



# **ORDINARY MEETING OF COUNCIL**

## **AGENDA**

**17 DECEMBER 2014**





**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

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**1. MEETING OPENED**

**2. LEAVE OF ABSENCE**

*No Leave Of Absence at time of print run*

**3. CONDOLENCES/GET WELL WISHES**

**3.1 Condolences/Get Well Wishes**

**Date:** 02 December 2014  
**Author:** Susan Boland, Council Business Support Officer  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and 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 in 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.

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**5. DEPUTATIONS/PRESENTATIONS**

**5.1 Planning Matters**

**Date:** 12 December 2014  
**Author:** Mark Piorkowski, Executive Manager Planning & Development Services  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

Michael Connor, legal counsel will address Council on planning matters at 12.00 pm.

**6. MAYORAL MINUTE**

**6.1 Mayoral Minute**

**Date:** 02 December 2014  
**Author:** Jason Cubit, Executive Liaison Officer Mayor/CEO & Coordinator  
Mayor's Office  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

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**7. CONFIRMATION OF MINUTES**

**7.1 Confirmation of Minutes**

**Recommendation:**

**That the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday, 26 November 2014 be taken as read and confirmed.**

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**7.2 Lockyer Valley Traffic Safety Working Group (Safe4Life in Lockyer)  
Meeting Minutes of 20 November 2014**

**Date:** 12 December 2014  
**Author:** Joshua Ellis, Civil Planning Engineer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

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**Officer's Recommendation:**

**THAT the Minutes of the Lockyer Valley Traffic Safety Working Group (Safe4Life in Lockyer) Committee be received and adopted as minutes.**

**Attachments**

1 [View](#) Minutes 4 Pages

Lockyer Valley Traffic Safety Working Group (Safe4Life in Lockyer)

Thursday 20<sup>th</sup> November 2014  
Council Chambers



MINUTES/ACTIONS REGISTER

**Present:** Joshua Ellis (LVRC), Cr Janice Holstein (LVRC), Mary Harm (Minutes Clerk), Jim McDonald (QPS), Adam Currie (TMR)

**Apologies:** Ken Denman (LVRC), Quentin Underwood (LVRC), Howard Glass (QPS), Adam Currie (TMR), Sandra Spelleken (TMR), Helen Sheenan (TMR), Martin Moulder (TMR), Steven Fleming (LVRC), David Olm (LVRC), Tom Missingham (QPS), Myles Fairbairn (LVRC), Liam Falk (TMR)

Item No.	Date Raised	Description	Action Required	Deadline	Previous Action taken
1.0		Welcome			
1.1		Introductions Apologies			Apologies were noted for the record.
1.2	20/11/14	QPS Helidon Contact	Josh Ellis to find out the new contact person.		
2.0		Warrego Highway Issues			
2.1	03/04/14	Wire barriers being damaged	Adam Currie Martin Moulder		- Wire barriers constantly being hit causing a safety hazard for motorist. TMR to place traffic camera to monitor incidents, consider improvements to barriers. Camera was to be placed on this following weekend and pending battery life will monitor a 3 day period. - Need to make designated access crossings for emergency vehicles.
3.0		Other State Controlled Roads			
3.1		Gatton Esk Road Funding	LVRC		-\$18 Million Project – RoadTek Awarded -Concerns raised over width of

					driveway/road for garbage truck pulloffs -Josh to discuss further with Waste about timing of waste collection.
4.0		<b>QPS Reports on traffic incidents in the region:</b>			
4.1	03/04/14	Gatton Laidley Road	LVRC to recommend reduction of speed. Martin/Liam – TMR to investigate.		- TMR advised the signage infrastructure provision is adequate and does not agree with the need for a speed limit reduction. - Josh provided map and referenced M.U.T.C.D. The speed can be reduced to 80km/h. The section of road still unclear. -TMR to conduct safety audit to assess the road surface. LVRC willing to do this at a cost. -Area to be monitored in relation to speed/safety.
5.0		<b>Safety Audits</b>			
6.0		<b>Withcott</b>			
6.1		<ul style="list-style-type: none"> <li>TMR master plan for Withcott Area, the following items were discussed in relation to this plan</li> <li>Proposed fix speed camera on Warrego Highway on both east and west bound lanes (traffic counts have been conducted in relation to this).</li> </ul>	Myles having a discussion with TMR and will bring this agenda item up.  Martin/Liam – TMR to follow up Police Minister.		<ul style="list-style-type: none"> <li>Liam – TMR to follow up Police Minister re installation of fixed speed camera</li> <li>- LVRC to follow up Master Plan discussion</li> </ul>
7.0		<b>School Traffic Management</b>			
7.1	03/04/14	Lockyer District High School	-Project Plan discussed at Council meeting. Council will follow up with State		- Hospital car park is currently being used by parents to drop off and pick up children. Suggestion of on site parking to be made for cars and the external bus stop to be expanded.



			Education Minister. – Josh Ellis to Check on Josh Ellis – LVRC to review		
7.2	03/04/14	Parking signage			Josh provided photos of all parking signage at OLG for clarification.. Options to be explored.
7.3	12/06/14	Withcott School Parking/Drop off Points	Update to be provided when project is underway		3 issues have been investigated. 2 have been completed. The 3 <sup>rd</sup> will be a TIDS project this year.
7.4	20/11/14	Electronic School Signs – Patrick Street Laidley	Josh advised that Laidley District Primary will be to only school in the Lockyer Valley to receive the electronic signage		
8.0		<b>Corridor Management Issues</b>			
8.1		Nil			All completed to date.
9.0		<b>Speed Reviews</b>			
9.1	03/04/14	Forestry Road	Josh Ellis/Myles Fairbairn – LVRC to investigate		On site investigation. -
10.2	12/06/14	Millers Road to be reviewed from current speed of 60 to 80km/h	LVRC – Josh Ellis		Speed to be changed to 80km/h.
10.3	08/08/14	Request for a traffic counter on Laidley Plainland Road, before Hooper Drive to reduce the speed limit from 80km/h to 60km/h. Request for a "Avoid using Exhaust Breaks" standard sign before Donaldson Road	TMR – Liam to investigate		Adam Currie advised that TMR will be reviewing the whole, as requested by Ian Rickuss. The aim will be to have a more consistency of speed zones on this road.
10.4	20/11/14	Flagstone Creek Road	Josh to check that speed signs have been changed.		
10.5	20/11/14	Smithfield Road and Old Toowoomba Road, Placid Hills	Josh Ellis to investigate		Davey Bridge request to change speed to 80km. Old Toowoomba Road lots of speed

					changes. Request to speed reviewed and changed so that there is consistency.
<b>11.0</b>		<b>Other Traffic Management Items</b>			
<b>11.1</b>		Parking in Central Business district of Gatton needs to be reviewed in particular Railway Street.	LVRC- Josh Ellis		Josh has developed a draft Project Management plan.
<b>11.5</b>	03/04/14	Reconstruction works to Blanchview Road	TMR/LVRC to provide updates		- Inspection of Blanchview Road reconstruction works required. Poor standard of works conducted. - Inspection conducted, marking completed. Works to commence in October.
<b>11.8</b>		Niemeyer Road, Hatton Vale (Rusty's)	DTMR/LVRC/QPS  - Josh to provide traffic count data from exit to Niemeyers Road to TMR.		- Standing issue. Exiting point onto Warrego Highway is a safety concern. Suggestion of blocking off this exit and moving the Niemeyer Road further North. - QPS will consult with owner. - Immediate action to change giveaway sign to stop sign at exit directly onto Warrego Highway Liam (TMR) - Request for TMR to provide their hard drive camera trailer so that a traffic count can be obtained.
<b>11.9</b>		Pedestrian crossing Railway Street Gatton	LVRC to write to TMR to ask to formally remove the pedestrian crossing.		

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**8. BUSINESS ARISING FROM MINUTES**

*No Business Arising from Minutes*

**9. COMMITTEE REPORTS**

*No Receival of Committee Reports as Minutes*

**10. EXECUTIVE OFFICE REPORTS**

**10.1 Chief Executive Officer Officer's Report**

**Date:** 11 December 2014  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

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**Summary:**

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

**Officer's Recommendation:**

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

**Report**

**Regional Round Table 2**

The Mayor and CEO attended the second Regional Round Table held in Cairns on 1 and 2 December 2014 hosted by the Hon David Crisafulli MP, Minister for Local Government, Community Recovery and Resilience. The theme of this Round Table was "Positioning Local Government for a Strong Future" and the agenda focus was on ensuring that Councils realise the potential of the opportunities provided by the Queensland Plan and Strong Choices to maximise long-term outcomes and financial sustainability for Councils.

Representatives of the Queensland Treasury Corporation overviewed recent initiatives in local government in asset management, including whole of life costs assessments and project and planning decision frameworks for infrastructure investments, and depreciation accounting with a showcase example provided by Logan City Council. A presentation on Planning and Property Tools for Councils was provided by Greg Chemello, Deputy Director-General, Planning and Property, Department of State Development, Infrastructure and Planning. A presentation on positioning Councils to compete for Department of Transport and Main Roads contracts on regional roads was provided by Charters Towers Regional Council followed by an address by Mike Stapleton, Acting Deputy Director-General, Department of Transport and Main Roads.

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The bottom line political message was for Councils to be planned and prepared ready to put business cases forward for infrastructure funding investments in anticipation of State Government funding being available following its assets sales/leases determinations.

### **Wandering Warriors Wrap-up**

The Wandering Warriors mega-walk from Brisbane to Canberra held in October was a resounding success thanks in-part to the support of Lockyer Valley Regional Council and the broader Lockyer Valley community. Quite a number of food producers from across the region assisted the walk through the donation of food and other goods for the participants on their journey. Council supported the walk through the use of the Orange Flood Truck as a 'lead' vehicle for the trip which was also used in assisting to re-supply walkers on the route. The flood truck was adorned with Lockyer Valley Regional Council branding which was seen by thousands of people on the journey. Council also assisted the walk through the hosting of a morning tea at the Lockyer Valley Cultural Centre which generated significant media interest as well as a \$500 cash donation from Council to the group from the Mayoral Fund. Council also assisted in facilitating a cocktail reception at Brisbane City Hall which was held on Wednesday 26 November and was a celebration of the significant achievement of the group in completing the gruelling walk from Brisbane to Canberra. A significant amount of money was raised by the group which will be used in their continuing cause to care and support for veterans and their families. Lockyer Valley Regional Council should be proud of the role it played in assisting the group to achieve this goal through the support shown in the Brisbane to Canberra mega-walk.

Video of level of support provided by Council

- <https://www.youtube.com/watch?v=s5pvkv-1StI>

### **Water Reform Bill**

The Queensland Water Reform and Other Legislation Amendment Bill 2014 was passed through the Queensland Parliament on Wednesday 26 November, 2014. The bill has been widely criticised across many industries, including by the Local Government Association of Queensland on behalf of local councils, with many believing it gives big miners access to too much water, particularly from the Great Artesian Basin. Under the new legislation, holders of a mining lease do not require a water license to take underground water, provided the water is taken as a necessary part of the operations conditioned under a project's Environmental Authority. Some have called the reform bill yet another over-empowerment of resource industries over agriculture. This could have implications for the Lockyer Valley's own groundwater supplies if large-scale mining leases were to be granted here in the future.

### **Review of SEQ Bulk Water Prices**

The Chairman of the Queensland Competition Authority, Mr Malcolm Roberts, has written to Council regarding the release of a draft report reviewing Seqwater Bulk Water Prices 2015-18. The draft report is available on the QCA's web site and Council's comments or submissions on the draft report are due by 30 January, 2015 with the final report due 31 March, 2015. The QCA is recommending a common price of \$2.77 per kilolitre for bulk water which is 14 per cent lower than announced by the State Government in 2013. This would apply to all SEQ Council areas, including the Lockyer Valley, by 2017-18. If the price was to stay the same as the State Government's proposal, without the QCA's recommendation, Lockyer Valley residents would be paying \$3.21 per kilolitre in the year 2017-18. It is strongly recommended that Council supports the QCA's recommendation as it will deliver significant savings for the consumer in the Lockyer Valley.

### **Local Government Representation – David Lewis**

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The Executive Manager Corporate and Community Services was re-elected as President of the Local Government Finance Professionals Association of Queensland at the Association's Annual Conference in November 2014. As the President of the Association and a member of Council's Executive Management Team, the Executive Manager Corporate and Community Services will continue as a committee member on the Steering Committee for the Local Government Association of Queensland's "Better Councils, Better Communities" initiative. David is to be congratulated on achieving roles from both his and Council's perspectives.

The Local Government Finance Professionals Association of Queensland (LGFP) represents the financial and accounting professionals in Queensland Local Government. It was originally formed in 1980 as the Local Government Accountants Association of Queensland (LGAAQ).

The Association provides a forum for members to discuss the various problems which arise in carrying out the requirements of local government legislation and standards, other local government financial requirements and other matters of common interest within local government. The flagship event of LGFP Queensland is the 3 day Annual Conference held each year to discuss contemporary issues.

#### **Local Government Remuneration**

While recent reports in the media indicate a remuneration adjustment for elected members, the official Remuneration and Discipline Tribunal Annual Report has not been published yet. The Remuneration determination however was published in the Queensland Government Gazette on 5<sup>th</sup> December 2014. The Tribunal determined on the 28<sup>th</sup> November 2014, the following maximum remuneration for a Category 4 Local Government: Mayor - \$120,226, Deputy Mayor - \$75,141, and Councillor - \$63,870. The remuneration is to apply from 1<sup>st</sup> July 2015, in accordance with the Local Government Regulation 2012.

#### **LGAQ Elected Member Program**

The LGAQ has introduced a new Diploma of Local Government (Elected Members) for Councillors to obtain a nationally recognized qualification. An information sheet has been attached for Councillors that details the course and topic content (Attachment A). This presents an opportunity for interested Councillors to pursue further education directly relevant to the role of a Councillor. Please advise if you have a direct interest or intend pursuing this training so that necessary arrangements can be made to consistently assist nominations and provide support as required.

#### **Council Meeting Calendar 2015**

The Annual Calendar for 2015 is yet to be finalized and distributed. As resolved at the last meeting, Council will meet on the 28<sup>th</sup> January 2015 for its first meeting of the year, and it is intended that a workshop would be held on Tuesday 20<sup>th</sup> January as the first formal business of the year, special meetings excepted.

#### **2015 Special Holiday for Lockyer Valley**

Council's application to the Attorney-General and Minister for Justice for a Special Holiday on Monday 10 August 2015 for the purpose of the Royal Queensland Show has been approved in pursuance of Section 4 of the **Holidays Act 1983**. Notification of the appointment of the 2015 special holiday was published in the Government Gazette on 21 November 2014.

#### **CEO Leave**

I will be on leave from 22 December 2014 to 4 January 2015 inclusive.

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I congratulate the Council / ELT team on the many achievements over the 2014 calendar year and extend the compliments of the season to all as the Christmas / New Year holiday period affords us the opportunity to relax and refresh and enjoy time with our family and friends.

**Conclusion**

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


**Attachments**

1 [View](#) LGAQ Elected Member Program 4 Pages



## LGAQ ELECTED MEMBER PROGRAM

### DIPLOMA OF LOCAL GOVERNMENT (ELECTED MEMBER) LGA50712



LGAQ Total Solutions has developed a Diploma qualification specifically to meet the needs of the elected members in Queensland – the Diploma of Local Government (Elected Member) LGA50712.

The Diploma content covers areas that directly relate to the roles and responsibilities of elected members and will provide a nationally recognised qualification specifically for councillors and mayors.

**TOPICS COVERED:**

- Understanding Local Government
- Councillor Roles and Responsibilities
- Effective Decision Making
- Governing Councils
- Effective Community Leadership
- Strategic Planning
- Financial Reports and Budgets
- Change Management
- Rates and Charges
- Land Use Planning
- Sustainable Asset Management
- Manage Conflict

The Diploma program has been specifically designed to be flexible and enables participants to complete studies via a series of tasks, projects and workplace activities which gather evidence of your skills and knowledge.

The Diploma program takes a modularised approach to suit a busy work schedule. Participants can undertake courses and associated assessments in any order, which enables them to demonstrate competence as they progress through the program.

There is also the option of completing two core units to complete the Elected Member Skill Set LGAS00002. The completion of this Skill Set provides a pathway into the Diploma of Local Government LGA50712

**ASSESSMENT**

It is not compulsory to complete the post course assessments if participants decide to opt for the 'learning-only' pathway. In this case, instead of a national qualification a Statement of Attendance will be issued.

Participants who are seeking to achieve the Diploma of Local Government (Elected Member) LGA50712 qualification must complete the appropriate assessments for each unit. Assessment attracts an additional charge of \$220 per unit.

An 'assessment-only' pathway is also available for participants who qualify for Recognition of Prior Learning. A Student Information Pack will be made available to all prospective students before enrolment.

LGAQ Total Solutions | [www.lgaqtotalsolutions.com.au](http://www.lgaqtotalsolutions.com.au) | 1300 542 700



## LGAQ ELECTED MEMBER PROGRAM DIPLOMA OF LOCAL GOVERNMENT (ELECTED MEMBER) LGA50712

**UNDERSTANDING LOCAL GOVERNMENT**

*Understanding Local Government* provides a broad introduction to working effectively in a local government environment. The unit covers a wide range of issues including code of conduct, health and safety basics, working within council policy and procedures.

**UNITS COVERED**

Work effectively in local government LGACORE104B  
Work with others in local government LGACORE105B

**CONTENT**

Topics covered within this unit include: code of conduct, workplace health and safety principles, council policy and procedures, effective workplace relationships and communication skills.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- work effectively with other councillors and council staff
- understand policy and procedure frameworks.

Cost: \$530 (GST exempt)

Duration: 1 day

**COUNCILLOR ROLES AND RESPONSIBILITIES (SKILL SET)**

*Councillor Roles and Responsibilities* covers the behaviours and actions required of elected members in meeting their roles and responsibilities.

Using legislation as its basis, the units explore in practical ways how the framework of laws, regulations, and codes create a clear path that guide the steps of elected members and help them to carve out a successful role at council and within the community.

**UNITS COVERED**

Perform role of Elected Member LGAGENE503  
Undertake councillor roles and responsibilities LGAGENE501A

**CONTENT**

Topics covered within these units include: powers and influences; roles, responsibilities and jurisdiction; expectations of elected members; meetings, chairmanship, debating and public communication; and decision making and handling conflicts of interest.

**LEARNING OUTCOMES**

As a result of attending these units, participants should be able to:

- demonstrate awareness of roles and responsibilities in the performance of council activities
- conduct productive meetings in line with compliance requirements
- uphold council's legislative responsibilities.

Cost: \$530 (GST exempt)

Duration: 1 day

**EFFECTIVE DECISION MAKING (SKILL SET)**

*Effective Decision Making* principally explores decision-making processes and the capabilities required by those in positions of authority within council. It recognises the impact of personal and community influences upon councillors when making clear and strong decisions.

**UNIT COVERED**

Contribute to effective decision making LGAGENE502A

**CONTENT**

Topics covered within this unit include: identifying problems which need responses, developing solutions, evaluating solutions and implementing decisions.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- research factors impacting on problems
- evaluate options in relation to a range of factors
- develop a range of options
- effectively implement decisions.

Cost: \$530 (GST exempt)

Duration: 1 day

**GOVERN COUNCILS**

*Govern Councils* focuses on how councillors can ensure that high levels of governance are applied in a complex environment. The unit explores management of processes, public accountability, ethical behaviour, transparency and statutory compliance.

**UNIT COVERED**

Govern Councils LGAGCM701A

**CONTENT**

Topics covered within this unit include: understanding the legal and regulatory requirements affecting council, principals of ethical conduct and working with governance systems.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- analyse legal and regulatory requirements
- research and apply best practice
- manage governance processes
- report appropriately within council structures.

Cost: \$530 (GST exempt)

Duration: 1 day

**EFFECTIVE COMMUNITY LEADERSHIP**

*Effective Community Leadership* focuses on the skills that councillors require to work successfully with other organisations in the community.

**UNIT COVERED**

Establish co-operative arrangements with other organisations LGACOM404B

**CONTENT**

Topics covered within this unit include: identifying opportunities for cooperative arrangements, development of cooperative projects and monitoring and evaluating effectiveness of a collaborative venture.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- develop co-operative projects
- measure project performance
- structure projects to meet community needs
- develop communications plans.

Cost: \$530 (GST exempt)

Duration: 1 day

**STRATEGIC PLANNING**

*Strategic Planning* uses existing legislation as its basis to explore the way in which local governments are required to plan for the future. Legislation establishes links between planning objectives, funding and reporting. Links are explored between operational and strategic business planning, land use planning, policy development and major strategy documents such as asset management and infrastructure plans.

**UNIT COVERED**

Undertake business planning LGADMIN525A

**CONTENT**

Topics covered within this unit include: putting operational and strategic planning in perspective, the integrated business planning and reporting framework, the analysis and consultation process, and formulation and implementation of a strategic plan.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to understand:

- the strategic planning process
- integrated business planning and reporting
- analysis and consultation
- formulation and implementation of a strategic plan.

Cost: \$530 (GST exempt)

Duration: 1 day



**FINANCIAL REPORTS AND BUDGETS**

*Financial Reports and Budgets* explore the way in which local governments are required to plan for the future, develop an annual budget and monitor, review and interpret financial reports. The unit outlines the linkage between strategic planning, asset management planning and long term financial planning so participants gain an understanding of the benefits of undertaking financial forecasting and the impacts key decisions may have on the organisation's financial bottom line.

**UNIT COVERED**

Analyse financial reports and budgets B58GQV403A

**CONTENT**

Topics covered within this unit include: the legislative requirements for local government accounting, understanding budget documents, familiarisation with budget processes and discussing accounting terms and financial reports.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to understand:

- basic accounting principles and concepts
- the roles and responsibilities of council, councillors and the CEO
- financial management and the strategic linkages
- annual budgets
- financial management and reporting.

Cost: \$530 (GST exempt)

Duration: 1 day

**CHANGE MANAGEMENT**

*Change Management* includes planning for and initiating organisational change. It stresses the leadership role of the council in sponsoring change and recognises that there is a need for the council and the CEO to work together to achieve significant change. The council must introduce change using its legislated role and act within jurisdiction at all times.

**UNIT COVERED**

Coordinate and facilitate a change process LGACOM602B

**CONTENT**

Topics covered within this unit include: identifying and implementing change management strategies and cause and effects and change.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- understand the change environment
- establish need for change
- evaluate and monitor change programs
- plan change
- facilitate change.

Cost: \$530 (GST exempt)

Duration: 1 day

**RATES AND CHARGES**

*Rates and Charges* outlines the range of rating options available to council. Rates form a major portion of council revenues and are an important area of focus for councils. In making changes to rating provisions, councils must bear in mind legislative and regulatory requirements as well as existing council policies. Participants will be provided with a sound understanding of the principles and processes in levying rates and charges.

**UNIT COVERED**

Recommend rates and charges LGAGOVA508A

**CONTENT**

Topics covered within this unit include: the options and methods of rating and rating differentiation, legislative and regulatory requirements in applying rating and processes for revising rates and charges.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- identify major legislative and policy provisions impacting on rates
- evaluate rating options
- understand rating structure options
- make decisions concerning council policy changes.

Cost: \$530 (GST exempt)

Duration: 1 day

**LAND USE PLANNING**

*Land Use Planning* is a function of local government that places one of the greatest demands upon elected members and can be one of the most difficult areas to deal with. Ordinary council meeting agendas are typically dominated by planning items and often deal with complex issues that may generate a great deal of interest and controversy within the local community. It is important for elected members to have a thorough understanding of what the purpose of planning is and how the process of planning is managed in order to meet the expectations of the community.

**UNIT COVERED**

Manage council's development assessment system LGAPLAN511A

**CONTENT**

Topics covered within this unit include: an introduction to land use planning, various roles and responsibilities, types of legislation, regional planning instruments, local planning instruments and community consultation processes.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- understand the purpose of land planning
- define the role of Elected Members in land use planning
- identify relevant legislation and understand its impact
- understand the planning and development process
- identify and understand local and regional planning instruments and issues.

Cost: \$880 (GST exempt)

Duration: 1 day

**SUSTAINABLE ASSET MANAGEMENT**

*Sustainable Asset Management* will assist elected members in understanding asset management issues in three key ways: understanding your stewardship responsibilities, knowing what your community can afford and the need to move from annual budgeting to long term planning. Sustainable asset management is the combination of management, physical, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required levels of service in the most cost effective manner.

**UNIT COVERED**

Develop an asset management strategy for council LGAGOVA605A

**CONTENT**

Topics covered within this unit include: annual budgeting, budgeting constraints, long term financial planning, risk analysis, asset management plans, stewardship, community affordability and sustainable services.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- identify the risks associated with the management of infrastructure assets
- understand the life cycle costs of infrastructure asset
- identify the revenue gap
- develop a plan for financial sustainability.

Cost: \$530 (GST exempt)

Duration: 1 day

**MANAGE CONFLICT**

*Manage Conflict* provides the skills to manage conflict within the council, and between the local government and the wider community. This unit will enable elected members to identify common communication roadblocks, the source of conflicts within the council and develop techniques for resolving conflict situations.

**UNIT COVERED**

Manage conflict B5BATSIL503C

**CONTENT**

Topics covered within this unit include: understanding and respecting the difference between governance and operational matters, communication and conflict resolution ideas and the development of an action plan to implement better channels of communication.

**LEARNING OUTCOMES**

As a result of attending this unit, participants should be able to:

- assess the potential for conflict
- identify existing conflict
- consider the conflict situation
- carry out strategies to resolve conflict.

Cost: \$530 (GST exempt)

Duration: 1 day



## LGAO ELECTED MEMBER PROGRAM

DIPLOMA OF LOCAL GOVERNMENT  
(ELECTED MEMBER) LGA50712

### DIPLOMA OF LOCAL GOVERNMENT (ELECTED MEMBER) COURSE STRUCTURE

Units	Course Duration	Diploma Units of Competence
Understanding Local Government	1 day	LGACORE104B LGACORE105B
Councillor Roles and Responsibilities (Skill Set)**	1 day	LGAGENE501A LGAGENE503
Effective Decision Making (Skill Set)**	1 day	LGAGENE302A
Governing Councils	1 day	LGAGCM701A
Effective Community Leadership	1 day	LGACOM404B
Strategic Planning	1 day	LGADMIN525A
Financial Reports and Budgets	1 day	BSBG0V403A
Change Management	1 day	LGACOM602B
Rates and Charges	1 day	LGAGOVA508A
Land Use Planning*	1 day	LGAPLAN511A
Sustainable Asset Management	1 day	LGAGOV605A
Manage Conflict	1 day	BSBATSIL503C

### SCHEDULE OF FEES

Qualification	Price (GST exempt)
Course Fee (per day)	\$530.00*
Assessment Fee (per unit of competence)	\$220.00
Recognition of Prior Learning/RPL Fee (per unit of competence)	\$395.00

\*Land use planning unit \$880

\*\* Skill Set: These two units create Skill Set LGAS500002 Elected Member Skill Set. The completion of this Skill Set provides a pathway into the Diploma of Local Government LGA50712.

### TO REGISTER

For further information or to register your interest, email the training team on [training@lgaq.asn.au](mailto:training@lgaq.asn.au) or phone 1300 542 700.

LGAQ Total Solutions | [www.lgaqtotalsolutions.com.au](http://www.lgaqtotalsolutions.com.au) | 1300 542 700



**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

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## **11. GOVERNANCE AND PERFORMANCE REPORTS**

### **11.1 Council Agenda Action Items Review**

**Date:** 12 December 2014  
**Author:** Corrin Bischoff, Major Projects Officer  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

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#### **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 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.**

## **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), action items have been recorded as a result of the meeting agenda reports submitted to Council for Council.

**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

An analysis of Council's actions as at 22 November 2014 has been completed below:

Group	Total Action Items	Incomplete Actions	30 days	60 days	90 days	90 days to 12 months	Greater than 12 months
Executive Office	<b>573</b>	32	2	3	14	1	12
Governance & Performance		18	2	1	1	10	4
Organisational Development & Engagement		2	1	0	0	0	1
Corporate & Community Services		18	1	1	5	1	10
Planning & Development Services		9	0	2	4	1	2
Infrastructure Works and Services		11	1	2	3	4	1

The outstanding items relate to matters that have been advanced but have not yet been finalised. An explanation is provided in the attachment for each item.

**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 relevant business units were consulted to review and update actions:

On a quarterly basis, Council will receive an updated report on the actions that are outstanding for Council. Any actions that require further input from Council will be presented in the form of a separate agenda report.

