deliver on a number of significant strategies, projects and the forward priorities to continue to improve our region for our residents.

2. Background

This document has been developed in conjunction with various departments across Council and is a thorough view of Council's achievements since the 2012 election.

3. Report

Rebuilding *Lockyer Better A mid-term achievements Report* is a strategic document that provides a snapshot of what projects have occurred within and for our Community.

For ease of understanding the document has been broken into various sections and highlights achievements within those areas, such as:

- Continuing to develop a resilient community
- Working together for an inclusive, safe and healthy community
- Restoring our roads and major infrastructure
- Working together to unite our community
- Enhancing our region to attract and diversity business and tourism opportunities
- Protecting our environmental and landscape for our future community
- Ensuring we have a well-planned and connected community
- Working together to create a high performing organisation with a customer focus

The report also includes a section showcasing the range of awards received by Council for various projects undertaken. A section is also dedicated to Council's future projects and upcoming events and includes a map that recognises those towns in which major projects have occurred.

A mid-term achievements report serves as a historical document that provides the community with an understanding of how much we have achieved, while still being committed to restore our region after two devastating floods.

4. Policy and Legal Implications

There are no policy implications associated with the project. There is no statutory requirement to recognise mid-term achievements, but with Annual Reports produced each year in a structured way, this format presents a positive record of our overall achievements.

5. Financial and Resource Implications

This initiative has been delivered within the existing project budget allocation and the estimated cost for this project is \$5,000.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Governance and Performance will manage the requirements in line with existing delegations.

7. Communication

Existing communication channels including, Valley Voice, Your Valley News, Council's website, Facebook, press release and internal staff channels, will be used to promote the report. The report will also be available at Council's Customer Service offices, Libraries and at Council's stand at the upcoming Laidley and Gatton shows.

8. Conclusion

A professional quality publication is sought for the Lockyer Valley community and Council to be proud of, and one that celebrates the success for Council this term.

Attachments

Mid Term Achievement Report will provided separately



ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

10.6 Lease Arrangements for the Central Lockyer Rural Fire Brigade and the Lockyer Waters Rural Fire Brigade

Date: 21 May 2014
Author: Caitlan Natalier, Solicitor
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

The purpose of this Report is to consider requests made by the Queensland Public Safety Business Agency in April 2014 to renew lease arrangements for the Central Lockyer Rural Fire Brigade and the Lockyer Waters Rural Fire Brigade.

Officer's Recommendation:

THAT with respect to the requests made by the Queensland Public Safety Business Agency for the renewal of lease arrangements for the Central Lockyer Rural Fire Brigade and the Lockyer Waters Rural Fire Brigade on 22 April 2014 and 23 April 2014 respectively, Council resolves to apply the exception contained in Section 236(1)(b)(i) of the *Local Government Regulation 2012* to each lease arrangement and delegate authority to the Chief Executive Officer to negotiate renewal of lease arrangements as follows:-

- (a) For the Central Lockyer Rural Fire Brigade to renew Lease A in Lot 31 on RP31173 comprising 572m² situated at 3 Brightview Road, Glenore Grove for a term of ten (10) years at a peppercorn rental; and**
- (b) For the Lockyer Water Rural Fire Brigade to renew Lease A in Lot 18 on RP141793 comprising 1,710m² situated in Topaz Road, Lockyer Waters for a term of thirty (30) years at a peppercorn rental.**

Report

1. Introduction

On 22 April 2014 and 23 April 2014 the Council received requests from the Queensland Public Safety Business Agency to enter into renewal of lease arrangements for the Central Lockyer Rural Fire Brigade and the Lockyer Waters Rural Fire Brigade respectively. The purpose of this Report is to consider these requests and discharge Council's statutory obligations to enable the lease arrangements to continue.

2. Background

The registered lease arrangements for each Rural Fire Brigade commenced on 1 February 2004 and expired on 31 January 2014. These leases provided for payment of a peppercorn rental, if demanded.

Each lease is situated on freehold land owned by Council. Aerial Plans showing the location of each lease are **attached** to this Report.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

It appears from the lease conditions that the Lessee constructed the buildings on each leased premises and has always been responsible for the payment of services and maintenance of the improvements.

As the lessee is currently holding over under the expired leases, they are subject to monthly tenancy until such time as new lease arrangements have been formalised.

3. Report

The leases which have now expired did not contain options to renew and therefore new leases would need to be negotiated. The new leases could commence from the expiration date.

Council has been requested to renew the leases as follows:-

- (a) Central Lockyer Rural Fire Brigade – for a term of ten (10) years;
- (b) Lockyer Waters Rural Fire Brigade – for a term of thirty (30) years.

No reason has been provided for the extended term sought for the latter lease. It appears that all other lease terms, including the peppercorn rental, are proposed to continue.

Although peppercorn rentals are generally discouraged by the Department of Natural Resources and Mines, this is not the case where the lessee is a State Agency and the occupant comprises volunteers who provide an essential community service, such as rural fire brigades. Council's Legal Services Co-ordinator takes no issue with a peppercorn rental applying to the new leases.

The Acting Manager Planning and Environment and the Infrastructure Works and Services Unit have advised that they do not have any objection to lease arrangements being negotiated as detailed in this Report.

The Manager Administration and Executive Operations has suggested that the lease also contain a term allowing Council to terminate the leases in the event that the premises cease to be used for rural fire brigade purposes.

4. Policy and Legal Implications

If Council is agreeable to entering new lease arrangements on these terms, it will be necessary for Council to resolve to apply the exception contained in Section 236(1)(b)(i) of the *Local Government Regulation 2012* to each lease arrangement, before negotiations can commence. This exception allows for disposal by way of lease to a government agency however it avoids the requirement to apply a market rent to the lease which is a pre-requisite to applying the exception for renewal of lease to an existing tenant pursuant to Section 236(1)(c)(iii).

It is also noted that the State is exempt from the requirement to undertake reconfiguration of a lot when leasing land for fire station purposes.

5. Financial and Resource Implications

The lessee was responsible for all costs involved in the preparation, execution and registration of the previous leases, including survey costs, and it is anticipated that the same lease conditions will be negotiated to apply to the new leases.

6. Delegations/Authorisations

It is recommended that the Chief Executive Officer be granted delegated authority to do all things necessary to enable new lease arrangements to be negotiated and formalised through the Legal Services Unit.

7. Communication

Negotiations will be limited to Council and the Queensland Public Safety Business Agency. However, only the Minister for Police, Fire and Emergency Services or his delegate is authorised to approve a lease on behalf of the Queensland Public Safety Business Agency.

The lessee will be responsible for obtaining the approval of the Minister for Police, Fire and Emergency Services and until approval is given by execution of the formal lease documents, new lease arrangements will not have been entered. The lessee will also be responsible for attending to registration of the leases with the Department of Natural Resources and Mines.

8. Conclusion

The recommendation made in this Report will discharge Council's statutory obligations and enable formal lease arrangements to be entered and the operation of the respective Rural Fire Brigades to continue uninterrupted.

9. Action/s

1. Advise the Queensland Public Safety Business Agency of Council's resolution.
2. Commence lease negotiations.
3. Formalise leases with the approval of the Minister for Police, Fire and Emergency Services.

Attachments

- | | | |
|---|----------------------|--------|
| 1 | Plan Central Lockyer | 1 Page |
| 2 | Plan Lockyer Waters | 1 Page |





ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

10.7 Application for Permanent Road Closure - Part of the Unnamed Road Off East Egypt Road, Flagstone Creek

Date: 21 May 2014
Author: Caitlan Natalier, Solicitor
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

The Department of Natural Resources and Mines have received an application seeking the permanent closure of part of the unnamed road off East Egypt Road, Flagstone Creek. The purpose of this Report is to consider whether Council has any objections to this application and identify any views or requirements that may affect the future use of the land which should be considered when assessing the application.

Officer's Recommendation:

THAT with respect to the email correspondence of 17 February 2014 received from the Department of Natural Resources and Mines requesting Council's views in respect of an application for permanent closure of part of the unnamed road off East Egypt Road, Flagstone Creek, Council resolves to advise the Department of Natural Resources and Mines that Council:-

- (a) objects to the proposed application on the basis that if the application is granted, there is potential for Lot 159 on CC1070 to be effectively landlocked with no connection to a connected road network because:-**
 - (i) the constructed section of Bateman's Road is not aligned with the dedicated road; and**
 - (ii) there appears to have been a previous permanent closure of that section of the dedicated road which would have traversed Lot 5 on RP197957 and connected to the road within Lots 159 on CC1070, Lot 160 on CC809 and Lot 161 on CC677.**
- (b) is not aware of any other views and requirements that may affect the future use of the land which should be considered in assessing the application for permanent road closure.**

Report

1. Introduction

By email of 17 February 2014, the Department of Natural Resources and Mines requested Council's views and requirements in respect of an application for the permanent closure of part of the unnamed road off East Egypt Road, Flagstone Creek. The public objection period for this application closed on 27 March 2014, however the Department of Natural Resources and Mines have allowed Council until 6 June 2014 to consider whether it has any objection to the application and identify any views or requirements that may affect the future use of the land which should be considered.

2. Background

A Gazette Notice calling for public objections was published on 14 February 2014 and the public consultation and objection period closed on 27 March 2014. Council has not been advised whether any objections have been received.

As the relevant local authority, Council is also required to consider whether it has any objection to the proposed permanent road closure and, if so, provide a full explanation of the reasons for the objection. Any views or requirements which are identified that may affect the future use of the land should also be notified to the Department of Natural Resources and Mines for consideration in assessing this application.

3. Report

The section of road proposed to be closed comprises approximately 2.3 hectares and is shown on the **attached** Drawing 14/025 and Aerial Plan.

If the application is successful, the closed road would be amalgamated into the applicant's adjoining freehold land and used for fire break and buffer zone purposes as part of a property bush fire management plan.

While the applicant has not been identified to Council, it appears the applicant may be the owner of Lot 1 on RP108549 due to the fact that this property contains a dwelling surrounded by significant vegetation and this property is predominantly bounded by the proposed road closure area.

While the road is not constructed, it has been identified as providing a legal access to Lot 159 on CC1070. While Lot 159 appears to be currently accessed by the constructed Bateman's Road, this road is off alignment and is therefore not a legal access. It appears that a legal access to Lot 159 once existed from Bateman's Road, by way of dedicated, but unconstructed, road which traversed both Lot 5 on RP197957 and Lot 93 on CC150. This road then continued through Lot 159 and the adjoining Lot 160 on CC809 and Lot 161 on CC677. However, this legal access is now disconnected as the section of road which once traversed Lot 93 appears to have been permanently closed previously.

While the road the subject of the application is not constructed, it does provide an alternative legal access to Lot 159. If this section of road was permanently closed, then the only options available to Council to provide a legal access to Lot 159 would be to either:-

1. realign the road with the constructed Bateman's Road; or
2. resume land for road purposes within Lot 93 to connect the existing road network which extends to Lot 161.

The realignment option would only address legal access to Lot 159, and would not connect to the existing road through Lot 160 or Lot 161. While these properties are all currently owned by one party, and Lot 160 has an alternative legal access which connects with the constructed Egert Road, there would still be the issue of Lot 161 not having a legal access if sold separately to a third party.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

It is therefore recommended that an objection to the application be made to avoid loss of the only remaining legal access to Lot 159 and to limit the risk of creating further issues with legal access to surrounding properties in future.

The Infrastructure Works and Services Unit agree that an objection to the application should be made on this basis. The Acting Manager Planning and Environment has not identified any other issues that should be considered.

4. Policy and Legal Implications

If the application is not granted, the road will remain open and the legal access to Lot 159 will be maintained. However, if the application is successful, the closed road will be amalgamated with the applicant's adjoining freehold land and will not be available for future roads purposes. As detailed in the body of this Report, this will remove the only legal access which currently exists to Lot 159 on CC1070.

5. Financial and Resource Implications

No financial implications have been identified in respect of this application.

6. Delegations/Authorisations

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

7. Communication

The Department of Natural Resources and Mines is responsible for engaging with the public at large and any other interested parties and agencies to determine whether there are any objections to the application for permanent road closure. The public engagement period has now expired. Council is not required to consult with any other parties in considering its response to this application.

Council's Legal Services Coordinator will advise the Department of Natural Resources and Mines in writing of Council's response to this application prior to 6 June 2014.

The information provided by the Department of Natural Resources and Mines to Council has been given in confidence for the purpose of seeking Council's views in respect of this matter. It is not to be used for any other purpose, or distributed further to any person, company, or organisation without the express written permission of the Department of Natural Resources and Mines unless required.

It is noted that any objections received may be viewed by other parties interested in the proposed road closure in accordance with the provisions of the *Right to Information Act 2009*.

8. Conclusion

The recommendation in this Report will enable the Department of Natural Resources and Mines to progress consideration of the application.

9. Action/s



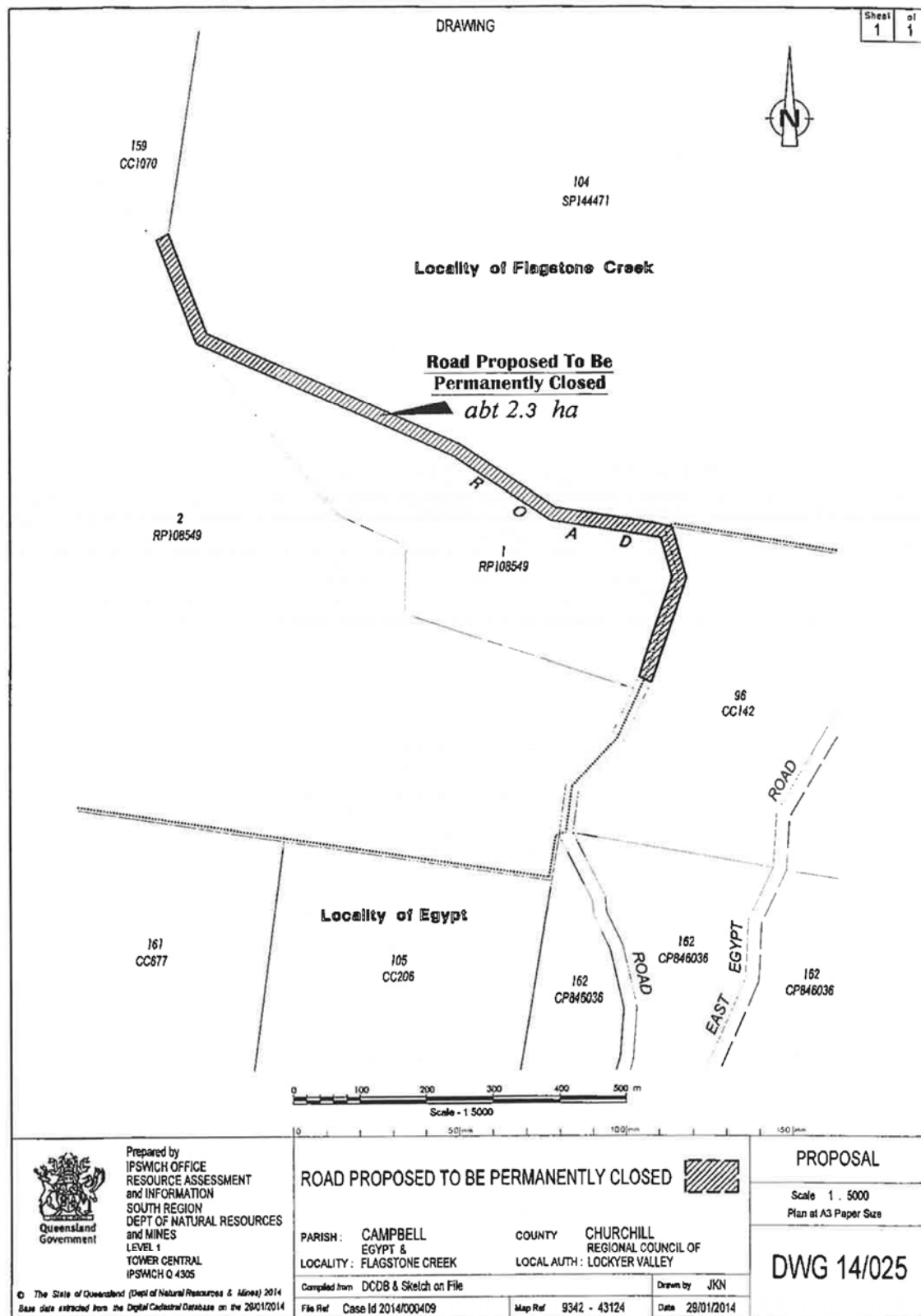
ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

1. Advise the Department of Natural Resources and Mines of Council's resolution before 6 June 2014.

Attachments

- 1 Plan 1 Page
- 2 Drawing 1 Page





ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

10.8 Community Grants

Date: 21 May 2014
Author: Trent Nibbs, Sports, Recreation & Community Grants Officer
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance
File No: Formal Papers

Summary:

During the process of allocating funds for Round 2 of the Community Grants Program, the Glenore Grove Public Hall Association's application was overlooked. Since the Council decision, the Lockyer Valley Bridge Club has also contacted Council wishing to return the funds that had been awarded to them. As the full Community Grants budget has been expended it is recommended that Council award the returned funds to Glenore Grove Public Hall Association to help them purchase chairs for their facility.

Officer's Recommendation:

THAT Council allocate \$1800 in grant funding previously earmarked for Lockyer Valley Bridge Club to be awarded to Glenore Grove Public Hall Association.

Report

1. Introduction

Due to an administration error the Glenore Grove Public Hall Association's application for a community grant for round 2 was missed in the original process and therefore was not processed for the April Council meeting.

2. Background

For the 2013-2014 Community Grants and Assistance Policy and Procedure, Council had allocated \$1,800 to be given to Lockyer Valley Bridge Club, at the April 2014 meeting. The Lockyer Valley Bridge Club has since refused this request as there is a disagreement within the club on what is required, and the club would like to return the amount to Council.

This provides a surplus of \$1,800 for the Community Grants Program. There is an outstanding application from the Glenore Grove Public Hall Association to help with the cost of purchasing chairs for their supper room.

3. Report

The Community Grants Program is available to community organisations who undertake projects which benefit the wider community. This category of community grants has a total budget of \$80 000 per year which is broken into 2 rounds with a nominal budget of \$40,000 per round.

As per the policy and procedure, this report recommends Council support the specified grant allocation.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The Glenore Grove Public Hall Association has been assessed by a panel of three Council officers against assessment criteria and meets the requirements of the Community Grants and Assistance Policy and Procedure.

The Glenore Grove Public Hall Association has applied for \$2750 but due to budget restraints we are only able to provide \$1800 at this time. The Glenore Grove Public Hall Association will be eligible to apply for funding again in the next financial year.

4. Policy and Legal Implications

The *Guidelines for local government administration of community grants* (October 2009) specifies: "It should be noted that, while there is no right of appeal against a decision to approve or refuse to grant, decisions in relation to grants are still subject to the *Judicial Review Act*".

To ensure transparency in the assessment process, the *Guidelines for local government administration of community grants* stress the importance of the separation of responsibilities between the officers reviewing and assessing grant applications and the decision makers. This separation has been achieved via this process. Further, any appeals will be treated in accordance with Council's Complaints Management Process.

5. Financial and Resource Implications

Allocating the returned \$1800 from Lockyer Valley Bridge Club to Glenore Grove Public Hall Association will be within the budgeted \$80,000 for the Community Grants Program.

6. Delegations/Authorisations

There are no delegation requirements associated with this report.

7. Communication

Glenore Grove Public Hall Association will be notified by phone and letter regarding the payment of \$1800.

8. Conclusion

This application for a Community Grant (Round 2) has been received and evaluated against the approved policy and procedure, and it is recommended that these extra funds be allocated to the Glenore Grove Public Hall Association.

11. ORGANISATIONAL DEVELOPMENT AND ENGAGEMENT REPORTS

No Organisational Development and Engagement reports at time of print run

12. CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Summary of Council Actual Financial Performance vs Budget - 30 April 2014

Date: 21 May 2014
Author: Tony Brett, Manager Finance
Responsible Officer: David Lewis, Group Manager Corporate & Community Services
File No: Formal Papers

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 financial year to 30 April 2014.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 30 April 2014.

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 April 2014.

Operating Revenue - Target \$76.6 million Actual \$73.8 million or 96%

At 30 April 2014, overall operating revenue is slightly under the year to date budget.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Operating grants and subsidies received equal \$35.4 million or 73% of the annual budgeted revenue amount. The majority of these grants relate to Flood Restoration works and with the deadline for the finalisation of the 2011 flood works approaching, a review is underway to determine the likely end of year position. There may be a timing difference between the expected receipt of grants and when the final acquittals are approved which will require a budget amendment to the current financial year budget.

Following the amendment to the Budget approved at the April Council meeting, all other revenue lines are forecast to meet annual budgeted amounts.

Operating Expenditure - Target \$75.9 million Actual \$73.9 million or 97%

At 30 April 2014, overall operating expenditure for the year to date is on target. The month of April saw \$1.8 million expenditure on Recovery related activities with a total of \$29.2 million expended for the year to date.

Overall employee costs are slightly below the year to date, however there is an imbalance between the Infrastructure Recovery activities and the rest of Council. At 30 April, employee costs for the rest of Council was \$1.6 million more than budget, while it was \$2.6 million under budget for Infrastructure Recovery. Within the rest of Council, the major variances to budget are within Customer Services, Parks, and Community Facilities. These variances are being reviewed to ensure that costs have been correctly allocated, particularly in relation to Community Facilities' capital works.

Overall goods and services costs are on target, but as with employee costs, there is an imbalance between Infrastructure Recovery and the rest of Council. At 30 April, goods and services for the rest of Council was \$1.4 million more than budget while it was \$3.0 million under budget for Infrastructure Recovery.

In developing the 2013/14 budget it is likely that the amount of day labour works (labour and materials) under Infrastructure Recovery was overestimated which in turn has caused the imbalance. Further investigations are required to determine the potential impact on Council's operating surplus at 30 June 2014.

Depreciation costs are now being calculated using the One Council asset system and are reflective of the actual amount of depreciation being charged which is slightly more than the budgeted amount.

Capital Revenue - Target \$7.2 million Actual \$5.3 million or 74%

Overall capital grants and subsidies revenue is below budget for the year to date with \$5.3 million received to date. However the timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program.

Capital Expenditure – Target \$28.3 million Actual \$12.4 million or 44%

To 30 April 2014, Council has expended \$12.4 million on its capital works program and there is a further \$11.9 million in committed costs for works currently in progress.

The main expenditures are and \$7.0 million in Corporate and Community Services and a further \$4.2 million within Infrastructure Services. The capital expenditure includes \$3.5 million

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

on the Gatton Aquatic Centre, \$2.6 million on roads and streets, \$1.4 million on information technology, \$1.4 million on the plant replacement program, \$0.4 million on the Gatton SES Building, and \$0.3 million on waste disposal capital works.

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

Council's financial results remain largely dependent upon 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 have been incurred throughout the 2014 financial year. Due to the fluctuating nature of this income and expenditure there is a risk that budget targets may not be achieved. The allocation of costs to the Infrastructure Recovery program is being monitored to ensure that all applicable expenditure is accounted for in the correct cost centre.

Efficiency targets of \$1.7 million 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. With overall expenditure on budget, it appears that Council is going to meet the expected efficiency targets although the imbalance of actuals to budget between the Infrastructure Recovery program and the rest of Council will negatively impact on the end of year financial result.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Service will manage requirements in line with existing delegations.

7. Communication and Engagement

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

8. Conclusion

At 30 April, overall Council appears to be on target to meet its budgeted outcomes; however an imbalance has occurred between Infrastructure Recovery and the rest of Council which requires further investigation.

9. Action/s

No further action required.

Attachments

- | | | |
|---|------------------|---------|
| 1 | Actual vs Budget | 4 Pages |
| 2 | Graphs | 4 Pages |
| 3 | WIP | 5 Pages |
| 4 | Capital Works | 1 Page |

Lockyer Valley Regional Council
Statement of Income & Expenses

For the year to date:
30 April 2014

Whole of Council

Note	Original Budget 2013/2014	Amended Bdgt 2013/2014	Actuals April 2014	Budget April 2014	Actuals YTD	Budget YTD	YTD Variance %
Operating Revenue							
Rates and Utility Charges (Gross)	32,821,540	32,821,540	(4,876)	0	31,458,221	31,523,623	0%
Discount	(1,036,000)	(1,036,000)	(5,699)	0	(1,097,132)	(1,036,000)	6%
Charges and Fees	3,329,739	3,329,739	256,780	340,395	2,784,213	2,771,449	0%
Interest	2,652,000	2,652,000	153,828	221,000	2,335,123	2,210,000	6%
Operating Grants and Subsidies	48,119,660	48,119,660	362,587	4,009,972	35,409,729	38,393,034	-8%
Operating Contributions and Donations	500	500	0	42	10,210	417	100%
Revenue - Contract/Recoverable Works	630,000	630,000	205,125	52,500	717,592	525,000	37%
Other Revenue	3,009,300	2,609,300	332,833	154,525	2,176,854	2,174,583	0%
Total Operating Revenue	89,526,739	89,126,739	1,300,579	4,778,433	73,794,810	76,562,106	-4%
Operating Expenses							
Employee Costs	29,664,760	29,664,760	2,245,635	2,472,063	23,753,959	24,720,633	4%
Goods and Services	47,906,211	48,556,211	3,110,362	4,046,351	39,209,191	40,608,675	3%
Finance costs	1,745,451	1,745,451	11,188	145,454	1,174,551	1,416,592	17%
Depreciation	11,001,787	11,001,787	986,802	916,816	9,804,034	9,168,157	-7%
Administration Charges	0	0	0	0	0	0	0%
Other Expenses	0	0	0	0	0	0	100%
Total Operating Expenses	90,318,209	90,968,209	6,353,987	7,580,684	73,941,735	75,914,057	3%
Operating Surplus/(Deficit) Before Capital Items	(791,470)	(1,841,470)	(5,053,408)	(2,802,251)	(146,925)	648,049	123%
Capital Revenues and Expenses							
Capital Grants, Subsidies and Contributions	4,733,406	8,096,687	(92,655)	674,724	5,318,345	7,205,574	26%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0	(1,477,652)	0	0%
Other Capital Items	550,000	550,000	0	45,833	0	0	0%
Abnormal or Extraordinary Items	0	0	0	0	0	0	0%
Operating Surplus/(Deficit) After Capital Items	4,491,936	6,805,217	(5,146,063)	(2,081,694)	3,693,768	7,853,623	-53%
Sources and Applications of Capital Funding							
Capital Funding Sources							
Loans	5,000,000	6,800,000	0	0	0	0	100%
Disposal Proceeds of non Current Assets	595,000	595,000	0	49,583	0	495,833	100%
Contributed Asset	0	0	0	0	0	0	100%
Net Transfers to (from) Capital Reserves	11,002,305	11,001,817	0	916,818	0	9,168,181	100%
Funded Depreciation	0	0	2,777,067	0	13,120,895	0	-100%
Total Capital Funding Sources Used	16,597,305	18,396,817	2,777,067	966,401	13,120,895	9,664,014	-36%
Capital Funding Applications							
Capital Expenditure	5,291,922	5,291,922	0	440,994	0	4,409,935	100%
Capital Expenditure Upgrade / New	17,380,549	28,676,624	2,019,215	2,389,719	12,363,043	23,897,187	48%
Contributed Assets	550,000	550,000	0	45,833	0	458,333	100%
Loan Redemption	841,100	841,100	757,852	70,092	757,852	700,917	-8%
Total Capital Funding Applications	24,063,571	35,359,646	2,777,067	2,946,637	13,120,895	29,466,372	55%
Total Reserve Movements	2,974,330	10,157,612	5,146,063	4,061,929	(3,693,768)	11,948,734	-131%

Notes

Lockyer Valley Regional Council
Statement of Income & Expenses

For the year to date:
30 April 2014

Total Business Units

Note	Original Budget 2013/2014	Amended Bdtg 2013/2014	Actuals April 2014	Budget April 2014	Actuals YTD	Budget YTD	YTD Variance %
Operating Revenue							
Rates and Utility Charges (Gross)	5,614,400	5,614,400	(682)	0	5,474,073	5,614,400	-2%
Discount	(134,000)	(134,000)	(498)	0	(134,717)	(134,000)	1%
Charges and Fees	1,000,000	1,000,000	89,121	146,250	905,083	830,000	9%
Interest	0	0	4,290	0	25,094	0	>100%
Operating Grants and Subsidies	867,000	867,000	123,407	72,250	602,951	722,500	-17%
Operating Contributions and Donations	0	0	0	0	0	0	0%
Revenue - Contract/Recoverable Works	630,000	630,000	205,125	52,500	703,914	525,000	34%
Other Revenue	1,205,000	805,000	109,698	4,167	630,276	671,000	-6%
Total Operating Revenue	9,182,400	8,782,400	530,461	275,167	8,206,674	8,228,900	0%
Operating Expenses							
Employee Costs	2,717,140	2,717,140	213,193	226,428	2,321,609	2,264,283	-3%
Goods and Services	5,413,357	5,413,357	463,249	451,113	4,674,017	4,511,130	-4%
Finance costs	106,500	106,500	373	8,875	105,458	88,750	-19%
Depreciation	298,912	298,912	28,161	24,909	269,098	249,094	-8%
Administration Charges	525,800	525,800	43,817	43,817	438,167	438,167	0%
Other Expenses	404,519	404,519	0	33,710	0	0	100%
Total Operating Expenses	9,466,228	9,466,228	748,793	788,852	7,808,349	7,551,424	-3%
Operating Surplus/(Deficit) Before Capital Items	(283,828)	(683,828)	(218,332)	(513,686)	398,325	677,476	41%
Capital Revenues and Expenses							
Capital Grants, Subsidies and Contributions	0	0	0	0	0	0	100%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0	0	0	0%
Other Capital Items	0	0	0	0	0	0	0%
Abnormal or Extraordinary Items	0	0	0	0	0	0	0%
Operating Surplus/(Deficit) After Capital Items	(283,828)	(683,828)	(218,332)	(513,686)	398,325	677,476	41%
Sources and Applications of Capital Funding							
Capital Funding Sources							
Loans	385,000	385,000	0	0	0	0	100%
Disposal Proceeds of non Current Assets	0	0	0	0	0	0	0%
Contributed Assets	0	0	0	0	0	0	0%
Depreciation Utilised	311,282	298,912	0	24,909	0	249,093	100%
General Revenue Sources	0	0	167,180	0	513,989	0	-100%
Total Capital Funding Sources Used	696,282	683,912	167,180	24,909	513,989	249,093	-106%
Capital Funding Applications							
Capital Expenditure Renewal	15,000	15,000	0	1,250	0	12,500	100%
Capital Expenditure Upgrade / New	370,000	1,130,966	0	94,247	346,809	942,472	63%
Contributed Assets	0	0	0	0	0	0	0%
Loan Redemption	55,600	55,600	167,180	4,633	167,180	46,333	-261%
Total Capital Funding Applications	440,600	1,201,566	167,180	100,131	513,989	1,001,305	49%
Total Reserve Movements	28,146	1,201,482	218,332	588,907	(398,325)	74,736	-100%

Notes

Lockyer Valley Regional Council
Statement of Income & Expenses

For the year to date:
30 April 2014

Infrastructure Recovery (Only) Activities

Note	Original Budget 2013/2014	Amended Bdgt 2013/2014	Actuals April 2014	Budget April 2014	Actuals YTD	Budget YTD	YTD Variance %
Operating Revenue							
Rates and Utility Charges (Gross)	1,332,000	1,332,000	0	0	1,322,439	1,332,000	-1%
Discount	0	0	0	0	0	0	0%
Charges and Fees	0	0	0	0	0	0	0%
Interest	0	0	0	0	0	0	0%
Operating Grants and Subsidies	42,588,100	42,588,100	198,649	3,549,008	32,451,985	35,490,000	-9%
Operating Contributions and Donations	0	0	0	0	0	0	0%
Revenue - Contract/Recoverable Works	0	0	0	0	0	0	0%
Other Revenue	0	0	0	0	0	0	0%
Total Operating Revenue	43,920,100	43,920,100	198,649	3,549,008	33,774,424	36,822,000	-8%
Operating Expenses							
Employee Costs	7,489,500	7,489,500	134,953	624,125	3,574,675	6,241,250	43%
Goods and Services	33,938,765	33,938,765	1,696,212	2,828,230	25,257,878	28,282,304	11%
Finance costs	0	0	0	0	18	0	>100%
Depreciation	10,447	10,447	601	871	6,087	8,706	30%
Administration Charges	476,000	476,000	39,667	39,667	396,667	396,667	0%
Other Expenses	0	0	0	0	0	0	-100%
Total Operating Expenses	41,914,712	41,914,712	1,871,433	3,492,893	29,235,325	34,928,927	16%
Operating Surplus/(Deficit) Before Capital Items	2,005,388	2,005,388	(1,672,784)	56,116	4,539,099	1,893,073	140%
Capital Revenues and Expenses							
Capital Grants, Subsidies and Contributions	0	0	0	0	0	0	-100%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0	0	0	0%
Other Capital Items	0	0	0	0	0	0	0%
Abnormal or Extraordinary Items	0	0	0	0	0	0	0%
Operating Surplus/(Deficit) After Capital Items	2,005,388	2,005,388	(1,672,784)	56,116	4,539,099	1,893,073	140%
Sources and Applications of Capital Funding							
Capital Funding Sources							
Loans	0	0	0	0	0	0	0%
Disposal Proceeds of non Current Assets	0	0	0	0	0	0	0%
Contributed Assets	0	0	0	0	0	0	0%
Depreciation Utilised	0	10,477	0	873	0	8,731	0%
General Revenue Sources	0	0	162,782	0	241,433	0	100%
Total Capital Funding Sources Used	0	10,477	162,782	873	241,433	8,731	-2665%
Capital Funding Applications							
Capital Expenditure	0	0	0	0	0	0	0%
Capital Expenditure Upgrade / New	0	0	162,782	0	241,433	0	0%
Contributed Assets	0	0	0	0	0	0	0%
Loan Redemption	0	0	0	0	0	0	0%
Total Capital Funding Applications	0	0	162,782	0	241,433	0	0%
Total Reserve Movements	(2,005,388)	(2,015,865)	1,672,784	(56,989)	(4,539,099)	(1,901,804)	100%

Notes

Lockyer Valley Regional Council
Statement of Income & Expenses

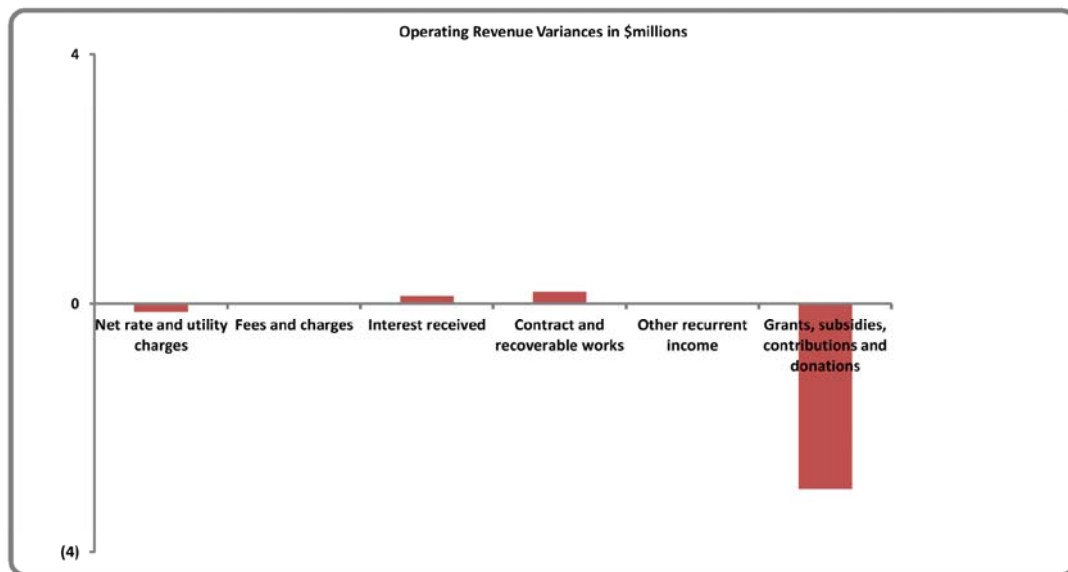
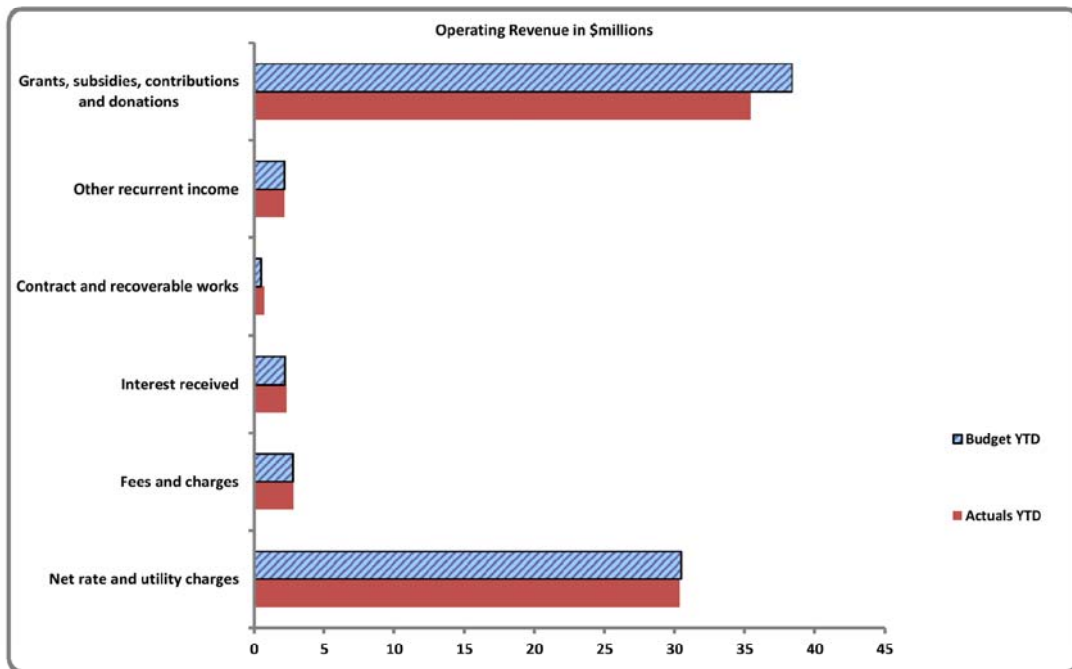
For the year to date:
30 April 2014

Rest of Council including Infrastructure Services

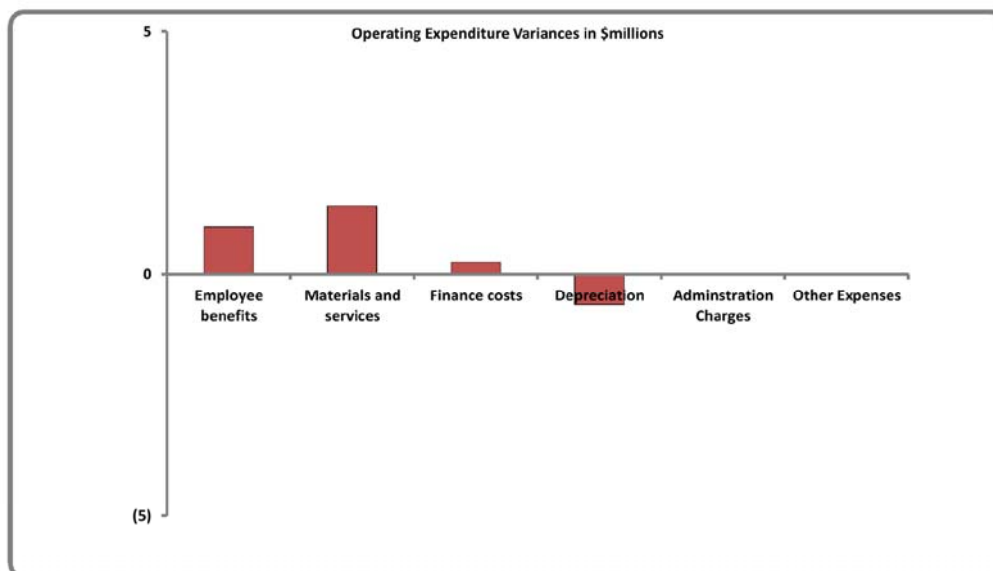
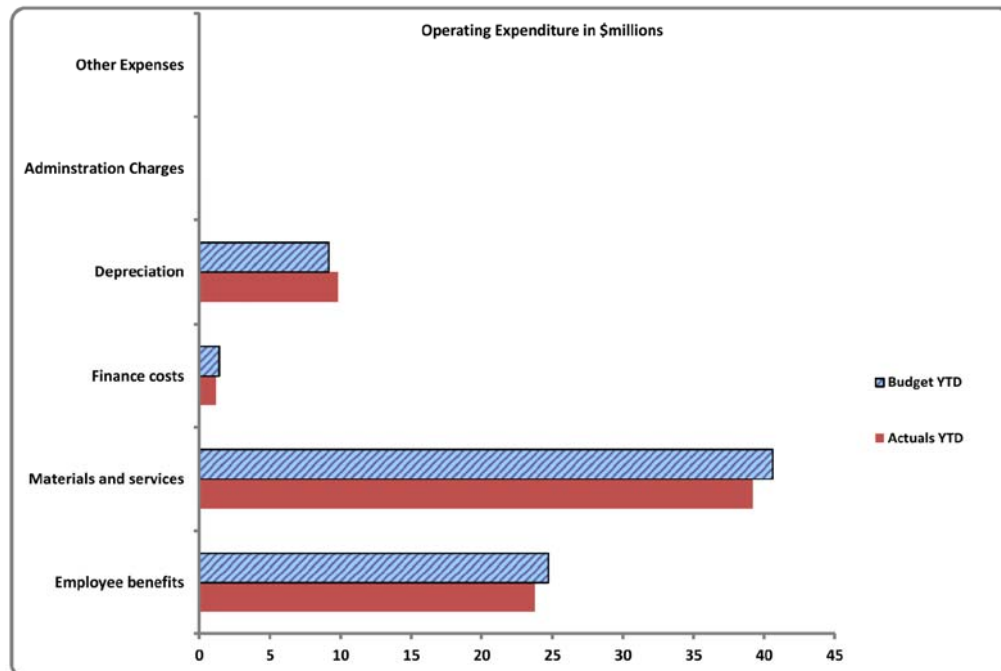
Note	Original Budget 2013/2014	Amended Bdg't 2013/2014	Actuals April 2014	Budget April 2014	Actuals YTD	Budget YTD	YTD Variance %
Operating Revenue							
Rates and Utility Charges (Gross)	25,875,140	25,875,140	(4,194)	0	24,661,709	24,577,223	0%
Discount	(902,000)	(902,000)	(5,200)	0	(962,415)	(902,000)	7%
Charges and Fees	2,329,739	2,329,739	167,659	194,145	1,879,130	1,941,449	-3%
Interest	2,652,000	2,652,000	149,538	221,000	2,310,029	2,210,000	5%
Operating Grants and Subsidies	4,664,560	4,664,560	40,531	388,713	2,354,793	2,180,534	8%
Operating Contributions and Donations	500	500	0	42	10,210	417	>100%
Revenue - Contract/Recoverable Works	0	0	0	0	13,678	0	>100%
Other Revenue	1,804,300	1,804,300	223,135	150,358	1,546,578	1,503,583	3%
Total Operating Revenue	36,424,239	36,424,239	571,469	954,258	31,813,712	31,511,206	1%
Operating Expenses							
Employee Costs	19,458,120	19,458,120	1,897,489	1,621,510	17,857,675	16,215,100	-10%
Goods and Services	8,554,089	9,204,089	950,901	767,007	9,277,296	7,815,241	-19%
Finance costs	1,638,951	1,638,951	10,815	136,579	1,069,075	1,327,842	19%
Depreciation	10,692,428	10,692,428	958,040	891,036	9,528,849	8,910,357	-7%
Administration Charges	(1,001,800)	(1,001,800)	(83,483)	(83,483)	(834,833)	(834,833)	0%
Other Expenses	(404,519)	(404,519)	0	(33,710)	0	0	>100%
Total Operating Expenses	38,937,269	39,587,269	3,733,762	3,298,939	36,898,062	33,433,707	-10%
Operating Surplus/(Deficit) Before Capital Items	(2,513,030)	(3,163,030)	(3,162,293)	(2,344,681)	(5,084,350)	(1,922,501)	-164%
Capital Revenues and Expenses							
Capital Grants, Subsidies and Contributions	4,733,406	8,096,687	(92,655)	674,724	5,318,345	7,205,574	-26%
Profit (Loss) on Disposal of Non Current Assets	0	0	0	0	(1,477,652)	0	0%
Other Capital Items	550,000	550,000	0	45,833	0	0	0%
Abnormal or Extraordinary Items	0	0	0	0	0	0	0%
Operating Surplus/(Deficit) After Capital Items	2,770,376	5,483,657	(3,254,948)	(1,624,124)	(1,243,657)	5,283,073	124%
Sources and Applications of Capital Funding							
Capital Funding Sources							
Loans	4,615,000	6,415,000	0	0	0	0	100%
Disposal Proceeds of non Current Assets	595,000	595,000	0	49,583	0	495,833	100%
Contributed Asset	0	0	0	0	0	0	0%
Depreciation Utilised	10,691,023	10,692,428	0	891,036	0	8,910,357	100%
General Revenue Sources	0	0	2,447,105	0	12,365,473	0	-100%
Total Capital Funding Sources Used	15,901,023	17,702,428	2,447,105	940,619	12,365,473	9,406,190	-31%
Capital Funding Applications							
Capital Expenditure	5,276,922	5,276,922	0	439,744	0	4,397,435	100%
Capital Expenditure Upgrade / New	17,010,549	27,545,658	1,856,433	2,295,472	11,774,801	22,954,715	49%
Contributed Assets	550,000	550,000	0	45,833	0	458,333	0%
Loan Redemption	785,500	785,500	590,672	65,458	590,672	654,583	10%
Total Capital Funding Applications	23,622,971	34,158,080	2,447,105	2,846,507	12,365,473	28,465,067	57%
Total Reserve Movements	4,951,572	10,971,995	3,254,948	3,530,011	1,243,657	13,775,803	-91%

Notes

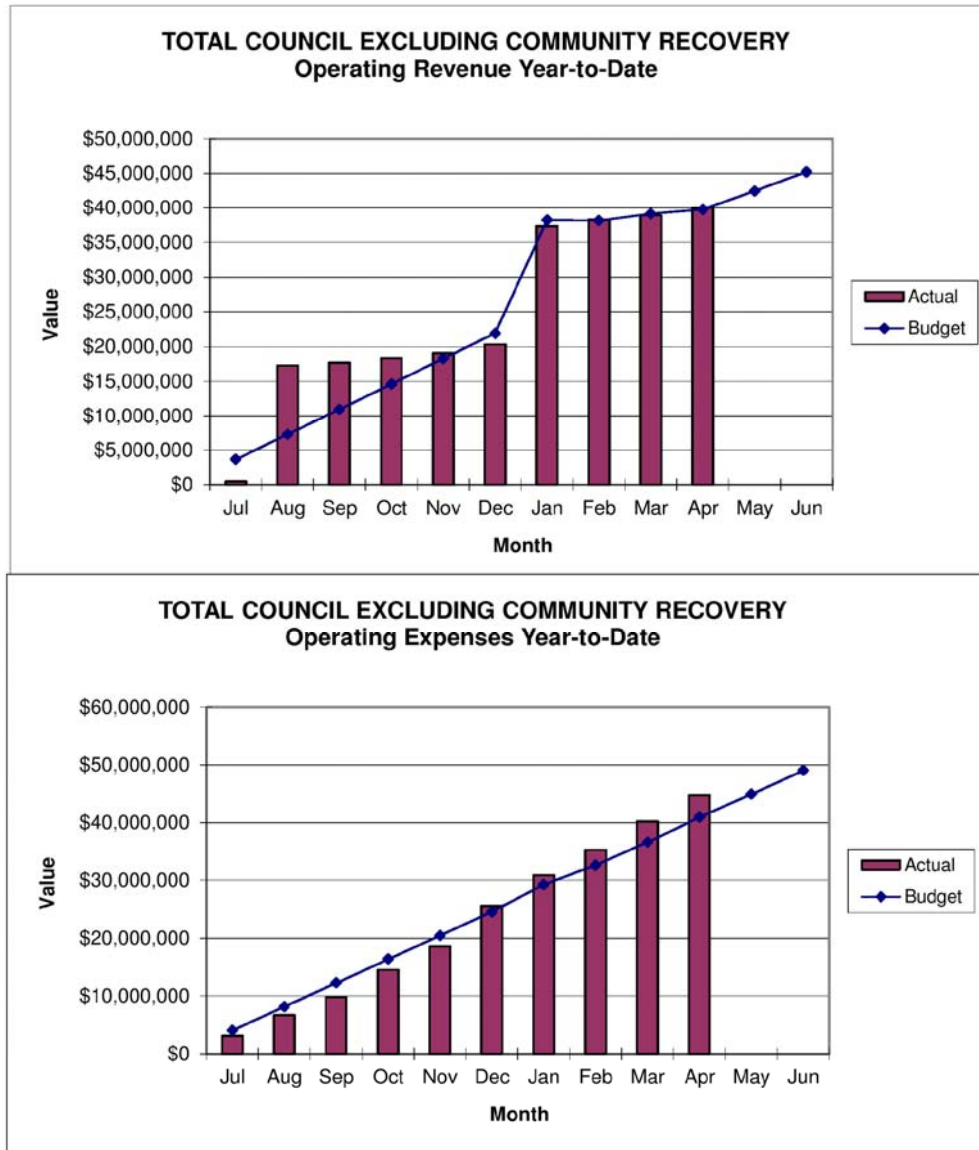
LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue Graphical Representations as at 30 April 2014



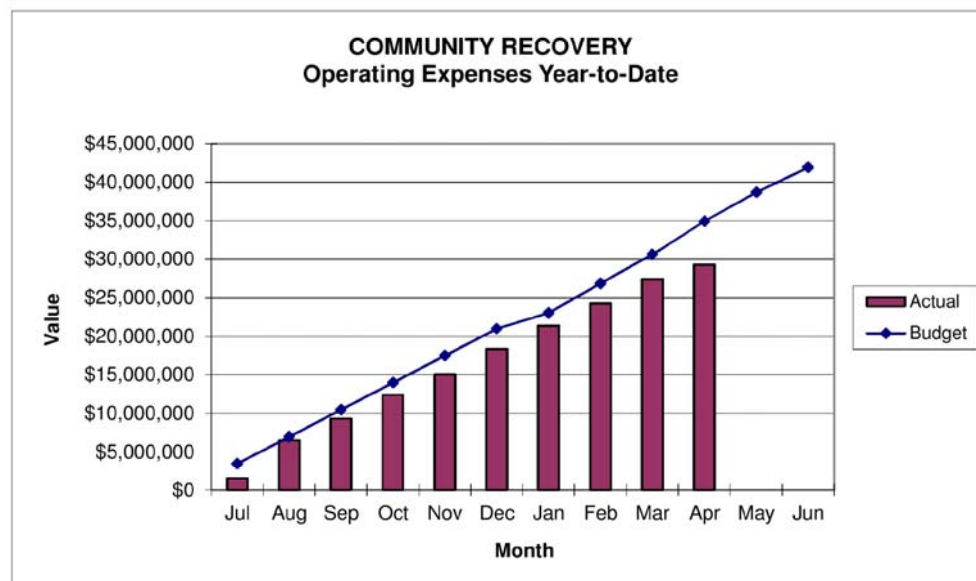
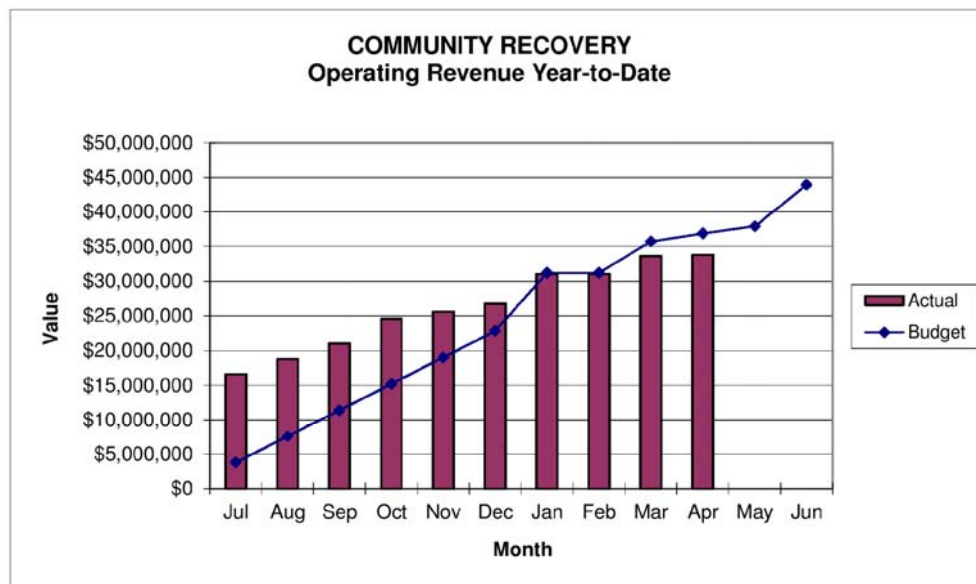
LOCKYER VALLEY REGIONAL COUNCIL
Operating Expenditure Graphical Representation as at 30 April 2014



LOCKYER VALLEY REGIONAL COUNCIL
Operating as at 30th April 2014



LOCKYER VALLEY REGIONAL COUNCIL
Operating as at 30th April 2014



Lockyer Valley Regional Council
Final Capital Works Summary as at 30 April 2014

SCHEDULE OF CAPITAL WORKS	2012/2013 Carry Over Budget	2013/2014 AMENDED BUDGET	TOTAL BUDGET 2013/2014	YEAR TO DATE \$ CAPITAL EXPENDITURE	COMMITTED COSTS
Corporate and Community Services					
Information Technology	1,108,977.00	2,003,000.00	3,111,977.00	1,438,696.98	352,757.35
Animal Control	42,032.00	-	42,032.00	9,100.00	-
Arts and Culture	-	-	-	-	-
Community Facilities Management	170,000.00	250,000.00	420,000.00	591,314.47	438,980.28
Civic Halls	-	2,260,000.00	2,260,000.00	48,334.07	-
Public Conveniences	20,000.00	-	20,000.00	37,785.67	-
Sport & Recreational Facilities	3,834,274.00	5,830,000.00	9,664,274.00	4,395,100.32	5,737,088.47
Gatton Child Care Centre	12,184.00	-	12,184.00	30,646.50	-
Waste Disposal	723,487.00	155,000.00	878,487.00	316,161.57	-
Transfer Stations	20,295.00	230,000.00	250,295.00	-	-
Waste Minimisation	-	-	-	-	-
Council Properties	176,000.00	250,000.00	426,000.00	102,279.96	33,770.91
Facilities	-	-	-	3,181.82	-
Public Order & Safety	214,000.00	-	214,000.00	71,270.00	108,588.83
Community Housing	42,000.00	-	42,000.00	1,053.00	-
TOTAL CORPORATE & COMMUNITY SERVICES 2013 - 2014	6,363,249.00	10,978,000.00	17,341,249.00	7,042,818.36	6,671,185.84
Executive Office					
Executive Office	-	-	-	50,947.32	-
Major Projects	-	289,000.00	289,000.00	262,727.27	-
TOTAL EXECUTIVE OFFICE 2013 - 2014	-	289,000.00	289,000.00	313,674.59	-
Governance and Performance					
Disaster Management	-	180,000.00	180,000.00	121,464.92	54,900.00
SES	50,000.00	439,669.00	489,669.00	357,292.29	-
Administration & Executive Operations	93,000.00	200,000.00	293,000.00	-	-
Information Management	225,905.00	160,000.00	385,905.00	43,992.86	-
TOTAL GOVERNANCE & PERFORMANCE 2013 - 2014	368,905.00	979,669.00	1,348,574.00	522,750.07	54,900.00
Infrastructure Works and Services					
Storm Water & Drainage	146,535.00	-	146,535.00	-	-
Parks and Open Spaces	26,303.00	99,000.00	125,303.00	3,850.70	-
Capital Program Delivery	3,482,398.00	8,104,905.00	11,587,303.00	2,643,935.33	1,182,026.44
Infrastructure Recovery	105,000.00	-	105,000.00	241,432.96	2,739,031.98
Depot	49,250.00	50,000.00	99,250.00	10,716.84	-
Fleet	1,240,191.00	1,172,000.00	2,412,191.00	1,372,029.95	1,046,857.67
TOTAL INFRASTRUCTURE WORKS & SERVICES 2013 - 2014	5,049,677.00	9,425,905.00	14,475,582.00	4,250,532.10	4,967,916.09
Organisational Development & Engagement					
Staging Post Café / Restaurant	5,000.00	-	5,000.00	-	-
TOTAL ORGANISATIONAL DEVELOPMENT & ENGAGEMENT 2013 - 2014	5,000.00	-	5,000.00	-	-
Planning and Development Services					
Planning & Development Executive Management	-	100,000.00	100,000.00	-	-
Regional Development Management	98,180.00	-	98,180.00	166,325.05	4,800.00
Tourism Initiatives	5,960.00	-	5,960.00	12,703.64	-
Environment Resilience & Recovery	-	300,000.00	300,000.00	54,238.01	254,221.82
Events & Promotional	5,000.00	-	5,000.00	-	-
TOTAL PLANNING & DEVELOPMENT SERVICES 2013 - 2014	109,140.00	400,000.00	509,140.00	233,266.70	259,021.82
GRAND TOTAL ALL PROGRAMS 2013 - 2014	11,895,971.00	22,072,574.00	33,968,545.00	12,363,041.82	11,953,023.75

Lockyer Valley Regional Council
Final Capital Works Detailed as at 30 April 2014

SCHEDULE OF CAPITAL WORKS	2012/2013 Carry Over Budget	ORIGINAL 2013/2014 BUDGET	BUDGET ADJUSTEMENTS 2013/2014	AMENDED BUDGET 2013/2014	YEAR TO DATE \$ CAPITAL EXPENDITURE	COMMITTED COSTS	YEAR TO DATE BUDGET VARIANCE
Corporate and Community Services							
Information Technology							
Budget Savings	150,000.00	-	-	150,000.00	-	-	150,000.00
Business Enterprise System \$1.6M Total	115,679.00	850,000.00	-	965,679.00	910,755.52	296,255.12	54,923.48
Data Centre Environ Monitoring Total	192,885.00	500,000.00	-	692,885.00	212,968.53	43,695.68	479,916.47
End Point Security Total	-	10,000.00	-	10,000.00	13,260.80	-	3,260.80
Web Filter, Reporting, Firewall Total	57,981.00	-	-	57,981.00	116.35	-	57,864.65
Service Desk Implementation Total	-	-	-	-	161.94	-	161.94
Radius Total	18,195.00	-	-	18,195.00	3,092.20	-	15,102.80
Windows 7	318,867.00	-	-	318,867.00	208,877.98	2,029.00	109,989.02
Software Deployment & Monitoring Tool Total	61,217.00	-	-	61,217.00	161.94	-	61,055.06
MS Audit/Software Library Development & Management	145,563.00	-	-	145,563.00	-	-	145,563.00
NAS Storage Total	-	-	-	-	408.97	-	408.97
Exchange set up	40,000.00	-	-	40,000.00	1,055.56	-	38,944.44
Back Up Process	25,000.00	-	-	25,000.00	2,409.93	-	22,590.07
Large File Transfer	-	-	-	-	25,886.78	-	25,886.78
Software Deployment	-	-	-	-	923.40	-	923.40
Website Joomla Upgrade	17,853.00	200,000.00	-	217,853.00	2,146.60	-	219,999.60
GIS Consolidation - Exponaire/Mapinfo	6,000.00	-	-	6,000.00	3,495.89	-	2,504.11
Server Upgrade to 2008	10,000.00	-	-	10,000.00	2,445.07	-	12,445.07
ESX Upgrades	14,116.00	-	-	14,116.00	-	-	14,116.00
Unified Communications-Preliminary Scoping	25,000.00	75,000.00	-	100,000.00	-	-	100,000.00
Printer Strategy & Consolidation	100,000.00	-	-	100,000.00	-	-	100,000.00
Large Format Platter	-	8,000.00	-	8,000.00	8,739.00	-	739.00
High Resolution Aerial Photography	-	40,000.00	-	40,000.00	34,290.00	-	5,710.00
Desktop Infrastructure Replacement	-	100,000.00	-	100,000.00	-	-	100,000.00
Wireless Network	80,000.00	20,000.00	-	100,000.00	-	-	100,000.00
iPhone/iPad Replacement	-	45,000.00	-	45,000.00	-	-	45,000.00
DMZ	15,000.00	-	-	15,000.00	-	-	15,000.00
PD Online	15,621.00	-	-	15,621.00	-	-	15,621.00
Back Up Process	-	-	-	-	-	-	-
SAN Fabric Replacement	-	100,000.00	-	100,000.00	-	-	100,000.00
Virtual Desktop Infrastructure	-	25,000.00	-	25,000.00	-	-	25,000.00
ICT Policy System	-	-	-	-	14,000.00	-	14,000.00
Flates Modelling Software	-	-	-	-	25,853.36	3,237.55	25,853.36
Website Replacement	-	-	-	-	12,572.00	7,540.00	12,572.00
Scanners	-	30,000.00	-	30,000.00	16,850.00	-	13,150.00
Total Information Technology	1,108,977.00	2,003,000.00	-	3,111,977.00	1,438,696.98	352,757.35	1,673,280.02
Animal Control							
Laidley Saleyards Stage 3 LGGSP	42,032.00	-	-	42,032.00	9,100.00	-	32,932.00
Total Animal Control	42,032.00	-	-	42,032.00	9,100.00	-	32,932.00
Community Facilities Management							
Gatton Donations Building	60,000.00	-	-	60,000.00	-	-	60,000.00
Helidon Donations Building	10,000.00	-	-	10,000.00	-	-	10,000.00
Implementation Sport & Recreation Report Recommendations	-	-	-	-	18,906.00	-	18,906.00
Laidley Multi Purpose Community Centre	-	-	-	-	96,672.32	5,103.00	96,672.32
Laidley Cultural Centre Refurbishment	100,000.00	200,000.00	-	300,000.00	416,362.13	93,306.73	116,362.13
Lake Apex Master Plan Implementation	-	-	-	-	184.82	-	184.82
Gatton Administration Building-Lift installation	-	-	-	-	33,070.00	329,634.55	33,070.00
Buildings & Facilities Asset Management	-	50,000.00	-	50,000.00	26,119.20	10,936.00	23,880.80
Gatton SES Building Upgrade	-	-	-	-	-	-	-
Total Community Facilities Management	170,000.00	250,000.00	-	420,000.00	591,314.47	438,980.28	171,314.47
Civic Halls							
Laidley Cultural Centre	-	-	-	-	35,292.55	-	35,292.55
Gatton Shire Hall	-	10,000.00	-	10,000.00	9,441.52	-	558.48
Laidley Multipurpose Community	-	2,700,000.00	600,000.00	2,100,000.00	3,600.00	-	2,096,400.00
Lockyer Valley Cultural Centre	-	50,000.00	-	50,000.00	-	-	50,000.00
Grantham Butter Factory	-	100,000.00	-	100,000.00	-	-	100,000.00
Total Civic Halls	-	2,860,000.00	600,000.00	2,260,000.00	48,334.07	-	2,211,665.93
Public Conveniences							
Glenore Grove Village Toilets	20,000.00	-	-	20,000.00	18,791.60	-	1,208.40
Lake Apex Toilets \$150K Total	-	-	-	-	18,994.07	-	18,994.07
Total Public Conveniences	20,000.00	-	-	20,000.00	37,785.67	-	17,785.67
Sport & Recreational Facilities							
Centenary Park - Gatton	-	-	-	-	2,233.11	-	2,233.11
Anzac Park - Laidley	-	-	-	-	2,756.72	-	2,756.72
Springbrook Park Sports Field - New Car Park	75,000.00	-	-	75,000.00	-	-	75,000.00
Progress Park - Helidon	-	-	-	-	5,328.44	-	5,328.44
Rossmore Community Centre Oval Fence	43,000.00	-	-	43,000.00	4,068.50	-	38,931.50
Gatton Aquatic Centre Complex	-	-	-	-	716,473.57	-	716,473.57
Lake Dyer Amenities \$20K	33,000.00	-	-	33,000.00	17,267.83	-	15,732.17
Lake Dyer Storage Shed	-	-	-	-	7,639.65	-	7,639.65
Laidley Swimming Pool Complex	-	50,000.00	-	50,000.00	26,800.00	-	23,200.00
Laidley Recreation Reserve	-	-	-	-	-	-	-
Gatton Aquatic Centre Complex	3,673,274.00	3,910,000.00	1,800,000.00	9,383,274.00	3,573,802.50	5,737,088.47	5,809,471.50
Lake Dyer Amenity Building	-	-	-	-	5,519.66	-	5,519.66
Cahill Park Netball Courts Refurbishment	-	50,000.00	-	50,000.00	-	-	50,000.00
Cahill Park-new Storage Building (subject to contribution)	5,000.00	-	-	5,000.00	-	-	5,000.00
Cahill Park-Upgrade Power & Lighting to storage Building	5,000.00	-	-	5,000.00	-	-	5,000.00
Grantham Sub Division New Park	-	-	-	-	43,170.00	-	43,170.00
Implementation of Sport & Recreation Recommendations	-	20,000.00	-	20,000.00	-	-	20,000.00
Total Sport & Recreational Facilities	3,634,274.00	4,030,000.00	1,800,000.00	9,664,274.00	4,395,100.32	5,737,088.47	5,269,173.68
Council Properties							
Gatton Administration Building	-	-	-	-	1,933.98	-	1,933.98
Gatton Regional Office Refurbishment	15,000.00	50,000.00	-	65,000.00	23.64	-	64,976.36
Gatton Regional Centre Renovations	161,000.00	200,000.00	-	361,000.00	21,066.50	-	339,933.50
Helidon Donation Shed - Demountable	-	-	-	-	17,696.10	-	17,696.10
2014 Storm Damage Capital Works-CCTV Replacement	-	-	-	-	18,870.00	-	18,870.00
Gatton Donation Centre Improvements-Dev App Fees	-	-	-	-	17,314.09	33,770.91	17,314.09
Laidley Saleyards Improvements	-	-	-	-	17,472.72	-	17,472.72
Emergency Helipad Lake Clarendon	-	-	-	-	7,880.93	-	7,880.93
Total Council Properties	176,000.00	250,000.00	-	426,000.00	102,279.96	33,770.91	323,720.04
Waste Disposal							
Gatton Landfill	408,192.00	-	-	408,192.00	1,795.00	-	406,397.00
Gatton Landfill - Landscaping	-	-	-	-	8,044.35	-	8,044.35
Gatton Landfill Plant & Storage Shed	30,000.00	-	-	30,000.00	3,415.00	-	26,585.00
Tip Shop Gatton L/Fill	29,000.00	-	-	29,000.00	2,177.27	-	26,822.73
Transfer Bins & Infra - Road Base	-	-	-	-	22,255.27	-	22,255.27
Transfer Bins & Infra - Construction	-	-	-	-	54,801.55	-	54,801.55
Gatton Landfill Roadworks	246,778.00	50,000.00	-	296,778.00	223,673.13	-	73,104.87
Grantham Sewerage Treatment Plant	-	75,000.00	-	75,000.00	-	-	75,000.00
Gatton Recycling Shop	-	10,000.00	-	10,000.00	-	-	10,000.00
LVRG Signage	9,517.00	20,000.00	-	29,517.00	-	-	29,517.00
Total Waste Disposal	723,467.00	155,000.00	-	878,467.00	316,161.57	-	562,325.43
Transfer Stations							
Lockrose Transfer Station	-	100,000.00	-	100,000.00	-	-	100,000.00
Fencing for Transfer Stations	-	50,000.00	-	50,000.00	-	-	50,000.00
Laidley Transfer Station - new monitoring bore	-	15,000.00	-	15,000.00	-	-	15,000.00
Transfer Stations Landscaping	20,295.00	35,000.00	-	55,295.00	-	-	55,295.00
Transfer Station Upgrades	-	30,000.00	-	30,000.00	-	-	30,000.00
Laidley Transfer Station CCTV Camera	-	-	-	-	-	-	-
Lockrose Transfer Station CCTV Camera	-	-	-	-	-	-	-
Lockyer Waters Transfer Station CCTV Camera	-	-	-	-	-	-	-
Without Transfer Station CCTV Camera	-	-	-	-	-	-	-
Murphys Creek Transfer Station CCTV Camera	-	-	-	-	-	-	-
Grantham Transfer Station CCTV Camera	-	-	-	-	-	-	-

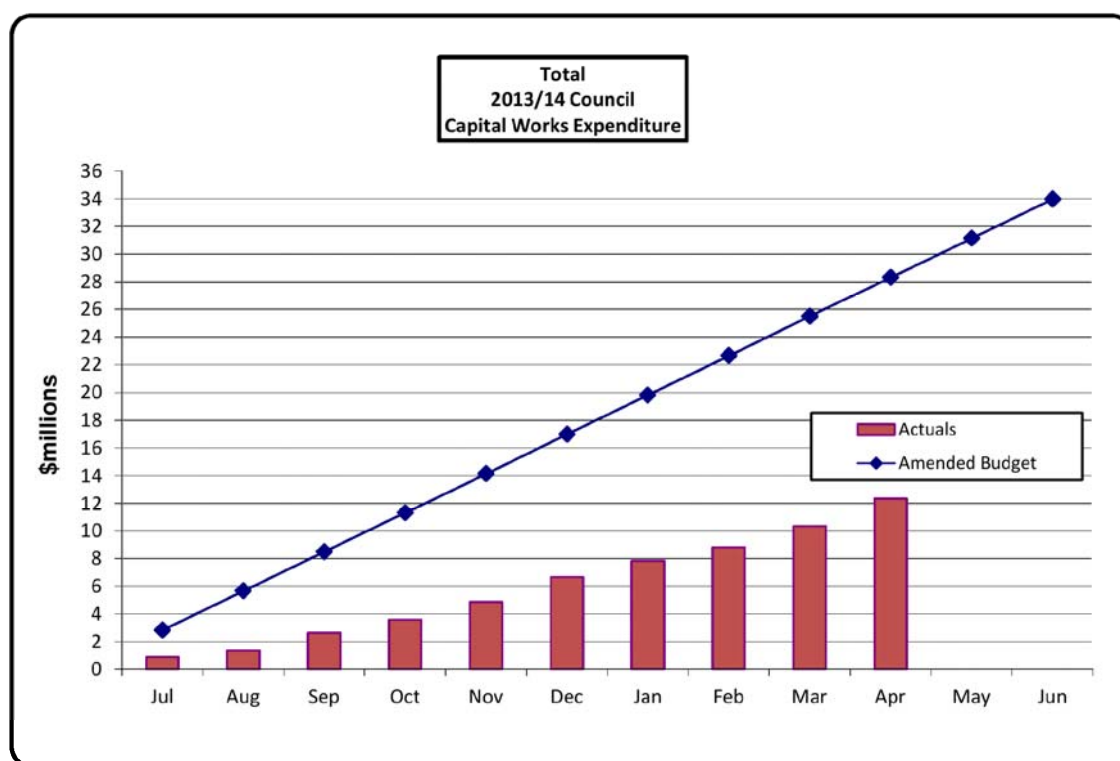
SCHEDULE OF CAPITAL WORKS	2012/2013 Carry Over Budget	ORIGINAL 2013/2014 BUDGET	BUDGET ADJUSTMENTS 2013/2014	AMENDED BUDGET 2013/2014	YEAR TO DATE \$ CAPITAL EXPENDITURE	COMMITTED COSTS	YEAR TO DATE BUDGET VARIANCE
Heldon Transfer Station CCTV Camera	-	-	-	-	-	-	-
Total Transfer Stations	20,295.00	230,000.00	-	250,295.00	-	-	250,295.00
Gatton Child Care Centre							
WIP - Gatton Child Care	12,184.00	-	-	12,184.00	30,646.50	-	18,462.50
Total Gatton Child Care Centre	12,184.00	-	-	12,184.00	30,646.50	-	18,462.50
Public Order & Safety							
New Laidley CCTV System	214,000.00	-	-	214,000.00	71,270.00	108,586.83	142,730.00
Total Public Order & Safety	214,000.00	-	-	214,000.00	71,270.00	108,586.83	142,730.00
Community Housing							
Frome Street Crisis Care House - Renewal Bathroom/Landry	14,000.00	-	-	14,000.00	1,053.00	-	15,053.00
Clarkes Lane Units - Renew Bathroom & Paint Landings	10,000.00	-	-	10,000.00	-	-	10,000.00
Cochrane Street Units - Install Reinforced Concrete Drain	18,000.00	-	-	18,000.00	-	-	18,000.00
Total Community Housing	42,000.00	-	-	42,000.00	1,053.00	-	43,053.00
Facilities							
Murphys Creek Community Centre Multi Purpose Courts	-	-	-	-	3,181.82	-	3,181.82
Total Facilities	-	-	-	-	3,181.82	-	3,181.82
TOTAL CORPORATE & COMMUNITY SERVICES 2013 - 2014	6,363,249.00	9,778,000.00	1,200,000.00	17,341,249.00	7,042,818.36	6,671,185.84	10,296,430.64
Executive Office							
Major Projects							
Grantham Estate Sewerage Stage 1	-	-	-	-	-	-	-
Grantham Estate Works Stage 2A	-	-	-	-	-	-	-
Grantham Estate Water Stage 2B	-	-	-	-	-	-	-
Land Acquisition - Grantham	-	289,000.00	-	289,000.00	262,727.27	-	26,272.73
Total Major Projects	-	289,000.00	-	289,000.00	262,727.27	-	26,272.73
Executive Office							
Grantham Beautification Works	-	-	-	-	50,947.32	-	50,947.32
Total Executive Office	-	-	-	-	50,947.32	-	50,947.32
TOTAL EXECUTIVE OFFICE 2013 - 2014	-	289,000.00	-	289,000.00	313,674.59	-	24,674.59
Governance and Performance							
Disaster Management							
Disaster Coordination & Training Centre Fit out	-	10,000.00	-	10,000.00	285.48	-	9,714.52
Flood Early Warning System Woodlands Road LGGSP	-	-	100,000.00	100,000.00	54,900.00	54,900.00	45,100.00
Grantham Electronic Warning System	-	70,000.00	-	70,000.00	96,279.44	-	3,270.56
Total Disaster Management	-	80,000.00	100,000.00	160,000.00	121,464.92	54,900.00	56,535.08
SES							
Improvements to S.E.S. Headquarters	-	354,869.00	-	354,869.00	357,292.29	-	2,423.29
Air Conditioner Forest Hill	-	3,000.00	-	3,000.00	-	-	3,000.00
Laptop Laidley	-	2,000.00	-	2,000.00	-	-	2,000.00
Furniture Laidley	-	5,000.00	-	5,000.00	-	-	5,000.00
Lockers Laidley & Forest Hill	-	5,500.00	-	5,500.00	-	-	5,500.00
Street Signs & Building Signs	-	2,000.00	-	2,000.00	-	-	2,000.00
Fit out Donated Van	-	5,000.00	-	5,000.00	-	-	5,000.00
Flammable Liquid Clipboard	-	2,500.00	-	2,500.00	-	-	2,500.00
Block/Concrete Sand Bays x 3	-	4,500.00	-	4,500.00	-	-	4,500.00
Mobile Phones	-	1,500.00	-	1,500.00	-	-	1,500.00
Forest Hill SES Building Improvement	-	20,000.00	-	20,000.00	-	-	20,000.00
River Gauges	-	20,000.00	-	20,000.00	-	-	20,000.00
Mobile Depot Command Centre	-	5,000.00	-	5,000.00	-	-	5,000.00
Tool Kit, Satellite Phone Car Kit, Signage Coordination Centre	-	8,800.00	-	8,800.00	-	-	8,800.00
Building Improvements Laidley SES	50,000.00	-	-	50,000.00	-	-	50,000.00
Total SES	50,000.00	439,669.00	-	489,669.00	357,292.29	-	132,376.71
Information Management							
Upgrade Records Management System Stage 2	218,905.00	100,000.00	-	318,905.00	43,992.86	-	274,912.14
Records Clean Up	-	60,000.00	-	60,000.00	-	-	60,000.00
Information System - Capital Purchases	7,000.00	-	-	7,000.00	-	-	7,000.00
Total Information Management	225,905.00	160,000.00	-	385,905.00	43,992.86	-	341,912.14
Administration & Executive Operations							
Laidley Administration Office	93,000.00	200,000.00	-	293,000.00	-	-	293,000.00
Total Administration & Executive Operations	93,000.00	200,000.00	-	293,000.00	-	-	293,000.00
TOTAL GOVERNANCE & PERFORMANCE 2013 - 2014	368,905.00	879,669.00	100,000.00	1,348,574.00	522,750.07	54,900.00	825,823.93
Infrastructure Works and Services							
Parks and Open Spaces							
Jean Biggs Parks Withoutcott	2,170.00	-	-	2,170.00	11.45	-	2,158.55
Lake Apex Park Gatton	4,133.00	-	-	4,133.00	3,839.25	-	293.75
Lake Apex Master plan	-	75,000.00	-	75,000.00	-	-	75,000.00
Parks & Infrastructure Replacement Program	-	20,000.00	-	20,000.00	-	-	20,000.00
Forest Hill Recreation Reserve	-	4,000.00	-	4,000.00	-	-	4,000.00
Gatton CBD Streetscape - replace Lights	20,000.00	-	-	20,000.00	-	-	20,000.00
Total Parks and Open Spaces	26,303.00	99,000.00	-	125,303.00	3,850.70	-	121,452.30
Capital Program Delivery							
Pathways							
Footpath Renewal	15,000.00	-	-	15,000.00	-	-	15,000.00
North Street - Footpath	3,000.00	-	-	3,000.00	-	-	3,000.00
Western Drive	-	258,000.00	-	258,000.00	37,001.60	-	220,998.40
Patrick St - Footpaths	-	15,000.00	-	15,000.00	11,684.68	-	3,315.32
Patrick Street Footpath	-	-	-	-	97.27	-	97.27
John St South Footpath Renewal	-	16,800.00	-	16,800.00	23,068.60	-	6,268.60
William Street - Footpaths	16,600.00	-	-	16,600.00	19,723.56	-	3,123.56
Spencer Street - Footpaths	18,300.00	-	-	18,300.00	18,724.21	-	424.21
Hickey Street Pathway & Lighting LGGSP	-	-	-	-	15,514.84	-	15,514.84
Hickey Street Pathway & Lighting LGGSP	-	-	-	-	97,022.69	-	97,022.69
Patrick Street Footpath New	-	27,500.00	-	27,500.00	26,509.28	-	990.72
John Street South Footpath	-	25,500.00	-	25,500.00	11,113.22	-	14,386.78
Wiggins Streets New Footpath	-	-	-	-	10,953.33	-	10,953.33
Jones Road	-	50,000.00	-	50,000.00	-	-	50,000.00
Reseals							
Long Gully Road-Resheeting	70,000.00	84,000.00	-	154,000.00	73,940.35	-	80,059.65
Old Toowoomba Road	-	125,776.00	-	125,776.00	10,181.37	-	115,594.63
Old Toowoomba Road Reseal	-	-	-	-	101,270.87	5,651.02	101,270.87
Huntingdale Crescent	-	84,361.00	-	84,361.00	32,229.31	-	52,131.69
Hogers Road	-	3,740.00	-	3,740.00	-	-	3,740.00
Ropeley Rockside Road	-	194,100.00	-	194,100.00	41,555.92	-	152,544.08
Ropeley Rockside Road Reseal	-	-	-	-	139,623.83	8,909.09	139,623.83
Flagstone Creek Road	-	207,700.00	-	207,700.00	33,917.82	-	173,782.18
Flagstone Creek Road Reseal	-	-	-	-	91,192.69	42,098.13	91,192.69
Spa Water Road	-	198,325.00	-	198,325.00	30,996.37	-	167,328.63
Spa Water Road Reseal	-	-	-	-	98,575.00	33,739.31	98,575.00
East Egypt Road	-	-	-	-	10,700.80	-	10,700.80
Tenthill Creek Road Asphalt Surfacing	-	-	-	-	77,808.69	-	77,808.69
Sandy Creek Road Grantham Reseal	-	133,200.00	-	133,200.00	75,440.78	2,828.70	57,759.22
Tenthill Road Intersection	72,285.00	-	-	72,285.00	-	-	72,285.00
Jamieson Road Gatton	-	34,920.00	-	34,920.00	16,353.63	100.00	18,566.37
Hogers Road Reseal (Capital Program)	-	-	-	-	8,387.38	-	8,387.38
Robinson Road Seal	-	-	-	-	6,765.80	-	6,765.80
Roads - New & Upgrade							
Brightview Road - Re&Widen TID (0-12km) 239/LGRS/8	96,705.00	-	-	96,705.00	62,026.23	-	34,678.77
Brightview Road	-	-	-	-	15,413.25	-	15,413.25
Gehrke Road - Re&Widen TIDS	-	-	-	-	13,652.84	-	13,652.84
Woodlands Road - Re&Widen (10.80-12km) - 239/LGRS/3	61,805.00	-	-	61,805.00	78,434.86	-	16,629.86
Rosewood - Laidley Road - 238/LGSJ/7 - Black spot	202,880.00	-	-	202,880.00	-	-	202,880.00

SCHEDULE OF CAPITAL WORKS	2012/2013 Carry Over Budget	ORIGINAL 2013/2014 BUDGET	BUDGET ADJUSTMENTS 2013/2014	AMENDED BUDGET 2013/2014	YEAR TO DATE \$ CAPITAL EXPENDITURE	COMMITTED COSTS	YEAR TO DATE BUDGET VARIANCE
Walnut Drive Extension - RTR	-	-	-	-	11,485.19	18,691.71	11,485.19
Quigleys Road Upgrade - Contribution	-	-	-	-	35,000.00	-	35,000.00
Crescent Street Gattion	-	320,000.00	-	320,000.00	-	-	320,000.00
William Street Gattion	-	200,000.00	-	200,000.00	60,380.58	4,251.23	139,619.42
William/North Street Gattion	-	50,000.00	-	50,000.00	1,176.91	-	48,823.09
Gehrke Road/Mountain View Road Intersection	-	35,000.00	-	35,000.00	-	-	35,000.00
Airforce Road (0-0.25km) - 239/LGSR/5	192,544.00	-	-	192,544.00	65,765.49	-	126,778.51
Schools							
Lockyer High Bus Set Down Facility Extension	-	103,000.00	-	103,000.00	4,492.29	-	98,507.71
Glenore Grove State School Bus Set Down - 239/LGSH/18	25,938.00	-	-	25,938.00	10,370.04	-	15,567.96
Laidley District State School Car Park	-	232,000.00	-	232,000.00	233,141.70	70,217.79	1,141.70
Other							
Response Trailers Signs	32,000.00	-	-	32,000.00	-	-	32,000.00
Sign & Line marking	35,000.00	-	-	35,000.00	-	-	35,000.00
DA1673 Summer Street	40,000.00	-	-	40,000.00	-	-	40,000.00
Victor Street	10,000.00	-	-	10,000.00	10,421.68	-	421.68
Victor St - Car Park Butter Factory	230,000.00	-	-	230,000.00	40,675.35	-	189,324.65
Stormwater & Drainage							
Spatial Definition of Urban Flow Paths (LGGSP 10046-07-048)	36,295.00	-	-	36,295.00	39,805.20	5,880.00	3,510.20
Lakes Drive Drainage Upgrade	51,413.00	-	-	51,413.00	912.50	-	50,500.50
Douglas McInnes Drive Drainage Upgrade	116,575.00	-	-	116,575.00	1,075.00	-	115,500.00
Summer Street Drainage Upgrade	-	-	-	-	977.50	-	977.50
Forest Hill Levee LGGSP Flood-further investigation and design Ref 10046-07-050	307,874.00	3,172,880.00	614,897.00	2,865,857.00	173,202.38	249,899.78	2,692,654.62
Forest Hill Flood Study (NDRP Ref 2123)	34,990.00	-	-	34,990.00	46.88	-	34,943.12
Lockyer Creek Risk Management Study-Funding Project #2339	-	-	-	-	-	4,100.00	-
Challenge Avenue Mitigation (LGRFS 10046-01-054)	200,000.00	-	-	200,000.00	13,671.39	71,817.27	186,328.61
Laidley Breakout Levee Feasibility LGGSP Ref 10046-07-051	465,300.00	-	-	465,300.00	88,407.21	116,368.03	376,892.79
Creek Capacity Improvement Withcott LGGSP	-	521,000.00	-	521,000.00	106,398.14	235,447.51	414,601.86
Laidley Main Drainage System LGGSP-Laidley Flood Master plan (LGRFS 101046-01-054)	154,894.00	300,000.00	-	454,894.00	25,365.90	115,839.94	429,528.10
Drainage Easement Program	-	250,000.00	-	250,000.00	-	-	250,000.00
Tenthill Creek Road Culvert	-	-	-	-	2,681.34	-	2,681.34
Regency Downs Risk Management Study LGGSP	-	-	-	-	26,484.00	127,033.73	26,484.00
Storr Street Drain - LGGSP	-	-	300,000.00	300,000.00	2,707.09	3,907.97	297,292.91
Nanda Levee - LGGSP	-	-	300,000.00	300,000.00	44,272.20	15,204.38	255,727.80
Cahill Park Drainage	-	-	-	-	52,371.95	2,169.05	50,212.90
Isis Court Stormwater Drainage	-	-	-	-	2,049.12	-	2,049.12
CBD Levee Preparatory Work	-	-	250,000.00	250,000.00	-	-	250,000.00
Chadwick Road Flood Upgrade	-	-	-	-	1,580.18	-	1,580.18
Bridges & Culverts							
Thistlewait Bridge	650,000.00	850,000.00	-	1,500,000.00	5,740.00	-	1,494,260.00
Davey Bridge	-	-	-	-	-	-	-
Jones Road Culvert	-	200,000.00	200,000.00	-	-	-	-
Reshoots							
Hartz Road Iredale Resheeting	-	77,000.00	-	77,000.00	79,962.68	-	2,962.68
Fifteen Mile Road Fifteen Mile Resheeting	-	117,000.00	-	117,000.00	31,791.53	46,226.35	85,208.47
Sandy Creek Road Grantham Resheeting	-	105,000.00	-	105,000.00	-	-	105,000.00
Jones Road Withcott Resheeting	-	78,000.00	-	78,000.00	-	-	78,000.00
Complimentary Works - NDRRA							
Blackduck Creek Road Floodway Widening	150,000.00	-	-	150,000.00	-	-	150,000.00
Flagstone Creek Road Culvert Extensions	43,000.00	-	-	43,000.00	-	-	43,000.00
Peters Bridge	30,000.00	-	-	30,000.00	-	-	30,000.00
Stockyard Creek Road Widening	90,000.00	-	-	90,000.00	-	-	90,000.00
Rockmount Road	30,000.00	-	-	30,000.00	-	-	30,000.00
Lakeview Accommodation Precinct Civil Works	-	1,030,000.00	1,030,000.00	-	-	-	-
Motel - Lakeview Drive Project Gattion	-	-	-	-	-	-	-
Guardrail Upgrade Program	-	140,000.00	140,000.00	-	-	-	-
Lake Apex Service Road	-	-	-	-	185,741.08	-	185,741.08
Total Capital Program Delivery	3,482,398.00	9,239,802.00	1,134,897.00	11,587,303.00	2,643,935.33	1,182,026.44	8,943,367.67
Infrastructure Recovery							
Emergency Helipad Lake Clarendon	105,000.00	-	-	105,000.00	39,951.00	-	65,049.00
NDRRA work - Daveys Bridge	-	-	-	-	-	-	-
Thistlewait Bridge	-	-	-	-	127,705.39	66,815.10	127,705.39
Jones Road - Roches Road	-	-	-	-	6,618.00	2,302.50	6,618.00
Middleton Bridge-Design	-	-	-	-	1,115.50	104,646.36	1,115.50
The Willows Bridge-Design	-	-	-	-	-	17,064.75	-
Calley Connection Road	-	-	-	-	3,418.00	2,302.50	3,418.00
Steinkers Bridge	-	-	-	-	22,749.32	-	22,749.32
Woodlands Road	-	-	-	-	3,418.00	2,302.50	3,418.00
Murphys Bridge	-	-	-	-	3,022.92	14,002.46	3,022.92
Lockrose Road North	-	-	-	-	8,911.00	2,302.50	8,911.00
Uffins Bridge	-	-	-	-	3,418.00	2,302.50	3,418.00
Belford Bridge	-	-	-	-	2,302.50	2,302.50	2,302.50
NDRRA work - Daveys Bridge-Betterment Works 2013 Flood Event	-	-	-	-	6,374.83	2,302.50	6,374.83
Dairy Bridge	-	-	-	-	17,377.72	-	17,377.72
Flagstone Creek Road	-	-	-	-	3,418.00	2,302.50	3,418.00
Logan Bridge	-	-	-	-	8,787.50	35,445.00	8,787.50
Winwell Connection Road Floodway	-	-	-	-	-	104,646.36	-
Lethland Branch Road Bridge-Betterment Works 2013 Flood Event	-	-	-	-	22,972.32	2,337,864.91	22,972.32
Total Infrastructure Recovery	105,000.00	-	-	105,000.00	241,432.96	2,739,031.98	136,432.96
Stormwater & Drainage							
Helendale Road, Table Drain & Main Channel	10,000.00	-	-	10,000.00	-	-	10,000.00
Regency Downs Flood Study (LGGSP Ref 10046-07-049)	124,035.00	-	-	124,035.00	-	-	124,035.00
Gattion Trunk Drainage Study (NRP 1826)	12,500.00	-	-	12,500.00	-	-	12,500.00
Total Stormwater & Drainage	146,535.00	-	-	146,535.00	-	-	146,535.00
Depot							
Two-way Radio/UHF Radios	24,136.00	-	-	24,136.00	-	-	24,136.00
Gattion Depot Fuel Tank	25,114.00	-	-	25,114.00	40.59	-	25,073.41
Shelter Structures for Workmen	-	40,000.00	-	40,000.00	19,173.93	-	19,173.93
Gattion Depot Security Fencing	-	25,000.00	25,000.00	-	8,416.50	-	31,583.50
Relocation of ULP Bowser	-	10,000.00	-	10,000.00	-	-	10,000.00
Loose Tools & Equipment	-	-	-	-	-	-	-
Total Depot	49,250.00	75,000.00	25,000.00	99,250.00	10,716.64	-	109,966.64
Fleet							
Fleet Capital Works	-	-	-	-	13.64	-	13.64
Capital Plant Purchases	-	-	-	-	1,205,501.39	1,046,857.67	1,205,501.39
Individual Plant Purchases	1,226,555.00	-	-	1,226,555.00	139,295.70	-	1,087,259.30
Excavation Welfare Trailer	-	10,000.00	-	10,000.00	-	-	10,000.00
4x2 Truck fitted with Rocon type body and spreader	-	350,000.00	-	350,000.00	-	-	350,000.00
Crew cab tipper 8,000kg RGVM (Parks & Open Spaces)	-	85,000.00	-	85,000.00	-	-	85,000.00
Crew cab tipper 8,000kg RGVM (Infra Delivery)	-	85,000.00	-	85,000.00	-	-	85,000.00
4wd Backhoe	-	180,000.00	-	180,000.00	-	-	180,000.00
80hp 4wd Cab Tractor	-	85,000.00	-	85,000.00	-	-	85,000.00
Mowing & Stashing Equipment	-	50,000.00	-	50,000.00	-	-	50,000.00
Dual cab 4wd style Side Ute	-	39,000.00	-	39,000.00	-	-	39,000.00
Dual cab 4wd style Side Ute - Roads Forman	-	39,000.00	-	39,000.00	-	-	39,000.00
Dual cab 4wd style Side Ute - Roads Ganger	-	38,000.00	-	38,000.00	-	-	38,000.00
4 cylinder Auto Hatch	-	23,000.00	-	23,000.00	-	-	23,000.00
4 cylinder Auto Hatch	-	23,000.00	-	23,000.00	-	-	23,000.00
Communication Equipment	-	5,000.00	-	5,000.00	-	-	5,000.00
9m3 6x4 Tip Truck fitted with towing equipment	-	270,000.00	-	270,000.00	-	-	270,000.00
9m3 6x4 Tip Truck fitted with towing equipment	-	270,000.00	-	270,000.00	-	-	270,000.00
Fit out Fire Truck P429	-	-	-	-	24,560.76	-	24,560.76
Emergency Signage Trailer 741	-	-	-	-	1,216.94	-	1,216.94
Emergency Signage Trailer 742	-	-	-	-	891.16	-	891.16

SCHEDULE OF CAPITAL WORKS	2012/2013 Carry Over Budget	ORIGINAL 2013/2014 BUDGET	BUDGET ADJUSTMENTS 2013/2014	AMENDED BUDGET 2013/2014	YEAR TO DATE \$ CAPITAL EXPENDITURE	COMMITTED COSTS	YEAR TO DATE BUDGET VARIANCE
Pramac Generator - Depot	-	-	-	-	282.71	-	282.71
Pramac Generator - Cultural Centre	-	-	-	-	267.65	-	267.65
300KVA Diesel powered backup Generator for Gatton Office	13,636.00	-	-	13,636.00	-	-	13,636.00
Small Plant - Infrastructure Delivery	-	10,000.00	-	10,000.00	-	-	10,000.00
Small Plant - Parks & Open Spaces	-	10,000.00	-	10,000.00	-	-	10,000.00
Budget Savings	-	-	-	-	-	-	-
Total Fleet	1,240,191.00	1,572,000.00	-	400,000.00	2,412,191.00	1,046,857.67	1,040,161.05
TOTAL INFRASTRUCTURE WORKS & SERVICES 2013 - 2014	5,049,677.00	10,985,802.00	-	1,559,897.00	14,475,582.00	4,250,532.10	10,225,049.90
Planning and Development Services							
Planning & Executive Management							
Gatton Revitalisation	-	90,000.00	-	40,000.00	50,000.00	-	50,000.00
Laidley Revitalisation	-	50,000.00	-	50,000.00	-	-	50,000.00
Total Planning & Executive Management	-	140,000.00	-	40,000.00	100,000.00	-	100,000.00
Regional Development Management							
Master Planning Projects Industrial Land & Warrego - GWIZ	98,180.00	-	-	98,180.00	77,987.51	4,800.00	20,192.49
Regional Development Capital	-	-	-	-	88,337.54	-	88,337.54
Total Regional Development Management	98,180.00	-	-	98,180.00	166,325.05	4,800.00	88,145.05
Tourism Initiatives							
Tourism - Other Asset Purchases	5,549.00	-	-	5,549.00	12,703.64	-	7,154.64
Gatton Historical Society	411.00	-	-	411.00	-	-	411.00
Total Tourism Initiatives	5,960.00	-	-	5,960.00	12,703.64	-	6,743.64
Environment Resilience & Recovery							
Grantham Asbestos Removal	-	600,000.00	-	300,000.00	54,238.01	254,221.82	245,761.99
Total Environment Resilience & Recovery	-	600,000.00	-	300,000.00	54,238.01	254,221.82	245,761.99
Events & Promotional							
Events Promotion Stands	5,000.00	-	-	5,000.00	-	-	5,000.00
Total Events & Promotional	5,000.00	-	-	5,000.00	-	-	5,000.00
TOTAL PLANNING & DEVELOPMENT SERVICES 2013 - 2014	109,140.00	740,000.00	-	340,000.00	509,140.00	233,256.70	275,873.30
Organisational Development & Engagement							
Staging Post Café							
Back of House Conversion	5,000.00	-	-	5,000.00	-	-	5,000.00
Total Staging Post Café	5,000.00	-	-	5,000.00	-	-	5,000.00
TOTAL ORGANISATIONAL DEVELOPMENT & ENGAGEMENT 2013 - 2014	5,000.00	-	-	5,000.00	-	-	5,000.00
GRAND TOTAL ALL PROGRAMS 2013 - 2014	11,895,971.00	22,672,471.00	-	599,897.00	33,968,545.00	11,953,023.75	21,605,503.18

LOCKYER VALLEY REGIONAL COUNCIL
Capital Works Graphical Representation to 30th April 2014
Capital Works by Program

Corporate Program	Original Capital Budget	Amended Capital Budget	Year to date Actual	% of Annual Budget Spent
Community & Development	\$600,000	\$0	\$0	0.0%
Corporate and Community Services	\$2,163,000	\$15,170,283	\$6,696,010	44.1%
Infrastructure Services	\$18,125,802	\$15,505,582	\$4,009,100	25.9%
Governance and Performance	\$460,000	\$1,308,574	\$522,750	39.9%
Organisational Development & Engagement	\$0	\$5,000	\$0	0.0%
Planning and Development Services	\$938,669	\$549,140	\$233,267	42.5%
Community Recovery	\$0	\$0	\$241,433	0.0%
Executive Office	\$0	\$289,000	\$313,675	108.5%
Business Units	\$385,000	\$1,140,966	\$346,808	30.4%
TOTAL	\$22,672,471	\$33,968,545	\$12,363,043	36.4%



12.2

Report of Exemptions from obtaining Competitive Offers

Date: 21 May 2014
Author: Sarah Lees, Procurement Coordinator
Responsible Officer: David Lewis, Group Manager Corporate & Community Services
File No: Formal Papers

Summary:

Under Section 235 of the Local Government Regulation 2012 (the Regulation), a local government may enter into a medium-sized or large-sized contractual arrangement without first inviting written quotes or tenders if –

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Under the Regulation, a medium-sized contract is between \$15,000 and \$200,000 (exclusive of GST) with a large-sized contract being greater than \$200,000 (exclusive GST).

To comply with the requirements of the Regulation, Council is now required to make a resolution in relation to Section 235 of the Regulation in relation to these contractual obligations.

Officer's Recommendation:

THAT Council resolves to enter into a medium-sized contract under Section 235 (a) of the Local Government Regulation 2012 without first inviting written quotes or tenders (as it is satisfied that a genuine emergency exists) with EDC Systems for the immediate installation of fibre network connectivity to the Lockyer Designs Building and fit out of the building with appropriate data connections;

Further;

THAT Council enter into medium-sized contracts under Section 235 (b) of the Local Government Regulation 2012 without first inviting written quotes or tenders (as it is satisfied that a genuine emergency exists) with Ricor for providing services to undertake level 2 inspections to bridges and large culverts;

Further;

THAT Council enter into medium-sized contracts under Section 235 (b) of the Local Government Regulation 2012 without first inviting written quotes or tenders (as it is satisfied that the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders and a genuine emergency exists) with Fieldworx to undertake the LVRC Harmonised Community Engagement project;

And further;

THAT Council enter into medium-sized contracts under Section 235 (b) of the Local

Government Regulation 2012 without first inviting written quotes or tenders (as it is satisfied that a genuine emergency exists) with Douglas Partners for geotechnical services for NDRRA Flagstone Creek Road Slips.

Report

1. Introduction

Under the Local Government Act 2009 (the Act) and the Local Government Regulation 2012 (the Regulation), Council has specific legislative responsibilities in relation to procurement. However, also contained within this legislation are exemptions from these requirements.

2. Background

Under Section 235 of the Regulation a local government may enter into a medium-sized or large-sized contractual arrangement without first inviting written quotes or tenders if –

- (c) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (d) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Under the Regulation, a medium-sized contract is between \$15,000 and \$200,000 (exclusive of GST) and a large-sized contract being of greater value than \$200,000 (exclusive GST).

3. Report

Over recent months, Council has entered into contracts with a number of suppliers under the approval of the Chief Executive Officer.

To comply with the requirements of the Regulation, Council is now required to make a resolution in relation to Section 235 of the Regulation in relation to these contractual obligations.

Tabled below is the type of contract, supplier and reasons for not applying competitive procurement:

Section 235 (a)

Supplier	Service(s)	GST Inclusive	Comments
EDC Systems	Installation of fibre network	\$30,000	Due to the work being conducted on the Gatton Administration building

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

	connectivity to the Lockyer Designs Building and fit out of building with appropriate data connections.		creating discomfort to staff, there was an immediate demand to accommodate staff in the former Lockyer Designs building. To house staff in this building required network connectivity of appropriate speed to ensure maximum productivity.
Ricor	Bridge and large culvert inspections	\$57,818.57	Supplier with specific knowledge of our asset system and capabilities to work inside our programs
Fieldworx	Engaged to undertake the highly sensitive and confidential LVRC Harmonised Community Engagement project	\$18,600	Specialised and highly sensitive undertaking for the review of Community Engagement team and functions.
Douglas Partners	Engage a geotechnical consultant for design assistance and testing and calculations	\$20,000	Douglas Partners, in particular Gary Samuels, have been involved in early works and have understanding of future work required

4. Policy and Legal Implications

Under Section 235 of the Local Government Regulation 2012 (the Regulation), a local government may enter into a medium-sized or large-sized contractual arrangement without first inviting written quotes or tenders if –

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

7. Communication and Engagement

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

8. Conclusion

To comply with the requirements of the Regulation, Council is now required to make a resolution in relation to Section 235 of the Regulation in relation to the abovementioned contractual obligations.

9. Action/s

No further action is required as a result of this reports recommendation.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

12.3 Lockyer Darts Association - Proposed Permanent Shelter Shed, Ferrari Park, Laidley

Date: 20 May 2014
Author: David Lewis, Group Manager Corporate & Community Services
Responsible Officer: David Lewis, Group Manager Corporate & Community Services
File No: Formal Papers

Summary:

The Lockyer Valley Darts Association has approached Council with a proposal to construct a permanent shelter structure in Ferrari Park, Laidley.

Officer's Recommendation:

**THAT Council decline the request by the Lockyer Valley Darts Association to construct a permanent shelter shed in Ferrari Park, Laidley;
And further;
THAT Council Officers liaise with the Lockyer Valley Darts Association on alternative sites for the proposed permanent shelter shed.**

Report

1. Introduction

In 2013 the Lockyer Darts Association was successful in applying for a grant to construct a permanent shelter shed in Ferrari Park, Laidley. The association has now received the grant and is seeking Council approval to complete the project to the enable acquittal of grant funds.

2. Background

In 2013 the Lockyer Darts Association approached Council through its Community Facilities Unit seeking advice on the maintenance of a proposed permanent shelter shed in Ferrari Park, Laidley.

The Lockyer Darts association were subsequently advised that they would need the approval of the Parks and Gardens Unit to construct the proposed permanent shelter shed.

In correspondence to the Mayor dated 3 March 2014, the Lockyer Valley Darts Association again sought Council approval to construct its permanent shelter shed.

3. Report

The Lockyer Valley Darts Association is again seeking Council approval to construct a permanent shelter shed in Ferrari Park, Laidley. The shed is proposed to be used by the Lockyer Valley Darts Association once a month on Laidley Market Days. The construction of the shelter shed will reduce the amount of volunteer work required by the Lockyer Valley Darts Association in the transportation of tents, tables and other equipment required to run the breakfast food stall in conjunction with the Laidley Aged and Handicapped Association on Laidley Market Days.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The envisaged design of the building has been aligned with the profile of existing structures in the Laidley Recreation and it is envisaged that the proposed shelter shed would be available for community use when not being utilized by the Lockyer Valley Darts Association.

A copy of the site and building plans for the proposed permanent shelter shed are attached.

Subsequent discussions between individual Councillors and Council officers have revealed that the proposed locate of the permanent shelter shed is not in keeping with Council's envisaged strategy for Ferrari Park and its visual amenity.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

Any budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Services will manage requirements in line with existing delegations.

7. Communication

The Secretary of the Lockyer Valley Darts Association will be formally advised of Council's resolution.

8. Conclusion

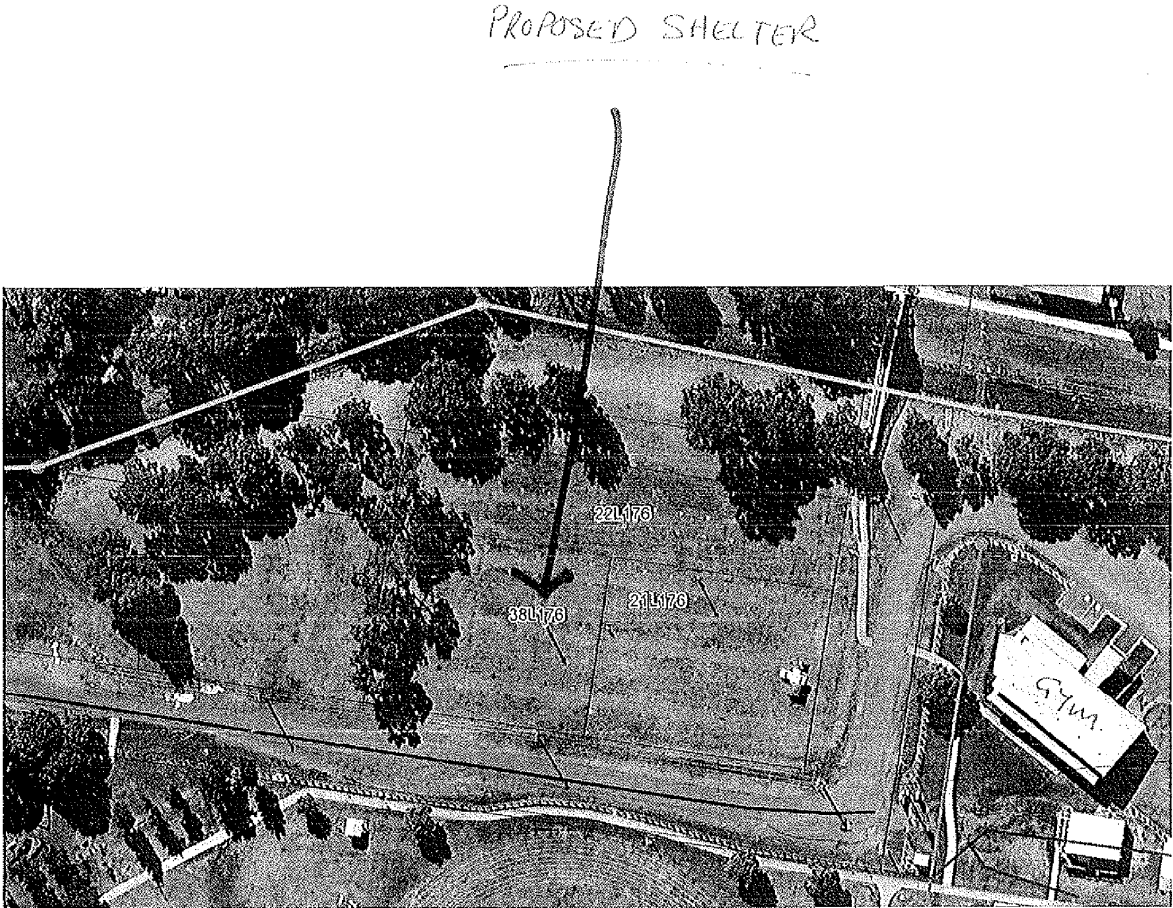
Although the benefits of the proposed permanent shelter shed are acknowledged, as the proposals is not in keeping with Council's envisaged strategy for Ferrari Park, the request from the Lockyer Valley Darts Association to construct a permanent shelter shed in Ferrari Park should be declined.

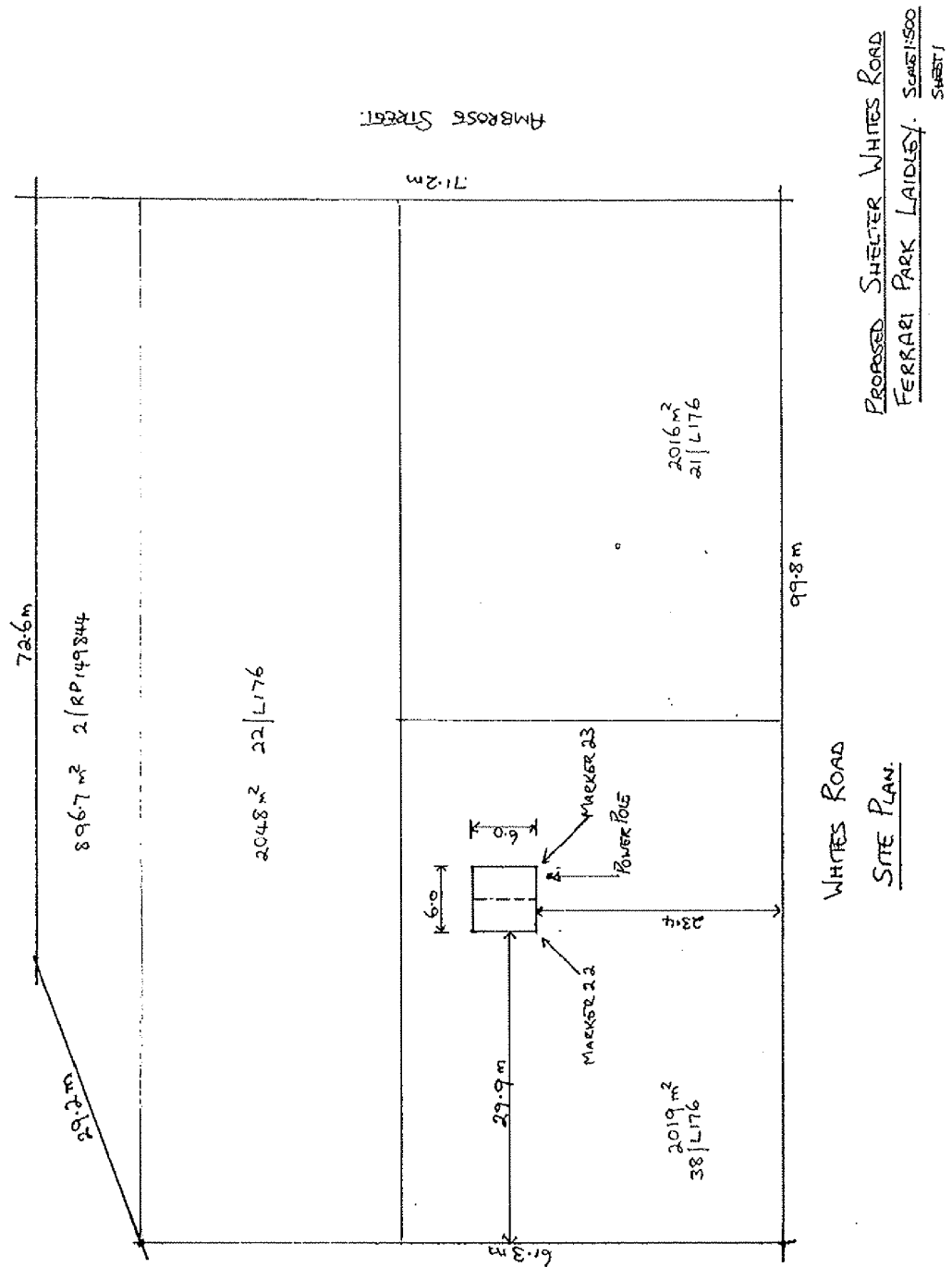
9. Actions/s

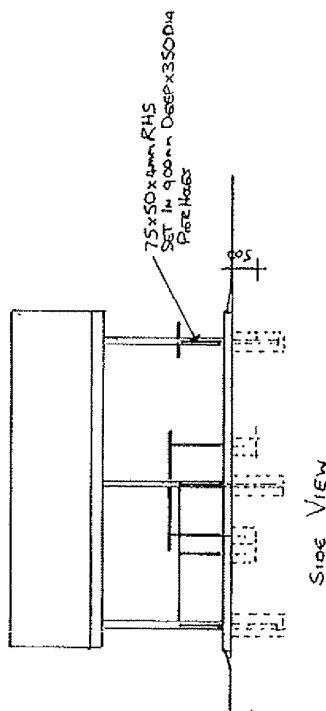
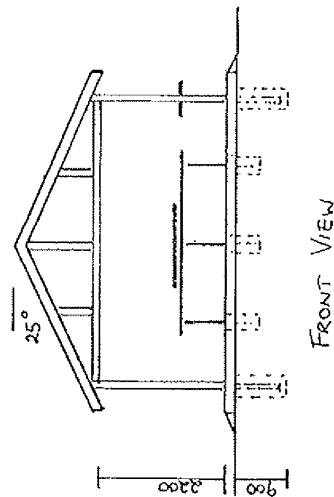
The Secretary of the Lockyer Valley Darts Association will be formally advised of Council's resolution.

Attachments

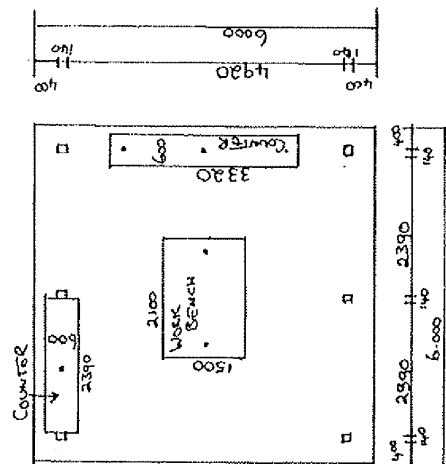
- 1 Plans 3 Pages







NOTES
CONCRETE SLAB F12 MESH 25MPA CONCRETE
75x50x4mm RHS STEEL POST FINISHED 800mm ABOVE SLAB
POSTS - 2/140x45 BORED TO 75x50x4mm RHS 3/2mm BOLTS
RAFTERS - 140x45 MGP10
CEILING JOIST/BOTTOM CHORD - 140x45 MGP10
RIDGE BEAM - 140x45 MGP10
FASCIA PLATE - 190x45 MGP10
ROOF BATTENS - 70x45 MGP10
ROOF STRUTS - 140x45 + 90x45 MGP10
ROOFING - COLORBOND METAL
GUTTER - COLORBOND
DOWN PIPES - PVC 90mm TO STORMWATER PIT 1500x1500x500
GRAVEL FILL
WORK BENCH + COUNTER BENCHES TOPS 140x45 MGP10
75x50x4mm POSTS TO LOCK + COUNTER BENCHES



PROPOSED SHELTER WHITES ROAD
FERRARI PARK, LAIDLEY
SCALE 1:100
DATE 01/01/2011

12.4 Adoption of 2014-15 Fees and Charges

Date: 23 May 2014
Author: David Lewis, Group Manager Corporate & Community Services
Responsible Officer: David Lewis, Group Manager Corporate & Community Services
File No: Formal Papers

Summary:

The purpose of this report is to seek the adoption of Council's register of fees and charges (attached) effective from 1 July 2014.

Officer's Recommendation:

THAT Council adopt the schedules for "Cost Recovery" and "Commercial" Fees and Charges for 2014/2015 with an effective date of 1 July 2014.

Report

1. Introduction

The purpose of this report is to seek the adoption of Council's register of fees and charges (attached) effective from 1 July 2014.

2. Background

Council is required as part of its annual budget process, to review its fees and charges each year to ensure that:-

- Cost recovery fees and charges continue to reflect the cost of providing the services performed; and
- Commercial fees and charges are appropriate given the commercial nature of the services provided.

3. Report

Finance officers co-ordinate the preparation of Council's annual budget process which includes the updating of Council's register of fees and charges. Council Unit managers are responsible for setting both the level and expected revenue from fees and charges.

Cost recovery fees are set at or as close as possible to full cost, with commercial fees set at rates that reflect market and other associated conditions. In general terms, the cost of services should be borne through fees and charges by those customers who benefit from them.

This position also reflects the recovery constraints of Section 97 of the *Local Government Act 2009* in that a cost recovery fee, other than an application fee, must not be more than the cost to Council of taking the action for which the fee is charged.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Fees relating to cat registrations and environmental activities have been removed as Council no longer has responsibility in these areas. Based on feedback from Council, the Mobile Roadside Vending fee has also been increased significantly.

In the 2014/2015 financial year, fees and charges are expected to produce approximately \$3.1 million in operating revenue. This is slightly less than the amount budgeted for the 2013/2014 financial year but reflects the expectations of the Managers responsible for setting fees and estimating associated revenue, within the current economic environment.

4. Policy and Legal Implications

Section 97 of the *Local Government Act 2009* provides for a local government to fix a cost recovery fee and section 98 provides for a Register of Cost Recovery Fees.

Section 262 (3) (c) of the *Local Government Act 2009* also empowers a local government to charge for a service or facility, other than a service or facility for which a cost-recovery fee may be fixed.

Various other pieces of State non-local government legislation fix fees for a local government or provide a specific head of power for a local government to set fees or charges in relation to a function imposed on the local government.

Sections 172 and 193 of the *Local Government Regulation 2012* establish the requirements for Council's Revenue Statement and Revenue Policy in relation to information on fees and charges.

Council's Revenue Statement is also required to outline the criteria used to decide the amount of the cost-recovery fee – section 172(1)(c) and if Council conducts a business activity on a commercial basis, the criteria used to decide the amount of the charges for the activity's goods and services – section 172(1)(d).

5. Financial and Resource Implications

The price increase parameter for fees and charges has been set in line with Council's long term financial plan, whilst recognizing the Council Cost Index developed by the Local Government Association of Queensland.

The parameter used is an indicative 4%; however, fees and charges in some instances have been set so as to achieve Council's requirement to have business units generate sufficient income during the year to cover their respective operating costs plus a return on capital. Other adjustments to the fee amount may be the result of changing costs or service levels or where fees have been combined or abolished.

6. Delegations/Authorisations

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

7. Communication and Engagement

The proposed fees and charges contained in the attachments have been reviewed by relevant Executive Managers and Unit Managers. Where appropriate they have been benchmarked

against other Local Governments and in some cases have been subject to consultation with external stakeholders.

Once adopted by Council, the revised fees and charges will be incorporated into the 2014/2015 Budget communication strategy.

8. Conclusion

The adoption of fees and charges forms an integral part of Council's annual budget process and ensures cost recovery fees and charges reflect the true cost of providing the associated service. Adoption of the register of fees and charges also ensures compliance with Council's legislative obligations.

9. Action/s

1. Adoption of the attached fees and charges and inclusion in the Register
2. Communication of the revised fees and charges to all relevant stakeholders, both internal and external, together with the date of effect.
3. Publication of the Register on Council's website
4. Inclusion in the Budget Communication strategy.

Attachments

- 1 Cost Recovery 29 Pages
- 2 Commercial 24 Pages



LOCKYER VALLEY REGIONAL COUNCIL

COST RECOVERY FEES AND CHARGES

**Effective
1 July 2014**

Local Government Act 2009

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

INDEX

- 1 ANIMAL MANAGEMENT - IMPOUNDING**
 - 1.1 IMPOUNDING FEES (LARGE & SMALL ANIMALS)
 - 1.1.1 TRANSPORT CHARGES
 - 1.1.2 CALL OUT FEE AFTER HOURS IMPOUNDING STOCK (LARGE & SMALL ANIMAL NOT DOGS OR CATS)
 - 1.1.3 SUSTENANCE RATES PER DATE OR PART THEREOF (LARGE ANIMALS)
 - 1.1.4 ADVERTISING IMPOUNDING NOTICE
 - 1.2 IMPOUNDING FEES (DOGS & CATS)
 - 1.2.1 SUSTENANCE RATES PER DATE OR PART THEREOF (DOGS OR CATS)
 - 1.2.2 CALL OUT FEE AFTER HOURS IMPOUNDING/RELEASE DOG or CAT
 - 1.3 HIRE OF DOG or CAT TRAPS
- 2 ANIMAL MANAGEMENT - REGISTRATION**
 - 2.1 REGISTRATION - DOGS
 - 2.1.1 REGISTRATION - DOGS - PENSIONER OWNERS
 - 2.1.2 ACCREDITED ASSISTANCE DOGS
 - 2.1.3 APPROVED FARM WORKING DOGS
 - 2.3 REGISTRATION REFUNDS
 - 2.4 REGISTRATION TRANSFER
 - 2.5 RECIPROCAL REGISTRATION
 - 2.6 REPLACEMENT REGISTRATION TAG
 - 2.7 RESTRICTED DOG PERMITS
 - 2.8 PERMIT TO KEEP EXCESS ANIMALS
 - 2.9 KENNEL LICENCES
 - 2.10 CATTERY LICENCES
 - 2.11 INFRINGEMENTS
- 3 HEALTH & REGULATORY SERVICES**
 - 3.1 COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS & STATE/LOCAL ROADS (Subordinate Local Law No.1.2)
 - 3.2 SIGNS & ADVERTISEMENTS (Subordinate Local Law No. 1.4)
 - 3.3 SHARED FACILITY ACCOMMODATION (Subordinate Local Law No. 1.11) e.g. BACKPACKERS/HOSTELS
 - 3.4 TEMPORARY HOMES (Subordinate Local Law No. 1.3)
 - 3.5 CARAVAN PARKS & CAMPING GROUND (Subordinate Local Laws No. 1.6 & 1.8)
 - 3.6 TEMPORARY ENTERTAINMENT EVENTS (Subordinate Local Law No. 1.12)
 - 3.7 REGULATED ACTIVITIES ON LOCAL GOVERNMENT CONTROLLED AREAS & ROADS (Subordinate Local Law No 1.14)
 - 3.8 FOOD ACT 2006
 - 3.8.1 FIXED FOOD PREMISES
 - 3.8.2 MOBILE FOOD PREMISES
 - 3.8.3 TEMPORARY FOOD BUSINESS
 - 3.8.4 FOOD SAFETY PROGRAMS
 - 3.9 PUBLIC HEALTH (INFECTION CONTROL FOR PERSONAL APPEARANCE SERVICES) ACT 2003
 - 3.10 MISCELLANEOUS
 - 3.10.1 INSPECTION FEES
 - 3.10.2 HEALTH SEARCHES
 - 3.10.3 LICENSING/PERMITS DISCOUNTS/PRO-RATA FEES
 - 3.10.4 COMPLIANCE NOTICES
 - 3.10.5 PEST MANAGEMENT (PLANTS) - SECURITY BOND
 - 3.10.6 SEIZED & IMPOUNDED ITEMS
 - 3.10.7 REFUNDS
- 5 FINANCE & ADMINISTRATION**
 - 5.1 RIGHT TO INFORMATION

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

6	PLANNING FEES
6.1	EXPLANATORY NOTES - GENERAL
6.2	ADDITIONAL FEES FOR ASSESSMENT OF TECHNICAL REPORTS
6.3	MAJOR PROJECTS
6.4	REFUND OF APPLICATION FEES
6.5	DEFINITION OF TERMS
6.6	MATERIAL CHANGE OF USE FOR ERA'S
7	MATERIAL CHANGE OF USE
7.1	RESIDENTIAL & RESIDENTIAL RELATED
7.2	RURAL
7.3	ANIMAL RELATED
7.3.1	INTENSIVE ANIMAL INDUSTRIES
7.3.2	INTENSIVE ANIMAL HUSBANDRY
7.4	COMMERCIAL
7.5	INDUSTRY
7.6	COMMUNITY & OTHER FACILITIES
8	PLANNING OTHER & COPIES
8.1	OTHER
8.2	FORM 19
8.3	TOWN PLANNING CERTIFICATES
8.4	COPIES OF DOCUMENTS
8.5	MAPS
8.6	SERVICES SUBJECT TO N.C.P
9	RECONFIGURATION OF LOTS & OPERATIONAL WORKS
9.1	RECONFIGURE A LOT (SUBDIVISION)
9.2	OPERATIONAL WORK
10	BUILDING SERVICES
10.1	BUILDING LODGEMENT FEES
10.2	CONCURRENCE AGENCY FEES
10.3	BUILDING RECORD SEARCH
10.3.1	REQUEST TO VIEW RECORDS
10.3.2	FORM 19
10.4	OTHER
11	PLUMBING
11.1	ALL PLUMBING & DRAINAGE INSPECTIONS
11.1.1	LODGEMENT OF PLANS FOR PLUMBING WORKS: DWELLING CLASS 1 & 10 BUILDINGS
11.1.2	LODGEMENT OF PLANS FOR PLUMBING WORKS: CLASS 2 to 9 BUILDINGS
11.1.3	CONCURRENT AGENTS FEE - SUSTAINABLE PLANNING REGS (SPR)
11.1.4	APPROVAL FOR ON-SITE SEWERAGE FACILITIES
11.1.5	REINSPECTION FEE (INCLUDING NOTIFIABLE MINOR WORKS)
11.1.6	AFTER HOURS INSPECTIONS
11.1.7	REFUNDS - PLUMBING PERMITS ISSUED FOR SEWERED OR NON SEWERED AREAS
11.2	SUPPLY OF PLANS & INFORMATION TO CONSULTANTS/BUILDING CERTIFIER/OWNER
11.2.1	INSPECTIONS OF MINOR ALTERATIONS TO PLUMBING & DRAINAGE (NO FIXTURE)
11.2.2	DISCONNECTION OF SEWER CONNECTION OR REMOVAL OF ON-SITE SEWERAGE FACILITY
11.2.3	BACKFLOW PREVENTION DEVICE APPROVAL
11.3	FIRE SERVICE APPROVAL
11.4	ARCHIVE RETRIEVAL FEE FOR INSPECTIONS (COMPLIANCE PERMIT ISSUED MORE THAN 4 YEARS AGO)

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

- 12 ENGINEERING & DESIGN**
- 12.1 UNDERTAKE WORKS WITH IN ROAD DEDICATION NOT ASSOCIATED WITH RECONFIGURATION OF A LOT OR MATERIAL CHANGE OF USE. MINOR WORKS LESS THAN \$20,000.00.
- 12.2 UNDERTAKE WORKS WITH IN ROAD DEDICATION NOT ASSOCIATED WITH RECONFIGURATION OF A LOT OR MATERIAL CHANGE OF USE. MAJOR WORKS GREATER THAN \$20,000.00.
- 12.3 ROAD INSPECTION FEE - REMOVAL DWELLING
- 12.4 INFRASTRUCTURE REPORTS & DATA
- 13 HEADWORKS**
- 13.1 HEADWORKS CHARGES - ROADS, PARKS, WATER & SEWERAGE
- 13.2 ROADWORKS CONTRIBUTION SCALE
- 13.3 PUBLIC OPEN SPACE CONTRIBUTION
- 13.4 WATER - GATTON PLANNING SCHEME AREA
- 13.5 WATER - LAIDLEY PLANNING SCHEME AREA
- 13.6 SEWER - GATTON PLANNING SCHEME AREA
- 13.7 SEWER - LAIDLEY PLANNING SCHEME AREA

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

1. ANIMAL MANAGEMENT - IMPOUNDING		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
1.1	IMPOUNDING FEES (LARGE & SMALL ANIMALS)			
	Large Animals			
	Horses (other than Stallions) & Cattle (other than Bulls)	exempt	\$ 115.00	\$ 120.00
	Stallion or Bull	exempt	\$ 175.00	\$ 180.00
	Small Animals			
	Sheep, Goats & Swine	exempt	\$ 40.00	\$ 40.00
	Poultry	exempt	\$ 11.00	\$ 11.00
1.1.1	TRANSPORT CHARGES			
	Large Animals			
	Horses & Cattle - Minimum Charge (per load)	exempt	\$ 120.00	\$ 125.00
	Small Animals			
	Sheep, Goats & Swine - Min. Charge (per load)	exempt	\$ 55.00	\$ 60.00
	Transport by Private Carrier		at cost	at cost
	NLIS Tagging			
	NLIS Tagging of Stock (Livestock) per animal (where required, prior to release/sale/transfer) includes tag & Administration fee.	applies	\$ 54.00	\$ 55.00
1.1.2	CALL OUT FEE AFTER HOURS IMPOUNDING STOCK (LARGE & SMALL ANIMAL) not Dog or Cat	exempt	\$ 300.00	\$ 115.00
1.1.3	SUSTENANCE RATES PER DATE OR PART THEREOF			
	Horses & Cattle	exempt	\$ 30.00	\$ 30.00
	Sheep, Goats & Swine	exempt	\$ 18.00	\$ 18.00
	<i>Where animals are hand-fed, the actual cost of hand feeding shall be added to the above scale.</i>			
	<i>All fees may be claimed in cash.</i>			
1.1.4	ADVERTISING IMPOUNDING NOTICE	exempt	at cost	at cost
1.2	IMPOUNDING FEES (DOGS & CATS)			
	1st Release for Registered Dog or Cat * Where an animal that is currently registered (cat exempt) is impounded & has no recent history (previous 12 months) of being previously impounded, or other history which indicates the owner has not been responsible for the animal (i.e. the dog or cat owner has received an Infringement or Notice for any dog/cat they own) it will be returned to the owner at no fee.	exempt	Free * (conditions apply)	Free * (conditions apply)
	1st Release for Unregistered Dog or Cat	exempt	\$ 90.00	\$ 90.00
	2nd or subsequent release (within 12 months of previous impounding) <i>The dog or cat owner may also be issued an infringement fine at this time in addition to having to pay any applicable release fees.</i>	exempt	\$ 90.00	\$ 90.00
1.2.1	SUSTENANCE RATES PER DATE OR PART THEREOF			
	Dog or Cats	exempt	\$ 17.00	\$ 17.00
	The owner shall also be required to pay any applicable registration fee before the dog or cat is able to be released.			
1.2.2	CALL OUT FEE AFTER HOURS IMPOUNDING/RELEASE DOG or CAT	exempt	\$ 300.00	\$ 115.00
1.3	HIRE OF DOG or CAT TRAPS			
	Trap Hire (max. 10 days) - Pick up / Returned by Resident		Free	Free
	Trap Hire (max. 10 days) - Delivered / Returned by Council (Fee to be paid prior to delivery)	applies	\$ 30.00	\$ 30.00
	Non Return of Trap after expiry of Hire Period per day 1 to > 30 days		\$ 3.50	\$ 3.50
	After 30 days trap will be deemed lost & hirer will be responsible for replacement of trap.		\$ 160.00	\$ 160.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

2. ANIMAL MANAGEMENT - REGISTRATION		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
2	ANIMAL REGISTRATION All registrations are for a year or part thereof. Registration/permit/licence period is 1 July to 30 June unless stated otherwise. A veterinarian's certificate, a Statutory Declaration and/or a tattooed ear symbol only will be accepted evidence that a dog/cat has been desexed. Pension rates only applicable for the holders of Old Age, 100% Disability, War Veteran (Gold card) Pension Cards.			
2.1	REGISTRATION - DOGS Regulated Dogs - Declared - Dangerous/Menacing are required to be registered. No discounted fees are made available for these dog types. If a currently registered dog is declared a regulated dangerous/menacing dog, for the balance of that registration period the dogs owner will only be liable for the difference in fees between that already paid & the registration fee applicable for a Regulated Dog - Declared Dangerous/Menacing. <i>Discounted Registration for dogs if paid prior to the end of discounted registration renewal period.</i>			
	Entire	exempt	\$ 85.00	\$ 85.00
	Dogs under 6 months of age & being registered for first time with LVRC.	exempt	\$ 65.00	\$ 60.00
	Desexed	exempt	\$ 25.00	\$ 25.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	\$ 185.00
	Standard Registration for Dogs			
	Entire	exempt	\$ 130.00	\$ 130.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 65.00	\$ 60.00
	Desexed	exempt	\$ 45.00	\$ 45.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	\$ 185.00
	Part Year Registration Dogs (new animal only)			
	Period 1 April to 31 May - Dogs (new animal only)			
	Entire	exempt	\$ 85.00	\$ 85.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 45.00	\$ 40.00
	Desexed	exempt	\$ 25.00	\$ 25.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	\$ 185.00
	Period 1 June to 30 June - Dogs (new animal only)			
	Entire	exempt	\$ 27.00	\$ 27.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 27.00	\$ 27.00
	Desexed	exempt	\$ 25.00	\$ 25.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	Note: If Regulated Dog Permit Concept approved, registration fee's will be as per "Normal Dogs"
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	
2.1.1	REGISTRATION - DOGS - PENSIONER OWNERS Pension rates only applicable for the holders of Old Age, 100% Disability & War Veteran (Gold card) Pension Cards. <i>Discounted Registration for Dogs - Pensioner Owner if paid prior to the end of discounted registration renewal period (Regulated dogs exempt from discount).</i>			
	Entire	exempt	\$ 55.00	\$ 55.00
	Dogs under 6 months of age & being registered for first time with LVRC.	exempt	\$ 55.00	\$ 50.00
	Desexed	exempt	\$ 20.00	\$ 20.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	Note: If Regulated Dog Permit Concept approved, registration fee's will be as per "Normal Dogs"
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	
	Standard Registration for Dogs - Pensioner Owner			
	Entire	exempt	\$ 85.00	\$ 85.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 55.00	\$ 50.00
	Desexed	exempt	\$ 30.00	\$ 30.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	\$ 185.00
	Part Year Registration - Dogs Pensioner Owner (new animals)			
	Applicable to the first year (new) registration within LVRC only (does not apply to renewals or Regulated Dogs).			
	Period 1 April to 31 May - Dogs - Pensioner Owner			
	Entire	exempt	\$ 45.00	\$ 45.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 33.00	\$ 30.00
	Desexed	exempt	\$ 20.00	\$ 20.00
	Regulated Dog - Declared Dangerous Dog (no discount)	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount)	exempt	\$ 180.00	\$ 185.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