**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

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**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 <a href="#">View</a>	Exec Office	31 Pages
2 <a href="#">View</a>	Governance & Performance	26 Pages
3 <a href="#">View</a>	Organisational Development and Engagement	3 Pages
4 <a href="#">View</a>	Corporate and Community Services	14 Pages
5 <a href="#">View</a>	Planning and Development Services	15 Pages
6 <a href="#">View</a>	Infrastructure Works and Services	8 Pages



**LOCKYER VALLEY REGIONAL COUNCIL  
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014**

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
2680	12 September 2012	Potential Land Disposal & Boundary Realignment Proposed by W/R & K Hallas 0 57 Treatment Plant Road, Galton	<p><b>RESOLUTION:</b></p> <p>THAT in respect of the formal request received from a ratepayer proposing their acquisition of part of Council owned land described as Lot 4 on SP235464 adjoining their property. Council resolves to authorise the Mayor and Chief Executive Officer to negotiate the disposal of part of Lot 4 on SP235464 by agreement with the ratepayer subject to discussions with Queensland Urban Utilities and to the following conditions:-</p> <p>(a) the ratepayer be responsible for all costs and expenses incurred in respect of the disposal of land, including but not limited to valuation fees, survey costs, stamp duty and registration fees;</p> <p>(b) Council discharging its statutory obligations and in particular obtaining an exemption from compliance with the provisions of Chapter 4 Part 3 of the Local Government (Finance, Plans and Reporting) Regulation 2010 in reliance on the following facts:-</p> <p>(i) that part of Lot 4 on SP235464 sought to be disposed of is of irregular shape and is situated in a location that is unlikely to attract the interest of any other parties;</p> <p>(ii) Council is unlikely to require the land for future use;</p> <p>(iii) the ratepayer has been maintaining the land for an extended period as it is currently located outside the existing fence erected around the land formerly utilised by Council as part of the existing water treatment plant located on the adjoining Lot 3 on SP235464; the land will be required to be amalgamated with the ratepayers existing property in order to ensure it has a legal access.</p>	Carlton Natalier	03 Dec 2014 - 7:43 PM - Susan Boland QUU not interested - have proposed subdivision of a lease as per Garth Moore's advice. Now consider reconfiguration & transfer reuter/simpler approach. 03 Apr 2014 - 4:22 PM - Carlton Natalier Hallas - advised & signed agreement to sub-divide lease to acquire land at their cost. Lease - currently being reviewed. Awaiting Planning advice & forms - process & costs	

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<p><b>Moved By:</b> Cr Friend <b>Seconded By:</b> Cr <b>McDonald</b> <b>Resolution Number: 2680</b> <b>CARRIED</b> <b>6/0</b></p>	<p>2698 26 September 2012 Upgrade of Gatton Pump Station - Proposed Easement in Favour of Queensland Urban Utilities - Lot 2 on RP802604</p> <p><b>RESOLUTION:</b> THAT with respect to the correspondence received from Queensland Urban Utilities on 29<sup>th</sup> August 2012 requesting an easement be granted enabling access to the pump station on Lot 2 on RP802604, Council resolves to write to Queensland Urban Utilities and advise that Council has no objection to granting an easement for access purposes in accordance with their proposed plan subject to the following conditions:-</p> <p>(i) the easement area shall be definitively determined by a qualified surveyor engaged at the sole cost and expense of Queensland Urban Utilities</p> <p>(ii) Queensland Urban Utilities shall bear all survey, stamp duty and registration costs</p> <p>(iii) no compensation will be sought from Queensland Urban Utilities in return for the easement being granted.</p> <p><b>Moved By:</b> Cr Friend <b>Seconded By:</b> Cr <b>McDonald</b> <b>Resolution Number: 2698</b> <b>CARRIED</b> <b>7/0</b></p> <p>Governance and Performance Caitlan Natalier 03 Dec 2014 - 1:41 PM - Susan Boland Easement negotiated - are &amp; plans to be finalised by QUU now works are complete. Awaiting docs for review &amp; execution. Last advice from QUU on 18/11/14 confirming surveyor engaged. 03 Apr 2014 - 4:24 PM - Caitlan Natalier Awaiting QUU to confirm size &amp; position of easement - recently negotiated to increase to provide legal access. 18 Oct 2013 - 4:56 PM - Caitlan Natalier</p>
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<p>Queensland Urban Utilities notified - Council is still awaiting for QUU to forward easement/ documentation for review. Caitlan Nattaler</p> <p>Governance and Performance</p>	<p>13 February 2013</p> <p>Helpads</p> <p>Stephen Hart</p> <p>03 Dec 2014 - 1:39 PM - Susan Bokard</p>	<p><b>RESOLUTION:</b></p> <p>THAT Council recognises that following the detailed engineering investigation of both proposed helpad sites at Lake Clarendon and the Gattion Showgrounds there is not sufficient funding to construct both site. Consequently in light of the need for refuelling during times of disaster and emergency as well as the lower cost of construction that construction of the Lake Clarendon should proceed. Council however also recognised the need for passenger transfer which the Gattion Showgrounds site would fulfil resolving that at this time planning continue to resolve the outstanding issues associated with that function in readiness to progress when funding is secured.</p> <p><b>Moved By:</b> Cr Holstein</p> <p><b>Seconded By:</b> Cr Pingel</p> <p><b>Resolution Number:</b> 2880</p> <p><b>CARRIED</b></p> <p><b>7/0</b></p> <p>Governance and Performance</p> <p>Caitlan Nattaler</p> <p>03 Dec 2014 - 1:40 PM - Susan</p>	<p>36</p> <p>13 February 2013</p> <p>Request for Council Acquisition &amp; Improvement Mt Whitestone</p> <p><b>RESOLUTION:</b></p> <p>InfoCouncil</p>
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Non-Denominational Church	<p><b>THAT with respect to the correspondence received from Mark Taylor dated 7<sup>th</sup> February 2012 requesting Council consider legal ownership and property improvements to the Mt. Whitestone Non-Denominational Church and land under the Acquisition of Land Act, Council resolves to write to Mr Taylor and advise that:-</b></p> <p><b>(i) the Chief Executive Officer and Mayor be granted delegated authority to do all things necessary to finalise negotiations with the Mt. Whitestone community and meet all statutory and legal requirements for Council to acquire Lot 1 on Registered Plan 123274 pursuant to Part 2 of the Acquisition of Land Act; and</b></p> <p><b>(ii) Council agrees to accept trusteeship of Lot 1 on Registered Plan 123274 for the community purpose of recreation and to make application to the Minister for Natural Resources and Mines for the land to be dedicated as a reserve for recreation purposes.</b></p> <p><b>Moved By: Cr Friend</b> <b>Seconded By: Cr McLean</b> <b>Resolution Number: 36</b> <b>CARRIED</b> <b>5/0</b></p>	<p><b>Boland</b> Action plan to be prepared. Internal briefing to occur before meeting with community members. 03 Apr 2014 - 4:26 <b>PM - Caitlan Natalier</b> Mark Taylor chasing - currently trying to confirm DNR process before meeting arranged. (Priority) 18 Oct 2013 - 4:59 <b>PM - Caitlan Natalier</b> Resolution to be actioned. Caitlan Natalier and Jason Bradshaw to brief Mayor to progress.</p>
159 24 April 2013 Tender for Lease - Lot 1 on RP161623 & Lot 1 on SP228066	<p><b>RESOLUTION:</b> <b>THAT with respect to the Lot 1 on RP161623 and Lot 1 on SP228066, Council resolves to call tenders for the lease of the land for specified agricultural purposes for a term of</b></p>	<p>Governance and Performance 03 Dec 2014 - 1:37 <b>Caitlan Natalier</b> <b>PM - Susan Boland</b> Access &amp; easement issues</p>

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160	24 April 2013	Legal Update	<p><b>Five years, with two options of five years each thereafter, in accordance with sections 227 and 228 of the Local Government Regulation 2012.</b></p> <p><b>Moved By: Cr McDonald</b> <b>Seconded By: Cr Pingel</b></p> <p><b>Resolution Number: 159</b></p> <p><b>CARRIED 7/0</b></p>	<p>identified - met with Club re: still work in progress</p> <p>Draft lease &amp; tender docs prepared pending resolution of access issue.</p> <p>03 Apr 2014 - 4:38 PM - Caitlan</p> <p>Natalier</p> <p>Meeting with Race Club to discuss proper access (issues with legal access - PRIORITY) lender &amp; lease docs prepared - to be finalised &amp; released before 24/4/14</p>
160	24 April 2013	Legal Update	<p><b>RESOLUTION:</b> <b>THAT with respect to the Claims for Damages commenced on 27 March 2013 by Zaccane Holdings Pty Ltd, Council resolves to:-</b></p> <ol style="list-style-type: none"> <li>1. endorse and confirm the actions of Council's Chief Executive Officer in instructing and dealing with Corrs Chambers Westgarth in relation to Corrs Chambers Westgarth acting in Zaccane Holdings Pty Ltd v Lockyer Valley Regional Council (No. 2905/13) on behalf of the defendants named in that proceeding;</li> <li>2. endorse and confirm the actions of Council's Chief Executive officer in instructing and dealing with Corrs Chambers Westgarth in relation to Corrs</li> </ol>	<p>Governance and Performance</p> <p>Caitlan Natalier</p> <p>03 Dec 2014 - 7:38 PM - Susan Boland</p> <p>Proceeding 2908/13 resolved &amp; costs ordered to Council</p> <p>Proceeding 2905/13 ongoing - moving towards contested hearing in 2015</p> <p>03 Apr 2014 - 4:40 PM - Caitlan</p> <p>Natalier</p> <p>1. considering further strike-out application - Council to advise next week.</p>

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<p>3. agree to pay the Defendants' costs of and incidental to acting in Zaccane Holdings Pty Ltd v Jones and Others (No. 2906/13), provided that the Defendants agree to the Terms of Engagement of Corrs Chambers Westgarth and the legal direction proposed by Corrs Chambers Westgarth in its advice to Council.</p>	<p><b>Chambers Westgarth acting in Zaccane Holdings Pty Ltd v Jones and Others (No. 2906/13) on behalf of the Defendants name in that proceeding; and</b></p>	<p>2. Costs orders filed - to be enforced to recover some costs 3. Not required - didn't proceed.</p>
<p><b>Moved By: Cr Milligan</b> <b>Seconded By: Cr Pingel</b></p>	<p><b>Resolution Number: 160</b></p>	
<p><b>CARRIED</b> <b>7/0</b></p>		
<p>3013 22 May 2013 Land Disposal - 57 Treatment Plant Road, Gatton</p>	<p><b>RESOLUTION:</b> THAT in respect of the proposed disposal of part of Lot 4 on SP235464 to the adjoining landowner, Council resolves to apply the exception contained in Section 236(1)(c)(iv) of the Local Government Regulation 2012 to the disposal of the land comprising approximately 18,064m<sup>2</sup> by way of lease to the adjoining landowner of Lot 1 on RP96384 and Lot 2 on RP177424 subject to the following requirements being met:-</p>	<p>Governance and Performance Caitlan Natalier 03 Dec 2014 - 1:37 PM - Susan Boland in preparing draft lease reconsidered planning advice &amp; reconfiguration &amp; sale by Council its a better course. Hailas will then pay market value for land - cleaner &amp; simpler approach. 03 Apr 2014 - 4:42</p>

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of the land to be determined by market valuation in accordance with Sections 236(3) and (5) of the Local Government Regulation 2012;		PM - Caitlan Maraler Hallas advised & signed agreement to subdivide lease to acquire land at their cost
(c)	no improvements are to be constructed on the land;	Lease - currently being reviewed
(d)	an option for a further term of 1 year shall be allowed only in the event that the further term is required to enable the reconfiguration of a lot application to be finalised and for no other reason whatsoever;	Awaiting Planning Advice & Forms - process & costs
(e)	that within 6 months of the lease commencement date, the lessee will make application for a subdivision of the lease and re-alignment of boundaries in order to acquire the leased land for amalgamation into their adjoining land described as Lot 2 on RP177424;	
(f)	the lessee shall be responsible for all costs incurred in the preparation of the lease and application for subdivision of the lease and re-alignment of the boundaries including but not limited to valuation fees, survey fees, application fees, plan sealing fees, consent fees, stamp duty (if any) and registration fees.	
Moved By:	Cr McDonald	
Seconded By:	Cr Friend	
Resolution Number: 3013		
CARRIED		
5/0		
Governance and		

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3019	22 May 2013	Disposal of Land and Water Assets to Queensland Urban Utilities - 48 Cochrane Street, Gatton	<b>RESOLUTION:</b> <b>THAT the Chief Executive Officer further investigate the sub-leasing of the land described as Lot 2 on Crown Plan CC807885 to the Central South East Queensland Distributor-Retailer Authority, and provide a further report to Council that addresses the land tenure for all appropriate uses.</b>	<b>Moved By:</b>  <b>Cr McDonald</b>  <b>Seconded By:</b>  <b>Cr Friend</b>  <b>Resolution Number: 3019</b>  <b>CARRIED</b>  <b>5/0</b>	Caitlan Natalier Governance and Performance	03 Dec 2014 - 1:36 PM - Susan Boland QUU rejected proposal. Latest resolution by Council - 22/10/14 08 Apr 2014 - 11:21 AM - Caitlan Natalier current native title interests, identified by DNR - need to be addressed before disposal.
3080	24 July 2013	Disposal of Land & Water Assets to Queensland Urban Utilities - 48 Cochrane Street, Gatton	<b>RESOLUTION:</b> <b>THAT with respect to the proposed transfer of land described as Lot 2 on Crown Plan CC807885 to the Central South East Queensland Distributor-Retailer Authority who now own the water assets which are situated on the land, Council resolves to write to the Department of Natural Resources and Mines, State Land Asset Management Unit and the Central South East Queensland Distributor-Retailer Authority, confirming that Council:-</b>	<b>(1) agrees to sever the title for Lot 2 on CP CC807885 and Lot 4 on G1287;</b>  <b>(2) agrees to relinquish trusteeship of part of Lot 2 on Crown Plan CC807885, exclusive of the house area, for which the Central South East Queensland</b>	Caitlan Natalier Governance and Performance	03 Dec 2014 - 12:25 PM - Susan Boland DNR advised & native title issues identified. Resolution amended on 22/10/14, so whole of Lot 2 is to be transferred there by avoiding native title implications. 08 Apr 2014 - 11:19 AM - Caitlan Natalier current native title interests - identified by DNR

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InfoCouncil	<div data-bbox="639 226 663 271">3081</div> <div data-bbox="639 394 663 495">24 July 2013</div> <div data-bbox="584 539 663 763">Bore Issues - Application for Simultaneous Opening &amp; Closure of Part of East Egypt Road, Mt Whitestone</div> <div data-bbox="639 808 663 965">RESOLUTION:</div> <div data-bbox="488 808 639 1424"> <p>THAT with respect to the correspondence received from the Department of Natural Resources requesting Council's direction on how it wishes to address the objection received and progress the application for the simultaneous opening and closure of part of East Egypt Road, Mount Whitestone, Council resolves to:-</p> <p>(a) note the contamination report prepared by EnviroAg Australia and dated 8 November 2012 but take no action in respect of its recommendations as the dip is still used by the community;</p> <p>(b) undertake further negotiations with the owner of Lot 7 on RP807364 with a view to proceeding on the</p> </div> <div data-bbox="671 1435 727 1536">Governance and Performance</div> <div data-bbox="624 1458 663 1525">Caitlan Natalier</div> <div data-bbox="288 1559 663 1715"> <p>03 Dec 2014 - 12:27 PM - Susan Boland Negotiations unsuccessful, compulsory acquisition on hold at this time. 08 Apr 2014 - 11:22 AM - Caitlan Natalier DNAR requires us to confirm Doyle's agreement by 30/4/14 - JB needs to contact Doyle urgently Application likely</p> </div>	<div data-bbox="1150 887 1203 1424">Distributor-Retailer Authority has agreed to accept trusteeship;</div> <div data-bbox="1054 808 1126 1424">(3) requires the house area to be included in the adjoining Lot 20 on Crown Plan CC807884 Reserve for Welfare Housing purposes; and</div> <div data-bbox="959 808 1031 1424">(4) wishes to amend the purpose of the reserve over Lot 4 on G1287 to Reserve for Park purposes for which Council will remain as trustee.</div> <div data-bbox="927 808 951 1133">Moved By: Cr Holstein</div> <div data-bbox="895 999 919 1167">Seconded By:</div> <div data-bbox="863 808 887 931">McDonald</div> <div data-bbox="895 1357 919 1391">Cr</div> <div data-bbox="839 965 863 1267">Resolution Number: 3080</div> <div data-bbox="783 1055 807 1178">CARRIED</div> <div data-bbox="751 1088 775 1144">5/0</div> <div data-bbox="1142 1559 1203 1704">- need to be addressed before disposal.</div>
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3099	28 August 2013	Local Government Boundary Anomalies	<p>basis of the plan advertised and advise the Department of Natural Resources and Mines of any outcomes in order to progress the application for simultaneous road opening and closure;</p> <p>(c) in the event that further negotiations are unsuccessful and the application for simultaneous road opening and closure cannot proceed, take no action in respect of the bore and dip and instead commence a compulsory acquisition of that part of Lot 7 on RP807364 situated on the opposite side of East Egypt Road which is required to widen the road reserve in order to re-align the constructed road within the road reserve.</p> <p><b>Moved By: Cr McDonald</b> <b>Seconded By: Cr Friend</b></p> <p align="center"><b>Resolution Number: 3081</b></p> <p align="center"><b>CARRIED</b> <b>5/0</b></p> <p><b>RESOLUTION:</b> THAT with respect to the correspondence received from the Department of Natural Resources and Mines dated 16 July 2013 regarding anomalies pertaining to the Lockyer Valley Regional Council Local Government boundaries, Council resolves to authorise the Chief Executive Officer to:-</p> <p>(a) write to the Minister for Local Government and request that this matter be referred to the Local Government Change Commissioner (Electoral</p>	Governance and Performance	<p>03 Dec 2014 - 12:23 PM - Susan Boland Letter drafted but to be finalised &amp; include other similar properties. On hold pending consultation with all interested parties. 08 Apr 2014 -</p>
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Commission of Queensland) to assess boundary changes under the provisions of the Local Government Act 2009 in respect of the following affected properties:-

11:27 AM - Caltan  
Mataier  
numerous  
anomalies &  
resolutions  
need to review &  
progress

- (i) CHQ022459/396 – Lot 84 on CC389 – City of Ipswich (Locality of Grandchester) and Lockyer Valley Regional Council (Locality of Laidley South);
- (ii) CHQ022459/398 – Lots 14 and 16 on SP200498 – City of Ipswich (Locality of Mount Mort) and Lockyer Valley Regional Council (Locality of Thornton);
- (iii) CHQ022459/807 – Lot 5 on SP249078 – Toowoomba Regional Council (Locality of Ramsey) and Lockyer Valley Regional Council (Locality of Rockmount).

(b) raise the following issues for consideration by the Local Government Change Commissioner (Electoral Commission of Queensland) when assessing the change to local government boundaries:-

- (i) in which local government area legal and practical access to each property is situated;
- (ii) whether any affected and adjoining properties owned by the same registered owner should remain together in the one local government area for service delivery and rates assessment purposes;
- (iii) best service delivery, particularly in respect of emergency services;
- (iv) any other matters that the Chief Executive Officer in his discretion

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<p>And further, considers appropriate. THAT Council investigate other boundary anomalies and write to the Department of Local Government seeking inclusion of additional areas.</p> <p><b>Moved By: Cr McDonald</b> <b>Seconded By: Cr</b></p> <p><b>Friend</b></p> <p><b>Resolution Number: 3099</b></p> <p><b>CARRIED</b> <b>5/0</b></p>			
3155	25 September 2013	Reimbursement of Legal Fees	<p><b>PROCEDURAL MOTION:</b> THAT the matter lay on the table until further advice is sought, and that a full representation of Council is available, and that it be further discussed at the next meeting of Council.</p> <p><b>Moved By: Cr McLean</b></p> <p><b>Resolution Number: 3155</b></p>

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<p>to Caren Nattler by: Susan Boland</p>	<p>Governance and Performance</p>	<p>3207 27 November 2013 Placid Hills - Flood Studies</p>	<p>Item Number: 17.10 File Number: Formal Papers Councillor: Cr Steve Jones SUBJECT: PLACID HILLS - INVESTIGATION AREAS</p> <p>THAT Council investigate and review the Placid Hills Flood Investigation Areas and report back to a future meeting of Council.</p> <p>Moved By: Cr Jones Seconded By: Cr Friend Resolution Number: 3207</p> <p><b>CARRIED</b> 7/0</p>	<p>100 30 April 2014 Proposed Toowoomba Second Range Crossing Presentation</p>	<p>The following resolution was proposed, and not voted upon.</p> <p><b>RESOLUTION:</b> THAT Council forward correspondence to the Premier of Queensland regarding the presentation from Projects Queensland on the Toowoomba 2nd Range Crossing and the requirement to read and sign a confidentiality and conflict declaration prior to attending to probity briefing, outlining councils disappointment regarding the concerns over confidentiality given council was considering this matter in closed session which is Closed to the Public and considered confidential.</p>
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*An amendment resolution was proposed.*

*The amendment resolution was accepted and put to the vote.*

**AMENDMENT RESOLUTION:**

THAT Council forward correspondence to the Premier of Queensland regarding the presentation from Project Queensland on the Toowoomba 2nd Range Crossing and the requirement to read the project probity code of practice and sign a confidentiality and conflict declaration prior to attending to probity briefing, outlining Council's disappointment regarding the concerns over confidentiality given council was considering this matter in closed session which is all considered confidential.

**Moved By:**

**Cr McDonald**

**Seconded By:**

**Cr**

**McLean**

**Resolution Number: 99**

**CARRIED**

**5/0**

The Amendment Resolution became the RESOLUTION and was put to the vote:

**RESOLUTION:**

THAT Council forward correspondence to the Premier of Queensland regarding the presentation from Project Queensland on the Toowoomba 2nd Range Crossing and the requirement to read the project probity code of practice and sign a confidentiality and conflict declaration prior to attending to probity briefing, outlining Council's disappointment regarding the concerns over confidentiality



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given Council was considering this matter in closed session which is all considered confidential.

**Moved By: Cr Milligan**

**Seconded By:**

**Cr**

**Holstein**

**Resolution Number: 100**

**CARRIED**

**3/2**

**Voting**

**For the Motion:** Councillors Holstein, Jones and Milligan.  
**Against the Motion:** Councillors McDonald and McLean.

Executive  
Office

78 30 April 2014 Mayoral Minute

Jason Cubitt

04 Nov 2014 - 9:33  
AM - Susan Boland  
letters sent 10/6/14

**RESOLUTION:**

**THAT Council forward correspondence thanking and congratulating all those involved in the outstanding exhibit at the Sydney Royal Easter Show including Schultes Meat Tavern, Kathy Brady from Lockyer Valley Tourism Association and Bauer's Organic Farms and Elected Members and Staff of Lockyer Valley Regional Council;**

**Further:**

**THAT Council undertake discussions at a future workshop on the 100<sup>th</sup> Anniversary Anzac Day Celebration in 2015; And further;**  
**THAT the Mayoral Minute Report be received and noted.**

**Moved By: Cr Holstein**

**Seconded By:**

**Cr**

**Friend**

**Resolution Number: 3383**

**CARRIED**

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91	30 April 2014	Strategic Community Development and Engagement	<p><b>RESOLUTION:</b>  <b>THAT Council adopt the Strategic Community Development and Engagement Report and approve the implementation of the staffing model as outlined in the report.</b></p> <p><b>Moved By:</b> Cr McDonald  <b>Seconded By:</b> Cr Holstein</p> <p><b>Resolution Number: 3396</b></p> <p><b>CARRIED</b>  6/0</p>	<p>Executive Office</p> <p>David Mazzetti</p>
3467	25 June 2014	Grantham Butter Factory Update	<p><b>RESOLUTION:</b>  <b>THAT Council resolves in relation to the Grantham Butter Factory to:</b></p> <p>a) Name the formal meeting room the Jamieson Room after Charles Jamieson who at the age of 20 years was the first chairman of the board established to run the factory;</p> <p>b) Name the community room the Larsen Room after Peter Larsen as it was he who called together a few dairymen with the idea of starting a farmers' co-operative butter factory; and</p> <p>c) Amend Council 2014/2015 fees and charges to reflect the independent hire of the Grantham Butter Factory's commercial kitchen as outlined in this report.</p> <p><b>Moved By:</b> Cr Holstein</p>	<p>Executive Office</p> <p>Ian Flint</p>



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3498	25 June 2014	Road Issue - Helidon	Item Number: File Number: Councillor: SUBJECT:	15.2 Formal Papers Cr Steve Jones ROAD ISSUES – HELIDON	Executive Office Ian Flint
<p><b>Seconded By:</b> <b>Cr</b></p> <p><b>Friend</b> <b>Resolution Number: 3487</b></p> <p><b>CARRIED</b> <b>7/0</b></p> <p><i>The current road works and the recent re-opening of the Helidon Honey Pot Service Station (Freedom Fuels) have identified that the road which used to be a two way carriage way has been made one way. This presents a significant potential for an accident and should be returned to its existing two way alignment and that the signage requests previously made by Council be addressed urgently.</i></p> <p><b>RESOLUTION:</b> <b>THAT Council forward correspondence to the Department of Transport and Main Roads requesting that the service access road leading from the Helidon Honey Pot Service Station into Norman Hedges Park Helidon be returned to a two way carriage way.</b> <b>And Further;</b> <b>THAT Council forward correspondence to the Department of Transport and Main Roads requesting follow up on the previous requests to rectify the signage in Norman Hedges Park in respect of "No Camping" and "Heavy Vehicle Access" being permitted.</b> <b>And Further;</b></p>					

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	<p>THAT Council seek the support of the State Member for Lockyer, Mr Ian Rickuss MP, to expedite these requests through his advocacy to the State Government on Council's behalf.</p> <p><b>Moved By: Cr Holstein</b> <b>Seconded By: Cr Friend</b></p> <p><b>Resolution Number: 3498</b></p> <p><b>CARRIED 7/0</b></p>	Executive Office Ian Fint
3500 25 June 2014 Warrego Highway	<p>Item Number: 15.5 File Number: Formal Papers Councillor: Cr Steve Jones <b>SUBJECT: WARREGO HIGHWAY ROAD BARRIERS – SAFETY CONCERNS</b></p> <p><i>Council has concerns as to the ongoing effectiveness and maintenance of the tension wire rope safety barriers that have been installed in multiple sections along the Warrego Highway between Heildon and Withcott, given the recent number of breakages and maintenance required due in part to their proximity to the carriage way.</i></p> <p><b>RESOLUTION:</b> <b>THAT Council forward correspondence to the Department of Transport and Main Roads requesting that urgent investigations be undertaken into the traffic safety concerns caused by the close proximity of the Tension Wire Rope Safety Barriers along the Warrego Highway.</b></p> <p><b>Further:</b> <b>THAT Council forward correspondence to Mr Scott Emerson MP, Minister for Transport and Main Roads</b></p>	

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			<p>requesting a meeting to discuss Council's concerns.</p> <p><b>Moved By: Cr Holstein</b> <b>Seconded By: Cr Pingel</b> <b>Resolution Number: 3500</b> <b>CARRIED 7/0</b></p>	<p>Executive Office Ian Flint</p>
3510	25 June 2014	Lockyer Better Business Facilitator	<p><b>RESOLUTION:</b> THAT the matter lay on the table until further advice is sought and that it be further discussed at the next meeting of Council. <b>Further:</b> THAT Council forward correspondence to the President of Lockyer Better Business requesting an urgent meeting to discuss the budget request by Lockyer Better Business.</p> <p><b>Moved By: Cr Friend</b> <b>Seconded By: Cr Pingel</b> <b>Resolution Number: 3510</b> <b>CARRIED 7/0</b></p>	<p>Executive Office Ian Flint</p>
3517	25 June 2014	Staging Post Cafe Business Review	<p><b>RESOLUTION:</b> THAT following receipt and discussion of the options presented for the future operation of the Lockyer Valley</p>	<p>Executive Office Ian Flint</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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<p>Cultural Centre and Staging Post Café by Consultants DWS hospitality specialists, that Council delegate to the Chief Executive Officer to seek an Expression of Interest (EOI) for the management/lease of the premises that identifies and presents available options to the Council, with no binding obligation for Council to accept any of the proposals.</p> <p>Further: THAT Council authorise the Chief Executive Officer to pursue operational improvement measures in the interim until any decision can be made on the Expression of Interest process as outlined.</p> <p><b>Moved By: Cr Pingel</b> <b>Seconded By: Cr Milligan</b></p> <p><b>Resolution Number: 3517</b></p> <p><b>CARRIED</b> <b>7/0</b></p>	<p>report recommending successful party for contract negotiations going to December 2014 Council Meeting. 12:08 PM - Ian Flint 11 DWS has been submitted for CEO to sign off in relation to the next steps in the Expressions of Interest (EOI) process. Craig Drew is working with Staging Post management in pursuing operational improvement measures until a decision is made on the Expression of Interest process.</p>
<p>09 July 2014 Councillor Allowances</p> <p>Given the period of absence requested, it was then raised by the Deputy Mayor, that a review be undertaken into Councillor Allowances, to establish guidelines for Councillors on extended leave.</p> <p><b>RESOLUTION:</b> THAT the Chief Executive Officer investigate and report back to a future meeting of Council on the appropriate approach to be taken in regard to Councillor Allowances whilst a Councillor is on extended leave.</p> <p><b>Moved By: Cr Milligan</b> <b>Seconded By: Cr</b></p>	<p>Executive Office Ian Flint</p> <p>10:09 AM - Susan Boland 21x undertaken, to be workshoped with Council in early 2015. 10:26 AM - Ian Flint currently investigating and a presentation will be presented at the September Workshop.</p>

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	<p align="center"><b>Holstein</b></p> <p align="center"><b>Resolution Number: 3519</b></p> <p align="center"><b>CARRIED</b></p> <p align="center"><b>6/0</b></p>	<p align="center">Executive Office</p> <p align="center">Ian Fint</p> <p align="center">11:03 AM - Susan Boland ion needs to take place on this.</p>
<p>3549      09 July 2014      Member for Lockyer</p>	<p>As there have been multiple occasions where there has been absence of formal protocols in place or followed by the State Government in recent visits to the region, Council is seeking the support of the Premier to ensure protocols are in effect for any future visits to the region.</p> <p><b>RESOLUTION:</b>  <b>THAT Council forward correspondence to the Hon. Campbell Newman MP, Premier of Queensland requesting that Mr Ian Rickuss MP, Member for Lockyer follow the correct protocol when forwarding government invitations.</b></p> <p><b>Moved By:      Cr Milligan</b></p> <p><b>Seconded By:      Cr</b></p> <p><b>Pingel</b></p> <p align="center"><b>Resolution Number 3549</b></p> <p align="center"><b>CARRIED</b></p> <p align="center"><b>4/2</b></p> <p><b>Voting</b>  <b>For the Motion:</b> Councillors Holstein, Jones, Milligan and Pingel.  <b>Against the Motion:</b> Councillors McDonald and McLean.</p>	<p align="center">Executive Office</p> <p align="center">Chris Payne</p>
<p>09 July 2014</p>	<p><b>THE ITEM WAS NOT FOUND (BOOKMARK:</b></p>	<p align="center">Executive Office</p> <p align="center">Chris Payne</p>

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Executive  
Office

3540 09 July 2014

LVRC 12/13-06 Panel for  
Suppliers of Plant Hire

Executive  
Office  
Ian Flint

**RESOLUTION:**  
**THAT Council under Section 231 of the Local government**  
**Regulation 2012 endorse the implementation and**  
**commencement of the panel arrangement (list of**  
**contractors) for the supply of plant hire, as listed, to**  
**commence from 10<sup>th</sup> July 2014.**  
**And further;**  
**THAT due to an oversight in the tender process that Ross**  
**Paddison be included in the Panel for Suppliers of Plant**  
**Hire.**

A & M Civil Contractors
Bernie O'Keeffe Earthmoving
Big Foot Digger
BK Hire
Brooks Earthmoving and Quarries Pty Ltd
BNL Earthmoving
Carter Interstate Haulage
Coates Hire Operations Pty Limited
Complant Pty Ltd
Dig Earthmoving
Ellis Profiling Pty Ltd

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Galton Earthmovers Pty Ltd
HE Bobcats
Helmar Tiptrons
Hughes Gravel
K & W Dirtwork Pty Ltd
Master Hire Pty Ltd
Right Away Hire
Remoplains Pty Ltd
Rob Troy Transport Pty Ltd
Sherfin Rentals
Southern Sun Excavation Pty Ltd
Terry Groves Tipper Hire
TNT Earthworks
Voight Contracting Pty Ltd
Ross Paddison
<b>NEW SUPPLIERS</b>
Doyle Plant Hire
EzyCulp
John C Beaumont Earthmoving
Ace Rental
Joe Wagner Group
Beaulies Earthmoving
Premium Haulage
Compass Equipment Sales

**Moved By: Cr McDonald**

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3545	09 July 2014	Exception from Obtaining Competitive Offers - DWS Hospitality Specialists	Executive Office Ian Filmer	03 Dec 2014 - 12:06 PM - Susan Boland
<p><b>RESOLUTION:</b>  <b>THAT Council resolves to apply the exception contained in Section 235(b) of the Local Government Regulation 2012 to enable a medium-sized contract to be entered into with DWS Hospitality Specialists, for the preparation and administration of the expression of interest and tender process for the future operation of the Staging Post Café and associated facilities at the Lockyer Valley Cultural Centre.</b></p> <p>The exception will allow Council to proceed with the engagement of DWS Hospitality Specialist on the basis that the services sought are of a specialised and confidential nature. It would be disadvantageous for Council to invite written tenders and quotes as DWS Hospitality Specialists have provided specialist hospitality services to Council in respect of the operation of these facilities since they were constructed.</p> <p><b>Moved By: Cr Milligan</b>  <b>Seconded By: Cr</b>  <b>Pingel</b></p> <p><b>Resolution Number: 3545</b></p> <p><b>CARRIED</b>  <b>6/0</b></p>				
<p><b>Holstein</b></p> <p><b>Seconded By: Cr</b></p> <p><b>Resolution Number: 3540</b></p> <p><b>CARRIED</b>  <b>5/0</b></p>				

03 Dec 2014 -  
12:06 PM - Susan  
Boland  
DWS engaged -  
EOI process  
complete. Report  
recommending  
successful. Party  
for contract  
negotiations going  
to December 2014  
meeting.