2. ANIMAL MANAGEMENT - REGISTRATION		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
<i>Period 1 June to 30 June - Dogs Pensioner Owner</i>				
	Entire	exempt	\$ 18.00	\$ 18.00
	Dogs under 6 months of age & not desexed being registered for the first time with LVRC.	exempt	\$ 18.00	\$ 18.00
	Desexed	exempt	\$ 15.00	\$ 15.00
	Regulated Dog - Declared Dangerous Dog (no discount).	exempt	\$ 245.00	\$ 250.00
	Regulated Dog - Declared Menacing Dog (no discount).	exempt	\$ 180.00	\$ 185.00
2.1.2	ACCREDITED ASSISTANCE DOGS Includes Guide Dogs, Hearing Dogs & any other accredited Assistance Dogs. Handler of dog must hold a current "Handlers Identity Card" issued by the Department of Communities, Child Safety & Disability Services for an assistance dog & the dog is certified as an assistance dog. Dog can be registered & issued with a registration tag.	exempt	Nil	Nil
	First tag free	exempt	Nil	Nil
	Replacement tags cost as per replacement tag price.	exempt	\$ 6.50	\$ 7.00
2.1.3	APPROVED FARM WORKING DOGS Farm Working Dogs meeting the criteria specified by the Animal Management (Cats & Dog) Act 2008 i.e. Dog kept on rural land by owner who is a primary producer or a person engaged or employed by a primary producer. Dog can be registered & issued with a registration tag.	exempt	Nil	Nil
	First tag free	exempt	Nil	Nil
	Replacement tags cost as per replacement tag price.	exempt	\$ 6.50	\$ 7.00
2.4	REGISTRATION TRANSFER Balance of remaining registration for animals deceased may be transferred to a replacement animal for the remainder of the current registration period on payment of a nominal fee. Deceased Dog or Cat - Owner must provide adequate proof such as a euthanasia certificate, letter issued by a vet, or statutory declaration. Registration transfer will not be given where registration has been refunded or owner no longer owns the animal. Registration transfer can only be effected to new animals owned by the original animal's owner.	exempt	\$ 6.50	\$ 7.00
2.5	RECIPROCAL REGISTRATION Where an animal is currently registered with another Local Government within Australia & proof of the currency of that registration is provided to LVRC, that animal will be registered at no charge (except for a tag issue charge) for the remainder of the current registration period. An animal that is only registered on a Micro-Chip Database is not considered to be a registered animal & does not qualify for a Reciprocal Registration. LVRC tag issue	exempt	Nil	Nil
		exempt	\$ 6.50	\$ 7.00
2.6	REPLACEMENT REGISTRATION TAG First replacement (per registration year) Subsequent replacements	exempt	Free	Free
		exempt	\$ 6.50	\$ 7.00
2.7	RESTRICTED DOG PERMITS LVRC Local Law prohibits the keeping of Restricted breeds in the area			
2.8	PERMIT TO KEEP EXCESS ANIMALS Application fee for a Permit to Keep Animals Note: If permit is approved then an initial Permit Fee is to be paid. Annual Renewal Fee	exempt	\$ 145.00	\$ 250.00
		exempt	\$ 100.00	\$ 100.00
2.9	KENNEL LICENCES Application Fee for approval to establish a Kennel (includes assessment, inspection and issue of licence) Note: If Licence is approved then an initial Kennel Licence fee is to be paid. Registration Fee for each dog at Licensed Kennels Annual Kennel Licence renewal fee Permit Transfer Fee	exempt	\$ 250.00	\$ 500.00
		exempt	\$ 9.00	\$ 9.00
		exempt	\$ 230.00	\$ 250.00
		exempt	\$ 140.00	\$ 150.00
2.10	CATTERY LICENCES Application Fee for approval to establish a Cattery (includes assessment, inspection and issue of licence) Note: If Licence is approved then an initial Cattery Licence fee is to be paid. Registration Fee for each Cat at Licensed Catteries Annual Cattery Licence renewal fee Permit Transfer Fee	exempt	\$ 250.00	\$ 500.00
		exempt	\$ 9.00	\$ 9.00
		exempt	\$ 230.00	\$ 250.00
		exempt	\$ 140.00	\$ 150.00
2.11	INFRINGEMENTS As per Animal Management Act or Local Law			

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

3. Health and Regulatory Services		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
3.1	<p>COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS & STATE/LOCAL ROADS (Subordinate Local Law No.1.2) Application, plans & fees must be lodged, & plan approval given prior to any construction (& permit issued prior to any business operations). Pre-lodgement meetings are recommended. If the activity involves the selling of food then a separate Food Licence is also required. In addition, separate fees are required to be paid for such permit/licence.</p> <p>Design Assessment</p> <p>exempt</p> <p>\$ 200.00</p> <p>\$ 200.00</p> <p>Permit Fee</p> <p>Stationary Roadside Vending not associated with an adjoining commercial/rural operation (e.g. pie/seafood/fruit & vege sales at specific location).</p> <p>exempt</p> <p>\$ 300.00</p> <p>\$ 300.00</p> <p>Stationary Roadside Vending associated with adjoining commercial business (e.g. shop using footpath to display or sell goods/wares).</p> <p>exempt</p> <p>\$ 50.00</p> <p>\$ 50.00</p> <p>Stationary Roadside Vending - Farmers associated with growing & selling fruit & vegetables produced solely from the land adjoining the roadside location. Such operations require an initial assessment approval & a permit.</p> <p>Nil</p> <p>Nil</p> <p>Mobile Roadside Vending (e.g. mobile ice-cream van)</p> <p>exempt</p> <p>\$ 500.00</p> <p>\$ 1,560.00</p> <p>Footpath Dining</p> <p>exempt</p> <p>\$ 50.00</p> <p>\$ 50.00</p> <p>Markets (with the main purpose to sell goods/services for profit/gain which can involve having a number of stalls/rides/displays, operated by either single or multiple operators).</p> <p>exempt</p> <p>\$ 10.00</p> <p>\$ 10.00</p> <p>Per event in a 12 month period (e.g. weekly (52) or monthly (12))</p> <p>Markets/Fairs/Public activities with the main purpose to fund raise (not for profit) or promote, e.g. display of goods, street parade, ceremonies, fund raising, cake stalls, information booths, etc. includes when operated by a not for profit organisation having a number of stalls/rides/displays, operated by either single or multiple operators as part of the event are administered under Subordinate Local Laws 1.14 or 1.12.</p> <p>Refer to Clause 3.6 or 3.7</p> <p>Refer to Clause 3.6 or 3.7</p>			
3.2	<p>SIGNS & ADVERTISEMENTS (Subordinate Local Law No. 1.4)</p> <p>Design Assessment Design assessment of Sign & Advertisement device or alteration to existing signs Application & fees must be lodged, & plan approval given prior to any construction (& permit issued prior to any business operations). Pre-lodgement meetings are recommended.</p> <p>exempt</p> <p>\$ 145.00</p> <p>\$ 145.00</p> <p>Permit Fees</p> <p>Roadside Signs - 0 to 5m²</p> <p>exempt</p> <p>\$ 145.00</p> <p>\$ 145.00</p> <p>Roadside Signs - 5 to 20m²</p> <p>exempt</p> <p>\$ 280.00</p> <p>\$ 280.00</p> <p>Roadside Signs - Over 20m²</p> <p>exempt</p> <p>\$ 430.00</p> <p>\$ 430.00</p> <p>Signs advertising local businesses</p> <p>exempt</p> <p>\$ 80.00</p> <p>\$ 80.00</p> <p>Community Signs (application with documentation of community promotion with nil fee)</p> <p>Nil</p> <p>Nil</p>			
3.3	<p>SHARED FACILITY ACCOMMODATION (Subordinate Local Law No. 1.11) e.g. BACKPACKERS/HOSTELS</p> <p>Design Assessment Design assessment of Accommodation with Shared Facilities for new premises or alteration to existing Accommodation with shared facilities includes shared bedroom/dormitory, bathroom, showers & toilets. Application & fees must be lodged, & plan approval given prior to any construction (& permit issued prior to any business operations). Pre-lodgement meetings are recommended.</p> <p>exempt</p> <p>\$ 290.00</p> <p>\$ 300.00</p> <p>Permit Fees New/Annual fee for Shared Facility Accommodation</p> <p>exempt</p> <p>\$ 250.00</p> <p>\$ 250.00</p> <p>Transfer Transfer of Rental Accommodation with Shared Facilities Permit</p> <p>exempt</p> <p>\$ 150.00</p> <p>\$ 150.00</p>			
3.4	<p>TEMPORARY HOMES (Subordinate Local Law No. 1.3) Application & Permit fees for 18 months</p> <p>exempt</p> <p>\$ 180.00</p> <p>\$ 190.00</p> <p>Application for an extended 6 months</p> <p>exempt</p> <p>\$ 100.00</p> <p>\$ 110.00</p>			

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

3. Health and Regulatory Services		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
3.5	CARAVAN PARKS & CAMPING GROUND (Subordinate Local Laws No. 1.6 & 1.8)			
	Design Assessment Application, plans & fees must be lodged, & plan approval given prior to any construction (& permit issued prior to any business operations). Pre-lodgement meetings are recommended.	exempt	\$ 290.00	\$ 300.00
	Permit Fees New/Annual fee for Caravan Park Permit or Camping Ground Permit -			
	Per approved developed camping site	exempt	\$ 7.00	\$ 7.00
	Per approved developed caravan site	exempt	\$ 9.00	\$ 9.00
	Transfer Transfer of Caravan Park Permit or Camping Ground Permit	exempt	\$ 150.00	\$ 160.00
3.6	TEMPORARY ENTERTAINMENT EVENTS (Subordinate Local Law No. 1.12) Assessment of Temporary Entertainment Event Permit - Prior to the commencement of the event, an application for Temporary Entertainment Event Permit must be lodged & fee paid, at least 7 days prior to the event). Pre-lodgement meeting are recommended.	exempt	\$ 160.00	\$ 160.00
	Per event (within 12 months) held on Local Government controlled areas; & State/Local Government controlled roads.	exempt	\$ 40.00	\$ 40.00
3.7	REGULATED ACTIVITIES ON LOCAL GOVERNMENT CONTROLLED AREAS & ROADS (Subordinate Local Law No 1.14) Design Assessment & Permit Fee Public activity not being used for profit, e.g. display of goods, street parade, ceremonies, etc Assessment of Regulated Activities Permit - Prior to the commencement of the event, an application for Temporary Entertainment Event Permit must be lodged & fee paid, at least 7 days prior to the event. Pre-lodgement meeting are recommended.	exempt	\$ 50.00	\$ 50.00
3.8	FOOD ACT 2006			
3.8.1	FIXED FOOD PREMISES			
	Design Assessment Application, plans & fees must be lodged, & plan approval given prior to any construction (& licence issued prior to any business operations). Pre-lodgement meetings are recommended.	exempt	\$ 300.00	\$ 320.00
	Licence Fees New Application Fee/Renewal - Low Risk Premises Bed & Breakfast or Home stay (that only serve to occupants) & Motels breakfast only	exempt	\$ 150.00	\$ 160.00
	New Application Fee/Renewal - Higher Risk Premises Food manufacture, café/restaurant, takeaway food bar, caterer (on-site & off-site including childcare centre, hospital kitchen & nursing home): Category 1 Premises with a single customer service area & food preparation area	exempt	\$ 300.00	\$ 350.00
	Category 2 Premises with more than one customer service area or food preparation area and any food manufacturer.	exempt	\$ 400.00	\$ 450.00
3.8.2	MOBILE FOOD PREMISES			
	Design Assessment Application, plans & fees must be lodged, & plan approval given prior to any construction (& licence issued prior to any business operations). Pre-lodgement meetings are recommended.	exempt	\$ 300.00	\$ 350.00
	Licence Fees New Application Fee/Renewal - Mobile Food Vehicle New Application Fee/Renewal - Local Water Carrier	exempt exempt	\$ 500.00 \$ 215.00	\$ 500.00 \$ 250.00
3.8.3	TEMPORARY FOOD BUSINESS 1 day event 2-9 days (consecutive) Annual Licence (e.g. monthly markets at nominated locations)	exempt exempt exempt	\$ 55.00 \$ 110.00 \$ 185.00	\$ 60.00 \$ 115.00 \$ 195.00
3.8.4	FOOD SAFETY PROGRAMS			

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

3. Health and Regulatory Services		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
	Food Safety Program Accreditation with 3rd Party Advice	exempt	\$ 350.00	\$ 380.00
	Food Safety Program Approval - First 5 hours (desk top audit inspection & report) then charged at hourly rate.	exempt	\$ 495.00	\$ 500.00
	Food Safety Audit - First 5 hours (audit & report) then charged at an hourly rate.	exempt	\$ 370.00	\$ 380.00
	Food Safety Program Amendment	exempt	\$ 230.00	\$ 240.00
3.9	PUBLIC HEALTH (INFECTION CONTROL FOR PERSONAL APPEARANCE)			
	Design Assessment Application, plans & fees must be lodged, & plan approval given prior to any	exempt	\$ 300.00	\$ 310.00
	Licence Fees New Application Fee/Renewal - Higher Risk Personal Appearance Services	exempt	\$ 290.00	\$ 300.00
	Transfer Transfer of Higher Risk Personal Appearance Service Licence	exempt	\$ 150.00	\$ 160.00
	Amendment Amendment of a Higher Risk Personal Appearance Services Licence which involves	exempt	\$ 145.00	\$ 150.00
3.10	MISCELLANEOUS			
3.10.1	INSPECTION FEES Inspection fee per hour (1 hour minimum) relating to Public Health (Infection Control for Additional fee per hour(1hr minimum) relating to design assessemnt meetingwhere	exempt	\$ 170.00	\$ 170.00 \$ 170.00
3.10.2	HEALTH SEARCHES Compliance Search includes inspection & report for licences/permits etc pursuant to Record (file) Search only	exempt exempt	\$ 325.00 \$ 90.00	\$ 350.00 \$ 100.00
3.10.3	LICENSING/PERMITS DISCOUNTS/PRO-RATA FEES Registered charitable organisations, churches, non-profit organisations may receive Pro-rata fees will apply upon a new application, relating to the <u>annual licence/permit fee</u> Within 6 months from the renewal date Within 3 months from the renewal date All permits not paid by due date will attract a late fee		25% discount 50% discount	25% discount 50% discount 50
3.10.4	COMPLIANCE NOTICES Overgrown properties compliance - failure to comply with first compliance notice. plus any contracting costs Pest plants & pest animal management compliance - failure to comply with first plus any contracting costs		\$ 145.00 at cost \$ 145.00 at cost	\$ 150.00 at cost \$ 150.00 at cost
3.10.5	PEST MANAGEMENT (PLANTS) - SECURITY BOND Security Bond for Pest Management (Plants) spray equipment. Refundable security	exempt	\$ 250.00	\$ 250.00
3.10.6	SEIZED & IMPOUNDED ITEMS Costs associated with the removal, storage & administration of such items as		at cost	at cost
3.10.7	REFUNDS If a Design Assessment & Licence/ Permit fees are paid & the approval is not given or If the activity only requires a licence/ permit & subsequently the approval is not given or		applicable fee applicable fee	applicable fee applicable fee

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

5. FINANCE & ADMINISTRATION		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
5.1	RIGHT TO INFORMATION (application fees and processing charges set by the State Government under the Right to Information Act 2009)			
	Where the application does not concern the applicants personal affairs:			
	Application Fee (Refer Right to Information Regulation 2009 - Part 3 Section 4)	exempt	\$ 41.90	\$ 41.90
	Processing Charges (Section 56 Right to Information Act 2009) (No processing charge applies where processing time is less than 5 hours)			
	Searching, retrieving etc for each 15 mins or part of 15 mins (Refer Right to Information Regulation 2009 - Part 3 Section 5)	exempt	\$ 6.25	\$ 6.25
	Access Charges (Section 57 Right to Information Act 2009)			
	Supervise the inspection of documents for each 15 mins or part of 15 mins	exempt	\$ 6.25	\$ 6.25
	Copy of Released Material (per black and white printed A4 page) (Refer Right to Information Regulation 2009 - Part 3 Section 6 (1) (b))	exempt	\$ 0.27	\$ 0.27

NOTE: 2014/15 Fees yet to be provided by Qld State Government

6. PLANNING & ENVIRONMENT FEES	
6.1 Planning Fees - Explanatory Notes	
a) Fee Strategy	All Fees & Charges are imposed under Section 97 of the <i>Local Government Act 2009</i> . All development applications are required to be accompanied by the relevant fee. An application is not considered to be a properly made application until the relevant fee has been paid. Applicants are encouraged to discuss the calculation of the relevant fee with the Planning & Environment staff prior to the lodgement of the development application.
b) Combined applications or applications involving more than one type of development &/or multiple uses	Where an application involves more than one type of use, the fees shall be cumulative.
c) Fees for uses not defined in the Schedule	The fee for a development permit for a use not defined in the planning scheme shall be determined by either the Executive Manager Planning & Development Services or the Manager Planning & Environment.
d) Where necessary, the Manager Planning & Environment, Executive Manager Planning & Development Services and Chief Executive Officer may determine the relevant fee, having regard to the fees in this section.	
e) Pre-lodgement meeting(s) no charge.	
f) Bona Fide Not for Profit Organisations	A 50% reduction in the fee is applicable to non-profit organisations (evidence to be supplied) including Australian Taxation Office certificate confirming a Not-For-Profit organisation.
6.2 Additional Fees for Assessment of Technical Reports	
Any development application which requires Council or an external consultant engaged by Council's Planning & Environment Unit to assess/review technical/specialist reports submitted in support of an application or required by a condition of any approval, is to pay the applicable application fee plus a technical report assessment costs as detailed in Section 8.1 of this schedule. This cost must be paid prior to the delegates or Council's final determination of the application.	

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

6. PLANNING & ENVIRONMENT FEES

6.3 Major Projects

For major projects not covered in the scope of these fees, the fee will be determined by the Manager Planning & Environment &/or Council based on an estimated fee to cover the actual cost for the Council to cover the assessment & determination of the application. The Manager Planning & Environment has the discretion to determine if a project is defined as a "major project" based on: the scale of the project; the potential impacts to be assessed as part of the project; the level of work anticipated by the nominated fee does not represent the level of assessment required; the fee is not covered in this schedule of fees & charges; & any other relevant consideration.

6.4 Refund of Application Fees

If an application is withdrawn prior to it being assessed & decided, a percentage of the application fee will be refunded. The percentage of the application fee to be refunded will depend on how much of the application has been processed.

Application Stage (prior to issues of Acknowledgement Notice) - 80%

Information & Referral Stage (prior to submission of info response) - 60%

Notification Stage (during notification stage) - 50%

Decision Stage (prior to Council decision) - 20%

Where an application has been decided or lapsed the fee **will not** be refunded.

6.5 Definition of Terms

- a) **Use Area** - the combined total area of floor area, roofed area & uncovered/outdoor use area, it does not include uncover car parking or landscaping areas.

6.6 Material Change of Use for ERA's

Application fees for these applications are listed under Section 4.1 - Environmental Protection, of Council's Fees & Charges Schedule.

Note: these fees are additional to Material Change of Use Planning Application Fees.

Development Application fee (Under EP Act Chapter 4 Activities) - \$570.00

Extended Period [Section 383(3)(c)(i)] - \$285.00

Change to Approval [Section 372(a)(i)] - \$285.00

7. MATERIAL CHANGE OF USE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
7.1 RESIDENTIAL & RESIDENTIAL RELATED				
PLANNING SCHEME AREA				
GATTON AREA	LAIDLEY AREA			
a) Accommodation unit (includes boarding houses, budget accommodation, rooming units)	Accommodation unit			
Code:		exempt	\$ 2,160.00	\$ 2,246.00
Impact:		exempt	\$ 4,320.00	\$ 4,492.00
Plus per unit/room over 6		exempt	\$ 270.00	\$ 281.00
b) Annexed unit	Apartment	exempt	\$ 1,080.00	\$ 1,123.00
c) Bed & Breakfast accommodation	Tourism Accommodation			
- Host Farm	- Bed & Breakfast Accommodation			
- Farm Stay	- Host Farm			
Code:		exempt	\$ 1,080.00	\$ 1,123.00
Impact:		exempt	\$ 2,700.00	\$ 2,808.00
Plus per room/cottage over 3		exempt	\$ 160.00	\$ 167.00
d) Caravan Park	Caravan Park			
1-50 sites		exempt	\$ 2,700.00	\$ 2,808.00
51-100 sites		exempt	\$ 5,400.00	\$ 5,616.00
Plus per site over 100 sites		exempt	\$ 160.00	\$ 167.00
e) Caretaker's Residence	Caretaker Housing	exempt	\$ 1,080.00	\$ 1,123.00
f) Dual Occupancy (Duplex)				
Code:		exempt	\$ 2,160.00	\$ 2,246.00
Impact:		exempt	\$ 2,700.00	\$ 2,808.00
g) Dwelling House	Dwelling House			
Code or impact:		exempt	\$ 1,080.00	\$ 1,123.00
h) Farm Workers Accommodation/ Relatives Accommodation		exempt	\$ 1,080.00	\$ 1,123.00
i) Home Based Business	Home Based Business	exempt	\$ 1,080.00	\$ 1,123.00
j)	Home Occupation	exempt	\$ 1,080.00	\$ 1,123.00
k) Motel	Motel			
Minimum	Minimum	exempt	\$ 4,320.00	\$ 4,492.00
Plus per unit/room over 6	Plus per unit/room over 6	exempt	\$ 270.00	\$ 281.00
l) Multiple dwelling	Multiple dwelling			
Minimum	Minimum	exempt	\$ 4,320.00	\$ 4,492.00
Plus per unit/room over 6	Plus per unit/room over 6	exempt	\$ 270.00	\$ 281.00
m)	Secondary Rural Dwelling	exempt	\$ 1,080.00	\$ 1,123.00
n) Small lot development (less than 600m ²) on an existing lot	Dwelling on a small lot (less than 600m ²)	exempt	\$ 1,080.00	\$ 1,123.00
7.2 RURAL				
PLANNING SCHEME AREA				
GATTON AREA	LAIDLEY AREA			
a) Agriculture	Agriculture	exempt		
Code or impact			\$ 1,080.00	\$ 1,123.00
b) Intensive Agriculture		exempt		
Code or impact consistent			\$ 1,080.00	\$ 1,123.00
c) Natural Timber Harvesting	Forestry	exempt		
Code or impact consistent			\$ 1,080.00	\$ 1,123.00
d) Roadside stall	Roadside stall	exempt		
Code or impact consistent			\$ 1,080.00	\$ 1,123.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

7. MATERIAL CHANGE OF USE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
e) Rural Service Industry	Rural Processing	exempt		
Code			\$ 1,080.00	\$ 1,123.00
Impact consistent			\$ 2,700.00	\$ 2,808.00
7.3 ANIMAL RELATED				
PLANNING SCHEME AREA				
GATTON AREA				
LAIDLEY AREA				
a) Animal Husbandry	Animal Husbandry	exempt		
Fee per animal			\$ 110.00	\$ 115.00
Minimum fee			\$ 1,080.00	\$ 1,123.00
Maximum fee			\$ 6,480.00	\$ 6,739.00
7.3.1 Intensive Animal Industries				
a) Aquaculture	Aquaculture	exempt		
Code:			\$ 1,080.00	\$ 1,123.00
Impact:			\$ 6,480.00	\$ 6,739.00
b) Feedlot (Cattle)	Feedlot	exempt		
<100 beasts			\$ 1,080.00	\$ 1,123.00
100 to 499 beasts			\$ 6,480.00	\$ 6,739.00
500 to 1000 beasts			\$ 12,960.00	\$ 13,478.00
>1000 beasts			\$ 27,000.00	\$ 28,080.00
c) Kennels	Kennels	exempt		
Fee per animal			\$ 110.00	\$ 115.00
Designated Area			\$ 2,700.00	\$ 2,808.00
Non-designated Area			\$ 10,800.00	\$ 11,232.00
7.3.2 Intensive Animal Husbandry				
a) Cattery	Cattery	exempt		
Fee per animal			\$ 110.00	\$ 115.00
Minimum fee			\$ 2,700.00	\$ 2,808.00
Maximum fee			\$ 3,480.00	\$ 3,619.00
b) Piggery	Piggery	exempt		
<100 swine			\$ 1,080.00	\$ 1,123.00
100 to 199 swine			\$ 6,480.00	\$ 6,739.00
200-500 swine			\$ 12,960.00	\$ 13,478.00
>500 swine			\$ 27,000.00	\$ 28,080.00
c) Poultry Farm (Traditional/Organic)	Poultry Farm (traditional/Organic)	exempt		
	0 to 200,000 birds		\$ 19,440.00	\$ 20,217.00
	>200,000 birds		\$ 27,000.00	\$ 28,080.00
d)	Bird Aviaries & Pigeon lofts	exempt		
Fee per bird			\$ 54.00	\$ 56.00
Minimum fee			\$ 3,240.00	\$ 3,369.00
Maximum fee			\$ 3,480.00	\$ 3,619.00
e)	Dairy	exempt	\$ 1,080.00	\$ 1,123.00
7.4 COMMERCIAL				
PLANNING SCHEME AREA				
GATTON AREA				
LAIDLEY AREA				
a) Arts, Crafts & Antiques		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
b)	Bulk Retail	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
c)	Catering room	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
d) Catering Shop		exempt		
Fee per 20m ² of Use Area of part thereof			\$ 162.00	\$ 168.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

7. MATERIAL CHANGE OF USE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
e) Commercial Premises	Commercial Premises	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
f)	Estate Sales Office	exempt	\$ 162.00	\$ 168.00
g)	Funeral Parlour	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
h)	General Store	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
i) Health Care Premises		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
j) Hotel (Includes Tavern)	Hotel	exempt		
Fee per 20m ² of Use Area	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
k) Indoor Entertainment	Indoor Entertainment	exempt		
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
l)	Medical/ Paramedical Centre	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
m) Off-Street Car Parking		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
n)	Passenger Terminal	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
o)	Refreshment service	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
p) Service Station	Service Station	exempt		
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
q) Shop	Shop	exempt		
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
r) Showroom		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
s) Transport Terminal		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
t)	Veterinary Hospital	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
u) Warehouse	Warehouse	exempt		
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
7.5 INDUSTRY				
PLANNING SCHEME AREA				
GATTON AREA LAIDLEY AREA				
a) Animal Product Processing Industry		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
b)	Car Repair Station	exempt		
Fee per 20m ² of Use Area or part thereof			\$ 162.00	\$ 168.00
c) Extractive Industry	Extractive Industry	exempt		
Extraction above ground level only (e.g. Bush rock, turf, existing stockpiles)			\$ 3,240.00	\$ 3,369.00
<5000 tonnes, per annum	1 to 5,000 tonnes per annum		\$ 3,480.00	\$ 3,619.00
5000 to 100,000 tonnes per annum	5,001 to 50,000 tonnes per annum		\$ 16,200.00	\$ 16,848.00
>100,000 tonnes per annum	50,001 to 100,000 tonnes per annum		\$ 27,000.00	\$ 28,080.00
	100,001 tonnes or more per annum		\$ 37,800.00	\$ 39,312.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

7. MATERIAL CHANGE OF USE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
d) Industry		exempt		
Low Impact	Light		\$ 162.00	\$ 168.00
Medium Impact	Medium		\$ 162.00	\$ 168.00
High Impact	Noxious, offensive & hazardous Industry		\$ 162.00	\$ 168.00
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof			
e)	Junk Yard	exempt		
	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
f)	Liquid Fuel Depot	exempt		
	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
g)	Road Freight Depot	exempt		
	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
h) Service Trade		exempt		
Fee per 20m ² of Use Area or part thereof			\$ 216.00	\$ 224.00
i) Transport Depot	Transport Depot	exempt		
Fee per 20m ² of Use Area or part thereof	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
j)	Truck Stop	exempt		
	Fee per 20m ² of Use Area		\$ 162.00	\$ 168.00
7.6 COMMUNITY & OTHER FACILITIES				
PLANNING SCHEME AREA				
GATTON AREA				
LAIDLEY AREA				
a)	Aviation	exempt		
	Lot size less than 20ha		\$ 3,240.00	\$ 3,369.00
	Lot size greater than 20ha		\$ 3,480.00	\$ 3,619.00
b)	Child Care Facility	exempt		
	<500m ² Use Area		\$ 2,700.00	\$ 2,808.00
	>500m ² Use Area		\$ 5,400.00	\$ 5,616.00
c) Eco-Tourism Facility	Tourist Accommodation			
	-Tourist Attraction			
	-Eco-Tourism	exempt		
	Housed within a structure <500m ² or contained within an area <1ha		\$ 2,700.00	\$ 2,808.00
	Housed within a structure >500m ² or using an area >1ha		\$ 5,400.00	\$ 5,616.00
d) Educational Establishment	Educational Establishment	exempt		
	<500m ² Use Area		\$ 2,700.00	\$ 2,808.00
	>500m ² Use Area		\$ 5,400.00	\$ 5,616.00
e)	Emergency Services Depot			
	<500m ² Use Area		\$ 2,700.00	\$ 2,808.00
	>500m ² Use Area		\$ 5,400.00	\$ 5,616.00
	Fee per 20m ² of Use Area or part thereof		\$ 162.00	\$ 168.00
g) Outdoor Entertainment (Sport fields, rodeo grounds, outdoor markets etc)	Sport & Recreation	exempt	\$ 2,700.00	\$ 2,808.00
h) 4WD Park, where including the use of vehicles e.g. cars, motorbikes		exempt		
	Lots up to 5Ha		\$ 5,400.00	\$ 5,616.00
	Lots >5Ha		\$ 27,000.00	\$ 28,080.00
i)	Place of Assembly Place of Worship	exempt		
	<500m ² Use Area		\$ 2,700.00	\$ 2,808.00
	>500m ² Use Area		\$ 5,400.00	\$ 5,616.00
j) Special Purpose	Public Facility			
	<500m ² Site Area		\$ 2,700.00	\$ 2,808.00
	>500m ² Site Area		\$ 5,400.00	\$ 5,616.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

7. MATERIAL CHANGE OF USE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
k) Local Utility	Public Infrastructure	exempt		
<500m ² Site Area			\$ 2,700.00	\$ 2,808.00
>500m ² Site Area			\$ 5,400.00	\$ 5,616.00
l) Telecommunications Facility		exempt	\$ 2,700.00	\$ 2,808.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

8. PLANNING OTHER & COPIES	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
8.1 OTHER			
a) Development Application triggered by Overlay (Per Overlay)	exempt		
Minimum		\$ 1,080.00	\$ 1,123.00
Maximum		\$ 2,160.00	\$ 2,246.00
b) Building works not associated with an Material Change of Use	exempt	\$ 460.00	\$ 479.00
c) Concurrence Agency Referral to Council	exempt	\$ 460.00	\$ 479.00
d) Section 241- Preliminary Development Permit	exempt	125% of the relevant application fee	125% of the relevant application fee
e) Subsequent application to change Preliminary Development Permit (Section 241) to Development Approval The applicable fee is equal to the standard impact/code assessable fee for that use with a 25% reduction for the subsequent DA. <i>N.B. Where a Preliminary Development Permit is sought, the fee paid is in addition to the standard development permit fee.</i>	exempt	80% of the relevant application fee	80% of the relevant application fee
f) Section 242 - Preliminary Approval that may affect a local Planning Instrument	exempt		
Base fee		\$ 22,900.00	\$ 23,816.00
PLUS use components, per use area (i.e. commercial uses area, accommodation units area, etc).		PLUS use components per use area	PLUS use components per use area
g) Fees for Peer Reviews/Assessment of Technical/Specialist Reports Additional fees apply for peer reviews/assessment of technical/specialist reports (e.g. economic impact assessment, contaminated land study, flood/hydraulics study, traffic study, acoustic study, geotechnical study); or other supporting documents lodged with application where Council staff or a specialist consultant is required to be engaged by the DA Team to assess reports. These fees are required to be paid prior to the issue of the decision notice. In general, the applicant will be notified of the requirement for additional fees at acknowledgement stage.	exempt	In house assessment: Simple reports- \$356.00/report; Complex reports- \$710.00/report. External assessment: Actual cost as charged by the consultant (refer to general notes 6.0)	In house assessment: Simple reports- \$356.00/report; Complex reports- \$710.00/report. External assessment: Actual cost as charged by the consultant (refer to general notes 6.0)
h) Administration fee for return of bonds, guarantees, application fees etc	exempt	\$ 110.00	\$ 115.00
i) Minor Change/ Extension to Existing Use Addition of an ancillary use/an increase of Gross Floor Area of <or=50m ²	exempt	\$ 1,080.00	\$ 1,123.00
j) Extension to Relevant (Currency) Period Fixed fee	exempt	\$ 500.00	\$ 520.00
k) Request to Cancel Development Approval	exempt	No fee	No fee
l) Request to Change or Modify an Existing Development Approval (other than a condition) (Permissible Change) Fixed fee	exempt	\$ 1,000.00	\$ 1,040.00
m) Request to Change Conditions of Approval Per condition	exempt	\$ 162.00	\$ 168.00
n) Request for Negotiated Decision Notice First three (3) conditions included in initial application fee Plus per condition after first three conditions	exempt	Nil \$ 162.00	Nil \$ 168.00
o) Resubmission of an application where an application has lapsed in previous 12 months Code: % of the current application fee Impact: % of the current application fee	exempt exempt	25.00% 50.00%	25.00% 50.00%
p) Request to consider application under a Superseded Planning Scheme (additional to normal application fees) Plus the applicable Material Change of Use or ROL fees	exempt	\$ 1,080.00	\$ 1,123.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

8. PLANNING OTHER & COPIES	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
g) Request for copy of Decision Notice/ Negotiated Decision Notice or other documents specified under Section 723 of SPA	exempt	\$ 325.00	\$ 338.00
r) Cash in lieu Car Parking Contribution (Per car parking space)	exempt	\$ 16,200.00	\$ 16,848.00
8.2 FORM 19 Note: Charge/Fee applies per lot to which the request applies			
a) Form 19 - per Item	exempt	\$ 43.00	\$ 50.00
8.3 TOWN PLANNING CERTIFICATES			
a) Limited Certificate/lot	exempt	\$ 325.00	\$ 338.00
b) Limited Urgent (2 day turnaround)	exempt	\$ 430.00	\$ 447.00
c) Standard Certificate/lot	exempt	\$ 595.00	\$ 619.00
d) Standard Urgent (5 day turn around)	exempt	\$ 755.00	\$ 785.00
e) Full Minimum fee	exempt	\$3,250 or Quote for service	\$3,380 or Quote for service
8.4 COPIES OF DOCUMENTS			
a) Planning Scheme Laidley Planning Scheme Gatton Planning Scheme 2007	exempt	\$ 162.00 \$ 325.00	\$ 168.00 \$ 338.00
b) Planning Scheme CD Laidley Planning Scheme, plus postage Gatton Planning Scheme 2007, plus postage	exempt	\$ 27.00 \$ 27.00	\$ 28.00 \$ 28.00
c) Postage		\$ 11.00	\$ 12.00
d) Copy of previous planning scheme for the relevant area - per scheme Minimum fee	exempt	Quote for service \$ 162.00	Quote for service \$ 168.00
8.5 MAPS			
a) Single A4 colour zoning maps	exempt	\$ 15.00	\$ 16.00
b) Single A3 colour zoning maps	exempt	\$ 22.00	\$ 23.00
c) Single A2 colour zoning maps	exempt	\$ 35.00	\$ 36.00
d) Single A1 colour zoning maps	exempt	\$ 40.00	\$ 42.00
e) Single A0 colour zoning maps	exempt	\$ 55.00	\$ 57.00
8.6 SERVICES SUBJECT TO N.C.P			
a) Document preparation including Deeds of Agreement, etc.	applies	Deposit of \$110.00 with full cost to be reimbursed prior to handover of the document	Deposit of \$114.00 with full cost to be reimbursed prior to handover of the document
b) Legal fees	applies	Full reimbursement of Council Legal Fees	Full reimbursement of Council Legal Fees
c) Letter of enquiry/checking fee (including confirmation of zoning &/or proposed use)	exempt	Nil	Nil
d) Verbal & written advice to business consultancy & private certifiers	applies	Nil	Nil
e) Planning assessment/written reports which will cover the costs incurred by Council in preparation of reports (per hour)	applies	Nil	Nil

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

8. PLANNING OTHER & COPIES	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
f) Assessment of Building certifiers, code compliance, certificate to determine & decide development permit for building work & compliance with Planning Scheme	applies	Nil	Nil
g) Public notification advertising notice board & search. Includes rates search of adjoining owners names & addresses, standard forms & one notice board	applies		
Each board		\$ 110.00	\$ 115.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

9. RECONFIGURATION OF LOTS & OPERATIONAL WORKS	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
9.1 RECONFIGURE A LOT (SUBDIVISION)			
a) Minor Boundary Adjustment (Where no new lots are created e.g. Boundary re-alignment, up to 3 lots). Easement or Lease application Plus fee per lot over 3 lots	exempt	\$ 1,620.00 \$ 225.00	\$ 1,684.00 \$ 234.00
Risk Smart Applications in accordance with the Risk Smart Policy for the defined use (subject to managers discretion) (1 into 2 lot reconfiguration only)	exempt	25% reduction of applicable fee	25% reduction of applicable fee
b) Subdivision Proposal creating up to 2 lots	exempt	\$ 1,750.00	\$ 1,820.00
Proposal creating 3 or more lots	exempt	\$ 2,160.00	\$ 2,246.00
Plus charge per lot, creating more than 3 lots	exempt	\$ 540.00	\$ 562.00
Plus charge where a balance lot larger than the average lot size for reconfiguration remains. (Based on balance lot size)	exempt	\$ 2,700.00	\$ 2,808.00
c) Staged Subdivision (Reconfiguring a lot in stages)	exempt	Fee for DA for Stage being applied for plus 20% of the full ROL fee applying for the number of lots in the subsequent staged area (the "preliminary approval area").	Fee for DA for Stage being applied for plus 20% of the full ROL fee applying for the number of lots in the subsequent staged area (the "preliminary approval area").
d) Signing of Survey Plan Well made plan sealing (i.e. 100% compliance of checklist items) Sealing fee, per lot, where statement of compliance provided Plus easement or other document, perusal & signing, per document	exempt exempt exempt	\$ 150.00 \$ 270.00 \$ 175.00	\$ 156.00 \$ 281.00 \$ 182.00
e) Resigning of Plans % of initial plan sealing fee	exempt	50.00%	50.00%
f) Plan signing for Standard Format Plans or Community Title Plans For up to 2 lots Plus fee per lot over 2 lots	exempt	\$ 1,080.00 \$ 325.00	\$ 1,123.00 \$ 338.00
g) Department of Natural Resources & Mines Split Valuation Fee Per lot sealed	exempt	\$ 54.00	\$ 56.00
9.2 OPERATIONAL WORK			
a) Device/Sign <5m² Device/Sign > 5m ²	exempt exempt	\$ 325.00 \$ 650.00	\$ 338.00 \$ 676.00
b) Billboard >6mx3m or 18m ²	exempt	\$ 1,750.00	\$ 1,820.00
c) Advertising Device/Sign associated with an Material Change of Use application	exempt	\$ 432.00	\$ 450.00
d) Operational Works - Development (Except advertising signs) Landscaping or minor engineering works/earthworks Landscaping plus minor engineering works/earthworks works Excavation/filling/earthworks not associated with a Material Change of Use Up to <1800m ² or <300m ³ >1800m ² or > 300m ³ Civil works (e.g. Driveways, carparks, drainage for units, shops etc) Maximum fee	exempt exempt exempt exempt exempt exempt	\$ 325.00 \$ 650.00 \$ 1,080.00 \$ 1,945.00 0.75% of estimated cost of works \$ 1,080.00	\$ 338.00 \$ 676.00 \$ 1,123.00 \$ 2,022.00 0.75% of estimated cost of works \$ 1,123.00
e) Operational Works - Subdivisional Works (Design checking). Fees based on percentage of Councils estimated cost of works Minimum fee Estimated cost of works <\$100,000.00 Estimated cost of works >\$100,001.00 but <\$500,000.00 Estimated cost of works >\$500,001.00	exempt exempt exempt exempt	\$ 810.00 1.5% of estimated cost of works \$1,500.00 + 1% of estimated cost of works <\$100,001.00 but >\$500,000.00 \$5,500 + 0.5% of the estimated cost of works <\$500,001.00	\$ 842.00 1.5% of estimated cost of works \$1,560.00 + 1% of estimated cost of works <\$100,001.00 but >\$500,000.00 \$5,720 + 0.5% of the estimated cost of works <\$500,001.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

9. RECONFIGURATION OF LOTS & OPERATIONAL WORKS	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
f) Operational Works - Subdivisional Works (Inspection). Fees based on percentage of Councils estimated cost of works <i>Fee to be paid prior to pre start meeting & commencement of work</i>			
Minimum fee	exempt	\$ 810.00	\$ 842.00
Estimated cost of works <\$100,000.00	exempt	\$1,560.00 + 3% of estimated cost of works	\$1,560.00 + 3% of estimated cost of works
Estimated cost of works >\$100,001.00 but <\$500,000.00	exempt	\$3,000 + 2% of estimated cost of works <\$100,001.00 but >\$500,000.00	\$3,120 + 2% of estimated cost of works <\$100,001.00 but >\$500,000.00
Estimated cost of works >\$500,001.00	exempt	\$10,000 + 1.5% of the estimated cost of works <\$500,001.00	\$10,400 + 1.5% of the estimated cost of works <\$500,001.00
Subsequent inspections as follows:			
Requested inspection of subdivision (max 1hr - incl travel)	exempt	\$ 150.00	\$ 200.00
Requested inspection of subdivision >1hr (extra to 1hr fee) per 15 minute block	exempt	\$ 20.00	\$ 25.00
g) Operational Works - Construction or Modification of a levee			
Base Fee			\$2,000.00
Plus cost of technical assessment to be undertaken by qualified external consultant			Quote for service

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

10. BUILDING SERVICES	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
10.1 BUILDING LODGEMENT FEES			
Class 1a detached dwelling (single dwelling only), Class 10a buildings, Class 10b structures not including swimming pools/fences. (Electronic Lodgement)	exempt	\$ 200.00	\$ 200.00
Class 1a detached dwelling (single dwelling only), Class 10a buildings, Class 10b structures not including swimming pools/fences. (Hard Copy Lodgement)	exempt	\$ 200.00	\$ 230.00
Class 1a detached dwellings (more than 1 dwelling per lot), Class 1a attached dwellings, Class 1b, Class 2-9 buildings.(Electronic Lodgement)	exempt	\$ 302.00	\$ 300.00
Class 1a detached dwellings (more than 1 dwelling per lot), Class 1a attached dwellings, Class 1b, Class 2-9 buildings. (Hard Copy Lodgement)	exempt	\$ 302.00	\$ 350.00
10.2 CONCURRENCE AGENCY FEES			
a) Request to determine bond for removing building into the Council area. To be accompanied by an Engineers inspection report including colour photographs of house (4 sides) & internal colour photos of all rooms & features including kitchens & bathrooms provided & sub-floor enclosure details.	exempt	\$ 550.00	\$ 575.00
NOTE: Additional fee may be requested for inspection if Council/Building Certifier determines condition of house is such that an inspection is necessary based on photographs. Minimum fee for site inspection plus mileage fee \$/km (one way)		\$ 165.00 \$ 1.75	\$ 170.00 \$ 1.80
b) Security bond to be lodged with Council for removal house To be determined on a case by case basis	exempt	Quote	Quote
c) Request to determine bond to remove a building (any type of building) from a site in Council area.	exempt	\$ 280.00	\$ 290.00
d) Security Bond to be lodged with Council for Removal of a building To be determined on a case by case basis	exempt	Quote	Quote
e) Request for siting variation under QDC MP1.2 or 1.1	exempt	\$ 420.00	\$ 500.00
f) Request to use a non residential building for temporary residential purposes (e.g. to use a Class 10a shed for habitable purposes).	exempt	\$ 400.00	\$ 415.00
g) Request for assessment against a performance requirement for Class 1a or 10 buildings that do not meet an acceptable measure under the Planning Scheme specified in S.33 of Building Act.	exempt	\$ 400.00	\$ 415.00
h) Request to determine if building work complies with QDC MP2.1 Fire Safety Standard for Budget Accommodation buildings.	exempt	\$ 490.00	\$ 510.00
i) Request for assessment against a performance requirement of QDC MP5.2 Higher Risk Personal Appearance Services where proposal does not comply with an acceptable measure (per item).	exempt	\$ 180.00	\$ 188.00
j) Request to determine if building work complies with QDC MP5.7 Residential Services Building Standard building requirements (up to 10 persons). Minimum fee Over 10 persons minimum fee plus a fee person	exempt exempt	\$ 490.00 \$ 22.00	\$ 510.00 \$ 23.00
k) Request for assessment against a performance requirement for buildings that do not meet an acceptable measure under the QDC MP4.2 Water Saving Targets.	exempt	\$ 180.00	\$ 188.00
10.3 BUILDING RECORD SEARCH (including copy of plans) Refund where no records located	exempt exempt	\$ 330.00	\$ 345.00 50% of fee charged refunded

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

10. BUILDING SERVICES	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
10.3.1 REQUEST TO VIEW RECORDS			
a) Review Residential Building Approval Records at LVRC Office (incl. up to 5 pages of Photocopying) (for up to 3 approvals)	exempt	\$ 90.00	\$ 95.00
b) Review Commercial Building Approval Records at LVRC Office (per Building File) (Photocopies incur additional charges)	exempt	\$ 140.00	\$ 145.00
10.3.2 FORM 19 (note: Part B & C only)			
a) Form 19 Application fee	exempt	\$ 110.00	\$ 115.00
b) Per Item Ticked (except were listed separately below)	exempt	\$ 45.00	\$ 47.00
c) The application & the approval documents for the application (Part B - G1) (not approved).	exempt	\$ 235.00	\$ 245.00
d) Copy of building approval Decision Notice (Part B - G2) or Copy of Certificates relied on to decide the application (Part B - G5)	exempt	\$ 70.00	\$ 73.00
e) Copy of the plans, drawings & specifications & other documents & information lodged by the applicant, stamped approved or otherwise endorsed by the assessment manager (Part B - G3).	exempt	\$ 265.00	\$ 275.00
f) Copy of Certificate of Classification (Part C - H5)	exempt	\$ 70.00	\$ 73.00
g) Copy of Soil Test Report (Part C - H7 Other)	exempt	\$ 70.00	\$ 73.00
10.4 OTHER			
a) Search Building Act Notice Register (for a particular lot on plan)	exempt	\$ 130.00	\$ 135.00
b) Request for exemption for Swimming Pool fence for disabled person access.	exempt	\$ 310.00	\$ 322.00
c) Request for Certificate of Classification Request to obtain Certificate of Classification for building built before 30 April 1988 but where not previously issued (built includes application lodged before that date). Minimum fee plus an estimated cost based on an hourly rate of time needed to undertake the assessment. Minimum fee Hourly rate	exempt exempt exempt	\$ 220.00 \$ 105.00 \$ 365.00	\$ 230.00 \$ 140.00 \$ 380.00
Request to obtain Certificate of Classification for building built before 1 April 1976 but where not previously issued (built includes application lodged before that date but if any building work done to building after that date building is not covered by this fee).			
d) Pool Safety Certificate (including two inspections)	exempt	\$ 345.00	\$ 360.00
e) Building Compliance Report (including inspection & copy of plans). (Class 1a & 10 only) Other Classes	exempt exempt	\$ 540.00 Quote	\$ 560.00 Quote
f) Inspection of building approval records (incl. up to 5 pages of photocopying) (up to 3 approvals on one site). Inspection of site to ascertain extent of approvals issued (excluding pre-purchase compliance inspection). Per class 1 & 10	exempt applies	\$ 92.00 \$ 540.00	\$ 95.00 \$ 560.00
Other Classes	applies	Quote	Quote

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

11. PLUMBING		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
11.1	ALL PLUMBING & DRAINAGE INSPECTIONS			
11.1.1	LODGE MENT OF PLANS FOR PLUMBING WORKS: DWELLING CLASS 1 & 10 BUILDINGS			
	Lodgement of plans for regulated plumbing & drainage works including scrutiny, inspections & final compliance certificate for Class 1 & 10 new buildings & major additions/alterations to existing dwellings.			
	NOTE: An "as constructed" drainage plan is required from drainer at time of drainage inspection or within 24 hours of inspection.			
	1 Fixture	exempt	\$ 345.00	\$ 360.00
	2 Fixtures	exempt	\$ 455.00	\$ 475.00
	3 Fixtures	exempt	\$ 570.00	\$ 595.00
	4 Fixtures	exempt	\$ 675.00	\$ 705.00
	5 Fixtures	exempt	\$ 785.00	\$ 820.00
	6 Fixtures	exempt	\$ 890.00	\$ 930.00
	7 Fixtures	exempt	\$ 1,000.00	\$ 1,040.00
	8 Fixtures	exempt	\$ 1,105.00	\$ 1,150.00
	9 Fixtures	exempt	\$ 1,220.00	\$ 1,270.00
	10 Fixtures	exempt	\$ 1,330.00	\$ 1,385.00
	Each additional fixture	exempt	\$ 100.00	\$ 105.00
11.1.2	LODGE MENT OF PLANS FOR PLUMBING WORKS: CLASS 2 to 9 BUILDINGS			
	Lodgement of plans for regulated plumbing & drainage works including scrutiny, inspections & final compliance certificate for Class 2 to 9 new buildings & major additions/alterations to existing buildings.			
	NOTE: Fixture fees are the minimum fee only for Class 2 to 9 buildings. Further fees may be requested upon assessment of plans. Quotation of fees for Class 2 to 9 may be requested by applicant prior to lodgement.			
	1 Fixture	exempt	\$ 345.00	\$ 360.00
	2 Fixtures	exempt	\$ 455.00	\$ 475.00
	3 Fixtures	exempt	\$ 570.00	\$ 595.00
	4 Fixtures	exempt	\$ 675.00	\$ 705.00
	5 Fixtures	exempt	\$ 785.00	\$ 820.00
	6 Fixtures	exempt	\$ 890.00	\$ 930.00
	7 Fixtures	exempt	\$ 1,000.00	\$ 1,040.00
	8 Fixtures	exempt	\$ 1,105.00	\$ 1,150.00
	9 Fixtures	exempt	\$ 1,220.00	\$ 1,270.00
	10 Fixtures	exempt	\$ 1,330.00	\$ 1,385.00
	Each additional fixture up to 50 Fixtures	exempt	\$ 100.00	\$ 105.00
	Each additional fixture > than 50 Fixtures	exempt		By quote
11.1.4	APPROVAL FOR ON-SITE SEWERAGE FACILITIES			
	New installation, upgrade or alteration to existing facility including HSTP, septic tank, waterless toilet or grey water treatment facility (includes scrutiny & inspections).	exempt	\$ 375.00	\$ 390.00
	Amended plan assessment fee	exempt	\$ 200.00	\$ 210.00
11.5	ALTERNATE SOLUTION (applications that contain alternate solutions as part of compliance assessment) fee is additional to application fees.	exempt		By Quote
11.1.5	REINSPECTION FEE (INCLUDING NOTIFIABLE MINOR WORKS Reinspections and requests for inspections)			
	Subdrain	exempt	\$ 110.00	\$ 115.00
	Drainage	exempt	\$ 110.00	\$ 115.00
	Plumbing	exempt	\$ 110.00	\$ 115.00
	Final	exempt	\$ 110.00	\$ 115.00
11.1.6	AFTER HOURS INSPECTIONS			
	Monday - Friday	exempt	\$ 250.00	\$ 260.00
	Saturday & Sunday	exempt	\$ 300.00	\$ 315.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

11. PLUMBING		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
11.1.3	CONCURRENT AGENTS FEE - SUSTAINABLE PLANNING REGS (SPR)			
	Additional bedrooms on a non sewered site	exempt	\$ 375.00	\$ 390.00
	Build over services (i.e. Sewer, Stormwater)	exempt		\$ 315.00
11.1.7	REFUNDS - PLUMBING PERMITS ISSUED FOR SEWERED OR NON SEWERED AREAS			
	Written advice given that permit is not to proceed prior to Assessment commencing			
	Original fee less (amount nominated to be retained by LVRC)	exempt	\$ 160.00	\$ 170.00
	Assessment Stage - Sewered Areas - i.e. prior to permit being issued by LVRC			
	Original fee less (amount nominated to be retained by LVRC)	exempt	\$ 320.00	\$ 335.00
	Assessment Stage - Non Sewered Areas - i.e. prior to permit being issued by LVRC			
	Original fee less (amount nominated to be retained by LVRC)	exempt	\$ 520.00	\$ 545.00
	Inspection Stage (i.e. permit issued)	exempt	No refund	By Quote
11.2	SUPPLY OF PLANS & INFORMATION TO CONSULTANTS/BUILDING CERTIFIER/OWNER			
	Domestic - Class 1 to 10 'as constructed' sanitary drainage plan	exempt	\$ 70.00	\$ 75.00
	Form 19 (D3) Class 2 to 9 'as constructed' hydraulic services plans	exempt		By quote
	Form 19 - A1, A2, A5, (A1 sewer information only) (Per item)	exempt	\$ 45.00	\$ 50.00
	Form 19 - A1, A2, A5, (A1 with "as constructed" sanitary drainage plan) (Per item)	exempt	\$ 70.00	\$ 75.00
	Inspection of plumbing file by owner or authorised person (incl. up to 5 pages of copies) including 'as constructed' drainage plans	exempt	\$ 70.00	\$ 75.00
	Refund (
11.2.1	INSPECTIONS OF MINOR ALTERATIONS TO PLUMBING & DRAINAGE (No fixture) Up to Two Inspections (further inspections \$115 each)			
	Minor works	exempt	\$ 70.00	\$ -
	Lodgement	exempt	\$ 110.00	\$ 160.00
	Inspection fee	exempt	\$ 200.00	\$ 210.00
11.2.2	DISCONNECTION OF SEWER CONNECTION OR REMOVAL OF ON-SITE SEWERAGE FACILITY			
	Including inspection	exempt	\$ 200.00	\$ 210.00
11.2.3	BACKFLOW PREVENTION DEVICE APPROVAL			
	Approval for the installation of a Backflow device, per application	exempt	\$ 180.00	\$ -
	Inspection of Backflow device up to 3 devices	exempt	\$ 180.00	\$ -
	Annual registration fee - first device	exempt	\$ 55.00	\$ 60.00
	Additional devices (each up to 20 devices)	exempt	\$ 20.00	\$ 20.00
	Additional devices (each device greater than 20 devices)	exempt		\$ 15.00
11.3	FIRE SERVICE APPROVAL			
	Installation of fire hydrants &/or fire reels including scrutiny, inspections & final compliance certificate up to three appliances	exempt	\$ 465.00	\$ 485.00
	More than 3 appliances - per appliance	exempt	\$ 110.00	\$ 115.00
11.4	ARCHIVE RETRIEVAL FEE FOR INSPECTIONS (COMPLIANCE PERMIT ISSUED MORE THAN 4 YEARS AGO)			
	Compliance Inspections & Compliance Certificate requests for Permits issued more than 4 years ago.	exempt	\$ 255.00	\$ 265.00

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

12. ENGINEERING & DESIGN		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
12.1	UNDERTAKE WORKS WITH IN ROAD DEDICATION NOT ASSOCIATED WITH RECONFIGURATION OF A LOT OR MATERIAL CHANGE OF USE. MINOR WORKS LESS THAN \$20,000.00. APPLICATION FEE INCLUDING INSPECTION FEE.			
	Construction of driveway invert (kerb and channel areas only)	exempt	\$ 110.00	\$ 180.00
	Construction of driveway culvert (rural areas only)	exempt	\$ 110.00	\$ 180.00
	Construction of footpath crossover or driveway access (specify construction material)	exempt	\$ 110.00	\$ 180.00
	Installation of cattle grid or gate	exempt	\$ 110.00	\$ 180.00
	Installation of water main (specify purpose, size and materials), e.g.,	exempt	\$ 110.00	\$ 145.00
	Undertaking clearing of vegetation (specify purpose, e.g., fire hazard reduction)	exempt	\$ 110.00	\$ 130.00
	Undertake earthworks (specify purpose, e.g., access track)	exempt	\$ 110.00	\$ 130.00
	Storm water connection to kerb or Council piped drainage system	exempt	\$ 110.00	\$ 145.00
	Traffic management plan	exempt	\$ 110.00	\$ 130.00
	Other (to be specified)	exempt	\$ 110.00	POA
12.2	UNDERTAKE WORKS WITH IN ROAD DEDICATION NOT ASSOCIATED WITH RECONFIGURATION OF A LOT OR MATERIAL CHANGE OF USE. MAJOR WORKS GREATER THAN \$20,000.00. APPLICATION FEE INCLUDING INSPECTION FEE			
		exempt		POA
12.3	ROAD INSPECTION FEE - REMOVAL DWELLING			
	Not Refundable	applies	\$ 620.00	\$ 620.00
12.4	INFRASTRUCTURE REPORTS & DATA	exempt	POA	POA

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2

13. HEADWORKS - INFRASTRUCTURE CONTRIBUTIONS		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
13.1	HEADWORKS CHARGES - ROADS, PARKS, WATER & SEWERAGE <i>SEE SEPARATE POLICIES FOR APPLICATION OF CHARGES.</i>			
13.2	ROADWORKS CONTRIBUTION SCALE Calculated per additional new lot created in a subdivision or as a development condition Former Gatton Shire Council Area ONLY ** <i>Existing Road Standard:</i> Bitumen sealed pavement 5.6m wide or more Bitumen sealed pavement 3.8 m wide or more Graveled pavement Formed only	exempt exempt exempt exempt	\$ 1,620.00 \$ 2,025.00 \$ 3,240.00 \$ 4,090.00	\$ 1,684.00 \$ 2,106.00 \$ 3,369.00 \$ 4,253.00
13.3	PUBLIC OPEN SPACE CONTRIBUTION Gatton & Laidley Laidley Planning Scheme - approvals prior 29/06/09	exempt exempt	\$ 3,855.00 \$ 1,780.00	\$ 4,009.00 \$ 1,851.00
13.4	WATER - GATTON PLANNING SCHEME AREA Gatton - full pressure Gatton constant flow Placid Hills Grantham Helidon Postmans Ridge Withcott Table Top Woodlands Rise development area All areas - existing property contributing to infrastructure	exempt exempt exempt exempt exempt exempt exempt exempt exempt exempt	\$ 4,985.00 \$ 4,750.00 \$ 4,985.00 \$ 4,985.00 \$ 4,985.00 \$ 4,985.00 \$ 4,985.00 \$ 4,985.00 \$ 4,985.00 \$ 2,020.00	\$ 5,184.00 \$ 4,940.00 \$ 5,184.00 \$ 5,184.00 \$ 5,184.00 \$ 5,184.00 \$ 5,184.00 \$ 5,184.00 \$ 5,184.00 \$ 2,100.00
13.5	WATER - LAIDLEY PLANNING SCHEME AREA <i>PLEASE REFERENCE MAP 1 OF THE LAIDLEY PLANNING SCHEME POLICY NO. 9 - CONTRIBUTIONS FOR WATER & SEWERAGE HEADWORKS</i> Glenore Grove East to Laidley-Esk Shire boundary Glenore Grove West to Laidley-Gatton boundary Glenore Grove to Laidley town - North of Warrego Highway Glenore Grove to Laidley town - South of Warrego Highway West Laidley region QM Properties region Laidley town Forest Hill town	exempt exempt exempt exempt exempt exempt exempt exempt exempt	\$ 1,380.00 \$ 1,845.00 \$ 1,675.00 \$ 2,365.00 \$ 3,000.00 \$ 2,175.00 \$ 4,035.00 \$ 1,695.00	\$ 1,435.00 \$ 1,918.00 \$ 1,742.00 \$ 2,459.00 \$ 3,120.00 \$ 2,262.00 \$ 4,196.00 \$ 1,762.00
13.6	SEWER - GATTON PLANNING SCHEME AREA Gatton Helidon Woodlands Rise development area	exempt exempt exempt	\$ 2,075.00 \$ 2,075.00 \$ 3,210.00	\$ 2,158.00 \$ 2,158.00 \$ 3,338.00
13.7	SEWER - LAIDLEY PLANNING SCHEME AREA <i>PLEASE REFERENCE MAP 1 OF THE LAIDLEY PLANNING SCHEME POLICY NO. 9 - CONTRIBUTIONS FOR WATER & SEWERAGE HEADWORKS</i> Laidley town Forest Hill town	exempt exempt	\$ 1,380.00 \$ 1,380.00	\$ 1,435.00 \$ 1,435.00
Headworks Contributions indicating in Section 14 of the Planning & Environment Fees are applicable for applications which have been approved prior to 1 July 2011 & are conditioned in accordance with Planning Scheme Policies from the <i>Gatton Shire Council Planning Scheme 2007</i> & <i>Laidley Shire Council Planning Scheme 2003</i> . Applications approved after 1 July 2011 will be conditioned in accordance with Council's Adopted Infrastructure Charges Resolution which is available on the Lockyer Valley Regional Council's website under the Planning information tab.				

Copy of Copy of LVRC Cost Recovery Fees and Charges 2014-2015 V2



LOCKYER VALLEY REGIONAL COUNCIL

COMMERCIAL CHARGES

**Effective
01 July 2014**

Local Government Act 2009

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

INDEX

1 CORPORATE SERVICES	9 SHOWGROUNDS
1.1 RATES SEARCH FEE	9.1 ENTIRE SHOWGROUNDS
1.2 RATE REFUND PROCESSING FEE	9.2 SHOW RING
1.3 ADMINISTRATION FEE & MERCHANT SERVICE FEE	9.4 CIRCUS
1.4 COPY OF FINANCIAL STATEMENTS	9.5 CARAVANS & CAMPERS
1.5 COPY OF COUNCIL POLICIES, LOCAL LAWS & PUBLIC INTEREST TESTS	9.5 CARAVANS & CAMPERS
1.6 SALE OF SHIRE DATABASE	9.6 GATTON SPORTS CENTRE
1.7 CUSTOMER SERVICE	
2 WATER	10 PUBLIC HALLS & FUNCTION ROOMS
2.1 SALE OF BORE WATER FROM STANDPIPE	10.2 GATTON SHIRE HALL
3 GIS MAPPING	10.3 ROOMS AT GATTON SHIRE HALL
3.1 LARGE FORMAT PRINTING/SCANNING	10.6 LAIDLEY CULTURAL CENTRE
3.1.1 PRINTING	10.7 LAIDLEY CULTURAL CENTRE-SQUASH COURTS
3.1.2 SCANNING	10.8 PRE-PAYMENT
3.2 ROAD MAP BOOKLET	10.9 HIRE OF KENSINGTON GROVE HALL
3.3 MAPS - STANDARD	10.10 HELIDON COMMUNITY CENTRE
3.4 DIGITAL SPATIAL DATA	10.11 MURPHYS CREEK COMMUNITY HALL
3.5 SERVICE CHARGES	10.12 GRANTHAM BUTTER FACTORY
3.6 SUPPLY CHARGES	10.13 WITHCOTT CWA HALL
4 LIBRARY	11 CHILDCARE CENTRE
4.1 LIBRARY MEMBERSHIP - SECURITY DEPOSITS	11.1 GATTON CHILDCARE CENTRE
4.2 OTHER FEES	11.2 KENSINGTON GROVE CHILDCARE CENTRE
4.3 FEES FOR LOST/DAMAGED ITEMS	12 BUILDING SERVICES
4.4 REPLACEMENT COSTS	12.1 BUILDING
4.5 MISCELLANEOUS CHARGES	12.2 UNITS CLASS 1, 2, & 3
4.6 PHOTOCOPYING & PRINTING CHARGES	12.3 COMMERCIAL/INDUSTRIAL (CLASS 4,5,6,7,8,9)
4.7 FAX SERVICE	12.3.1 SPECIAL STRUCTURES, TEMPORARY BUILDING
4.8 SCANNING	12.4 CLASS 10 (OUTBUILDINGS, CARPORTS, FARM BUILDINGS etc)
4.9 EVENTS	12.5 CLASS 10b SWIMMING POOLS
4.10 ART GALLERY	12.6 OTHER CLASS 10b
5 SWIMMING POOL	12.7 MISCELLANEOUS BUILDING FEES
GATTON/LAIDLEY SWIMMING POOL	12.8 QUEENSLAND FIRE & RESCUE AUTHORITY CHARGES
5.1 GENERAL ENTRY	12.9 BUSHFIRE ASSESSMENT
5.2 SCHOOL ATTENDANCES	13 PLUMBING SERVICES
5.3 GATTON SWIM CLUB HIRE FOR CARNIVALS	13.1 HYDRAULIC DESIGN SERVICES (DOMESTIC)
6 SALEYARDS	13.2 COMMERCIAL DESIGNS
6.1 GATTON SALEYARDS	13.3 SITE & SOIL EVALUATION & REPORT FOR SUBDIVISIONS IN UNSEWERED AREAS
6.2 LAIDLEY SALEYARDS	14 CAMPING GROUNDS & RECREATION RESERVES
7 WASTE DISPOSAL	14.1 RENTAL OF RECREATION RESERVES OR COUNCIL LANDS
7.1 ALL REGIONAL LANDFILLS & TRANSFER STATIONS	14.2 CAMPING FEES-COUNCIL OWNED CAMPING GROUNDS
7.1.1 DOMESTIC WASTE	15 WITHCOTT SPORTS CENTRE
7.1.2 COMMERCIAL/INDUSTRIAL/CONTRACT HOUSEHOLD CLEANUP WASTE	15.1 HIRE
7.1.3 SPECIAL BURIALS	16 ENGINEERING
7.1.4 TYRES	16.1 RURAL ADDRESS REPLACEMENT NUMBER PLATE
7.1.5 GREENWASTE MULCH SALES	16.2 INSTALLATION OF PIPES etc ON OR UNDER ROAD (ROAD REINSTATEMENT FEE)
7.1.6 OZONE PROTECTION	16.3 CONCRETE KERBS
7.2 SHARPS WASTE DISPOSAL	16.4 VEHICULAR ACCESSES
8 CEMETERIES	
GATTON, LAIDLEY, CAFFEY & MURPHYS CREEK:	
8.1 GENERAL CEMETERY	
8.1.1 OVERTIME RATES	
8.2 COLUMBARIUM	

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

1. CORPORATE SERVICES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
1.1	RATES SEARCH FEE			
	(i) Full rates search (3-5 day turnaround)	exempt	\$ 151.00	\$ 157.00
	(ii) Urgent rates search	exempt	\$ 216.00	\$ 225.00
	(iii) Counter search (ownership, valuation, rates & charges)	exempt	\$ 23.00	\$ 24.00
	(iv) Change of ownership fee	exempt	\$ 75.00	\$ 75.00
1.2	RATE REFUND PROCESSING FEE			
	Processing fee for all rate refund transactions (after the first refund annually)		\$ 22.00	\$ 23.00
1.3	ADMINISTRATION FEE & MERCHANT SERVICE FEE			
	Admin fee for dishonored payments	exempt	\$ 32.00	\$ 33.00
	Cost of payment made for using a visa or mastercard.		% as charged by financial institution	% as charged by financial institution
1.4	COPY OF FINANCIAL STATEMENTS	exempt	\$ 12.00	\$ 12.00
1.5	COPY OF COUNCIL POLICIES, LOCAL LAWS & PUBLIC INTEREST TESTS	exempt	\$0.60 per page, Max \$12.00 per Policy/Local Law/Public Interest Test	\$0.60 per page, Max \$12.00 per Policy/Local Law/Public Interest Test
1.6	SALE OF SHIRE DATABASE			
	Full fee (non-Shire based firms)	applies	POA	POA
	Concessional fee (Shire based firms) *	applies	POA	POA
	Where sold as part of a package with other Councils **	applies	POA	POA
	* Subject to reduction by Department Heads.			
	** Subject to reduction or waiving to government departments & agencies by CEO.			
1.7	CUSTOMER SERVICE			
	Facsimile transmission & reception - per page	applies	\$2.00 first page & \$1.00 each additional page	\$2.00 first page & \$1.00 each additional page
	<i>Photocopying Fees Mono:</i>			
	A4	applies	\$ 0.20	\$ 0.20
	Double sided A4	applies	\$ 0.40	\$ 0.40
	A3 Sheet	applies	\$ 0.40	\$ 0.40
	<i>Photocopying Fees Colour:</i>			
	A4	applies	\$ 0.50	\$ 0.50
	Double sided A4	applies	\$ 1.00	\$ 1.00
	A3 Sheet	applies	\$ 1.00	\$ 1.00
	Street maps - Laidley	applies	\$ 26.00	\$ 27.00
	Cadastral maps - Laidley (laminating extra costs)	applies	\$ 26.00	\$ 27.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

2. WATER		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
	WATER SUPPLY			
2.1	SALE OF BORE WATER FROM STANDPIPE			
	Bore water standpipe sales (per KI)	exempt	\$ 3.50	\$ 3.60

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

3. GIS MAPPING		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
3.1	LARGE FORMAT PRINTING/SCANNING			
3.1.1	PRINTING			
	A2	applies	\$ 15.00	\$ 16.00
	A1	applies	\$ 21.60	\$ 22.00
	A0	applies	\$ 30.00	\$ 31.00
3.1.2	SCANNING			
	A2	applies	\$ 12.00	\$ 13.00
	A1	applies	\$ 15.00	\$ 16.00
	A0	applies	\$ 19.50	\$ 20.00
3.2	ROAD MAP BOOKLET	applies	\$ 24.80	\$ 26.00
3.3	MAPPING MAPS - STANDARD			
	A4 Size	applies	\$ 15.00	\$ 16.00
	A3 Size	applies	\$ 21.60	\$ 22.00
	A2 Size	applies	\$ 34.60	\$ 36.00
	A1 Size	applies	\$ 41.00	\$ 42.00
	A0 Size	applies	\$ 56.00	\$ 58.00
	Note: - For customised mapping requests the charge will be calculated on the standard maps charges (above) plus preparation time based on service charges. - For requests relating to Planning Scheme information, please refer to Council's Cost Recovery Fees & Charges item 8.5.			
3.4	Digital Spatial Data			
	Asset/Cadastral data per 2km x 2km Tile	applies	\$ 51.80	\$ 53.00
	Elevation Contours per best available Tile	applies	\$ 113.00	\$ 117.00
	Aerial Photography per best available Tile	applies	\$ 102.60	\$ 106.00
	Full Council Coverage of any single dataset	applies	By Quotation	By Quotation
3.5	Service Charges			
	GIS Operator Fee - per hour (charged in quarter hour increments)	applies	\$ 189.00	\$ 197.00
3.6	Supply Charges			
	Data Supplied on CD/DVD (incl. postage/delivery)	applies	\$ 11.30	\$ 12.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

4. LIBRARY		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
4.1	LIBRARY MEMBERSHIP - SECURITY DEPOSITS			
	Non-permanent residents to borrow 7 Items	exempt	\$ 50.00	\$ 50.00
4.2	OTHER FEES			
	Inter Library loans (per request from other institutions)	applies	\$ 22.00	\$ 20.00
	Computer access card	applies	\$ 7.50	\$ 5.00
	Replacement membership card	applies	\$ 3.00	\$ 3.00
4.3	FEES FOR LOST/DAMAGED ITEMS			
	Processing fee (replacement item supplied by borrower)	applies	\$ 10.00	\$ 10.00
	Minor damage by borrower (to an item that needs repairing)	applies	\$ 10.00	\$ 10.00
	Invoice fee (charged when an invoice is generated)	applies	\$ 20.00	\$ 20.00
4.4	LIBRARY ITEMS - REPLACEMENT COSTS			
	Adult Fiction	applies	\$ 44.00	\$ 40.00
	Adult Non Fiction	applies	\$ 44.00	\$ 40.00
	Teenage & Junior Fiction	applies	\$ 27.00	\$ 25.00
	Teenage & Junior Non Fiction	applies	\$ 27.00	\$ 25.00
	Large Type	applies	\$ 44.00	\$ 40.00
	Reference	applies	\$ 135.00	\$ 125.00
	Local History	applies	\$ 135.00	\$ 125.00
	DVDs	applies	\$ 36.00	\$ 33.00
	Audio Kits - Adult		\$27.00 per item in kit to max	\$27.00 per item in kit to max
	Audio Kits - Young Adult & Junior	applies	\$135.00	\$135.00
	Music CDs	applies	\$ 36.00	\$ 33.00
	Audio Books - Adult	applies	\$ 135.00	\$ 125.00
	Audio Books - Young Adult & Junior	applies	\$ 27.00	\$ 27.00
	Playaways	applies	\$ 98.00	\$ 90.00
	Toys or Kits (total replacement required)	applies	\$ 65.00	\$ 60.00
	Toys or Kits (individual items where toy integrity isn't lost)	applies	\$ 16.00	\$ 15.00
	Magazines	applies	\$ 11.00	\$ 10.00
	Inter Library loans (from Qld Public Libraries)	applies	\$ 60.00	\$ 55.00
	Inter Library loans (from other institutions)	applies	\$ 325.00	\$ 300.00
	Languages, other than English (Community Languages)	applies	\$ 60.00	\$ 55.00
	Literacy	applies	\$ 60.00	\$ 55.00
	CD Roms	applies	\$ 35.00	\$ 33.00
	Audio replacement parts (per item)	applies	\$ 18.00	\$ 17.00
	Booklets - individual replacement costs only	applies	per Booklet	per Booklet
	Tablets	applies		\$ 100.00
4.5	MISCELLANEOUS CHARGES			
	Library Bags (each)	applies	\$ 2.00	\$ 2.00
	Library Bags (for 3)	applies	\$ 5.00	\$ 5.00
	Laminations - wallet size	applies	\$ 0.50	\$ 0.50
	Laminations - A5	applies	\$ 1.00	\$ 1.00
	Laminations - A4	applies	\$ 2.00	\$ 2.00
	Laminations - A3	applies	\$ 3.00	\$ 3.00
4.6	PHOTOCOPYING & PRINTING CHARGES			
	Black & White (A4)	applies	\$ 0.20	\$ 0.20
	Black & White (A3)	applies	\$ 0.40	\$ 0.20
	Colour (A4)	applies	\$ 0.50	\$ 0.50
	Colour (A3)	applies	\$ 1.00	\$ 1.00
	Photographs	applies	\$ 1.00	\$ 1.00
	Onto Card	applies	\$ 0.30	\$ 0.30
4.7	FAX SERVICE			
	- Local outgoing	applies	\$2.00 first page & \$1.00 each additional page	\$2.00 first page & \$1.00 each additional page
	- STD outgoing (per page)			
	- Incoming (per page)	applies	\$ 1.00	\$ 1.00
4.8	SCANNING			
	Where staff assistance is given (per item/page scanned)	applies	\$ 2.00	\$ 2.00
	scanning to email (\$2 first page, \$1 per page after -max \$5)	applies		\$ 2.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

4. LIBRARY		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
4.9	EVENTS			
	Youth & Childrens Services - craft activity (per child)	applies	\$ 2.00	\$ 2.00
	Youth & Childrens Services - party (per child)	applies	\$ 5.00	\$ 5.00
	Computer Training - participant over 65 years old		Free	Free
	Computer Training - participant with Concession Card	applies	\$ 20.00	\$ 20.00
	Computer Training - other participants	applies	\$ 40.00	\$ 40.00
	Seminars/Workshops/Special events - as per event cost	applies	per Event	per Event
4.10	ART GALLERY			
	Commission on Sales from Exhibitions	applies	20.00%	20.00%
	Invitations given to artist (after first 25 free per exhibition)	applies	\$ 1.00	\$ 1.00
	Invitations posted out (after first 25 free per exhibition)	applies	\$ 2.00	\$ 2.00
	New exhibition opening function - minimum catering charge for 50 guests. Higher charges will apply for larger numbers of guests. Charge covers food catering only, not alcohol. Alcohol will be paid for separately, dependant on amount used.			
	One Artist exhibiting	applies	\$ 270.00	\$ 270.00
	Two Artists exhibiting (each to pay)	applies	\$ 135.00	\$ 135.00
	Three Artists exhibiting (each to pay)	applies	\$ 90.00	\$ 90.00
	Multiple Artists - Home Grown exhibition (each to pay)	applies	\$ 30.00	\$ 30.00

Membership is Free to:

Persons who are residents of Lockyer Valley Regional Council, Somerset Regional Council, Ipswich City Council and Toowoomba Regional Council.
Persons who attend a school or college in Lockyer Valley Regional Council area.
Persons with permanent workplace in the Lockyer Valley Regional Council area.

A Refundable Security Deposit is payable by:

Non permanent Hotel/Motel residents.
Persons not permanently residing, attending a school or college, or working in the Lockyer Valley Regional Council area.
Persons not residing in any of the above reciprocal Regions.
Persons unable to provide identification with proof of residency.

Replacement Policy:

Books, Videos, DVDs, CDs, Audios & Magazines may be replaced by the borrower with a new copy of the same title & format.
For new non-fiction titles & magazines, the same year of publication and edition is also required.
Second-hand copies are not acceptable.

5. SWIMMING POOL		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
5.1	GATTON/LAIDLEY SWIMMING POOL:			
	GENERAL ENTRY			
	Under 2			
	Junior (2-15 yrs)	applies	\$ 2.20	\$ 2.50
	Senior (16 yrs & over)	applies	\$ 2.70	\$ 3.00
	Spectators	applies	\$ 2.70	\$ 3.00
	Season Tickets (1 Sept - 30 April)			
	Junior (2-15 yrs)	applies	\$ 130.00	\$ 150.00
	Senior (16 yrs & over)	applies	\$ 170.00	\$ 180.00
	Family (2 adults + 2 children)	applies	\$ 300.00	\$ 330.00
	Swimming Club Per Night 5.00 p.m. - 9.00 p.m.	applies	\$ 45.00	\$ 55.00
	Swimming Club Per Night 7.00 p.m. - 9.00 p.m. (Laidley)	applies	\$ 35.00	\$ 45.00
	Monthly Tickets			
	Child (2-15 yrs)	applies	\$ 18.00	\$ 20.00
	Adult (16 yrs & over)	applies	\$ 25.00	\$ 25.00
	Family (2 adults + 2 children)	applies	\$ 40.00	\$ 42.00
5.2	SCHOOL ATTENDANCES			
	School Pupils (attending with schools, under their supervision)	applies	\$ 2.00	\$ 2.00
5.3	GATTON SWIM CLUB + SCHOOLS HIRE FOR CARNIVALS			
	Hourly Rate	applies	\$45/h	\$55/hr
	Swimming Club Rooms (per month) (Gatton)	applies	\$ 5.50	\$ 5.50
	<i>NOTE: This fee is paid to Council</i>			

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

6. SALEYARDS		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
6.1	GATTON SALEYARDS			
	Municipal Saleyards Permit (annual)	applies	\$ 875.00	\$ 900.00
	Casual Use (other than registered agents) (per day)			
	<i>Yard Fees (per head)</i>			
	Pigs & Calves	applies	\$ 1.85	\$ 1.90
	Sheep	applies	\$ 1.85	\$ 1.90
	Goats	applies	\$ 0.95	\$ 1.00
6.2	LAIDLEY SALEYARDS			
	Agents Fees per day	applies	\$ 410.00	\$ 425.00
	Casual Use (other than registered agents) (per day)	applies	\$ 525.00	\$ 550.00
	<i>Yard Fees (per head)</i>			
	Cattle	applies	\$ 2.55	\$ 2.75
	Pigs & Calves	applies	\$ 1.85	\$ 1.90
	Sheep	applies	\$ 1.85	\$ 1.90
	Goats	applies	\$ 0.95	\$ 1.00
	Horses	applies	\$ 3.05	\$ 3.20
	<i>Other Fees</i>			
	Agents Fees (access fee one off payment)	applies	\$ 25,000.00	\$ 25,000.00
	Access Fee for Registered Stud Sale (all cattle must have registration papers)		Free	Free
	Dipping Fees	applies	\$ 2.65	\$ 2.00
	Minimum Charge	applies	\$ 125.00	\$ 150.00
	Holding Fees (per head) (per week or part thereof)	applies	\$ 18.50	\$ 20.00
	Open & Closing of Saleyards (weekends/public holidays)	applies	\$ 255.00	\$ 260.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

7. WASTE DISPOSAL		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
7.1	ALL REGIONAL LANDFILLS & TRANSFER STATIONS			
7.1.1	DOMESTIC WASTE			
	<i>General waste</i>			
	<i>Fixed Charges (per unit)</i>			
	Up to 0.24m ³ (240 litres) per person and/or per vehicle each day		Nil	Nil
	Sedan, SUV, Station Wagon, > 0.24m ³ (240 litres)	applies	\$ 7.00	\$ 7.00
	Trailer (maximum size 6x4)	applies	\$ 10.00	\$ 10.00
	Ute	applies	\$ 10.00	\$ 10.00
	Trailer >6x4 (non commercial)	applies	\$ 20.00	\$ 20.00
	Ute plus Trailer (maximum size 6x4)	applies	\$ 20.00	\$ 20.00
	<i>Variable Charges (per tonne/per m³)</i>			
	Truck or Trailer (greater than 6X4). Per cubic metre charge if weigh bridge not available.	applies	\$ 41.00	\$ 42.00
	Truck or Trailer (greater than 6X4). Per tonne charge if weighbridge is available.	applies	\$ 100.00	\$ 104.00
	<i>Green waste uncontaminated</i> (must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud, etc) otherwise general waste fees apply.			
	Non-Commercial Sedan, SUV, Station Wagon, Trailer (maximum size 6x4), Ute		Nil	Nil
	Larger vehicles & trailers classified as Commercial vehicles & commercial rates apply.		refer Commercial waste rates	refer Commercial waste rates
	Truck or Trailer (greater than 6X4). Commercial waste rates apply.		refer Commercial waste rates	refer Commercial waste rates
	Non LVRC resident - Sedan, SUV, Station Wagon, Trailer (maximum size 6x4), Ute	applies	\$ 15.00	\$ 16.00
	<i>Recycling</i>			
	Source separated & contaminate free. Cardboard, steel, glass, batteries, drummuster, T - tape etc placed into dedicated recycling facility.		Nil	Nil
	Gas cylinders - each	applies	\$ 7.00	\$ 8.00
7.1.2	COMMERCIAL*/INDUSTRIAL**/CONTRACT HOUSEHOLD CLEANUP WASTE			
	<i>Commercial & Businesses General Waste</i>			
	<i>General Waste</i>			
	<i>Fixed Charges (per unit)</i>			
	Less than 0.12m ³ (120 litres)	applies	\$ 7.00	\$ 8.00
	Sedan, SUV, Station Wagon, > 0.12m ³ (120 litres)	applies	\$ 10.00	\$ 12.00
	Trailer (maximum size 6x4)	applies	\$ 25.00	\$ 27.00
	Ute	applies	\$ 25.00	\$ 27.00
	Trailer >6x4	applies	\$ 37.00	\$ 39.00
	Ute plus Trailer (maximum size 6x4)	applies	\$ 50.00	\$ 52.00
	<i>Variable Charges (per tonne/per m³)</i>			
	Larger vehicles. Per cubic metre charge if weigh bridge not available.	applies	\$ 41.00	\$ 42.00
	Larger vehicles. Per tonne charge/weigh charge if weighbridge is available.	applies	\$ 100.00	\$ 104.00
	<i>Inert Waste</i>			
	<i>Clean Fill/Soil Uncontaminated</i> (i.e. contains no timber/vegetation/steel/plastic/concrete (greater than 300mm dia) stone/bricks/contaminated soil/asbestos products etc. If material contains these contaminates then material is classified as general waste & general waste fees apply).		Nil	Nil
	<i>Concrete uncontaminated</i> (i.e. contains no timber/vegetation/steel/plastic/contaminated soil/asbestos products etc. If material contains these contaminates then material is classified as general waste & general waste fees apply).			
	Per cubic metre charge if weigh bridge not available.	applies	\$ 22.00	\$ 23.00
	Per tonne charge/weigh charge if weighbridge is available.	applies	\$ 50.00	\$ 51.00
	<i>Greenwaste</i>			
	<i>Greenwaste uncontaminated</i> , (i.e. contains no steel, plastic, concrete, building products, milled/treated timber). If contaminated classed as general waste.			
	Excludes root boles.			
	Per cubic metre charge if weigh bridge not available.	applies	\$ 12.00	\$ 13.00
	Per tonne charge/weigh charge if weighbridge is available.	applies	\$ 25.00	\$ 26.00
	Per cubic metre charge if weigh bridge not available.	applies	\$ 85.00	\$ 42.00
	Per tonne charge/weigh charge if weighbridge is available.	applies	\$ 195.00	\$ 104.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

7. WASTE DISPOSAL		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
	Waste from Out of Region			
	Per cubic metre charge if weigh bridge not available.	applies	\$85.00	\$42.00
	Per tonne charge/weight charge if weigh bridge is available.	applies	\$195.00	\$104.00
	Recycling			
	Drop off of Commercial sourced recycling not permitted			
	Commercial gas cylinders not permitted			
7.1.3	SPECIAL BURIALS			
	Available Gatton Only			
	Asbestos or Contaminated Soil (EPA approved) cubic metre charge if weighbridge not available	applies	\$ 65.00	\$ 66.00
	Asbestos or Contaminated Soil (EPA approved) weight charge if weighbridge is available.		\$ 160.00	\$ 162.00
	Asbestos or Contaminated Soil (EPA approved) weight charge if weighbridge is available - Min Charge			\$41.00
	Small Animals (dogs, cats) each	applies	\$ 11.00	\$ 12.00
	Medium (goat, sheep, large dog etc) each	applies	\$ 22.00	\$ 24.00
	Large Animals (horse, cattle etc) each	applies	\$ 110.00	\$ 115.00
7.1.4	TYRES			
	Commercial Companies - Tyres Not Permitted			
	Domestic Passenger (Includes Motorcycle Tyre) - Each	applies	\$ 8.50	\$ 9.00
	Light Truck/4x4 - each	applies	\$ 17.00	\$ 17.00
	Heavy Truck - each	applies	\$ 22.00	\$ 22.00
	Super single (wide) each	applies	\$ 44.00	\$ 44.00
	Tractor/Grader - each	applies	\$ 140.00	\$ 160.00
	Large earthmoving/mining equipment tyres not permitted			
	With Rim attached additional charge per tyre	applies	\$ 20.00	\$ 20.00
7.1.5	GREENWASTE MULCH SALES			
	Domestic load less than 1m³. (i.e. approx one 6 x 4 trailer load) Limited to one load per per vehicle each day	applies	Nil	Nil
	Commercial quantities > minimum 2m³ (Quote at market value)	applies	Quote	Quote
	Community use - Approval must be obtained with statutory declaration			Nil
7.1.6	OZONE PROTECTION			
	Refrigeration/Freezer/Air Conditioning Units WITH GAS	applies	\$ -	\$ 10.00
7.2	SHARPS WASTE DISPOSAL			
	1 X 2kg Sharps Safe disposal fee	exempt	\$ 20.00	\$ 20.00
	1 X 4.5 litre	exempt	\$ 22.00	\$ 22.00
	1 X 12.5 litre Sharps Safe disposal fee	exempt	\$ 32.00	\$ 32.00

Note - State Government Waste Levy Nil from 1 July 2012.

* "Commercial" includes but not limited to any of the following:

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) a farm
- (f) an office, shop or other premises where business or work, other than a manufacturing process, is carried out.
- (g) a person/operator &/or company that is carrying out work/business for fee or reward.

(h) Council waste. The relevant fee for the type of Council waste will commence from 1 July 2014. This charge will be applied through Work Order numbers.

** "Industrial" includes a manufacturing process.

"General Waste" excludes gas cylinders, tyres, asbestos, contaminated soil, dead animals, refrigeration/freezer/air conditioning units with gas & electronic waste.

Refrigeration/Freezer/Air Conditioning Units without gas is classed as Scrap Metal

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

8. CEMETERIES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
GATTON, LAIDLEY, CAFFEY & MURPHYS CREEK:				
8.1	GENERAL CEMETERY			
	Application for Burial (Unreserved Land - Double Depth)	applies	\$ 685.00	\$ 715.00
	Application for Reservation of Plot (Double Depth)	applies	\$ 710.00	\$ 740.00
	Extra Depth (additional fee)			
	Interment Fee	applies	\$ 950.00	\$ 990.00
	Interment Fee for Child (Children's section only - age 12 & under)	applies	\$ 475.00	\$ 495.00
	Land for Child Grave	applies	\$ 335.00	\$ 350.00
	Breaking of Concrete on Graves (extra fee)	applies	Cost + GST	Cost + GST
	Land for Burial of Ashes (1/2 plots)	applies	\$ 335.00	\$ 350.00
	Burial of Cremation Ashes	applies	Cost + GST	\$ 120.00
	Re-Opening Grave / Exhumation	applies	Cost + GST	Cost + GST
	Hand Digging (additional fee)	applies	\$ 430.00	\$ 450.00
	Application for Monumental Work and Plaque Modifications	applies	\$ 60.00	\$ 60.00
	Note: Overtime rates apply to funerals booked after 2.30PM on workdays			
8.1.1	OVERTIME RATES			
	Overtime rates apply to funerals booked after 2.30pm on workdays, and anytime on weekends and public holidays			
	per hour or part there of to a maximum of \$450.00	applies		\$150.00 / hr
		applies	\$ 430.00	\$ 430.00
8.2	COLUMBARIUM			
	Purchase of Columbarium Space - including			
	Cost of Plaque (first inscription only)			
	- Single	applies	\$ 380.00	\$ 395.00
	- Double	applies	\$ 430.00	\$ 450.00
	- Family	applies	\$ 540.00	\$ 565.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

9. SHOWGROUNDS	GST	Current Fee 2013/2014	Proposed Fee 2014/2015
Pavilion Session	applies	\$ 25.00	\$ 25.00
First Floor Function Room			
Bond	exempt	\$ 150.00	\$ 150.00
Hire (all day)	applies	\$ 150.00	\$ 160.00
Hire / hr			\$ 20.00
The Manager Community Facilities & Manager Gatton Sports Centre are authorised to use their discretion in relation to a reduction in fees for block bookings in off-peak periods.			

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

10. PUBLIC HALLS & FUNCTION ROOMS		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
PUBLIC HALLS & FUNCTION ROOMS				
10.1	GATTON SHIRE HALL			
	Bond with Alcohol	exempt	\$ 485.00	\$ 500.00
	Bond without Alcohol	exempt	\$ -	\$ 250.00
	Event Hire of Foyer (includes kiosk, tables and chairs)	applies	\$ -	\$ 230.00
	Event Hire of Auditorium (includes tables, chairs, stage and kitchen facilities)	applies	\$ -	\$ 400.00
	Event Hire of Meeting Room (includes tables, chairs and kitchen facilities)	applies	\$ -	\$ 290.00
	Event Hire of Whole Complex (includes tables, chairs, kitchen and kiosk facilities)	applies	\$ -	\$ 620.00
	Regular Hire Fee - venue use at least once per month	applies	\$ -	\$30.00 / hr
	CUTLERY & CROCKERY HIRE			
	Cutlery and crockery hire includes the hire of glassware, beer jugs and dinner sets	applies	\$ -	\$ 100.00
10.2	ROOMS AT GATTON SHIRE HALL			
	Pottery Club - per annum	applies	\$ 310.00	\$ 325.00
	Lapidary Club - per annum	applies	\$ 310.00	\$ 325.00
10.3	LAIDLEY CULTURAL CENTRE			
	Bond with Alcohol	exempt	\$ -	\$ 500.00
			\$ -	\$ 250.00
	Bond without Alcohol	exempt	\$ -	\$ 350.00
	Event Hire for Function Room (includes table, chairs, kitchen, bar and toilet facilities)	applies		
	Event Hire of Auditorium (includes table, chairs, kitchen, bar and toilet facilities)	applies	\$ -	\$ 350.00
	Event Hire of Whole Complex (includes table, chairs, kitchen, bar and toilet facilities)	applies	\$ -	\$ 595.00
	Regular Hire Fee - venue use at least once per month	applies	\$ -	\$25.00 / hour
10.4	LAIDLEY CULTURAL CENTRE - SQUASH COURTS			
	Per Court - per hour or part thereof	applies	\$ 12.00	\$ 12.00
	Entire Complex - per hour or part thereof	applies	\$ 24.00	\$ 24.00
	a) Hire of entire complex grants exclusive use to hirer of all squash court facilities for the period of hire.			
	b) No casual hire permitted after 10.00pm Monday-Friday, OR weekends, OR public holidays			
10.5	PRE-PAYMENT			
	Type of Hire - per court			
	Unlimited use of squash court/per court:			
	Per Month	applies	\$ 60.00	\$ 65.00
	Per Quarter	applies	\$ 110.00	\$ 115.00
	Per Annum	applies	\$ 300.00	\$ 310.00
10.6	HIRE OF KENSINGTON GROVE HALL			
	Hire of Kensington Grove Hall	applies	\$ 35.00	\$ 35.00
	Bond	exempt	\$ 65.00	\$ 100.00
10.70	HELIDON COMMUNITY CENTRE			
	Bond without Alcohol		\$ -	\$ 250.00
	Bond with Alcohol		\$ -	\$ 500.00
	Event Hire Whole of Complex	applies	\$ -	\$ 250.00
	Regular Hire Fee - venue use at least once per month	applies	\$ -	\$ 25.00
10.8	MURPHYS CREEK COMMUNITY HALL			
	Bond without Alcohol	exempt	\$ -	\$ 250.00
	Bond with Alcohol	exempt	\$ -	\$ 500.00
	Event Hire Whole of Complex	applies	\$ -	\$ 250.00
	Regular Hire Fee - venue use at least once per month	applies	\$ -	\$ 20.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

10. PUBLIC HALLS & FUNCTION ROOMS		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
10.9	GRANTHAM BUTTER FACTORY			
	Bond without Alcohol	applies	\$ -	\$ 500.00
	Bond with Alcohol	applies	\$ -	\$ 1,000.00
	Event Hire Whole of Complex	applies	\$ -	
	Event Hire Function Room	applies	\$ -	\$ 700.00
	Event Hire Community Area	applies	\$ -	\$ 300.00
	Regular Hire of Community Area only - venue use at least once a month	applies	\$ -	\$25.00 / hr
10.10	WITHCOTT CWA HALL			
	Bond without Alcohol	exempt	\$ -	\$ 100.00
	Bond with Alcohol	exempt	\$ -	\$ 200.00
	Event Hire Whole of Complex	applies	\$ -	\$ 70.00
	Regular Hire Fee - venue use at least once per month	applies	\$ -	\$5.50/hr

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

11. CHILDCARE CENTRE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
11.1	GATTON CHILDCARE CENTRE			
	<i>Per Child:</i>			
	Hourly rate	exempt	\$ 22.00	\$ 25.00
	Afternoon session	exempt	\$ 22.00	\$ 23.00
	Daily rate	exempt	\$ 64.00	\$ 66.00
	Weekly rate	exempt	\$ 300.00	\$ 310.00
	Before School Care	exempt	\$ 20.00	\$ 21.00
	Vacation Care (per day)	exempt	\$ 60.00	\$ 62.00
	All fees subject to Fee Relief subsidies			
11.2	KENSINGTON GROVE CHILDCARE CENTRE			
	<i>Per Child:</i>			
	Hourly rate	exempt	\$ 22.00	\$ 25.00
	Daily rate	exempt	\$ 62.00	\$ 64.00
	Weekly rate	exempt	\$ 300.00	\$ 310.00
	All fees subject to Fee Relief subsidies			

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

12. BUILDING SERVICES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
12.1	BUILDING			
	ALL FEES DO NOT INCLUDE LODGEMENT FEE. LODGEMENT FEE IS TO BE ADDED TO BASE FEE FOR ALL CLASSES.			
	Lodgement Fee (New Detached Dwgs) Electronic Lodgement	exempt	\$ 200.00	\$ 200.00
	Lodgement Fee (New Detached Dwgs) Hard Copy Lodgement	exempt	\$ 200.00	\$ 230.00
a)	New Dwellings/Removal Dwellings (up to 150 m ²)	applies	\$ 975.00	\$ 1,170.00
	New Dwellings/Removal Dwellings (151 - 250 m ²)	applies	\$ 1,050.00	\$ 1,260.00
	New Dwellings/Removal Dwellings (251 - 350 m ²)	applies	\$ 1,150.00	\$ 1,380.00
	New Dwellings/Removal Dwellings (over 350 m ²)	applies	\$ 1,400.00	\$ 1,680.00
	Extra for second habitable storey	applies	add 15%	add 15%
b)	Additions, alteration/extension to dwelling (including raising & restumping)	applies	up to 30m2 - \$485.00 + \$3.35/m2 over 30m2	up to 30m2 - \$580.00 + \$4/m2 over 30m2
c)	Internal Alterations (irrespective of area) (no increase in gfa)	applies	\$ 360.00	\$ 430.00
d)	Approval of existing unapproved structures Class 1 or 10, fee to be added to building application fees	applies	20% of application fee	20% of application fee
e)	Patio/pergolas/verandas	applies	up to 30m2 - \$385.00 + \$3.10/m2 over 30m2	up to 30m2 - \$460.00 + \$4/m2 over 30m2
f)	Demolition Permits (Note: moved from 13.7)	applies	\$ 380.00	\$ 450.00
g)	Certificate of Classification where not previously issued to be charged at \$140/hr. Estimate provided after payment of minimum fee	applies	Min fee \$240.00 Estimate required charge \$110.00/hr	Min fee \$290.00 Estimate required charge \$140.00/hr
h)	Change of classification from class 1 to 10a	applies	\$ 215.00	\$ 260.00
	Change of classification from class 10a to 1a	applies	Min fee as for new dwelling but by quote	Min fee as for new dwelling but by quote
	Change of classifications - all other types	applies	60% of relevant	60% of relevant
12.2	UNITS CLASS 1, 2 & 3			
	Lodgement fee (Hard Copy Lodgement)	exempt	\$ 300.00	\$ 350.00
	Lodgement fee (Electronic Lodgement)	exempt	\$ 300.00	\$ 300.00
a)	Units (Class 1, 2 & 3 including duplex, town houses, motel, boarding house, etc.) also including additions or alterations.	applies	min up to 100m2 \$690 plus \$5.70/m2 over 100m2	min up to 100m2 \$830 plus \$6.80/m2 over 100m2 but under 500m2 - Over 500m2 by quote
12.3	COMMERCIAL/INDUSTRIAL (CLASS 4,5,6,7,8,9)			
	Lodgement fee (Hard Copy Lodgement)	exempt	\$ 300.00	\$ 350.00
	Lodgement fee (Electronic Lodgement)	exempt	\$ 300.00	\$ 300.00
a)	Commercial/Industrial (Class 4,5,6,7,8 & 9) including alterations	applies	min up to 100m2 \$520 plus \$3.90/m2 over 100m2	min up to 100m2 \$620 plus \$4.60/m2 over 100m2 but under 500m2 - Over 500m2 by quote

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

12. BUILDING SERVICES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
b) Additional fees for budget accommodation & residential services buildings			Refer 10.2 (g) & (i)	Refer 10.2 (g) & (i)
12.3. SPECIAL STRUCTURES, TEMPORARY BUILDING (Buildings that cannot be classified in any other class)				
Lodgement fee (Electronic Lodgement)		exempt	\$ 200.00	\$ 300.00
Lodgement fee (Hard Copy Lodgement)		exempt	\$ 300.00	\$ 350.00
a) New Buildings & Additions		applies	By Quote min \$500.00	By Quote min \$520.00
12.4 CLASS 10 (OUTBUILDINGS, CARPORTS, FARM BUILDINGS ETC.)				
Lodgement fee (Electronic Lodgement)		exempt	\$ 200.00	\$ 200.00
Lodgement fee (Hard Copy Lodgement)		exempt	\$ 200.00	\$ 230.00
a) New Buildings & Additions (up to 60 m ²) plus lodgement fee		applies	\$ 315.00	\$ 380.00
b) New Buildings & Additions (60 - 100 m ²) plus lodgement fee		applies	\$ 405.00	\$ 480.00
c) New Buildings & Additions (over 100 m ²) plus lodgement fee		applies	\$ 515.00	\$ 620.00
12.5 CLASS 10b SWIMMING POOLS				
Lodgement fee (Electronic Lodgement)		exempt	\$ 200.00	\$ 200.00
Lodgement fee (Hard Copy Lodgement)		exempt	\$ 200.00	\$ 230.00
a) Aboveground Swimming Pool/Spa & Fence or Pool Fence only		applies	\$ 450.00	\$ 540.00
b) In-ground Swimming Pool & Fence		applies	\$ 540.00	\$ 650.00
12.6 OTHER CLASS 10b				
Lodgement fee (Electronic Lodgement)		exempt	\$ 200.00	\$ 200.00
Lodgement fee (Hard Copy Lodgement)		exempt	\$ 200.00	\$ 230.00
a) eg. Sign, Retaining Wall (over 1.0m high), Silo		applies	\$ 400.00	\$ 480.00
12.7 MISCELLANEOUS BUILDING FEES				
a) Re-inspection fees		applies	\$ 195.00	\$ 200.00
Re-inspection fee (minor)		applies	\$ 80.00	\$ 100.00
b) Inspection Requested (where current period has lapsed)				
Class 1 & 10 (less than 10 yrs old)		applies	\$ 300.00	\$ 360.00
Other Classes		applies	By Quote	By Quote
c) Inspection fee including inspections requested by Private Certifiers for Class 1 & 10a buildings (within LVRC area)		applies	\$ 105.00	\$ 140.00
d) Private Certification Inspection fees (outside LVRC area)		applies	Min \$110.00	Min \$140.00 plus \$1.40 per klm travelled outside of LVRC Region
e) Amendment to plans or application				
Minor		applies	\$ 105.00	\$ 125.00
Major		applies	By Quote min \$240	By Quote min \$250
f) Negotiated Decisions				
Commercial Rates on Time Basis - minimum charge:		applies	\$110 / hr	\$140 / hr
g) Extension of Currency Period (before permit expiry date)		applies	25% of current fees, no lodgement fee	25% of current fees, no lodgement fee

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

12. BUILDING SERVICES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
h)	Refund of Fees		To be determined by Manager of Building Services by quote	To be determined by Manager of Building Services by quote
i)	Request to Change/Cancel Conditions (per condition)	applies	min \$110 subject to quotation	min \$125 subject to quotation
j)	Referral Services on behalf of applicant			
	Charge per Agency Referred	applies	by Quote min \$110	by Quote min \$125
12.8	QUEENSLAND FIRE & RESCUE AUTHORITY CHARGES For current schedule of fees please contact Queensland Fire & Rescue Service (07 32806808)			
12.9	BUSHFIRE ASSESSMENT Bushfire Inspection & Assessment & Report including BAL determination	applies	\$ 430.00	by Quote min \$280

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

13. PLUMBING SERVICES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
13.1	HYDRAULIC DESIGN SERVICES (DOMESTIC)			
	Domestic OSSF Design	applies	\$ 580.00	\$ 580.00
	Domestic OSSF Design (for commercial entity) subject to quote	applies	By Quote	By Quote
	Amended OSSF Design (LVRC, GSC, LSC original design)	applies	\$ 170.00	\$ 175.00
	Amended OSSF Design (original design by others)	applies	\$ 400.00	\$ 415.00
13.2	COMMERCIAL DESIGNS			
	Minimum fee (subject to quote)	applies	\$ 286.00	\$ 300.00
	Research & Site visit (if required)	applies	\$ 125.00	\$ 130.00
13.3	SITE & SOIL EVALUATION & REPORT FOR SUBDIVISIONS IN UNSEWERED AREAS			
	Minimum fee (subject to quote)	applies	By Quote	By Quote

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

14. CAMPING GROUNDS & RECREATION RESERVES		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
14.1	RENTAL OF RECREATION RESERVES OR COUNCIL LANDS			
	Laidley Sports & Recreation Reserve			
	Bond for non-regular users - fully refundable with conditions	applies	\$ 55.00	\$ 57.00
	Entire Complex (subject to availability):			
	Up to 4 hours duration	applies	POA	POA
	Greater than 4 hours duration	applies	POA	POA
	Part thereof:			
	Up to 4 hours duration	applies	POA	POA
	Greater than 4 hours duration	applies	POA	POA
	Forest Hill Recreation Reserve			
	Up to 4 hours duration	applies	POA	POA
	Greater than 4 hours duration	applies	POA	POA
	(Subject to availability)	applies	POA	POA
14.2	CAMPING FEES - COUNCIL OWNED CAMPING GROUNDS			
	Camping Grounds			
	<i>PAY FOR FIRST NIGHT, SECOND NIGHT FREE</i>			
	Caravan site (per site, per day)	applies	\$ 24.00	\$ 25.00
	Camping site (per site, per day)	applies	\$ 12.00	\$ 12.00
	Weekly Rate (6 days plus one free)			\$ 144.00
	Bond for key for facilities at Lake Dyer	exempt	\$ 25.00	\$ 25.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

15. WITHCOTT SPORTS CENTRE		GST	Current Fee 2013/2014	Proposed Fee 2014/2015
15.1	HIRE			
	Bond without Alcohol			\$ 250.00
	Bond with Alcohol			\$ 500.00
	Hire of Meeting Room (Includes Toilets and Kitchenette)			\$ 20.00
	Event Hire Whole of Complex			\$ 250.00
	Regular Hire Fee - venue use at least once a month			\$ 25.00
	Kitchen / Kiosk (per season)			\$ 200.00

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

16. ENGINEERING		GST	Current Fee	Proposed
16.1	RURAL ADDRESS REPLACEMENT NUMBER PLATE	applies	\$ 14.00	\$ 15.00
16.2	INSTALLATION OF PIPES etc ON OR UNDER ROAD (ROAD			
	Bitumen	applies	POA	POA
	Other than bitumen	applies	POA	POA
16.3	CONCRETE KERB			
	Alteration to existing layback kerb	applies	POA	POA
16.4	VEHICULAR ACCESSES			
	375 mm pipe crossing	applies	POA	POA
	All other types of crossings	applies	POA	POA

Copy of Copy of LVRC Commercial Fees and Charges 2014-2015 V2

13. PLANNING AND DEVELOPMENT SERVICES REPORTS

13.1 Queensland Urban Utilities (QUU) 2014-19 Corporate Plan

Date: 22 May 2014
Author: Mark Piorkowski, Executive Manager Planning & Development Services
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

Council has received request from QUU for Council to endorse their 2014-19 Corporate Plan.

RESOLUTION:
THAT Council endorse the Queensland Urban Utilities (QUU) 2014-19 Corporate Plan.

Report

1. Introduction

- Lockyer Valley Regional Council maintains an ongoing working relationship with 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.
- Owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils and governed by an independent Board.
- Tasked to deliver drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.
- 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.

3. Report

Under section 14.1 (c) (v) of the Central SEQ Distributor Retailer Participation Agreement, Queensland Urban Utilities is required to review its Corporate Plan "within one month of the end of each financial year, so that the Corporate Plan, at all times, covers a five year period".

QUU are committed to delivering the Corporate Plan by the end of each financial year. This commitment supports their business planning cycle, enabling them to develop and communicate the next year's operational plans before commencement of the financial year.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

QUU's statement of purpose and vision remain unchanged and their strategic direction continues to be expressed through their four strategic pillars. The key focus areas and outcomes within each strategic pillar have been revised based on consultation with their Board to provide clear focus over the next five years to achieve their vision. These are stated within the QUU corporate plan as the following:

- Customer - Key focus on the segmentation of our customer groups, with each group then supported by the relevant products and services, service standards, delivery channels, pricing and tariffs, and relationship management models.
- Shareholders and communities - Two clear focus areas. Firstly, to develop our stakeholder relationships to drive an environment that supports QUU's vision and purpose. Secondly, to ensure we understand and achieve the correct balance between our shareholders' aspirations, financial risk and return, community development and service to customers.
- Operational excellence - Continues the Queensland Urban Utilities journey from stabilising since transition, to driving efficiency into the business, at the same time delivering products and service quality and cost reduction.
- People - Recognising people as our most precious resource, working towards developing an efficient and adaptable workforce aligned to our purpose, vision and values.

The corporate report for Lockyer Valley confirms commitments made by QUU to service the region and in particular growth areas such as Plainland. Of particular note are QUU's assumptions underlining their financial forecasts which rely on development and population growth. Whilst 2014/15 would reflect the ongoing trends of "very low growth" expectations for growth following next financial year will begin to lift to "levels experienced prior to 2010/11" which were also good years for growth in Lockyer Valley. This is consistent with other similar forecasts for growth in SEQ.

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 allocations.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Chief Executive Officer will manage the requirements in line with existing delegations.

7. Communication

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

8. Conclusion

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

That Council note QUU's corporate plan and that they have stated an ongoing commitment to delivering infrastructure that will cater to Lockyer Valley's planned growth. Also it is worth noting the growth assumptions underlying their own financial forecasts foreshadow better growth and development for Lockyer Valley beyond the next financial year.

9. Action/s

That Council endorse the Queensland Urban Utilities (QUU) 2014-19 Corporate Plan.

Attachments

1 QUU Corporate Plan 33 Pages

Mayor ✓
CEO ✓

Office of the Board Chairman
Level 2, 15 Green Square Close
Fortitude Valley QLD 4006

GPO Box 2765
Brisbane QLD 4001

24 April 2014

Councillor Steve Jones
Mayor
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343

COPY



Dear Mayor

Queensland Urban Utilities 2014-19 Corporate Plan

I am pleased to enclose Queensland Urban Utilities' 2014-19 Corporate Plan for your consideration and approval.

Under section 14.1(c)(v) of the Central SEQ Distributor Retailer Participation Agreement, Queensland Urban Utilities is required to review its Corporate Plan "within one month of the end of each financial year, so that the Corporate Plan, at all times, covers a five year period".

We are committed to delivering the Corporate Plan by the end of each financial year. This commitment supports our business planning cycle, enabling us to also develop and communicate the next year's operational plans before commencement of the financial year.

Our purpose and vision remain unchanged. Our plan reinforces our purpose, to "Enrich quality of life". Our strategic direction continues to be expressed through the four strategic pillars. These pillars serve as a constant reminder of the priorities which will help us achieve our vision, to be "recognised for our excellence in water and sewerage services that meet the evolving needs of our customers and enhance our communities".

The key focus areas and outcomes within each strategic pillar have been revised based on consultation with the Board to provide clear focus over the next five years to achieve our vision:

- **Customer** – Key focus on the segmentation of our customer groups, with each group then supported by the relevant products and services, service standards, delivery channels, pricing and tariffs, and relationship management models.

ABN 86 673 835 011

Cont'd/.....

General Enquiries 13 26 57 | Faults and Emergencies 13 23 64 | www.urbanutilities.com.au

- **Shareholders and communities** – Two clear focus areas. Firstly, to develop our stakeholder relationships to drive an environment that supports QUU's vision and purpose. Secondly, to ensure we understand and achieve the correct balance between our shareholders' aspirations, financial risk and return, community development and service to customers.
- **Operational excellence** - Continues the Queensland Urban Utilities journey from stabilising since transition, to driving efficiency into the business, at the same time delivering products and service quality and cost reduction.
- **People** – Recognising people as our most precious resource, working towards developing an efficient and adaptable workforce aligned to our purpose, vision and values.

Our strategic success measures remain predominantly unchanged, and will allow us to track our progress against the delivery of our strategic direction.

In the interests of timely planning, I ask that you formally consider and approve the attached Corporate Plan during your May Council meeting cycle.

We look forward to working with you and your team to support your aspirations and goals over the coming years, including the reporting of progress on the deliver our strategic direction and the achievement of our vision.

If you have any questions regarding the Corporate Plan, please contact Mark Leticia, Executive Leader Governance on 3855 6701.

Yours sincerely



GEOFF HARLEY
Chairman
Queensland Urban Utilities

cc: **Mr Ian Flint**
Chief Executive Office
Lockyer Valley Regional Council

Queensland Urban Utilities Board Members

Enc. Queensland Urban Utilities 2014-19 Corporate Plan



2014-19 **CORPORATE PLAN**

ENRICH QUALITY OF LIFE



TABLE OF CONTENTS

EXECUTIVE SUMMARY	04	OPERATIONAL EXCELLENCE	15
OUR BUSINESS	05	Our key focus areas	15
Who we are	05	Challenges and opportunities	15
What we do	05	Our key outcomes	15
Our assets and infrastructure	05	Strategic success measures	16
Our location	06	PEOPLE	17
OUR OPERATING ENVIRONMENT	07	Our key focus areas	17
OUR STRATEGY AND RISK MANAGEMENT	08	Challenges and opportunities	17
Strategic framework	08	Our key outcomes	17
Risk management	08	Strategic success measures	18
OUR STRATEGIC DIRECTION	10	PRUDENT FINANCIAL MANAGEMENT	19
Our purpose	10	Financial challenges	19
Our vision	10	Assumptions	20
Our values	10	Infrastructure delivery	21
Our strategic pillars	10	Capital program	22
CUSTOMERS	11	FINANCIAL STATEMENTS	23
Our key focus areas	11	Income statement	23
Challenges and opportunities	11	Balance sheet	24
Our key outcomes	11	Cash flow statement	25
Strategic success measures	12	Transactions with owners	25
SHAREHOLDERS AND COMMUNITIES	13	Key financial measures	26
Our key focus areas	13	Shareholding rights on issue	26
Challenges and opportunities	13	APPENDIX I	27
Our key outcomes	13	Risk profile	27
Strategic success measures	14		

EXECUTIVE SUMMARY

Queensland Urban Utilities is pleased to present our 2014-19 Corporate Plan, which has been prepared in accordance with the requirements of the Central SEQ Distributor Retailer Participation Agreement.

The plan reinforces our future direction, goals and priorities.

Our purpose, to "Enrich quality of life", remains unchanged. As does our vision, to "...be recognised for our excellence in water and sewerage services that meet the evolving needs of our customers and enhance our communities". Our four strategic pillars also remain unchanged and continue to serve as a constant reminder of the priorities that will help us to achieve our purpose and vision.

Under each strategic pillar, the key focus areas and outcomes have been revised to provide a clear focus over the next five years to achieve our vision:

- **Customer** – There will be a key focus on the segmentation of our customer groups. Each group will be supported by relevant products and services, service standards, delivery channels, pricing and tariffs, and relationship management models.

- **Shareholders and Communities** – There will be two clear focus areas. The first will focus on the development of our stakeholder relationships to drive an environment that supports our purpose and vision. The second will ensure we understand and achieve the correct balance between our shareholders' aspirations, financial risk and return, community development, and service to customers.

- **Operational Excellence** – We will continue our journey from stabilising since transition, to driving efficiency into the business, while simultaneously delivering quality products and services and cost reductions.

- **People** – We will recognise people as our most precious resource and work towards developing an efficient and adaptable workforce that is aligned to our purpose, vision and values.

Our strategic success measures remain predominantly unchanged, and will allow us to track our progress against the achievement of our vision and purpose.

OUR BUSINESS

WHO WE ARE

On 1 July 2010, we were established as a distributor-retailer under the provision of the *South East Queensland Water (Distribution and Retail Restructuring) Act 2009* and as a service provider under the *Water Supply (Safety and Reliability) Act 2008*.

Our shareholders are the councils of Brisbane, Ipswich, Lockyer Valley, Scenic Rim, and Somerset, and we are governed by an independent Board.

WHAT WE DO

We are primarily responsible for delivering drinking water, recycled water and sewerage services to over 1.3 million customers in South East Queensland.

To support these core services, we undertake the following functions:

1. Provision for water distribution, sewage transportation and treatment including:
 - demand forecasting and management,
 - asset planning,
 - asset management and alterations.
2. Customer interface and service provision relating to:
 - water meter management and data,
 - residential billing and customer management,
 - bulk water billing and contract management,
 - direct supply to large customers, including trade waste management,
 - development assessments.

3. Enabling functions for business sustainability including:

- strategy deployment,
- financial and people management,
- legal, governance and risk management,
- environmental management,
- community and stakeholder management,
- regulatory and legislative compliance,
- information, communication and technology management,
- procurement and contract management.

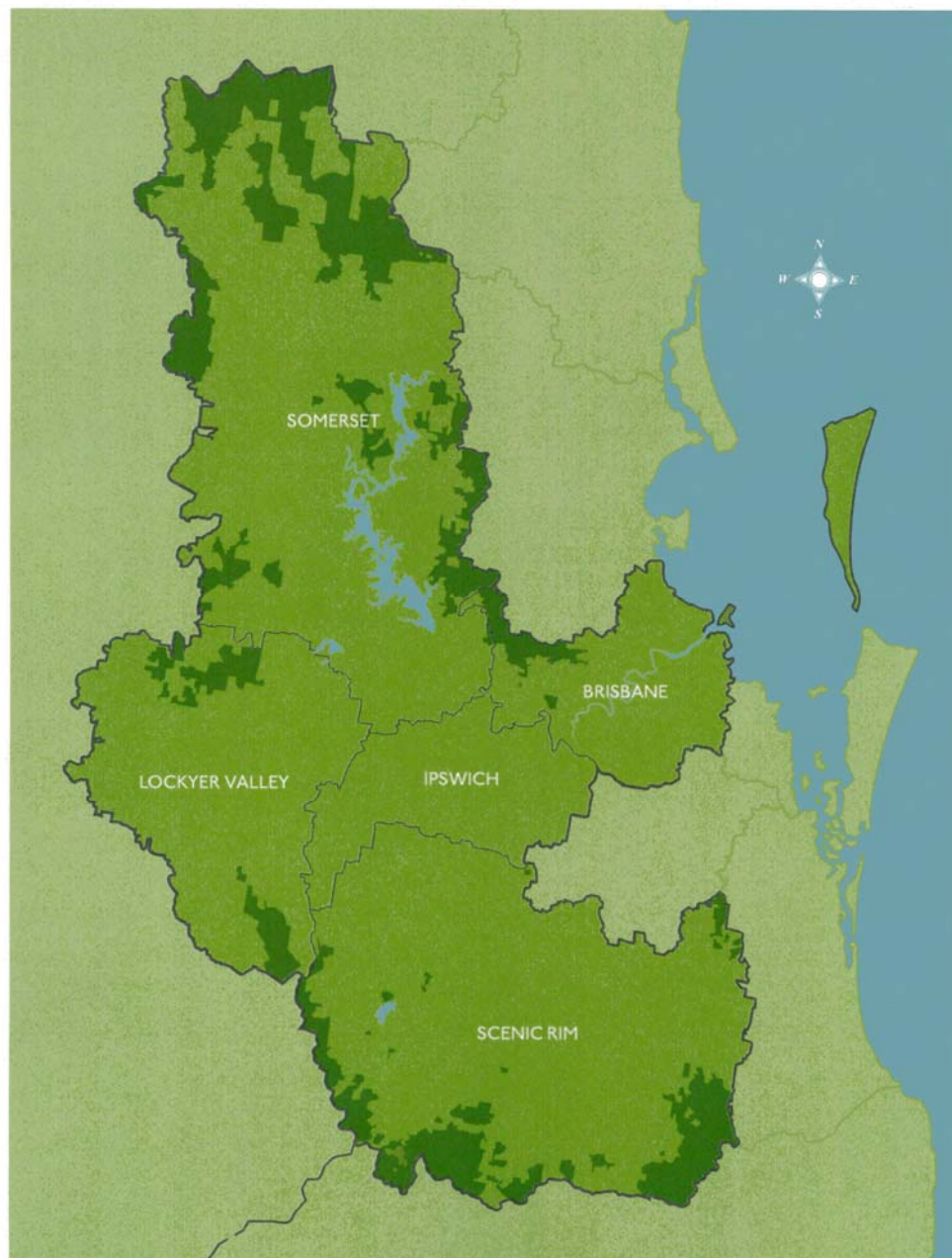
OUR ASSETS AND INFRASTRUCTURE

We deliver our services via an extensive \$4.9 billion infrastructure network, comprising:

- 125 water reservoirs,
- 41 water pump stations,
- 107 water boosters,
- 336 sewage pump stations,
- 27 sewage treatment plants,
- 8,967km of water mains,
- 9,152km of sewerage mains.

OUR LOCATION

Our 14,384km² service territory is made up of five areas: Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset. This area equates to around two-thirds of South East Queensland.

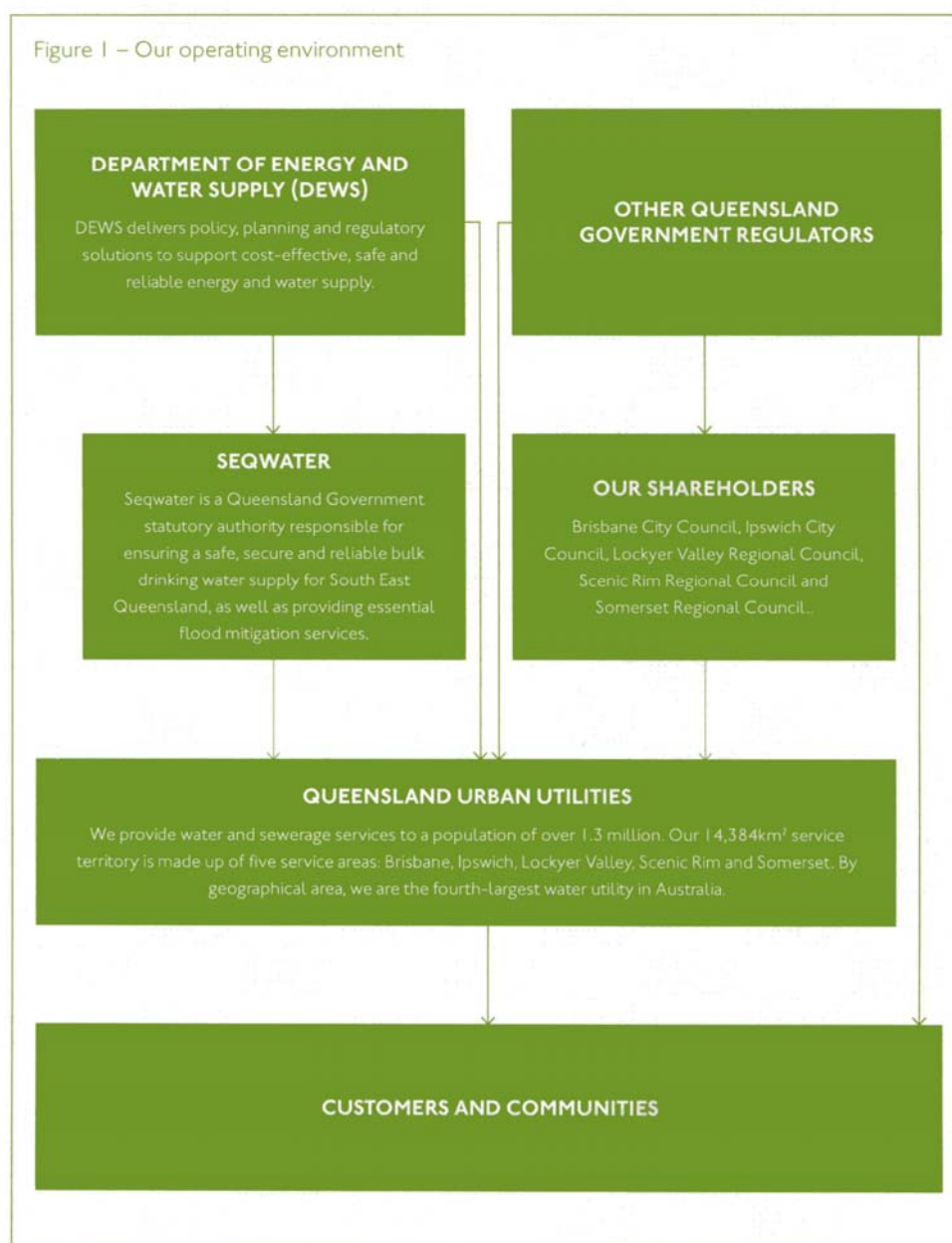


OUR OPERATING ENVIRONMENT

On 1 January 2013, the environment in which we operate was reformed under the South East Queensland Water (Restructuring) and Other Legislation Amendment Act 2012. The reform saw three South East Queensland bulk water entities (Seqwater, LinkWater and the SEQ Water Grid Manager) amalgamated into one bulk water supplier, Seqwater.

Our operating environment can be seen in Figure 1.

Figure 1 – Our operating environment



OUR STRATEGY & RISK MANAGEMENT

STRATEGIC FRAMEWORK

Our Board, in consultation with shareholders, sets the strategic direction. This strategic direction is documented and formalised through our five-year Corporate Plan.

Our strategic direction will enable us to achieve our purpose and vision. It is guided by our four strategic pillars, each of which has key focus areas, supported by desired outcomes.

In 2012/13, we revised our business planning framework to further support the implementation of our strategic direction (Figure 2). The purpose of the revised framework is to:

- further align our strategic planning with our risk management and financial management,
- identify the initiatives and actions required to implement the strategic direction,
- provide alignment around how all employees will contribute to implementing our strategic direction,
- promote individual accountability for specific initiatives, actions and performance outcomes,
- enable ongoing reporting to employees, the Board, shareholders and the public regarding progress against our strategic direction.

Our Operational Plan is a financial year summary of the Corporate Plan. It outlines the initiatives and actions we will focus on during that year to achieve our strategic direction, as well as the services we will deliver and associated risks we will manage in delivering those services.

Supporting the Operational Plan are our internal group plans, which outline the accountabilities, actions and performance outcomes for employees within the group that will contribute towards delivering our strategic direction.

RISK FRAMEWORK

Our risk framework ensures our ability to manage risk by embedding a culture and capability that can rapidly adapt and respond to dynamic changes, demands, opportunities and threats, thereby safeguarding the sustainability and reputation of the business.

Our risk framework was developed and implemented in accordance with the AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines. This enables the achievement of our strategic direction and compliance with relevant legal and regulatory requirements. It also facilitates risk-based planning and decision making, promotes and supports a risk-focused culture, and improves organisational resilience.

Our risks are managed at strategic, group and operational levels. Our strategic risks are reviewed and updated as part of the strategic planning process and have the potential to materially impact the achievement of our strategic direction.

Our current strategic risk profile is attached as Appendix I.

Figure 2 – Our strategic framework



OUR STRATEGIC DIRECTION

OUR PURPOSE

Enrich quality of life

OUR VISION

We will be recognised for our excellence in water and sewerage services that meet the evolving needs of our customers and enhance our communities.

OUR VALUES

We embrace and live our values every day:



OUR STRATEGIC PILLARS

Our strategic pillars support the delivery of our vision and guide our actions every day:

Customer

We understand our customers and deliver a quality service that meets their evolving needs.

Shareholders and Communities

We understand our shareholders' aspirations and are accountable to them and their communities.

Operational Excellence

We innovate to drive operational excellence to achieve outcomes at the lowest long-term cost.

People

We are safe, adaptable, capable and committed to achieving our vision and living our values.

CUSTOMERS

We understand our customers and deliver a quality service that meets their evolving needs.

OUR KEY FOCUS AREAS

- Customer-segmented service strategies
- Service continuity and consistent customer experience
- Customer insights and engagement

CHALLENGES AND OPPORTUNITIES

To achieve our vision and purpose, we will have to overcome a number of challenges, as well as identify and take advantage of opportunities as they present themselves. These include:

- customers have increased expectations of improved levels of service, balanced with prices that are maintained or reduced,
- advancing technology driving customers' expectations of access to services at times and via platforms convenient to them, as well as access to real-time information,
- changes to legislation creating a unique opportunity to develop tailored solutions to support future development in our communities.

OUR KEY OUTCOMES

Customer-segmented service strategies

A key outcome for us over the next five years is to move to a segment-based service delivery model. This will involve understanding the unique requirements of each segment, developing service strategies to suit each, then implementing changes within the business to support those service strategies.

Our customer segmentation strategies will be driven by an ongoing customer insights and market intelligence program. This program will provide research and analytics and build our understanding of customer needs and expectations.

A staged implementation approach will be adopted, with segment-based service strategies progressively implemented across the agreed segments.

While creating opportunities, this will also create significant challenges in ensuring our differentiated service strategies are well communicated and processes are in place to enable customers to self-select the services they require.

Service continuity and consistent customer experience

The continual provision of services to agreed standards and customers' expectations will always be a priority in our day-to-day operations.

We will continue to identify and implement innovative solutions to ensure our services continue to be reliable, cost effective and customer-focused.

Nature continues to provide a range of challenges, ranging from flooding and severe isolated storms to long spells of dry weather. These will continue, and we will continue to learn from them about how we can make our services more resilient to these events, as well as how we manage these events when they occur.

We also acknowledge that all activities in the business have an impact on the services we provide to our customers. We will continue to review and improve the internal enabling processes to ensure all of our employees are working towards providing our customers with quality services and positive experiences.

The customer experience program will overlay all customer segments, whereby the customer experience for each segment will be tracked and benchmarked on a regular basis. This will include segment-specific customer service training for all customer-facing staff.

Customer insights and engagement

We will continue to engage with our customers and communities to improve our understanding of their needs, perceptions and behaviours. In this current economic climate, value continues to be a strong driver of customers' overall perceptions of our organisation. We will continue to inform and educate our customers and communities on the value of our services, including the balance between value drivers such as quality, service and price.

We will provide efficient and effective options for our customers to communicate with us and support the choices that meet their needs and increase efficiencies in service provision, thereby enhancing the customer experience.

We will continue to develop relationships with third-party entities and support agencies to provide support to customers where required.

Strategic success measures					
Measure	2014/15	2015/16	2016/17	2017/18	2018/19
Customer experience satisfaction score (score out of 10)	6.7	6.9	7.0	7.1	7.2
Corporate reputation index (score out of 100)	53	54	55	56	57
Brand index (score out of 100)	63	63	64	65	65

SHAREHOLDERS AND COMMUNITIES

We understand our shareholders' aspirations and are accountable to them and their communities.

OUR KEY FOCUS AREAS

- Effective stakeholder relationships driving an efficient operating environment
- Effective shareholder relationships benefiting shareholders and our shared communities

CHALLENGES AND OPPORTUNITIES

To achieve our vision and purpose, we will have to overcome a number of challenges, as well as identify and take advantage of opportunities as they present themselves. These include:

- identifying solutions that enable our shareholders to meet their long-term aspirations of sustainable communities,
- delivering sustainable and innovative infrastructure plans to meet future demand, balanced with reducing overall long-term community cost,
- opportunities to support sustainable communities through local procurement, local depots, and participation in community events.

OUR KEY OUTCOMES

Effective stakeholder relationships driving an efficient operating environment

We will continue to deploy a coordinated whole-of-business approach to communicate and engage with our stakeholders to understand and respond to their interests, opinions, needs and issues.

We will actively work towards forming collaborative relationships with governments and regulators, the water industry, and other South East Queensland water utilities to develop an operating environment that enables us to deliver reliable and cost-effective services that meet our customer's expectations.

We will also actively engage with industry, community, special interest and advocacy associations and groups to ensure our service offerings support our customers and communities.

Effective shareholder relationships benefiting shareholders and our shared communities

We acknowledge that, as well as having a variety of shareholders, each shareholder also has varied and competing priorities. These predominantly relate to their long and short-term strategic aspirations, their investment and resulting financial returns, and the services provided to their customers and communities.

We will continue to work with our shareholders to understand and support their varied requirements, enabling them to achieve a balanced outcome.

Strategic success measures					
Measure	2014/15	2015/16	2016/17	2017/18	2018/19
Shareholder satisfaction (score out of 100)	78	78	80	80	82
Total shareholder returns (% forecast met)	Forecast 95% met	Forecast 95% met	Forecast 95% met	Forecast 95% met	Forecast 95% met

OPERATIONAL EXCELLENCE

We innovate to drive operational excellence to achieve outcomes at the lowest long term cost.

OUR KEY FOCUS AREAS

- Operational excellence, driving product/service quality, service delivery and cost reduction
- Innovation and organisational development
- Supply chain management

CHALLENGES AND OPPORTUNITIES

To achieve our vision and purpose, we will have to overcome a number of challenges, as well as identify and take advantage of opportunities as they present themselves. These include:

- varied population growth impacting infrastructure planning and investment decisions,
- unprecedented speed of new technology is providing opportunities to make our operations more streamlined, robust and reliable, at a reduced cost,
- erratic weather conditions continue to threaten the continuity of our services, as well as increasing the cost to serve when extreme weather events occur,
- research and development and innovation are providing opportunities to deliver new and more effective products and services, benefitting customers, communities and the environment,
- building mutually-beneficial and sustainable relationships with our suppliers that support the delivery of essential services.

OUR KEY OUTCOMES

Operational excellence, driving product/service quality, service delivery and cost reduction

Through the ongoing review and consideration of product quality, customer service delivery, and community, environmental and financial impacts, we will define and deploy operational excellence.

We will better understand the value chains supporting our core business, and through end-to-end process management, identify improvements to drive product and service quality, improve service delivery and reduce costs.

We will proactively manage and optimise our assets and infrastructure to ensure our water and sewerage services achieve our service standards, while meeting our statutory and financial obligations. We will deliver fit-for-purpose assets and infrastructure solutions timed to support population and economic growth and shareholder needs.

We will continue to be prudent in managing our impact on the environment to enable our shareholders to achieve their aspirations. In doing so, we will also ensure our regulators' and customers' requirements are met in a cost-effective manner.

Finally, we will ensure our operating model enables us to deliver fit-for-purpose solutions to align and manage various drivers that influence and form our operating environment, and ultimately enable us to drive product and service quality, improve service delivery, and reduce cost. This will be achieved through a program of ongoing operational efficiencies.

Innovation and organisational development

We will continue to build our innovative culture that will enable us to identify and implement innovative opportunities to move us towards operational excellence.

We will use research and development as an enabler to implement changes in our operating environment to drive short-term and long-term capability.

From our innovation and research and development, we will continue to develop new products and services from our current operations that support the current and future needs of our customers, communities and shareholders.

Supply chain management

As the largest retailer and distributor of water and sewerage services in South East Queensland, we play a key role in the South East Queensland water industry. We will continue to work with both the State-owned bulk water authority and our South East Queensland peers to drive an operating environment that ensures the delivery of reliable water and sewerage services at the lowest cost, ensuring the safety and long-term benefits for our customers, communities and our shareholders.

As key stakeholders in delivering reliable water and sewerage services at the lowest cost, we will continue to build value-added relationships with our key suppliers, ensuring the sustainability of the water industry and associated industries across South East Queensland.

Strategic success measures					
Measure	2014/15	2015/16	2016/17	2017/18	2018/19
Operating cost (\$/property, excluding bulk water costs)	574	547	557	560	571
Return on assets (%)	4.8%	5.6%	5.3%	5.3%	5.2%
Capital program delivered against budget (%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)
ICT investment program delivered against budget (%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)	100% (+/-5%)
Cogeneration ('000 MWh)	17.4	22.3	27.2	32.1	33.1
Biosolids production ('000 wet tonnes/year)	150	147	144	142	140
Total net greenhouse gas emissions ('000 +Co2-e)	131.6	125.9	120.2	114.5	114.5
R&D investment (% revenue)	0.138%	0.239%	0.339%	0.44%	0.50%
Non-regulated profit (\$'000)	400	469	523	584	663
Water quality incidents (No incidents reported to Regulator)	18	17	16	15	14

PEOPLE

We are safe, adaptable, capable, and are committed to achieving our vision and living our values.

OUR KEY FOCUS AREAS

- Health and safety
- Leadership
- Workforce to be adaptable, agile and embrace change
- Values-driven culture

CHALLENGES AND OPPORTUNITIES

To achieve our vision and purpose, we will have to overcome a number of challenges, as well as identify and take advantage of opportunities as they present themselves. These include:

- changes to legislation are altering the industrial environment, creating opportunities to build agile and adaptable workforces,
- continued improvement and learnings enabling us to focus on achieving our safety goals and embracing a 'no harm' workplace,
- our future operating model will enable us to realise opportunities to align our employees with our vision and purpose as we move forward.