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3566	23 July 2014	Request for Use of the Public Hall for Temporary Magistrates Court Purposes	Executive Office	03 Dec 2014 - 11:57 AM - Susan Boland Mag Court advised & decided it would not be suitable. 01 Aug 2014 - 12:01 PM - Ian Flint JB & Dan to complete this item
<p><b>RESOLUTION:</b></p> <p>THAT with respect to the request made by the Registrar of the Gatton Magistrates Court on 10 July 2014 for use of the Gatton Shire Hall every Monday during the period 29 September 2014 to 31 January 2015 inclusive for temporary Magistrates Court purposes, Council resolves to:</p> <ol style="list-style-type: none"> <li>1. apply the exception in Section 236(1)(b)(i) of the <i>Local Government Regulation 2012</i> and advise the Registrar of the Gatton Magistrates Court that formal arrangements can be made for the use of the Gatton Shire Hall for court purposes from 8am to 5pm on days including the following dates, unless otherwise specified: <ol style="list-style-type: none"> <li>(a) 29 September 2014</li> <li>(b) 6 October 2014</li> <li>(c) 13 October 2014</li> <li>(d) 15 December 2014</li> <li>(e) 22 December 2014</li> <li>(f) 5 January 2015</li> <li>(g) 19 January 2015</li> </ol> </li> <li>2. Authorise the Chief Executive Officer to enter into hire arrangements with the payment of a one off bond fee and the standard hire fee for each use of the facility.</li> </ol> <p>Moved By: Cr Milligan Seconded By: Cr Holstein Resolution Number: 3565 CARRIED 5/0</p>				

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And further;  
THAT Council forward correspondence to the Hon. Jarrod Bleijie MP, Attorney-General and Minister for Justice and Hon. Ian Walker MP, Minister for Science, Information Technology, Innovation and the Arts, requesting clarity on the location of the one stop shop and official confirmation of the location on behalf of the Lockyer Valley community.

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

**Milligan**

**Resolution Number: 3566**

**CARRIED**  
5/0

Executive  
Office

Ian Filitt

3573 23 July 2014 Drainage Issues at Mountain Drive, Laidley

03 Dec 2014 -  
11:59 AM - Susan

Boland

Letter sent to

property owner

2/12/14 - awaiting

signed agreement

04 Aug 2014 -

11:41 AM - Susan

Boland

Myles to action

**RESOLUTION:**

THAT in relation to existing drainage issues at Mountain Drive, Council repair the scour caused by the outfall of the existing pipe, install low flow pipes to minimise future scour, install suitable inlet and outlet structures and acquire a drainage easement over the overland flow path.

And further;

THAT the owner must agree to the granting of an easement over the drain at no cost in return for the property repairs and drainage works. Works are not to commence until the easement has been legally granted.

**Moved By: Cr Holstein**

**Seconded By: Cr**

**McDonald**

**Resolution Number: 3573**

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3577	27 August 2014	Rates Issue - Member for Lockyer	Item Number: File Number: Councillor: SUBJECT: FOR LOCKYER	6.2	Formal Papers Cr Steve Jones RATES ISSUE - MEMBER	Executive Office Jason Cubitt
<p style="text-align: center;"><b>CARRIED</b> <b>5/0</b></p> <p><i>The Mayor raised and addressed this item of business.</i></p> <p><b>RESOLUTION:</b> THAT a copy of the correspondence with Council by the State Member for Lockyer in relation to rates issues, including emails, which were tabled for public record be forwarded to the Hon. Campbell Newman, Premier of Queensland, the Hon. David Crisafulli MP, Minister for Local Government, Community Recovery and Resilience, Annastacia Palaszczuk MP, Leader of the Opposition in Queensland, Alex Douglas MP, and the media representatives who were present at the recent meeting organised by Mr Ian Rickuss MP, Member for Lockyer regarding Council rates issues.</p> <p><b>Moved By:</b> Cr Jones <b>Seconded By:</b> Cr Pingel <b>Resolution Number:</b> 3577 <b>CARRIED</b> <b>5/2</b></p> <p><b>Voting</b></p>						

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<p><b>For the Motion:</b> Councillors Friend, Holstein, Pingel, Jones and Milligan. <b>Against the Motion:</b> Councillors McDonald and McLean.</p>	Executive Office
<p>3587 27 August 2014 Lockyer Valley SES Unit Executive Member Annual Allowances 2013-2014</p> <p><b>RESOLUTION:</b> THAT Council approve the following Lockyer Valley SES Unit Executive Member Annual Allowances for 2013/2014:</p> <ul style="list-style-type: none"> <li>• Local Controller Allowance - \$1500</li> <li>• Deputy Local Controller Allowance - \$500</li> <li>• Gatton Group Leader Allowance - \$750</li> <li>• Laidley Group Leader Allowance - \$750</li> <li>• Forest Hill Group Leader Allowance - \$750;</li> </ul> <p><b>Further:</b> THAT the SES Executive Member Annual Allowances for future financial years be reviewed on an annual basis. And further, THAT the future Lockyer Valley SES Unit Executive Member Annual Allowances be included in the preparation of the annual budget.</p> <p><b>Moved By: Cr Friend</b> <b>Seconded By: Cr McDonald</b></p> <p><b>Resolution Number: 3587</b></p> <p><b>CARRIED</b> 6/0</p>	<p>David Mazzaretti Executive Office</p>
<p>3613 10 September 2014 Local Disaster Management Plan Review 2014</p> <p><b>RESOLUTION:</b> THAT Council acknowledges the Lockyer Valley Self-Assessment of the Local Disaster Management Plan</p>	<p>David Mazzaretti Executive Office</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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That Council adopt the Lockyer Valley Local Disaster Management Plan (Version 4.2) as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

That Council adopt the Lockyer Valley Local Disaster Management Plan Pandemic Sub Plan (Version 1.1) Draft as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

That Council adopt the Lockyer Valley Local Disaster Management Plan Resupply Sub Plan (Version 2.1) Draft as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

That Council adopt the Lockyer Valley Local Disaster Management Plan Evacuation Sub Plan (Version 1.1) Draft as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

That Council adopt the Lockyer Valley Local Disaster Management Plan Evacuation Centre Management Annexures Draft as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

That Council adopt the Lockyer Valley Local Disaster Management Plan Coordination Sub Plan (Version 2) Draft as endorsed by the Lockyer Valley Local Disaster Management Group on 28 August, 2014

Moved By: Cr Friend  
Seconded By: Cr  
McDonald

Resolution Number: 3613

**CARRIED**

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3574	12 November 2014	Mayoral Minute	Executive Office	09 Dec 2014 - 11:01 AM - Susan Boland To be completed, will be finalised this week
7/0				
<b>RESOLUTION</b>				
<p>THAT Council forward correspondence to the leaders of political parties in Queensland, who were invited by Council to attend the Farming Futures Forum on Sunday 9 November, expressing Council's disappointment that they did not respond to Council's invitation and were not represented on the day to answer questions on their party's position with regard to coal seam gas exploration in the Lockyer Valley region.</p>				
<b>Moved By:</b>	<b>Cr Jones</b>	<b>Cr</b>		
<b>Seconded By:</b>	<b>Cr</b>			
<b>Holstein</b>				
<b>Resolution Number: 3730</b>				
<b>CARRIED</b>				
<b>4/2</b>				
<p><b>Voting</b> For the Motion: Crs PF Friend, JH Holstein, SJ Jones and TM Milligan. Against the Motion: Crs JM McDonald and K McLean.</p>				
<p>It was <b>RESOLVED</b> that the Mayoral Minute be received and noted.</p>				
Executive Office				
12 November 2014	Mayoral Minute	<p><b>RESOLUTION:</b> THAT Council acknowledge all involved in making the Farming Futures Forum a success, in particular the guest speaker and the Project Team (Executive Office,</p>		
Jason Cudde	09 Dec 2014 - 11:02 AM - Susan Boland Follow-up emails sent to Alan			

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LOCKYER VALLEY REGIONAL COUNCIL  
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<p><b>Regional Development, Communications &amp; Staging Post Staff.</b> And further, <b>THAT</b> Council acknowledge all involved in making the 2014 Lockyer Valley Business, Training and Apprenticeship Awards Gala Dinner so successful an event, in particular Mr Andrew Daddo, the Master of Ceremonies, Sponsors and the Project Team.</p> <p><b>Moved By: Cr Jones</b> <b>Seconded By: Cr Holstein</b> <b>Resolution Number: 3731</b></p> <p><b>CARRIED</b> <b>6/0</b></p>	<p>Jonesm Regional Development to take care of the internal acknowledgements</p> <p>Executive Office</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
	18 December 2013	Local Government Boundary Anomaly - Lot 355 on CH312304	<p><b>RESOLUTION:</b>  <b>THAT</b> with respect to the correspondence received from the Department of Natural Resources and Mines dated 28 October 2013 notifying Council of a local government boundary anomaly affecting Lot 355 on CH312304, Council resolves to authorise the Chief Executive Officer to:-</p> <p>(a) Write to the Minister for Local Government and request that this matter be referred to the Local Government Change Commissioner (Electoral Commission of Queensland) to assess a boundary change in respect of Lot 355 on CH312304 under the provisions of the <i>Local Government Act 2009</i>; and</p> <p>(b) Raise the following issues for consideration by the Local Government Change Commissioner (Electoral Commission of Queensland) when assessing the change to local government boundaries:- In which local government area legal and practical access to Lot 355 on CH312304 is situated;</p> <p>(i) Whether any affected and adjoining properties are owned by the same registered owner and therefore should remain together in the one local government area for service delivery and rates assessment purposes;</p> <p>(ii) Best service delivery, particularly in respect of emergency services;</p> <p>(iii) Any other matters that the Chief Executive Officer in his discretion</p>	Caillian Natallier	<p>03 Dec 2014 - 9:01 AM - Susan Boland            Formal consultation with Toowoomba Regional Council &amp; affected property owners to be undertaken.            08 Apr 2014 - 11:48 AM - Caillian Natallier            need to review and progress</p>	

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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considers appropriate.  
(c) Delegate authority to the Chief Executive Officer the finalisation of this minor boundary change;

**Moved By: Cr McDonald**  
**Resolution Number: 3208**

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

Governance  
and  
Performance

18 December  
2013

Tender for the Development and  
Disposal of Part of Lot 1 on  
RP175534 for an Agricultural  
Industry Food Processing Facility

**RESOLUTION:**  
**THAT with respect to the proposal for the development of an Agricultural Industry Food Processing Facility on part of Lot 1 on RP175534 comprising an area of approximately 5 hectares, the Chief Executive Officer be granted delegated authority to reconfigure Lot 1 on RP175534 to create a separate lot of approximately 5 hectares for an Agricultural Industry Food Processing Facility to be developed;**  
**And further;**  
**THAT Council call for tenders for the sale and/or development of the land comprising part of Lot 1 on RP175534 as shown on the Agricultural Industry Precinct Master Plan pursuant to Section 228 of the Local Government Regulation 2012.**

**Moved By: Cr Holstein**  
**Resolution Number: 3220**

**CARRIED**

Carlian Natalier

03 Dec 2014 - 9:05  
AM - Susan Boland  
Subdivision & titles  
registered & created  
on 3/10/14.  
Tender 13/14.14  
awarded & draft  
contract sent to  
successful tenderer  
on 22/9/14.  
08 Apr 2014 - 11:49  
AM - Carlian  
Natalier  
extending evaluation  
period to mid May  
2014 to enable  
tenderers to confirm  
investor details



**LOCKYER VALLEY REGIONAL COUNCIL  
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014**

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3310	26 February 2014	Policy - Land Acquisition	Governance and Performance	
			Item Number: 17.4	Formal Papers
			File Number:	Cr Tanya Milligan
			Councillor:	
			<b>SUBJECT:</b>	<b>POLICY - LAND</b>
			<b>ACQUISITION</b>	
			<p>The item was discussed in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) (f) of the Local Government Act 2009, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.</p>	
			<p>Council investigate a policy in regard to land acquisitions across the region.</p>	
			<p><b>THAT the Chief Executive Officer investigate a Policy in regard to land acquisitions in the region;</b>  <b>And further;</b>  <b>THAT the Draft Land Acquisitions Policy be brought back to a future meeting of Council for consideration.</b></p>	
			<p><b>Moved By: Cr Holstein</b>  <b>Resolution Number 3310</b></p>	
			<p><b>CARRIED</b>  <b>6/0</b></p>	
			<p>13 Mar 2014 - 4:32            PM - Jason Bradshaw            Action reassigned to Jason Bradshaw by: Vickie Wieland            13 Mar 2014 - 4:30            PM - Jason Bradshaw            Jason / Caitlan            For action please.            Thanks            Vickie</p>	

Governance and

InfoCouncil

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3313	26 February 2014	Expression of Interest - GW12 Service Centre Precinct - Compliance with Statutory Obligations	Performance
<p><b>RESOLUTION:</b>  <b>THAT with respect to the development of part of Stage 1 of the Garton West Industrial Zone, being the Service Centre Precinct, Council resolves that it is in the public interest to call for expressions of interest pursuant to Section 228(3) of the Local Government Regulation 2012 for the development of the Service Centre Precinct for the following reasons:-</b></p> <ol style="list-style-type: none"> <li>1. This will enable a broad spectrum of development options to be presented to Council for consideration and enable specifications for invitations to tender to be more clearly defined;</li> <li>2. Council will be better placed to consider the integration of the Service Centre Precinct with the balance of Stage 1 of the Garton West Industrial Zone and determine the most efficient delivery of services to the public and support to the local economy;</li> <li>3. This process will provide scope for Council to negotiate infrastructure delivery options, particularly in relation to the construction required in respect of the site entrance from the Warrego Highway.</li> </ol> <p><b>Moved By: Cr McDonald</b>  <b>Resolution Number: 3313</b>  <b>CARRIED</b>  <b>6/0</b></p>			<p>Caillian Natalier</p> <p>03 Dec 2014 - 9:13 AM - Susan Boland  2 EOI's received - both invited, but declined, to tender! Jamie currently negotiating with a third party. (EOI 13/14-13)  08 Apr 2014 - 12:02 PM - Caillian Natalier  EOI closes 11/04/14</p>
InfoCouncil			Governance

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3314

26 February 2014

Expression of Interest - Disposal  
of Grantham Landswap Propertiesand  
Performance  
Caitlan Natallier

**RESOLUTION:**  
THAT with respect to the properties acquired by Council as part of the Strengthening Grantham Land Swap Project, Council resolves:-

(a) to call for expressions of interest pursuant to Section 228(3) of Local Government Regulation 2012 for the disposal of all or any of the properties acquired by Council as part of the Strengthening Grantham Land Swap Project (listed below), either individually or collectively:-

Grantham	Lot 5	on	Lot 1	on	Lot 1	on
RP25736	RP25734		RP121624			
Lot 12	on	Lot 2	on	Lot 5	on	
RP25732	RP196783		RP25735			
Lot 2	on	Lot 1	on	Lot 6	on	
RP130898	RP127880		RP25735			
Lot 13	on	Lot 9	on	Lot 1	on	
RP25732	RP25736		RP130898			
Lot 1	on	Lot 7	on	Lot 2	on	
RP203834	RP25735		RP25741			
Lot 512	on	Lot 1	on	Lot 1	on	
G3422	RP25735		RP2512			
Lot 2	on	Lot 2	on	Lot 2	on	
RP145858	RP78635		RP148762			
Lot 604	on	Lot 501	on	Lot 2	on	
G3422	SP166611		RP2512			
Lot 310	on	Lot 511	on	Lot 8	on	
G3422	G3422		RP25736			
Lot 410	on	Lot 603	on	Lot 403	on	
G3422	G3422		G3422			
Lot 409	on	Lot 404	on	Lot 304	on	
G3422	G3422		G34211			
Lot 502	on	Lot 415	on	Lot 609	on	
SP166611	G3422		G3422			
Lot 307	on	Lot 406	on	Lot 505	on	
G34211	G3422		G3422			

03 Dec 2014 - 9-14 AM - Susan Boland  
EOI released for all  
except Laidley  
properties.  
Assessment  
undertaken &  
Stephen reporting to  
December meeting  
with lease  
recommendations.  
(EOI LVRG 14-30)  
08 Apr 2014 - 12:03 PM - Caitlan  
Natallier  
EOI docs to be  
prepared - awaiting  
confirmation that  
asbestos removal  
has been  
completed.

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**LOCKYER VALLEY REGIONAL COUNCIL**  
**RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014**

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Lot 514 on	Lot 416 on	Lot 506 on
G3422	G3422	G3422
Lot 405 on	Lot 402 on	Lot 608 on
G3422	G3422	G3422
Lot 313 on	Lot 611 on	Lot 1 on
G3422	G3422	RP66606
Lot 408 on	Lot 407 on	Lot 412 on
G3422	G3422	G3422
Lot 3 on	Lot 1 on	Lot 1 on
RP206366	SP144473	RP148762
Lot 401 on	Lot 1 on	Lot 1 on
G3422	CSH1482	RP102876
Lot 3 on	Lot 311 on	Lot 3 on
SP120293	G3422	SP144473
Lot 513 on	Lot 4 on	Lot 2 on
G3422	RP108240	RP68228
Lot 507 on	Lot 204 on	Lot 413 on
G3422	G3421	G3422
Lot 1 on	Lot 2 on	Lot 414 on
RP108312	RP128584	G3422
Lot 411 on	Lot 1 on	Lot 612 on
G3422	SP257215	G3422
Lot 12 on	Lot 2 on	Lot 4 on
RP25736	SP144473	RP25735
<b>Lalibay</b>		
Lot 6 on	Lot 8 on	Lot 10 on
RP158967	RP158968	RP63683
Lot 100 on	Lot 97 on	Lot 3 on
L16741	L16741	RP686906
Lot 26 on	Lot 99 on	Lot 1 on
RP25580	L16741	RP158968
Lot 37 on	Lot 93 on	Lot 15 on
RP25580	L16741	RP63683
Lot 96 on	Lot 6 on	Lot 94 on
L16741	RP158968	L16741
<b>Glenore Grove</b>		
Lot 160 on	Lot 3 on	Lot 5 on
CC438	RP203961	RP802559
Lot 161 on	Lot 4 on	
CC438	RP203961	
<b>Murphy's Creek</b>		
Lot 66 on	Lot 1 on	
CSH2099	RP184410	

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Postman's Ridge			
Lot 1 on RP116352	Lot 8 on RP151126	Lot 3 on SP176796	
Mount Sylvia			
Lot 206 on CC2138	Lot 3 on RP58306		
Other			
Lot 108 on RP7802	Forest Hill		
Lot 8 on SP120290	Gatton		
Lot 10 on SP181872	Hutton Vale		
Lot 1 on RP147150	Helidon Spa		
Lot 49 on RP200070	Kensington Grove		
Lot 1 on RP164835	Placid Hills		
Lot 166 on CC2264	Woodbine		

- (b) That it is in the public interest to call for expressions of interest for the disposal of the above properties, before inviting tenders, as this process will enable Council to:-
- a. determine what interest exists for disposal of any or all of the properties and the proposed uses of the land;
  - b. consider whether any of the former landowners wish to acquire an interest in their former properties and whether this can be facilitated;
  - c. determine whether any of the properties can be collectively disposed of for similar uses;
  - d. determine whether there is any



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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interest in developing any of the properties in Grantham, within the confines of the Grantham Reconstruction Area Planning Scheme, for community benefit.

(c) delegate to the Chief Executive Officer the authority to do all things necessary to facilitate the expression of interest process to achieve the disposal of the above listed properties, whether collectively or by way of numerous separate transactions.

**Moved By: Cr Milligan**  
**Resolution Number: 3314**

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

Governance  
and  
Performance

41

26 March 2014 Application for Permanent Road Closure - The Unnamed Road off Jones Road, Withcott

**RESOLUTION:**  
**THAT with respect to the correspondence received from the Department of Natural Resources and Mines on 3 March 2014 advising of the application for permanent closure of the unconstructed section of road off Jones Road, Withcott, Council resolves to advise the Department of Natural Resources and Mines that it has no objection to the application and is not aware of any views or requirements that should be considered when assessing the application. And further, THAT Council undertake additional consultation**

Caillian Natalier

03 Dec 2014 - 9:16 AM  
AM - Susan Boland  
Letter sent to DNR on 8/4/14  
(#2256547)  
Further email from DNR on 16/4/04  
(2263476)

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**LOCKYER VALLEY REGIONAL COUNCIL  
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014**

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<p style="text-align: center;">with the neighbouring landholders in regard to the application for permanent closure of the unconstructed section of road off Jones Road, Withcott.</p> <p style="text-align: center;"><b>Moved By: Cr Friend</b> <b>Resolution Number 3355</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>5/0</b></p>				Governance and Performance	
<p style="text-align: center;"><b>RESOLUTION:</b></p> <p style="text-align: center;">THAT Council approve the development and submission of a funding proposal to the Department of Environment, Heritage and Protection for an Illegal Dumping and Littering Partnership Campaign with Anuha services and the Withcott Litter Patrol.</p> <p style="text-align: center;">And further: THAT Council support the provision of \$10,000 in 2014/15 Budget to complete the campaign if the funding proposal is successful.</p> <p style="text-align: center;"><b>Moved By: Cr Pingel</b> <b>Resolution Number 3357</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>5/0</b></p>				Governance and Performance	<p>03 Dec 2014 - 9:27 AM - Susan Boland (received half funding from DEHP and half from NPCIA)</p> <p>All funding straight to LVRC. Partnership not required but we have invited stakeholders to be involved.</p>
51	28 March 2014	Options for Leasing Council	<b>RESOLUTION:</b>	Stephen Hart	03 Dec 2014 - 9:17

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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Owned Buildings			
59	26 March 2014	Update - Future Management of Lockyer Valley Regional Aquatic Centre and Gatton Sports Centre	<p>THAT Council notes the process undertaken to evaluate the potential future use of Council owned buildings, and resolves that it is in the public interest to call for expressions of interest, pursuant to Section 228 of the <i>Local Government Regulation 2012</i> for the future use of following Council owned properties:</p> <ol style="list-style-type: none"> <li>1. Old Squash Courts – Saddlery area</li> <li>2. Geoff Udy Building</li> <li>3. Forest Hill Butcher and Craft Shop</li> <li>4. Forest Hill Fire Station.</li> </ol> <p>THAT Council also resolves to authorize the Chief Executive Officer to progress the expression of interest and tender processes for these facilities.</p> <p>THAT Council notes that the budget build for 2014/15 may need to incorporate sufficient funding to bring these Council owned facilities to a standard suitable for future leasing.</p> <p><b>Moved By: Cr Holstein</b> <b>Resolution Number: 3365</b></p> <p><b>CARRIED</b> <b>5/0</b></p> <p>GOVERNANCE AND PERFORMANCE Caitlan Natallier</p> <p>03 Dec 2014 - 9:19 AM - Susan Boland tender complete &amp; awarded to Gatton Swim Centre. Management</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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- (a) Call for expressions of interest for the short term management of the Lockyer Valley Regional Aquatic Centre and the Gatton Sport Centre, either collectively or in separable portions, pursuant to Section 228(3) of the *Local Government Regulation 2012* for the following reasons:-
- (i) to enable the land tenure issues to be resolved before tenders for a formal lease arrangement are called;
  - (ii) To determine what interest exists, both locally and externally, for the short-term management of these facilities, either collectively or separately;
  - (iii) To determine whether there are any ancillary parties interested in participating in the operation of either facility without management responsibilities;
  - (iv) To enable the scope of management to be defined before invitations for tender are made.
- (b) Propose management of either or both of these facilities for an initial term of 2 years with one further option of 2 years exercisable in Council's sole discretion dependant on the progress of the resolution of land tenure issues;
- (c) Engage Local Buy Limited pursuant to Section 234 of the *Local Government Regulation 2012* to administer the expression of interest process on Council's behalf;
- (d) Authorise the Chief Executive Officer to do all things necessary to:-

Agreement currently being finalised to commence on 1/1/15.  
currently working on resolving land tenure issues.

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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(i) facilitate the expressions of interest process and enable management arrangements to be put in place					
(ii) enable the land on which the Lockyer Valley Regional Aquatic Centre and the Gatton Sports Centre to be excised from Lot 1 on RP118426 and amalgamated into the freehold lot described as Lot 166 on RP105598.					
<b>Moved By: Cr Pingel</b> <b>Resolution Number: 59</b>					
<b>CARRIED</b> <b>5/0</b>					
<b>RESOLUTION:</b> THAT in the interest of transparency and accountability and with the genuine desire to see this Council be the best it can, the full report in regard to the alleged breaches of section 172 of the Local Government Act with reference to Complaint No. DGC13/235 from the Local Government Remuneration and Discipline Tribunal is tabled as a matter of public record.					
<b>Moved By: Cr Mclean</b> <b>Resolution Number: 3384</b>					
<b>CARRIED</b>					



LOCKYER VALLEY REGIONAL COUNCIL  
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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6/0

THAT Council forward correspondence to the Local Government Remuneration and Discipline Tribunal requesting clarification on differences in outcomes and conditions imposed by the Tribunal on findings of recent investigations with regard to the disclosure of the information and the determination.

Further:

THAT the Mayor provide Council with a copy of the letter provided to him by the Local Government Remuneration and Discipline Tribunal outlining the disclosure of information requirements.

Moved By: Cr Jones

Resolution Number: 3385

CARRIED

6/0

RESOLUTION:

THAT Council authorise Cr McLean, Cr McDonald, and the Chief Executive Officer or his delegate to attend the 2014 Safe City Conference to be held at Ipswich 10 – 13 June 2014.

Moved By: Cr Holstein

Resolution Number: 3386

CARRIED

6/0

RESOLUTION:

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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THAT Council forward correspondence to the Bendigo Bank Laidley Flood Committee especially recognising Mr David Ward & Mr Michael List in appreciation of their fundraising efforts and the outcomes achieved, and thanking and congratulating all committee and community members involved in the Showcase Day on 5<sup>th</sup> April 2014.