OUR KEY OUTCOMES

Health and safety

Health and safety are key priorities for us as we work towards a 'no harm' working environment.

We will continue to design, build and embed a 'best of breed' safety management system that will improve our safety performance and further develop a culture that values the safety of all.

We also recognise that focusing on the health and wellbeing of our employees will assist in reducing the likelihood of injuries occurring.

Leadership

We recognise that leadership is key to the journey to achieve our vision and purpose.

We will continue to work with our leaders to improve their leadership skills, particularly focusing on teamwork, talent management, employee development, performance management, and reward and recognition.

Finally, we will target our retention and attraction of employees to meet our medium to long-term workforce requirements.

Workforce to be adaptable, agile and embrace change

We acknowledge that in this environment of ongoing change, the effective management of change is critical to ensuring we continue to stay on the journey to our vision and purpose.

We will continue to review and update our policies, processes and programs to facilitate an adaptable and agile workforce that embraces change.

We will ensure our succession planning supports our future requirements, at the same time providing employee development opportunities.

We will continue to develop and deliver our communication and change management programs, to ensure our employees are always fully informed and aware of the journey ahead.

These activities will build a workforce that is adaptable, agile and embraces change.

Values-driven culture

We will work with leaders to increase self-awareness in areas that build trust and resilience, particularly during change. These include authenticity and mental strength.

Strategic success measures					
Measure	2014/15	2015/16	2016/17	2017/18	2018/19
Total injury frequency rate (rate)	35	25	20	15	10
Lost time injury frequency rate (rate)	5	3	2	1	1
Organisational engagement	Internally developed pulse survey to periodically evaluate hot spots emerging from OCI data. Once in place relevant targets can be explored.				
Organisational culture index (Percentile improvement in constructive behaviours)	10	Not measured	15	Not measured	20

PRUDENT FINANCIAL MANAGEMENT

FINANCIAL CHALLENGES

Our financial performance will continue to be impacted by several factors, as outlined below.

Development activity in South East Queensland is continuing to show a subdued outlook, however signs of increasing activity are emerging. In light of these mixed signals, we are continuing to assess the requirements to expand our water and sewerage network. The financial operating and capital forecast in the plan reflect low growth expectations in the initial years and then a return to higher growth in the later years.

July 2014 will see a new regime for the processing of development applications. We will take over this responsibility from our shareholding councils in accordance with State Government legislation. This change covers the full range of development applications, from an application to connect a vacant block for water or sewerage, to an application to develop a large parcel of land into a residential estate. The impacts of this change will primarily be to the development industry that will have to make connection applications to us in addition to the development applications they will make to the relevant councils.

There has been significant attention on improving our operating efficiency and a number of initiatives have been instigated to improve our operating performance. The forward financial forecasts are based on these initiatives achieving the expected outcomes.

The forward financial position based on a conservative view of development and the achievement of operating efficiencies still requires revenue growth through price increases to achieve full cost recovery. The ability for prices to be increased will be impacted by local and national economic conditions.

Due to the significant geographical area of our service territory, acts of nature can also impact operations and financial performance.

ASSUMPTIONS

The financial forecasts are based on a set of economic and operational assumptions. The forecasts are our best estimate at a point in time of what could occur in the future. These assumptions relate to the parameters for determining revenue and expense forecasts. The 2014/15 budget provides the base from which the future financial forecast is ascertained.

The key assumptions in respect to these parameters are outlined below:

Growth	Very low growth is expected through 2014/15. Thereafter, growth is expected to begin to lift to levels experienced prior to 2010/11
Consumption	Per capita water consumption is expected to remain stable at the current level of 174 litres per person per day
Prices	Small increases above inflation are forecast over the next five years moving revenue to be in line with the maximum allowable within the regulatory framework
Expenses	<p>The majority of expenses are expected to increase in line with inflation and changes in usage. The exceptions to this are:</p> <ul style="list-style-type: none"> • bulk water charges – price increases as per the price path as advised by the State Government • labour – indexation in line with inflation • chemicals and electricity – cost increases based on specific industry analysis • corporate costs – no expansion in operating capacity
Operating efficiencies	Forecasts consider the outcomes of efficiency initiatives implemented, as well as the expected outcomes of initiatives currently being instigated to further improve efficiency.

KEY SERVICING STATISTICS

The following table presents the resulting forecast of population serviced, properties serviced and volumes based on the growth and demand assumption outlined above.

Statistic	Unit	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Serviced dwellings		548,466	557,021	565,983	574,808	583,630	592,505
Volume of water purchased	ML	134,065	131,999	133,704	135,042	136,714	138,083
Volume of water billed	ML	118,114	117,045	118,567	119,768	121,264	122,495

INFRASTRUCTURE DELIVERY

Our planning assumptions primarily reflect those developed by the Queensland Government and presented in the *South East Queensland Regional Plan 2010–2031*. The plan's purpose is to manage regional growth and change in the most sustainable way, and to protect and enhance the quality of life. Of particular importance to us is the population and housing projections and the guidance they provide for development in the region. The South East Queensland Water Strategy and Regional Water Security Program are two other Queensland Government initiatives with which we align our planning assumptions.

At a local level, we work with the planning schemes adopted by our five shareholders, the Economic Development Queensland business unit, and other Queensland Government authorities. It is this information that provides us with the type, size, location, and timing of future development and growth. We adopt a strategic role to influence prudent capital planning and infrastructure delivery.

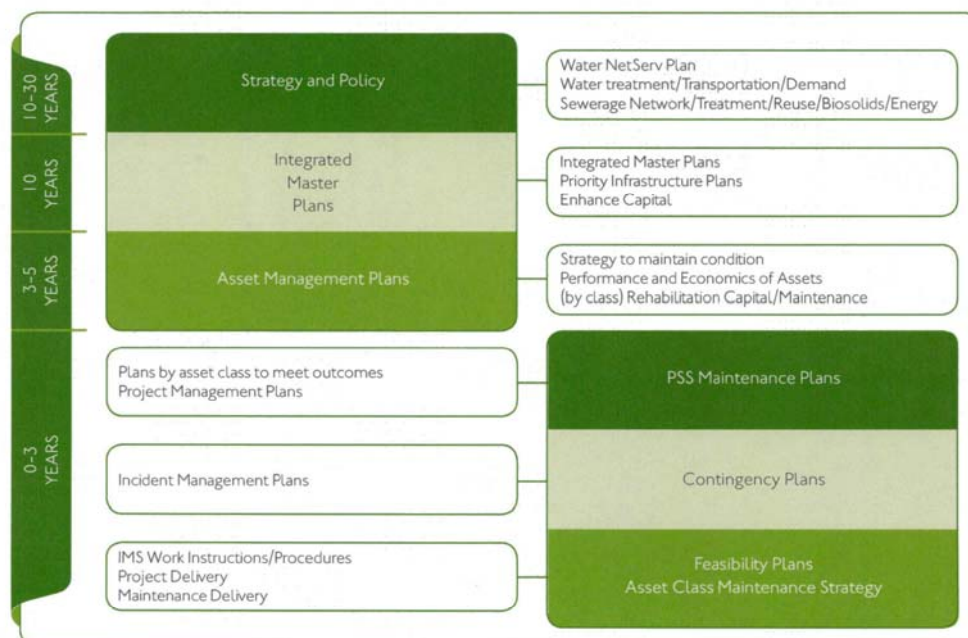
We plan our infrastructure to service growth, and to provide our customers with services to an agreed standard. We take a 'no gold-plating' approach to infrastructure delivery to ensure minimal price impacts on our customers.

We continue to monitor the needs of our customers and communities through regular consultation and engagement. Our *Water Netserv Plan* provides an overview of our infrastructure planning and development for the next 20 years. It supports and reflects the land-use planning undertaken by the Queensland Government and our five shareholders, and promotes greater transparency in the business' operations.

We provide strategic and specific input to state and local governments as they update their planning.

We manage our assets by using:

- contemporary asset management,
- efficient and effective capital investment through strategic procurement and 'just-in-time' delivery,
- the Water Services Association of Australia Asset Management Benchmarking, which gives:
 - proven "best value", effectiveness, and efficiency to ratepayers/stakeholders,
 - asset performance levels and maintenance deployment aligned to service levels,
 - an opportunity to leverage processes across all service areas.

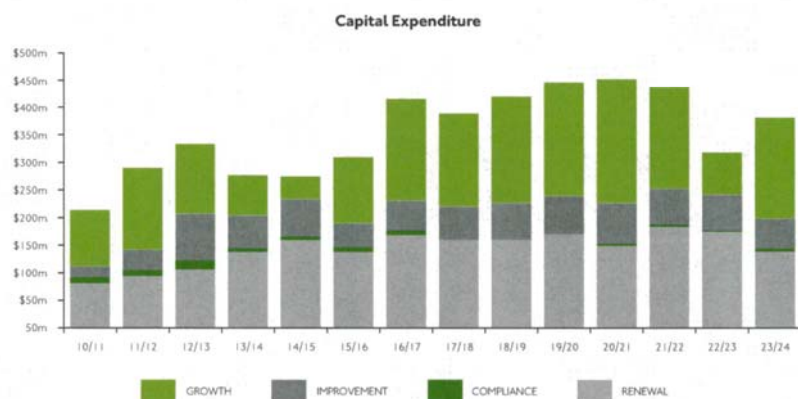


CAPITAL PROGRAM

The following tables set out the revised capital program from 2014/15 to 2018/19.

Total investment by QUU	Unit	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
\$real	\$m	275.6	273.4	299.9	396.1	364.4	382.2
\$nominal	\$m	275.6	273.4	306.5	413.8	389.1	416.7

Capital Program by Driver \$nominal	Unit	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Investment for growth	\$m	76.7	45.4	118.3	186.0	174.0	194.7
Renewal and rehabilitation investment	\$m	134.8	156.4	134.8	165.3	158.5	159.2
Investments required by regulators	\$m	8.9	6.8	7.9	8.7	1.6	1.1
Investment for service enhancements	\$m	55.1	64.9	45.5	53.7	55.0	61.7
Total investment by QUU	\$m	275.6	273.4	306.5	413.8	389.1	416.7



FINANCIAL STATEMENTS

FORECASTED FINANCIAL STATEMENTS

Income Statement \$m	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Revenue						
Utility charges	875.4	930.8	992.0	1053.4	1111.2	1156.9
Bulk water	(309.3)	(337.0)	(373.5)	(409.6)	(439.8)	(455.3)
Developer charges	43.0	48.9	62.0	60.9	69.9	74.2
Donated assets	60.4	57.9	81.8	84.1	86.2	88.2
Interest revenue	0.4	1.4	-	-	-	-
Other recurrent revenue	24.2	29.4	30.7	31.9	33.1	34.4
Non-recurrent revenue	30.3	-	-	-	-	-
Total revenue	724.4	731.4	792.8	820.8	860.6	898.4
Expenses						
Labour costs	114.6	110.1	93.1	93.4	94.7	97.1
Other operating costs	153.8	151.1	153.3	159.8	165.3	169.1
Capital program expensed	11.6	15.8	16.0	15.9	11.7	15.6
Non-recurrent expenses	-	-	-	-	-	-
Total expenses	280.0	277.0	262.4	269.0	271.8	281.7
Earnings before interest, tax, depreciation & amortization	444.4	454.4	530.5	551.8	588.8	616.7
Depreciation & loss on disposal	171.6	175.3	184.7	198.0	211.9	226.5
Earnings before interest & tax	272.8	279.2	345.8	353.8	376.9	390.2
Borrowing costs	100.1	109.8	115.2	123.0	134.2	144.9
Less borrowing costs capitalised	(4.4)	(3.8)	(2.6)	(3.3)	(5.5)	(6.0)
Operating profit before tax	177.2	173.2	233.2	234.1	248.1	251.3
Tax equivalents expense	53.1	52.0	70.0	70.2	74.4	75.4
Operating profit after tax	124.0	121.2	163.2	163.8	173.7	175.9

Balance Sheet \$m	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Current Assets						
Cash	85.3	77.5	81.4	93.6	89.2	88.6
Receivables	28.3	24.4	25.7	27.2	28.6	29.9
Unbilled revenue	119.5	126.8	138.1	149.1	158.9	164.7
Accrued capital revenue	17.2	19.6	24.8	24.4	28.0	29.7
Other current assets	5.6	5.6	5.6	5.6	5.6	5.6
Total Current Assets	256.0	253.9	275.7	300.0	310.3	318.5
Non-Current Assets						
Infrastructure	5108.9	5504.7	5831.4	6263.1	6672.5	7104.5
Other non-infrastructure assets	43.4	48.5	53.2	58.9	65.7	77.3
Total Assets	5408.3	5807.1	6160.3	6622.0	7048.5	7500.3
Current Liabilities						
Payables and accruals	178.7	181.6	189.8	216.9	219.5	228.9
Tax liability	10.3	9.9	12.5	12.7	13.8	15.1
Provision for dividend	43	42.8	55.1	53.8	59.1	59.3
Other provisions	11.3	11.3	11.3	11.3	11.3	11.3
Total Current Liabilities	243.3	245.6	268.7	294.7	303.8	314.6
Non-Current Liabilities						
Debt - Shareholders	1486.8	1486.8	1486.8	1486.8	1486.8	1486.8
Debt - other long-term	613.1	673.1	748.1	918.1	1058.1	1208.1
Other non-current liabilities	140.8	158.1	182.7	207.9	233.8	260.2
Total Liabilities	2483.9	2563.7	2686.3	2907.5	3082.4	3269.7
Net Assets	2924.3	3243.5	3474.0	3714.5	3966.1	4230.5
Equity & Reserves						
Equity & Reserves	2538.8	2538.8	2538.8	2538.8	2538.8	2538.8
Retained earnings	231.5	298.9	392.9	489.0	588.3	689.7
Revaluation reserve	154.0	405.8	542.3	686.7	839.0	1002.0
Total	2924.3	3243.5	3474	3714.5	3966.1	4230.5

Cash Flow Statement \$m	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Cash flows from operating activities						
Receipts from customers ¹	922.3	955.9	1009.0	1071.7	1132.0	1183.0
Payments to suppliers and employees	(607.7)	(628.4)	(651.5)	(689.5)	(728.4)	(753.3)
Borrowing costs	(103.4)	(108.1)	(115.0)	(122.8)	(134.1)	(144.7)
Tax equivalent payments	(30.8)	(40.0)	(47.6)	(50.5)	(54.2)	(59.2)
Net cash provided by/(used in) operating activities	180.4	179.4	194.9	208.9	215.4	225.8
Cash flows from investing activities						
Payment for infrastructure	(230.6)	(239.7)	(265.8)	(359.0)	(357.1)	(374.5)
Receipts from developers	37.0	46.6	56.8	61.4	66.3	72.5
Net cash provided from/(used by) investing activities	(193.6)	(193.2)	(209.0)	(297.7)	(290.8)	(302.0)
Cash flows from financing activities						
Movement in long term debt	80.0	60.0	75.0	170.0	140.0	150.0
Dividend payments	(33.7)	(54.0)	(57.0)	(68.9)	(69.1)	(74.4)
Net cash provided from/(used by) financing activities	46.3	6.0	18.0	101.1	70.9	75.6
Net increase/decrease in cash held	33.1	(7.8)	3.9	12.2	(4.4)	(0.6)
Cash at beginning of financial year	52.2	85.3	77.5	81.4	93.6	89.2
Cash at end of financial year	85.3	77.5	81.4	93.6	89.2	88.6

Transactions with owners \$m	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Equity injections	-	-	-	-	-	-
Maximum dividend	54.1	53.8	69.3	67.7	74.4	74.5
Dividends	54.1	53.8	69.3	67.7	74.4	74.5
Return payout ratio	100%	100%	100%	100%	100%	100%
Forecast tax liability	41.1	39.7	50.2	50.6	55.3	60.5
Interest on long-term debt	74.0	77.5	79.8	82.2	84.3	86.4
Total return to shareholders	169.2	171.0	199.3	200.6	214.0	221.5

KEY FINANCIAL MEASURES

Based on the management of our financial challenges and drivers, realisation of key assumptions and delivery of our capital investment, the following key financial measures are expected to be achieved.

Measure	Unit	2013/14 Forecast	2014/15 Forecast	2015/16 Forecast	2016/17 Forecast	2017/18 Forecast	2018/19 Forecast
Return on assets	%	5.0	4.8	5.6	5.3	5.3	5.2
Return on assets including capital gain	%	5.0	9.1	7.8	7.5	7.5	7.4
Return on equity	%	4.2	3.7	4.7	4.4	4.4	4.2
Debt as % of debt and equity	%	41.8	40.0	39.1	39.3	39.1	38.9
Current ratio	%	1.05	1.03	1.03	1.02	1.02	1.01
EBIT interest cover	times	2.42	2.54	3.00	2.88	2.81	2.69

SHAREHOLDING RIGHTS ON ISSUE

The proportion of shareholding rights held by each shareholder at the operative date is set out in the table below.

Participant	Participation rights as at the operative date
Brisbane City Council	85.007%
Ipswich City Council	12.222%
Lockyer Valley Regional Council	0.903%
Scenic Rim Regional Council	1.042%
Somerset Regional Council	0.826%

APPENDIX I

Our strategic pillars, critical strategic risks, and key mitigations are set out in the table below.

Strategic pillar	Key focus area	Strategic risk	Key mitigation strategies
CUSTOMERS We understand our customers and deliver a quality service that meets their evolving needs.	<ul style="list-style-type: none"> Customer-segmented service strategies Service continuity and consistent customer experience Customer insights and engagement 	<ul style="list-style-type: none"> Customer segments and strategies do not meet the evolving needs of customers and do not deliver benefits to Queensland Urban Utilities Failure to deliver quality services in accordance with customer needs, operating service standards and public health requirements Failure to implement adaptation solutions to deal with the impact of climate change on our infrastructure and service delivery Failure to define the customer experience and support it with business processes that achieve customer expectations and brand objectives, and support and educate customers 	<ul style="list-style-type: none"> Strategic asset management strategies Capital planning and investment program 24/7 monitoring and response capability Customer segmentation strategy Customer experience strategy Customer and Community Reference Group
SHAREHOLDERS AND COMMUNITIES We understand our shareholders' aspirations and are accountable to them and their communities.	<ul style="list-style-type: none"> Effective stakeholder relationships driving an efficient operating environment Effective shareholder relationships benefiting shareholders and our shared communities 	<ul style="list-style-type: none"> Failure to establish and maintain collaborative relationships Loss or impairment of shareholder trust or support 	<ul style="list-style-type: none"> Research and development strategy Customer and Community Reference Group Stakeholder engagement strategy

Strategic pillar	Key focus area	Strategic risk	Key mitigation strategies
OPERATIONAL EXCELLENCE We innovate to drive operational excellence to achieve outcomes at the lowest long term cost.	<ul style="list-style-type: none"> Operational excellence, driving product/service quality, service delivery and cost reduction Innovation and organisational development Supply chain management 	<ul style="list-style-type: none"> Failure to deliver reliable, secure and long-term financially viable services while delivering business efficiencies Asset planning and management strategies do not meet customer service standards and growth requirements, and are not deemed prudent and efficient Failure to achieve financial sustainability Failure to prevent and manage significant environmental impacts Failure to have processes and systems that identify and manage legal obligation Failure of internal controls leads to fraudulent or corrupt behaviour IT security breach leads to disclosure of confidential information or fraud/criminal activities Failure to adopt innovative ideas that meet the evolving needs of customers, supported by targeted investment Inability to leverage off relationships with key suppliers to ensure cost effective reliable services 	<ul style="list-style-type: none"> Capital planning and investment program Strategic asset management plans 24/7 monitoring and response capability Queensland Competition Authority review Financial management practices manual Queensland Audit Office audit program Internal Audit program ICT security policies Innovation strategy Enterprise excellence program

Strategic pillar	Key focus area	Strategic risk	Key mitigation strategies
PEOPLE We are safe, adaptable, capable, and are committed to achieving our vision and living our values.	<ul style="list-style-type: none"> • Health and safety • Leadership • Workforce to be adaptable, agile and embrace change • Values-driven culture 	<ul style="list-style-type: none"> • Failure to achieve a workplace that supports employee wellbeing • Leadership capability does not support employee engagement or the achievement of the strategic pillars • ICT roadmap and strategy is not agile and responsive to operational efficiencies, customer service improvements and strategic growth opportunities • Failure to deliver a culture that achieves constructive behaviours, innovation and supports the achievement of the strategic pillars • Failure to implement organisational change management effectively 	<ul style="list-style-type: none"> • Safety management system • External safety partners • Injury management system • Public liability insurance • Enterprise bargaining agreement • Culture and leadership strategies





13.2 Sydney Royal Easter Show Report

Date: 23 May 2014
Author: Jason Harm, Manager Regional Development
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

This report provides a summary of the activities undertaken and benefits accrued to the Lockyer Valley regional community pursuant to Council's very successful participation at the 2014 Sydney Royal Easter Show.

Officer's Recommendation:

THAT Council adopts the report outlining the activities and articulating the outcomes and highlighting the successes of the Sydney Royal Easter Show campaign.

Report

1. Introduction

Council embarked on a visionary strategy to promote the Lockyer Valley region in the Sydney market, home to almost five million people. A key outcome was to target those southern visitors travelling to Queensland over the winter months to include a stopover in the Lockyer Valley as part of their trip north. The second outcome was to raise awareness of the commencement of the Lockyer Valley's winter/spring seasonal produce entering the Sydney markets and introduce Lockyer Valley local producers to potential new southern markets. The Regional Development Team led the project with overwhelming support from teams across Council including strong support from operators, the community and the majority of Councillors. The campaign was an overwhelming success.

2. Background

Following the successful Lockyer Valley regional promotional campaigns at the Brisbane EKKA and other Queensland trade shows the strategy was to now focus on accessing the high volume, critical mass market at the Sydney Royal Easter Show. The plan was to generate as much media exposure and recognition of the Lockyer Valley region. A well thought out communications strategy was developed and implemented, which proved to be very successful in generating media attention for our region.

This strategy planned to build momentum from the day of departing for the Sydney Easter Show through to the commencement of the main trade show by generating media coverage from a number of sources and different perspectives. This was achieved by main stream media, press releases, social media, television, radio and leveraging off our regions key advocates who supported the campaign. This added enormous value to the campaign by local operators using their own media distribution channels in support of promoting this initiative. The visit of the Prince and Princess of Wales during the Easter Show was also an added media bonus during the trade show attracting significant media interest.

The plan also involved broad sections of our own community to assist in promoting the region on the trade stand which included tourism operators, local food producers, council staff and elected members. Those selected to attend understood our product offerings and were well trained and rehearsed in local knowledge of our region.

The brief provided to Council's Regional Development Team was to deliver a high priority event which required the engagement of staff across all sections of Council and members of the community.

The key measures used to quantify our return on investment for the campaign were as follows:

- The number of the Lockyer Valley destination guides, which are our primary source of collateral for external markets, that were distributed throughout the campaign;
- Media through all channels;
- Business leads and introductions; and
- Entries into competition on the tradeshow stand.

3. Report

Recognised as being both a cost effective means of transporting the bulkier elements of the trade stand and an opportunity to promote the Lockyer Valley whilst in transit to Sydney, a mobile roadshow was undertaken with stops made at key tourist locations. Using the newly launched tourism trailer the intent of the roadshow was to increase awareness that the Lockyer Valley was open for business and to promote our tourism products and services.

Stops on the way to Sydney included:

Big Banana – Coffs Harbour Saturday 5 April

Tourism officer's stopover at the Big Banana, while distributing tourism guides to visitors (as per photo).

Park Beach Caravan Park – Coffs Harbour

During the stopover at the Park Beach Caravan Park at Coffs Harbour, tourism guides were distributed and the Lockyer Valley Region was promoted to a variety of domestic and international campers and caravan travelers. The promotion at the caravan park resulted in positive leads with indications of visiting the region within the next 18 months. A large percentage of the enquiries made were from Queenslanders who had stopped over in the park. This method of promoting the Lockyer Valley to potential travelers was very effective, and similar in nature to the Queensland Government initiated "Queensland On Tour" in 2011 following the January 2011 flood. This promotion method could be beneficial if undertaken in the future on the Gold Coast (particularly at Commonwealth games time), Sunshine Coast and Brisbane regions.

Penrith Truck Show – Sunday 6 April

At the Penrith Truck Show, the Lockyer Valley display received strong interest from truck drivers, business owners and volunteers who attended or were working at the Penrith Truck Show.. During the truck show, 50+ Queensland Transport Museum (QTM) brochures and tourism guides were distributed to visitors. Both tourism guides and QTM information will be sent to the Penrith Fire Museum for future distribution to the public and volunteers.



ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Sydney Discovery Tour - 8 April 2014

To maximise the time whilst in Sydney, in the lead up to the Sydney Show a “Discovery Tour” was organised for Lockyer Valley producers. High value retailers including specialist providers of high quality products including Thomas Dux, Victor Churchill Meats, Wholefoods House, Fratelli Fresh and “Kitchen by Mike” participated in the tour. Lockyer Valley producers who participated in the tour travelled to Sydney at their own expense as they saw real practical value in exploring the potential to expand their markets into high value Sydney speciality retailers such as those that were visited. During the tour every opportunity was taken to showcase the quality and uniqueness of our Valley’s product range including meats, vegetables, cheeses and farmed fish, to key selected media associated with the food industry.

Victor Churchill Meats already stocked Stanbroke products and were keen to seek high valued products in other produce such as vegetables, cheeses, and farmed fish. “Kitchen by Mike” business owner spent time explaining to growers what he looks for when developing menus and regular supply chains of local product. The owner of the restaurant Mike McEneaney indicated he would be happy to consider showcasing Lockyer Valley products on his menus and to feature the Lockyer Valley at certain times of the year. “Kitchen by Mike’s” ethos aligns with our region’s fresh locally grown produce, and they are keen to feature Lockyer Valley produce providing supply can be guaranteed. Produce samples are being organised to be sent to several of the stores and businesses involved in the tour and linkages have been made to potential exporters.

Other real, practical outcomes for the participating producers include Schulte's Meat Tavern who is in discussion with buyers from the high end food retailer Thomas Dux. Thomas Dux are associated with Woolworths and are very keen to explore opportunities to stock Schulte's products as they are already accredited with Woolworths. Schulte's Meat Tavern have since leveraged off the Gold Ribbon Award win at the show by headlining their newsletter “Schulte's Wins at Royal Easter Show”. As a result 75% of recipients opened the email within 48 hours. Dave and Brownyn Neundorff proprietors of 9Dorf Pty Ltd. visited the fish markets the morning for ideas on labelling and packaging products so buyers can identify Lockyer Valley produce.

Since returning from the Royal Easter Show a workshop and strategy meeting was held to debrief and discuss further opportunities, demands, supply and logistics. In following up with the Sydney retailers all those that had participated on the tour expressed an interest in stocking Lockyer Valley produce.

Producers Dinner - 8 April 2014

Again, to leverage the benefits to the Lockyer Valley business community whilst already in Sydney, a producer's dinner was organised in the evening as a showcase event targeting the winter/spring seasonal launch of the Lockyer Valley vegetables to Sydney consumers. The dinner provided the opportunity for growers to feature key products on a menu designed by one of Australia's leading chefs, John Slaughter from ‘Pier One’. The showcase menu was aimed at leading food writers, critics and national media outlets to gain a better understanding of the quality produce and niche products that are produced within the Lockyer Valley.

Nick Cater, former leading journalist from The Australian newspaper, introduced the region to guests by way of a promotional DVD put together by Council Corporate Communications. This was followed by the message from Tony Abbott, Prime Minister, acknowledging the rough road the Lockyer Valley has taken over the past three years, and the quality produce from the Lockyer Valley that has enormous opportunity in export markets as well as the Sydney outlets.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Alan Jones AO also provided a message by DVD to the guests articulating the sheer guts and determination of people from the Lockyer Valley while providing a glowing endorsement of the produce and producers. Guests delighted in and enjoyed the produce themed venue, with media sharing images and posts on social media that night and generated future feature articles on the region.

Alan Jones AO followed up the support with a fifteen minute interview with our Mayor the next morning on his prime time breakfast show. This was estimated by media monitors to have reached in excess of 220,000 direct listeners.

The impact that this interview between Alan Jones and the Mayor had directly on the show stand was absolutely amazing. From the opening day of the stand at the show the general public made a point of visiting the Lockyer Valley stand. Many visiting the trade stand were hoping to meet the Lockyer Valley Mayor who they had heard speak on the radio, and were impressed with the passion and enthusiasm he portrayed for the Lockyer Valley Region.

This interview was cost free but added enormous value to our campaign and the credibility and legitimacy through endorsement of what we are promoting as a region.

Royal Easter Show Exhibition Stand

Delivering on Council's expectations in the Easter Show was a core focus of the team as was staying within the allocated budget whilst in Sydney. Delivery of trade materials, a constant fresh display of products and the actual setup of the trade stand all contributed to ensure our stand was successful. The Mayor's suggestion to include an old restored TE Twenty Fergie tractor with original sound effects of it running continuously whilst on display proved to be very popular with show visitors, particularly with children, with many stopping to check if the engine was actually running. This along with a professional set design and contribution of handmade table and chairs, vegetable display walls and planter boxes from the Lockyer Valley Community Activity Shed provided a stand that embraced, and engaged visitors of all ages.

This was evident with Council's trade stand winning the Gold Award for the Home, Garden and Lifestyle pavilion, which had visitor numbers of over 700,000 people. The judges' comments were the highest endorsement we could have received. Their assessment of the stand took into account the excellent presentation, the staff and volunteers product knowledge of our region. Feedback received from show organisers stated that the Lockyer Valley stand received excellent comments on their pavilion exit survey from the public.

The judges' comments referred to the excellent way the stand had the ability to rotate parts of the exhibition while featuring different product samples from different operators.



Some quotes from the judges –

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

"We do exit surveys....we ask people what did they see, they talk about the food stand and the tractor" "...the way you invite people into your stand to become part of it....I'm talking about your staff, really well trained, knew the product, knew the background and they had passion and this is really, really important. That passion then goes on to our visitors, they go away happy. Thank you so much, it's been a great privilege."

The Sydney Royal Easter Show committee has since been in contact with Council to use our exhibit in their promotional prospectus for next year's exhibitors.

Special recognition must go to Nolan's Transport for providing assistance to Council with use of their Sydney depot and the commitment by all their staff to ensure the transport and storage logistics for the campaign were successful.

There was also a Lockyer Valley Getaway competition, the winner of this competition was absolutely thrilled when we phoned her with the news - "That is fantastic! My partner and I grow orchids commercially so we would love to come up in September and experience the Laidley Spring Festival. Thank you so much, the stand at the Show was terrific."

The key measurements of the event were as follows:

- Over 5000 Lockyer Valley tourism guides distributed;
- 1494 entries in to the competition that was run for a Lockyer Valley holiday experience;
- Media reports generated; HOW MANY no detail here??
- Business leads by several operators are still being quantified.

Some quotes from participating businesses provide additional insight:

Quote from Trudy Townsend – Bauers Organic Farms:

"We posted the footage on our web page and Facebook about winning the gold award at the Sydney show and noticed neighbours sharing the clip with friends while proudly spruiking how we had won the award. There was a misconception that the journey was only for a select few, however there has been a strong sense of community ownership since the gold medal win".

Quote from Seatonfire:

"Seatonfire's presence and corporate PR combined with LVRC's excellent PR, resulted in great sales, wonderful promotion for tourism in the Lockyer Valley and lots of contacts for future business both retail and wholesale".

Quote from Alby Stafford (Stafford Group)

Re the Discovery Tour: "... venues were amazed that Council was involved in the concept. All are really keen to have another edition of the program eg. A Lockyer Valley weekend. Goodwill is now established with these Sydney businesses"

Quote from Schulte 's

"For Schulte' the attendance meant that we were able to view and introduce ourselves into this market as well as take away incredible ideas and innovations to assist with our own business in the Lockyer Valley. We have already made contact with the buyers for Thomas Dux to open a supply to their upmarket Delicatessens. Our staff have also fielded several enquiries from other businesses and individuals that tasted our product by visiting the Lockyer Valley Regional Council stand at the Royal Easter Show."

4. Policy and Legal Implications

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

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

5. Financial and Resource Implications

The delivery of the trade stand at Sydney Royal Easter Show and on-costs such as travel, accommodation etc, was achieved within the \$75,000 budget allocation. Directly attributed costs to the trade stand have been delivered within the trade show budget. Costs associated with the roadshow tour, discovery tour and producers dinner have been accounted for out of normal adopted operating budgets. Council's return on investment as assessed by endorsement and media value was calculated at approximately \$949,300 for an investment of \$75,000. Return on investment for producers and our region will continue to evolve as contacts made while in Sydney come to fruition by new contracts/visitors etc.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Chief Executive Officer will manage the requirements in line with existing delegations.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Chief Executive Officer will manage the requirements in line with existing delegations.

7. Communication

Communication and media report is attached with the plan to continue to capture any further outcomes from the campaign as they arise.

Some outcome where key media

Key media outlets that picked up Council issued media releases include but are not limited to:

- 2GB Sydney
- 4BC Brisbane
- Courier Mail
- WIN TV Toowoomba
- Queensland Times



During the initial set up phase, there was significant media interest from a number of national magazine outlets. These outlets have been provided with information and may choose to run stories in upcoming editions.

The Corporate Communication Team put together two video productions to promote the region and its produce. The first was played in front of influential media personalities and food industry heavyweights. That production along with a light hearted story of the journey of a lettuce from planting through to purchase were played continually at the Show to promote the freshness of the produce from the region to Show patrons. The videos saved Council approximately \$38,000 in production costs by being filmed, edited and voiced in house.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Google analytics report an increase of over 1500 hits on the Luvyalockyer website for the month of April which was our designated landing page for followers.

8. Conclusion

The regional development team continue to follow leads and opportunities that transpire from the campaign. The regional development team commence scoping for a second campaign to the Sydney Royal Easter Show 2015.



ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014



Luvya
LOCKYER

www.luvyalockyer.com.au

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Attachments

- | | | |
|---|-----------------------------|----------|
| 1 | Media Report | 10 Pages |
| 2 | Letter Tourism Qld | 1 Page |
| 3 | Letter of Support Schulte's | 1 Page |



Media report for Council's attendance at the 2014 Sydney Royal Easter Show

Corporate Communications May 2014.

Easter Show media report

As part of Council's promotion of the Lockyer Valley at the 2014 Sydney Royal Easter Show, the Corporate Communications Team monitored and captured media interest.

Gathering media interest was a difficult challenge as there were a number of significant events happening at the same time and all competing for a share of media exposure.

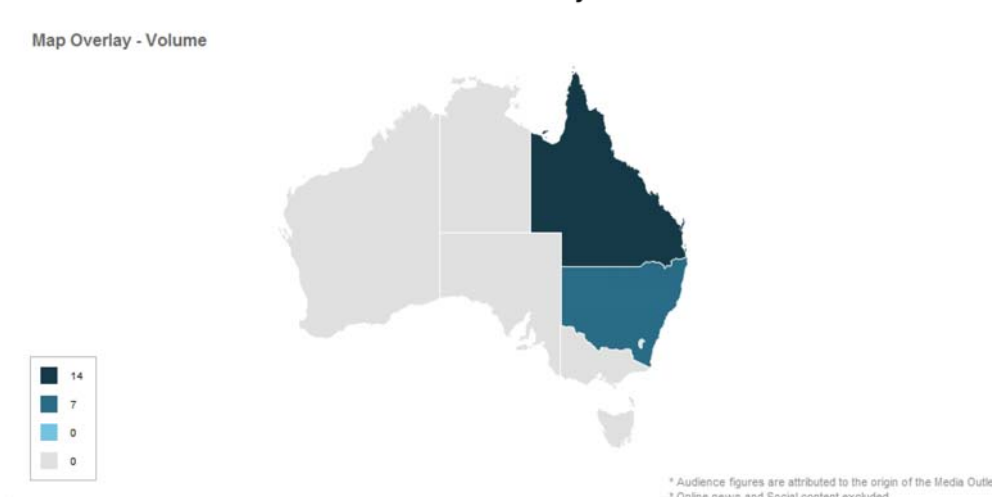
Events that captured widespread media attention while Council was vying for media space included:

- Cyclone Ita, a Category 5 system which lashed the Queensland coast with all media outlets, especially television, using the story for the bulk of their bulletins including numerous crosses with journalists located in differing areas of North Queensland
- The abduction of a young five year old Childers girl
- The arrival of the Duke and Duchess of Cambridge to Australia and their subsequent tour

That said, the trip did generate considerable exposure, especially when you take into account the above points.

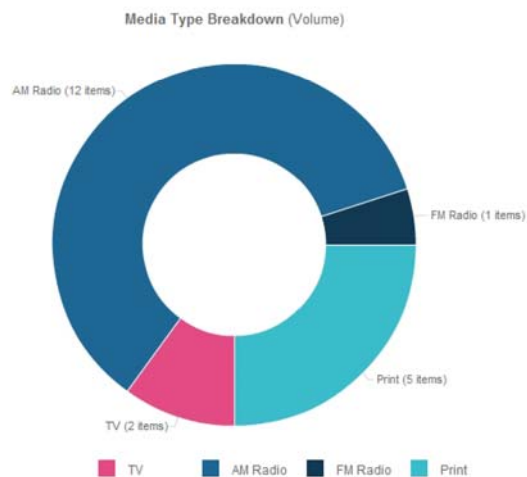
Media exposure centred predominantly around New South Wales and Queensland although interviews with Alan Jones would have aired in other states as well.

Media attention by state



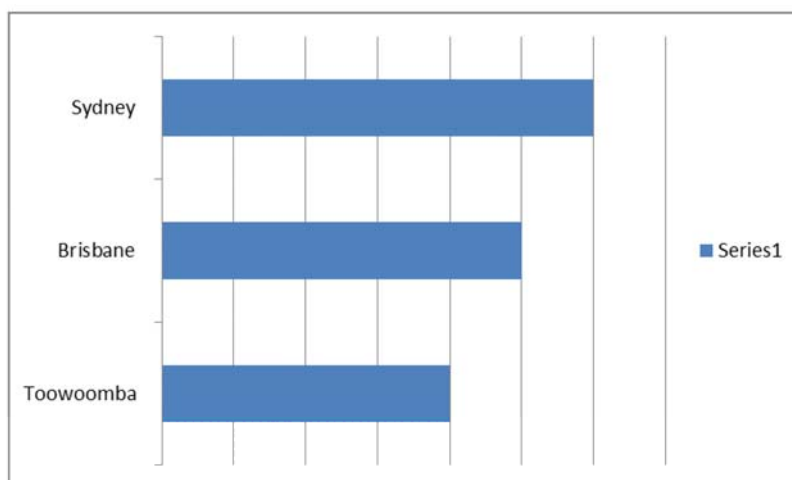
It was also evident that the bulk of media exposure came from 2GB as evident with the below chart. Other AM stations that make up the chart include 4BC in Brisbane.

Breakdown by media type



Following an evaluation through Isentia, a media monitoring service, our top three areas of promotion for Council's involvement at the Show were:

Top three areas



On a local level, no media releases on Council's attendance or success at the Show were picked up by the Gatton Star with River949 running just one story.

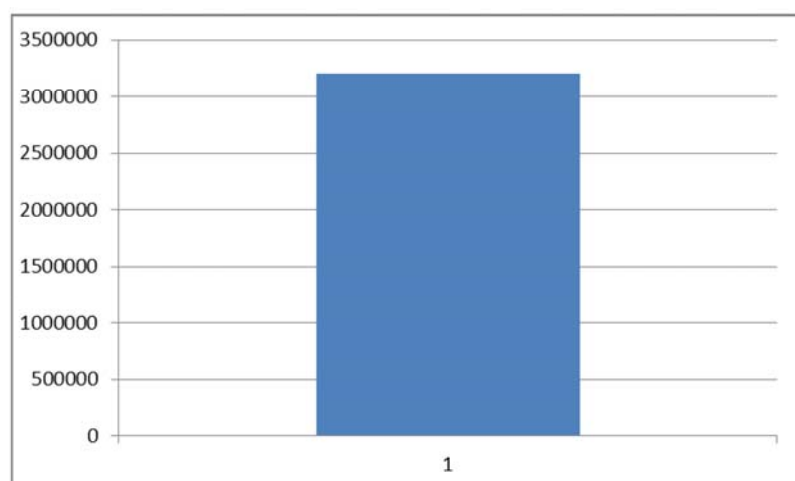
The best local coverage came from WIN TV in Toowoomba and the Queensland Times in Ipswich.

The Corporate Communications Team chose to promote the event through the Valley Voice section of the Gatton Star due to the poor coverage.

Council started the journey to Sydney with the aim of promoting the Lockyer Valley and all its benefits to the close to one million people that attend the Royal Easter Show (Australia's largest annual event).

Focusing solely on media exposure, Council managed to get its message that the Lockyer Valley is back and open for business out to approximately 3.2 million people.

Audience exposure



There is no doubt that the trip to Sydney has been a resounding success. The Producers Dinner paved the way for some excellent media exposure and highlighted the high quality of local produce to food industry heavyweights.

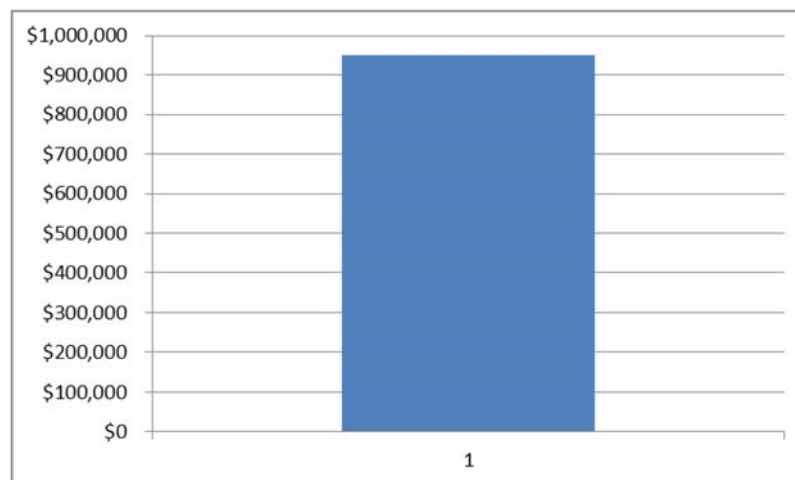
Combined with the tour of food outlets, local producers were given a very unique opportunity to network themselves to influential industry representatives and the media generated highlighted that positivity.

When evaluating media exposure, it is important to remember that an audience put very little value on paid advertisements which is why product endorsement by celebrities and sporting personalities work so well.

An endorsement stops becoming an ad and becomes a vital marketing tool as the sales pitch becomes real when it comes from someone they trust.

The endorsement value for Council's involvement at the Sydney Royal Easter Show and Producers Tour and Dinner has been calculated to be approximately \$949,300.

Endorsement rate \$



Key media outlets that picked up Council issued media releases include but are not limited to:

- 2GB Sydney
- 4BC Brisbane
- Courier Mail
- WIN TV Toowoomba
- Queensland Times

During the initial set up phase, there was significant media interest from a number of nation magazine outlets. These outlets have been provide with information and may choose to run stories in upcoming editions.

Videos

The Corporate Communication Team put together two video productions to promote the region and its produce. The first was played in front of influential media personalities and food industry heavyweights.

That production along with a light hearted story of the journey of a lettuce from planting through to purchase were played continually at the Show to promote the freshness of the produce from the region to Show patrons.

The videos saved Council approximately \$38,000 in production costs by being filmed, edited and voiced in house.

Some of the newspaper articles



LOCKYER SHINES

IT'S BACK: A decade of drought interrupted only by two major floods in as many years rocked the Lockyer Valley. But now it is back and gaining national attention and recognition after winning awards at the Sydney Royal Easter Show. For stories on the region beating out some of the best, see Page 36. PHOTO: CONTRIBUTED



... after 10 harrowing years of drought and two devastating flood events, the Lockyer Valley is back and open for business...

LOCKYER VALLEY MAYOR STEVE JONES



IT'S SHINING: Lockyer Valley Mayor Steve Jones with (left) Cr Janice Holstein and Deputy Mayor Tanya Milligan (right) at the award-winning exhibition stall at the Sydney Easter Royal Show.

TOP EFFORT

LOCKYER STARS OF THE SHOW

Sydney Royal Easter Show acknowledges fine work

SHOWING its resilience and ability to bounce back, the Lockyer Valley Regional Council has taken top honours at the Sydney Royal Easter Show.

Throughout the duration of the show, exhibitors are judged on the look and feel of the exhibit, the overall appeal and the friendliness of people manning the exhibit.

Lockyer Valley Mayor Steve Jones said to be recognised with such an award in the council's first year at the show was a tribute to everything the council was trying to achieve.

"We went to the Easter Show to promote the region and encourage people to visit the Lockyer Valley when in Queensland and I am delighted to announce council has picked up the gold award in the Home, Garden and Lifestyle category," he said.

"We have had a lot of people come to the show and

spend time at our exhibit and learn a bit more about where their food comes from."

"Our message to the community by attending the Easter Show was that after 10 harrowing years of drought and two devastating flood events, the Lockyer Valley is back and open for business and we are certainly getting that message out there."

Cr Jones said it was an honour to be awarded the gold gong.

"To have been selected to win a gold award among the thousands of exhibitors at the show is an absolute

honour and a real credit to the hard work of everyone involved in seeing this project come to fruition," he said.

"One of the real highlights of our stand is the old Ferguson T20 tractor we had brought in.

"I was told by a number of people they learnt to drive on

a T20 and for the kids; sitting on a classically restored tractor was a real thrill.

"We have had a number of local farmers and tourism operators travel to the show to volunteer their time promoting the region at the show and winning the gold award tells me we are right on the money."



SPREADING THE WORD: Rob Bauer of Bauer's Organic Farm, Alison Alexander (centre) food blogger, and Trudy of Bauer's Organic Farm at the show in Sydney. PHOTO: CONTRIBUTED

Lockyer is a hit at Sydney show

THE attractions of the Lockyer Valley region have been a hit with patrons at the Sydney Royal Easter Show, with the council's tourism stand picking up a prestigious gold award.

Lockyer Valley Mayor Steve Jones said more and more people from Sydney and Melbourne were heading to Queensland every year to escape the

colder months and the Lockyer Valley was poised to capitalise on the growing trend.

"We went to the Easter Show to promote the region and encourage people to visit the Lockyer Valley when in Queensland and I am delighted to announce council has picked up the gold award in the Home, Garden and Lifestyle

category," he said.

"We have had a lot of people come to the show and spend time at our exhibit.

"Our message to the community by attending the Easter Show was that after 10 harrowing years of drought and two devastating flood events, the Lockyer Valley is back and open for business."

Talk of the town



JAMES MCCULLOUGH • TONY KEIM

THE LURE OF THE LOCKYER

You can't blame him for trying.

The Mayor of the Lockyer Valley, which includes Gatton, **Steve Jones**, is pushing south with a major campaign to try to lure tourists and visitors back to the flood-battered province. In what is being described as a major coup for the region, Lockyer Valley Regional Council's stand at the Sydney Royal Easter Show is proving to be a smash hit among show patrons.

Capitalising on the close to one million people who will

walk through the gates of the show and on the back of success at the Brisbane Ekka last year, the council's presence at Australia's largest annual event is targeting the growing "grey nomad" market.

LOCKYER VALLEY**Producing options**

THE Lockyer Valley has declared itself back and open for business.

As part of the journey of recovery, Lockyer Valley Regional Council organised a tour of high-end Sydney food outlets to provide local food producers with direct access to the lucrative Sydney market.

Lockyer Valley Mayor Steve Jones said the Lockyer Valley is globally renowned for its high quality produce and if more producers could break into the Sydney food market, it would generate local employment and boost the Lockyer Valley economy and council was determined to do whatever it took to help them succeed.

A council-organised tour of prominent Sydney food outlets last week, including Victor Churchill Meats, Thomas Dux, Fourth Village Providore and Wholefoods House, provided a unique opportunity for local producers to make the contacts needed to break into the Sydney market.

"The Lockyer Valley relies heavily on the agricultural industry to provide sustained employment and economic growth and as a council, we need to be providing every opportunity we can to expand and grow.

"Feedback from the producers has been overwhelmingly positive and the food outlets have been extremely supportive in providing key contacts to their own food purchasers."

Mayor ✓



Level 10
30 Makerston Street
Brisbane Qld 4000
GPO Box 328
Qld 4001 Australia

T +61 7 3535-5508
F +61 7 3535-5563

W te.queensland.com

ABN 77 745 152 359

April 23, 2014

Mayor Steve Jones
Lockyer Valley Regional Council
PO BOX 82
GATTON QLD 4343

Dear Mayor Jones

I write to congratulate Lockyer Regional Council on winning the Gold Award for Best Exhibit at the Royal Sydney Easter Show recently.

More specifically, I would like to commend you for taking the initiative to promote the Lockyer Valley to the people of NSW through your regional road show, media dinner event in Sydney and at the Sydney Royal Easter Show itself. The determination shown through such proactivity is a reflection of Council's dedication to growing the awareness of the region and resilience of your community after many years of hardship.

Once again, congratulations. I am delighted that the Lockyer Valley Regional Council's efforts have been rewarded with such success.

Yours sincerely

Leanne Coddington
Chief Executive Officer

T 61 7 3535-5508
E leanne.coddington@queensland.com
M 61 0417 711 344





4424 Warrego Highway, PLAINLAND QLD 4341
ABN: 51 084 295 965
Phone: 07) 5465 6592 Fax: 07) 5465 7317
schultes@plainland.com.au
A.B.N 51 084 295 965 A.C.N. 084 295 965

23rd May 2014

Schulte's was fortunate enough to be selected to attend both the Producer's Dinner and Discovery Tour as well as attend the Lockyer Valley Regional Council stand at the Royal Easter Show.

This initiative is to be celebrated as ground breaking within Councils throughout Australia. Not only did it give producers the opportunity to showcase the amazing food & produce available in the Lockyer Valley but to also open the horizons of food producers to a larger previously untapped market.

For Schulte's the attendance meant that we were able to view and introduce ourselves into this market as well as take away incredible ideas and innovations to assist with our own business in the Lockyer Valley. We have already made contact with the buyers for Thomas Dux to open a supply to their upmarket Delicatessens. Our staff have also fielded several enquiries from other businesses and individuals that tasted our product by visiting the Lockyer Valley Regional Council stand at the Royal Easter Show.

Schulte's was lucky enough to be on the stand the day of the judging at the Royal Easter Show and the genuine interest and engagement that the judges showed for the passion of everyone on the stand was very rewarding. As a Council initiative I believe we have certainly taken our "Food" ethos and made a huge start at spreading the word that "Lockyer Valley Feeds the Families of Australia". Knowing where their food, fruit & vegetables originate has become incredibly important to Australians in general and the warmth, acceptance and general interest of patrons attending the stand was amazing.

Mayor Steve Jones, CEO Ian Flint and their team from the Lockyer Valley Regional Council, did an amazing job at promotion, advertising and engagement. The success of this year's endeavours should be built upon to ensure the impetus from this does not fall away.

Regards,

The Promotional Team at Schulte's.

13.3 Request for New Road Name in Subdivision at 97 Preston Boundary Road, Preston

Date: 22 May 2014
Author: Ebonie Kammholz, Administration Officer
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

This report seeks council's endorsement to name the new road in a subdivision at 97 Preston Boundary Road, Preston as Oak Hill Place.

Officer's Recommendation:

THAT Council approves the name Oak Hill Place in the subdivision at 97 Preston Boundary Road, Preston.

Report

1. Introduction

This report refers to a request made by the developer of a subdivision at 97 Preston Boundary Road, Preston to name the single street located within the development.

2. Background

Developer contacted council on 28 March 2014 regarding the proposed street names. On 9 April 2014 the developer provided three options together with the justification for these options.

3. Report

The developer of the subdivision at 97 Preston Boundary Road, Preston has provided the following options and justification to be considered by council for the naming of the new road.

	Road 1	Justification
Option 1	Oak Hill Place	Primarily sentimental as developer's cattle station was named "Oak Hill"
Option 2	Sunrise Drive	Road is elevated with easterly aspect and has a nice sunrise at dawn
Option 3	Amber Drive	The 23 advanced street trees to be planted in subdivision are Liquid Amber

The development is on the border of Toowoomba Regional Council, therefore the above road names have also been checked if they exist in their region. Amber Court was found to exist in Toowoomba City Council and so is not suitable.

4. Policy and Legal Implications

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The suggested road names do not exist within the former Gatton or Laidley Shires and are not in conflict with the former Gatton 'Naming of Roads Policy' or ASNZ Standard 4819:2011.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

Council officers do not have delegated authority to rename roads.

7. Communication

Council will notify the Department of Natural Resources and Mines electronically and will inform the applicant by post of the outcome.

8. Conclusion

Council officers have assessed the request and believe the suggestions are in keeping with the policy pertaining to road naming within the Lockyer Valley Regional Council.

9. Action/s

Department of Natural Resources and Mines and applicant will be notified of the new road name.

Attachments

1 Plan 1 Page

13.4 Preliminary Approval (s242) Material Change of Use to Vary the Effect of the Gatton Planning Scheme

Date: 21 May 2014
Author: Trevor Boheim, Coordinator Development Assessment
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers; MCU2013-0005

Summary:

This application is for a Preliminary Approval of Material Change of Use to vary the effect of the 2007 Gatton Shire Council Planning Scheme (the 2007 Planning Scheme) to apply the provisions of the Industry zone to Lot 1 RP229190, located at Freemans Road, Gatton.

The approval will reinstate a zoning that was apparently removed in error when the 1995 Gatton Shire Planning Scheme (the 1995 Planning Scheme) was being prepared. Approval of this application will facilitate the future development of the land, which is privately owned, for industrial purposes.

Officer's Recommendation:

THAT Council approves the application for Preliminary Approval of Material Change of Use to vary the effect of the Gatton Shire Council Planning Scheme 2007 pursuant to Section 242 of the *Sustainable Planning Act 2009*, by applying the provisions of the Industry Zone (Precinct G1) to Lot 1 RP229190, being land located at Freemans Road, Gatton.

Report

1. Introduction

A development application for Preliminary Approval for Material Change of Use to vary the effect of the 2007 Planning Scheme for Lot 1 RP229190 was received by Council on 23 December 2013. The objective of this application is to apply the provisions of the Industry zone to this land instead of the provisions of the Open Space and Recreation zone that currently apply to this land.

2. Background

The current zoning of the land is Open Space and Recreation. It is believed this resulted from an error in the drafting of the 1995 Planning Scheme which included this piece of privately owned land, which had previously been used for industrial uses, in the Open Space zone that applied to the adjoining Council parkland. This error was subsequently carried forward into the 2007 Planning Scheme.

The 1981 Gatton Shire Planning Scheme included Lot 1 RP229190 in the Heavy Industry zone.

3. Report

The land subject of the application

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Lot 1 RP229190 is situated within the Gatton South-West Industrial Precinct that is focussed on Market Drive, Saleyard Road and Brooking Drive. The location of the land is highlighted on the aerial photograph.



The land, which is currently vacant and is 5,871m² in area, falls from the south to the north. It has frontages to both Tenthill Creek Road and Freemans Road. The land adjoins the areas of open space to the north and east including the Gatton Historical Village which is situated immediately to the east of the land.

Lot 1 RP229190 is privately owned land and has in the past been used for industrial purposes. It had been included in a Heavy Industry zone in the 1981 Gatton Shire Planning Scheme but for some reason was included in the Open Space zone by the 1995 Planning Scheme. A review of Council records has revealed no reasons why the zoning was changed to Open Space. It is highly unusual for private land to be included in an Open Space zone in the absence of concurrent action to purchase or acquire the land for park or recreation purposes.

The most likely reason for the inclusion of the land in the Open Space zone was that a mapping error occurred when the 1995 Planning Scheme was being drafted.

The application for Preliminary Approval

The application for Preliminary Approval to vary the effect of the Planning Scheme provides the mechanism to remedy the error and has the effect of including the land in the Industry zone. As a result the Industry zone provisions of the 2007 Planning Scheme would apply to the land and these provisions will be used to guide the assessment and determination of future applications for the development of the land. In this respect, it will be treated the same

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

as any other lot that is included in the Industrial zone. As the land is located within the Gatton South-West Industrial Precinct (Precinct G1) the specific provisions of this precinct will be called up by the Preliminary Approval.

Assessment of the application

As the application seeks to vary the effect of the 2007 Planning Scheme it is Impact Assessable and so required public notification. The application was notified from 19 February 2014 to 4 April 2014 and one properly made submission was received during this period.

The following matters were raised in the submission:

- A concern that the applicant's claim that the land was zoned Open Space and Recreation in error is unsubstantiated;
- That there is no need for additional industrial land; and
- That the application is only being made to increase the value of the land.

In response the following is provided:

- Given the former Heavy Industry zoning, the former use of the land for industrial purposes and the fact it is in private ownership it is considered that a mapping error is the most likely reason for the current Open Space and Recreation zoning;
- The area of the land is small in the context of industrial zoned land in the precinct and so the question of lack of need is not of concern; and
- The approval will restore the value of the land to that of its former industrial zoning that was unreasonably diminished by the inclusion of the land in the Open Space zone in 1995.

The Preliminary Approval is wholly consistent with the relevant provisions of the South East Queensland Regional Plan 2009-2031 and does not trigger any State interests under the State Planning Policy.

The application was required to be referred to the State Government as a result of Tenthill Creek Road being a State-Controlled Road. The State Assessment and Referral Agency advised Council by its letter of 3 February 2014 that it has no requirements relating to the application.

As an impact assessable application, it is required to be assessed against all relevant provisions of the 2007 Planning Scheme. A review of the Desired Environmental Outcomes contained in the 2007 Planning Scheme has been undertaken and the following is provided:

- Environment: The subject land is not identified as having any ecological value. Future land uses on the subject land can be conditioned to appropriately protect the surrounding natural environment, including Lake Apex.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- **Character and Landscape Quality:** The subject land is situated within the South-West Industrial Precinct and the development that will result is consistent with the character and landscape quality of the precinct.
- **Settlement Pattern, Amenity and Safety:** The land is within the Gatton South-West Industrial Precinct and so is consistent with the settlement pattern provided by the 2007 Planning Scheme. There are no natural hazards identified on the subject land.
- **Access to Services, Facilities and Employment Opportunities:** Approval of the application will facilitate industrial development on serviced land and will create additional employment opportunities.
- **Cultural Heritage:** The subject land is not identified on the 2007 Planning Scheme's Register of Heritage Places and Precincts.
- **Economic Development and Natural Resource Management:** The proposal will provide additional industrial employment opportunities. The land is located within a concentration of existing industrial activities and will make efficient use of existing infrastructure.

It is noted that the inclusion of the land in the Industry zone is consistent with the intent for the land in the draft Lockyer Valley Planning Scheme.

Infrastructure Charges

No infrastructure charges are levied with this Preliminary Approval. Infrastructure charges will be levied and collected through future approvals for industrial development that will be lodged and approved under the Industry zoning of the land.

4. Policy and Legal Implications

The application seeks to vary the effect of the 2007 Planning Scheme. The approval of this application represents a change in policy for Lot 1 RP229190 as it will be industrial rather than open space and recreation land.

5. Financial and Resource Implications

The approval of the development application will not generate any financial implications for Council, nor will it require any resources to be allocated by Council.

6. Delegations/Authorisations

There will be no implications for delegations or authorisations as a result of approval of this application.

7. Communication

Advice of the decision will be provided to the applicant, the submitter and the State Assessment and Referral Agency in accordance with the requirements of the *Sustainable Planning Act 2009*.

8. Conclusion

Lot 1 RP229190 was formerly zoned Heavy Industry and was included in the Open Space and Recreation zone as the result of what was most likely a mapping error at the time the 1995 Planning Scheme was being prepared. The location of the land in the Gatton South-West Industrial Precinct, its former industrial use and the fact its inclusion in the Industry zone does not offend the Desired Environmental Outcomes of the Planning Scheme all support the approval of this application. Furthermore, the inclusion of the land in the Industry zone is consistent with the intent for the land in the draft Lockyer Valley Planning Scheme.

9. Action/s

That Council approves the application for Preliminary Approval of Material Change of Use to vary the effect of the Gatton Shire Council Planning Scheme 2007 pursuant to Section 242 of the *Sustainable Planning Act 2009*, by applying the provisions of the Industry Zone (Precinct G1) to Lot 1 RP229190, being land located at Freemans Road, Gatton.

13.5 Commencement of Utility Model for Water and Wastewater and the Endorsement of the Queensland Urban Utilities Interim Connections Policy

Date: 22 May 2014
Author: Trevor Boheim, Coordinator Development Assessment
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Paper

Summary:

The commencement of the utility model for the assessment and approval of applications for water and wastewater infrastructure on 1 July 2014 necessitates that Council review and determine to endorse or recommend amendments to an Interim Connections Policy (ICP) that has been prepared by Queensland Urban Utilities (QUU). The ICP has been reviewed and it is considered that it should be endorsed by Council.

Officer's Recommendation:

THAT Council endorses the Interim Connections Policy prepared by Queensland Urban Utilities and provided to Council under cover of letter dated 28 April 2014.

Report

1. Introduction

The purpose of this report is to inform Council of the function and content of the ICP prepared by QUU to ensure an informed decision to endorse the ICP can be made.

2. Background

On 13 May 2014 the Queensland Parliament passed the *Water Supply Services Legislation Amendment Act 2014* which provides the basis for the 1 July 2014 commencement of what is known as the utility model. The effect is the shift to the utility model is that from 1 July 2014 QUU will be required to receive, assess, approve, provide advice and deliver water and wastewater connections to development and other customers independent of Council.

Section 25 of the *Water Supply Services Legislation Amendment Act 2014* amends Section 137 of the *South East Queensland Water (Distribution and Retail Restructuring) Act 2009* to require QUU to adopt an Interim Connections Policy (ICP) which sets out where QUU will provide water and wastewater connections and the criteria that will be used by QUU to determine how connections will be provided. QUU is also required by this legislation to prepare a Water Netrserve Plan (WNP) by 1 October 2014 and a final Connections Policy that will form part of the WNP. As a result the ICP will cease to have effect when the WNP takes effect on or before 1 October 2014.

The commencement of the utility model on 1 July 2014 is the final major action in the major reforms to how water and sewerage services are delivered across South East Queensland that began with the creation of the distributor-retailers on 1 July 2010.

3. Report

In order for QUU to adopt its IPC by 1 July 2014, it is a legislative requirement for the five local governments that are located within the QUU service area to formally endorse the ICP before it is adopted by QUU. The legislation provides that a local government must either endorse the ICP or advise QUU that it requires amendments within 30 business days of receiving an ICP. In the event a local government does not provide a response within 30 business days the ICP is deemed to have been endorsed. On 28 April 2014 QUU wrote to Council providing a copy of its ICP for Council's endorsement. A response must be provided by 6 June 2014.

The ICP comprises the following elements:

- Details of the types of connections that will be provided and the criteria and conditions under which a connection to water and wastewater infrastructure will be provided;
- Maps showing the "Connection Areas" where QUU will provide connections to its water and wastewater networks;
- Details of how to make applications for new connections to water and wastewater services, alterations and disconnections to existing services, including the time frames within which QUU decide applications;
- Schedules of application fees, connection charges and adopted infrastructure charges;
- Requirements for construction and maintenance including timeframes; and
- A schedule of works that describes future QUU trunk infrastructure.

A copy of the ICP (containing only the relevant Lockyer Valley maps) is provided as Attachment A of this report.

The purpose of securing Council's endorsement is to provide a mechanism to ensure that the ICP is consistent with Council's current planning assumptions and current land use plans. In respect of the Lockyer Valley, the planning assumptions and the land use plans are the 2003 Laidley Shire Planning Scheme, the 2007 Gatton Shire Planning Scheme and the July 2011 Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution. It should be noted that consistency cannot be required with the draft Lockyer Valley Planning Scheme and the associated draft Priority Infrastructure Plan as these instruments are not currently in force and effect.

Since February 2014 Council officers have been working with officers of QUU on matters relevant to the commencement of the utility model, including the development of the ICP, through participation in a formal working group that has been convened by QUU.

The ICP has been reviewed and it is considered there are no matters that would prevent Council providing its endorsement of the document and associated maps. In particular, it is noted that the schedule of infrastructure charges in the ICP is consistent with the QUU charges contained in the July 2011 Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution.

The commencement of the utility model will require all persons or entities making applications for development that require connection to water and wastewater infrastructure after 1 July 2014 to make a separate application to QUU. QUU will charge an application fee of \$605.00 per connection for individual developments and a fee of \$605 for a subdivision up to ten lots, \$1,210 for between 11 and 50 lots and \$1,815.00 for over 50 lots.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

At present there is no separate QUU application fee with the only application fee for development being that charged by Council through the Schedule of Cost Recovery Fees and Charges with no portion of this fee being collected on behalf of QUU.

There is some level of expectation in the development industry that Councils should reduce their fees for development applications so that there are no additional costs for applicants and on the basis that there will be a noticeable reduction in the level of work for Council as water and wastewater will be dealt with separately by the distributor-retailers. This view is not supported on the basis that since July 2010 Council's application fees have reflected the minimal level of involvement in water and wastewater assessment under the delegated assessment model. Furthermore, it is considered that the need to pay a new application fee to a distributor-retailer is a natural outcome of the shift to the utility model.

4. Policy and Legal Implications

There are no policy or legal implications for Council. There is a legislative requirement to endorse or propose amendments to the ICP within 30 business days or the ICP is deemed to have been endorsed.

5. Financial and Resource Implications

There are no financial or resource implications for Council. Whilst applications for water and wastewater aspect of development will now be made directly to QUU, this will not result in a noticeable fall in workload for Council officers as the assessment of water and wastewater and the setting of conditions for these aspects of development have been the responsibility of QUU since July 2010.

6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from the changes that will commence on 1 July 2014.

7. Communication and Engagement

There is no need for communication or engagement with the community. QUU has responsibility for informing the both the development industry and the community of the changes that result from the commencement of the utility model.

8. Conclusion

The commencement of the utility model on 1 July 2014 represents the final step in the separation of water and wastewater services that began with the creation of the distributor-retailers in July 2010. The ICP submitted by QUU for endorsement by Council is an essential element of this final step. The ICP has been reviewed and it is considered that it should be endorsed by Council.

9. Action/s

That Council endorses the Interim Connections Policy prepared by Queensland Urban Utilities and provided to Council under cover of letter dated 28 April 2014.

Attachments

- 1 Policy 73 Pages



INTERIM CONNECTIONS POLICY

DRAFT

DRAFT FOR CONSULTATION

This draft Interim Connections Policy is provided for the purpose of public consultation and gaining Participating Local Government endorsement in accordance with the *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009*.

This draft does not represent endorsed Queensland Urban Utilities policy.

Queensland Urban Utilities welcomes feedback on the scope and key concepts expressed in the policy.

This draft Interim Connections Policy may require further review upon completion of the State Government Infrastructure Planning and Charging Reform.