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

Moved By: **Cr McLean**

Resolution Number: **3387**

**CARRIED**  
5/0

Governance  
and  
Performance

85 30 April 2014

Proposed Trustee Leases - Lot 2  
on SP145204 - Hope Street,  
Laidley - Application of Section  
236 (1) (b) (ii) Local Government  
Regulation 2012 Exception

## RESOLUTION:

THAT with respect to the requests to use Lot 2 on SP145204 detailed below and in accordance with Section 236(2) of the Local Government Regulation 2012 Council resolves to apply the exception from tendering contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 to enable trustee leases to be negotiated in respect of separate parts of Lot 2 on SP145204 with these community organisations (either as one Lot with access rights to both parties, or a two separate lots) :-

- (i) Lockyer Valley Dog Training Club Inc.  
as per their request of 13 February

03 Dec 2014 - 8:39  
Callan Nallier

AM - Susan Boland  
Meetings held with  
both clubs to  
negotiate leases.  
Lease for Dog Club  
drafted & being  
renewed. Horse  
Troop now looking  
at leasing another  
property.

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(ii) **2014; and**  
The Lockyer Light Horse Troop Inc as per their request of 21 December 2013.

**Moved By: Cr Friend**  
**Resolution Number: 3390**

**CARRIED**  
**5/0**

**Governance  
and  
Performance**

**Performance**  
Caithan Natalies

03 Dec 2014 - 9:40 AM - Susan Boland  
Draft lease to be prepared.

---

86

30 April 2014

Proposed Lease of Lot 1 on  
RP175535 - Application of Section  
236 (1) (c) (iv) Local Government  
Regulation Exception

**RESOLUTION:**

THAT with respect to the request by the owner of Lot 2 on RP-172792 to lease Lot 1 on RP-175535 for grazing purposes, and pursuant to the requirement of Section 236(2) of the *Local Government Regulation 2012*, Council resolves to apply the exception from tendering contained in Section 236(1)(c)(iv) of the *Local Government Regulation 2012* to enable the proposed lease to be negotiated on the basis that:-

- (a) The proposed lessee owns the adjoining Lot 2 on RP172792;
- (b) The land is not suitable to be offered for tender due to it being an isolated triangular shaped parcel of land situated between the Warrego Highway, Brooks Road and Philips Road which is earmarked as a potential Grantham interchange development site;
- (c) There are no other adjoining landowners who may wish to acquire the land;
- (d) It is in the public interest to dispose of the



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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land without a tender on the basis that the rental income anticipated from the lease of the land will be low and will not cover the costs and resources required to undertake a tender process.

The lease of the land will otherwise be undertaken in a manner consistent with the sound contracting principles for a rent equal to the market value of the lease interest in the land.

**Moved By: Cr McDonald**  
**Resolution Number: 3391**

**CARRIED**  
**5/0**

3602 27 August 2014 Land Audit - Stage One

Governance  
and  
Performance  
Stephen Hart

**RESOLUTION:**  
**THAT the land identified be prepared into appropriate lots and put to sale by auction or public tender:**

- Property ID No. 240 – Benheim Road, Laidley Heights – Lot 1 on RP7855 – 4054 m2
- Property ID No. 274 – Ingoldby Road, Upper Tenthill – Lot 1 on RP36786 – 4737 m2
- Property ID No. 121 – 10 Church Street, Laidley – Lot 501 on L171 – 2425 m2
- Property ID No. 121 – 12 Church Street, Laidley – Lot 502 on L171 – 3015 m2
- Property ID No. 301 – Back Ma Ma Road, Mount Whitestone – Lot 1 on RP197819 – 15 ha
- Property ID No. 307 – Seventeen Mile Road, Heildon – Lot 1 on RP104368 – 1470.5 m2
- Property ID No. 172 – Laidley-Plainland Road, Plainland – Lot 607 on RP894961 – 3198 m2
- Property ID No. 177 – Laidley-Plainland Road, Plainland – Lot 501 on RP896359 – 3529 m2

03 Dec 2014 - 9:40 AM - Susan Boland  
Issues identified with tendering/selling some of these properties. Stephen to report to December Meeting to provide progress update.

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**Further;**  
**THAT the Chief Executive Officer be authorised to dispose of land in accordance with legislative requirements and seek exemption from the Minister for Local Government, Community Recovery and Resilience, pursuant to Section 236(1)(e) for the disposal of land to adjoining owners.**

- **Property ID No. 35 – 115 Alfred Street, Laidley – Lot 38 on RP25619 – 1561 m<sup>2</sup>**
- **Property ID No. 35 – 50 Thomas Street, Laidley – Lot 9 on RP25619 – 1585 m<sup>2</sup>**
- **Property ID No. 48 – 85 Patrick Street, Laidley – Lot 3 on RP149342 – 78.48 m<sup>2</sup>**
- **Property ID No. 141 – Woolshed Creek Road, Hutton Vale – Lot 1 on RP22824 – 4072.5 m<sup>2</sup>**
- **Property ID No. 119 – Warrego Highway, Plainland – Lot 1 on RP22853 – 8028.5 m<sup>2</sup>**
- **Property ID No. 232 – Forde Road, Forest Hill – Lot 96 on CC389 – Area 4120 m<sup>2</sup>**

**And further;**

**THAT the net proceeds of sales will be returned to strengthen cash reserves or utilise to reduce existing loans.**

**And further;**

**THAT the Mayor and Chief Executive Officer be authorised to establish a priority of Lots for disposal.**

**Moved By: Cr Friend**

**Resolution Number: 3602**

**CARRIED**

**6/0**

Governance  
and  
Performance



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3165	30 October 2013	Request for Trustee Lease - Glenore Grove Cricket Club - Application of Section 236 Local Government Regulation 2012 Exception	<p><b>RESOLUTION:</b>  <b>THAT with respect to the request of the Glenore Grove Cricket Club Inc. received on 11 September 2013 for a Trustee Lease in relation to the sporting grounds situated at Brightview Road, Glenore Grove on part of a Reserve for Recreation described as Lot 189 Crown Plan CC2393, Council resolves:-</b></p> <p>(a) to record the application of the exception from tendering contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012;</p> <p>(b) to support an application for a Trustee Lease over an area of approximately 51,300m<sup>2</sup> of Lot 189 on Crown Plan CC2393 situated at Brightview Road, Glenore Grove being made to the Department of Natural Resources and Mines on behalf of the Glenore Grove Cricket Club Inc. on the following conditions:-</p> <p>(i) the term of the Trustee Lease shall be 20 years;</p> <p>(ii) the rent for the first year of the lease term shall be \$106,00 plus GST and shall be increased on each anniversary of the commencement date in line with increases in the Consumer Price Index for Brisbane;</p> <p>(iii) that the Glenore Grove Cricket</p>	Caillian Natalier	03 Dec 2014 - 9:57 AMV - Susan Boland Lease sent to Club on 14/10/14. Land Management Plan prepared. DMR application to be made once club confirms lease terms are satisfactory.
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Club Inc. shall be responsible for all costs and expenses incurred in respect of application for, preparation and registration of the Trustee Lease, save and except for survey costs which will be paid by Council;

(iv) the Glenore Grove Cricket Club shall be responsible for all outgoings, including but not limited to insurance and utility expenses, incurred in respect of the leased premises;

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

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

Moved By: Cr Milligan  
Resolution Number: 3165

**CARRIED**  
7/0

Governance

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3167	30 October 2013	Request for Trustee Lease - Gattion Girl Guides - Application of Section 236 Local Government Regulations 2012 Exception	and Performance	
		<p><b>RESOLUTION:</b></p> <p>THAT with respect to the request of the Gattion Girl Guides received 3 September 2013 for a Trustee Lease in relation to the girl guides hut situated at Hickey Street, Gattion on part of a Reserve for Recreation described as Lot 155 on Crown Plan CC2253, Council resolves:-</p> <p>(a) to record the application of the exception from tendering contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012; and</p> <p>(b) to support an application for a Trustee Lease over an area of approximately 465m<sup>2</sup> of Lot 155 on Crown Plan CC2253 situated at Hickey Street, Gattion being made to the Department of Natural Resources and Mines on behalf of the Gattion Girl Guides Club Inc. on the following conditions:-</p> <p>(i) that the term of the Trustee Lease shall be 20 years;</p> <p>(ii) the rent for the first year of the lease term shall be \$106.00 plus GST and shall be increased on each anniversary of the commencement date in line with increases in the Consumer Price Index for Brisbane;</p> <p>(iii) that the Gattion Girl Guides</p>	<p>Caitlan Natalier</p> <p>03 Dec 2014 - 10:00 AM - Susan Boland DNR application made. Land management plan approved. Lease signed. Awaiting Minister's consent before registration.</p>	

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InfoCouncil	3171	30 October 2013	Application for Purchase of Reserves for Water Lot 96 on CSH2232 & Lot 97 on CSH2233	<p><b>RESOLUTION:</b> THAT with respect to the request for purchase of Lot 96 on CSH2232 and Lot 97 on CSH2233 by the</p>	<p>Governance and Performance</p> <p>Caillian Natallier</p> <p>03 Dec 2014 - 10.11 AM - Susan Boland Owner advised</p>
<p style="text-align: center;">Club Inc. shall be responsible for all costs and expenses incurred in respect of the application for, preparation and registration of the Trustee Lease, save and except for survey costs which will be paid by Council;</p> <p style="text-align: center;">(iv) that the Gatton Girl Guides Club Inc. shall be responsible for all outgoings, including but not limited to insurance and utility expenses incurred in respect of the leased premises; and</p> <p style="text-align: center;">(v) the Trustee Lease shall be subject to the final approval of the Minister for Natural Resources and Mines in accordance with statutory requirements.</p> <p style="text-align: center;"><b>Moved By: Cr Milligan</b> <b>Resolution Number: 3167</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>7/0</b></p>					

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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InfoCouncil	<p>3175 30 October 2013 Request for Relocation &amp; Lease - Laidley Lions Club Inc</p> <p><b>RESOLUTION:</b> THAT in respect of the correspondence received from the Lions Club of Laidley Inc. dated 18 June 2013 requesting approval to lease a parcel of land from Council, which is above flood level and not</p>	<p>through Planning Department.</p> <p>owner of the adjoining Lot 10 on SP257877, Council resolves that these Reserves for Water are surplus to Council's needs and it would support an application to the Department of Natural Resources and Mines by the adjoining landowner for purchase of these lots and amalgamation into Lot 10 on SP257877 subject to the following requirements:-</p> <p>(a) upon purchase, Lot 96 on CSH2232 and Lot 97 on CSH2233 are required to be amalgamated into Lot 10 on SP257877;</p> <p>after the purchase is completed, Council intends to re-align the sections of Penderests Road which are off-alignment within the current Lot 97 on CSH2233 so that the constructed road lies within the road boundary. It is proposed that this will occur by way of application to the Department of Natural Resources and Mines for a simultaneous road opening and closure.</p> <p><b>Moved By: Cr McDonald</b> <b>Resolution Number 3171</b></p> <p><b>CARRIED</b> <b>7/0</b></p> <p>Governance and Performance</p> <p>Caillian Natalier</p> <p>03 Dec 2014 - 10-13 AM - Susan Boland Stephen working on reconfiguring Laidley Depot land. Lease on hold until</p>
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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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complete otherwise would be cancelled by further land dealing.	<p>otherwise earmarked for other uses, in order to erect a building for meetings and storage purposes, Council resolves that the Chief Executive Officer be authorised to undertake negotiations with the Laidley Lions Club Inc. to negotiate suitable leasing arrangements satisfactory to the parties at the Laidley Council depot;</p> <p>And:</p> <p>THAT Council will apply the exception from tendering contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012, in order for a new lease to be entered into with the Laidley Lions Club;</p> <p>And further;</p> <p>THAT the Laidley Lions Club Inc. be advised that they may apply for short term financial assistance under Council's community grants scheme.</p>	Governance and Performance	03 Dec 2014 - 10.16 AM - Susan Boland Lease sent to terminate existing lease on 27/11/14 & enclosing new draft lease on 28/11/14
<p><b>Moved By: Cr Friend</b></p> <p><b>Resolution Number: 3175</b></p> <p><b>CARRIED</b></p> <p><b>7/0</b></p>	<p><b>RESOLUTION:</b></p> <p><b>THAT with respect to the lease arrangements for Lot 7 on Registered Plan 3373 to the Laidley and Districts Community Organisation Inc., Council resolves to:</b></p> <p><b>(a) Apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 and offer a new lease in</b></p>	<p><b>Caillian</b> <b>Natalier</b></p>	
<p>3643</p> <p>24 September 2014</p> <p>Lease to Laidley &amp; Districts Community Organisation Inc - Lot 7 on RP3373 - Application of Section 236 (1) (b) (ii) Local Government Regulation 2012 Exception</p>			

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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an approved form suitable for registration to the Laidley and Districts Community Organisation Inc. for the remaining term as their existing informal lease;

(b) Agree in principle to a sub-lease arrangement in favour of the Laidley High School and/or Campbell Page at a rental of \$50.00 per week per sub-lessee for the purpose of delivering youth programs at the Youth Centre and authorise the Chief Executive Officer to provide formal consent if the Chief Executive Officer is satisfied as to the form and terms and conditions of the proposed sub-leases.

**Moved By: Cr Milligan**  
**Resolution Number: 3643**

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

Governance  
and  
Performance

3709 22 October 2014

Legal Update - Transfer of Lot 2  
on CC807885 to Queensland  
Urban Utilities (QUU) - 48  
Cochrane Street, Gatton

## RESOLUTION

THAT with respect to the transfer of Lot 2 on  
CC807885 to the Central South East Queensland  
Distributor-Retailer Authority, Council resolves to:

- (a) Continue its applications to the  
Department of Natural Resources and  
Mines to:
  - (i) sever the title for Lot 2 on  
CC807885 and Lot 4 on G1287
  - (ii) amend the purpose of the Lot 4 on

Caitlan Natallier

03 Dec 2014 - 10:58  
AM - Susan Boland  
email to QUU on  
26/11/14  
email to DNR on  
26/11/14  
awaiting further  
response from QUU  
to confirm they will  
offer a trustee lease  
to Blue Care  
01 Dec 2014 - 11:54  
AM - Susan Boland  
verbally advised  
DNR of Council's

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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<p>(iii) G1287 reserve to Park purposes surrender trusteeship of Lot 2 on CC807885 and appoint the Central South East Queensland Distributer-Retailer Authority as the new trustee.</p>	<p>resolution 3/11/14 Left messages for QJL local back on 12/11/14 &amp; 21/11/14</p>
<p>(b) Provide notice to the Uniting Church in Australia Property Trust (Q) that their license for the use of the house area on Lot 2 will terminate when Council surrenders trusteeship of Lot 2 and advise them to negotiate a trustee lease over the area with the Central South East Queensland Distributer-Retailer Authority to continue their use and management of the house.</p>	
<p><b>Moved By: Cr McDonald</b> <b>Resolution Number: 3709</b></p>	
<p><b>CARRIED</b> <b>7/0</b></p>	
<p>22 October 2014 Tender for Lease - Shop 2, 33 Victoria Street, Forest Hill</p>	<p>Governance and Performance Carlian Natalier</p>
<p><b>AMENDMENT RESOLUTION</b> <b>THAT with respect to the Expression of Interest LVRC 14-27 for the Disposal of Selected Council Buildings and subsequent invitation to tender process in relation to the disposal of Shop 2, 33 Victoria Street, Forest Hill for lease, Council resolve to:</b></p>	<p>03 Dec 2014 - 10:59 AM - Susan Boland Draft lease sent on 28/10/14 (#2423457) Letter from H Schimke advising she is not proceeding with the lease on 20/11/14 (#2441075) 07 Dec 2014 - 11:55</p>
<p>InfoCouncil</p>	<p>Page 25 of 26</p>



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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Schimke to lease Shop 2, 33 Victoria Street, Forest Hill for the purpose of a Dance Studio for a period of 2 years with a further 2 year option, as Council has determined that this tender is the most advantageous to it, having regard to the sound contracting principles pursuant to Section 228(9) of the Local Government Regulation 2012; and

(b) Authorise the Chief Executive Officer to enter into negotiations with Miss Hannah Schimke for the finalisation of the lease to include an initial payment term of \$100 per week for the first 6 months rising to \$150 per week on the next 6 months with the rent to be indexed annually at 5% per annum.

**Moved By: Cr Milligan**  
**Resolution Number: 3720**

**CARRIED**  
**6/1**

**Voting**  
**For the Motion:** Councillors Jones, Pingel, Holstein, Milligan, Friend and McDonald  
**Against the Motion:** McLean

*AM - Susan Boland*  
Lease amended & sent to Hannah Schimke. Hannah advised that she no longer wants to lease & will not proceed.

Governance  
and  
Performance



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed								
3070	22 May 2013	Lockyer Valley Demons AFL Club Request for Council Assistance to Relocate to Cahill Park Sports Complex	<p><b>RESOLUTION:</b></p> <p>THAT Council approve the relocation of the Lockyer Valley Demons AFL Club to Cahill Park Sports Complex;</p> <p>Further:</p> <p>THAT Council Officers arrange aeration and top dressing of the proposed oval (as identified in attached map of Cahill Park Complex);</p> <p>Further:</p> <p>THAT a budget amendment be made in relation to costs of assistance in the order of \$5000.00.</p> <p>Further:</p> <p>THAT, Council Officers review the management arrangements with Cahill Park Inc</p> <p>Moved By: Cr Friend</p> <p>Seconded By: Cr McDonald</p> <p>Resolution Number: 3007</p> <p><b>CARRIED</b></p> <p><b>7/0</b></p>	Trent Nibbs	05 Dec 2014 - 11:57 AM - Trent Nibbs Action reassigned to Trent Nibbs by: Susan Boland 05 Dec 2014 - 11:50 AM - Susan Boland Club has moved to Cahill Park Sport and Rec Officer working with group 25 Jun 2013 - 11:50 AM - Trent Nibbs Action reassigned to Wendy Howell by: Madonna Brennan									
3581	12 November 2014	Community Grants Program - Round 1 2014/215	<p><b>RESOLUTION</b></p> <p>THAT Council approves funding be allocated to the following applicants totalling \$40,000.</p>	Trent Nibbs	05 Dec 2014 - 8:10 AM - Susan Boland Groups notified Payments have commenced.									
			<table><tr><th>Organisation</th><th>Project Description</th></tr><tr><td colspan="2"><b>ROUND 1</b></td></tr><tr><td>FOLA</td><td>Purchase 2 retractable banner</td></tr><tr><td>Ferdsdale School of Arts</td><td>Construction of a fence for boards for the front of the ha</td></tr></table>	Organisation	Project Description	<b>ROUND 1</b>		FOLA	Purchase 2 retractable banner	Ferdsdale School of Arts	Construction of a fence for boards for the front of the ha			
Organisation	Project Description													
<b>ROUND 1</b>														
FOLA	Purchase 2 retractable banner													
Ferdsdale School of Arts	Construction of a fence for boards for the front of the ha													

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Forest Hill Community Development Association	Purchase and entrance and history signs	2500
Forest Hill Neighbourhood Watch	Installation of town security cameras	4000
Gatton Fordsdale Cricket Club	Provide training courses e.g. First Aid, Strapping	3000
Junction View Hall Association	Costs of Traditional Australian Event	916
Laidley & District Hack & Pony Club	Recovery of costs of relocating clubhouse	2000
Laidley Crisis Care & Accommodation	Establish a community garden	3500
Laidley State High School P & C	Purchase of a Blast Chiller/Freezer	3000
Lockyer Valley Community Activities Shed	Materials to build safety stairs for safe access to storage area	2340
Lockyer Valley Crime Stoppers	Purchase and erect Crime Stoppers Banners at entry into towns	4000
NTDL	Purchase plants	2000
Redeemer Lutheran Church Laidley	Purchase of extra solar panel for church	3000
SEQ Catchments	Provide training courses (Water Quality Monitoring)	0
Stockyard Creek Hall	Construction of a shelter and concrete slab	2698.41
UOG Rugby Union Club	Upgrade scoreboard	1300
Withcott Soccer Club	Upgrade irrigation of Main Field	3000
		40000

Further;

THAT Council allocate \$500 out of the remaining \$40,000

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LOCKYER VALLEY REGIONAL COUNCIL  
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towards purchasing core flute signs to promote Council's Community Grants Program and recognition of grant money received from Council.			
Moved By:	Cr Holstein		Cr
Seconded By:			
Friend			
Resolution Number: 3737			
CARRIED			
6/0			



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
3589	27 August 2014	2014/15 Fees and Charges - Lockyer Valley Sports and Aquatic Centre	<b>RESOLUTION:</b> THAT the matter of the 2014/15 Fees & Charges – Lockyer Valley Sports and Aquatic Centre be deferred for consideration until further discussions are undertaken at a future Council Workshop.	Russell Cook	05 Dec 2014 - 1:02 PM - Susan Boland report to be submitted to December 2014 Council Meeting.	
<p align="center"><b>Moved By: Cr Friend</b> <b>Resolution Number: 3589</b></p> <p align="center"><b>CARRIED</b> <b>6/0</b></p>						
3561	13 August 2014	Barking Dog Nuisance Complaints	<b>RESOLUTION:</b> THAT Council resolve to amend its animal noise nuisance complaint process to incorporate the use of anti-barking dog collars; And further; THAT Council endorse the purchase of anti-barking dog collars for hire to owners of animals in order to assist in the control of barking dogs. And further; THAT Council resolve to amend the 2014/15 Fees and Charges "Cost Recovery" Hire of Dog Anti Barking Collars, to include a bond of \$20 with a hire fee of \$20 for a two week period with a maximum period of 4 weeks. And further; THAT a report be presented to a future meeting of Council within 3 months on the effectiveness of the anti-barking collars initiative.	Corporate & Community Services Mike Lisle	05 Dec 2014 - 12:29 PM - Susan Boland Nuisance complaint dog process amended barking dog collars purchased fees and charges have been amended. Report to be presented to Council in 2015	
<p><b>Moved By: Cr Pingel</b></p>						

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Resolution Number: 3561	
<b>CARRIED</b>	
6/0	
3571	13 August 2014
Channelised Right Turn for Spencer Street East Bound Traffic	Corporate & Community Services David Lewis
<p><b>RESOLUTION:</b></p> <p>THAT Council approve the construction of a channelised eastbound right turn for Spencer Street traffic heading into the Gatton Show Grounds to facilitate traffic movements associated with the Regional Sports and Aquatic Centre.</p> <p>Further,</p> <p>THAT Council seek advice from Department of Transport and Main Roads to extend the westbound deceleration lane on Spencer Street (Gatton-Helidon Road) into the Regional Sports and Aquatic Centre Facility.</p> <p>And further,</p> <p>THAT Council seek advice from Department of Transport and Main Roads to replace the westbound solid white line that commences from the intersection of Golf Links Drive on Spencer Street and replace with a broken white line to enable westbound traffic the ability to safely enter the Regional Sports and Aquatic Centre.</p>	
<p><b>Moved By: Cr McDonald</b></p> <p><b>Resolution Number: 3571</b></p>	
<b>CARRIED</b>	
5/0	
Corporate &	
05 Dec 2014 - 1:01 PM - Susan Boland	
ongoing - scheduled to be completed 2015	

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18	13 February 2013	Domestic Waste Fees & Charges	<p><b>RESOLUTION:</b> 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><b>Moved By: Cr McDonald</b> <b>Resolution Number: 2885</b></p> <p align="center"><b>CARRIED</b> <b>7/0</b></p>	Community Services Mike Lisle	24 Jul 2013 - 10:49 AM - Mike Lisle Action reassigned to Mike Lisle by: Lauren Sticklen
27	November 2013	Identification of Suitable Site for Lockyer Valley BMX Club	<p><b>RESOLUTION:</b> THAT the Officer's Recommendation be adopted.</p>	Corporate & Community Services Wendy Howell	
3066	24 July 2013	Illegal Camping in Parks	<p><b>RESOLUTION:</b> 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</p>	Corporate & Community Services Wendy Howell	05 Dec 2014 - 12:07 PM - Susan Boland was presented at workshop Regional Development currently investigating facilities throughout the region.

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<p>options for alternate sites and accommodation facilities throughout the region.</p> <p><b>Moved By: Cr Friend</b> <b>Resolution Number: 3066</b></p> <p align="center"><b>CARRIED</b> <b>7/0</b></p>	<p>Corporate &amp; Community Services</p> <p>David Lewis</p> <p>18 Nov 2012 - 12:28 PM - David Lewis Action reassigned to David Lewis by: Susan Boland</p>
<p>31 October 2012 Insurance Industry</p> <p><b>THAT Council invite Insurance Industry representatives to a workshop discussion with Councillors and Officers on issues of impact on the Council and the community of the Lockyer Valley Region.</b></p>	<p>Corporate &amp; Community Services</p> <p>Wendy Howell</p> <p>05 Dec 2014 - 12:20 PM - Susan Boland Letter sent to DEHP (ECM 2370874) pending response from DEHP Peter D to follow up with DEHP</p>
<p>18 December 2013 Lockyer Valley BMX Club Inc. Trustee Lease Application</p> <p><b>RESOLUTION:</b> <b>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:-</b></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</p>	<p>Corporate &amp; Community Services</p> <p>Wendy Howell</p> <p>05 Dec 2014 - 12:20 PM - Susan Boland Letter sent to DEHP (ECM 2370874) pending response from DEHP Peter D to follow up with DEHP</p>

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with no further options to renew;

(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;

(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;

(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

(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.

**Moved By: Cr Miligan**

**Resolution Number: 3211**

**CARRIED**

**6/0**

Corporate &  
Community Services

David Lewis

05 Dec 2014 - 1:19 PM - Susan Boland  
completed letter (ECM 2382690, 23/9/14)  
Plans have been submitted  
to Council - builder still to

3615 10 September 2014 Lockyer Valley Darts Association - Proposed  
**RESOLUTION:**  
**THAT Council endorse the request by the Lockyer Valley Darts Association to construct a permanent**

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Permanent Shelter Shed, Ferrari Park, Laidley	shelter shed in Ferrari Park Laidley subject to Council's formal building approval processes.	supply requirements for building application. Hiedi communicating with Heather Parsons
<b>Moved By: Cr Holstein</b>	<b>Resolution Number: 3615</b>	
<b>CARRIED</b> 7/0		
3659 24 September 2014 Management Agreement - Regional Sports and Aquatic Centre	<b>RESOLUTION:</b> <b>THAT Council resolve to:</b> a) under Sub Section 228 (9) of the Local Government Regulation accept the tender from the Gatton Swim Centre for the management of the Regional Sports and Aquatic Centre for a period of 2 years with one further 2 year option exercisable at Council's sole discretion, as Council has determined that this tender is the most advantageous to it, having regard to the sound contracting principles and b) Authorise Council officers to enter into negotiations with the Gatton Swim Centre on the finalisation of a management agreement for the management of the Regional Aquatic Centre for a period of 2 years with one further 2 year option exercisable at Council's sole discretion.  <b>Moved By: Cr Holstein</b> <b>Resolution Number: 3659</b>	Corporate & Community Services  Hiedi Hope  05 Dec 2014 - 1:22 PM - Susan Boland contract commences 1/1/15. 30 Sep 2014 - 12:58 PM - Hiedi Hope Letters drafted and sent to non-successful tenders Letter sent to Gatton Swim Club as the successful tenders Meeting Held with new managers Friday 26 September 2014 at the new Aquatic Centre site On going until new management ready to take over
<b>CARRIED</b> 6/0		

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2853 19 December 2012 Management of Murphys Creek Community Centre	<b>RESOLUTION:</b> <b>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.</b>	Corporate & Community Services Brad Dornrow	03 Oct 2013 - 5:28 PM - Brad Dornrow Action reassigned to Brad Dornrow by: Madonna Brennan 22 Feb 2013 - 11:56 AM - Brad Dornrow Manager Community Facilities progressing with arrangements as per resolution
<b>Moved By:</b> <b>Cr Milligan</b> <b>Resolution Number: 2853</b>	<b>CARRIED</b> <b>7/0</b>	Corporate & Community Services	
3192 27 November 2013 Proposed Wild Dog Advisory Committee	<b>RESOLUTION:</b> <b>THAT Council resolves to form a Wild Dog Advisory Committee in accordance with the provisions of its Pest Management Plan 2013 - 2017.</b>	Wendy Howell	05 Dec 2014 - 12:20 PM - Susan Boland Committee has yet to be formed due to staffing issues - Mt Sylvia Hall Committee have formed local pest management group
<b>Moved By:</b> <b>Cr McDonald</b> <b>Resolution Number: 3192</b>	<b>CARRIED</b> <b>7/0</b>	Corporate & Community Services	
2854 19 December 2012 Public Convenience s in Laidley Township	<b>RESOLUTION:</b> <b>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.</b>	Brad Dornrow	05 Dec 2014 - 11:49 AM - Susan Boland Annual fee for rental and cleaning - completed Updated of completion of sign - Russell to advise Delegated authority for

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2802	28 November 2012	QGAP Services	<p><b>RESOLUTION:</b> 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. And further; THAT a report be provided to a future meeting of Council on the continued operation of the QGAP services.</p> <p><b>Moved By: Cr Jones</b> <b>Resolution Number: 2802</b></p> <p><b>CARRIED</b></p>	Corporate & Community Services Wendy Howell	05 Dec 2014 - 11:05 AM - Susan Boland Meetings have been held with Department of Justice. Kiosk is being installed into the Laidley office to reduce costs. Council information report to be supplied December 2014.
			<p>And further; THAT arrangements are made with the Laidley Village Shopping Mall 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.</p> <p><b>Moved By: Cr McDonald</b> <b>Resolution Number: 2854</b></p> <p><b>CARRIED</b> 7/0</p>		03 Oct 2013 - 5:28 PM - Brad Domrow Action reassigned to Brad Domrow by: Madonna Brennan 22 Feb 2013 - 11:58 AM - Brad Domrow Manager Community Facilities working through resolution items 2 and 3 20 Dec 2012 - 3:04 PM - Brad Domrow Forwarded authorised invoice to Accounts for processing through Payment Run on 20 December 2012
			<p><b>Moved By: Cr Jones</b> <b>Resolution Number: 2802</b></p> <p><b>CARRIED</b></p>	:	:

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3695	08 October 2014	Quarterly Report of Exemptions from obtaining Competitive Offers for September Quarter	<b>RESOLUTION:</b> <b>THAT Council resolves to:</b>	Corporate & Community Services
			<p>&gt; satisfied that there is only 1 supplier who is reasonably available, being Cardno (QLD) Pty Ltd for geographic area study for Gatton Bypass as required by Department of Transport and Main Roads;</p> <p>and</p> <p>&gt; Enter into a medium-sized contract under Section 235 (a) of the Local Government Regulation 2012 without first inviting written quotes or tenders if the local government resolves it is satisfied that there is only 1 supplier who is reasonably available, being Lockyer Valley Security Services Pty Ltd for roaming security surveillance of Council assets;</p> <p>and</p> <p>&gt; Enter into a medium-sized contract under Section 235 (c) of the Local Government Regulation 2012 without first inviting written quotes or tenders if a genuine emergency exists, being Gatton Swim Centre for management of the Dal Ryan War Memorial Swimming Pool, Laidley;</p> <p>and</p> <p>&gt; Enter into a medium-sized contract under Section 235 (a) of the Local Government Regulation 2012</p>	05 Dec 2014 - 1:31 PM - Susan Boland from the resolution hold a future workshop to further discuss the Council advertising spend across all media. Notes sent 10/10/14 workshop form to be completed and sent for adding onto future workshop Agenda.

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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 being APN Newspapers Pty Ltd ;

and

> Enter into a medium-sized contract under Section 235 (a) of the Local Government Regulation 2012 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 being Reward Distribution;

And further;

THAT Council hold a future workshop to further discuss the Council advertising spend across the all media.

Moved By: **Cr Holstein**

**Resolution Number: 3695**

**CARRIED**

5/0

Corporate &  
Community Services  
Tony Brett

3177 30 October 2013

Sale of Land  
for Overdue  
Rates &  
Charges

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

Assessment Number	Lot/Plan No.
11455-40000-000	330CSH316
12920-95000-000	1RP7860
22882-10000-000	1SP185014

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13375-09000-000	6RP862337
23033-50000-000	7RP118468

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

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

**And further:**  
THAT Council Authorise the Chief Executive Officer to set a reserve for the land in accordance with the Local Government Regulation 2012; and  
THAT Council authorise the Chief Executive Officer to sell the land by agreement if the reserve price is not reached at auction;

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

**Moved By: Cr Pingel**  
**Resolution Number: 3177**

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

Corporate &  
Community Services

Hiedi Hope

05 Dec 2014 - 1:19 PM - Susan Boland  
onping  
28 Nov 2014 - 12:01 PM - Madonna Brennan  
email advice received from H Hope  
27/11/2014:

3605 12 November 2014  
Sale of Land  
for Unpaid  
Rates or  
Charges

**RESOLUTION**  
THAT Council resolves to sell the following  
properties for overdue rates or charges:

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Property ID	Rates Balance	Property ID
112970	\$9,439.93	148970
120440	\$14,470.65	150330
126690	\$7,860.27	159750
128740	\$8,296.35	159760
128760	\$8,296.36	174160
128800	\$9,173.56	175490
128810	\$9,297.40	191250
128830	\$7,852.91	205790
128890	\$9,813.63	247480
128940	\$10,929.98	257240
134940	\$8,642.15	265780
138480	\$11,979.95	271100
148170	\$19,523.85	

- Letters prepared and signed (electronic signature) by CEO

- Posted registered post 27/11/2014.

Further action - review return sender letters, select auctioneer

**Further:**  
**THAT Council authorise the Chief Executive Officer to:**

- Give the necessary notices and take all necessary steps to effect the sales;
- Appoint an auctioneer to conduct the sale by public auction;
- Set a reserve price for the land in accordance with the *Local Government Regulation 2012*;
- Sell the land by agreement with the highest bidder if the reserve price is not reached at auction; and

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e. Hold the sale of land auction to commence at 10:00 am on 25 February 2015 at the Gatton Shire Hall.

**Moved By: Cr Milligan**

**Resolution Number: 3761**

**CARRIED**

**6/0**

Corporate &  
Community Services

Karen Pegler

05 Dec 2014 - 11:07 AM - Susan Boland

Mining Lease written off - complete

Exempt mining lease from future rating - complete

Letter still to be drafted

2819

28 November 2012

Write Off Rates Debt & Exempt from Rating

**RESOLUTION:**

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.

And further;

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.

**Moved By: Cr Friend**

**Resolution Number: 2819**

**CARRIED**

**7/0**

Corporate &  
Community Services

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
161	24 April 2013	Helensdale Estate Drainage Matters	<p><b>RESOLUTION:</b> THAT Council Officers continue to provide priority maintenance works to the existing trunk drainage system, to ensure its maximum effectiveness as it current stands.</p> <p>And further; THAT Council after consideration of the issues and options presented in this report directed that Officers undertake a pilot revegetation program to the existing trunk drainage system to provide a improved vegetation regime consistent with the existing in-place soils and the need to maximise stability of the channel bed and banks and minimise resistance to flow.</p>	Richard Collins	<p>19 Aug 2014 - 3:20 PM - Richard Collins Action reassigned to Richard Collins by: Susan Boland 03 Oct 2013 - 5:27 PM - Richard Collins Action reassigned to Quentin Underwood by: Madonna Brennan</p>	
			<p><b>Moved By:</b> Cr Friend <b>By:</b> Cr Holstein</p> <p><b>Seconded</b></p> <p><b>Resolution Number: 161</b></p> <p style="text-align: center;"><b>CARRIED</b> 7/0</p>			
3021	22 May 2013	Gatton Shire Council on Site Sewerage Facility Legacy Issues	<p><b>RESOLUTION:</b> THAT Council's Chief Executive Officer write to the Chief Executive Officer of Local Government Mutual (LGM) (Council's insurer) to seek an urgent resolution and determination on the matters raised to date, and that a further report be brought back to Council.</p> <p>And further that Council note and support the management actions undertaken to date.</p> <p><b>Moved By:</b> Cr McDonald <b>By:</b> Cr Friend</p> <p><b>Seconded</b></p> <p><b>Resolution Number: 3021</b></p>	<p>Planning and Development Services</p> <p>Lyle Kajewski</p>	<p>18 Jun 2014 - 3:36 PM - Lyle Kajewski This matter is ongoing and updates will be reported to council when appropriate. 18 Jun 2014 - 8:51 AM - Lyle Kajewski Letter was sent to LGM in June 2013. 24 Jul 2013 - 10:49 AM - Lyle Kajewski Action reassigned to Lyle Kajewski by: Lauren Stocklen</p>	

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<p align="center"><b>CARRIED</b> <b>5/0</b></p>	<p align="center">Planning and Development Services</p>
<p>18 December 2013      Agricultural Industry Precinct Plan Report</p> <p><b>RESOLUTION:</b> <b>THAT Council resolves to adopt the proposed Agricultural Industry Precinct Masterplan within the Grantham Reconstruction Area Development Scheme.</b></p> <p><b>Moved By:</b>      <b>Cr Pingel</b>      <b>Seconded</b> <b>By:</b>      <b>Cr Milligan</b></p> <p align="center"><b>Resolution Number: 3219</b></p> <p align="center"><b>CARRIED</b></p>	<p align="center">Garrah Wilson</p> <p>19 Jun 2014 - 4:34 PM - Garrah Wilson As this resolution was taken post the adoption of a draft scheme for State Interest Review to reflect this in any future planning instrument, Council will need to consider the resolution as a submission on the draft planning scheme as part of the community consultation phase of the plan making process.</p> <p>With regard to giving effect to this resolution, officers have sought advice from the Department of State Development Infrastructure and Planning as to what, if any, amendment is required to the Grantham Reconstruction Area Development Scheme to ensure the intent of the council resolution has effect through this instrument and the Queensland Reconstruction Authority Act, 2011.</p> <p>18 Jun 2014 - 8:54 AM - Garrah Wilson Action reassigned to Garrah Wilson by: Lauren Sticklen</p> <p align="center">Planning and Development Services</p>

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50	26 March 2014	Results of advertising devices audit along the Warrego Highway, part of the Laidley-Plainland Road and part of the Rosewood-Plainland Road	<b>RESOLUTION:</b> THAT Council resolve to authorise Council officers to write to the owners of the advertising devices located on public Council land requesting documentary evidence of approvals to maintain those devices on Council public land; Further: THAT the Chief Executive Officer provide a further report to Council before initiating any compliance actions on signage.	Trevor Boehm	12 Jun 2014 - 12:09 PM - Trevor Boehm Action reassigned to Trevor Boehm by: Lauren Sticklen 03 Jun 2014 - 2:24 PM - Trevor Boehm Not yet actioned, need to: a) write to owner of signs on council public land, and b) prepare further report if action is proposed.
			<b>Moved By:</b> Cr Friend <b>By:</b> Cr Milligan <b>Resolution Number:</b> 3364  <b>CARRIED</b> 5/0		
107	30 April 2014	Laidley Futures Report	<b>RESOLUTION:</b> THAT Council formally endorse the actions as recommended by the Laidley Futures Project Working Group that the Council further investigate economic development opportunities to utilise the Council Building in Patrick Street; Further: THAT a concept proposal from the investigations be brought to a workshop for whole of Council consideration; Further: THAT Council require an assessment as a priority to be undertaken of the library operation in the Council building on Spicer Street, with respect to improving its functionality, aesthetics & connectivity with the town centre; And further: THAT Council investigate a proposal for a purpose built building to house a new Council Library & Offices in Laidley.	Mark Piotrowski	Planning and Development Services

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<p><b>Moved By:</b> Cr Milligan  <b>By:</b> Cr Holstein  <b>Resolution Number:</b> 107</p> <p align="center"><b>CARRIED</b> 5/0</p>	<p align="right">Planning and Development Services</p>
<p>95 30 April 2014</p> <p>Implications of the commencement of the 2014 of the Requirement to Obtain a Development Approval to Construct a Levee or Modify an Existing Levee</p> <p><b>RESOLUTION:</b>          THAT Council contact LGAO, Council of Mayors, Scenic Rim Regional Council and Somerset Regional Council seeking a meeting in regard to lobbying farmers in what they will be facing with the new requirements of State Legislation to obtain development approval for the construction of levees and the modification of existing levees;          And further;          THAT Council promotes awareness amongst the local farming community of the changes in legislation which may adversely affect them.</p> <p><b>Moved By:</b> Cr Holstein  <b>By:</b> Cr Milligan  <b>Resolution Number:</b> 3399</p> <p align="center"><b>CARRIED</b> 6/0</p> <p>THAT Council note from 14 May 2014 that it will be a requirement of State Legislation to obtain development approval for the construction of levees and the modification of existing levees and that Council will be the Assessment Manager for these</p>	<p align="right">Trevor Boehm</p>

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3496	25 June 2014	Request to Change Development Approval for Preliminary Approval for Material Change of Use (Impact)	<p>applications.</p> <p>And further;</p> <p>THAT Council recognises the impacts of this new requirement on landholders proposing to construct or modify levees and on Council as the Assessment Manager.</p> <p>And Further;</p> <p>THAT Council acknowledges that it does not possess the resources to undertake the technical assessment of these applications and endorses the proposal to outsource this assessment to suitably qualified consultants.</p> <p>And Further;</p> <p>THAT Council amends the Recovery Fees and Charges to include a new fee for the Operational Works for a Levee with a base fee of \$2,000 to which additional costs will be added for the technical assessment by a suitably qualified external consultant with these costs to be determined on an individual basis by means of a quotation.</p> <p><b>Moved By: Cr Friend                      Seconded</b></p> <p><b>By: Cr McLean</b></p> <p><b>Resolution Number: 3400</b></p> <p style="text-align: center;"><b>CARRIED</b></p> <p style="text-align: center;"><b>6/0</b></p>	Planning and Development Services	03 Jun 2014 - 1:10 PM - Lauren Sticklen Action reassigned to Lauren Sticklen by: Lauren Sticklen
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Assessment) to being DA6571 as follows:

Override the Provisions of the Planning Scheme Under Section 3.1.6 of the Integrated Planning Act 1997 and Development Permit for Re...

1. The deletion of the following part of Condition BB9:  
The applicant shall make a monetary contribution to Council of \$14,000 towards the pavement strengthening of Road 1 which was constructed as part of Koala Park Stage 7. This being the amount that Lockyer Valley Regional Council contributed to the Stage 7 works in order for the pavement depth to be increased to upgrade the road classification from access road to collector road (standard required for this development).
2. The amendment of Condition BB17 to read:  
A Temporary Bus Stop will be installed prior to the plan sealing of the 103rd lot of this approval and located along Allan Cunningham Drive and adjacent to drainage reserve/park on approved plan G003 revision C, dated 1 December 2009. The temporary bus stop will be constructed in accordance with the minimum requirements of Translink's Public Transport Infrastructure Manual, for a 'Regular Stop' type. A permanent bus stop will be conditioned as part of a later approval to service a catchment of 250 lots and to be generally located on the proposed collector road as shown on approved plan SH001 revision H, dated 9 November 2009.
3. The amendment of the timing for the fulfilment of Condition F6 so that it is to be satisfied prior to plan sealing which creates the 103rd lot.
4. The amendment of Condition H2 to read:  
The Department of Main Roads requirements provided in the referral agency response of 16 June 2010 and as amended by revised referral agency response of 19 October 2011 must be complied with prior to lodgement of the Survey Plan for endorsement.
5. The amendment of Sewerage Condition 4 to read:

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The following shall apply up to the first 232 residential allotments -

- (a) The applicant is to provide sewerage infrastructure works for the proposed development generally in accordance with (1) Option 2 as detailed within the document titled 'Woodchester Estate Wastewater Feasibility Study Addendum to Address Review by Queensland Urban Utilities' dated January 2012 and (2) the works detailed within the document titled 'Proposed Residential Subdivision Woodchester Estate, Princes Road, Gatton - Sewer Pump Station Report' prepared by New Lands Group Pty Ltd dated 19 November 2013. In this respect, the applicant will be required to construct a pump-out holding tank to service 42 allotments (Stages 1 & 2).
- (b) Beyond 42 allotments the applicant will be required to construct the following external sewerage works, amongst other infrastructure works, a sewage pump station to be located in vicinity of Tenthill Creek Road, a gravity sewer from the proposed development to the abovementioned Tenthill Creek Road sewage pump station, and a pressure/rising main from the abovementioned Tenthill Creek Road sewage pump station to the existing gravity sewer network in vicinity of sewage pump station (SP411) located near Lake Apex. The size of infrastructure works, described to service beyond 42 allotments, shall be capable of servicing up to a minimum of 232 allotments while complying with QUU design standards and specifications.
- (c) The applicant shall make a request to QUU prior to preparing the design drawings, for infrastructure works

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to service beyond 42 allotments, to ascertain if QUU wishes to increase or duplicate the developer infrastructure works. QUU has 30 working days from receipt of such request to advise the applicant of its requirements. Any additional costs incurred by the applicant in satisfying QUU requirements will be at QUU's expense (marginal cost difference). The applicant is to ensure that any works undertaken on behalf of QUU complies with QUU procurement procedures and policies.

6. The amendment of Sewerage Condition 5 to read:  
The following shall apply beyond the first 232 residential allotments –

The Applicant shall submit a sewerage assessment report to Queensland Urban Utilities at each stage of the proposed development. The report shall be lodged with the each Operational Works application for approval. The report should include:

- An assessment of the network's capacity and the effect the proposed development has on the existing network, including proposed measures to overcome any identified problems;
  - An assessment of any new works required both internal and external to the proposed development, including an appreciation of the infrastructure needs of nearby existing or future developments; and
- The sewerage assessment report must be consistent with Queensland Urban Utilities latest master planning strategy.

The Applicant will be required to undertake the works

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detailed within the approved sewerage assessment report, unless otherwise advised in writing by Queensland Urban Utilities.

The applicant is encouraged to contact QUU prior to lodging an Operational Works application to determine if a previously approved sewerage assessment report by QUU is sufficient for lodgement with their proposed application or whether a revised report will be required. A revised report is could be required where there have been changes to, but not limited to, (1) sewerage design criteria, (2) sewerage master planning, (3) the development layout, and/or (4) assumptions to development sequencing in the surrounding area.

7. The deletion of Sewerage Condition 6
8. The deletion of Sewerage Condition 7.
9. The deletion of Sewerage Condition 8.
10. The amendment of Sewerage Condition 9 to read:

The Developer is required to pay sewerage infrastructure charges applicable with the adopted infrastructure charge regime at the time of payment. Sewerage infrastructure charges are payable at the time of sealing the Plans of Survey.

Expect for the first stage of development where the Plans of Survey are lodged before the 30 June 2015. In this instance, the sewerage infrastructure charges for the first stage will be payable by 30 June 2015. All other stages will be payable at the time of sealing the Plans of Survey for the relevant stage.

11. The deletion of the Sewerage advice.
12. The amendment of Water Condition 8 to read:

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## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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The Applicant shall submit a water reticulation analysis report to Queensland Urban Utilities at each stage of the proposed development. The report shall be lodged with each Operational Works application for approval. The report should include:

- An assessment of the network's capacity and the effect the proposed development has on the existing network, including proposed measures to overcome any identified problems;
  - An assessment of any new works required both internal and external to the proposed development, including an appreciation of the infrastructure needs of nearby existing or future developments; and
  - Details as to how security of supply and water quality are to be achieved during the proposed staging of development.
- The water reticulation assessment must be consistent with Queensland Urban Utilities latest master planning strategy for the Gatton Water Supply Area.

The Applicant is encouraged to contact QUU prior to lodging an Operational Works application to determine if a previously approved hydraulic report by QUU is sufficient for lodgement with their proposed application or whether a revised report will be required. A revised report could be required where there have been changes to, but not limited to, (1) water supply design criteria, (2) water supply master planning, (3) the development layout, and/or (4) assumptions to development sequencing in the surrounding area.

13. The amendment of Water Condition 9 to read:

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The Applicant will be required to undertake the works detailed within the approved water reticulation analysis report deemed necessary to service the proposed development, unless otherwise advised in writing by Queensland Urban Utilities.

Queensland Urban Utilities acknowledges that the capacity of the temporary water pump station has been designed with capacity to service up to 232 residential allotments within the proposed development.

**14. The amendment of Water Condition 10 to read**

The Developer is required to pay water infrastructure charges applicable with the adopted infrastructure charge regime at the time of payment. Water infrastructure charges are payable at the time of sealing the Plans of Survey.

Expect for the first stage of development where the Plans of Survey are lodged before the 30 June 2015. In this instance, the water infrastructure charges for the first stage will be payable by 30 June 2015. All other stages will be payable at the time of sealing the Plans of Survey for the relevant stage.

**15. The deletion of the Water advice.**

**Moved By:**

**Cr Friend**

**Seconded**

**By:**

**Cr McDonald**

**Resolution Number: 3496**

**CARRIED**

5/0

Planning  
and  
Development  
Services

Lauren

**RESOLUTION:**

24 September Plainland

3648

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2014	Visitor Information Centre - Review of Operations	Sticklen
<p><b>THAT Council does not renew the present leasing arrangements for the Plainland Visitor Information Centre due to the expiring of the lease, and potential budget and resourcing savings. And further seeks to continue with the review to source alternative cost effective locations adjoining the Warrego Highway.</b></p>		
<p><b>Moved By: Cr Holstein</b></p>	<p><b>Cr Holstein</b></p>	<p><b>Seconded</b></p>
<p><b>By: Cr Milligan</b></p>	<p><b>Resolution Number: 3648</b></p>	
<p align="center"><b>CARRIED</b></p>		
<p align="center"><b>7/0</b></p>		
<p><b>RESOLUTION:</b> THAT take immediate action to improve signage to existing visitor information centres, and investigate alternate locations to maintain the Visitor Information Centre Services along the Warrego Highway.</p>		
<p><b>Moved By: Cr McDonald</b></p>	<p><b>Cr McDonald</b></p>	<p><b>Seconded</b></p>
<p><b>By: Cr Holstein</b></p>	<p><b>Resolution Number: 3649</b></p>	
<p align="center"><b>CARRIED</b></p>		
<p align="center"><b>7/0</b></p>		
<p>3670 24 September 2014</p>	<p>Adoption of Flood Levels - Grandchester Estate</p>	<p>Planning and Development Services Lauren Sticklen</p>
<p><b>RESOLUTION:</b> THAT Council resolves pursuant to Section 13(1) of the Building Regulation 2006 to designate the Grandchester Estate (comprising the lots listed below) as a flood hazard area and declare the following defined flood levels for lots within this estate and declare the maximum flow velocity for the estate (as</p>		

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shown on the map):

Property	Level	Property	
Lot 65 SP256785	100.7m AHD	Lot 118 SP256785	11
Lot 66 SP256785	100.7m AHD	Lot 119 SP256785	11
Lot 67 SP256785	100.8m AHD	Lot 120 SP256785	11
Lot 68 SP256785	100.9m AHD	Lot 121 SP256785	11
Lot 69 SP256785	100.9m AHD	Lot 122 SP256785	11
Lot 70 SP256785	100.8m AHD	Lot 123 SP256785	11
Lot 71 SP256785	100.8m AHD	Lot 124 SP256785	11
Lot 72 SP256785	100.8m AHD	Lot 125 SP256785	11
Lot 73 SP256785	101.6m AHD	Lot 126 SP256785	11
Lot 74 SP256785	101.6m AHD	Lot 127 SP256785	11
Lot 75 SP256785	101.6m AHD	Lot 128 SP256785	11
Lot 76 SP256785	101.6m AHD	Lot 129 SP256785	11
Lot 77 SP256785	101.6m AHD	Lot 130 SP256785	11
Lot 78 SP256785	101.6m AHD	Lot 131 SP256785	11
Lot 79 SP256785	101.5m AHD	Lot 132 SP256785	11
Lot 80 SP256785	101.5m AHD	Lot 133 SP256785	11
Lot 81 SP256785	101.5m AHD	Lot 134 SP256785	11
Lot 82 SP256785	101.5m AHD	Lot 135 SP256785	11
Lot 83 SP256785	101.4m AHD	Lot 136 SP256785	11
Lot 84 SP256785	101.4m AHD	Lot 137 SP256785	11
Lot 85 SP256785	101.4m AHD	Lot 138 SP256785	11
Lot 86 SP256785	100.9m AHD	Lot 139 SP256785	11
Lot 87 SP256785	101.0m AHD	Lot 140 SP256785	11
Lot 88 SP256785	101.0m AHD	Lot 141 SP256785	11
Lot 89 SP256785	100.9m AHD	Lot 142 SP256785	11
Lot 90 SP256785	100.9m AHD	Lot 143 SP256785	11
Lot 91 SP256785	100.9m AHD	Lot 144 SP256785	11
Lot 92 SP256785	101.0m AHD	Lot 145 SP256785	11

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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Lot 103 SP256785	101.6m AHD	Lot 156 SP256785	102.7m AHD
Lot 104 SP256785	101.6m AHD	Lot 157 SP256785	102.7m AHD
Lot 105 SP256785	101.5m AHD	Lot 158 SP256785	102.6m AHD
Lot 106 SP256785	101.4m AHD	Lot 159 SP256785	102.4m AHD
Lot 107 SP256785	101.5m AHD	Lot 160 SP256785	102.3m AHD
Lot 108 SP256785	101.6m AHD	Lot 161 SP256785	102.0m AHD
Lot 109 SP256785	101.5m AHD	Lot 162 SP256785	102.0m AHD
Lot 110 SP256785	101.7m AHD	Lot 163 SP256785	101.8m AHD
Lot 111 SP256785	102.0m AHD	Lot 164 SP256785	101.7m AHD
Lot 112 SP256785	102.1m AHD	Lot 165 SP256785	101.7m AHD
Lot 113 SP256785	102.0m AHD	Lot 166 SP256785	101.6m AHD
Lot 114 SP256785	102.0m AHD	Lot 167 SP256785	101.4m AHD
Lot 115 SP256785	102.0m AHD	Lot 168 SP256785	101.4m AHD
Lot 116 SP256785	102.0m AHD	Lot 169 SP256785	101.4m AHD
Lot 117 SP256785	102.0m AHD		

1/14/12 High Density Development



GRANDVIEW ESTATE, LOCKYER VALLEY REGIONAL COUNCIL

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Moved By:	Cr McLean	Seconded
By:	Cr Holstein	
	Resolution Number: 3670	
	CARRIED	
	7/0	
		Planning and Development Services



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**RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014**

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
3156	30 October 2013	Lockyer Valley Translink Bus Stops Upgrade to DDA Compliance	<p><b>RESOLUTION:</b> <b>THAT Council:</b></p> <ol style="list-style-type: none"> <li>Approve the Translink bus stop works program to be undertaken by Council in the 2013/14 and 2014/15 financial years associated with the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council for Translink Bus Stops.</li> <li>Allocate funds from the 2013/14 Council budget to the amount of \$11,273.00 to cover the cost of GST associated with the 2013/14 Translink bus stop works program.</li> <li>At the time of the 2014/2015 Council budget formulation, Council shall allocate funds to the amount of \$11,303.00 to cover the cost of GST associated with the 2014/15 Translink bus stop works program.</li> <li>Note that the Passenger Transport Accessible Infrastructure Program Agreement between State of Queensland Acting through the Department of Transport and Main Roads and Lockyer Valley Regional Council was signed by both parties 19 June 2013. Translink is providing funding to the amount of \$114,000.00 (excluding GST) for the 2013/14 financial year and \$111,750.00 (excluding GST) for the 2014/15 financial year.</li> </ol>	Jess Bichel	<p>04 Dec 2014 - 5:04 PM - Susan Boland</p> <p>Translink bus stop upgrade work is underway, with completion scheduled for Q4 2014/15</p> <p>19 Aug 2014 - 3:42 PM - Jess Bichel</p> <p>works will be completed in 14/15</p> <p>Translink refused the relocation of Grantham Bus Stops to Bugler Park but did approve the relocation of the Brisbane bound stop (ECM 2151959)</p> <p>Works are proposed to commence September 2014 for the 2013/14 Translink bus stop upgrade works.</p>	

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3323	26 February 2014	Regional Flood Mitigation Works	Infrastructure Works & Services	04 Dec 2014 - 5:02 PM - Susan Boland Storr Street drain and Narda Lagoon Levee (DSDIP works) completed in October 2014. 19 Aug 2014 - 4:14 PM - Jess Bichel Advised by EM IWS - underway
<p style="text-align: center;"><b>Moved By: Cr McDonald</b> <b>Resolution Number: 3156</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>7/0</b></p>				
<p><b>RESOLUTION:</b> THAT Council endorse the proposed method of delivery for the "Laidley Town Flood Protection Scheme – Construction of Storr St Drainage works, Narda Lagoon Levee Stage 1 and associated works"; And; the commencement of the related construction works; And further; Where further decisions are required relating to this work, the Chief Executive Officer will be delegated the authority to make those decisions.</p> <p style="text-align: center;"><b>Moved By: Cr Holstein</b> <b>Resolution Number: 3323</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>6/0</b></p>				
109	30 April 2014	Land Resumption - NDRRA - April 2014	Infrastructure Works & Services	04 Dec 2014 - 4:36 PM - Susan Boland Ongoing, but note resolution 3630
<p><b>RESOLUTION:</b> THAT Council authorises the commencement of compulsory acquisition of land by resumption of</p>				
<p>InfoCouncil</p>				

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30 Apr 2014

### Drainage Issues - Clive Crescent

**RESOLUTION:**

Infrastructure  
Works &  
Services

Myles Fairbairn

04 Dec 2014 - 4:47 PM - Susan Boland works scheduled for 03 2014/15

property necessary to relocate Lefthand Branch Road between ch5700m and ch6700m with progress to be reported to a future meeting before any final resumption is approved.

**Moved By: Cr McDonald**

Resolution Number: 109

**CARRIED**

5/0

THAT in this instance Council repair the scour downstream of the outfall of the existing stormwater pipe, install low flow pipes to minimise future scour, clean out the sediment that has deposited in the dam located on the property; subject to securing a drainage easement over the overland flow path. In addition, surface water that flows from the road reserve is to be re-directed to the open drain and further repairs completed to the existing driveway.