DRAFT INTERIM CONNECTIONS POLICY

TABLE OF CONTENTS

1. PRELIMINARY	6
1.1 Short title	6
1.2 Introduction	6
1.3 Purpose	6
1.4 Content of the ICP	7
1.5 Area to which the ICP applies	8
1.6 Commencement, Expiry and Review	8
1.7 Relationship to Water Network Plan	8
1.8 Relationship to Participating Local Governments' Planning Schemes	8
1.9 Relationship to South-East Queensland Regional Plan	8
1.10 When this ICP does not apply	8
2. INTERPRETATION	9
2.1 Definition of Key Terms	9
2.2 Maps	9
2.3 Notes	9
3. DESIRED OUTCOMES	9
3.1 Purpose	9
3.2 Desired Outcomes	10
4. CONNECTION AREA	10
4.1 Purpose	10
4.2 Determination	10
4.3 Maps	11
5. FUTURE CONNECTION AREA	11
5.1 Purpose	11
5.2 Determination	11
5.3 Maps	12
6. PLANNING ASSUMPTIONS	12
6.1 Purpose	12
6.2 Relationship to Local Government Planning Assumptions	12
6.3 Queensland Urban Utilities Demand Assumptions	12
7. DESIRED STANDARD OF SERVICE	13
7.1 Purpose	13
7.2 All Networks	13
7.3 Water Supply Network	13
7.4 Wastewater Network	13
8. SCHEDULE OF WORKS	13
8.1 Purpose	13
8.2 Determination of Trunk Infrastructure	14
8.3 Maps for Trunk Infrastructure	14
8.4 Future Trunk Infrastructure	14
9. CONNECTION TYPES	15



DRAFT INTERIM CONNECTIONS POLICY

10. FEES & CHARGES	15
11. CONNECTION CRITERIA - STANDARD CONNECTIONS	16
12. CONNECTION CRITERIA (PROPERTY SERVICE CONNECTIONS & NETWORK CONNECTIONS)	19
12.1 Application	19
12.2 Connections inside the Connection Area and/or Future Connection Area	20
12.3 Connections outside the Future Connection Area	20
12.4 General Connection Criteria	21
13. CONNECTION CRITERIA (STAGED WATER CONNECTION)	23
14. DISCONNECTION CRITERIA	24
15. THE CONNECTION APPLICATION OR REQUEST PROCESS	26
15.1 Services Advice Notice	26
15.2 Matters Common to All Applications, Approvals and Requests	26
15.2.1 Timing of Applications and Requests	26
15.2.2 Properly Made Applications and Requests	26
15.2.3 Incomplete Applications and Requests	27
15.3 Requesting a Standard Connection	27
15.3.1 Making the Request	27
15.3.2 Granting the Request	28
15.3.3 Post Approval Functions	28
15.4 Applying for a Property Service Connection or Network Connection	29
15.4.1 Making the Application	29
15.4.2 Assessment and Decision	29
15.4.3 Post Approval Functions	30
15.5 Applying for a Staged Water Connection	30
15.5.1 Making the Application	30
15.5.2 Queensland Urban Utilities' Approval	31
15.5.3 Post Approval functions	31
16. WATER APPROVAL CONDITIONS	31
17. INTERNAL REVIEW AND APPEALS	32
17.1 Introduction	32
17.2 Internal review	32
17.2.1 Person's rights and obligations	32
17.2.2 Queensland Urban Utilities' Rights and Obligations	33
18. CURRENCY OF WATER APPROVALS AND SERVICES ADVICE NOTICE	33
18.1 Preliminary	33
18.2 Currency Period	33
18.3 When Approvals Lapse (Connection works not started)	34
18.4 When Approvals Lapse (Connection works started)	34
18.5 When Approvals Lapse (Staged Connection applications)	34
18.6 Extensions to Approvals	34
18.7 Cancellation of an Approval	34
18.8 Currency Period of Services Advice Notices	34



DRAFT INTERIM CONNECTIONS POLICY

19. AMENDING CONDITIONS IN A WATER APPROVAL	34
20. DELEGATION OF DECISION FUNCTIONS	35
21. CONSTRUCTION MAINTENANCE AND DEFECTS LIABILITY	35
22. SCHEDULES	36
23. SCHEDULE 1 – DEFINITIONS	37
24. SCHEDULE 2 – CONNECTION AREA MAPS	41
24.1 Part 1 - Connection Area	41
MAP 1 Drinking Water Connection Area - Queensland Urban Utilities	42
MAP 1.1 Drinking Water Connection Area - Brisbane	43
MAP 1.2 Drinking Water Connection Area - Ipswich	44
MAP 1.3 Drinking Water Connection Area - Lockyer Valley	45
MAP 1.4 Drinking Water Connection Area - Scenic Rim	46
MAP 1.5 Drinking Water Connection Area - Somerset	47
MAP 2 Non-drinking Water Connection Area - Queensland Urban Utilities	48
MAP 2.1 Non-drinking Water Connection Area - Brisbane	49
MAP 2.2 Non-drinking Water Connection Area - Ipswich	50
MAP 2.3 Non-drinking Water Connection Area - Lockyer Valley	51
MAP 2.4 Non-drinking Water Connection Area - Scenic Rim	52
MAP 2.5 Non-drinking Water Connection Area - Somerset	53
MAP 3 Wastewater Connection Area - Queensland Urban Utilities	54
MAP 3.1 Wastewater Connection Area - Brisbane	55
MAP 3.2 Wastewater Connection Area - Ipswich	56
MAP 3.3 Wastewater Connection Area - Lockyer Valley	57
MAP 3.4 Wastewater Connection Area - Scenic Rim	58
MAP 3.5 Wastewater Connection Area - Somerset	59
24.2 Part 2 - Future Connection Area	60
25. SCHEDULE 3 – PLANNING ASSUMPTIONS	61
25.1 Part 1 - Local Government Planning Assumptions	61
25.2 Part 2 - Queensland Urban Utilities Planning Assumptions	61
26. SCHEDULE 4 – PLANS FOR TRUNK INFRASTRUCTURE	62
27. SCHEDULE 5 – SCHEDULE OF WORKS	63
28. SCHEDULE 6 – FEES AND CHARGES	64
28.1 Part 1 - Services Advice Notice, Application Fees, Works Phase Fees & Charges	64
28.1.1 Services Advice Notice Fee	65
28.1.2 Standard Connection Fees and Charges	65
28.1.3 Standard Connection Charge	66
28.1.4 Property Service and Network Connections - Base Application Fee	67
28.1.5 Technical Report Review Fee	68
28.1.6 Certification Scheme Audit and Compliance Fee	69
28.1.7 Design Approval Fee	69
28.1.8 Works Inspection Fees	71
28.1.9 Other Fees and Charges	72



DRAFT INTERIM CONNECTIONS POLICY

28.2	Part 2 – Property Service Works Charges	75
28.3	Part 3 – Adopted Infrastructure Charges	76
28.3.1	Brisbane Water and Wastewater Adopted Charges	76
28.3.2	Adopted Charges for the Scenic Rim Regional Council Area (Beaudesert, Conungwa and Kooragbyn)	77
28.3.3	Adopted Charges for the Scenic Rim Regional Council Area (Beauchamp, Kalbar and Aratula)	78
28.3.4	Adopted Charges for the Scenic Rim Regional Council Area (Horseshoe, Peak Crossing, Warill View and Mt Alford)	79
28.3.5	Adopted Charge for the Lockyer Valley Regional Council area	80
28.3.6	Adopted Charge for the Somerset Regional Council area	81
28.3.7	Adopted Charge for the Ipswich City Council area	81
29.	SCHEDULE 7 – STANDARD CONDITIONS FOR STANDARD CONNECTIONS	82
30.	SCHEDULE 8 – CONNECTION PROCESS DIAGRAMS	84
30.1	Standard Connection Process Diagram	84
30.2	Minor and Major Works – Typical Application Process	85
30.3	Minor Works – Typical Design, Construct and On/Off Maintenance Processes	86
30.4	Major Works – Typical Design, Construct and On/Off Maintenance Processes	87
31.	SCHEDULE 9 – CONNECTION TIMEFRAMES	88

TABLE INDEX

Table 1:	Typical trunk infrastructure networks, systems and items	14
Table 2:	Connection Criteria for Standard Connections	16
Table 3:	General Connection Criteria	21
Table 4:	Connection Criteria for Staged Water Connections	24
Table 5:	Criteria for Disconnections	25
Table 6:	Queensland Urban Utilities' Connection Area Maps	41
Table 7:	Future Connection Area Maps	60
Table 8:	Participating Local Government's Planning Assumptions	61
Table 9:	Participating Local Governments' Plans for Trunk Infrastructure	62
Table 10:	Participating Local Governments' Schedule of Works	63
Table 11:	Services Advice Notice Fee (2014/15)	65
Table 12:	Standard Connection Request Fee (2014/15)	66
Table 13:	Standard Connection Charge (2014/15)	67
Table 14:	Property Service and Network Connections Base Application Fees (2014/15)	68
Table 15:	Technical Report Review Fee (2014/15)	69
Table 16:	Certification Scheme Audit and Compliance Fee (2014/15)	69
Table 17:	Design Approval Fees- fixed price fees (2014/15)	71
Table 18:	Design Approval Fees – Network Connection Type B price on application (2014/15)	71
Table 19:	Works Inspection Fees and Works Re-inspection Fees (2014/15)	72
Table 20:	Other Fees and Charges	73



DRAFT INTERIM CONNECTIONS POLICY

1. PRELIMINARY

1.1 Short Title

- (1) This interim connections policy may be cited as the Central SEQ Distributor-Retailer Authority Interim Connections Policy 2014, Version 1 (ICP).

1.2 Introduction

- (2) Pursuant to the *South-East Queensland Water (Distribution and Retail Restructuring) Act 2009* ('the Act'), the Central SEQ Distributor-Retailer Authority trading as Queensland Urban Utilities is established as the Distributor-Retailer¹ providing Drinking Water services, Non-drinking water services (either or both referred to as water services) and Wastewater services in the Participating Local Government areas of:
- (a) Brisbane City Council;
 - (b) Ipswich City Council;
 - (c) Lockyer Valley Regional Council;
 - (d) Scenic Rim Regional Council;
 - (e) Somerset Regional Council².
- (3) The Act requires the connections policy component³ of Queensland Urban Utilities' Water Netserv Plan to be adopted as an ICP. This ICP has been prepared in accordance with the Act⁴.

Note: This ICP supports Queensland Urban Utilities' commitment to:

- *Ensuring that connections or extensions to the water and Wastewater networks meet applicable standards, support population growth, and protect the health and safety of the community.*
- *Delivering a quality service that meets the evolving needs of its customers at the lowest sustainable cost.*

1.3 Purpose

- (1) This ICP empowers and supports Queensland Urban Utilities in making decisions about Connections, Disconnections and Alterations. The ICP will assist customers in preparing requests and applications for Connections, Disconnections and Alterations and for various types of development in and outside Queensland Urban Utilities' Connection Area.

¹ Section 8 of the Act

² Section 5 of the Act

³ Section 5 of the Act

⁴ Section 137 of the Act (ICP); Section 9980A of the Act for (CP)



DRAFT INTERIM CONNECTIONS POLICY

- (2) The purpose of this ICP is to:
- (a) set out areas in which Queensland Urban Utilities will provide Connections in its Geographic Area;
 - (b) set out the planned outcomes for the provision of infrastructure; and
 - (c) set out the criteria and requirements for Connection, Disconnection and Alterations to Drinking Water, Non-drinking Water and Wastewater services.

1.4 Content of the ICP

- (1) This ICP identifies:
- (a) the Connection areas in which Queensland Urban Utilities will provide Connections to its infrastructure networks for water and Wastewater services;
 - (b) the areas Queensland Urban Utilities is planning to extend its network infrastructure;
 - (c) the types of Connections;
 - (d) Queensland Urban Utilities' criteria and conditions for Connection, Disconnection and Alteration for a Standard Connection;
 - (e) Queensland Urban Utilities' criteria and conditions for other categories of Connection (Property Service Connection, Network Connection and Staged Connection);
 - (f) the details about making an application for:
 - i. a Services Advice Notice;
 - ii. a Connection, Disconnection and/or Alteration; and
 - iii. an amendment to a Water Approval condition;
 - iv. a Water Infrastructure Agreement.
 - (g) whether Queensland Urban Utilities has delegated categories of Connection, Disconnection and Alteration applications to a Participating Local Government;
 - (h) the time frames for making a decision for a Connection, Disconnection or Alteration;
 - (i) conditions for when a Water Approval lapses; and
 - (j) requirements for construction and maintenance defects liability (including timeframes).
- (2) This ICP provides for additional charges and other information in a Charges Schedules and includes:
- (a) Connection charges;
 - (b) Property Service Infrastructure charges;
 - (c) Adopted Infrastructure Charges;
 - (d) the way the Connection charge, charge for Property Service Infrastructure



DRAFT INTERIM CONNECTIONS POLICY

- and Adopted Infrastructure Charge is calculated; and
- (e) the fees payable in respect of an application for a Connection, Disconnection or Alteration or query.
- (3) For completeness this ICP includes the Schedule of Works which outlines Queensland Urban Utilities' planned trunk infrastructure.
- 1.5 Area to which the ICP applies
- (1) This ICP applies in Queensland Urban Utilities' Geographic Area.
- 1.6 Commencement, Expiry and Review
- (1) This ICP:
 - (a) commences on 1 July 2014;
 - (b) ceases to have effect when the Queensland Urban Utilities Water Netserv Plan takes effect⁵; and
 - (c) may be amended from time to time in accordance with the Act.
- 1.7 Relationship to Water Netserv Plan
- (1) The Act requires Queensland Urban Utilities to adopt a Water Netserv Plan by 1 October 2014⁶.
 - (2) The Water Netserv Plan must contain a Connections Policy. This ICP ceases to have effect when the Water Netserv Plan takes effect.
 - (3) The Water Netserv Plan must contain a Schedule of Works. This ICP will contain an Interim Schedule of Works which will apply until the Water Netserv Plan takes effect.
- 1.8 Relationship to Participating Local Governments' Planning Schemes
- (1) This ICP has been made having regard to Participating Local Governments' Planning Schemes.
 - (2) Assessment criteria for applications may reference specific provisions within Participating Local Government Planning Schemes or Adopted Infrastructure Charges resolutions.⁷
- 1.9 Relationship to South-East Queensland Regional Plan
- (1) This ICP has been made having regard to the South-East Queensland Regional Plan.
- 1.10 When this ICP does not apply
- (1) This ICP does not apply to:
 - (a) development applications and/or development approvals that are subject to the Sustainable Planning Act 2009 ('the Planning Act'); or

⁵ Section 137 (3) of the Act.

⁶ Section 99BJ of the Act.

⁷ Pursuant to section 648D of the Planning Act, a Participating Local Government must decide matters about charges for infrastructure.



DRAFT INTERIM CONNECTIONS POLICY

- (b) transitional Infrastructure Charges Notices issued under the Planning Act and the unamended Act prior to 1 July 2014; or
- (c) requests for a Connection, Disconnection or Alteration made prior to 1 July 2014 under the *Water Supply (Safety and Reliability) Act 2008* ('the Water Supply Act'); or
- (d) a supplier of State infrastructure where it relates to a matter in Chapter 4C, Part 7, Division 5 of the Act.

2. INTERPRETATION

2.1 Definition of Key Terms

- (1) A term used in this ICP has the meaning assigned to that term by one of the following:
 - (a) the Act;
 - (b) the definitions in Schedule 1 of the ICP;
 - (c) the *Acts Interpretation Act 1954*;
 - (d) the Planning Act;
 - (e) the Water Supply Act; and
 - (f) the ordinary meaning where that term is not defined in one of the above.
- (2) In the event that a term has been assigned a meaning in more than one of the instruments listed in sub-section (1), the meaning contained in the Act will prevail.
- (3) A reference in the ICP to any act includes any regulation or instrument made under it, and where amended or replaced, if the context permits, means the amended or replacement Act.
- (4) Unless otherwise stated, a reference in the ICP to a specific resource document or standard means the latest version of the resource documents or standard.
- (5) A reference to a part, section, table or schedule is a reference to a part, section, table or schedule of this ICP.

2.2 Maps

- (1) Maps contained in this ICP are indicative only. Queensland Urban Utilities will publish the current version of the maps on its website www.urbanutilities.com.au. These published maps form part of the ICP and will be updated from time to time in accordance with the Act.

2.3 Notes

- (1) Endnotes are extrinsic material and are provided to assist in the interpretation of the ICP and do not have the force of law.

3. DESIRED OUTCOMES

3.1 Purpose

- (1) This ICP includes desired outcomes for the planning and provision of Queensland Urban Utilities' infrastructure.



DRAFT INTERIM CONNECTIONS POLICY

- (2) Queensland Urban Utilities may have regard to these desired outcomes and other relevant matters when deciding applications for Connections in the Future Connection Area and outside the Future Connection Area.

3.2 Desired Outcomes

- (1) Persons seeking a Connection must supply the water supply and sewerage infrastructure and services that are necessary for the development.
- (2) Infrastructure and services are planned and provided in a cost-effective, efficient and coordinated manner that seeks ecological sustainability.
- (3) Infrastructure and services are designed and constructed to acceptable standards that minimise the whole of life cost of the works and infrastructure provided.
- (4) The operation of existing infrastructure and services is not compromised or damaged by development, the Connection, adjacent works or nearby construction activities.
- (5) Connections support or enhance planned infrastructure intentions.
- (6) Infrastructure is suitable for the scale, form and intensity of development intended for the area.
- (7) The infrastructure will provide safe, reliable and secure water and Wastewater services in the community.

4. CONNECTION AREA

4.1 Purpose

- (1) The purpose of the Connection Area is to identify the areas where Queensland Urban Utilities guarantees to provide Connections to the Queensland Urban Utilities infrastructure networks for its Drinking Water service, Non-drinking Water service and Wastewater service.

4.2 Determination

- (1) This ICP identifies Connection areas for the Queensland Urban Utilities:
 - (a) Drinking Water service;
 - (b) Non-drinking Water service; and
 - (c) Wastewater service.
- (2) Queensland Urban Utilities will review the Connection Area annually and will amend the Connection Area from time to time in accordance with the Act.
- (3) Where an approved Connection occurs to a Queensland Urban Utilities Drinking Water service, Non-drinking Water service or Wastewater service outside the Connection Area for that service, the location of the Connection is taken to be part of the Connection Area for that service.
- (4) The guarantee of a Connection is limited and subject to compliance with this ICP and the Act.

Note: The Queensland Urban Utilities Connection Area for each of the services as adopted on 1 July 2014 generally comprises all properties currently



DRAFT INTERIM CONNECTIONS POLICY

connected to that service and all properties that Queensland Urban Utilities considers are reasonably capable of being connected to that service.

For applying the Water Supply Act, a reference in that Act to a service area is, for Queensland Urban Utilities (as the service provider under the Water Supply Act), taken to be a reference to a Connection Area of Queensland Urban Utilities as the Distributor-Retailer under the Act unless stated otherwise.

Properties reasonably capable of being connected to the service generally includes properties that have distribution or reticulation infrastructure for the service located within the property or immediately adjacent to the property, for example, a service located in a road fronting the property. Distribution and reticulation infrastructure excludes water and sewerage infrastructure identified by Queensland Urban Utilities as not being suitable for individual Property Service Connections due to the function it performs.

4.3 Maps

- (1) Detailed maps of the Connection Area for each service are available at www.urbanutilities.com.au.
- (2) Illustrative maps of the Connection Areas are provided in Schedule 2 to this ICP.
- (3) In the event of any inconsistency the detailed maps available at www.urbanutilities.com.au will prevail.

5. FUTURE CONNECTION AREA

5.1 Purpose

- (1) The purpose of the Future Connection Area is to identify the areas where Queensland Urban Utilities intends to extend its infrastructure network to service future growth.

5.2 Determination

- (1) The Queensland Urban Utilities Future Connection Area has been determined having regard to the Participating Local Governments' Planning Schemes, including Priority Infrastructure Areas.
- (2) Queensland Urban Utilities will review and amend the Future Connection Area from time to time in accordance with the Act.
- (3) To avoid any doubt:
 - (a) the Future Connection Area may include all, part or none of the Connection Area;
 - (b) Queensland Urban Utilities does not guarantee to provide any Connections to its services outside the Connection Area; and
 - (c) Queensland Urban Utilities does not guarantee to provide Connections to its network infrastructure for its Services for development that is inside both the Connection Area and Future Connection Area but inconsistent with the Planning Assumptions stated for the Future Connection Area.



DRAFT INTERIM CONNECTIONS POLICY

5.3 Maps

- (1) The Future Connection Area Maps are stated in Schedule 2 of this ICP.

6. PLANNING ASSUMPTIONS

6.1 Purpose

- (1) The purpose of the Queensland Urban Utilities Planning Assumptions in this ICP is to state the relevant demographic, growth, development and infrastructure assumptions required for planning infrastructure, determining Connection Areas, assessing applications for Connection, Disconnection and Alteration, determining infrastructure conditions and additional costs in the Connection Area and Future Connection Area.
- (2) The Queensland Urban Utilities Planning Assumptions are identified in Schedule 3 of this ICP and are assumptions about type, scale, location or timing of future development and growth.

6.2 Relationship to Local Government Planning Assumptions

- (1) The ICP must be consistent with the Planning Assumptions of the Participating Local Governments' Priority Infrastructure Plans.
- (2) The Planning Assumptions for a Participating Local Government define the type, location, scale, and timing of future development and future growth and are commonly taken to mean:
 - (a) the Priority Infrastructure Area;
 - (b) the predicted existing and future resident population and residential dwellings;
 - (c) the predicted existing and future employment and non-residential floor space;
 - (d) the planning scheme zones and uses;
 - (e) the potential developable area to accommodate projected growth taking into account planning constraints (e.g. hazards, environmental protection areas); and
 - (f) the assumed scale of development (e.g. number of dwellings per net developable hectare).
- (3) For this ICP, Queensland Urban Utilities has adopted the Participating Local Governments' Planning Assumptions in existence at 1 July 2014, as stated in Schedule 3 of this ICP.

6.3 Queensland Urban Utilities Demand Assumptions

- (1) For the purpose of assessing a Connection application, the Planning Assumptions must be converted into statements of demand for each network (Queensland Urban Utilities Demand Assumptions).
- (2) The Queensland Urban Utilities Demand Assumptions are commonly taken to mean:
 - (a) the demand generation rates by Planning Scheme zone or use (e.g. equivalent tenements or persons per hectare); and



DRAFT INTERIM CONNECTIONS POLICY

(b) the projected demands by locality or service catchment.

- (3) The Queensland Urban Utilities Demand Assumptions are stated in Schedule 3 of this ICP.

7. DESIRED STANDARD OF SERVICE

7.1 Purpose

- (1) The purpose of the desired standard of service in this ICP is to state the standard of performance desired to be achieved by Connections including by the conditioning of infrastructure through the Water Approval process.

7.2 All Networks

- (1) The desired standard of service applicable to Drinking Water and Non-drinking Water supply networks and the Wastewater network is:

- (a) design and construct the network in accordance with the following:
- i. the Queensland Urban Utilities Design and Construction Standards, incorporating the SEQ Water Supply and Sewerage Design and Construction Code; and
 - ii. the Water Supply Act.

7.3 Water Supply Network

- (1) The desired standard of service for the water supply network is:

- (a) ensure Drinking Water complies with the National Health and Medical Research Council Australian Drinking Water guidelines for colour, turbidity and microbiology;
- (b) convey potable water from the South East Queensland Bulk Water Network supply points to consumers;
- (c) design recycled and other Non-drinking water systems in accordance with State Government regulatory guidelines; and
- (d) minimise non-revenue water loss.

7.4 Wastewater Network

- (1) The desired standard of service for the Wastewater network is:

- (a) provide a reliable network that collects, stores, treats and releases sewage from premises;
- (b) design Wastewater treatment plants to comply with licence conditions.

8. SCHEDULE OF WORKS

8.1 Purpose

- (1) The purpose of the Schedule of Works is to define Trunk Infrastructure^a and to state the basis for a condition that Queensland Urban Utilities may impose for the following:

^a Section 140 (Schedule of Works for Distributor-Retailers before 1 October 2014) of the Act.



DRAFT INTERIM CONNECTIONS POLICY

- (a) necessary Trunk Infrastructure⁹;
- (b) additional Trunk Infrastructure costs¹⁰; and
- (c) agreements about, and alternatives to, paying an Adopted Infrastructure Charge¹¹.

8.2 Determination of Trunk Infrastructure

- (1) Trunk Infrastructure is development infrastructure, as defined by the Planning Act, and which is identified in the Schedule of Works.
- (2) The existing and future Trunk Infrastructure is intended to service the development at the desired standard of service.
- (3) The typical Trunk Infrastructure networks, systems and items covered by the Schedule of Works are stated in Table 1 below.

Table 1: Typical trunk infrastructure networks, systems and items

Trunk Infrastructure Network	System	Items
Water Supply Network	Drinking and Non-drinking water distribution and treatment	<ul style="list-style-type: none"> • Non-drinking Water treatment plant • Reservoir and storage facility • Pump station • Chlorination facility • Distribution main with nominal diameter of 200mm or greater • Associated monitoring system • Fire hydrants and other fittings on trunk mains • Pressure-reducing valves and pressure gauges
Wastewater Network	Transport	<ul style="list-style-type: none"> • Pump station • Rising main • Gravity sewer with a nominal diameter of 225mm or greater • Odour and corrosion control system • Associated monitoring system
	Treatment	<ul style="list-style-type: none"> • Wastewater treatment plant • Storage facility • Release system • Associated monitoring system

8.3 Maps for Trunk Infrastructure

- (1) The Schedule of Works must include a map of development infrastructure that identifies Trunk Infrastructure.
- (2) Queensland Urban Utilities has adopted the Participating Local Governments' Plans for Trunk Infrastructure as stated in Schedule 4 of the ICP.

8.4 Future Trunk Infrastructure

- (1) The Act requires that the Schedule of Works:

⁹ Section 99BRCS (Conditions for Necessary Trunk Infrastructure) of the Act.

¹⁰ Section 99BRCT (Conditions for Additional Trunk Infrastructure Costs) of the Act.

¹¹ Section 99BRDA (Agreements About, and Alternatives to, Paying Adopted Infrastructure Charge) of the Act.



DRAFT INTERIM CONNECTIONS POLICY

- (a) must identify the proposed development infrastructure that is to be identified as future trunk infrastructure¹²; and
 - (b) state the location, estimated cost and expected time of delivery of future trunk infrastructure.
- (2) To satisfy the requirements of the Act, Queensland Urban Utilities has adopted the Participating Local Governments' Schedule of Works for Future Trunk Infrastructure in existence at 1 July 2014 as stated in Schedule 5 of the ICP.

9. CONNECTION TYPES

- (1) The Act states that a person must not make a Connection without a Water Approval¹³.
- (2) In accordance with the Act, Connections may comprise a:
- (a) Standard Connection;
 - (b) Property Service Connection;
 - (c) Network Connection; or
 - (d) Staged Water Connection.
- (3) Property Service Connections and Network Connections are defined in the Act.
- (4) Queensland Urban Utilities' criteria for a Standard Connection and Staged Water Connection are provided in Sections 11 and 12 of this ICP.

10. FEES & CHARGES

- (1) In accordance with the Act, Queensland Urban Utilities may apply the following fees and charges:
- (a) Application Fees including:
 - i. fees in relation to an application for a Connection, Disconnection or Alteration to a service;
 - ii. works phase fees & charges in relation to Queensland Urban Utilities assessing compliance with the conditions of a Water Approval in relation to the design and construction of infrastructure, including, as relevant:
 - 1. design certification fees;
 - 2. works inspection fees; and
 - 3. third-party certification scheme audit and compliance fees.
 - (b) Services Advice Fees in relation to a request for, and provision of, services advice;
 - (c) Connection Charges including charges in relation to the final Connection or Disconnection of services, including 'live works' inspection and provision of Connection certificate; and

¹² See Schedule 1 (Dictionary) "Schedule of Works" of the Act

¹³ Section 99BRBX of the Act states the Maximum Penalty is 1665 Penalty unit (\$165,500)



DRAFT INTERIM CONNECTIONS POLICY

- (d) Property Service Works Charges for the provision of Property Service Infrastructure by Queensland Urban Utilities; and
 - (e) Adopted Infrastructure Charges.
- (2) Fees and charges and the way in which the amount payable is calculated is set out in Schedule 6 as follows:
- (a) Part 1 – Application Fees, Works Phase Fees & Charges and Services Advice Notice Fees; Connection Charges;
 - (b) Part 2 – Property Service Works Charges; and
 - (c) Part 3 – Adopted Infrastructure Charges.
- (3) Fees and charges must be paid at the time specified in the Act, or otherwise, this ICP.

11. CONNECTION CRITERIA - STANDARD CONNECTIONS

- (1) Queensland Urban Utilities will connect properties to the Queensland Urban Utilities Drinking Water service, Non-drinking Water service and Wastewater service where the Connection complies with the criteria specified in Table 2 below.
- (2) Connections that comply with the criteria in Table 2 are a Standard Connection for the purposes of the Act and this ICP¹⁴.
- (3) A Standard Connection also includes any Disconnection or Alteration of a Property Service Connection that complies with the criteria in Table 2.
- (4) Standard Conditions for a Standard Connection are provided in Schedule 7 of this ICP.
- (5) For avoidance of doubt, a Standard Connection includes a Property Service Connection, in accordance with the criteria stated in this section and does not include a Network Connection.
- (6) Queensland Urban Utilities has areas within its network areas where a reduced standard of service may apply. For example areas with a trickle feed water service. Where applicable, Connections may be provided at the reduced standard.

Table 2: Connection Criteria for Standard Connections

Connection Criteria No.	Aspect	Criteria
All Standard Connections		
SC1	Use	<ul style="list-style-type: none"> a. The Connection must service an existing single lot or each proposed lot in a two-lot subdivision; and b. The Connection must service a dwelling house¹⁵.
SC2	Property	<ul style="list-style-type: none"> a. The required Property Service Infrastructure must comply with SEQ Water Supply and Sewerage Design and Construction

¹⁴ Section 99BRAU

¹⁵ See mandatory use definition for dwelling house in Queensland Planning Provisions version



DRAFT INTERIM CONNECTIONS POLICY

	Service Infrastructure	<p>Code;</p> <p>b. The Property Service Connection must not require an extension or upgrade to Queensland Urban Utilities reticulation infrastructure to enable the Property Service Connection; and</p> <p>c. The Property Service Infrastructure must not cross or require works in a Department of Transport and Main Roads controlled road.</p>
SC3	Works	Property Service Infrastructure must be provided by Queensland Urban Utilities, which requires payment of a Property Service Works Charge.
SC4	Site Layout	<p>The site, including the entire route for any required Property Service Infrastructure, must not be subject to constraints such that Property Service Infrastructure cannot be designed and constructed in accordance with the SEQ Water Supply and Sewerage Design and Construction Code. Site constraints may include but are not limited to:</p> <ul style="list-style-type: none"> - physical obstructions; - site or ground conditions; - safety risks; and - legislative or regulatory restrictions.
Connections to the Drinking Water Service		
SDC1	Location	The property must be located in the Drinking Water Connection Area.
SDC2	Connection	The Connection must comprise a single DN20mm or DN25mm (internal diameter) Property Service ¹⁶ .
SDC3	Water Main Connection	The Property Service Connection must be made to reticulation mains of not more than 300mm (nominal diameter) excluding mains that are not suitable for individual Property Service Connections due the function the main performs.

¹⁶ Queensland Urban Utilities may specify the property service and/or water meter size required for the Connection. Queensland Urban Utilities may also specify the size and configuration of property Connection Infrastructure having regard to the SEQ Water Supply and Sewerage Design and Construction Code. For example Queensland Urban Utilities may require DN32mm water Property Service Infrastructure across roadways for a DN25mm water property service. At Queensland Urban Utilities' final discretion, such connections shall constitute a Standard Connection.



DRAFT INTERIM CONNECTIONS POLICY

SDC4	Service Standards	The Queensland Urban Utilities Desired Standards of Service must be achieved at the point of supply and the Owner must install enough water storage tanks and pumps to ensure that water can be supplied at a satisfactory pressure and flow.
Connections to the Non-drinking Water Service		
SND1	Location	The property must be located in the Non-drinking Water Connection Area.
SND2	Connection	The Connection must comprise a single DN20mm or DN25mm (internal) property service ¹⁷ .
SND3	Water Main Connection	The Property Service Connection must be made to reticulation mains of not more than 300mm (nominal diameter) excluding mains that are not suitable for individual Property Service Connections due the function the main performs.
SND4	Service Standards	The Queensland Urban Utilities Customer service standards must be achieved at the point of supply and the Owner must install enough water storage tanks and pumps to ensure that water can be supplied at a satisfactory pressure and flow.
Connections to the Wastewater Service		
SSC1	Location	The property must be located in the Wastewater Connection Area.
SSC2	Connection	The Connection must comprise a DN110mm service ¹⁸ .
SSC3	Sewer Main Connection	a. The Property Service Connection must be made to a sewer that is not greater than 300mm (nominal diameter); and b. The Property Service Connection must be made to a sewer at depths not greater than 3m to the invert level.
SSC4	Land Topography	The land topography must enable the property drainage to gravitate to the existing sewerage network.

¹⁷ Queensland Urban Utilities may specify the property service and/or water meter size required for the Connection. Queensland Urban Utilities may also specify the size and configuration of property Connection infrastructure having regard to the SEQ Water Supply and Sewerage Design and Construction Code. For example Queensland Urban Utilities may require; DN32mm water Property Service Infrastructure across roadways for a DN25mm water property service. At Queensland Urban Utilities' final discretion, such connections shall constitute a standard Connection.

¹⁸ Queensland Urban Utilities may specify the property service required for the Connection. Queensland Urban Utilities may also specify the size and configuration of property Connection infrastructure having regard to the SEQ Water Supply and Sewerage Design and Construction Code. For example Queensland Urban Utilities may require a DN160mm sewer Property Service Infrastructure for sewer connections exceeding 10m in length. At Queensland Urban Utilities' final discretion, such connections shall constitute a Standard Connection.



DRAFT INTERIM CONNECTIONS POLICY

SSC5	Sewer Location	The Property Service Connection must be made to a sewer which is located in the subject property or in the footway immediately adjacent to the property boundary.
------	----------------	---

12. CONNECTION CRITERIA (PROPERTY SERVICE CONNECTIONS & NETWORK CONNECTIONS)

12.1 Application

- (1) Upon application, Queensland Urban Utilities will connect properties (not otherwise Standard Connections) to the Queensland Urban Utilities Drinking Water service, Non-drinking Water service and Wastewater service where the Connection complies with Connection criteria specified in this Section 12.
- (2) To avoid any doubt, these Connection criteria do not apply to Property Service Connections that comply with the criteria for Standard Connections set out in Section 11.
- (3) These Connection criteria apply to:
 - (a) a new Property Service or Network Connection including a Connection required to enable development, including a reconfiguration of a lot, material change of use or building work;
 - (b) the Disconnection¹⁹ of an existing Property Service or Network Infrastructure; and
 - (c) an Alteration to an existing Property Service or Network Infrastructure.
- (4) To avoid any doubt, an Alteration to a Property Service includes any material change in infrastructure or change in the demand for a water service or Wastewater service at the Connection. For the purpose of this ICP, a change in demand for an existing Property Service includes but is not limited to:
 - (a) a change in demand arising from development occurring on the subject property which results in a change in the Adopted Infrastructure Charge Category or change in the number of bedrooms and/or gross floor area as applicable for the Adopted Infrastructure Charge Category²⁰;
 - (b) a change in demand arising from development occurring on the subject property which results in a change in the development class as specified in the Queensland Urban Utilities Infrastructure Charges Schedule (Schedule 6);
 - (c) a change in demand arising from development occurring on the subject property which results in the development becoming inconsistent with the Planning Assumptions (Section 6);
 - (d) a material change in the consumption of Drinking Water or Non-drinking Water at the subject property;
 - (e) a material change in the subject property's load on the distribution and

¹⁹ See ICP Section 14 Disconnection Criteria.

²⁰ See Queensland Government State Planning Regulatory Provision (Adopted Charges) 2012 Schedule 1 - 3.



DRAFT INTERIM CONNECTIONS POLICY

reticulation network, including significant changes in water supply drows or Wastewater discharge flow rates or volumes; and

- (f) a material change in the subject property's Wastewater discharge quality.
- (5) Queensland Urban Utilities may adopt separate Connection Areas for each service (Refer to Section 4). Where the Connection criteria refer to Connections or a Connection Area this means a Connection and Connection Area for the same service. That is a:
 - (a) Drinking Water Service Connection in a Drinking Water Connection Area;
 - (b) Non-drinking Water Service Connection in a Non-drinking Water Connection Area; and
 - (c) Wastewater Service Connection in a Wastewater Connection Area.

12.2 Connections inside the Connection Area and/or Future Connection Area

- (1) Other than Standard Connections, Queensland Urban Utilities does not guarantee to provide a Connection to properties inside the Connection Area.
- (2) Queensland Urban Utilities does not guarantee to provide any Connections inside the Future Connection Area but outside the Connection Area.
- (3) Queensland Urban Utilities will assess applications for Connections, other than Standard Connections, inside the Future Connection Area against the:
 - (a) Desired Outcomes (Section 3);
 - (b) The Queensland Urban Utilities Planning Assumptions (Section 6);
 - (c) The Act;
 - (d) The Water Supply Act;
 - (e) The SEQ Water Supply and Sewerage Design and Construction Code;
 - (f) Any other matter which Queensland Urban Utilities considers as relevant to the Connection or supply of water and Wastewater services.
- (4) To avoid any doubt, Section 12.2 (3)(a)-(3)(f) will also apply to Connections which are located within both the Connection Area and Future Connection Area.
- (5) When assessing applications against the Desired Outcomes, Queensland Urban Utilities may consider:
 - (a) whether the necessary trunk infrastructure to service the Connection is available or planned (refer to Plans for Trunk Infrastructure - Schedule 4);
 - (b) any infrastructure contributions to be provided; and
 - (c) the potential for other future Connections to any Trunk Infrastructure.

12.3 Connections outside the Future Connection Area

- (1) Queensland Urban Utilities does not guarantee to provide any Connection outside a Future Connection Area.
- (2) Queensland Urban Utilities will assess applications for Connections Outside the Future Connection Area having regard to the:



DRAFT INTERIM CONNECTIONS POLICY

- (a) Desired Outcomes (Section 3);
 - (b) The Act;
 - (c) The Water Supply Act;
 - (d) The SEQ Water Supply and Sewerage Design and Construction Code; and
 - (e) Any other matter which Queensland Urban Utilities considers as relevant to the Connection or supply of water and Wastewater services.
- (3) When assessing applications for Connections Outside the Future Connection Area, Queensland Urban Utilities will consider amongst the other relevant matters:
- (a) any cost incurred by Queensland Urban Utilities in providing and maintaining the Connection;
 - (b) any financial and infrastructure contributions to be provided by the applicant;
 - (c) the likely future usage of the Connection including any future charges likely to be paid by future customers; and
 - (d) the potential for other future Connections to any trunk infrastructure provided for the Connection.

12.4 General Connection Criteria

Table 3: General Connection Criteria

No.	Aspect	Criteria
All Connections		
C1	Site Layout	<ul style="list-style-type: none"> a. Property service Infrastructure and network infrastructure must be designed such that existing or future buildings and structures do not interfere with or adversely impact on the infrastructure or place an adverse loading on the infrastructure. b. Existing and planned Property Service Infrastructure and network infrastructure must be protected from natural and physical processes and hazards.
C2	Design and Construction of Infrastructure	<ul style="list-style-type: none"> a. Property service Infrastructure and network infrastructure must be designed and constructed in accordance with the SEQ Water Supply and Sewerage Design and Construction Code; b. Property service Infrastructure and/or network infrastructure must integrate with, protect and enhance the existing and planned network; c. The desired standard of service must be achieved; d. Servicing the development must not adversely affect the wider network's ability to adequately service existing development; and e. The infrastructure must be the most efficient and cost-effective solution for servicing the premises. f. The location and alignment of infrastructure must be consistent



DRAFT INTERIM CONNECTIONS POLICY

		with the Schedule of Works or an alternative location or alignment which delivers the same desired standard of service.
C3	Easements	Where required by the SEQ Water Supply and Sewerage Design and Construction Code, easements must be provided in favour of Queensland Urban Utilities, at no cost to Queensland Urban Utilities, for network infrastructure that will traverse private property.
C4	Contribution of Non-Trunk Infrastructure	The Connection must provide for: <ul style="list-style-type: none"> a. all reticulation network infrastructure internal to the premises; b. all infrastructure required connecting the premises to external network infrastructure; and c. all infrastructure required for protecting or maintaining the safety or efficiency of the whole network of which the premises infrastructure is a component.
C5	Service Standards (Drinking Water)	Premises must have an adequate volume and supply of Drinking Water that: <ul style="list-style-type: none"> a. meets the needs of users; b. is adequate for fire-fighting purposes; and c. ensures the health, safety and convenience of the community.
C6	Service Standards (Non-drinking Water)	Premises must have an adequate volume and supply of Non-drinking Water that: <ul style="list-style-type: none"> a. meets the needs of users; b. is adequate for fire-fighting purposes; c. ensures the health, safety and convenience of the community; and d. minimises adverse impacts on the receiving environment.
C7	Service Standards (Wastewater Service)	Provision must be made for the treatment and disposal of sewage and effluent to protect public health and prevent contamination of soils, ground water or surface water or adversely impact on water quality.
C8	Service Standards (Trade Waste)	Where necessary, provision must be made for disposal of trade waste.
All Connections Inside the Future Connection Area		
FC1	Contribution of Trunk Infrastructure	The Connection may be required to provide trunk infrastructure to service the development where: <ul style="list-style-type: none"> a. the existing trunk infrastructure available to service the premises is not adequate; or b. the trunk infrastructure to be provided is necessary but is not yet available; or c. the development associated with the Connection is not consistent



DRAFT INTERIM CONNECTIONS POLICY

		with the Planning Assumptions (Section 6).
FC2	Additional Costs	Connection is subject to payment of the additional costs ²¹ associated with supplying the trunk infrastructure to the development where the development associated with the Connection is not consistent with the Planning Assumptions.
All Connections Outside the Future Connection Area		
OFC1	Contribution of Trunk Infrastructure	The Connection may be required to provide trunk infrastructure to service the development where: <ul style="list-style-type: none"> a. the existing trunk infrastructure necessary to service the premises is not adequate; or b. the trunk infrastructure to be provided is necessary but is not yet available; or c. the development associated with the Connection is not consistent with the Planning Assumptions (Section 6).
OFC2	Additional Costs	Connection is subject to payment of the additional costs ²² towards supplying the trunk infrastructure.

End note: (1) See mandatory administrative definition for *urban purposes* Queensland Planning Provisions version 3.

13. CONNECTION CRITERIA (STAGED WATER CONNECTION)

- (1) Queensland Urban Utilities will provide Staged Water Connections to the Drinking Water service, Non-drinking Water service and Wastewater service where the Connection complies with the assessment criteria specified in this Section 13.
- (2) Connections that comply with the following assessment criteria are Staged Water Connections for the purposes of the Act and this ICP.
- (3) A Staged Water Connection is:
 - (a) any Connection where the applicant seeks to carry out the Connection in more than one stage and Queensland Urban Utilities agrees is a Staged Water Connection. This can include, but is not limited to:
 - i. a Network Connection followed by a Property Service Connection;
 - ii. Network Connections carried out in more than one stage; or
 - iii. Property Service Connections to one or more properties carried out in more than one stage;
 - (b) a subsequent Connection application for the subject property (including child parcels) where a Water Approval for a Staged Water Connection identified that the subsequent Water Approval was required; or

²¹ See Section 99BRCT (Conditions for Additional Trunk Infrastructure Costs) of the Act.

²² See Section 99BCW of the Act (Costs Outside Connection Areas and Future Connection Areas).



DRAFT INTERIM CONNECTIONS POLICY

- (c) any Connection that Queensland Urban Utilities determines is a Staged Connection.
- (4) A Water Approval for a Staged Water Connection only authorises Connection to the extent specified in the approval. To avoid any doubt, a Water Approval for a Staged Connection may not authorise any Connection.
- (5) In assessing a Staged Connection Queensland Urban Utilities will consider the charges and conditions applied to any previous Water Approval for a Staged Water Connection.

Table 4: Connection Criteria for Staged Water Connections

No.	Aspect	Criteria
All Connections		
STC1	General	a. The Connection Criteria set out in Section 12 for Property Service Connections and Network Connections.
STC2	First Staged Connection	b. A staging plan must be submitted setting out the proposed stages of Connection and servicing strategy. c. The servicing strategy must include a sufficient level of detail to identify the demand for each stage and proposed servicing solution including any Property Service Infrastructure or network infrastructure required.
STC3	Subsequent Staged Connection(s)	d. The Connection must be consistent with any requirements and conditions specified in a Water Approval for a Staged Water Connection which applies to the property.

Note: Staged Connections are property service and/or Network Connections typically in multi-stage subdivisions or master-planned communities. These Connections are available in both the Connection Area and Future Connection Area provided that the application satisfies all of Queensland Urban Utilities' requirements.

The Water Approval for a Staged Connection will establish Connection entitlements (including future demand allowance) and set out works requirements including the staging of works. Typically a Water Approval for a Staged Connection approval may also authorise Connection works for the first stage of development.

Where trunk works are required, the Staged Water Connection is likely to be supported by an Infrastructure Agreement.

Water Approvals for Staged Water Connections will set out the future Water Approvals required for the development. Connection entitlements and detailed infrastructure requirements can be adjusted at later stages of development.

14. DISCONNECTION CRITERIA

- (1) Queensland Urban Utilities will provide a Disconnection where the Disconnection complies with the assessment criteria specified in Section 11 (Standard Connection) and Section 12 (Property and Network Connection).



DRAFT INTERIM CONNECTIONS POLICY

- (2) Queensland Urban Utilities will disconnect properties from the Queensland Urban Utilities Drinking Water service, Non-drinking Water service and Wastewater service where the Disconnection complies with the additional criteria specified in Table 5 below.
- (3) Disconnections that comply with the criteria in Table 5 are Disconnections for the purposes of the Act and this ICP.
- (4) To remove any doubt, Queensland Urban Utilities may continue to levy access charges for properties which have been disconnected.
- (5) The ICP applies to applications for permanent Disconnections. Queensland Urban Utilities may not authorise a permanent Disconnection if a building remains on the property.
- (6) Queensland Urban Utilities may allow the property Owner to make temporary Disconnections to the water supply network, such as where the water meter is retained pending redevelopment. The Owner or agent must undertake appropriate measures to ensure the protection of the infrastructure (e.g. water meter) against physical damage or water theft.

Table 5: Criteria for Disconnections

No.	Aspect	Criteria
All Disconnections		
D1	Purpose of Disconnection	The Disconnection is for one of the following purposes: a. To enable the demolition of buildings; or b. To enable the Alteration and installation of new property service or network infrastructure; or c. To enable a relocation of existing Property Service infrastructure.
D2	Discontinuation of Service	The discontinuation of service must not adversely affect the network's capacity to service existing or future development.
Disconnection to Water Supply Service		
D3	Water Supply Disconnection Works	The water service is plugged and the water meter is removed by an authorised person in accordance with conditions determined by Queensland Urban Utilities. The water meter must be returned to Queensland Urban Utilities.
Disconnection to Wastewater Service		
D4	Wastewater Disconnection Works	The Wastewater service is capped by an appropriate person in accordance with conditions determined by Queensland Urban Utilities.



DRAFT INTERIM CONNECTIONS POLICY

15. THE CONNECTION APPLICATION OR REQUEST PROCESS

15.1 Services Advice Notice

- (1) A Services Advice Notice provides the following information:
 - (a) advice about the proposed Connection, Alteration or Disconnection;
 - (b) the charges and conditions that may apply to the Connection, Alteration or Disconnection; and
 - (c) any other matter deemed relevant by Queensland Urban Utilities.
- (2) The request for a Services Advice Notice does not constitute an application for Connection.
- (3) The Services Advice Notice is not an approval to connect to the Queensland Urban Utilities network(s) and does not bind any future Queensland Urban Utilities' decision if the applicant applies for a Connection.
- (4) A person may, at any time, request a Services Advice Notice about a proposed Connection.
- (5) This request is to be made through the Queensland Urban Utilities online Connections Portal.
- (6) A diagram depicting a typical request for a Services Advice Notice is provided at Schedule 8 of this ICP.
- (7) Queensland Urban Utilities will issue a Services Advice Notice within the timeframes set out in Schedule 9 of this ICP.
- (8) A fee will be applied to the provision of a Services Advice Notice and this fee is set out in Schedule 6.
- (9) Queensland Urban Utilities may, at its sole discretion, provide a reduced fee for a subsequent Connection application for a Connection for which a Services Advice Notice has been provided within the previous 12 months.

15.2 Matters Common to All Applications, Approvals and Requests

15.2.1 Timing of Applications and Requests

- (1) A Connection application or request may be made at any time.
- (2) If a Connection application or request is made in advance of a building or development approval then it is the responsibility of the applicant to ensure that the application or request considers and responds to all relevant matters that may apply under the *Sustainable Planning Act 2009* (e.g. land subject to flood hazard overlays, prohibited development), the *Building Act 1975* (e.g. building over service provider infrastructure) and other relevant legislation.

15.2.2 Properly Made Applications and Requests

- (1) Applications and Requests are considered to be properly made when the following criteria have been met:
 - (a) The application or request has been made by completing the approved Queensland Urban Utilities form relevant to the type of



DRAFT INTERIM CONNECTIONS POLICY

Connection being applied for, which includes completion of electronic forms through the Queensland Urban Utilities online Connection portal;

- (b) The applicant, if the applicant is not the Owner of the land related to the Connection, has submitted the property Owner's written consent with the application;
- (c) The application includes all supporting technical documentation and other information called for on the form for the type of Connection being sought or that has been requested by Queensland Urban Utilities through issuance of an information request to the applicant;
- (d) The application or request has been lodged and all required Application Fees relevant to the type of Connection being sought have been paid. The Application Fees are set out in Schedule 6 – Part 1 of the ICP.

15.2.3 Incomplete Applications and Requests

- (1) If the application or request is not properly made at the time of lodgement, it will be held by Queensland Urban Utilities for a period of 40 business days or until it is considered to be properly made, whichever is the lesser.
- (2) If the application or request remains not properly made after a 40 business day period the application or request will lapse.
- (3) When Queensland Urban Utilities confirms that the application is properly made in accordance with this ICP, assessment of the application will commence.
- (4) If the application or request is held, Queensland Urban Utilities may issue an information request requiring additional information including amended plans, additional reports and additional fees.
- (5) If after a further 20 business days the information request has not been responded to by the applicant and/or all requirements have not been met then the application or request will lapse unless Queensland Urban Utilities agrees at its absolute discretion to extend the information provision period.

15.3 Requesting a Standard Connection

15.3.1 Making the Request

- (1) A properly made Standard Connection request is:
 - (a) an request relating to a Connection that complies with the criteria stated in Section 11 of this ICP; and
 - (b) in accordance with the preceding Section 15.2, including all supporting information set out on the request form for a Standard Connection.
- (2) A diagram depicting the typical request process for a Standard Connection is provided at Schedule 8 of this ICP.



DRAFT INTERIM CONNECTIONS POLICY

15.3.2 Granting the Request

- (1) Queensland Urban Utilities will grant the request for a Standard Connection within 5 business days of receiving a properly made request for a Standard Connection or another period as agreed to by Queensland Urban Utilities and the applicant.
- (2) Queensland Urban Utilities will, within five business days of granting the request, give the applicant a notice stating:
 - (a) the Standard Conditions for the Standard Connection;
 - (b) the Connection Charge and Property Service Works Charge payable for the Standard Connection.
- (3) The approval of the Standard Connection is taken to be a Water Approval which takes effect from the date that the notice is received by the applicant.
- (4) To remove any doubt, Queensland Urban Utilities will not construct Property Service Infrastructure or provide a Connection until any Connection Charge and/or Property Works Charge is paid.

15.3.3 Post Approval Functions

- (1) Queensland Urban Utilities will provide the Property Connection Infrastructure necessary for the requested Property Service.
- (2) Property Connection Infrastructure will be provided in accordance with the *SEQ Water Supply and Sewerage Design and Construction Code*.
- (3) Provision of the Property Connection Infrastructure and the Connection is subject to Queensland Urban Utilities being able to obtain any regulatory approvals or permits required for the works from any other entity. These approvals may include but are not limited to road and footpath closure permits, road opening permits or vegetation clearing permits. The applicant may be responsible for any costs incurred by Queensland Urban Utilities in obtaining these permits (Refer to Schedule 6).
- (4) The grant of the request for a Standard Connection is provided on the basis of information supplied by the applicant. If Queensland Urban Utilities attends the property to commence the works and identifies that the Connection is not a Standard Connection, that is, the Connection does not comply with the criteria for a Standard Connection, Queensland Urban Utilities may notify the applicant that the granting of the request is void. Queensland Urban Utilities may require an application for a Property Service Connection to be lodged for the Connection.
- (5) The post approval functions will occur in accordance with the timeframes stated in Schedule 9 of this ICP.
- (6) Queensland Urban Utilities may give the holder of the Water Approval a notice stating that the holder has:
 - (a) complied with the conditions of the approval; and



DRAFT INTERIM CONNECTIONS POLICY

- (b) paid the fees and charges under the approval.

15.4 Applying for a Property Service Connection or Network Connection

15.4.1 Making the Application

- (1) An application for a Property Service Connection or Network Connection means an application for a Water Approval other than a Standard Connection as described in the Act ⁽¹⁾.
- (2) A properly made Property Service Connection or Network Connection application is:
 - (a) a Connection application that addresses the criteria stated in Section 12 of this ICP;
 - (b) an application properly made in accordance with the preceding Section 15.2, including all supporting information and technical documentation.
- (3) Diagrams depicting the typical application/approval and works phase processes for a Property Service or Network Connection, requiring either minor or major infrastructure works, are provided at Schedule 8 of this ICP.

15.4.2 Assessment and Decision

- (1) The application for a Water Approval Under this part will be assessed against:
 - (a) the decision criteria in this Queensland Urban Utilities ICP;
 - (b) the *SEQ Water Supply and Sewerage Design and Construction Code*;
 - (c) the Act;
 - (d) the Water Supply Act; and
 - (e) any other matters that Queensland Urban Utilities considers to be relevant to the Connection or supply of its services.
- (2) In deciding the application, Queensland Urban Utilities will:
 - (a) approve all or part of the application; or
 - (b) refuse the application.
- (3) Queensland Urban Utilities may refuse the application if the Connection:
 - (a) is not technically feasible or would unreasonable interfere with the Connection or supply of its Drinking Water, Non-drinking Water or Wastewater services to other customers;
 - (b) does not comply with the Connection criteria, including where relevant the Desired Outcomes stated in Section 3, or could not reasonably be made to comply with the criteria by the application of conditions; and
 - (c) does not comply with the *SEQ Water Supply and Sewerage Design and Construction Code* or could not reasonably be made to



DRAFT INTERIM CONNECTIONS POLICY

comply with the code by the application of conditions.

- (4) The application will be assessed and decided in the timeframes specified in Schedule 9.
- (5) Queensland Urban Utilities will give the applicant a Decision Notice in accordance with the Act ⁽²⁾ stating, as applicable:
 - a. the decision and the day it was made;
 - b. reasons for refusal or part approval;
 - c. the Water Approval Conditions; and
 - d. the fees and charges levied for the Connection.
- (6) The Decision Notice may be combined with any trade waste approvals or seepage Water Approval given to the applicant.

15.4.3 Post Approval Functions

- (1) Water Approval conditions may specify requirements for the design and construction of any works including requirements for certification.
- (2) Depending on the type and scale of works required, Queensland Urban Utilities may require that:
 - (a) the design and construction of works be certified by a person accredited by Queensland Urban Utilities; and/or
 - (b) the design and construction of works be certified by Queensland Urban Utilities; and/or
 - (c) the Connection be carried out by a person nominated by Queensland Urban Utilities.
- (3) Fees and charges including Connection charges and Application Fees must be paid as specified in schedule 6.
- (4) Queensland Urban Utilities may give the holder of the Water Approval a notice stating that the holder has:
 - (a) complied with the conditions of the approval; and
 - (b) paid the fees and charges under the approval.
- (5) The post approval functions will occur in accordance with the timeframes stated in Schedule 9 of this ICP.

15.5 Applying for a Staged Water Connection

15.5.1 Making the Application

- (1) An application for a Staged Water Connection means an application for a staged water Connection as described in the Act.
- (2) A properly made Staged Water Connection application is taken to be:
 - (a) an application for a Connection that addresses the criteria stated in Section 13 of this ICP; and
 - (b) an application properly made in accordance with the preceding Section 15.2, including all supporting information and technical



DRAFT INTERIM CONNECTIONS POLICY

documentation.

- (3) The typical application/approval and works phase processes for a Staged Water Connection will be similar to that for a Property Service or Network Connection as illustrated in the relevant diagram provided at Schedule 8 of this ICP.

15.5.2 Queensland Urban Utilities' Approval

- (1) In deciding the application, Queensland Urban Utilities will assess and approve or refuse the application for a Standard Water Connection as per a Property Service or Network Connection in accordance with Section 15.4.2(1) to (3).
- (2) Queensland Urban Utilities will give the applicant a Decision Notice in accordance with the Act stating, as applicable:
 - (a) the decision and the day it was made;
 - (b) reasons for refusal or part approval;
 - (c) the stages of the Connection;
 - (d) which stages of the Connection, if any, are authorised under the Water Approval;
 - (e) any Water Approval conditions imposed, or charges levied, on a stage of the Connection authorised under the Water Approval;
 - (f) which stages of the Connection require a further application for a Water Approval; and
 - (g) the applicant's rights of internal review and appeal.
- (3) The Decision Notice may be combined with any trade waste approvals or seepage Water Approval given to the applicant.

15.5.3 Post Approval Functions

- (1) Post approval functions for Property Service and Network Connections approved under a Water Approval for a Staged Water Connection will be as per Section 15.4.3.

16. WATER APPROVAL CONDITIONS

- (1) Queensland Urban Utilities may apply Water Approval conditions to Water Approvals (other than Standard Connections).
- (2) Water Approval conditions will be:
 - (a) relevant to, but not an unreasonable imposition on, the Connection; or
 - (b) reasonably required for, or as a result of, the Connection.
- (3) The conditions may be for, but are not limited to:
 - (a) the level of demand for the water service or Wastewater service for the Connection;
 - (b) protecting or maintaining the safety and efficiency of Queensland Urban Utilities' infrastructure;



DRAFT INTERIM CONNECTIONS POLICY

- (c) requiring Property Service Infrastructure or network infrastructure to be designed and constructed including infrastructure designed and constructed in accordance with the SEQ Water Supply and Sewerage Design and Construction Code;
- (d) requiring a document of works for the Water Approval to be certified by Queensland Urban Utilities or a nominated person;
- (e) the requirement to enter into a Water Infrastructure Agreement with Queensland Urban Utilities within a period;
- (f) requiring a nominated person to make a Connection to Queensland Urban Utilities' network infrastructure;
- (g) requiring a Connection, or part of it, to be completed within a stated period;
- (h) requiring the payment of security under an agreement under section 99B(1) to support a condition of the approval; and/or in relation to trunk infrastructure or non-trunk infrastructure.

17. INTERNAL REVIEW AND APPEALS

17.1 Introduction

- (1) The Act prescribes that a person may appeal Queensland Urban Utilities' Appealable Decisions (which include an Original Decision) to either the:
 - (a) Building and Development Dispute Resolution Committee; or
 - (b) Planning and Environment Court.
- (2) Prior to the every appeal of an Original Decision, must be, in the first instance by way of an internal review as prescribed in the Act.

17.2 Internal review

17.2.1 Person's rights and obligations

- (1) The applicant may make written representations to Queensland Urban Utilities about the Original Decision. The Original Decision may be:
 - (a) a matter stated in the Decision Notice or action for which a Decision Notice was given; or
 - (b) the failure to give a Decision Notice for the application (a failure to decide); or
 - (c) a charge imposed for a Connection, other than for a Standard Connection, including a Connection Charge, a Property Service Works Charge and an Adopted Infrastructure Charge.
- (2) An Internal Review Application must be made to Queensland Urban Utilities' Chief Executive Officer and be:
 - (a) accompanied by a statement of the grounds on which the applicant seeks the review of the decision;
 - (b) supported by enough information to enable the reviewer to decide the application; and



DRAFT INTERIM CONNECTIONS POLICY

- (c) made within 30 business days after the day the original decision is made.
- (3) Once an internal review has been initiated no work under the disputed Water Approval can be started until the review is finalised or withdrawn unless the reviewer is satisfied that the outcome of the review would not be affected.
- (4) An Internal Review Application must not be made in respect of the grant of a Standard Connection.

17.2.2 Queensland Urban Utilities' Rights and Obligations

- (1) On receipt of the appeal Queensland Urban Utilities must within 15 business days (or another period agreed with the appellant):
 - (a) review the Original Decision; and
 - (b) make a review decision to confirm or amend the original decision, or substitute another decision for the original decision.
- (2) Within five business days after the review decision period ends Queensland Urban Utilities must give the applicant a review notice.
- (3) If no review notice is issued, Queensland Urban Utilities is taken to have made a review decision confirming the original decision.
- (4) Queensland Urban Utilities will ensure that the application for review is not assessed by the person who made the original decision or a person in a less senior office than the person who made the original decision.

18. CURRENCY OF WATER APPROVALS AND SERVICES ADVICE NOTICE

18.1 Preliminary

- (1) A Water Approval :
 - (a) applies until the Water Approval lapses as specified in the conditions;
 - (b) attaches to the land to which the Water Approval relates until the Water Approval lapses; and
 - (c) binds the Owner of the land, the Owner's successor in title and any occupier of the land.
- (2) A Services Advice Notice:
 - (a) applies until it lapses as specified in the Notice;
 - (b) does not remove the obligation for a person to apply for a Water Approval; and
 - (c) does not bind Queensland Urban Utilities decision for a Water Approval.

18.2 Currency Period

- (1) Unless otherwise stated in a Water Approval Condition, a Water Approval will be current for a period of two (2) years from:
 - (a) the date that the Decision Notice is issued; or



DRAFT INTERIM CONNECTIONS POLICY

- (b) the date that the Review Decision Notice is issued where the review notice amends the original Decision Notice.

- (2) Each Water Approval will include a condition that states when the individual Water Approval will lapse.

18.3 When Approvals Lapse (Connection works not started)

- (1) The Water Approval will lapse if works for Connection have not been started within the period specified in the Water Approval Conditions.
- (2) If a monetary security has been given in relation to a Water Approval, Queensland Urban Utilities will release the security if the Water Approval lapses.

18.4 When Approvals Lapse (Connection works started)

- (1) The Water Approval will lapse if the Connection works have been started but the Connection has not been completed in the period specified in the Water Approval Conditions. However, even though the Water Approval has lapsed, any security paid under a condition may be used in a way stated by the Water Approval Condition, including for example, for Queensland Urban Utilities to complete the Connection.

18.5 When Approvals Lapse (Staged Connection applications)

- (1) Where there is one or more related Staged Water Approvals for a Staged Connection the Staged Water Approval will lapse on the period specified in the conditions of the last Staged Water Approval.

18.6 Extensions to Approvals

- (1) Prior to a Water Approval lapsing, the holder of a Water Approval may make a written request to Queensland Urban Utilities for an extension. This written request should be in accordance with the process specified in this ICP.

18.7 Cancellation of an Approval

- (1) If the works associated with the Water Approval has not commenced, an applicant may make a written request to Queensland Urban Utilities to cancel the Water Approval. This request should be in accordance with the process specified in this ICP.

18.1 Currency Period of Services Advice Notices

- (1) Unless otherwise stated in a Services Advice Notice, the Services Advice Notice will be current for a period of two years from the date that the Services Advice Notice is issued.
- (2) Each Services Advice Notice will include a statement about when the Services Advice Notice will lapse.

19. AMENDING CONDITIONS IN A WATER APPROVAL

- (1) This section does not apply to the grant of a Standard Connection.
- (2) The holder of a Water Approval may apply to Queensland Urban Utilities to amend the Water Approval Conditions. The application for amendment is to be made in accordance with the application requirements for Property Service or Network Connection in Section 15.4.



DRAFT INTERIM CONNECTIONS POLICY

- (3) An application for amendment must be made before the Water Approval lapses.
- (4) Queensland Urban Utilities may then decide to:
 - (a) amend the condition;
 - (b) refuse to amend the condition; or
 - (c) decide that the scale of the change requires a new application under Section 15.
- (5) The assessment will consider the criteria relevant to the Connection specified in Sections 12 & 13.
- (6) Queensland Urban Utilities will give the applicant an Amendment Notice of the decision about the Water Approval Condition stating the following:
 - (a) the day the decision was made;
 - (b) whether the request is approved or refused;
 - (c) if the request is refused, the reasons for refusal; and
 - (d) the applicant's rights of internal review and appeal.
- (7) If the condition is amended, the condition takes effect when the Amendment Notice is given to the applicant. To avoid any doubt, it is declared that despite an amendment to a condition of a Water Approval:
 - (a) the Water Approval continues in effect; and
 - (b) a condition amended is a Water Approval condition.

20. DELEGATION OF DECISION FUNCTIONS

- (1) To remove any doubt, Queensland Urban Utilities has not delegated to Participating Local Governments its functions for any application or Connection to which this ICP applies.

21. CONSTRUCTION MAINTENANCE AND DEFECTS LIABILITY

- (1) Queensland Urban Utilities may specify requirements for the maintenance and defects liability of Property Service Infrastructure and Network Infrastructure in a Water Approval Condition.



DRAFT INTERIM CONNECTIONS POLICY

22. SCHEDULES

1. Definitions
2. Connection Area Maps
3. Planning Assumptions
4. Plans for Trunk Infrastructure
5. Schedule of Works
6. Fees and Charges
7. Standard Conditions for Standard Connections
8. Connection Process Diagrams
9. Connection Timelines



DRAFT INTERIM CONNECTIONS POLICY

23. SCHEDULE 1 – DEFINITIONS

TERM	DEFINITION
Act	means the <i>South-East Queensland Water (Distribution and Retail Restructuring) Act 2009</i> .
Adopted Infrastructure Charges	has the same meaning in the Act. (Charges are identified in Schedule 6 of this ICP)
Alteration	means, for a Connection, any material change in infrastructure or increase in demand for a water service or sewerage service at the Connection point.
Application Fees	means the Application Fees identified in Schedule 6.
Connection	has the same meaning in the Act and is a Property Service Connection or Network Connection.
Connection Area	means the areas in which Queensland Urban Utilities guarantees to provide Connections that comply with its Connection criteria to its water service or Wastewater service.
Connection Charges	has the same meaning in the Act. (The charges are identified in Schedule 6 of this ICP)
Decision Notice	for a Water Approval, has the same meaning in the Act.
Disconnection	means for a Connection, includes the Disconnection of a Property Service Infrastructure and/or Network Infrastructure from Queensland Urban Utilities' Water Infrastructure to stop supply of a water service or Wastewater service.
Distributor-Retailer	has the same meaning as in the Act.
Drinking Water	(1) means water, for human consumption, intended primarily as water for drinking, whether or not the water is used for other purposes. (2) Drinking water does not include— (a) water that is food as defined under the <i>Food Act 2006</i> ; or (b) water taken or supplied for domestic purposes under the <i>Water Act 2000</i> .
Drinking Water Connection Area	means the areas in which Queensland Urban Utilities guarantees to provide Connections that comply with its Connection criteria for its water service. See Schedule 2.
Future Connection Area	has the same meaning in the Act and is the areas in which Queensland Urban Utilities intends to extend or enhance its infrastructure network.
Geographic Area	Under section 6 of the Act Queensland Urban Utilities Geographic Area is the area that consists of the local government areas of its Participating Local Governments.
Infrastructure Agreement	(1) an Infrastructure Agreement under the <i>Planning Act</i> , schedule 3; (2) an Infrastructure Agreement under the repealed <i>Integrated Planning Act 1997</i> mentioned in the <i>Planning Act</i> , section 840; (3) an Infrastructure Agreement under the repealed <i>Local Government Planning and Environment Act 1990</i> to which the <i>Planning Act</i> , section 855 applies; (4) an agreement to which the <i>Planning Act</i> , section 856 applies.