**Moved By: Cr Holstein**

Resolution Number: 3420

**CARRIED**

3/2

## Voting

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

**Against the Motion:** Councillors McDonald and



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McLean.	Infrastructure Works & Services
119 30 April 2014 2013/14 Budget Amendment - Regional Roads and Transport Group Funds	Joshua Ellis 04 Dec 2014 - 4:49 PM - Susan Boland funds reallocated as per resolution with TMR
<p><b>RESOLUTION:</b> <b>THAT Council adopt the changes outlined in this report:</b></p> <ol style="list-style-type: none"> <li>1. Defer the current capital project for the Lockyer District High School bus set down. The total project cost in Council's 2013-14 budget was \$103,000 which included a \$51,500 contribution from the Department of Transport and Main Roads.</li> <li>2. Reallocate from the existing Capital Budget funds as follows: <ol style="list-style-type: none"> <li>a. Part of the funds reallocated to the Laidley District State School carpark project. Total amount of \$46,007.70 including \$23,003.85 TMR subsidy.</li> <li>b. Part of the funds be reallocated to the new project of John Street South, Laidley Stage 2 footpath. Total amount to be allocated to the project is \$52,000 which includes \$26,750 TMR subsidy.</li> </ol> </li> </ol>	
<p><b>Moved By: Cr Holstein</b> <b>Resolution Number: 3424</b></p>	
<p align="center"><b>CARRIED</b> <b>5/0</b></p>	
Infrastructure Works & Services	

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3600	27 August 2014	LVRC Flood Study & Flood Mitigation Program - Challenge Avenue Flood Mitigation	<p><b>RESOLUTION:</b> THAT the matter of LVRC Flood Study &amp; Flood Mitigation Program – Challenge Avenue Flood Mitigation be deferred for consideration until further discussions are undertaken at a future Council Workshop.</p> <p><b>Moved By:</b> Cr Holstein <b>Resolution Number:</b> 3600</p> <p><b>CARRIED</b> 6/0</p>	Quentin Underwood	04 Dec 2014 - 4:35 PM - Susan Boland Works to be executed once technical review of flood studies is completed in Q3 2014/15.
3630	10 September 2014	NDRRA Land Resumption	<p><b>RESOLUTION:</b> THAT with respect to the proposed NDRRA funded project for betterment work at Lefthand Branch Road from chainage 5700m to chainage 6700m, Council resolves to:</p> <p>(a) note that the resumption of land from properties described as Lot 212 on CC2405 and Lot 47 on RP891497 for roads purposes is not feasible within the NDRRA funding deadlines and that the land acquisition for NDRRA purposes is abandoned.</p> <p>(b) authorise the Chief Executive Officer to undertake the compulsory acquisition of land required from Lot 212 on CC2405 and Lot 47 on RP891497 for road purposes and commence the planning of the works to relocate Lefthand Branch Road, subject to</p>	Myles Fairbairn	04 Dec 2014 - 4:34 PM - Susan Boland Ongoing

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3631	10 September 2014	NDRRA - Lefthand Branch Road Bettment Options	<p align="center">the allocation of a Budget through the first Budget Review for 2014/2015.</p> <p><b>Moved By: Cr Pingel</b> <b>Resolution Number: 3630</b></p> <p align="center"><b>CARRIED</b> <b>7/0</b></p> <p><i>Note: That a future Tour be set aside to visit Lefthand Branch Road works to provide all Councillors with a general awareness of the issues and road acquisition.</i></p>	Infrastructure Works & Services	Myres Fairbairn 04 Dec 2014 - 4:34 PM - Susan Boland Construction works underway - commenced late November 2014
3631	10 September 2014	NDRRA - Lefthand Branch Road Bettment Options	<p><b>RESOLUTION:</b> THAT Council note the obstacles around constructing a bridge at the subject site, or constructing a new road on a different alignment. Further, THAT Council endorse the restoration of the floodway at Ch.290-320 Lefthand Branch Road through the 2013 NDRRA program on a like-for-like basis.</p> <p><b>Moved By: Cr Friend</b> <b>Resolution Number: 3631</b></p> <p align="center"><b>CARRIED</b> <b>7/0</b></p>	Infrastructure Works & Services	

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3715	22 October 2014	Helidon Cemetery Trust Committee Contribution	Myers Fairbairn	<p><b>RESOLUTION</b>  <b>THAT Council endorse the contribution of \$2,500 for the purchase of a new mower to enable the Helidon Cemetery Trust Committee to continue to undertake the local community's maintenance of the Helidon Cemetery.</b></p> <p><b>Moved By: Cr Holstein</b>  <b>Resolution Number: 3715</b></p> <p align="center"><b>CARRIED</b>  <b>7/0</b></p>	Infrastructure Works & Services	
3722	22 October 2014	Bugler Park - Proposed Works	Stephen Fleming	<p><b>RESOLUTION</b>  <b>THAT Council undertake eligible NDRRA funded works to restore Bugler Park as an essential community asset at its current location.</b>  <b>Further:</b>  <b>THAT the mitigation of flooding within the immediate area of Bugler Park be enhanced by the construction of bunding within the park reserve to reduce the impact of flooding from the overland flows of Sandy Creek.</b></p> <p><b>Moved By: Cr Friend</b>  <b>Resolution Number: 3722</b></p> <p align="center"><b>CARRIED</b>  <b>6/0</b></p>	<p>04 Dec 2014 - 4:32 PM - Susan Boland  1. NDRRA works at Bugler Park are complete and park is open.  2. Works are scheduled for Q4 2014/15.</p>	Infrastructure

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2012 - 22/11/2014

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3609	12 November 2014	Property Access Across Tenthill Creek on Lethland Branch Road	Works & Services
<p><b>RESOLUTION</b></p> <p>THAT Council authorises the Chief Executive Officer to make an offer to the property owners of Lot 2 on RP803427 that Council will design and construct, at Council's cost, a single lane bed-level concrete floodway and property access from Lethland Branch Road directly across Tenthill Creek to their property, which the property owners will be required to maintain, repair and restore at their cost following construction.</p> <p><b>Further:</b></p> <p>THAT with respect to the proposed NDRRA works to repair the flood damage caused to Lethland Branch Road (between chainage 8370 and 8790) during the 2013 flood, Council resolves to delegate authority to the Chief Executive Officer to negotiate access to the adjoining Tenthill Creek with the riparian property owners of Lot 2 on RP803427 for the purpose of undertaking required road stabilisation works as part of the NDRRA restoration works.</p> <p><b>Moved By: Cr Holstein</b> <b>Resolution Number: 3765</b></p> <p><b>CARRIED</b> <b>6/0</b></p>			<p>Kimberley Benham</p> <p>04 Dec 2014 - 4:30 PM - Susan Boland</p> <p>Design &amp; procurement arrangements underway for bed level crossing. Site visit undertaken with contractor on Monday 1 December to meet with property owner and discuss scope. Discussions ongoing.</p>

Infrastructure  
Works &  
Services

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**ORDINARY MEETING OF  
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**11.2 Formalising of Unnamed Geographic Features in Lockyer Valley  
Regional Council Area**

**Date:** 11 December 2014  
**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

**Summary:**

The Department of Natural Resources and Mines has identified three geographic features in Council's local government area which are not properly recorded in its place names database. They are trying to locate historical information relating to the naming of these features to update the database and have sought information from Council. The purpose of this Report is to consider the information compiled by the Department of Natural Resources and Mines to date, and provide any further information that Council is aware of.

**Officer's Recommendation:**

**THAT with respect to the request made by the Department of Natural Resources and Mines for historical information relating to Lake Galletly, Lake Lenor and Nelsons Spur, Council resolves to authorise the Chief Executive Officer to advise the Department of Natural Resources that:**

- (a) No further historical information relating to Lake Lenor, Lake Galletly and Nelsons Spur has been identified; and**
- (b) Lake Apex and Lake Freeman should also be included in the place names database.**

**Report**

**1. Introduction**

Council has been contacted by the Department of Natural Resources and Mines who are seeking historical information on three geographic features within Council's local government area for recording in the place names database. The purpose of this Report is to consider the information compiled by the Department of Natural Resources and Mines to date, and provide any further information that Council is aware of.

**2. Background**

On 23 September 2014 the Department of Natural Resources and Mines advised that the following geographic features in Council's local government area are recorded as unapproved in their place names database:

- 1. Lake Galletly
- 2. Lake Lenor
- 3. Nelsons Spur.

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The Department of Natural Resources and Mines has researched these features and invites Council to confirm or add additional historical information to the information that the Department has compiled. In particular, the provision of reference material, historical information and/or Council comments regarding the origin and naming of these features would be appreciated.

If Council is aware of any other unapproved geographic features within Council's local government area the Department of Natural Resources and Mines has also requested that these features be identified as part of Council's response. Historical information and documentation relevant to any other features identified will also need to be provided and included.

### **3. Report**

Lake Galletly and Lake Lenor are both located within the grounds of the UQ Gatton Campus as shown on the **attached** UQ Gatton Campus Map. An extract from the UQ website, also **attached**, indicates that Lake Galletly was created in 1980 and named after Mr Jim Galletly, a former student in the 1940's and member of the UQ staff for 33 years. Further background information on Lake Galletly is detailed in the extract, however there is no reference to the origin of the name of Lake Lenor and the Department of Natural Resources and Mines has not been able to locate any further information in relation to it.

Nelson's Spur is a spur off the Great Dividing Range located in Upper Flagstone as shown on the **attached** Google Map. Echo Valley Road climbs this spur from Upper Flagstone Road to the high ground at the intersection of Argus and Ramsey Streets in Toowoomba. Nelsons Spur is referenced on the **attached** Survey Plan CC294 (1904). The name was also referred to in a Courier Mail newspaper article dated 17 October 1938 (**attached**) as the site of the State hill-climbing championships. The spur may have derived its name from Hugh Muir Nelson who purchased original Portion 563, Parish of Drayton in 1877 as can be seen from the **attached** Certificate of Title, Title Reference 10296236. This original property was located near the summit of the spur on the outer limits of Toowoomba.

To date no additional information has been located to assist the Department of Natural Resources and Mines. However, a search of Google Maps has identified that Lake Lenor and Lake Galletly are referenced and therefore may have an approved feature name under another Act or Regulation. However, inclusion in the place names database is separately considered under the *Place Names Act 1994*.

A search of the place names database has also identified that Lake Apex and Lake Freeman are not approved place names. Again, these features may be named under other legislation. However, as these features are more prominent in the community, it is recommended that the Department of Natural Resources and Mines be advised to include these lakes in their place names database. Information pertaining to the naming of these features will need to be located and provided.

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

Approved place names form the basis of many vital services including map production, communication services, statistics and emergency services. It is also an offence to publish an unapproved place name.



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The Minister for Natural Resources and Mines will publish notice of its place name proposals and invite interested community members and other parties to comment on the proposals. Once a final decision has been made, the approved place names will be published and included in the Gazetteer of Place Names published by the Department of Natural Resources and Mines.

Any historical information and documents Council can provide to the Department of Natural Resources and Mines will be considered and referenced in the place names database.

**5. Financial and Resource Implications**

No financial implications have been identified. Council's Property Officer will research and compile historical information pertaining to Lake Apex and Lake Freeman for provision to the Department of Natural Resources and Mines.

**6. Delegations/Authorisations**

The Chief Executive Officer shall be authorised to provide Council's response, and any historical information and documentation relevant to the geographic features identified, to the Department of Natural Resources and Mines.

**7. Communication and Engagement**

All units within Council have had an opportunity to review this Report and provide any historical information and documentation relevant to the geographic features identified. Limited information has been identified and where provided, has been included in the body of this Report.

The Chief Executive Officer, through Council's Property Officer, shall be responsible for advising the Department of Natural Resources and Mines of Council's resolution and providing all relevant information and documentation.

**8. Conclusion**

The Recommendation made in this Report will enable the Department of Natural Resources to progress consideration of its place name proposals and undertake further investigation to approve the other unapproved places identified.

**9. Action/s**

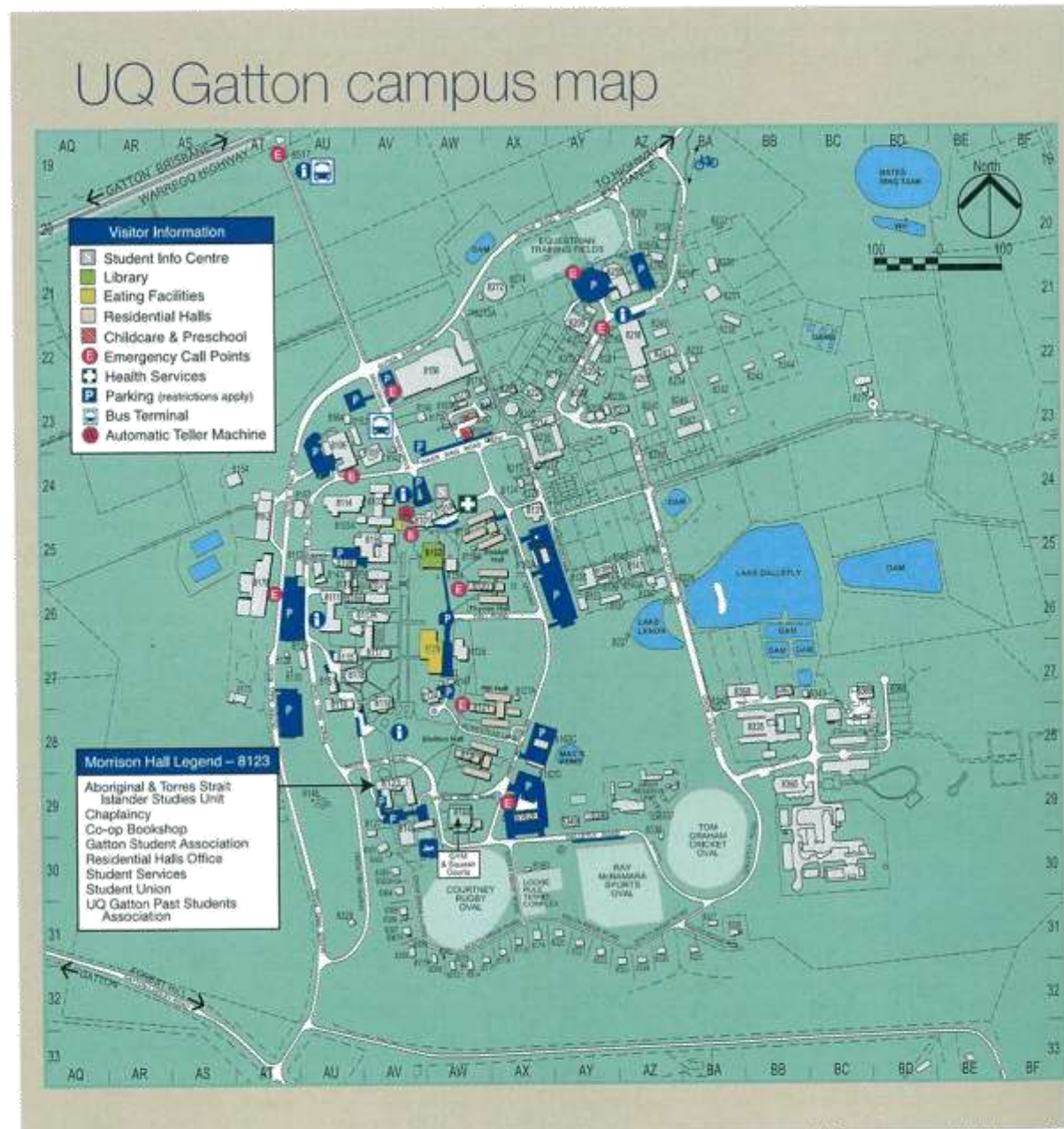
1. Advise the Department of Natural Resources and Mines of Council's response and provide all relevant documentation located.

**Attachments**


<a href="#">1View</a>	UQ Campus Map	1 Page
<a href="#">2View</a>	UQ Website Extract	2 Pages
<a href="#">3View</a>	Survey Plan	2 Pages
<a href="#">4View</a>	Courier Mail Article	1 Page
<a href="#">5View</a>	Cert of Title	2 Pages

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17 DECEMBER 2014**

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UQ Gatton Campus, Lake Galletly



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## UQ Gatton Campus



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### Lake Galletly

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#### Lake Galletly

This lake was created in 1980 specifically as a habitat and haven for waterbirds. It is named after Jim Galletly, a former student in the 1940s who later spent thirty three years employed as a member of the staff. The lake was constructed under Jim's direction by students studying the Wilderness Reserves and Wildlife program. The most important part of the lake's design is the island in the middle. The water around the island provides a barrier against feral cats and other predators allowing the birds to nest and breed in relative safety.

Before the construction of this lake a small earth dam existed in this location. This too was the work of Jim Galletly. Way back in the 1950s he carried out surveys and designed a drainage system that would take excess rainwater from the main campus to the many earth dams and ring tanks in the college paddocks. He also designed and installed drainage in the paddocks to prevent them becoming waterlogged in times of high rainfall.



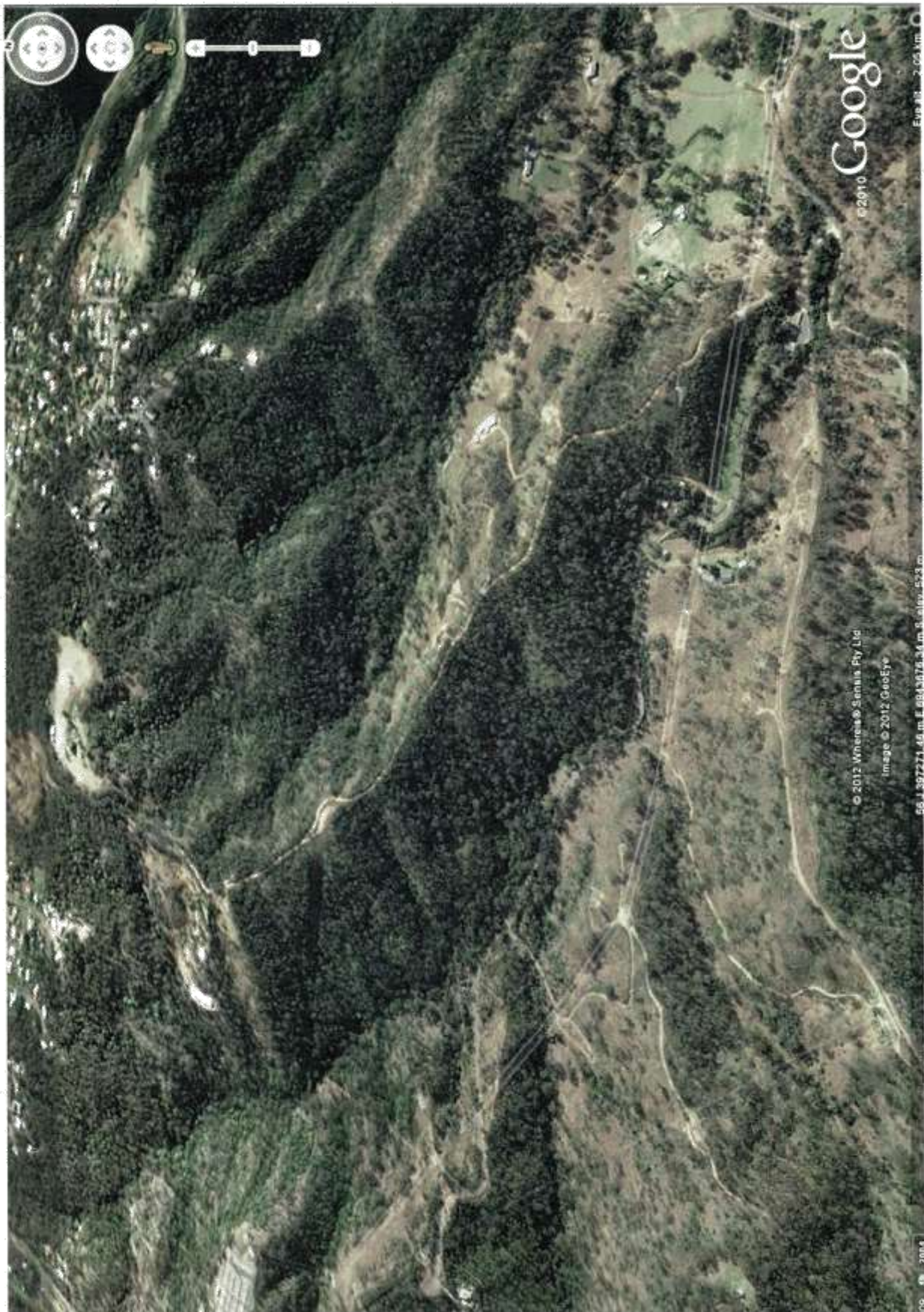
Dr Jim Galletly 2008

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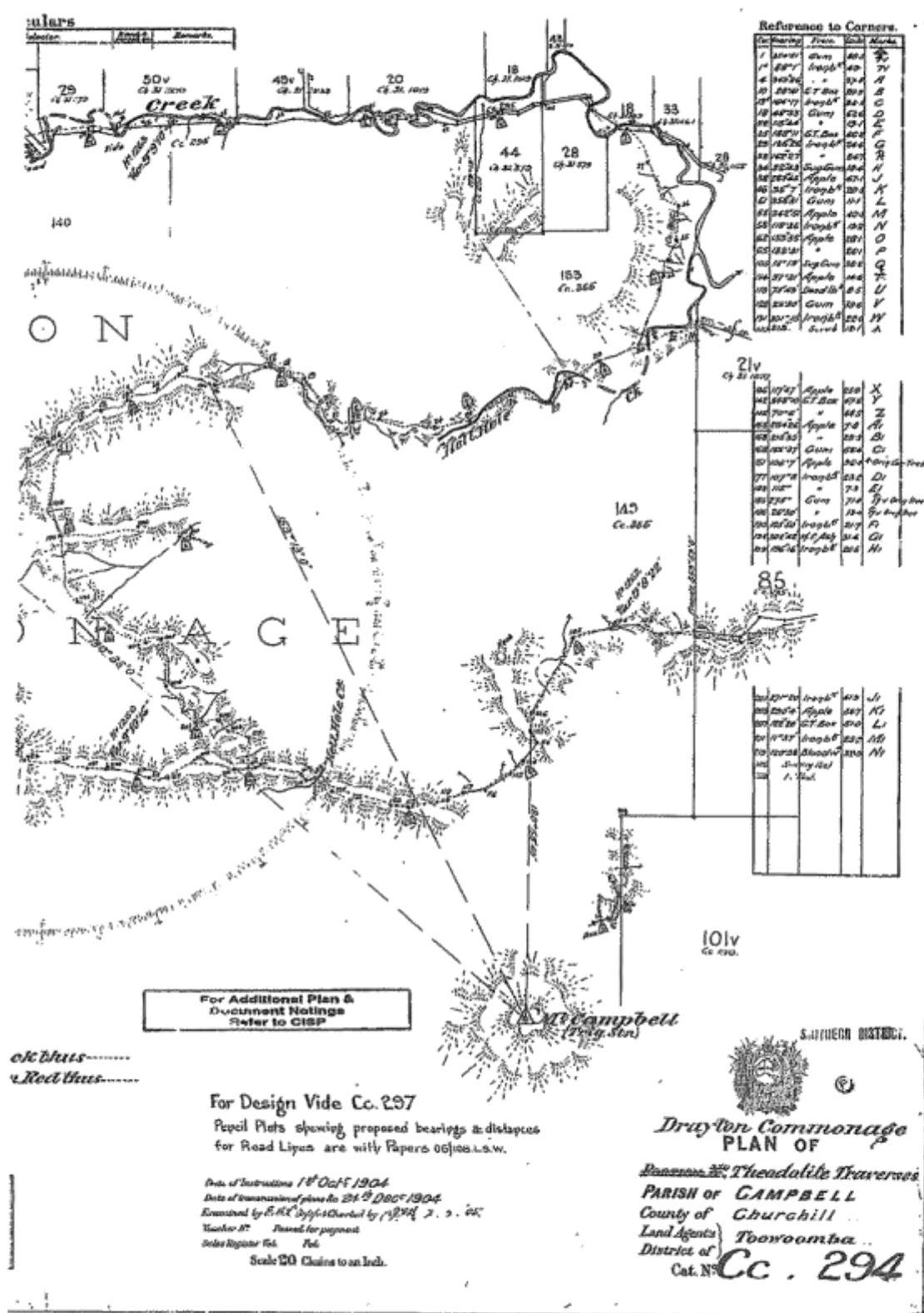






CC 294





The Courier-Mail (Brisbane, Qld. : 1933 - 1954), Monday 17 October 1938, page 7

## COMING EVENTS

### **"Flying Quarter" At Glenore Grove**

An open flying quarter-mile competition will be held at Glenore Grove next Sunday by the Ipswich and District Club.

The State hill-climbing championships will be held at Nelson's Spur, near Toowoomba, on Sunday, October 30. Entries (5/ for each class) close with the honorary secretary of the A.C.U. (Mr. C. Young), 247 Adelaide Street, Brisbane, next Friday.

The Mercury Club will conduct the annual Stephens reliability trial early in December. A special committee of the club visited Southport yesterday to select a course for the event, which will start and finish at Southport.



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**ORDINARY MEETING OF  
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**11.3 Application of Section 236 Exception - Trustee Lease to Lockyer Valley Riding for the Disabled Association - Lot 340 on RP853838 & Lot 304 on RP857319**

**Date:** 11 December 2014  
**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

**Summary:**

Lockyer Valley Riding for the Disabled Association (LVRDA) has requested a lease of Council land to provide a permanent location to facilitate its expanding activities. The purpose of this Report is to discharge Council's statutory obligations and offer a trustee lease over land that has been identified as suitable for the LVRDA's purposes.

**Officer's Recommendation:**

**THAT with respect to the correspondence received from the Lockyer Valley Riding for the Disabled Association dated 2 October 2014 requesting a lease of Council land to facilitate their activities, Council resolves to:**

- (a) Apply the exception from tendering contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* and offer a trustee lease over Lot 340 on RP853838 and Lot 304 on RP857319 (excluding the stockpile site) to the Lockyer Valley Riding for the Disabled Association subject to approval by the Department of Natural Resources and Mines.**
- (b) Delegate authority to the Chief Executive Officer to negotiate and apply to the Department of Natural Resources and Mines for a trustee lease in favour of the Lockyer Valley Riding for the Disabled Association over Lot 340 on RP853838 and Lot 304 on RP857319 on terms satisfactory to Council and the Department of Natural Resources and Mines.**

**Report**

**1. Introduction**

The purpose of this Report is to discharge Council's statutory obligations and offer a trustee lease over Council land situated at Gehrke Road, Regency Downs to the LVRDA to enable the LVRDA to facilitate its expanding activities.

**2. Background**

The LVRDA is a not for profit community group that provides horse riding services to the disabled members of the Lockyer Valley community. This service enables people with a disability to experience horse riding, and in some cases, progress to competitive equestrian sports.

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The LVRDA currently shares the equestrian facilities located at the end of Swan Road, Regency Downs which are currently leased by the Laidley Walloon Quarter Horse and Performance Horse Association. The LVRDA is looking to expand the services they provide to the community and the current facilities no longer adequately meet their requirements.

By correspondence dated 2 October 2014 the LVRDA made a request for Council to assist in locating land for them to lease and use to facilitate their activities. The LVRDA indicated they would require at least 20 acres of land to allow for grazing of their horses and the conduct of riding classes. They indicated that the land would need to be central to the Lockyer Valley so as not to disadvantage their members.

Council's Legal Services Unit originally advised the LVRDA to review the land currently available for expressions of interest, including land swap blocks in the Glenore Grove and Regency Downs areas, to determine if any of these land parcels would be suitable. The LVRDA has since advised that none of these blocks are suitable for various reasons including size, allowable uses and location.

### **3. Report**

The LVRDA has now identified the Gehrke Road Reserve, two reserve lots within the vicinity of the LVRDA's existing location, that would be suitable. These lots are situated at the corner of Gehrke and Lorikeet Roads at Glenore Grove and are shown on the **attached** Aerial Plan.

This land was previously occupied by the Lockyer Valley Polocrosse Club, however they have since relocated to the Laidley Showgrounds and have confirmed that they have no further interest in the land.

Council is the trustee of these lots which are dedicated for recreation and public garden use. The total area of these lots is approximately 59 hectares.

Council uses a stockpile site on one part of Lot 304 however the balance of the land is unused and requires regular mowing maintenance. These properties have been identified as suitable for tendering for mowing purposes, however if the Recommendation in this Report is accepted, Council will avoid a tender process and the LVRDA will be able to lease and maintain the land.

Giant Rat Tail Grass, a declared pest, also exists on these lots and it would be the responsibility of the LVRDA as lessee to control all noxious weeds on the land. The LVRDA are aware of this.

The land is a drainage path and is of a blacksoil type. The Executive Manager Infrastructure Works and Services has no objection to a trustee lease being issued to the LVRDA over the land, provided that the lease contains terms which allow Council to monitor the use of the land for erosion and drainage and give notice to rectify any issues identified.

Preliminary enquiries made with the Department of Natural Resources and Mines in relation to offering a trustee lease over the land for the LVRDA's proposed use have confirmed that a trustee lease would be permitted.

If a trustee lease is offered to the LVRDA, they have indicated that they would seek funding to install perimeter fencing, a riding arena (either a grass or sand surface), disabled access toilets and a trickle feed and water tank.

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Additional facilities such as a covered arena, demountable clubhouse and fenced paddocks would be considered if future community grants and fundraising allows in future. All improvements would be completed on a priority basis over time and secure lease tenure would enable this to occur.

As the land is also a drainage path, the LVRDA are aware that the location of any improvements would need to be carefully considered and approved by Council. The Department of Natural Resources and Mines will also need to consent to the construction of improvements, which if allowed, will likely be required to be concentrated on the most elevated part of Lot 304.

The Executive Manager Infrastructure Works and Services has also advised that only a small part of the land is used by Council as a stockpile site. As only part of the stockpile site is used, it is possible that the unused part may be used for construction of a clubhouse or toilet facilities by the LVRDA. This would keep these improvements close to Gehrke Road and off the main part of the land which is an overland flow path.

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

If Council accepts the Recommendation made in this Report, the terms of the trustee lease will need to be negotiated with the LVRDA and an application made to the Department of Natural Resources and Mines for approval.

As the proposed use is a recreational use, it is considered that the use is consistent with the purpose for which the land has been dedicated as a reserve and a lease should be allowed. The standard trustee lease term is 20 years and it is not possible to include options to renew the lease.

Council's Legal Services Co-ordinator has discussed the likely lease terms and lessee's obligations under a lease with the President of the LVRDA.

As the land proposed to be leased is reserve land, Council will be required to prepare and register a land management plan with the Department of Natural Resources and Mines. Council will be responsible for the registration fees associated with this.

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

The LVRDA has been advised that a minimum annual rental of \$112.00 excluding GST would be charged and the President of the LVRDA has advised that this is reasonable. They are aware that they will be responsible for maintaining insurances, and all lease, survey and registration costs.

As Council still requires part of the land for stockpile use, the lease will not cover the entire lots and a survey plan will be required. If a survey plan is required, the LVRDA will be responsible for these costs, although Council has in past cases made a 50% contribution to such costs.

Council will be responsible for the costs in registering a land management plan over the land.

By offering a trustee lease over the Gehrke Road Reserve to the LVRDA, Council would achieve its objective of ensuring the land is maintained while obtaining a minimum rent for its

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use. Council would save costs in maintaining the land itself, and would also avoid the costs of calling for tenders for this purpose.

Any rental obtained by Council as trustee of the land will be required to be reinvested back into the maintenance of the land.

**6. Delegations/Authorisations**

The Chief Executive Officer should be authorised to negotiate trustee lease terms with the LVRDA and do all things necessary to finalise the trustee lease and land management plan over the land.

**7. Communication and Engagement**

The Chief Executive Officer, through Council's Legal Services Unit, shall be responsible for engaging with the LVRDA and the Department of Natural Resources and Mines to finalise a trustee lease over the land.

As indicated in the body of this Report, Council's Legal Services Co-ordinator has consulted with the Executive Manager Infrastructure Works and Services regarding the proposed lease and land use and explained the proposed lease terms, costs and process with the President of the LVRDA.

**8. Conclusion**

The Recommendation in this Report will enable Council to discharge its statutory obligations and offer a trustee lease over the land to the LVRDA who will then be responsible for its maintenance.

**9. Action/s**

1. Advise the LVRDA of Council's resolution and negotiate trustee lease terms.
2. Prepare a land management plan for the land.
3. Make application for 'in principle' approval of the trustee lease and land management plan to the Department of Natural Resources and Mines.
4. Finalise the trustee lease
5. Arrange a survey plan.
6. Attend to registration with the Department of Natural Resources and Mines.
7. Notify Council's Parks and Open Spaces Unit and Procurement Co-ordinator of the lessee's responsibility for future maintenance of the land.

**Attachments**

1 [View](#) Plan 1 Page





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**11.4 Executive Manager Governance & Performance Monthly Update**

**Date:** 11 December 2014  
**Author:** Jason Bradshaw, Executive Manager Governance and Performance  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

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**Summary:**

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

**Officer's Recommendation:**

**THAT Council receive and note the Executive Manager Governance & Performance Monthly update.**

**Report**

**1. Introduction**

This report provides an update on key matters arising and being addressed since the last report in relation to work areas or key initiatives.

**2. Background**

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

**3. Report**

*Governance*

Significant effort has been directed towards establishing a documented Governance Framework and in establishing training across Council for staff in understanding their individual governance responsibilities as these relate to their roles. This will continue to assist in driving the performance of the organisation through more efficient ways of doing business in compliance with our many legal obligations.

The upgrade of the Info Council agenda and minutes software is well advanced with testing and changed procedures being trialled. Further training to staff and guidelines are being finalised.

Staff are in process of installing a new compliance program through the LGAQ to streamline compliance processes and ensure that updated information and changes are embedded in our business process more efficiently for the future.

*Administration and Executive Operations*



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There are a number of legal proceedings in progress and these continue to be monitored and actioned as necessary. There are a number of significant legal activities and legacy issues being addressed and are often replaced with additional legacy matters.

Expression of Interest and further assessment on land at Grantham has been undertaken and a full report is included in the Agenda on this matter.

A number of ongoing legal matters are progressing and the caseload is now well defined and work is being actioned both internally and for specific legal advice externally. Streamlining of processes is assisting in getting more control over the budget which year to date has been tracking satisfactorily.

*Internal Audit & Risk Management*

The Audit and Risk Management Committee met on 11<sup>th</sup> December and the minutes of that Committee will be presented to the January Council Meeting. A scoping document on an Internal Audit on Fuel Management is being scoped for the first quarter of 2015. The internal audit function has been progressing with significant actions completed from the recommendations and staff and resourcing being assessed to complete longer outstanding items.

*Business Improvement*

NDRRA works continue to be a major focus with cash flow across all works continuing to present challenges.

The Service Review project has progressed to identify a number of operational improvement opportunities, and these have been classified into a timeline where immediate savings through to long term savings and efficiencies can be actioned. These are being prioritised and validated by each service and manager responsible for that service.

*Major Projects and Funding*

Work is still proceeding with the Local Laws project; with a workshop to be undertaken in the early part of next year.

Australian Packaging Covenant (Littering & Illegal Dumping Project) – Milestone reports have been submitted in the set time frames; further updates will be provided to Council.

National Stronger Regions Funding application was prepared and submitted for National Food Training and Innovation Centre, further updates will be provided to Council in due course.

*Corporate Communication*

The Annual Report has been finalised, and uploaded onto Councils' website taking into account feedback provided by Councillors at the last meeting. The Communication report referencing coverage and statistics for the month is attached.

*Regulation of Election Signage*

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With the prospect of a State Government election in the first half of 2015, issues relating to local government's powers in relation to the regulation of election signage have been raised, and the commentary to the relevant section in the Local Government Act 2009 (Section 36) refreshed in the light of the most recent relevant court decisions. A short message from the commentary can be identified as follows, indicating Council's position is limited:

*As a general statement, the effect of this section is that a Council will not be able to prevent the placement of such advertisements during an election period unless, in a particular case, it can demonstrate some kind of bona fide safety issue in relation to persons who are lawfully using the road or public place in question, or some quite overwhelming amenity impact.*

*However, if such a circumstance is identified, and assuming always that the Council does have a local law which contains the appropriate regulatory provisions, this section does not prevent action being taken to remedy or remove that hazard or impact.*

A copy of the full commentary and detail can be provided to Council if requested.

*Productivity Commission Inquiry Report into Public Infrastructure*

A key message of the Productivity Commission report is the need for an overhaul of the processes currently used in the development and assessment of infrastructure investments.

The Productivity Commission has identified a range of reforms aimed at improving the delivery of public infrastructure by governments, particularly in regards to the selection, prioritisation and governance of public infrastructure projects

The government's response to the report includes a number of items of particular interest to local government.

The Government has supported the PC recommendation to improve project assessment, selection and evaluation as part of an effort to improve procurement. This has been a major area of focus for jurisdictions given escalating project costs and the need to look at improving tender processes. While the PC focus is primarily on large scale infrastructure this is also an area where local government has sought improvements through the efforts of state associations to provide guidance to councils on procurement. These improvements will benefit our communities and no doubt there is more to be done.

The PC Report also recommended that local government associations should encourage local governments to explore regional road funds for networks of local roads and the Government has given its support in principle to this as a long term reform option. ALGA is working with state associations on this recommendation and the opportunities that might exist for pilot projects between groups of councils.

On the issue of road user charging the Commonwealth has supported the recommendation in principle, again as a long term reform option.

The Government said in its response the issue of user charging would need ongoing discussion and it is currently working with all levels of government to investigate options to trial

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distance-based road user charging for heavy commercial vehicles on commercially significant road corridors.

ALGA will continue to work with the Federal Government and our state and territory associations on these issues, recognising that we must explore more innovative ways to fund our local roads if they are going to meet the freight challenges that lay ahead

*NDRRA Funding Reforms*

The LGAQ is leaving no stone unturned in its representations against the Productivity Commission's draft proposals for NDRRA funding reforms which would place an unacceptable and unsustainable burden on councils.

The key issues arising from the public hearing included:

- The rationale and calculations used by the commonwealth to justify its 50 per cent (down from 75 per cent) contribution share case.
- The rationale and calculations used by the commonwealth to justify its proposed change to the eligibility thresholds from \$240,000 to \$2 million. Data recently received from the QRA indicates that the cost to Queensland councils of this change over the period March 2009 to January 2014 would have been \$9.3 million.
- The rationale and design of a model that moves away from the reimbursement model "envisaging local council making an assessment of the damages and then applying those to benchmark costs, but if you got to a certain level where greater accountability might be required you could bring in an independent assessor ... suggested in the report as about \$5 million ... if it was above that threshold then an independent assessment might be required."
- The allocation of funding for mitigation, and whether this should be done on a per capita basis or a risk basis.
- Draft Report recommendations regarding land use planning intending to provide for greater transparency, and to make sure that natural disaster risk is being taken into account, and the support and confidence of councils to make those tough decisions.

Key draft recommendations of the commission include:

- A flat reimbursement rate by the commonwealth to the state of 50 per cent (from 75 per cent) for expenditure above a new threshold, that would be doubled to 0.45 per cent of state revenue
- An increase in the small disaster threshold to \$2 million (up from \$240,000)
- An increase in annual mitigation expenditure gradually to \$200 million, distributed to the states and territories on a per capita basis (to be off-set against recovery funding)
- Australian government funding for natural disaster mitigation and recovery should be conditional on institutional and governance arrangements, including:
  - local governments having asset registers and asset management plans that incorporate natural disaster risk planning, consistent with their long term financial plans

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- a clearer link between road-user preferences and
- maintenance and investment decisions, and consideration of natural disaster risk in project selection
- Recognising the importance of planning to risk management and mitigation, the provisions in the Queensland Sustainable Planning Act 2009 for injurious affection should be repealed
- Increased investigation and take-up of asset insurance opportunities, and
- Recognition that restrictions on reimbursement for some inputs for reconstruction (such as restrictions on reimbursing the use of day labour) lead to wasteful spending.

The presentation of the Productivity Commission's final report to the federal treasurer is expected sometime this month, with the public release of the final report in the first half of next year.

*Business and Community come together to call for tax reform*

Representatives from business and community sectors have begun a dialogue about tax reform to explore areas of agreement and disagreement ahead of the Government's tax review next year.

"If we are to effect meaningful tax reform in Australia and encourage inclusive growth that benefits both business and the community, we need to present a case for change," said Tom Pockett, Chairman of the Members of the Business Community for Tax Reform (BCTR), which brings together a range of business groups covering the broad spectrum of the Australian business community, are meeting with members of the Australian Council of Social Service (ACOSS), representing community organisations and people on low incomes, in Sydney on Monday 15 December.

The forum is an opportunity for a range of stakeholders to address critical issues in our tax system, such as Australia's budget challenge, sustainable growth, affordable housing, fairness, equity and simplicity.

The groups have released a statement of intent in relation to tax reform, Tax reform for the common good.

*2015 National General Assembly focuses on Federation*

As 2014 draws to its close, it is now time to look at what 2015 has to offer and to plan....

ALGA is beginning to develop the program for the 2015 National General Assembly of Local Government (NGA). This is the opportunity, not only for local government to discuss issues of national importance, but to present a united front to advocate to the Federal Government. The theme for the 2015 NGA is 'Closest to the Community: Local Government in the Federation'. It is designed to focus the attention of local government on what is expected to be the primary political driver of 2015, the White Paper processes on Federation and Taxation.

Both of these processes will have an impact on local government into the future. The program will focus on the positive role of local government in the community, and also a serious discussion about the impacts of changes, such as those proposed in the Commission of Audit. The 2015 NGA will be your opportunity to have your voices heard, loud and clear.

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The 2015 NGA will be held in Canberra from 14-17 June and information on registration and the program will be available early in the new year.

**Attachments**

1 [View](#) Media Report 4 Pages



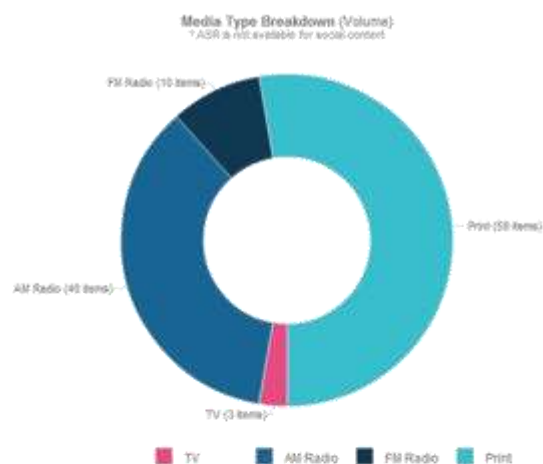
## November 2014 media report

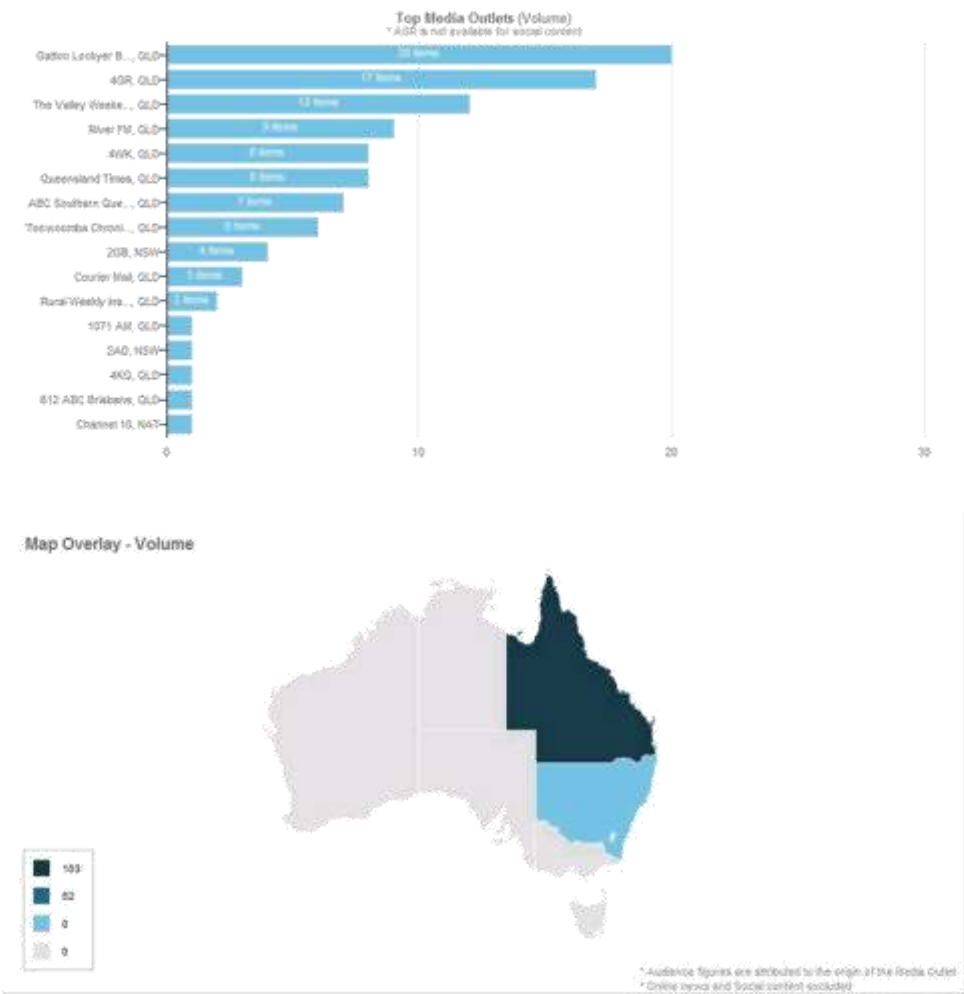


During November, Corporate Communications issued 6 core media releases including:

- **Council briefs...**An outline of key recommendations from the Ordinary Meeting of Council during November.
- **Gatton Childcare...**An overview of the centre celebrating a milestone birthday
- **Withcott Intersection...**An outline of Council's position on the appalling conditions facing residents trying to cross the Warrego Highway as well as the need for traffic lights, a fixed speed camera and bus passes for children allowing them to get the bus across the intersection safely.
- **Livestock fencing...**A media release urging residents with cattle to ensure their fences are in good enough condition to keep the animals contained. There have been instances where animals have escaped causing dangerous conditions to motorists in their quest for fresh grass.
- **Christmas Lights...**A media release outlining the Christmas Lights competition.
- **Coal Seam Gas community meeting...**A media release outlining the dangers associated with CSG exploration, especially when coupled with an area boasting some of the most rich and fertile soils on earth. A number of media alerts were also distributed to state media.

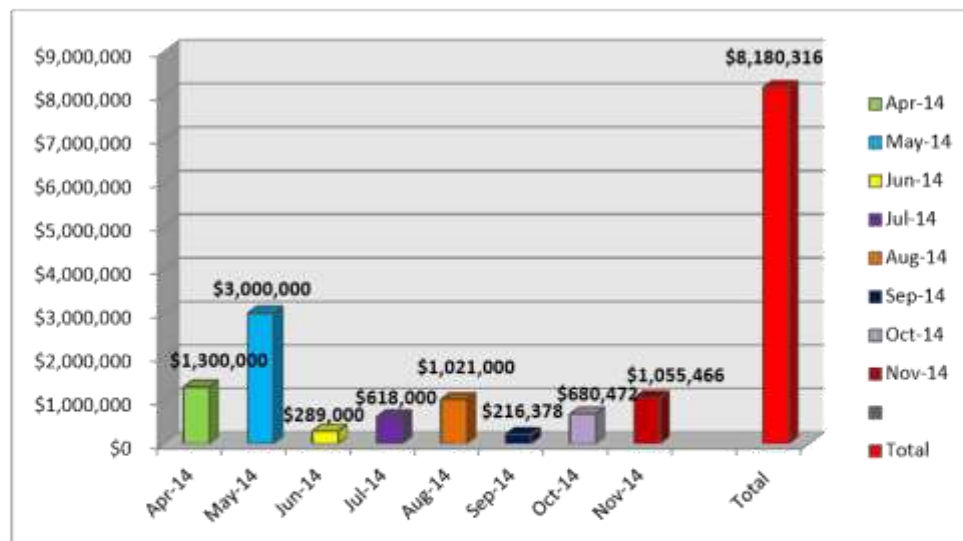
Of the 6 media releases issued, 112 stories were run in the media with a combined audience reach of more than 2.3 million people with newspapers providing the best coverage followed closely by AM radio.





The endorsement value for general media issued during August was just over \$1 million. Since capturing data in April 2014, Corporate Communications has generated more than \$8.1 million in free media value.





#### Marketing/Collateral Development/Awards

- **Annual Report...** Continued development of the 2013/2014 Annual Report.

#### Facebook usage

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## **12. ORGANISATIONAL DEVELOPMENT AND ENGAGEMENT REPORTS**

### **12.1 Request to Establish a Community Radio Station in Grantham**

**Date:** 11 December 2014  
**Author:** Trent Nibbs, Sports, Recreation & Community Grants Officer  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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#### **Summary:**

Council have received a request from the Geoff Roberts who is currently operating Power FM a community radio station in Toowoomba, to set up a community radio station in Grantham out of the Grantham Butter Factory.

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

**THAT with respect to the request by Geoff Roberts to establish a radio station in Grantham, Council resolves to authorise the Chief Executive Officer to negotiate a license for Power FM to operate from part of the Grantham Butter Factory on terms satisfactory to Council.**

#### **Report**

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

In late 2011 and again in 2012 Council Officers meet with Geoff Roberts from Power FM in Toowoomba regarding the possibility of setting up a radio station in the Grantham area.

After having a few different options Geoff asked of the possibility of operation out of one of the storage rooms that is attached to the side of the Grantham Butter Factory and is currently unused.

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

The Power FM Group was established by Terry Kerr and Geoff Roberts in 2010, which have a strong and lengthy background in radio with combined experience of 65 years in the broadcasting industry.

Geoff Roberts approached Council Officer and the Mayor to discuss the opportunity to work from the Grantham area and have recently proposed to use one of the vacant rooms located at the Grantham Butter Factory.

After Council Officers meet on site at the Grantham Butter Factory with Geoff, it was decided that a proposal be put forward to Council to enter into an agreement for the use of an unused storage room at the Butter Factory.

##### **3. Report**

Council Officers met with Power FM in late 2014 on site at the Grantham Butter Factory and identified a possible room for them to operate from.

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After consultation with Manager Community Facilities, it was agreed that as this room is a stand-alone room at the Butter Factory and is not being used by Council that it would be a suitable location for Power FM.

Giving access to Power FM to use this room will not result in them having access to the major rooms of the Butter Factory.

**4. Policy and Legal Implications**

Preliminary consultation with Council's Legal Services Unit have identified that the most appropriate tenure would be to offer Power FM a licence. An annual license fee would be payable and the licensee would be required to hold all relevant insurances. A license does not give rise to exclusive use rights; however there is no proposal for any other use of the room identified.

As a license does not constitute a "disposal" for the purposes of the *Local Government Regulation 2012*, there is no requirement for a tender or any other formal procurement process to be undertaken before a license can be offered.

**5. Financial and Resource Implications**

An annual license fee will be paid to Council for the use of this facility.

A license could be prepared internally using the resources of Council's Legal Services Unit. A plan of the Grantham Butter Factory will need to be included identifying the licensed area.

**6. Delegations/Authorisations**

The Chief Executive Officer be authorised to negotiate a license for use of the room with Geoff Roberts and Power FM.

**7. Communication and Engagement**

Any matter arising from this report that requires further communication will be addressed through existing communication channels.

**8. Conclusion**

The recommendation made in this Report will enable a license to be negotiated and a radio station in Grantham to be established.

**9. Action/s**

1. Write to Power FM and advise of Council's resolution.
2. Meet with Power FM and discuss license agreement
3. Preparation of license agreement.

**Attachments**

1 [View](#) Proposal 4 Pages

## PROPOSAL TO LOCKYER VALLEY REGIONAL COUNCIL

*Radio Services in the Lockyer Valley Region*

BY

Power FM Toowoomba ABN 69 448 030 429

Head office: 516 Ruthven Street Toowoomba QLD 4350

Email: [powerfntoowoomba@gmail.com](mailto:powerfntoowoomba@gmail.com)

PH: (07) 4638 5853



# PROPOSAL TO LOCKYER VALLEY REGIONAL COUNCIL

## *Radio Services in the Lockyer Valley Region*

### **History and the Team**

The Power FM Group was established by Terry Kerr and Geoff Roberts in 2010, who have a strong and lengthy background in radio with combined experience of 65 years in the broadcasting industry and currently has a staff of 6.

The Group has the following outlets, with a combined audience of over 200,000 people per week:-

#### **ON AIR RADIO STATIONS**

<b>Power FM Toowoomba</b>	Commenced broadcasting in February 2010 from 516 Ruthven Street, Toowoomba.
<b>Power FM Lockyer Valley</b>	Commenced broadcasting in February 2013 from the Helidon Spa, this was the beginning of the Lockyer Valley roll out. Acquired licence for Gatton (based at Grantham) in December 2013.
<b>Power FM Highfields/Cabarlah</b>	This Studio will be established in March 2014 at the Highfields Men's Shed and will serve one of the fastest growth areas in Queensland

#### **SHOPPING CENTRE RADIO STATIONS**

<b>Toowoomba Plaza FM</b>	This Facility was established in December 2013.
<b>The Ridge FM</b>	This Facility was established in July 2014 at the Ridge Shopping Centre.

#### **RADIO TRAINING SCHOOL**

The 'On Air' Radio school was established in January 2011 and provides a services, such as:-

- Trains students in all aspects of radio (to commercial broadcast star
- Provides the opportunity for students to broadcast live under the and tuition of the Trainer; and
- Provides Call Centre voice trainings, fast food outlets, and management.

## Reason for Proposal

Power FM Lockyer Valley requires a base for their Broadcast Studio and is proposing to lease one of the vacant rooms located at the Grantham Butter Factory.

## Audience

Currently the Toowoomba station has approximately 12% of the radio listening audience, who comprise a wide age group (from between 30 year old to 60 year old) – being 55% female and 45% male from varied industries and the key listening time is between 7:30am and 6pm.

On-air programming is received through:-

- **Small Offices** – Office workers have the radio playing while they work.
- **Retail outlets** - many shops have the radio on to hear any advertising they may have done and to provide a pleasant background for their customers
- **Tradies** - The vast majority of tradesmen working on sites have a radio on whilst they work.
- **Cars** – A huge majority of cars have the radio playing while they drive.

## Format and Demographic

For the Lockyer Valley our radio programming will be aimed at a 30 to 60 age range with Adult Contemporary Music, News (national & local), Weather, Sport (national & local), and other local content including local interviews plus community announcements, all from local studios.

## Benefits

Radio can be accessed anywhere, anytime by anybody. The Lockyer Valley community would benefit from having a local radio station, because they would be entertained and informed with both local and national content, as well as:-

- Have an outlet to express opinions on local issues;
- Local businesses being able to advertise and reach a wide rural audience, or to specify a single region for individualized advertising;
- Receive emergency advice and a central point to co-ordinate assistance and information in the case of natural disasters or the like;
- Advertise local activities and gatherings;
- Become an important outlet for the Lockyer Valley Regional Council to inform the residence.

## Summary

Power FM believes that introduction of local radio to the Lockyer Valley community would be a welcome addition, being an outlet for the community to come together, to be more aware of and promote local issues, a "coming of age" and to feel a sense of connection to the broader community.

Local businesses can promote their products and services, both in their local area and within our other radio outlets, which will have a flow-on affect in the community.

The local studio will double as an extension of the "On Air" Radio School, giving local graduates the chance to gain valuable on-air experience.

As the Station grows in audience, employment opportunities will be created, with the current management working toward building their own studio and Broadcasting Education Centre in their 5 year plan.

Council is requested to seriously consider permitting the introduction of radio coverage in the Lockyer Valley area, and I would be happy to meet with any Council representatives in person, to further discuss the matter.

**GEOFF ROBERTS**  
Director  
Power FM Group  
Mob: 0422 588 283

20 November 2014

**2011 Census QuickStats**  
**Lockyer Valley \***  
People- 34,954  
Male – 17,361  
Female – 17,593  
Median age – 37  
Families – 9,283  
Average children per family - 2

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**12.2 Community Engagement Strategy - Presentation**

**Date:** 11 December 2014  
**Author:** Rhonda Noyes, Strategic Community Development & Engagement Officer  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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**Summary:**

This report is to table a presentation on the draft Community Engagement Strategy project which was presented at a Council Workshop on 9 December 2014.

**Officer's Recommendation:**

**THAT Council receives this report and the attached 'Draft Community Engagement Strategy' Project update presentation.**

**Report**

**1. Introduction**

Lockyer Valley Regional Council as the 'closest tier of Government to the people' has a key leadership role in engaging with Lockyer Valley residents, businesses, and service providers on initiatives and issues of importance for the Region. Good community engagement helps to foster a more informed and connected community, and may lead to better planning, policy and decision making processes.

An identified goal within Council's adopted 2012-2017 Corporate Plan is the development of a Community Engagement Strategy that: '*identifies multiple strategies to inform, consult and involve the community in key council decisions, initiatives and developments*'. This report and attached presentation provides an update on the background and progress to develop the draft Community Engagement Strategy.

**2. Background**

Local Government has always had a role in engaging with members of the public, to varying degrees. The importance of this role is additionally reinforced under the Local Government Act 2009, plus other Acts such as the Sustainable Planning Act 2009, and the Environmental Protection Act 1994 which require a degree of engagement with community.

The importance of Lockyer Valley Regional Council's role in community engagement particularly came to the forefront following the devastating floods in 2011 and 2013. The impact of these disasters saw Lockyer Valley Regional Council become one of the leading Council's in Australia on disaster management, community resiliency and recovery. The practice of community engagement was also embedded as a core function of Council



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during this time supported by a number of Government funding grants. These grants enabled the temporary employment of a number of personnel to undertake community development recovery and engagement work.

Following the end of the Government funding, Lockyer Valley Regional Council made a further commitment to its community engagement role by resolving to support the establishment of a permanent Community Development & Engagement team. The full complement of staff came on board on 1 September 2014.

Council's commitment to community engagement is further supported at a policy level through the adopted Community Engagement Policy (2012) and Community Engagement Framework (2013). An internal Community Engagement Committee has also been established, with its first meeting held on 3 November 2014.

In addition to the above, Council commissioned Ipswich City Council to prepare a Social Plan for Lockyer Valley. The draft Social Plan which has recently been received by Council notes the importance of Council's community engagement role to assist with planning and advocacy for required resources for Lockyer Valley Residents.

**3. Report**

The attached presentation provides an update on the project to develop a draft Community Engagement Strategy for Lockyer Valley Regional Council. An overview of Council's community engagement approach as per the adopted 2013 Lockyer Valley Regional Council Community Engagement Framework, as well as some findings from the initial internal engagement with Managers and key Officers across Council is also included.

**4. Policy and Legal Implications**

The Community Engagement Strategy project supports Council's adopted Community Engagement Policy (2012), Community Engagement Framework (2013) and the 2012-2017 Corporate Plan. There are no known legal implications pertaining to this project.

**5. Financial and Resource Implications**

Within existing 2014-2015 budget allocation

**6. Delegations/Authorisations**

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

**7. Communication**

There is no external communication at this stage for this project. Communication will involve internal engagement across departments and key work units.

**8. Conclusion**

That the presentation be received by Council.