DRAFT INTERIM CONNECTIONS POLICY

TERM	DEFINITION
Netserv Plan	Has the same meaning as in the Act being a plan about its water and wastewater networks and provision of water services and Wastewater services.
Network Connection	<ol style="list-style-type: none"> (1) the Connection of network infrastructure to Queensland Urban Utilities' Water Infrastructure to supply a water service or Wastewater service; and (2) the Disconnection of network infrastructure from Queensland Urban Utilities' Water Infrastructure to stop supply of a water service or Wastewater service; and (3) the Alteration of network infrastructure; and (4) works for the matters mentioned in paragraph (a), (b) or (c) to extend or upgrade Queensland Urban Utilities' Water Infrastructure.
Non-drinking Water	Non-drinking Water is water not treated to Drinking Water quality, but it may still be used for many other purposes, depending on its quality.
Non-drinking Water Connection Area	means the areas in which Queensland Urban Utilities guarantees to provide Connections that comply with its Connection criteria for its Non -Drinking Water service. See Schedule 2.
Owner	<p>Of land, means any of the following-</p> <ol style="list-style-type: none"> (1) the registered proprietor of the land under <i>Land Title Act 1994</i>; (2) the lessee or licensee under the <i>Land Act 1994</i> of the land; (3) the holder of a mineral development licence or mining lease over the land under the <i>Mineral Resources Act 1989</i>; (4) the holder of a petroleum lease over the land under the <i>Petroleum Act 1923</i> or the <i>Petroleum and Gas (Production and Safety) Act 2004</i>; (5) means the person for the time being entitled to receive the rent for the land or would be entitled to receive the rent for it if it were let to a tenant at a rent.
Participating Local Government	Pursuant to section 5(1) of the Act and includes Brisbane City Council, Ipswich City Council, Lockyer Valley Regional Council, Scenic Rim Regional Council and Somerset Regional Council
Planning Act	means the <i>Sustainable Planning Act 2009</i> .
Planning Assumptions	<p>has the same meaning in the Act and for Queensland Urban Utilities, means—</p> <ol style="list-style-type: none"> (1) the assumptions about the type, scale, location and timing of future development and future growth (each a planning descriptor) for any part of the area stated in Queensland Urban Utilities Participating Local Governments' priority infrastructure plans; or (2) if the Queensland Urban Utilities, a Participating Local Government and the Planning Minister agree that assumptions about a planning descriptor stated in a proposed priority infrastructure plan for the area are appropriate for preparing or reviewing a Water



DRAFT INTERIM CONNECTIONS POLICY

TERM	DEFINITION
	Netserv Plan—the agreed assumptions; (3) if the Queensland Urban Utilities, a Participating Local Government and the Planning Minister agree that different assumptions about a planning descriptor are appropriate for preparing or reviewing a Water Netserv plan—the agreed assumptions
Priority Infrastructure Area	has the same meaning as in the Planning Act.
Property Service Infrastructure	has the same meaning the Water Supply Act, Schedule 3.
Property Service Works Charges	has the same meaning in the Act. The Charges are identified in Schedule 6.
Property Service Connection	has the same meaning in the Act and is: (1) the Connection of Property Service Infrastructure to Queensland Urban Utilities Water Infrastructure to supply a water service or Wastewater service; and (2) the Disconnection of Property Service Infrastructure from Queensland Urban Utilities' Water Infrastructure to stop supply of a water service or Wastewater service; and (3) the Alteration of Property Service Infrastructure that is part of Queensland Urban Utilities' Water Infrastructure.
RPEQ	means an engineer registered under the <i>Professional Engineers Act 2002 (QLD)</i>
Schedule of Works	has the same meaning in the Act and includes: (1) a map of Queensland Urban Utilities' development infrastructure that is trunk infrastructure; (2) identification of proposed development infrastructure (future trunk infrastructure); (3) location, estimated cost and expected time of delivery of future Trunk infrastructure Section 140 of the Act requires Queensland Urban Utilities Board to adopt a Schedule of Works by 1 July 2014. The Schedule of Works will cease to apply once the Water Netserv Plan is in effect. The Schedule of Works is contained in Schedule 5 of this ICP.
Services Advice Notice	has the same meaning in the Act and is a non-binding notice from Queensland Urban Utilities to a person stating: (1) advice about the proposed Connection having regard to this ICP; (2) the charges and conditions that may apply to Connections; or (3) any other relevant matter about the Connection.
Standard Conditions	means Queensland Urban Utilities conditions for a Standard Connection which are outline in Schedule 7.
Standard Connection	means a Connection in Queensland Urban Utilities' Connection Area that complies with the Standard Connection Criteria and is subject to Standard Conditions.
Standard Connection Criteria	means the criteria identified in Section 11 of this ICP.
Wastewater	includes sewage
Wastewater Connection Area	means the areas in which Queensland Urban Utilities guarantees to provide Connections that comply with its Connection criteria for its Wastewater Service.
Water Approval	has the same meaning as in the Act as a Decision Notice



DRAFT INTERIM CONNECTIONS POLICY

TERM	DEFINITION
	that approves all or part of an application for a Property Service Connection or Network Connection with or without Water Approval conditions or Water Approval charges.
Water Infrastructure	means infrastructure for a water service or Wastewater service.
Water Supply Act	means the Water Supply (Safety and Reliability) Act 2008.



DRAFT INTERIM CONNECTIONS POLICY

24. SCHEDULE 2 – CONNECTION AREA MAPS

24.1 Part 1 - Connection Area

- (1) Illustrative maps of the Connection Area are included in this schedule and identified in Table 6.
- (2) Detailed maps of the Connection Area for each service are available at www.urbanutilities.com.au.

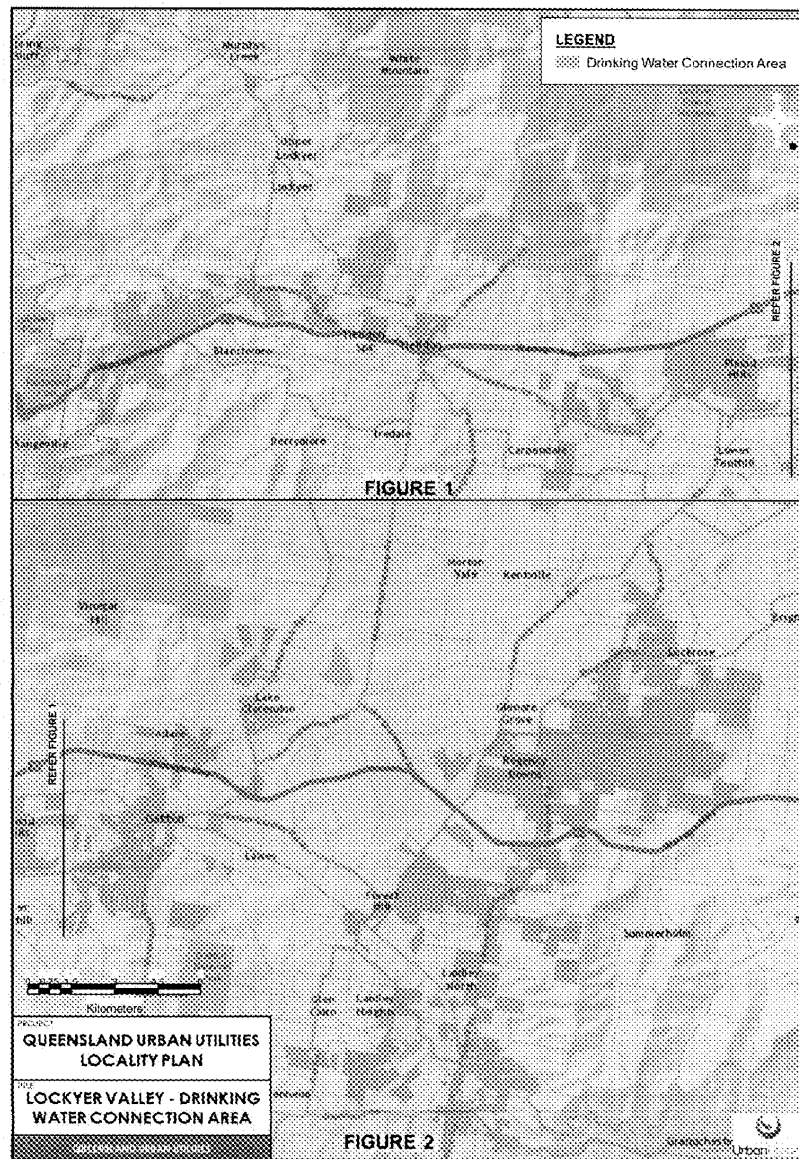
Table 6: Queensland Urban Utilities' Connection Area Maps

Map No.	Map Description
Map 1	Drinking Water Connection Area – Queensland Urban Utilities
Map 1.1	Drinking Water Connection Area – Brisbane
Map 1.2	Drinking Water Connection Area – Ipswich
Map 1.3	Drinking Water Connection Area – Lockyer Valley
Map 1.4	Drinking Water Connection Area – Scenic Rim
Map 1.5	Drinking Water Connection Area – Somerset
Map 2	Non-drinking Water Connection Area – Queensland Urban Utilities
Map 2.1	Non-drinking Water Connection Area – Brisbane
Map 2.2	Non-drinking Water Connection Area – Ipswich
Map 2.3	Non-drinking Water Connection Area – Lockyer Valley
Map 2.4	Non-drinking Water Connection Area – Scenic Rim
Map 2.5	Non-drinking Water Connection Area – Somerset
Map 3	Wastewater Connection Area – Queensland Urban Utilities
Map 3.1	Wastewater Connection Area – Brisbane
Map 3.2	Wastewater Connection Area – Ipswich
Map 3.3	Wastewater Connection Area – Lockyer Valley
Map 3.4	Wastewater Connection Area – Scenic Rim
Map 3.5	Wastewater Connection Area – Somerset



INTERIM CONNECTIONS POLICY

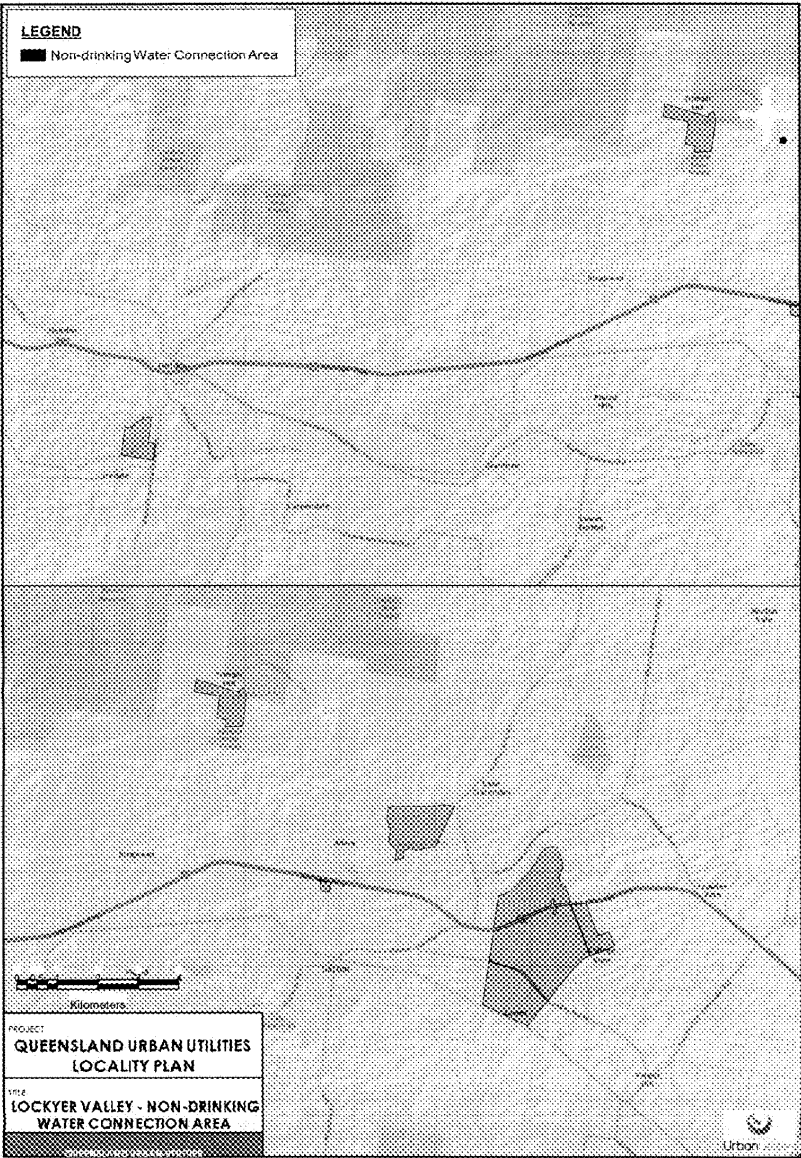
MAP 1.3 Drinking Water Connection Area - Lockyer Valley





INTERIM CONNECTIONS POLICY

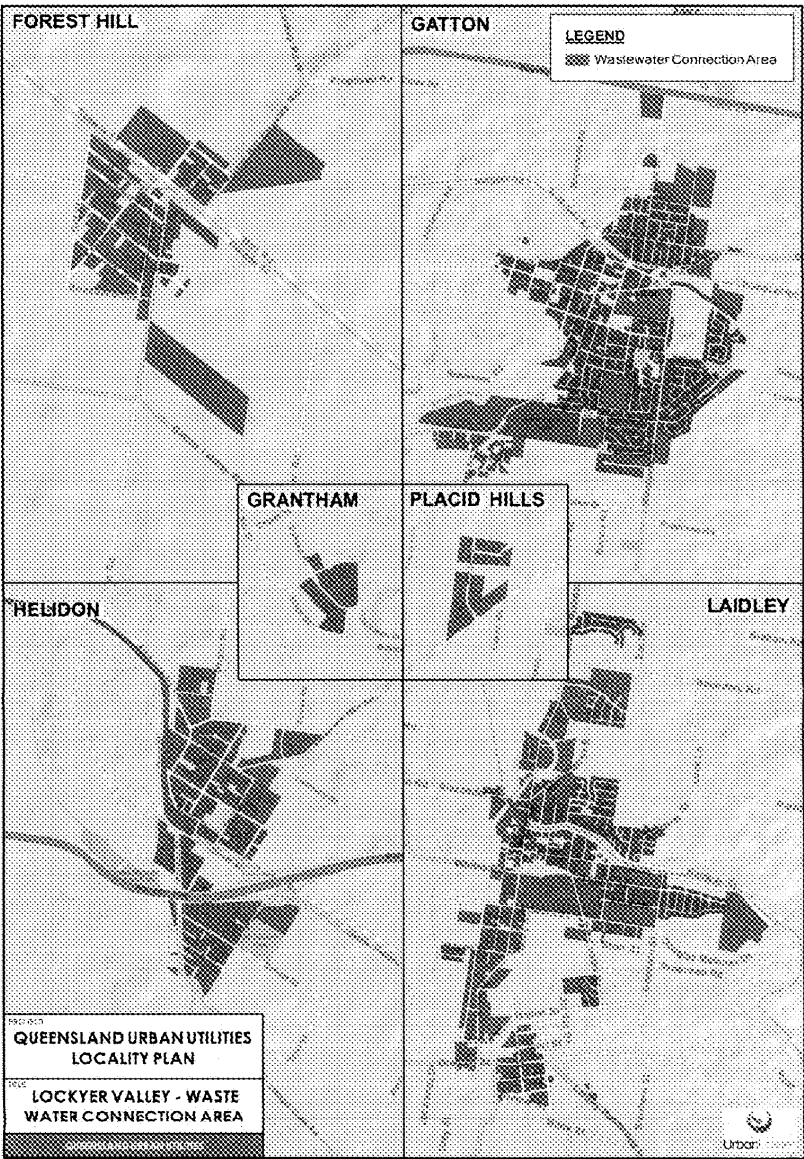
MAP 2.3 Non-drinking Water Connection Area - Lockyer Valley





INTERIM CONNECTIONS POLICY

MAP 3.3 Wastewater Connection Area - Lockyer Valley





CONNECTIONS POLICY

24.2 Part 2 – Future Connection Area

(1) The Future Connection Area has been determined having regard to the Participating Local Governments' Priority Infrastructure Areas. The relevant Priority Infrastructure Area maps are stated in Table 7 below.

Table 7: Future Connection Area Maps

Document Title	Title of Map	Map number
Brisbane Priority Infrastructure Plan 2012	Priority Infrastructure Area	Map A2
Ipswich Priority Infrastructure Plan July 2012	Priority Infrastructure Area (July 2012)	Map 13.6.2
Lackey Valley Regional Council Adopted Infrastructure Charges Resolution July 2011	Priority Infrastructure Area	Figure 1A – 1G
Scenic Rim Regional Council Adopted Infrastructure Charges Resolution (Version 4) October 2012	Priority Infrastructure Area – Beaudesert Priority Infrastructure Area 1 Priority Infrastructure Area – Koorabyn Priority Infrastructure Area 2 Priority Infrastructure Area – Canungra Priority Infrastructure Area 3 Priority Infrastructure Area – Boonah Priority Infrastructure Area 1 Priority Infrastructure Area – Kalbar Priority Infrastructure Area 2 Priority Infrastructure Area – Aratula, Mt Alford, Wamill View Priority Infrastructure Area 3 Priority Infrastructure Area – Peak Crossing Priority Infrastructure Area 1 Priority Infrastructure Area – Harrisville Priority Infrastructure Area 2	
Somerset Priority Infrastructure Area Maps are presented on the State Planning Regulatory Provision website through the Department of State Development, Infrastructure and Planning Somerset Regional Council Adopted Infrastructure Charges Resolution 2014	Ferrvale Priority Infrastructure Area Map 1; Lowood Priority Infrastructure Area Map 2; Esk Priority Infrastructure Area Map 3; Toogoolawah Priority Infrastructure Area Map 4; Kilcoy Priority Infrastructure Area Map 5	



CONNECTIONS POLICY

25. SCHEDULE 3 – PLANNING ASSUMPTIONS

25.1 Part 1 – Local Government Planning Assumptions

- (1) Queensland Urban Utilities has adopted the Participating Local Governments' Planning Assumptions that are in effect as of 1 July 2014. The relevant references to the Planning Assumptions are stated in Table 8 below.

Table 8: Participating Local Government's Planning Assumptions

Document Title	Title of Section
Brisbane Priority Infrastructure Plan 2012	Section 3 Planning Assumptions (inclusive of Section 3.14 Demand Generation Rates)
Ipswich Priority Infrastructure Plan July 2012	Division 2 Planning Assumptions and Demand Generation Rate
Laidley Shire Planning Scheme	
Gatton Shire Planning Scheme	
Beaudesert Shire Planning Scheme	
Boonah Shire Planning Scheme	
Ipswich Shire Planning Scheme	
Esk Shire Planning Scheme	
Kilcoy Shire Planning Scheme	

25.2 Part 2 – Queensland Urban Utilities Planning Assumptions

- (1) Where the demand generation rates are not specified above Queensland Urban Utilities will refer to the SEQ Water Supply and Sewerage Design and Construction Code.
- (2) Where the projected demands are not specified in the above listed documents, Queensland Urban Utilities will determine project demands by considering the Planning Assumptions from the Planning Scheme and SEQ Water Supply and Sewerage Design and Construction Code demand generation rates.



INTERIM CONNECTIONS POLICY

26. SCHEDULE 4 – PLANS FOR TRUNK INFRASTRUCTURE

- (1) Queensland Urban Utilities has adopted the Participating Local Governments' Plans for Trunk Infrastructure. The relevant Plans for Trunk Infrastructure are stated in Table 9 below.

Table 9: Participating Local Governments' Plans for Trunk Infrastructure

Document Title	Title of Section
Brisbane Priority Infrastructure Plan 2012	Section 6 Plans for Trunk Infrastructure
Ipswich Priority Infrastructure Plan July 2012	Division 7 Plans for Trunk Infrastructure
Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution July 2011	
Scenic Rim Regional Council Adopted Infrastructure Charges Resolution (Version 4) October 2012	
Somerset Regional Council Adopted Infrastructure Charges Resolution 2014	



INTERIM CONNECTIONS POLICY

27. SCHEDULE 5 – SCHEDULE OF WORKS

- (1) Queensland Urban Utilities has adopted the Participating Local Governments' Schedules of Works for Future Trunk Infrastructure. The relevant Schedules of Works for Future Trunk Infrastructure are stated in Table 10 below.

Table 10: Participating Local Governments' Schedule of Works

Document Title	Title of Section
Brisbane Priority Infrastructure Plan 2012	Section 6 Plans for Trunk Infrastructure
Ipswich Priority Infrastructure Plan July 2012	Division 8 Schedule of Works
Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution July 2011	
Scenic Rim Regional Council Adopted Infrastructure Charges Resolution (Version 4) October 2012	
Somerset Regional Council Adopted Infrastructure Charges Resolution 2014	



INTERIM CONNECTIONS POLICY

28. SCHEDULE 6 – FEES AND CHARGES

28.1 Part 1 – Services Advice Notice, Application Fees, Works Phase Fees & Charges

- (1) The water distribution and retail industry is a regulated industry and is subject to the Act for pricing of fees and charges.
- (2) The fees and charges in this Schedule are intended to recover up to the actual cost to Queensland Urban Utilities for providing the Connection services, and may include:
 - (a) direct marginal internal costs, including labour, materials and transport costs; and
 - (b) a fair contribution to overheads.
- (3) Queensland Urban Utilities has endeavoured to ensure that all information presented is current and accurate. New fees and charges may be adopted from time to time in accordance with the Act. It is therefore advisable to check the currency of information with Queensland Urban Utilities by visiting the web site at www.urbanutilities.com.au.
- (4) Queensland Urban Utilities may provide other services not listed in this Fees and Charges Schedule and these will be provided on an actual cost or quoted basis.
- (5) Fees and charges listed in this Schedule include GST, unless stated otherwise.
- (6) All fees and charges denoted "2014/15" apply from 1 July 2014 to 30 July 2015 and are applicable to payments during that period. Payments made after that period will attract the fees and charges applicable at that time.
- (7) The Fees and Charges Schedule (Schedule 6 to the Interim Connections Policy) sets out the fees and charges for Queensland Urban Utilities' Connection services, as follows:
 - (a) Part 1 sets out the Application Fees, Services Advice Notice and Connection charges applicable for all phases of the Connections process.
 - (b) Part 2 sets out the Property Service Works Charges associated with the provision of Property Service Infrastructure for Standard Connections by Queensland Urban Utilities.
 - (c) Part 3 sets out Adopted Infrastructure Charges (which is subject to State Government Infrastructure Charges Reform).
- (8) The fees and charges listed in this Part 1 of the Fees and Charges Schedule may be levied to customers:
 - (a) upon lodgement of a request for a Services Advice Notice;
 - (b) upon application for Connections to Queensland Urban Utilities' water and wastewater infrastructure and during the works phase of a Connection to Queensland Urban Utilities' infrastructure; and
 - (c) upon request for other Connection related service(s) provided by Queensland Urban Utilities.
- (9) Queensland Urban Utilities has developed a series of worked examples setting



INTERIM CONNECTIONS POLICY

out the application of the Fees and Charges Schedule to typical development scenarios which is available at www.urbanutilities.com.au.

28.1.1 Services Advice Notice Fee

- (1) This fee applies to requests for a Services Advice Notice. The Services Advice Notice Fee is a fee for Queensland Urban Utilities to undertake a pre-lodgement assessment and provide non-binding advice to the customer prior to lodgement of a Connection application. Included in this fee is the option for the customer to meet with Queensland Urban Utilities for up to two (2) hours in relation to a Connection.
- (2) If a customer proceeds with a Connection application on substantially the same basis as a Services Advice Notice within 12 months of the date of issuance of the Services Advice Notice, Queensland Urban Utilities may reduce the application fee by 75 per cent (75%) of the value of the Services Advice Notice Fee paid.
- (3) A Services Advice Notice Fee is required to be paid at the time of lodgement of a request for a Services Advice Notice.
- (4) A Services Advice Notice Fee will apply per Services Advice Notice requested. Each Services Advice Notice may contain information about one or more Connections to one or more of Queensland Urban Utilities' services.

Table 11: Services Advice Notice Fee (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Services Advice Notice Fee	495	545

28.1.2 Standard Connection Fees and Charges

- (1) Upon making a Connection application, a customer may request a Standard Connection if they believe their application meets the Standard Connection Criteria set out in the Interim Connections Policy.
- (2) The Standard Connection Request Fee applies to request for a Standard Connection. The Standard Connection Request Fee is a fee to process and assess a Standard Connection request and issue a Decision Notice either granting the Standard Connection or informing the customer that the application does not meet Standard Connection Criteria and the customer should proceed with a Connection application or request a Services Advice Notice.
- (3) A Standard Connection Request Fee is required to be paid at the time of lodgement of a Standard Connection request.
- (4) A Standard Connection Request Fee will apply for each service (i.e. Drinking Water, Non-drinking Water and/or Wastewater) requested.
- (5) If following lodgement of the Standard Connection request and payment of the Standard Connection Request Fee, Queensland Urban Utilities determines that the request does not satisfy the Standard Connection Criteria, the customer may be informed that the



INTERIM CONNECTIONS POLICY

Connection is not a Standard Connection. If the customer makes a Connection application or requests a Services Advice Notice on substantially the same basis as the original request within 20 business days, then Queensland Urban Utilities may, at its sole discretion, reduce the Connection Application Fee or the Services Advice Notice Fee (as relevant) by the value of the Standard Connection Request Fee paid.

Table 12: Standard Connection Request Fee (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Standard Connection Request Fee (per service requested)	148	163

28.1.3 Standard Connection Charge

- (1) The Standard Connection Charge applies to Standard Connections. The Standard Connection Charge is a charge associated with Queensland Urban Utilities administering the works phase of the Connection into Queensland Urban Utilities' water and wastewater infrastructure. To remove any doubt, the Standard Connection Charge does not include the cost of Queensland Urban Utilities undertaking Property Service Infrastructure, which is covered by the Property Service Works Charges set out in Part 2 of the Fees and Charges Schedule.
- (2) A Standard Connection Charge will apply following the granting of a Standard Connection request and must be paid prior to Queensland Urban Utilities undertaking the works associated with the Property Service Infrastructure. The customer will be issued a Decision Notice outlining the applicable fees and charges for the works phase of the Connection(s) within 5 business days of the granting of a Standard Connection.
- (3) A customer may have been granted a request for multiple Standard Connections in a single Decision Notice (e.g. Drinking Water, Non-drinking Water and Wastewater), however, the Standard Connection Charge unit rate is applied separately for Drinking Water, Non-drinking Water and Wastewater services.



INTERIM CONNECTIONS POLICY

Table 13: Standard Connection Charge (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Standard Connection Charge (per service connected)	55	61

28.1.4 Property Service and Network Connections – Base Application Fee

- (1) The Base Application Fee applies to applications for a Connection other than a Standard Connection. The Base Application Fee is a fee to process and assess an application for a Connection other than a Standard Connection (subject to additional technical review fees, as relevant) and issue a Decision Notice either granting or refusing the application.
- (2) A Base Application Fee is required to be paid at the time of lodgement of an application, where a customer requests a Connection other than a Standard Connection.
- (3) The Base Application Fee will apply for each service requested (i.e. Drinking Water, Non-drinking Water and Wastewater). A customer may submit Connection applications for multiple services in a single application; however, the Base Application Fee unit rate is applied separately for Drinking Water, Non-drinking Water and Wastewater services.
- (4) Depending on the nature of the Connection(s) applied for, the customer is required to pay either a Property Service Connection Base Application Fee or a Network Connection Base Application Fee as follows:
 - (a) A Property Service Connection Base Application Fee will apply for each Property Service Connection to Queensland Urban Utilities' water or wastewater infrastructure (Drinking Water, Non-drinking Water and Wastewater) that is not a Standard Connection.
 - (b) A Network Connection Base Application Fee will apply for each Network Connection to each service (i.e. Drinking Water, Non-drinking Water and Wastewater), and includes the associated Property Service Connection(s) to be provided at the same time as the Network Connection.
- (5) If a customer proceeds with a Connection application on substantially the same basis as a prior request for a Services Advice Notice within 12 months of the date of issuance of the Service Advice Notice, QUU may reduce the Connection Application Fee by 75 per cent (75%) of the Services Advice Notice Fee.



INTERIM CONNECTIONS POLICY

Table 14: Property Service and Network Connections Base Application Fees (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Other Property Service Connection (per service connected)		
Base Application Fee - Property Service Connection	550	605
Network Connection (per service connected)		
Base Application Fee - Network Connection (up to 10 lots)	550	605
Base Application Fee - Network Connection (11 to 50 lots)	1,100	1,210
Base Application Fee - Network Connection (above 50 lots)	1,650	1,815

28.1.5 Technical Report Review Fee

- (1) A Technical Report Review Fee applies to the lodgement of technical reports. A Technical Report Review Fee is a fee to cover Queensland Urban Utilities' review of customer provided technical reports to satisfy technical assessment criteria, including reports requested by Queensland Urban Utilities at the time of assessment of a Connection application. It should be noted that the relevant Base Application Fee includes an allowance for Queensland Urban Utilities to interrogate existing network models and that technical reports should only be required by exception (typically, 10 per cent (10%) of schemes).
- (2) Technical reports may include, but are not limited to, the following types:
 - (a) Water supply network analysis report;
 - (b) Wastewater network analysis report;
 - (c) Route selection report (water or Wastewater); and
 - (d) Sewer odour assessment report.
- (3) A Technical Report Review Fee is required to be paid at the time of lodgement of a technical report, either provided by the customer as part of the initial application or in response to a Queensland Urban Utilities information request.
- (4) A Technical Report Review Fee will be levied for each report lodged with Queensland Urban Utilities for review.



INTERIM CONNECTIONS POLICY

Table 15: Technical Report Review Fee (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Technical Report Review Fee (per report)	545	599

28.1.6 Certification Scheme Audit and Compliance Fee

- (1) The Certification Scheme Audit and Compliance Fee applies to Connections satisfying Minor Works Criteria for which the customer is directed to engage an Endorsed Consultant to provide design and construction certification services under Queensland Urban Utilities' Certification Scheme. The Certification Scheme Audit and Compliance Fee is a fee to cover the Certification Scheme administration costs, one Live Works inspection by Queensland Urban Utilities and provision of a Connection Certificate (and inclusive of the Connection Charge).
- (2) A Certification Scheme Audit and Compliance Fee will apply following the issuance of a Decision Notice granting an approval of a Connection application and must be paid prior to lodgement of the Design Package by the Endorsed Consultant.
- (3) The Certification Scheme Audit and Compliance Fee unit rate will apply per Connection into each of Queensland Urban Utilities' services (i.e. Drinking Water, Non-drinking Water and/or Wastewater). Where a customer has been granted approval to connect to multiple services in a single Decision Notice, a Certification Scheme Audit and Compliance Fee will apply for each service.

Table 16: Certification Scheme Audit and Compliance Fee (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Certification Scheme Audit and Compliance Fee (per service connected)	385	424

28.1.7 Design Approval Fee

- (1) The Design Approval Fee applies to those Connections not meeting Standard Connection or Minor Works Criteria and thus, categorised as major works. The Design Approval Fee is a fee to cover Queensland Urban Utilities reviewing customer's engineering designs against the Water Approval Conditions.
- (2) A Design Approval Fee is required to be paid prior to lodgement of Design Package for approval for those applications categorised as major works.
- (3) The Design Approval Fee unit rate will apply per Connection to each of Queensland Urban Utilities' services. A customer may have received approval to connect to multiple services (i.e. Drinking Water, Non-drinking Water and/or Wastewater) in a Decision Notice; however, a Design Approval Fee will be levied for each Connection required.



INTERIM CONNECTIONS POLICY

- (4) Depending on the nature of the Connection(s), the customer is required to pay either a Property Service Connection Design Approval Fee or a Network Connection Design Approval Fee as follows:
- (a) Property Service Connection - A Property Service Connection Design Approval Fee will apply for each Property Service Connection to Queensland Urban Utilities' water or wastewater infrastructure (Drinking Water, Non-drinking Water and Wastewater) that is not a Standard Connection.
 - (b) Network Connection – Type A - A Design Approval Fee Network Connection – Type A will apply for each Network Connection to Queensland Urban Utilities' water and wastewater infrastructure (Drinking Water, Non-drinking Water and Wastewater) for which the nominal diameter of the related water or Wastewater mains to be constructed to effect the Network Connection is less than or equal to 300mm (i.e. infrastructure generally regarded as 'reticulation').
 - (c) Design Approval Fee Network Connection – Type A are fixed price fees and depend on the number of lots to which the Network Connection relates.
 - (d) Network Connection – Type B - A Network Connection Design Approval Fee – Type B will apply for each Network Connection to Queensland Urban Utilities' water and wastewater infrastructure (Drinking Water, Non-drinking Water and Wastewater) that includes the construction of water or wastewater infrastructure including mains with a nominal diameter greater than 300mm (i.e. infrastructure generally regarded as 'trunk infrastructure'), pump stations, district meter installations, reservoirs and the like.
 - (e) Design Approval Fees for Network Connection – Type B will be provided on a price on application basis based on the hourly rate set out below and Queensland Urban Utilities' assessment of the design certification workload associated with the Connection. Indicative pricing is included below for budgeting purposes.
 - (f) Re-checking amended Plans - If Queensland Urban Utilities identifies non-compliance(s) during its first review of design information submitted for certification, a Re-checking of Amended Plans Fee will be levied for each component of re-submitted design information (e.g. route selection analysis).



INTERIM CONNECTIONS POLICY

Table 17: Design Approval Fees- fixed price fees (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Other Property Service Connection (per service connected)		
Design Approval Fee - Property Service Connection	1,925	2,118
Network Connection Type A (per service connected)		
Design Approval Fee - Network Connection Type A (up to 10 lots)	1,375	1,513
Design Approval Fee - Network Connection Type A (11 to 50 lots)	1,925	2,118
Design Approval Fee - Network Connection Type A (above 50 lots)	2,475	2,723
Network Connection Type B (per service connected)		
Design Approval Fee - Network Connection Type B (per hour)	109	120
Re-checking Amended Plans (per service connected)		
Re-checking Amended Plans Fee	545	599

Table 18: Design Approval Fees – Network Connection Type B price on application (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Network Connection Type B (price on application)		
Sewerage pump station <50KW	3,262	3,588
Sewerage pump station >50KW	4,007	4,408
District meter installation	1,118	1,230
Per metre fee for network extension	9	10

Note: (1) The fees listed in Table 18 above are indicative only for budgeting purposes and include an allowance for both design certification and works inspection.

28.1.8 Works Inspection Fees

- (1) A Works Inspection Fee applies to inspections undertaken by Queensland Urban Utilities. A Works Inspection Fee is a fee to cover Queensland Urban Utilities undertaking and administering compliance inspections of customer constructed infrastructure (other than Standard Connections or Connections delivered under the Certification Scheme).
- (2) A Works Inspection Fee applies to all services (Drinking Water, Non-drinking Water and sewerage) and includes the following inspection types:
 - (a) Construction works inspection and provision of associated notifications;
 - (b) Live Works inspection and provision of a Connection Certificate



INTERIM CONNECTIONS POLICY

(Connection Charge);

- (c) Inspection at the end of the Maintenance Period and provision of associated notifications; and
 - (d) Re-inspection of works, where a scheduled inspection identifies a non-compliance(s).
- (3) Depending on the nature of the works, the customer is required to pay either Works Inspection – Re-inspection Fee Type A or Works Inspection – Re-inspection Fee Type B.
- (4) A Works Inspection Fee must be paid prior to submission of the Pre-construction Package based on the number of works inspections Queensland Urban Utilities advises the customer at the time. A Works Re-inspection Fee must be paid prior to re-inspection of works following identification of non-compliance during a scheduled inspection.
- (5) The Works Inspection Fee unit rate will apply for each inspection. For works involving Connection to more than one of Queensland Urban Utilities' services (i.e. Drinking Water, Non-drinking Water and Wastewater), Works Inspection Fee unit rate will be applied for each inspection, which may include the inspection of one or more services.
- (6) A Works Inspection Fee Type A will apply for those Connection(s) where an Alteration to the Queensland Urban Utilities network is required and the nominal diameter of the related water or Wastewater mains to be constructed to effect the Network Connection is less than or equal to 300mm (i.e. infrastructure generally regarded as 'reticulation').
- (7) A Works Inspection Fee Type B will apply for those Connection(s) where an Alteration to the Queensland Urban Utilities network is required for which the nominal diameter of the related water or Wastewater mains to be constructed to effect the Network Connection is greater than 300mm (i.e. infrastructure generally regarded as 'trunk infrastructure').

Table 19: Works Inspection Fees and Works Re-inspection Fees (2014/15)

	\$ (exc. GST)	\$ (inc. GST)
Works Inspection Fees (per inspection)		
Works Inspection Fee Type A	330	363
Works Inspection Fee Type B	495	545
Works Re-inspections Fees (per inspection)		
Works Re-inspection Fee Type A	495	545
Works Re-inspection Fee Type B	743	817

28.1.9 Other Fees and Charges

This section outlines other fees and charges, not outlined in previous sections, which may apply to customers requesting a Connection to Queensland Urban Utilities' Water or Wastewater services.



INTERIM CONNECTIONS POLICY

Table 20: Other Fees and Charges

Fee Type	Description	\$ (exc. GST)	\$ (inc. GST)
Engineering search service - As built information	Queensland Urban Utilities search and provision of as-built information (per plan, drawing, report)	50	55
Build over Infrastructure Referral Fee	Queensland Urban Utilities assessment of any proposed building works that are over or adjacent to Queensland Urban Utilities' infrastructure (per report)	247	272
Infrastructure Agreement preparation	Queensland Urban Utilities preparation, negotiation and execution of the Infrastructure Agreement based on Queensland Urban Utilities' standard form of agreement (per agreement).	Price on application	
External preparation of Infrastructure Agreement (fast track option)	Expedited preparation, negotiation and execution of the Infrastructure Agreement using external legal advisor (per agreement)	Price on application	
Adapted Infrastructure Charges	Adapted Infrastructure Charges	See Part 3 of Fees and Charges Schedule	
Extension of currency periods	Base Application Fee relevant to the type of Connection will apply	Refer Table 14	
Maintenance bond	Bond paid by customer that protects Queensland Urban Utilities for a specified time against defects and faults in materials, workmanship and design (per service)	Price on application (minimum of \$2,000 and not less than 5 per cent (5%) of works design and construction total cost)	
External Works Design Approval Fee	Design certification services for those applications categorised as External Works (e.g. government services) (per service connected)	Price on application, calculated at \$156/hr	
External Services Works Inspection Fee	Onsite compliance and inspection services for those applications categorised as External Works (e.g. government services) (per inspection)	Price on application, calculated at \$143/hr	
Uncompleted Works Bond	Bond paid by customer that protects Queensland Urban Utilities for any uncompleted works (per service). The acceptance of an Uncompleted Works Bond in lieu of full completion of works is at Queensland Urban Utilities' sole and absolute discretion. Queensland Urban Utilities will require a certificate from an RPEQ certifying:	Price on application	



INTERIM CONNECTIONS POLICY

Fee Type	Description	\$ (exc. GST)	\$ (inc. GST)
	<ul style="list-style-type: none"> at least 50 per cent (50%) of works have been completed; all earthworks have been completed; the details and estimated costs provided in the accompanying schedule of uncompleted works; and that the information contained in the certificate and accompanying schedule of uncompleted Works is accurate. <p>The amount of the Uncompleted Works Bond should be 125 per cent (125%) of the certified value of the uncompleted works, including the cost of any works to be carried out by Queensland Urban Utilities.</p>		
Other fees and charges	Anything not included above	Price on application	

Notes:

- (1) Unless otherwise indicated fees will be levied at the time of lodgement of an application or request and will be levied on an as per report or per service basis.
- (2) A trade waste application and associated fees and charges may also apply. Refer to Queensland Urban Utilities' website www.urbanutilities.com.au.



INTERIM CONNECTIONS POLICY

28.2 Part 2 – Property Service Works Charges

- (1) *The Property Service Works Charges are subject to an ongoing procurement process and will be updated in due course.*



INTERIM CONNECTIONS POLICY

28.3 Part 3 – Adopted Infrastructure Charges

Note: For completeness, this ICP includes the current Queensland Urban Utilities Adopted Infrastructure Charges. These charges may be subject to change. Adopted Infrastructure Charges will be adopted by Queensland Urban Utilities in accordance with the Act.

28.3.1 Brisbane Water and Wastewater Adopted Charges

Development Class	Charge Unit	Water Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Reconfiguration of a Lot				
	Residential lot	4,620	9,380	14,000
	Non-residential lot	4,620	9,380	14,000
Material Change of Use and Building Applications				
Residential	1 or 2 bedroom dwelling	3,300	6,700	10,000
	3 or more bedroom dwelling	4,620	9,380	14,000
Accommodation (short term)	1 or 2 bedroom dwelling	1,650	3,350	5,000
	3 or more bedroom dwelling	2,310	4,690	7,000
Accommodation (long term)	1 or 2 bedroom dwelling	3,300	6,700	10,000
	3 or more bedroom dwelling	4,620	9,380	14,000
Places of Assembly	m ² of GFA	12	24	36
Commercial (Bulk goods)	m ² of GFA	12	24	36
Commercial (Retail)	m ² of GFA	12	24	36
Commercial (Office)	m ² of GFA	12	24	36
Education Facility	m ² of GFA	12	24	36
Entertainment	m ² of GFA	20	40	60
Indoor Sport and Recreational Facility	m ² of GFA non-court	20	40	60
	m ² of court area GFA	2	3	5
Industry	m ² of GFA	12	24	36
High Impact Industry	m ² of GFA	13	27	40
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	3	7	10
Essential Services	m ² of GFA	12	24	36
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0



INTERIM CONNECTIONS POLICY

**28.3.2 Adopted Charges for the Scenic Rim Regional Council Area
(Beaudesert, Canungra and Koorabyn)**

Development Class	Charge Unit	Water Supply Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Residential	1 or 2 bedroom dwelling	1,698	7,102	8,800
	3 or more bedroom dwelling	2,412	10,088	12,500
Accommodation (short term)	1 or 2 bedroom dwelling	849	3,551	4,400
	3 or more bedroom dwelling	1,206	5,044	6,250
Accommodation (long term)	1 or 2 bedroom dwelling	1,698	7,102	8,800
	3 or more bedroom dwelling	2,412	10,088	12,500
Places of Assembly	m ² of GFA	3	12	15
Commercial (Bulk goods)	m ² of GFA	6	24	30
Commercial (Retail)	m ² of GFA	6	24	30
Commercial (Office)	m ² of GFA	6	24	30
Education Facility	m ² of GFA	6	24	30
Entertainment	m ² of GFA	6	24	30
Indoor Sport and Recreational Facility	m ² of GFA non-court	10	40	50
	m ² of court area GFA	1	4	5
Industry	m ² of GFA	6	24	30
High Impact Industry	m ² of GFA	8	32	40
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	0	0	0
Essential Services	m ² of GFA	6	24	30
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0



INTERIM CONNECTIONS POLICY

28.3.3 Adopted Charges for the Scenic Rim Regional Council Area (Boonah,
Kalbar and Aratula)

Development Class	Charge Unit	Water Supply Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Residential	1 or 2 bedroom dwelling	1,698	7,102	8,800
	3 or more bedroom dwelling	2,364	7,136	9,500
Accommodation (short term)	1 or 2 bedroom dwelling	849	3,551	4,400
	3 or more bedroom dwelling	1,182	3,568	4,750
Accommodation (long term)	1 or 2 bedroom dwelling	1,698	7,102	8,800
	3 or more bedroom dwelling	2,364	7,136	9,500
Places of Assembly	m ² of GFA	3	12	15
Commercial (Bulk goods)	m ² of GFA	6	24	30
Commercial (Retail)	m ² of GFA	6	24	30
Commercial (Office)	m ² of GFA	6	24	30
Education Facility	m ² of GFA	6	24	30
Entertainment	m ² of GFA	6	24	30
Indoor Sport and Recreational Facility	m ² of GFA non-court	10	40	50
	m ² of court area GFA	1	4	5
Industry	m ² of GFA	6	24	30
High Impact Industry	m ² of GFA	8	32	40
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	0	0	0
Essential Services	m ² of GFA	6	24	30
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0



INTERIM CONNECTIONS POLICY

28.3.4 Adopted Charges for the Scenic Rim Regional Council Area (Harrisville, Peak Crossing, Warrill View and Mt Alford)

Development Class	Charge Unit	Water Supply Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Residential	1 or 2 bedroom dwelling	3,500	0	3,500
	3 or more bedroom dwelling	5,000	0	5,000
Accommodation (short term)	1 or 2 bedroom dwelling	1,750	0	1,750
	3 or more bedroom dwelling	2,500	0	2,500
Accommodation (long term)	1 or 2 bedroom dwelling	3,500	0	3,500
	3 or more bedroom dwelling	5,000	0	5,000
Places of Assembly	m ² of GFA	5	0	5
Commercial (Bulk goods)	m ² of GFA	10	0	10
Commercial (Retail)	m ² of GFA	10	0	10
Commercial (Office)	m ² of GFA	10	0	10
Education Facility	m ² of GFA	10	0	10
Entertainment	m ² of GFA	10	0	10
Indoor Sport and Recreational Facility	m ² of GFA non-court	17	0	17
	m ² of court area GFA	2	0	2
Industry	m ² of GFA	10	0	10
High Impact Industry	m ² of GFA	13	0	13
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	0	0	0
Essential Services	m ² of GFA	10	0	10
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0



INTERIM CONNECTIONS POLICY

28.3.5 Adopted Charge for the Lockyer Valley Regional Council area

Development Class	Charge Unit	Water Supply Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Residential	1 or 2 bedroom dwelling	3,656	7,144	10,800
	3 or more bedroom dwelling	4,250	8,250	12,500
Accommodation (short term)	1 or 2 bedroom dwelling	1,828	3,572	5,400
	3 or more bedroom dwelling	2,116	4,134	6,250
Accommodation (long term)	1 or 2 bedroom dwelling	3,656	7,144	10,800
	3 or more bedroom dwelling	4,250	8,250	12,500
Places of Assembly	m ² of GFA	10	19	29
Commercial (Bulk goods)	m ² of GFA	24	47	71
Commercial (Retail)	m ² of GFA	24	47	71
Commercial (Office)	m ² of GFA	24	47	71
Education Facility	m ² of GFA	24	47	71
Entertainment	m ² of GFA	34	66	100
Indoor Sport and Recreational Facility	m ² of GFA non-court	34	66	100
	m ² of court area GFA	2	3	5
Industry	m ² of GFA	10	19	29
High Impact Industry	m ² of GFA	15	28	43
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	3	7	10
Essential Services	m ² of GFA	10	19	29
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0



INTERIM CONNECTIONS POLICY

28.3.6 Adopted Charge for the Somerset Regional Council area

Development Class	Charge Unit	Water Supply Network Charge (\$)	Wastewater Network Charge (\$)	Total Queensland Urban Utilities Charge (\$)
Residential	1 or 2 bedroom dwelling	1,317	7,800	9,117
	3 or more bedroom dwelling	1,823	8,307	10,130
Accommodation (short term)	1 or 2 bedroom dwelling	658	3,900	4,558
	3 or more bedroom dwelling	912	4,153	5,065
Accommodation (long term)	1 or 2 bedroom dwelling	1,317	7,800	9,117
	3 or more bedroom dwelling	1,823	8,307	10,130
Places of Assembly	m ² of GFA	4	21	25
Commercial (Bulk goods)	m ² of GFA	9.10	54.70	63.80
Commercial (Retail)	m ² of GFA	9.10	54.70	63.80
Commercial (Office)	m ² of GFA	9.10	54.70	63.80
Education Facility	m ² of GFA	9.10	54.70	63.80
Entertainment	m ² of GFA	9.10	54.70	63.80
Indoor Sport and Recreational Facility	m ² of GFA non-court	9.10	54.70	63.80
	m ² of court area GFA	1	4.10	5.10
Industry	m ² of GFA	4	21	25
High Impact Industry	m ² of GFA	6.10	34.40	40.50
Low Impact Rural	No charge	0	0	0
High Impact Rural	m ² of GFA	0	0	0
Essential Services	m ² of GFA	4.10	21.30	25.40
Specialised uses	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities	Determined by Queensland Urban Utilities
Minor uses	No charge	0	0	0

28.3.7 Adopted Charge for the Ipswich City Council area

- (1) The Adopted Charge for the Ipswich City Council area is the proportion, that Queensland Urban Utilities was able to charge or levy under Ipswich City Council's Planning Scheme Policy 5— Infrastructure as in force on 30 June 2011, of the lesser of:
- (a) the maximum amount that was able to be charged or levied under Planning Scheme Policy 5— Infrastructure as in force on 30 June 2011; or
 - (b) the Maximum Adopted Charge for the infrastructure.



INTERIM CONNECTIONS POLICY

29. SCHEDULE 7 – STANDARD CONDITIONS FOR STANDARD
CONNECTIONS

Condition	Timing
All Standard Connections and Alterations to Standard Connections (excluding Disconnections)	
(1) All works necessary for the Property Service Connection(s) must be carried out by Queensland Urban Utilities or its authorised representative.	At all times
(2) The applicant must pay the Connection Charge and Property Service Works Charge for the supply of Property Service Infrastructure.	As specified in the Decision Notice
(3) The applicant must pay the Adopted Infrastructure Charge for the Connection.	As specified in the Decision Notice.
(4) Each Property Service Connection must only supply a single vacant residential lot or a Dwelling House.	At all times
(5) The Connection of Plumbing and Drainage must not occur to Property Service Infrastructure until a Connection Certificate is issued by Queensland Urban Utilities.	Prior to issuing of the Connection Certificate
(6) This Water Approval lapses if the works for the Connection: (a) have not been started within 12 months from the date that the Decision Notice is issued or from the date that the Review Decision Notice is issued where the Review Decision Notice amends the original Decision Notice; or (b) the works for Connection have been started but the Connection has not been completed, within 15 months from the date that the Decision notice is issued or from the date that the Review Decision Notice is issued where the Review Decision Notice amends the original Decision Notice.	At all times
(7) This Water Approval is subject to subject to Queensland Urban Utilities (or its authorised representative) being able to obtain any legislated third-party approvals for the works.	At all times
(8) This Water Approval is subject to the land Owner consenting to Queensland Urban Utilities and its authorised representatives accessing the subject property to carry out the works.	At all times
(9) Pegs must be installed on the subject property to delineate the real property boundary.	Prior to Construction



INTERIM CONNECTIONS POLICY

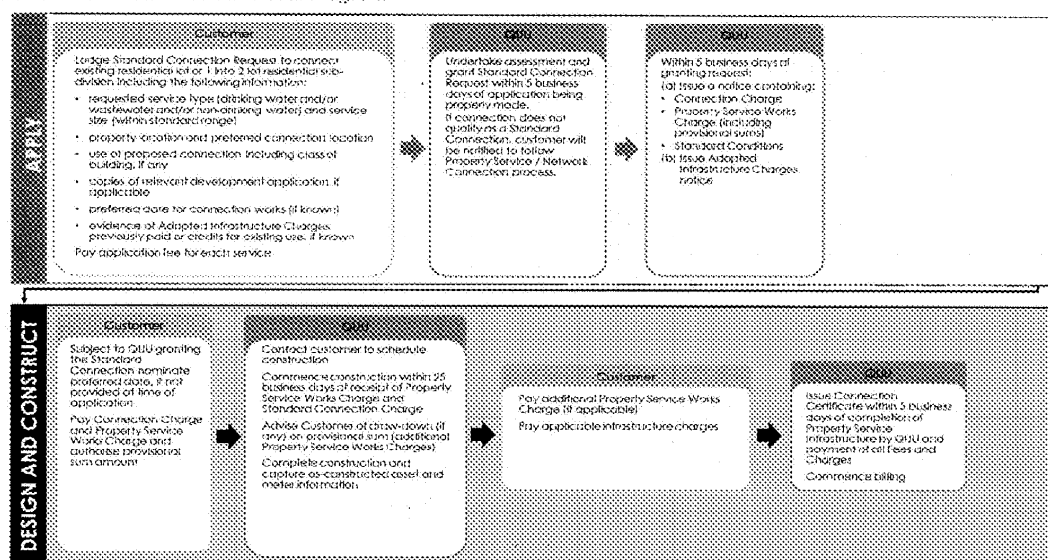
Drinking Water Service Standard Connections	
(10) If required, the Owner must install enough water storage tanks and pumps to ensure that water can be supplied at a satisfactory pressure and flow.	At all times
Non-drinking Water Service Standard Connections	
(11) If required, the Owner must install and maintain enough water storage tanks and pumps to ensure that water can be supplied at a satisfactory pressure and flow.	At all times
Wastewater Service Standard Connections	
(12) The Owner must ensure that lot drainage gravitates to the Property Service Infrastructure. Alternatively, the Owner must install and maintain pumps sufficient to discharge Wastewater to Property Service Infrastructure.	At all times
Disconnection of Standard Connections	
(13) All works necessary for Disconnection must be carried out by Queensland Urban Utilities or its authorised representative.	At all times
(14) The applicant must pay the Connection Charge and Property Service Works Charge for the Disconnection of Property Service Infrastructure.	As specified in the Decision Notice
(15) This Water Approval lapses if the works for the Disconnection: <ul style="list-style-type: none"> (a) have not been started within 12 months from the date that the Decision Notice is issued or from the date that the Review Decision Notice is issued where the Review Decision Notice amends the original Decision Notice; or (b) the works for Disconnection have been started but the Connection has not been completed, within 15 months from the date that the Decision Notice is issued or from the date that the Review Decision Notice is issued where the Review Decision Notice amends the original Decision Notice. 	At all times
(16) This Water Approval is subject to Queensland Urban Utilities (or its authorised representative) being able to obtain any legislated third-party approvals for the works.	At all times
(17) This Water Approval is subject to the land Owner consenting to Queensland Urban Utilities and its authorised representatives accessing the subject property to carry out the works.	At all times



CONNECTIONS POLICY

30. SCHEDULE 8 – CONNECTION PROCESS DIAGRAMS

30.1 Standard Connection Process Diagram



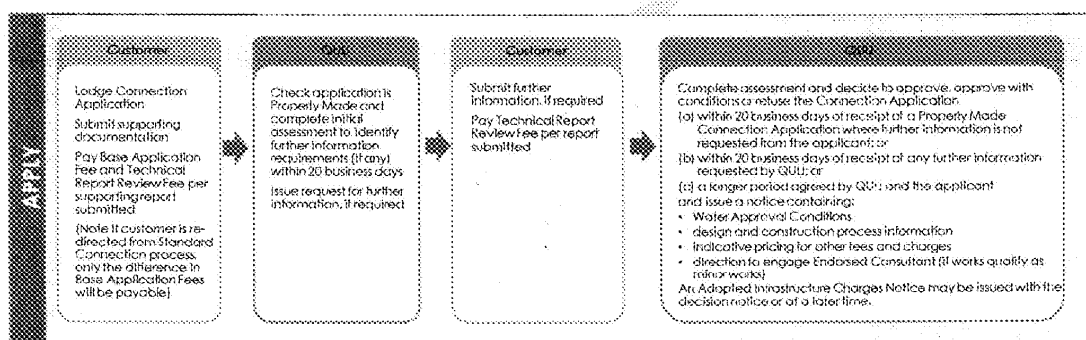
VERSION: CONSULTATION DRAFT AS AT: 28/04/2014

Page 84 of 88



INTERIM CONNECTIONS POLICY

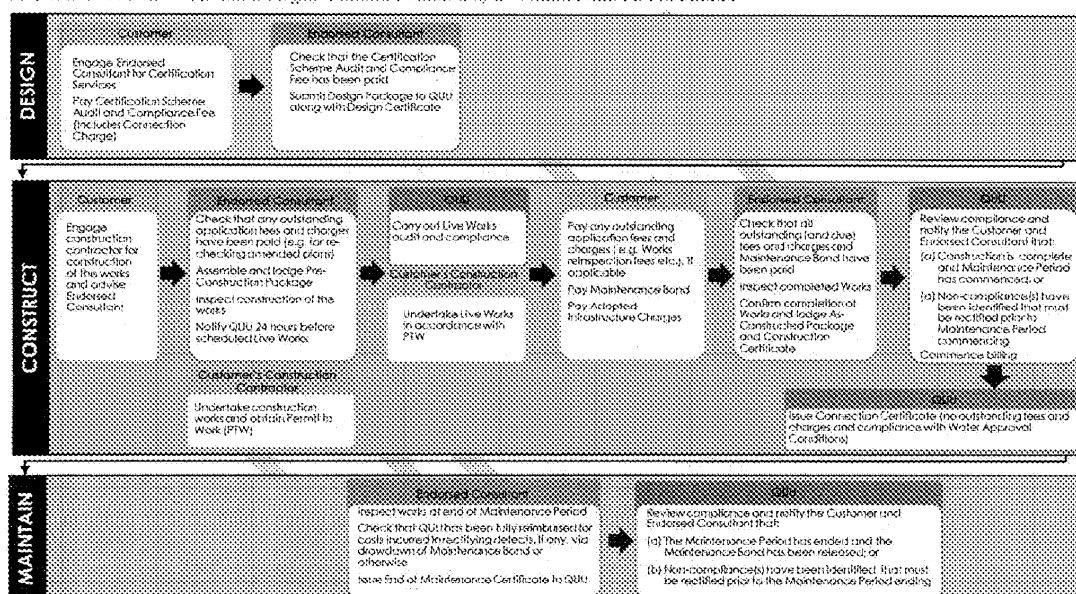
33.2 Minor and Major Works – Typical Application Process





INTERIM CONNECTIONS POLICY

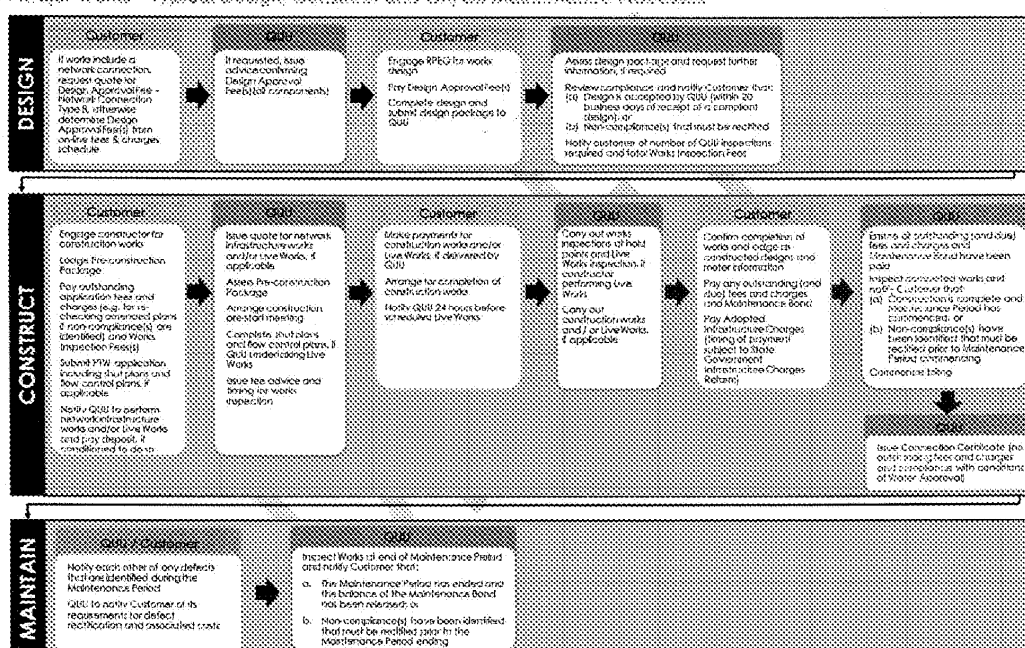
36.3 Minor Works - Typical Design, Construct and On/Off Maintenance Processes





INTERIM CONNECTIONS POLICY

30.4 Major Works – Typical Design, Construct and On/Off Maintenance Processes





CONNECTIONS POLICY

31. SCHEDULE 9 – CONNECTION TIMEFRAMES

Matter	Stage	Timeframe
Service Advice	Issue Services Advice Notice	Within 10 business days of a Properly Made request for a Services Advice Notice.
Standard Connection	Construction of Property Service Infrastructure ²³	Construction commenced within 25 business days of receipt of Property Service Works Charge and Connection Charge.
	Issuing of Connection Certificate	Within 5 business days of completion of Property Service Infrastructure by Queensland Urban Utilities and payment of all Fees and Charges. ²⁴
Property Service Connection (other than a Standard Connection) or a Network Connection	Additional Information Request	Within 20 business days of receipt of Properly Made Connection Application.
	Connection Application assessment and decision	(1) Within 20 business days of receipt of a Properly Made Connection Application where further information is not requested from the Applicant; or (2) Within 20 business days of receipt of any further information requested by Queensland Urban Utilities; or (3) A longer period agreed by Queensland Urban Utilities and the Applicant.
	Certification of Design by Queensland Urban Utilities ²⁵	Within 20 business days of receipt of a compliant design.
	Issuing of Connection Certificate	Within 5 business days of completion of Connection and payment of fees and charges. ²⁶

²³ Queensland Urban Utilities will supply the required Property Service Infrastructure for Standard Connections.

²⁴ All fees and charges must be paid including Infrastructure Charges (if applicable) and Contingency Property Service Works Charge (if applicable)

²⁵ For Works that Water Approval Conditions require that the Design and Construction of the Works is Certified by Queensland Urban Utilities.

²⁶ Water and Wastewater Services must be operating and compliant with Water Approval Conditions. All Application Fees, Connection Charges, Property Service Works Charges and Adopted Infrastructure Charges must be paid.

14. INFRASTRUCTURE WORKS AND SERVICES REPORTS

No Infrastructure Works & Services Reports

15. 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
Recovery & Resilience Monthly Update
Executive Manager Planning & Development Services Monthly Update
Queensland Urban Utilities (QUU) Progress Report (March 2014)
Council of Mayors South East Queensland (CoMSEQ) Committee Report
Regional Leaders Forum (May 2014)
Update of Infrastructure Planning & Charges Reforms
Executive Manager Corporate and Community Services Monthly Update
Executive Manager Infrastructure Works & Services Monthly Update
(Refer 15.1 – 15.10)

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

15.1 Executive Manager Governance & Performance Monthly Update

Date: 20 May 2014
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.

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 for the month.

3. Report

GOVERNANCE

The system utilised to compile council agenda and minutes is under review with technical glitches reducing effectiveness, further process improvements are underway and a new approach will be trialled next month. Ongoing work continue on improving the delegation registers an reviewing the Registers of Interest for relevant persons. The documentation of the overall Governance Framework is being finalised to compliment work done for Risk and Business Continuity Management.

LEGAL SERVICES

Significant work is ongoing in relation to the development of EOI's for land matters and in addressing land acquisition or resumption matters. Judicial review continues in the Supreme Court in relation to Zaczane Holdings. Legal expenses budget has been amended since the last meeting and is on track for the 30/6/14 forecast.

INTERNAL AUDIT & RISK MANAGEMENT

The Audit and Risk Management Committee met on the 22nd May 2014 and the minutes will be provided to the next meeting in June. A separate report on audit is in the Agenda papers. Ongoing discussion on priorities for next year have been undertaken with Council's Internal Auditor and the draft 2014/15 Internal Audit Plan has been provided to the Committee for sign off.

BUSINESS IMPROVEMENT

The “Service Review” project is being undertaken of all Council services. The work is to support and confirm the budget for 2014/15 and the allocation of resources, this work reconciles to the draft work completed for the workforce plan. The ‘Service Review’ will be brought forward for Council review prior to the finalisation of the budget.

MAJOR PROJECTS AND FUNDING

Waste - Everyone's Responsibility Draft Queensland Waste Avoidance and Resource Productivity Strategy (2014 - 2024)

- A new Strategy because the Newman Government needed to produce a new document after the removal of the Waste Levy.
- A collaborative approach from all sectors of the waste industry.
- The Strategy has 4 objectives:
 - Driving cultural change
 - Avoidance and minimisation
 - Reuse, recovery and recycling
 - Management, treatment and disposal.
- The Strategy will be implemented through action plans and via the development of targets.
- The Strategy doesn't state if the targets will be mandatory or enforced. The document relies heavily on organisations doing the right thing and stepping up to make the right decisions.
- It states that the Government will provide support for the development of action plans, however, there is no discussion regarding implementation and who will pay for this or the changes in behaviour.
- The document mentions “appropriate incentives” but gives no detail on what this might be or how it will be funded.
- Data collection appears to be the only thing that the State is actually going to improve and enforce in this Strategy.

Queensland Waste Reduction and Recycling Strategy 2010 - 2020 Draft Review report

This document represents a legally required review specified under the Waste Reduction and Recycling Act 2011. The Strategy being reviewed was prepared by the previous Government in 2010.

- Considering one of the main components of the 2010 Strategy was the introduction of the Waste Levy, this review document is simply a tick-the-box exercise.
- All levy funded programs have now been abolished.
- The review recommends a stronger focus on waste avoidance.
- Waste data collection is reinforced as a priority.

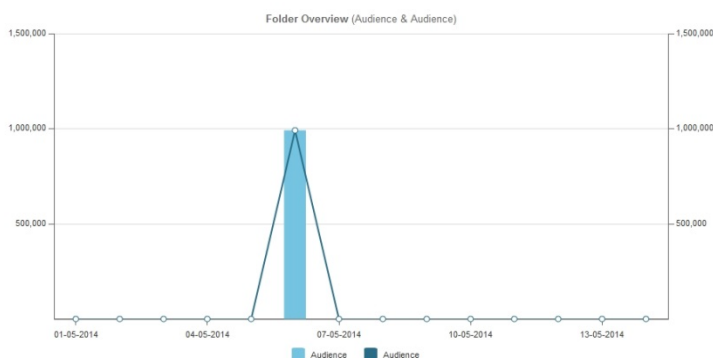
CORPORATE COMMUNICATIONS

During April, Corporate Communications issued 12 core media releases not including ones released as part of Council's attendance at the Sydney Royal Easter Show.

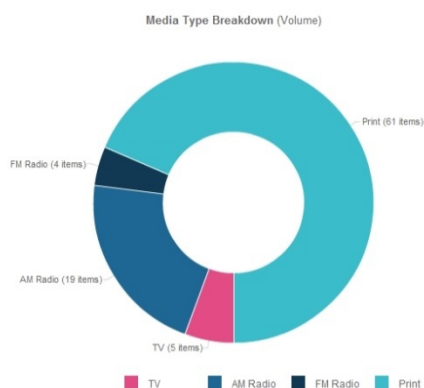
ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014

- **Help is available for new arrivals...**quoting the Deputy Mayor, this release looks at a range of services available within the Lockyer Valley to assist new arrivals to Australia settle in the Lockyer Valley
- **Dam proposals...**quoting the Mayor, this release responds to the State Government's announcement it is considering constructing more dams in South East Queensland
- **Lights on the Hill...**quoting the Mayor, the release provides a wrap up of the Lights on the Hill festival
- **Boredom busted...**quoting the Deputy mayor, the release outlines school holiday activities available at local libraries
- **Time to get creative...**quoting the Mayor, the release looks at the 2014 Laidley Spring Festival calling for float entrants
- **We will remember them...**an informative release outlining local; ANZAC Day services and marches
- **Gemboree...**quoting the Mayor, the release promotes the Gemboree held at the Gatton Showgrounds
- **Health and Well Being Expo...**quoting the Mayor, the release forward promotes the Health and Wellbeing Expo and calls for exhibitors
- **Heritage weekend...**quoting the Mayor, the release promotes a free family fun day at Laidley's Pioneer Village Museum
- **Council briefs...**outlines key aspects and outcomes from April's open Council meeting
- **Graffiti Stop...**quoting the Mayor, the release encourages members of the public to take zero tolerance to graffiti while promoting graffiti removal kits for people and business that fall victim to acts of graffiti
- **Media enquiry Hickey Street...**A response to the Gatton Star re drainage which runs up Hickey Street

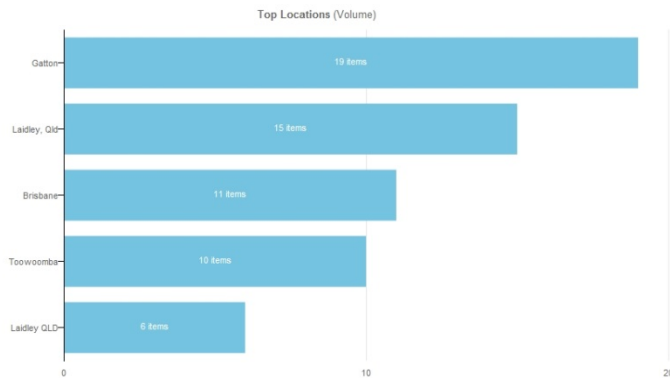
Of the 12 media releases issued, excluding Easter Show, Council received 89 positive news stories with a potential audience of just under one million people.



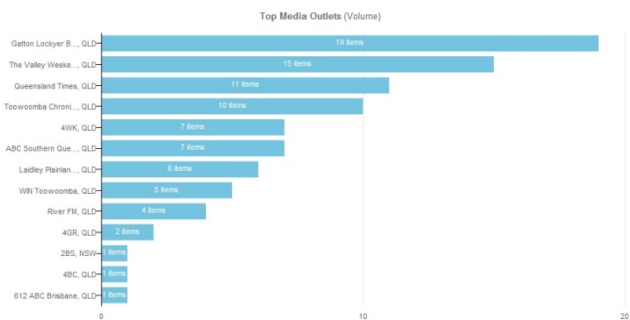
Newspapers which provided the best media coverage.



The bulk of coverage was generated within the Lockyer Valley.

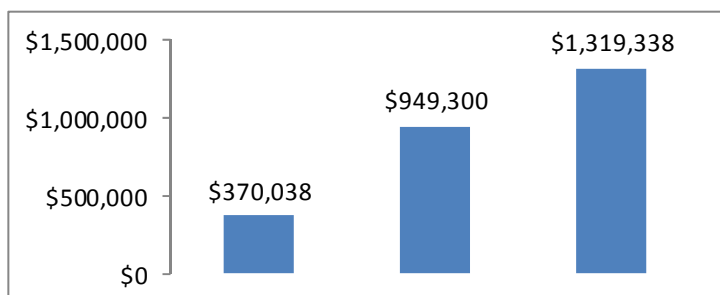


Newspaper outlets made up four of the top five media outlets.



The endorsement value for general media issued during April was just over \$370,000.

Combined with the endorsement value from media generated from Council's involvement at the Sydney Royal Easter Show of \$949,300, over \$1.3 million of free endorsement value was generated.



During April, Corporate Communications issued six CEO Announcements.

CEO Announcements issued include:

- **Service Level Review**...the CEO provided staff with an on the Service Level Review Project which commenced throughout Council

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- **Grantham Butter Factory**...the official handover of the Grantham Butter Factory from the Rotary Club of Toowoomba South to Council
- **Royal Easter Show**...a message from the CEO to staff and Councillors on Council's participation in this year's Royal Easter Show in Sydney
- **Producers Tour and Producers Dinner**...the CEO congratulated everyone involved on the success of the Producers Tour on and Producers Dinner in Sydney
- **Royal Easter Show update**...the official opening and first successful day of the Royal Easter Show with more than 225 tourism brochures provided to attendees
- **Golden effort**...Lockyer Valley Regional Council's tourism stand at the Sydney Royal Easter Show has won a prestigious Gold Award in the Home, Garden and Lifestyle category

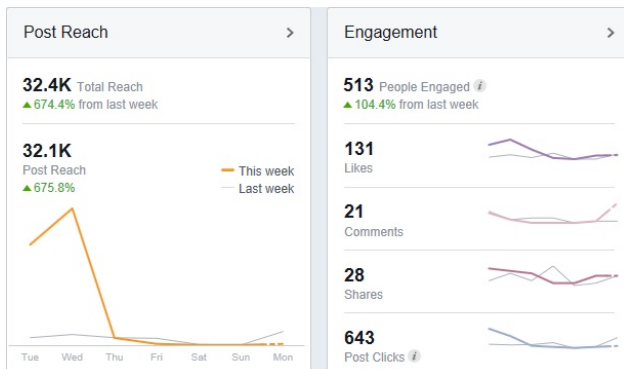
Strategies/Media events

- Sydney Royal Easter Show – continued rollout of the Easter Show media strategy which included media releases, CEO announcements and the development of videos. Upon completion of the Easter Show a video of the gold award was developed and is on display at the Lockyer Valley Cultural Centre

Marketing/Collateral Development/Awards

- Getting a suite of collateral developed for the Lockyer Valley Libraries. This includes: adverts and brochures. This will align the libraries with Council's corporate branding
- Getting a suite of collateral developed for the Lockyer Valley Libraries. This includes: adverts and brochures. This will align the libraries with Council's corporate branding
- Council's mid-term report card of our achievements since the start of our term. This document highlights how far we have come as a Council and community together. We are one but we are many and from all the lands on earth we come, we share a dream, we share a dream and sing with one voice. I am, you are, we are Australian
- Continued work on the Gatton District Historical Society History Book. The book is a history of the Gatton region from 1824-2008
- Working with Regional Development on the development of this year's tourism guide. This included work on content and design
- Planning Scheme – working with the Planning Department to develop a suite of collateral for the rollout of the Planning Scheme. The first stage of this project includes the development of brochures outlining the six different elements the region is broken into
- Sport and Rec plan – continued development of the Sport and Rec Plan which will go before a Council workshop in May
- Flying foxes – providing residents and the media with an information brochure on living near a flying fox roost and what Council is doing in regards to limiting the size of the flying fox roosts

Facebook usage



Conclusion

More than \$1.3 million of free endorsement was generated from the media releases issued by Council in April. Of this, almost \$1 million was media generated in regards to the Sydney Royal Easter Show.

DISASTER MANAGEMENT

Flood Warning System – Woodlands Road Update

Installation of final equipment and commissioning of alert to occur on site between 27-29 May 2014. Project finalisation anticipated before 30 June 2014.

Combined Ipswich and Toowoomba District Human Social Recovery Committee

Ipswich and Toowoomba combined Human Social Recovery Committee was held at The Lockyer Valley Cultural Centre on Monday 12th May, agenda items included:

- Changes to National Registration inquiry System (NRIS), the new system is called Register Find and Reunite.
- Community Recovery reforms
- Exercise planning

Tour of SDCC and GIVIT

Disaster Management Unit conducted Tour for 13 Local Disaster Coordination Centre staff. The tour involved the following:

1. Brief on the Qld Disaster Management Arrangements;
 - Communication flow and Requests for Assistance structure
 - Forms utilised including SITREPS, State Update and RFA forms.
2. Visit to the State Operations Centre (SOC)
 - Brief on how the Centre works
 - Intel gathering and logistics
 - AIIMS structure
3. Visit to the State Disaster Coordination Centre (SDCC)
 - How it works
 - Process of information flow
 - Activation levels

4. Visit to GIVIT
 - o How it works
 - o Scripting
 - o How to be involved
5. Debrief

Alert Gauge Inspection

Attend Mulgowie Gauge to confirm functioning correctly. Telephone hookup at site with Paul Birch from BoM and nil issues identified. Manual gauge marker also to be installed and clearing of vegetation to be conducted to ensure clear views from cameras. Further gauge inspections to take place over the next few weeks to ensure all functioning.

SCHAFT

Attended SCHAFT meeting discussed pandemic planning and Business Continuity.

Dam Emergency Action Plans

Conduct review of Dam Emergency Action Plans. Look at response capability, Lockyer Valley support requirements and Contact list.

Maps to be uploaded on Guardian and once planned reviewed will form sub plan of main LDMG Plan.

International Student Visit 5 June 2014 0930hrs

The visit has now been confirmed for the 10 delegates from the Pakistan Ministry of Interior Crisis Management Cell for the tour of the Lockyer Valley and Toowoomba based on the flooding of 2011 and improvements since. The students will be met at the Local Disaster Coordination Centre and will be greeted by the Mayor, Then they will tour with Jamie Symonds to inspect Grantham before out to Murphy's Creek and up to Mt Kynoch where upon we will meet Toowoomba LDC and continue the tour of the Toowoomba affected area and then both Council's to conduct a presentation.

Funding Applications

3 x Queensland disaster mitigation & resilience funding applications to have been lodged

- o Warning signage – Mt Sylvia
- o Cameras at Glenore Grove (in partnership with Somerset)
- o Portable Communications Kit

LDMG Meeting planned for 29th May 2014

LDMG Meeting agenda planning agenda items to include

- o Evacuation Planning Mod 1 and 2 to be conducted for LDMG members.

Grantham Emergency Flood Alert System Test

Grantham Emergency flood Alert System live test will occur at approximately 12 noon, Sunday 1 June 2014.

Guardian Road Closure Application

In partnership with Infrastructure Services have loaded the Guardian App on trial ipads for 4 foreman's to utilise for road closure and the efficient sharing of information with the public as well as



ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014

131940 website. The trial involves training of the foreman and the Civil Works Coordinator in utilising the app to close a road for roadwork's, flooding etc.

Exchange platform

Currently the Public Safety Business Agency (PSBA) is working on an Information eXchange Platform (IXP) project, and as asked us to be a part of as we have the Guardian Operation System this is in relation to the User Acceptance Test (UAT) of the Request for Assistance (RFA).

The scope of IXP project phase 1 is to provide the interoperability of disaster management systems at local, district, and state levels for the RFA data:-

- Guardian system at Local level
- WebEOC system at District level
- Noggin OCA system at State Disaster Coordination Centre (SDCC)

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

Date: 21 May 2014
Author: Dan McPherson, Executive Manager Organisational Development & Engagement
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Engagement
File No: Formal Papers

Summary:

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

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 May 2014.

3. Report

COMMUNITY ENGAGEMENT

Wellbeing Information Sessions

To provide residents and the community with support, Council's Community Engagement Team asked Dr Rob Gordon to speak at Wellbeing Information sessions throughout the region.

Dr Rob Gordon is a leading clinical psychologist in dealing with stressful life events, and is familiar with some of the key challenges Lockyer Valley has experienced since 2010, with more than 20 years of experience, Dr Gordon has a profound understanding and knowledge of dealing with both everyday problems and highly stressful life events. This has been further demonstrated through his work in the area of disaster recovery, with Dr Gordon now seen as an expert in his field.

Wellbeing sessions have now been held at Laidley, Gatton, Grantham & Helidon, the CE team will now evaluate and provide feedback on the sessions

Movies Under the Stars

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The Community Engagement Team put on the family movie “*EPIC*” at Stockyard Creek. The event was attended by 60-70 community members. Stockyard Creek Hall put on a BBQ to raise funds for their community.

Relay For Life

Relay for Life was held on the weekend 10 & 11 May 2014, Lockyer Relay had 27 teams competing and raised an incredible \$63,163.00, and there are still funds coming in, it may possibly be another \$10,000.00. Council entered a team named the “Council Caped Crusaders” comprising Councillors Milligan and Holstein and Executive and Staff members and partners. In addition Council also had staff and their families spread across a number of other teams ensuring a strong presence across this event.

I take this opportunity to congratulate all participants for their involvement in this event and also thank staff and in particular Craig Elsey who assisted in many ways to ensure the success of this event. It was fantastic to see such great effort and team work for a truly worthy cause.

Multicultural Project Officer Resignation

It is with regret that I announce Lisette Schulz has resigned from her position as Multicultural Project Officer with Lockyer Valley Regional Council. Lisette’s last day with Council will be Friday, 11 July 2014. Lisette will be sorely missed by all including the Community Groups that she has worked so closely with over the last number of years, including Councillors, the Executive and Management Teams of Council and staff.

ORGANISATIONAL DEVELOPMENT

Industrial Relations - Modernisation of Local Government Awards.

On the 11 March 2014, the Local Government Association of Queensland (LGAQ) provided to the Queensland Industrial Relations Commission (QIRC), a submission in support of the Local Government Award Modernisation within the context of the local government sector in Queensland (Excluding Brisbane City Council) should be consolidated into a single local government modern award. The Commission accepted the submission of a single award for Local Government in Queensland, and that a draft Award would be available for Councils, and LGAQ to review.

On the 14 May 2014, the LGAQ and Council Industrial Relations Summit was held to discuss the award modernisation process and to review the preliminary draft document released by QIRC. However, due to the complex nature of this process, the QIRC only released part of the preliminary draft document focusing on who is a “Party” to the new award, and “Hours of Work” proposed for the new award. Councils across Queensland including Lockyer Valley attended the Summit and provided input into the draft, this feedback will be provided via LGAQ to the QIRC.

Whilst recognising that there is still a long way to go with the development of the new award, including consultation with all relevant unions, the Minister has directed the QIRC to produce a finalised award by 31 August 2014.

In addition LGAQ have committed to visit all Queensland Councils over the next couple of months to meet with the CEO’s and Executives to discuss the Award and its progress.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

A presentation on the Single Modern Award will be organised for Councilors at a workshop in June/July 2014, depending on the progress of the draft new award being made by QIRC.

Employee of the Quarter

This quarter we had nine nominations and all the nominees were of an outstanding calibre. The employees nominated are as follows:

Shane Capner – *Ganger*
Janis Hall – *Youth Development & Engagement Officer*
Kylie King – *Finance Officer*
Rachel Palmer – *Community Engagement Officer*
Lisette Schulz – *Multicultural Project Officer*
Helen McCraw – *Senior Economic Development Coordinator*
Melissa McNamara – *Technical Officer Waste Management*
Neil Williamson – *Community Engagement Team Leader*
Garath Wilson – *Senior Strategic Planner*

It was very difficult for both the Management Team and the Executive Leadership Team to decide upon a final nomination. Hence, I am very pleased to announce that for the very first time, we have decided that there will be two winners of this prestigious award. As such I am pleased to announce that the winners for the January to March Employee of the Quarter Awards was.....

Garath Wilson and Melissa McNamara.

Congratulations to the winners and all the nominations.

Other - AFL Queensland - Cahill Park

With the support of Council AFL QLD compiled a grant application on the behalf of Lockyer Valley Demons late last year, and has obtained a grant of \$35,000. The success of this will allow for two projects to be undertaken at Cahill Park:

- Turf upgrade works on the AFL oval to a value of \$27,940; and,
- The installation of bollards to protect the playing surface, to a value of \$7,040.

Jake Anson of AFL QLD stated "I am very happy that the Government has supported the projects. When combined with the temporary change facilities that have been mooted for the site, we are fast tracking toward the realisation of a great new home for the Demons at Cahill Park. Once again, on behalf of AFL Queensland, I wish to thank Lockyer Valley Regional Council for ongoing support of the Demons and AFL football in your communities. We greatly value your efforts to assist the local club volunteers and look forward to continuing to work with you on this and future projects".

RECOVERY AND RESILIENCE

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

15.3 Recovery & Resilience Monthly Update

Date: 21 May 2014
Author: David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Engagement
File No: Formal Papers

Summary:

The purpose of this report is to advise Council of the progress of recovery and the implementation of resilience following the January, February and March 2013 flooding events.

RESOLUTION:
This document is for Council's information only.

Report

1. Introduction

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 meetings and monthly reporting.

2. Background

Information for this report has been provided by Infrastructure Services, Community Development & Engagement, Regional & Economic Development, Environment & Regulatory and Disaster Management.

3. Report

An executive brief from each Recovery & Resilience Taskforce, for the period ended 9 May, 2014 is listed below:

INFRASTRUCTURE WORKS & SERVICES

- *NDRRA Program*
 - Ongoing Project Management of NDRRA funded works. Monitoring progress to ensure that timeframes are met.

COMMUNITY DEVELOPMENT & ENGAGEMENT

- *IWS NDRRA Project Support - General*
 - The Community Engagement (CE) Team continues to scope engagement requirements and provide plans to assist project managers and Corporate Communications with managing community expectations. Strong project team processes are effectively identifying and mitigating potential community and political issues. Currently supporting eighteen (18) NDRRA projects.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- *Community Information Drop-In Sessions – NDRRA Three Valleys projects*
 - Community Information Drop-In Sessions were held in Mt Sylvia and Junction View for land owners in the Three Valleys area to seek local knowledge on creek behaviours and impacts on potential floodway designs.
Residents provided useful information which will confirm or adjust design models. The process was well received by residents, although initial cynicism over the authenticity of the process had to be overcome. Several residents at each meeting expressed their appreciation for Council being open to their input.
- *LDCCC Support*
 - The CE Team is providing liaison between Disaster Management and local LDCCC's which includes collecting community feedback on wider issues and reporting them through to other Council business units.
- *Workshops – Disaster Recovery & Managing Traumatic/High Stress Events*
 - Dr Rob Gordon, Australia's leading disaster recovery psychologist, was engaged to provide four (4) sessions in the Lockyer Valley. All feedback was overwhelmingly positive for Council. LVRC has taken a leadership role in providing highly valued training to a range of agencies in the Ipswich-Toowoomba region and should consider maintaining this leadership role. Council could gain considerable positive PR from these capacity-building workshops, especially when focused on assisting other agencies.
- *Veradilla Erosion Issue on Private Land*
 - The CE Team has provided liaison and coordination between Environment, SEQ Catchments and land owner to seek solutions to private land issue. Recommendations have been provided to Environment and Disaster Management for reporting to Council.

REGIONAL & ECONOMIC DEVELOPMENT

- *No update - a verbal update from Executive Manager CCS can be provided if Councillors request such.*
 - Taskforce is now in Recovery Alert status.

ENVIRONMENT AND REGULATORY

- *Planning & Project Development*
 - Work is progressing in the identification of 'shovel ready' creek remediation projects. This is in preparation for the anticipated launch of a high level regional initiative to address the impact on storm events on farm production and water security.

DISASTER MANAGEMENT

- *Flood Warning System - Woodlands Road*
 - A rain/river height gauge has been installed and waiting on configuration of Toowoomba repeater to be operational. Smart signage and camera expected to be installed in the next few weeks and project completed by end of May 2014.
- *Enviromon Server*

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- The equipment to run Enviromon is currently located in Council's old data centre and has to be relocated. Council has used this as an opportunity to migrate Enviromon on to a virtualised server, eliminating the need for a dedicated server. The Bureau of Meteorology is assisting with this process.
- *Qld Local Government Risk Management Focus Group Meeting*
 - Attended the meeting on Friday 2 May and provided updates on:
 - Learnings from 2011 events and application in 2013
 - Disaster Management Planning and Preparation since 2013
 - Role of Community Engagement 2011-2013
- *eXchange Platform (IXP) Project*
 - Disaster Management has been asked to participate in a project to share information utilising eXchange Platform (IXP). The project will be managed by the Public Safety Business Agency. The scope of IXP project phase 1 is to provide the interoperability of disaster management systems at local, district, and state levels for the RFA data:-
 - Guardian system at Local level
 - WebEOC system at District level
 - Noggin OCA system at State Disaster Coordination Centre (SDCC). The methodology of this project is to streamline RFA's and insure interoperability between all levels of the Disaster Management Arrangements
- *Funding Applications*
 - Working on the following funding applications under the Queensland disaster mitigation and resilience funding available through Royalties for Regions, Local Government Floods Response Subsidy and Natural Disaster Resilience Program:
 - Glenore Grove Cameras
 - WaterRIDE software
 - Portable Communications Kit (ASAT-P1)
 - Warning Signs at Mt Sylvia
- *Possible Joint Project*
 - Investigating possibility of joint funding of \$40,000 toward a possible joint project across the region to look at resources to support flood warnings. Further discussions to be held with Myles and Quentin regarding progress of modelling.
- *Public Inquiry – National Natural Disaster Funding Arrangements*
 - The Hon Joseph Hockey MP, requested that the Productivity Commission undertake an inquiry into the efficacy of current national natural disaster funding arrangements. It is important to be aware that the scope of the inquiry will focus on what is being done to mitigate the consequences of natural disasters.

What this means is looking at:

- What risk management measures are available to, and being taken by, asset owners?
- How our plans reflect natural hazard identification and treatment methods.
- How are we keeping up with best practice?
- Mechanisms and models to prioritise mitigation opportunities and evaluate the costs and benefits of a range of mitigation options; including being proactive.

15.4 Executive Manager Planning & Development Services Monthly Update

Date: 22 May 2014
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 within the Planning and Development Services Group.

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 report provides the background information to date and only progress is being reported during April 2014.

3. Report

Sydney Royal Easter Show

The Sydney Royal Easter Show continued to ride on the wave of the Gold Ribbon win right across the Easter Weekend. Crowds were up and the distribution of Tourism Guides was higher than earlier in the week. The Royals didn't quite make it to the Lockyer Valley stand to pick up their packet of lettuce seeds, however many Sydney-siders are now planting these seeds in their backyards, eagerly awaiting the lettuce to sprout.

The media ran the interview with Mark Piorkowski and the representative from the Easter Show after the Gold Ribbon win. Feedback from the judges was excellent – with positive comments coming from the Show's visitors, not just the judges, which is part of the judging process! The Royal Agricultural Society has requested copies of our media footage for use in promoting the 2015 Royal Easter Show. The ELT, staff and Councillors rostered on did some wonderful work engaging with the visitors to the stand.

The Sydney Royal Easter Show tour of duty concluded on 23 April with approximately 5000 tourism destination guides and promotional items distributed over the 14 continuous days of the show. The manning of the show was supported by 41 staff, volunteers, industry reps and elected members. Council was successful in winning a gold sash best trade stand in the home and life style pavilion.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Discovery Tour

The tour was attended by 16 participants including producers who covered their own flights and accommodation. They included Peter and Melinda Schulte, Dave and Bronwyn Neuendorf, Paul and Annette Emmerson, Ross and Karen Stumpkhe and others. They were provided direct access to four key distribution retail channel businesses, the owners or managers to build relationships and potentially supply product. Businesses visited included Forth Village Providore, Thomas Dux, Victor Churchill, Wholesale House and Kitchen.

Producers Dinner

The dinner was attended by the key providers of the produce selected to feature on the menu and numerous media outlets that were invited to attend the Lockyer Valley's seasonal winter/spring showcase launch.

Heritage Weekend

This event was held on 12 and 13 April at both Das Neumann Haus and Pioneer Village in Laidley. Laidley Pioneer Village had strong numbers on Saturday with the diverse range of activities on offer keeping crowds happy. Das Neumann Haus was busy on Saturday and the market stall holders were happy. Sunday brought showers from mid-morning which kept attendance down slightly. Activities at Das Neumann were affected – the jumping castle was unable to operate when wet, Scouts, pony rides, petting zoo and music operated intermittently.

Anzac Day Services

Through Councillor Milligan, the Laidley RSL have extended their thanks to the staff that organised and worked to organise the Service at Laidley. They were extremely grateful and noted their professionalism and assistance to ensure the day ran smooth. Anzac Day events were seamless with only positive feedback being from all events, the historic military vehicles were a huge hit attracting a lot of visitor interest. Crowd numbers reported at the Dawn service in Gatton was the largest in over 10 years. Laidley parade and service had increased attendance on last year.

Lockyer Valley Food Ambassador

Alistair McLeod has committed to be a Lockyer Valley Food Ambassador for 12 months providing guest appearances at Regional Flavours, 4x2 minute videos, 4 recipes, 4 x 500 word stories, 1 x special foodie story in the food guide, and use Lockyer Valley produce in any guest appearance where possible.

Digital Local Government / Digital Hub

Council has received very positive feedback from residents who have attended training. A number have written into the organisation thanking LVRC for facilitating the training with many telling a stories of reconnecting with family members and improving their ability to navigate web based services. Digital Hub Laidley classes began every week from the first week in May. Call centre staff have also been recording positive feedback from the "live chat" function available to residents through the Council website.

New Business Registrations

There were 152 new business registrations in the Lockyer Valley area for the quarter (January – March 2014). These are spread across all industry sectors, and the registrations are showing an upward trend since January 2013. It is worth noting a large increase in construction businesses. The previous quarter had an increase of only 12.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Statement of Management Intent (SoMI)

The implementation of the Statement of Management Intent (SoMI) for the management of flying-fox roosts is underway. The Referral of proposed vegetation modification at Laidley and Gatton under the Environment Protection and Biodiversity Conservation Act 1999 (EPBC) was submitted to the Australian Government. Notification was received on Friday 16 May 2014 that the proposed works at both Laidley and Gatton are not referable actions which means that there are no restrictions under the EPBC Act. In addition, the State Government has informed Council that the vegetation that is the subject of the proposed removal is 'exempt clearing' and so does not require any additional permits.

Lake Apex Park

A community consultation with the Friends of Lake Apex (FOLA) and other stakeholders regarding draft designs for proposed works on the dry creek bed at Lake Apex Park was held on 30 April at Lockyer Valley Cultural Centre. The draft plan was warmly received and the consultants are now developing the working drawings for the projects implementation.

Draft LVRC Planning Scheme

The Strategic Planning team has continued to prepare the necessary reports, amendments and updates to the Draft Planning Scheme for Ministerial consideration. The complexity of holistically responding to several of the issues raised with several of the Rural Precincts has delayed the anticipated submission date by at least two weeks. A detailed update report was provided to Council at its April meeting.

Interim Connections Policy

Queensland Urban Utilities has released its Interim Connections Policy for Council consideration. This document will provide transitional arrangements from the current delegated assessment model to the full Utility Model effective 1 July and the Netserv plan arrangements due in October. Council has been requested to endorse the Interim Connections Policy by June, 2014. A report has been provided to the Council for consideration in the May meeting.

Sustainable Planning (Infrastructure Charges) Amendment Bill 2014

The State government has announced changes to the Infrastructure charges framework with the release of the Sustainable Planning (Infrastructure Charges) Amendment Bill 2014. The changes will take effect from 1 July, Council has not been directly consulted on these changes. Officers are currently reviewing the document and associated material with an information briefing report provided separately for this Council meeting.

QUU Smoke Testing Program

Councils Plumbing Coordinator attended a meeting with Queensland Urban Utilities. During this meeting QUU requested Councils assistance in a smoke testing program in certain sections of the Region. The smoke testing program helps establish cross connections between sewer and storm water pipework. This program has been trialled in Brisbane City Council area and is planned to be rolled out throughout all other participating Councils. The reason QUU require assistance is due to the access rights. QUU request to have this program developed as an inspection program under the Local Government Act. This will require a resolution from Council. No commitment has been made on Councils behalf further details are yet to be provided by QUU and will be distributed for decisions at that stage.

15.5

Queensland Urban Utilities (QUU) Progress Report (April 2014)

Date: 21 May 2014
Author: Mark Piorkowski, Executive Manager Planning & Development Services
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

Council has received an update in April from the Queensland Urban Utilities (QUU) board which provided highlights from their Board Meeting.

RESOLUTION:
This document is for Council's information only.

Report

1. Introduction

- Lockyer Valley Regional Council maintains an ongoing working relationship with 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.
- Owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils and governed by an independent Board.
- Tasked to deliver drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.
- 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.

3. Report

Queensland Urban Utilities Board update – April Board Meeting

This month, the Board held its ordinary meeting on 22 April at Somerset Regional Council with the following matters reported on that are of interest to the Lockyer Valley:

Over the coming months, the Board will also meet in Brisbane, Scenic Rim, Lockyer Valley and Ipswich. These regional meetings provide an ideal opportunity for the Board to engage with shareholders, and to understand local issues first-hand.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The Board will hold its fourth Special General Meeting of shareholders in September. This meeting provides a forum for the CEO and Board Chairman Geoff Harley to present on past performance and future directions.

Customer

Commercial and developer customer segmentation

In late 2013, the Board adopted a new operating model. One element of this model is a differential service strategy for commercial and developer customers. The Board supports a stronger focus on these customer segments and recognises it is critical to efficiently deliver a quality service that meets and keeps pace with their evolving needs. Progress to enable this segmentation is well advanced, with the business structure being realigned, leadership capability being identified, and a Customer Segmentation and Commercial Customer Strategy and Action Plan being developed.

Customer strategic pillar report back

The Board noted an update on a number of initiatives that sit under the Customer strategic pillar. It was encouraging to see that progress has been made across a number of areas, including the development of a Customer Care Strategy and e-Business Strategy, as well as ongoing support for a number of community events.

Operational Excellence

Quarterly Report

The Board considered and approved the Quarterly Report for the period of 1 January to 31 March 2014. A copy of this report will be provided to shareholders in late April.

Corporate Plan 2014/19

The Board considered and supported the Queensland Urban Utilities 2014/19 Corporate Plan. This plan sets out our future direction, goals and priorities as defined by the Board and informed by shareholder insights. It articulates our strong focus on customers, the community, service excellence and shareholders. A copy of this plan has been provided to all shareholders for approval in accordance with the requirements of the Participation Agreement. A separate report will be provided to Council in May 2014 requesting Council to endorse the document.

National Performance Report 2012/13

The Board noted the National Performance Report 2012/13 for water utilities, which was released by the National Water Commission on 1 April. Key highlights from this report include:

- QUU had one of the lowest price increases for 2012/13, with only a 4% change from the previous year, compared to the national average increase of 8%. QUU's typical annual bill was 3.5% below the national average and was the lowest compared with other large water service providers in Queensland.
- QUU achieved a 24% reduction in the total number of water and sewerage complaints per 1,000 properties. This was the second greatest decrease in complaints for large water service providers.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- QUU continued its downward trend in the average duration of unplanned water interruptions from 172 minutes in 2010/11 to 162 minutes in 2012/13, with the downward trend continuing in 2013/14.

2014/15 capital and operational budgets

Following reviews by our strategic Asset Management Committee and Finance and Pricing Committee, the Board considered and approved QUU's 2014/15 capital and operational budgets. Our 2014/15 capital program, which is set at \$277.2 million, will ensure our customers continue to receive reliable water and sewerage services, and that economic and population growth is catered for. This program will see investment across all service regions and it is part of our \$3.2 billion ten-year capital program.

ICT Governance Framework

Earlier this year, the Board approved the ICT strategy and Roadmap, which will reflect our whole-of-business approach to service delivery. As this project represents a high level of risk to the organisation, an ICT Governance Framework and reporting regime has been developed to provide assurance to the Board during the project's implementation. The Board considered and noted this framework and reporting regime.

Enterprise Excellence Program

The Board noted that the Enterprise Excellence Program remains on track, with its year-to-date targets being met. This program is aimed at improving operational efficiencies, optimising the workforce profile, and increasing revenue. A number of streams of work are well advanced and, in some instances, are ahead of their forecast year-to-date positions. streams of work include, but are not limited to, unaccounted for water, billing and procurement optimisation, transactional services, and new service delivery models.

Utility Model

The Board noted that the utility model project remains on schedule and within budget. A number of key preparedness activities are well advanced, including forming associated policy positions, enabling ICT systems, and resourcing. The utility model draft Bill has been considered by the relevant Parliamentary Committee, with the recommendation that the draft Bill be passed without any significant amendment. This project remains a key risk for the organisation as we move closer to 1 July 2014. To provide assurance to the Board on this important functional addition to QUU our internal auditors will conduct audits in this space during 2014/15.

15.6 Council of Mayors South East Queensland (CoMSEQ) Committee Report

Date: 22 May 2014
Author: Mark Piorkowski, Executive Manager Planning & Development Services
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

Current committee and taskforce activities for COMSEQ is reported.

RESOLUTION:
This document is for Council's information only.

Report

1. Introduction

Lockyer Valley Regional Council is an active member of COMSEQ and this report is intended to provide Council with a summary of activity and key matters focusing on the Committee and Taskforce meetings.

2. Background

For the month of April 2014 there were four COMSEQ meetings attended by Council staff and elected members. The following report outlines the key discussion points from each of those meetings and where appropriate the implications for Lockyer Valley.

3. Report

Since the last COMSEQ report to Council the following update on activities have been provided to Council:

Planning Reform Taskforce – 4 April (Attended by Acting Manager Planning & Environment and Portfolio Councillor)

Presentations were given by Ipswich City Council on its Workforce Management Plan that has been prepared for its Planning Department and by Brisbane City Council on their Customer Service Satisfaction Surveys. Discussion then focused on the impacts of current State Government led reforms including the proposed new planning legislation, the review of infrastructure planning and charging and the implementation of the water utility model on 1 July 2014. The impact of a very conservative approach of financial institutions to lending for small-lot housing on the ability to meet this component of the housing market was also discussed.

Coordinators Meeting – 7 April (Attended by Executive Manager Planning & Development Services)

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The bulk of discussion was held around the agenda for the COMSEQ Board Meeting to be held that Friday. COMSEQ was presenting their budget and spent some time discussing the priorities that they were proposing to focus on for the upcoming year. These included ongoing work in the DA reform, continuing to promote the region and advocate for local government in with the State and Commonwealth as well as a focus on getting action in SEQ catchments starting with Lockyer Valley.

An update was also provided on the Canberra delegation with an overview of the follow up actions from each of the meetings with Ministers. It was noted that the Mayors agree the March/April delegation to Canberra was worthwhile but some changes could be made to the meeting schedule. This would include visits with industry representatives and meetings scheduled with more than one Minister at a time to discuss issues that cover a number of government portfolios.

Board meeting 11 April – (Attended by Executive Manager Planning & Development Services)

The Board Meeting held on Friday afternoon ran to their agenda addressing the COMSEQ budget approval processes first before a longer discussion around the organisation's commitment to the proposed Mayoral Waterways Taskforce. The need for all councils to pitch in and contribute to addressing catchment issues in the Lockyer Valley Catchment was articulated by the Lord Mayor recognising that communicating the benefits of work undertaken in the Lockyer would ultimately benefit the Brisbane ratepayers in terms of water security and quality.

Cooperative and coordinated were the two words used by the Lord Mayor in describing the immediate actions required to be undertaken. The Lord Mayor and Mayor Jones are proposed as jointly leading the initial work in the Lockyer Valley by the proposed Mayoral Waterways Taskforce.

A presentation was also made by a representative of the WWI Centenary Fund which represents an opportunity for Queenslanders across the state to play a part in commemorating the Anzac Centenary. The Queensland Anzac Centenary grants program is designed to assist Queenslanders to commemorate the Centenary. Whilst round one applications closed in March 2014 applications for round two will open in June 2014. The WWI Centenary Fund has placed all information and guidelines online at their website "www.qld.gov.au/anzac100".

Rural Communities Taskforce – 28 April (Attended by Executive Manager Planning & Development Services and Deputy Mayor)

Peter Olah provided a brief update on the proposed new organisational structure for the Council of Mayors (SEQ) Secretariat which will likely be a matrix based structure focussed on delivering projects. A Q1 2014-15 priority objective agreed to by the Mayors was a governance review of the Committee/Taskforce structure. It is important the Committees and Taskforces are structured to deliver aspects of the objectives of the new Strategic Plan with expertise coming from Councils. Recommendations on the new Committee structure will be made to the Council of Mayors (SEQ) Board in July 2014 and reviewed for effectiveness after six months.

It is likely a regional agricultural plan will be developed under the Council of Mayors (SEQ) Economic Development portfolio (includes tourism and agriculture) with the Mayors also focussing on the waterways project and advocacy and communications. Members discussed the importance of having a 'rural voice' under the new Committee structure given the majority

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

of COMSEQ member councils have some rural aspect to their regions. Cr Lehmann advised it was important to gain support from the State Government, particularly in regard to rural supply and demand when developing the agricultural plan for SEQ which could include farmers markets and food trails.

Jane Adams, Chair of the Australian Farmers Markets Association provided a presentation ('Market Power, Farmers Markets SEQ Opportunity') on authentic farmers markets across Australia and opportunities for SEQ Local Governments to become involved. An authentic farmers market was defined as 'predominantly fresh food market that operates regularly within a community at a focal public location providing a suitable environment for farmers and food producers to sell their farm-origin and associated speciality value-added food and plant products direct to customers'.

Jane advised that SEQ has the capacity to support farmers markets resulting in numerous economic and community benefits while underpinning food businesses (speciality value added food makers) in broadening their business. Farmers Markets could also be a tourist attraction, however a market should never be established as a tourist destination but established for the community. The majority of Farmers Markets operate as community incorporated associations, however, SEQ was different and has a number of private clusters. Jane noted that there is an opportunity for Local Government to establish Farmers Markets and then transition them to not for profit organisations that have a Market Manager, Vendor Committee and in some instances, Shopper members.

Members noted that when establishing authentic farmers markets, it was critical to engage with all the relevant stakeholders including producers, stall holders and community stakeholders and explain the benefits of participating and engaging on a regular basis. The establishment steps should be followed stringently to ensure success and have a distinctive flavour that sets authentic farmers markets apart from other markets. Members discussed the existing farmers markets held within school grounds and in the local community and also noted that Orange in NSW (<http://www.orangefarmersmarket.org.au/orange/growers.htm>) have a mature food identity as a region with a vast number of local producers and an organisation that is responsible for a vast array of food focussed activity including a monthly farmers market.

Cr Milligan briefed the Taskforce on farm gate sales operating within the LVRC. Council has made a conscious decision to make it practical for farmers wishing to operate farm gate sales, applies a common sense approach and works with farmers to remove unnecessary barriers, including the non-requirement for a permit. Council does however, require farmers to be growers rather than just resellers. LVRC has 6-7 farm gate producers that are currently putting together a regional food trail.

Members noted the upcoming Queensland Agricultural Conference to be held at the Pulham Hotel, Brisbane on the 26th June (Qld Agricultural Conference Registration Page). It is understood the inaugural Queensland Agricultural Report which will establish baseline information for the industry and progress on reaching the State Government's 2040 growth target will be released at the conference. All councils are encouraged to attend in order to ensure that SEQ is appropriately represented.



ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

15.7

Regional Leaders Forum (May 2014)

Date: 22 May 2014
Author: Mark Piorkowski, Executive Manager Planning & Development Services
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

The Regional Development Australia (RDA) Ipswich & West Moreton Inc held their annual Regional Leaders Forum on May 2nd 2014. This year's theme was "Food for Thought – the Future of Agribusiness" and was hosted by Scenic Rim Regional Council in Boonah. Attending the meeting from Lockyer Valley Regional Council was the Executive Manager for Planning and Development Services, Manager for Regional Development and Councillor McLean. Presentations were made across a range of agribusiness related matters but generally targeted at supporting and promoting local producers and products.

RESOLUTION:
This document is for Council's information only.

Report

1. Introduction

This report summarised the presentations made at the Regional Development Australia (RDA) Ipswich & West Moreton annual Regional Leaders Forum on May 2nd 2014.

2. Background

Regional Development Australia (RDA) is a joint Australian and State Government initiative that is intended to bring together all levels of government to enhance the growth and development of Australia's regions. RDA is a partnership between Australian, State and Local Governments, to strengthen and sustain regional communities. Local government members of the Regional Development Australia (RDA) Ipswich & West Moreton include Ipswich City Council, Somerset Regional Council, Scenic Rim Regional Council and Lockyer Valley Regional Council. Memberships of the RDA are also drawn from business and non-government organisations. The Regional Leaders Forum is held each year and rotates between member local governments.

3. Report

The event was opened by Ms Kathy Bensted who is the Chair Regional Development Australia - Ipswich and West Moreton followed by a welcome by Mayor John Brent, Scenic Rim Regional Council. The Commonwealth's perspective and support for agribusiness was highlighted by Barry O'Sullivan the Senator for Queensland who overviewed the Federal Government's approach to regional development and Agricultural Competitiveness White Paper.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Senator O'Sullivan focused on the export of agriculture products being on rise in place in place of mining. To fully take advantage of the increase he acknowledged will require investment in infrastructure, skills upgrade and better communications. He saw the need for small government to get out of way and allow private sector to deliver economic growth focusing on reducing regulation and tapping into India and China. Leading the charge would be in his view beef and milk production.

Industry perspectives were put forward by Richard Mulcahy the CEO of AUSVEG who's discussion focused on the importance of keeping up with technology; capitalising on the growth of Asian markets; engaging political representatives; and the importance of building infrastructure. Getting the supply chain right was a critical factor for success.

Changes in consumer preferences and buying habits targeted advice to growers through a presentation by Jeanine Sciacca the Associate Director Business Development at Nielsen. Nielsen is a leading global information and measurement company, provides market research, insights and data about what people watch and what people buy.

Jeanine emphasised consumer preferences around prices and products were shifting to quality rather than cheap with fresh food being the number one store choice driver. In terms of the large retailers she indicated that while 40% meat and vegetables is currently sold outside Coles and Woolworths this share is increasing in favour of the two large retailers. The most interesting fact however was the huge growth in market share that Aldi has achieved since arriving in Australia. Aldi was described as the "game changer" in Australia with their growth is coming from consumers switching from IGA and Woolworths. The big losers will ultimately be the independents who will continued to lose market share. Three key future drivers for growth:

1. Consumers are making consumer decisions following research online. With 48% of people having digital connections emphasis was on the need for suppliers and producers to develop a digital strategy and a digital presence to connect to the right consumers.
2. The "premium drive" which is about the adoption of premium niche products to meet the demands for the growth consumer segment.
3. Population growth will be from Asia with 1 in 5 Australians being of Asian origin by 2050.

The final presentation for the event was titled "Positioning for Prosperity - Catching the Next Wave" by Jackie White who is the Agribusiness Advisory Manager for the large consultancy firm Deloitte. Highlights of this presentation included the prospects for investment in Australia and Queensland, in the context of global food trends and the potential for the agriculture sector to be a future wave of prosperity for Australia.

An important distinction that was made during the presentation is that while there has been much hype about Australia being the food-bowl for Asia that this is highly unlikely as we just do not possess the capacity to generate the volumes required to satisfy that demand. Nor should we compete in this respect in that being engaged in commodities that are high volume, low value is a volatile space that Australia has a natural disadvantage with high labour costs and dollar.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Instead it was recommended we play a targeted role in supplying food to Asian markets on the basis of quality rather than quantity. Recommendations were made to research, identify and understand what these markets are searching for in terms of high value, higher margin speciality products. Australia whilst at a disadvantage in terms of a high dollar and labour cost can compete on quality. This is based on a perception that Australian products are of high value, good quality and importantly can be trusted to be safe from pesticides and contaminants. Rather than being the “food bowl” it was suggested we focus instead on being the “specialty deli” to Asia. Not only will this require a good understanding of consumer preferences in the very diverse Asian market but will need to be underpinned by good working relationships with buyers in those markets.

15.8 Update on Infrastructure Planning & Charges Reforms

Date: 22 May 2014
Author: Trevor Boheim, Coordinator Development Assessment
Responsible Officer: Mark Piorkowski, Executive Manager Planning & Development Services
File No: Formal Papers

Summary:

It is anticipated that changes to the infrastructure planning and charging regime will occur on 1 July 2014 as a result of the State Government's recently completed review of the infrastructure planning and charging framework. The changes will impact on Council's infrastructure planning and how it levies charges for infrastructure into the future but does not require any action on Council's part before 1 July 2014.

Officer's Recommendation:

THAT Council receive and note the Update on Infrastructure Planning and Charges Reform Report.

Report

1. Introduction

The purpose of this report is to inform Council of the nature and implications of the State Government's current set of infrastructure planning and charging reforms that are anticipated to commence on 1 July 2014. As the charging arrangements which are currently in place will continue to operate after 1 July 2014 there is no need for Council to take any action before that date.

2. Background

In February 2013 the State Government initiated a review of the infrastructure planning and charging framework as a key element of its planning reform agenda. The outcome sought by the review was the creation of an appropriate balance between the financial sustainability of Local Government and the capacity of the development industry to contribute toward the funding of infrastructure. To achieve it reform outcomes, the *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Bill 2014* was introduced into Parliament by the Deputy Premier and Minister for Infrastructure and Planning on 8 May 2014. It is the intention of the State Government that this bill will become law in time for a 1 July 2014 commencement.

3. Report

This report provides an overview of the key changes that will result from the current set of reforms and the implications of these changes for Council.

Local Government Infrastructure Plans will replace Priority Infrastructure Plans

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The primary change here is with the name of the infrastructure planning instrument as a Local Government Infrastructure Plan (LGIP) will essentially perform the same function and will include the same content as a Priority Infrastructure Plan (PIP). All Councils will need to have a LGIP or PIP in place as a part of their planning scheme by 1 July 2016 to be able to levy infrastructure charges after that date. No decision needs to be made at present whether to have a LGIP or a PIP and it is considered this decision should not be made until there is greater clarity as to which of the two instruments will be more beneficial to Council.

Limits on the amount of infrastructure charges

The State Government does not propose to amend the current cap on infrastructure charges that came into force with the previous set of reforms on 1 July 2011. The existing Adopted Infrastructure Charges Resolution (AICR) that has set infrastructure charges for Council and Queensland Urban Utilities trunk infrastructure since 1 July 2011 will continue to have effect after 1 July 2014.

Introduction of a "Fair Value" infrastructure charges

Whilst there is no change to the current infrastructure charges cap, an incentive based approach is to be used to encourage Councils and Distributor-Retailers to adopt what is termed a "fair value" set of infrastructure charges. These charges are approximately 10% lower than the capped charge for residential uses and in the order of 15% lower than the capped charge for non-residential uses.

There is no compulsion for Councils and Distributor-Retailers to adopt the "fair value" charge amounts, however an incentive is offered in that doing so will create the ability to seek co-funding by the State Government for major infrastructure works. At this time details of how this co-funding will operate and the amount the State Government is to make available is unknown, so the potential benefits that might flow to Council and/or the Distributor-Retailers cannot be evaluated at present.

As the current AICR charges will continue to apply after 1 July 2014 there is no need move quickly to adopt the lower "fair value" charges. Also, to do so will require Council to negotiate a new agreement on the proportional split of infrastructure charges between Council and Queensland Urban Utilities (QUU). Given the current focus of QUU on the commencement of the utility model on 1 July 2014, it is unlikely this can be addressed before this date.

It should be noted that the cost to Council of moving to the "fair value" charges may not be great as the existing AICR already sets charges for three bedroom dwellings and residential lots below the "fair value" level. It is considered that this aspect of the reforms is worthy of further discussion and to this end it is proposed to address this through a future workshop session to occur when there is greater clarity of the benefits of adopting the "fair value" charges.

Ability for an applicant for development approval to have non-trunk infrastructure converted to trunk infrastructure

This change, which will allow a developer to apply to a Council to have non-trunk infrastructure deemed to be trunk infrastructure, will have implications for Council as it changes the ability to levy infrastructure charges and to require the construction of infrastructure as a condition of development approval. It would be expected that this mechanism will be employed by

developers where it will shift the amount of contributions and/or the requirement to construct works in their favour. Where a Council refuses to deem non-trunk infrastructure to be trunk infrastructure an applicant will have the ability to appeal the decision to the Planning and Environment Court of the Building and Development Dispute Resolution Committee.

Infrastructure offsets and credits

The legislation will impose greater controls on how a Local Government calculates and applies infrastructure offsets and credits. An offset arises where a developer must construct part of the trunk infrastructure network as a part of the development and so is able to offset the cost of these works against the amount of the infrastructure contribution payable. A credit arises where an allowance is given for the most recent use of premises when setting the level of the charge that is payable by a new use.

Infrastructure Agreements

This mechanism will continue to be able to be used to negotiate and agree to specific arrangements for infrastructure delivery and contributions between developers, State and Local Government; however Councils will not be able to require that an infrastructure agreement be entered into as a condition of a development approval.

4. Policy and Legal Implications

There are no current policy or legal implications for Council. Any future move to “fair value” charges will represent a policy change for Council that will be addressed in a future report.

5. Financial and Resource Implications

The changes that will occur on 1 July 2014 will not have any immediate impact on Council from a financial or a resource perspective. Whilst the ability for a developer to seek to have non-trunk infrastructure deemed to be trunk infrastructure creates the potential for a developer to shift costs to Council, the potential impact is unknown.

6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from the changes that will commence on 1 July 2014.

7. Communication and Engagement

There is no need for communication or engagement with the community on the reforms. Council officers will open dialogue with QUU on the negotiation of a new proportional split of infrastructure charges between Council and QUU so as to be able to inform Council should it choose to pursue “fair value” charges in the future.

8. Conclusion

The infrastructure planning and charging reforms that are anticipated to commence on 1 July 2014 represent adjustments to the more broad-ranging reforms that occurred on 1 July 2011. While a Local Government Infrastructure Plan will replace the Priority Infrastructure Plan, both instruments are very similar in content and perform the same function. The introduction of “fair

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

value” charges has the potential to enable Council to obtain State Government co-funding for some infrastructure at the cost of levying lower charges, however the nature and extent of the funding is presently unknown. When more detail becomes available, the question of whether to adopt the “fair value” charges will be brought to a Council workshop for discussion, and if supported will be the subject of a future report to Council.

9. Action/s

That Council notes the content of this report.

15.9 Executive Manager Corporate & Community Services Monthly Update

Date: 21 May 2014
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 Corporate and Community Services during April 2014.

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 Corporate and Community Services during April 2014.

2. Background

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

3. Report

A brief summary of the key outcomes of Corporate and Community Services during April 2014 by functional grouping follows.

CUSTOMER SERVICES

This section of the report breaks down activity within the Customer Services Branch during April 2014. Further information is provided in the attached dashboard report.

- During April, there were 3,286 attempted calls to Council's PABX. 154 of these calls were unsuccessful with the maximum queued contacts at any one time being 8.
- The abandoned call rate has dropped this month with the average wait for abandoned calls being 1:30 minutes.
- Of the 490 calls transferred during April, 434 of them were direct transfers for named officers.
- There were 98 calls logged via the call-back system. The average wait time to be answered was 4 minutes. The maximum wait time to be answered was 17 minutes. Feedback on this service continues to be very positive.
- There were 45 Live Chats this month.
- There were 3,066 service requests raised in April with 70% of all service requests raised being for Corporate and Community Services.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

- The number of service requests raised outside of Customer Services is approximately 50% down on the same month last year within Delta. This indicates that information is not being entered into our corporate systems. Comprehensive training continues to be offered to staff to improve their knowledge of One Council.
- Our first point of contact resolution improved to 36% in April.
- There were 154 after hours calls for April. The spike during the month was caused by a systems failure in our telephone lines.
- There were 453 e-Requests generated as a result of incoming mail and emails via Records.

COMMUNITY FACILITIES

Stage 2 of the Laidley Cultural Centre has now been completed. Quotes are now being sought for Stage 3 (completing the painting of the external walls of the main building, not including the Squash court area). An Engineers report has also been obtained to allow us to place air conditioning units on the roof of the Function Room, quotes for this work are now being sourced. Quotes are also being sourced for the replacement of the stoves in the main kitchen and the repainting of this area.

The Laidley CCTV project is progressing well and is on schedule to be completed by 23 May.

A purchase order has been raised for the amenities block at the Gatton Donations Building. The engineers report for the footings should be received by 15 May which will allow for the B/A to be approved. It is hoped to have the toilet block installed by the end of June.

The drainage improvement project near the RSL leased area at the Laidley Cultural Centre has been completed. No water entered the building during recent heavy rain.

The Gatton Administration Building Alterations and Refurbishment project is 2 weeks behind schedule due to the wet conditions that occurred during the construct of the lift well.

Tenders for the Laidley Sports Clubhouse project will close on 1 May 2014.

The Gatton Works Depot CCTV system should be installed and operational by Friday 9 May.

Access to the Grantham Butter Factory has been added to Council's Swipe system and it is now operational.

Quotes are being obtained for the removal of a 12m x 6m donga from the Grantham Estate with this building to be repositioned on the AFL oval at Cahill Park.

CULTURAL, HEALTH & REGULATORY SERVICES

The Wild Dog Baiting program was held on 30 April at the Gatton Saleyards. Council staff was assisted by two officers from Biosecurity. A total of 1,163 baits were collected for 37 participating residents.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

The second round of School Immunisation Clinics will commence in the first week of May at Faith Lutheran College. Children in Year 8 will be vaccinated against Chicken Pox & HPV, and Year 10 males against HPV.

A high number of dog attacks on humans and other animals continue to be reported.

During the second half of the month the average occupancies at Council's child care centres were Gatton 78.5% and Kensington Grove 69%.

INFORMATION SERVICES

ICT is currently in the market to replace the aging TTC Printer Fleet. The replacement will be with new, faster machines at a much reduced rate to Council's current print services agreement. The end result will be a reduction in operational costs and improved staff productivity. Quotes will be accepted up until 2pm on 19 May.

ICT is also currently in the market to introduce Wireless network technologies in Council's administration buildings, commencing with the Gatton Administration Building. The technology will improve staff productivity with mobile devices allowing them to wirelessly access key information while in meetings. Quotes will be accepted up until 2pm on 29 May.

Work also continues on the upgrade of Council's data centres with this project now 75% complete.

FINANCE

Work continues on the development of the 2014/15 Budget with the first Council workshops scheduled in May 2014. The Queensland Treasury Corporation will also present its credit review to Council on 28 May 2014.

Significant risks are now present through delays to the processing of NDRRA claims through QRA and the timing of payments associated with the Scotbar Monocell and Council Grantham Landfill capping project.

WASTE

A leachate tank at the Laidley Transfer Station has been located onsite. Road access has been prepared with the tank to be pumped on a regular basis to ensure DEHP licence compliance. The DEHP will be advised in May of this breach to our environmental licences.

A new Laidley waste monitoring bore will be installed between 13 and 15 May.

A waste contract meeting was held with JJ Richards to discuss a number of pending issues including the replacement wheelie bin design, a quotation for park and street bin collection, a quotation for domestic bulk services/mobile bulk services, continuance of contract supervision of the Laidley transfer station post July/September 2014 and continuance of transport and disposal of waste to Ti-tree post June 30 2014.

QRA funded works for Grantham Capping project are progressing to plan.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

2011 Grantham flood waste currently stored at Gatton landfill will be processed in the week commencing 8 May 2014 by a local contractor

Quotations are now being sourced for greenwaste and concrete processing at Council's waste management sites.

Two audits of waste bins in the Gatton Administration Building have been undertaken as part of the new internal waste/recycling bin project. An internal staff survey has also commenced to inform staff of changes to commence in July 2014.

The Grantham contaminated soil disposal program at Gatton landfill has been completed. Intermediate capping will now be completed by Waste personnel as part of normal operations.

Attachments

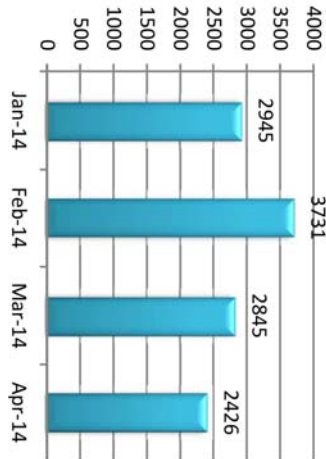
1 Customer Contact 2 Pages

Customer Contact Centre

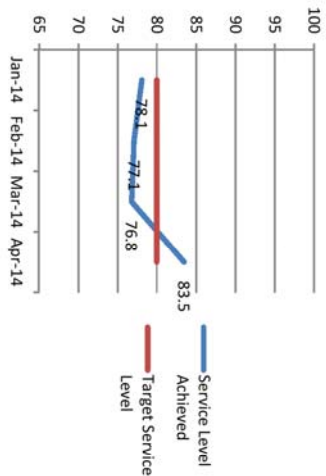
Lockyer Valley Regional Council – April 2014

Call Centre Answered	Live Chats	Call Backs	eRequests	Service Level	Speed to Answer	Avg. Handling Time	Total Abandoned
2426	45	98	453	83.50%	9 Sec	6:01	17.1%
<div>Target: 80% Target: 20 Sec Target: 6:30 Target: 15%</div>							

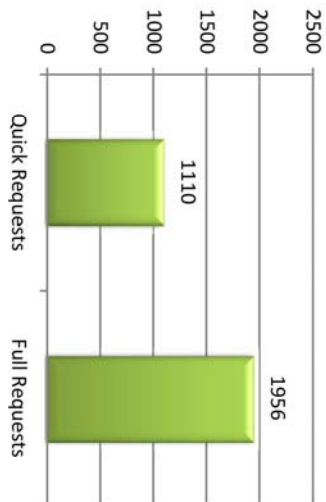
Calls Answered



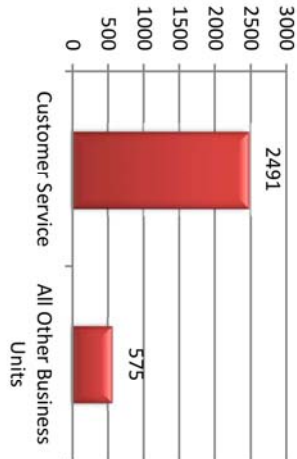
Service Levels



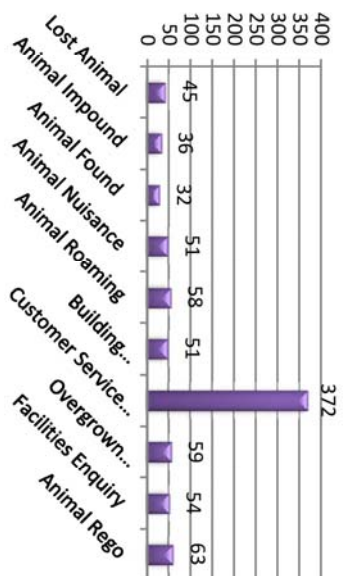
First Point of Contact Resolution CRM



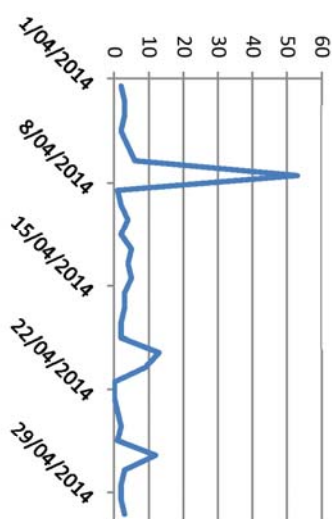
Requests Created By



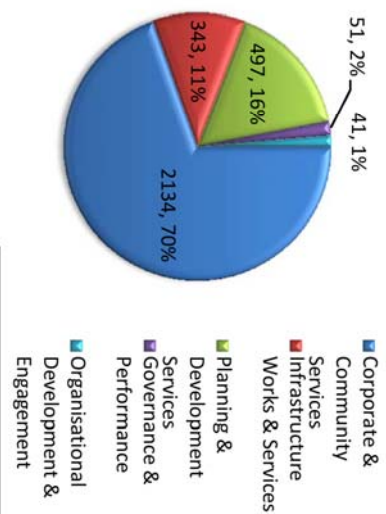
Top 10 Requests



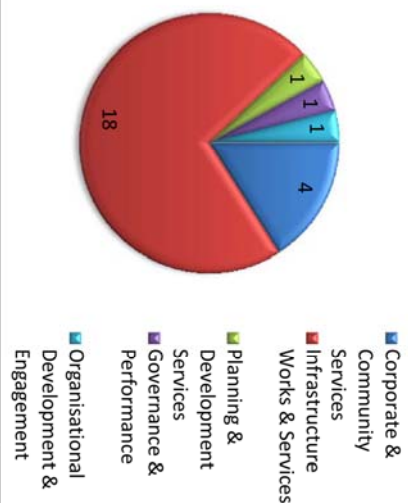
After Hours Requests



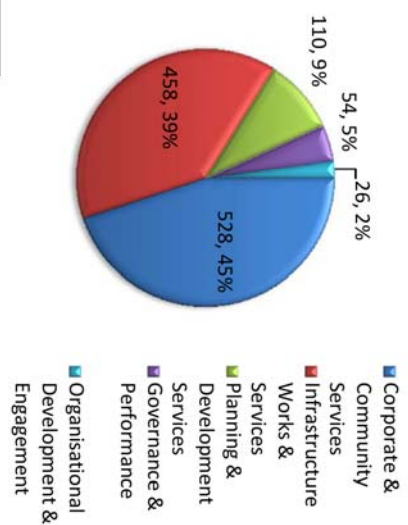
New Requests per Executive Manager



Councillor Requests for April



Open Requests as of 30/04/14



QGAP performance Report 1-31st April 2014	
Total Collection Value for all Transactions	\$124,440.20
Total Service fees for all transactions including monthly grant of \$1916.67 received from Smart Services Qld.	\$6174.33
Total time taken for all transactions	125.9833 hours
Total number of transactions	1009
Total average time for all transactions	7.49 minutes

15.10 Executive Manager Infrastructure Works & Services Monthly Update

Date: 21 May 2014
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.

RESOLUTION:
This document is for Council's information only.

Report

1. Introduction

This report is to provide an update to Council on activities and issues for the Infrastructure Works and Services Group since Council's last meeting held on 30 April 2014.

2. Background

Previous Infrastructure Works and Services report to Council up to and including 30 April 2014.

3. Report

2011 NDRRA program

A current financial summary of the 2011 NDRRA programme follows.

- Current estimated final cost (EFC) = \$114.3 million
- 2011 emergent works (now paid and acquitted by QRA) = \$20.7 million
- Value of works completed to end of March = \$109.4 million
- Submissions forwarded to QRA awaiting acquittal = \$20 million
- Submissions that have been acquitted by the QRA = \$3 million

Projects of note:

- Rockmount Road bridge – construction of bridge piling nearing completion
- Minor linemarking programme remains. Remainder of works scheduled to be completed before the end of June 2014 weather permitting.
- Jones Road floodway reconstruction project has commenced. Traffic being diverted along Roches Road.
- Flagstone Creek Road slips (Horsfalls Lane) works commenced. Scope modified as unable to gain agreement for early access.
- Grantham landfill contract awarded and works commencing.
- Sandy Creek Road floodway (north of Helidon) is nearing completion
- Railway Street floodway at Grantham works have commenced including demolition

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Key risks at the moment:

- Potentially ineligible works already constructed (ongoing discussions with QRA)
- Delays in Council making final submissions of projects for QRA acquittal
- Delays in subsequent QRA acquittal of Council submissions
- Construction and project management office costs incurred after 30 June 14 are not eligible, so this needs to be minimised

2013 NDRRA program

A current financial summary of the 2013 NDRRA programme follows.

- Current estimated final cost (EFC) = \$61.4 million (includes 2013 approved Betterment projects that are aimed at improving asset resilience in future events)
- 2013 emergent works (paid, but not yet acquitted by QRA) = \$14.7 million
- 2013 works completed to end March = \$6.0 million
- Submissions forwarded to QRA awaiting acquittal = \$0
- Submissions that have been acquitted by the QRA = \$0
- 2013 Betterment projects approved = \$6.4 million, Council contribution = \$1.3 million (needs to be included in the 2014-15 budget)
- Betterment projects need to be resubmitted and approved with funding reallocated to additional projects as Lefthand Branch Road Bridge not proceeding and Black Duck Creek Road realignment changing.

Projects of note:

- Thistlethwaite Bridge replacement at Grantham has commenced with demolition now complete and casting of precast beams underway.
- Clarke Bridge (at Thornton) contract has been awarded and Contractor design is progressing.

Key risks at the moment

- Compliance with the Fisheries Act (floodways) requires Development Application and has had time impacts.
- Redistribution of 2013 Betterment projects in the Three Valleys requires acceptance by QRA – yet to be submitted to the QRA
- ‘Emergent Works’ claim reviewed by the QRA leaves work that at risk of being considered ineligible for funding.
- All of 2013 NDRRA program may not be completed by the QRA deadline (30th June 2015).

INVESTIGATION, PLANNING AND DESIGN UNIT

Laidley flood mitigation projects (DSDIP funding)

- Narda Lagoon flood levee – Clearance of the haulage route between Storr Street drain and Narda Lagoon has commenced, as have the preliminary works (power line raising and sewer rising main works).
- Storr Street drain – this ‘missing link’ in the drainage system is being executed in conjunction with the Narda Lagoon levee (which will receive some of the excavated fill material).
- Laidley CBD preparatory works (service relocations, vegetation removal, but no earthworks) – forecast to commence in Q2 of 2014.

ORDINARY COUNCIL
MEETING AGENDA
28 MAY 2014

Forest Hill flood mitigation

- Qld Rail commissioned SKM to provide flood modelling expertise, and have formulated a construction project for Blacks Bridge.
- Community information evening held 22 April 2014 at Forest Hill School of Arts.

Council's Planning Scheme

- The Infrastructure Works and Services Group is supporting the Planning team through a review of the draft Planning Scheme.
- Works Manual draft for public consultation is complete and finalisation will occur once public consultation is finished later in 2014.

ASSET MANAGEMENT UNIT

- Continuing with the development of process for the field capture of defect information for infrastructure assets to allow planned maintenance to occur.
- Developing the reporting to allow defects to be prioritised and repaired using planned maintenance processes.
- Working with IWS Infrastructure Delivery to streamline Council's approach to programmed maintenance for infrastructure assets
- Reviewing the Works Order and project structure and finalising for implementation for 2014-15 financial year
- Investigating options to transition Delta (Project Management software) into OneCouncil system, intend setting up working group to facilitate transition.

PLANT AND FLEET

- Three replacement utilities have been ordered to replace very high mileage work vehicles in IWS.
- Rebuilding undercarriage of tracked loader.

PARKS AND OPEN SPACES UNIT

- The Parks and Opens Spaces Unit is mainly undertaking routine scheduled maintenance activities.
- The Lake Apex Community Service Worker Project (Corrective Services) is now fully operational. A group of 3 to 4 participants works on the project each Tuesday. Guidance for the activities they perform is being provided by FOLA.
- The Parks contribution to the display at the Royal Easter Show in Sydney to promote the Lockyer Valley Region's agriculture has assisted in achieving Council's overall success at the event.
- The Project Brief for 'Maintenance minimization activities of TMR owned median strips and roundabouts within the Lockyer Valley Region' has been accepted by the TMR. An RMPC Works Order will be raised and funding made available.
 - The first stage of this project will be the landscaping of some small sections of medians in Withcott.

ROADS AND DRAINAGE UNIT

- Laidley District State School car park was opened on late April 2014
- Clearing for Walnut Drive Extension has been completed. Roadworks scheduled to commence mid-June 2014.
- NDRRA drainage outfall works at Buaraba Street, Gatton, have commenced.



<p>ORDINARY COUNCIL MEETING AGENDA 28 MAY 2014</p>
--

-
- Gravel road maintenance processes being improved through more sophisticated scheduling, which will be an ongoing improvement activity.
 - NDRRA works on Rockmount Road, as distinct from the bridge project, have commenced.
 - NDRRA Robinson Road restoration works are complete.