**Attachments**

1 [View](#) Draft Community Engagement Strategy 11 Pages

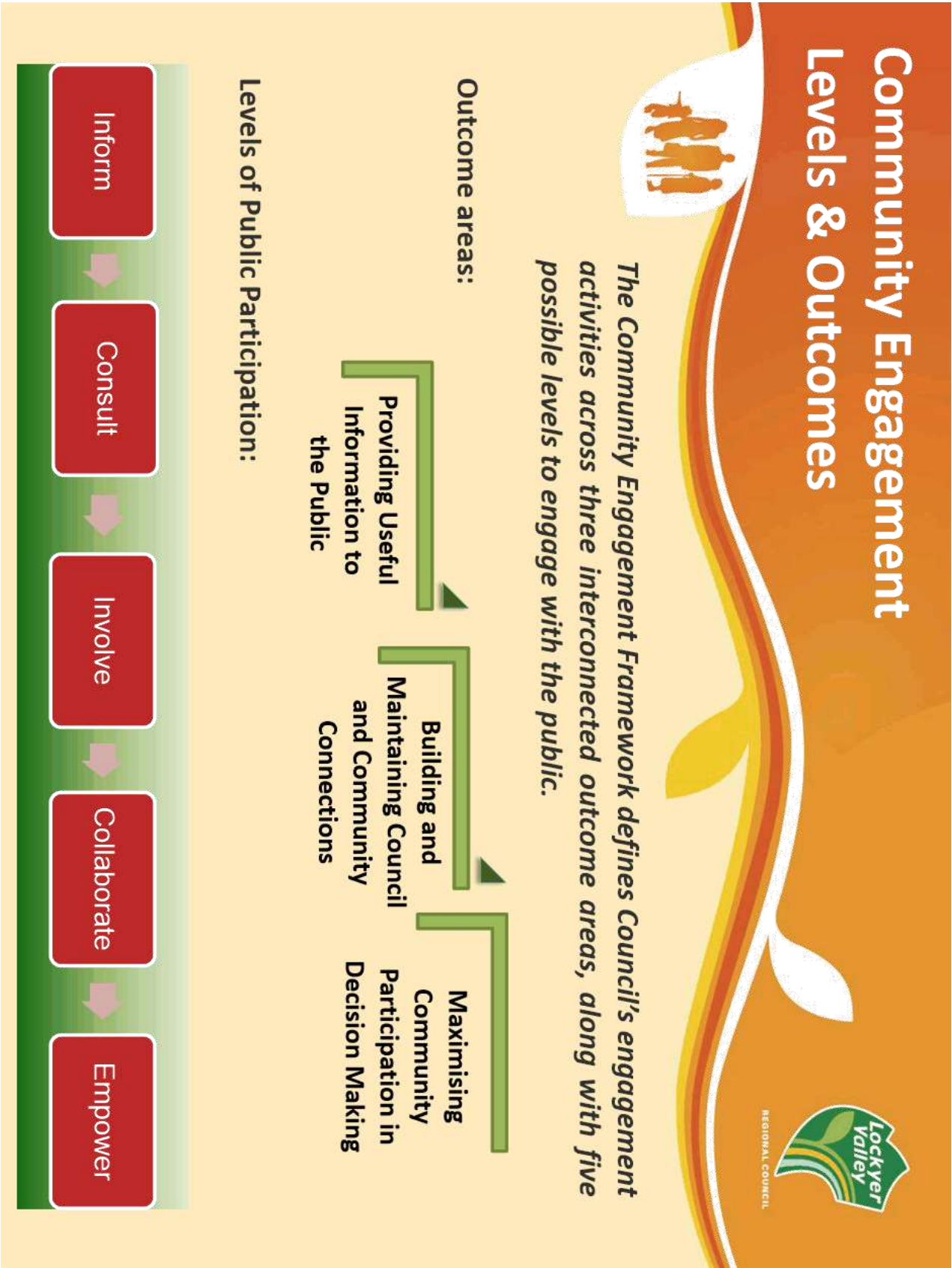


# Community Engagement Background



- ✓ Local Government has always had a role to some degree in community engagement
- ✓ Engaging with community now part of Qld Local Government Act plus other Acts
- ✓ LVRC engagement role increased significantly following 2011 & 2013 floods
- ✓ Growing commitment for community engagement excellence
- ✓ Adopted Community Engagement Policy (June 2011 superseded September 2012)
- ✓ Adopted Community Engagement Framework (July 2013)
- ✓ Corporate Plan 2012-2017: Goal to develop a Community Engagement Strategy that:
  - ‘identifies multiple strategies to inform, consult and involve the community in key council decisions, initiatives and developments’*
- ✓ Operational Plan 2014-2015: initiative ‘Develop Annual Engagement Plan’
- ✓ Council resolution for CD&E team: Full team on board 1 September 2014
- ✓ Internal Engagement Committee formed (3 November 2014)





# Draft Community Engagement Strategy Project



☐ Feedback & Comments

☐ Close



Inform Consult Involve Collaborate Empower

## Draft Community Strategy: What's Next?



- ☐ A draft is starting to take form and is close to completion
- ☐ Aligns with Council's planning framework and the eight theme areas (re Community, Leadership, Farming, Livelihood, Business, Nature, Planned, Council)
- ☐ Internal Engagement to take place to go over draft, seek comments, make amendments
- ☐ Strategy to Council for consideration – early 2015





# Some Findings So Far



- ✱ Engagement is occurring across all three community engagement outcome areas and by various areas of Council for a range of diverse projects, events and service delivery outcomes
- ✱ There is commitment for community engagement excellence
- ✱ Support for enhancing internal as well as external engagement
- ✱ Engagement needs to happen in early concept stages rather than later
- ✱ Focus on being proactive rather than reactive
- ✱ Need to ensure the appropriate level of engagement is undertaken and to keep people informed
- ✱ Fostering the inclusion of diverse groups and localities across the region in engagement activities
- ✱ Enhancing Council's website and online engagement options
- ✱ Enhancing information provided to the public and our communication methods (to accommodate diverse populations/groups/localities)
- ✱ Enhancing internal coordination and awareness of engagement planned and in progress
- ✱ Increasing skills and knowledge of community engagement planning processes and techniques
- ✱ Roles, responsibilities and limitations of Council need to be better understood by community

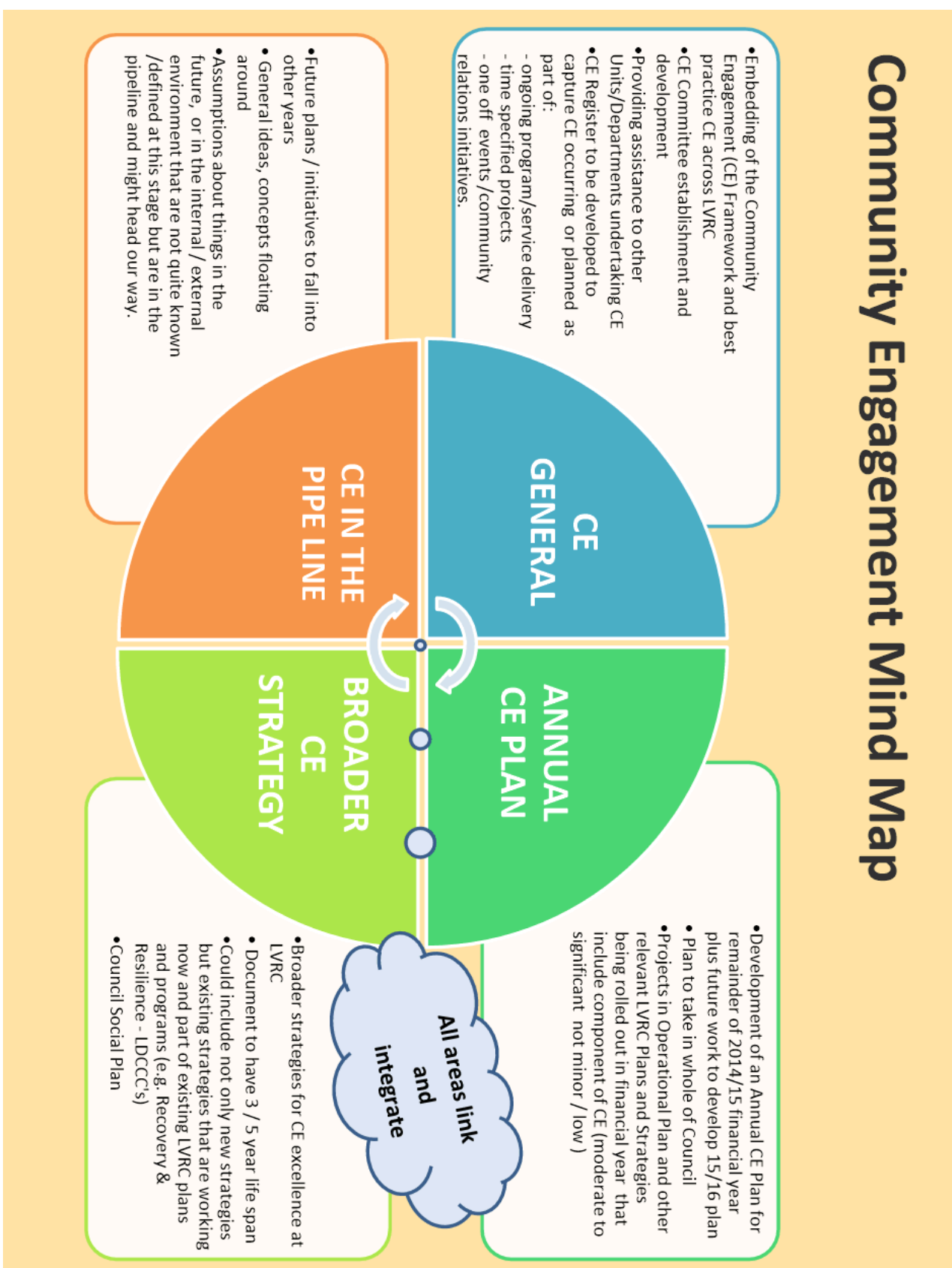
# So where are we in relation to the Project?




<b>Define Purpose and Scope</b> <ul style="list-style-type: none"> <li>• Liaise with relevant managers to define scope and expectations for project and final document</li> <li>• Develop project scope and approval to proceed</li> </ul>	Complete
<b>Conduct Document Scan, Data Search &amp; Compiling</b> <ul style="list-style-type: none"> <li>• Internal scan of planning documents for projects requiring engagement</li> <li>• Internal liaison with relevant staff / Managers</li> <li>• Gathering and collation of data</li> </ul>	Complete
<b>Formulate Draft</b> <ul style="list-style-type: none"> <li>• Assess data and commence compiling draft</li> <li>• Undertake workshop with LVRC Councillors</li> <li>• Complete initial draft</li> <li>• Seek input from Management / relevant staff</li> <li>• Review input received and amend draft</li> <li>• Draft to Executive for approval for submission to Council</li> </ul>	In progress
<b>Consideration and Adoption of Engagement Strategy</b> <ul style="list-style-type: none"> <li>• Report to Council prepared and submitted to Line Management</li> <li>• Report and draft Strategy submitted to Council for consideration and endorsement</li> <li>• Consideration and adoption of Strategy</li> </ul>	To commence
<b>Evaluation &amp; Celebration</b> <ul style="list-style-type: none"> <li>• Prepare project evaluation report</li> <li>• Celebrate completion of project and learning obtained</li> </ul>	To commence



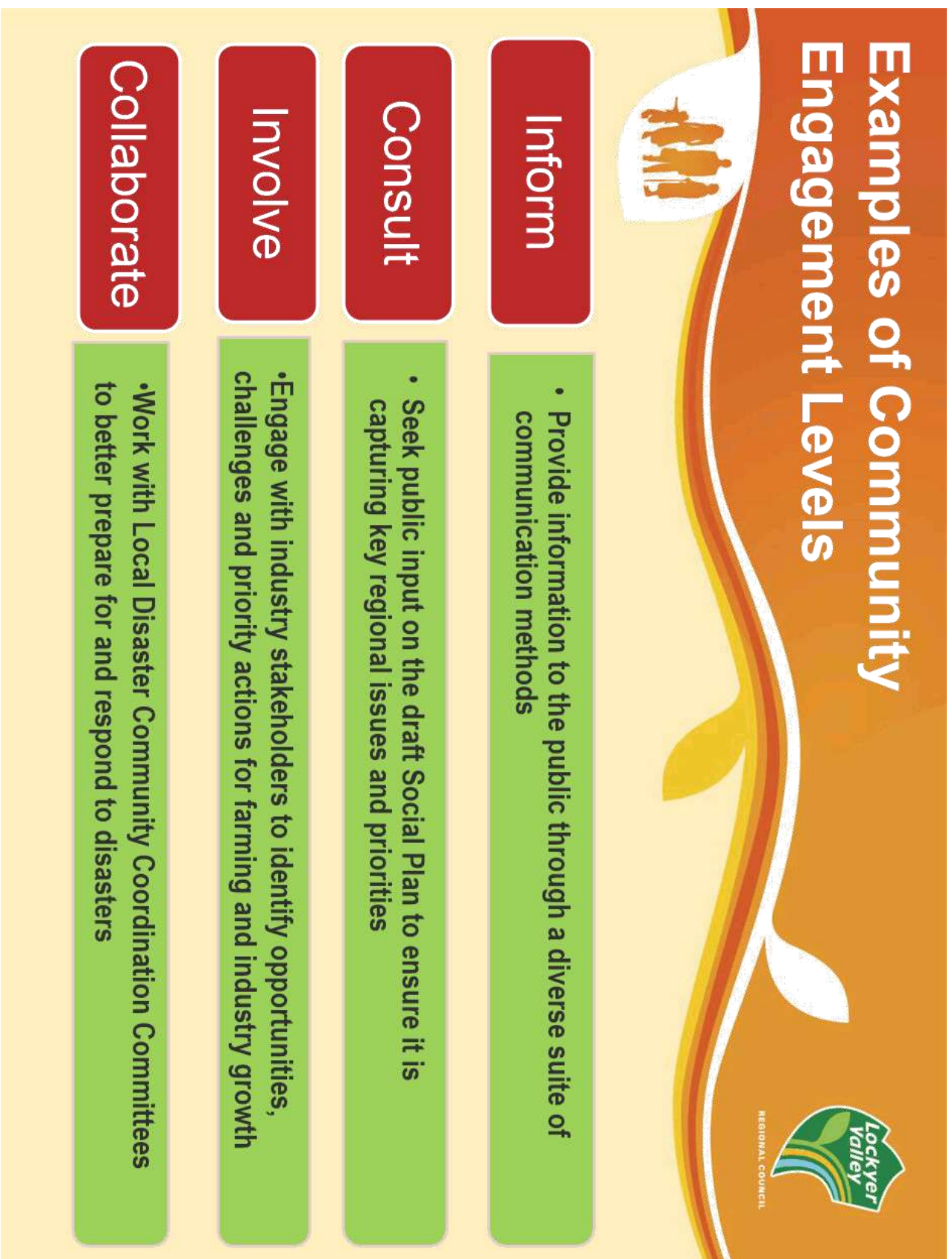
# Community Engagement Mind Map



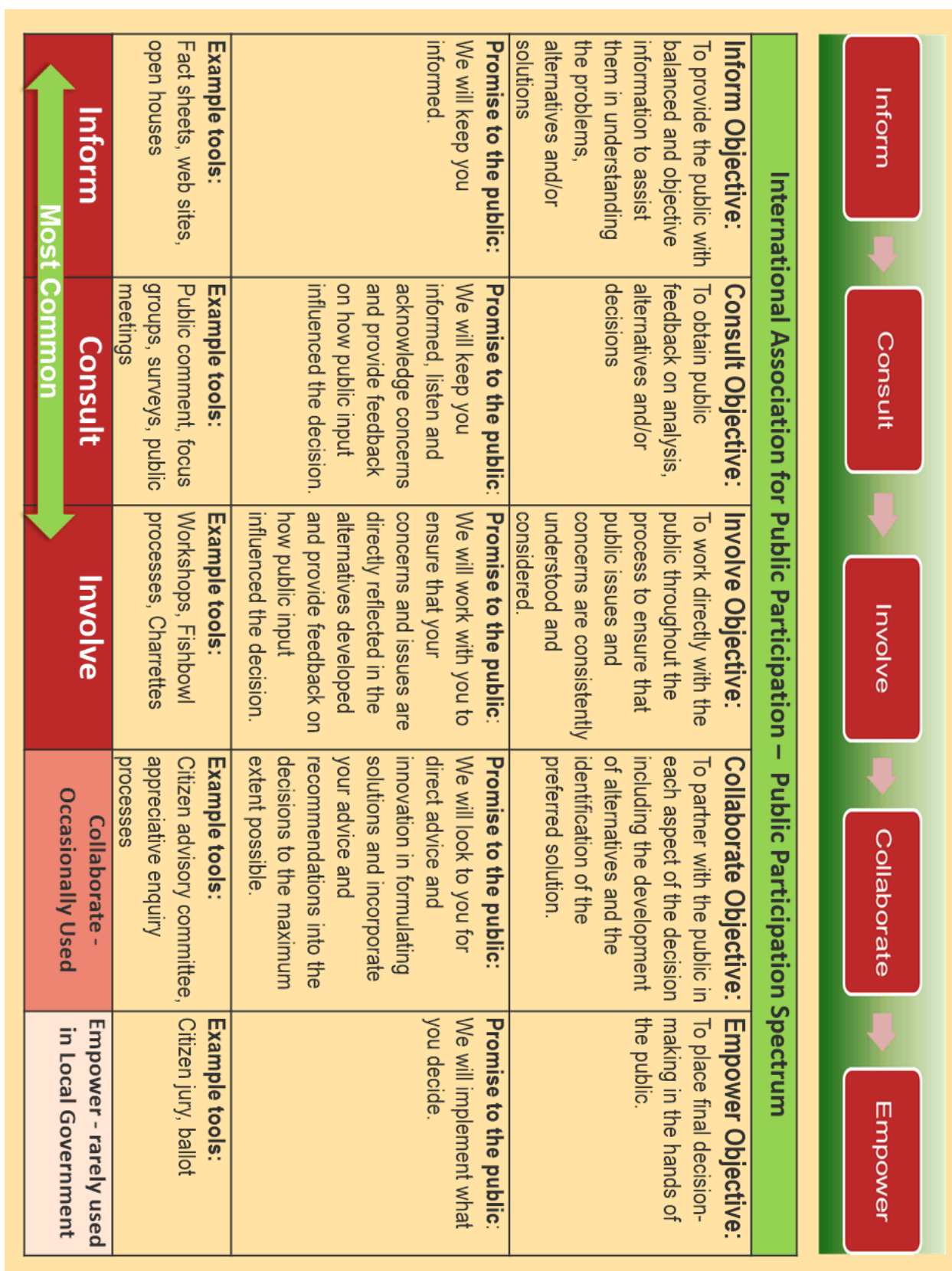


The graphic features a stylized tree with a white trunk and branches, set against a background of orange and yellow wavy lines. The tree's canopy is composed of several green leaves. To the left of the tree, there is a white circular icon containing silhouettes of three people standing together. The text 'Engagement Triggers' is written in a large, white, sans-serif font across the top of the graphic. In the bottom right corner, the 'Lockyer Valley Regional Council' logo is displayed, which includes a green leaf-like shape with the text 'Lockyer Valley' and 'REGIONAL COUNCIL' below it.

Engagement Trigger	Types of issues or projects	CE Outcome
Whole of region issue or project	<b>Examples:</b> Community Plan, Corporate Plan, Strategic Land Use Plan	<b>Participation in Decision Making</b> (across Region)
Local area, group or neighbourhood issue or project	<b>Examples:</b> proposals / planning for localised facilities, parks or reserves, local crime prevention programs, streetscape projects	<b>Participation in Decision Making</b> (across defined geographic area, specific population group or sector)
Service or program specific issue or project	<b>Examples:</b> Service/facility user feedback and evaluation, event or program planning and evaluation	<b>Participation in Decision Making</b> (across a defined service user / customer base)
Feedback on decisions or changes	<b>Examples:</b> Feedback on how public input influenced the decision, community awareness of local laws	<b>Providing useful information:</b> (across various areas: region, local area, service, group specific)
Community relations events	<b>Examples:</b> Council meet and greets, open days at Council facilities, events	<b>Building Council and Community Connections</b> (across various areas: region, local area, service group specific)







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**12.3 Public Art Reference Group - Laidley CBD Arts Project**

**Date:** 11 December 2014  
**Author:** Neil Williamson, Team Leader Community Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

**Summary:**

This report seeks Council approval to establish a project-specific Public Art Reference Group for the Laidley CBD Arts Project.

The Laidley CBD Arts Project is a sub-project of Laidley Futures and is aimed at increasing shopping and visitor activity by enhancing the sense of “place” and “community connection” of identified public spaces within Laidley. This project will see the installation of a variety of public artworks ranging from sculptures and wall murals through to pavement and overhead art.

To maximise community ownership of and artistic integrity in this project, a time-limited and scope-limited community reference group is proposed with a clearly defined role in assessing the relevance and suitability of artist’s proposals for each space and making recommendations to Council. This would be a reference group making recommendations only and is not intended to be a decision-making body.

This model has been used successfully in community arts projects in other local government areas and increases community support and project credibility. This proposal also delivers on Council’s commitment to move from a disaster response and resilience-focused community reference group to time-limited project-focused groups.

**Officer’s Recommendation:**

**THAT Council establishes a Public Art Reference Group for the Laidley CBD Arts Project to provide recommendations to Council on types and placement of public art installations.**

**Report**

**1. Introduction**

The *Laidley Futures – Arts & Cultural Integration* project was initiated by the Laidley Futures Committee to further the aims and objectives of the Project and to increase the inclusion of arts and cultural components in the revitalisation of Laidley main street and surrounds.

The success of this project is linked with high levels of community participation in the planning, development, installation and utilisation of the arts and cultural components. A range of engagement techniques will be used to gather input from all stakeholders (including Council, businesses, residents, artists, others) within the goals, context and limitations provided by the Laidley Futures Committee.

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The full extent of the *Laidley Futures – Arts & Cultural Integration* project will be realised over several years as a community-driven “organic” process, thereby maintaining and growing community ownership and utilisation of the CBD area.

This report provides information on a proposal to form a Public Art Reference Group to provide cultural and artistic and placemaking recommendations to Council via the Laidley Futures Committee.

## **2. Background**

The *Laidley Futures – Arts & Cultural Integration* project was initiated by the Laidley Futures Project Team to further the aims and objectives of the Project and to increase the inclusion of arts and cultural components in the revitalisation of Laidley main street and surrounds.

The highly valued history of the town, recent adversity and resilience, changing demographics and growth, and authentic village charm all present interesting options to use art and cultural elements that will complement the existing and future development within the town.

The success of this project is linked with high levels of community participation in the planning, development, installation and utilisation of the arts and cultural components. Artistic integrity and community ownership of various public spaces will be key factors in delivering the outcomes of increased local and tourist activity within the business district, as well as enhancing the community’s pride.

The establishment of a Public Arts Reference Group with a focus on the current *Laidley Futures – Arts & Cultural Integration* project will add further credibility to Council’s commitment to partner with the community and develop the capacity of the local arts sector. The Public Arts Reference Group will provide advice and recommendations to Council via the Laidley Futures Committee. It will not be a decision-making body.

## **3. Report**

A Public Arts Reference Group would be formed by calling for expressions of interest (EOIs) from the general public for membership on the Group. Selection criteria would include weighting for personal arts experience; experience in public arts projects; knowledge of Laidley’s heritage culture and potential future directions; understanding of public art as a tourism drawcard; urban planning and design; landscape architecture; and willingness to work cooperatively with Council within a defined project scope. Membership from local and regional arts groups and tourism networks is anticipated.

The Group would be facilitated by Council’s Project Lead officer, at this stage a Community Engagement & Development Officer. All recommendations from the Group will be reported to Council via the Laidley Futures Committee.

Expressions of Interest would be call for following Council approval and would close late January 2015 with the initial Public Arts Reference Group meeting to be held by early February 2015.

The Laidley CBD Street Art Project aims to have artists submitting concepts and briefs in February 2015 so that initial artworks can be installed within the current financial year,

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demonstrating to the community that the project is delivering on Council intentions and community expectations.

The Group would meet not less than monthly in the initial stages and then as required to maintain project momentum. The Group's meeting Minutes will be tabled at Laidley Futures Committee meetings.

The Project is expected to continue for several years subject predominantly to external funding for art installations, with the Public Art Reference Group to continue as needed within the life of the Project.

**4. Policy and Legal Implications**

Community engagement will be conducted in line with the community engagement framework.

**5. Financial and Resource Implications**

All costs will be met within existing Community Engagement & Development and Laidley Futures budgets. External funding, including but not limited to RADF, may be sourced to provide support for Group development if required.

**6. Delegations/Authorisations**

Manager Disaster Management (Recovery & Resilience) & Community Engagement be authorised to implement the establishment of the Public Arts Reference Group.

**7. Communication and Engagement**

The Public Art Reference Group will be promoted in the local media with a public notice and media story calling for Expressions of Interest.

The Community Engagement & Development Team will manage this project as one of several engagement tools for the Laidley CBD Street Art Project. Public consultation has already occurred to determine key themes and local art capacity.

**8. Conclusion**

The Public Art Reference Group will sit under the Laidley Futures Committee and will be subject to regular reporting and review by that Committee. Prompt implementation of the proposed consultation process will support the Group in meeting Project objectives and milestones.

**9. Action/s**

The implementation of the Public Arts Reference Group will occur promptly following approval by Council.

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**12.4 Lockyer Valley Social Plan**

**Date:** 11 December 2014  
**Author:** David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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**Summary:**

The Lockyer Valley Social Plan sets out the process that was used to develop the social plan, its key conclusions about the kinds of community services that will be required in the years ahead and the range of practical actions that Council can take in gaining these services for the community.

A social plan is primarily concerned with building community well-being by addressing social, economic and cultural needs and issues of importance to a community now and in the future. This social plan is a strategic view of the social trends and issues that affect all those who live and work in the Lockyer Valley Regional Council area. It identifies the services that will be needed into the future and the particular communities where those services will be most needed.

The social plan has been built upon a considerable body of data and analysis of the drivers of community well-being. The data behind the analysis is provided in a set of appendices to the report.

**Officer's Recommendation:**

**THAT Council acknowledges the content in the Lockyer Valley Social Plan and use as a basis for advocacy to Government to provide services as identified as lacking within the Lockyer Valley.**

**Report**

**1. Introduction**

The most important drivers of change in most areas are the demographic ones, principally the rate of overall population change and the changing age distribution of that population.

Lockyer Valley is in the fortunate position of being able to expect a steady increase in its total population over the next 25 years, driven in large part by the expansion of Brisbane's western growth corridor out through Ipswich into the Lockyer Valley. From 2011 until 2036, the State Government Statistician forecasts that the Lockyer Valley Regional Council area will grow from some 36,000 people to over 54,000 people, a percentage increase of 34%. The Lockyer Valley East SA2 area, which encompasses Laidley and the new developments north of the Warrego Highway, is forecast to receive a large share of this growth, as the table below indicates.



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**Table 1: Forecast Population Growth in the Lockyer Valley**

SA 2 Area	2011 Population	2036 Forecast	Increase	% Change
Lockyer Valley East	18,048	28,066	10,018	35.7%
Lockyer Valley West	10,458	15,189	4,731	31.1%
Gatton	7,374	10,983	3,609	32.9%
Lockyer Valley LGA	<b>35,880</b>	<b>54,238</b>	<b>18,358</b>	<b>33.8%</b>

Source: Queensland Government Statistician, 2014

Population growth of this order provides many more options than areas not experiencing much or any growth. On the other hand, it also brings with it challenges associated with an increased demand for services. What drives the demand for many services however is not just the level of total growth but rather the changing age distribution of the population. Despite the increase in total population, which suggests a certain component of young families with children, Lockyer Valley like most areas in Australia will be characterized by an ageing population.

## 2. Background

The preparation of this social plan was a three step process encompassing:

- **Analysis** of the available socio-economic data pertaining to the Lockyer Valley. This component drew heavily on the 2011 Census as well as a number of other reports and sources of primary data. Useful sources of published data included the Health Atlas of Australia and statistics compiled by the Queensland Government Statistician.
- **Sharing** the analysis with Council and community. This component took the form of a number of community meetings in which the key demographic drivers were presented and those present were invited to consider what the trends revealed might mean for their community's future welfare.
- **Developing** conclusions and proposed actions, which incorporated the views of those attending the community meetings as well as the analysis of the data. This engagement involved a total of 5 meetings being held and simple questionnaires circulated at two community activities to share data, receive ideas and comments.

## 3. Report

The social plan is primarily about three elements:

- the community services that Lockyer Valley will require in the years ahead,
- the different communities that constitute Lockyer Valley and their specific needs,
- and the role of Council in helping to meet the needs of those communities.

The social plan has to identify which services will be required to match the various drivers of community well-being relevant to each community and Lockyer Valley as a whole. These drivers include demography, employment, education, health, housing, income, transport and

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communications. The intimate connection between economic growth and social development however cannot be stressed too much. This theme was reinforced in the community meetings. Matching services to the needs of specific communities in Lockyer Valley is critical because those communities are different and for most services, one size will not fit all. Moreover, understanding the strengths and weaknesses of the various communities increases the potential for mobilising communities to play their part in supporting some of those services. Council has three main in matching services to the needs of the Lockyer Valley Community. They are

Providing

Lockyer Valley Regional Council takes the lead with providing services as a core function. These include community development, recreation, community facilities, community engagement, youth development and economic development.

Partnering

There will be numerous opportunities for Council to partner with others at minimal direct or indirect cost to obtain needed services. Many of the services that Lockyer Valley will require are in fact regional services that should have a presence in Lockyer Valley.

Some of the more fruitful partnerships can be with neighbouring local governments in West Moreton and Toowoomba and agencies to encourage and facilitate the delivery of services properly throughout the region. Brokering cost effective partnerships is a skill that Council should seek to develop further in house.

The most important element however will be building effective relationships with those agencies, whether they be local or external, who have been contracted to service the community. It's simply not possible to create an effective partnership if a good relationship has not been developed and maintained.

Advocating

Advocating utilising quality data and good analysis of that data will be vital for the providing of services into the Lockyer Valley.

The Appendices of the attached Social Plan gives a breakdown of data. Key indications of where advocating with State Government may need to be required are:

- Transport
  - Transport is a great enabler. Transport for access to services is a major issue in Lockyer Valley, a problem commonly cited in the community meetings. While the road transport corridor along the Warrego Highway provides a basic service, connecting with the surrounding rural areas makes it very difficult for anyone without access to a car to utilize education, employment, health and social opportunities. A viable community transport option would go a long way to alleviating this situation.
- Services to young families and their children

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- Solid population growth in Laidley and the areas north of the Warrego Highway over the next 10-15 years will mean an immediate high priority for services to young families and their children, who are already an important demographic for new housing in these areas.
- The demographic analysis indicates that while the numbers of young people 0-19 years will grow from some 10,500 in 2011 to 14,000 in 2036, the shares between preschool, primary school, secondary school and post school young people will remain fairly constant.
- Of concern here is that there is a trend of declining enrolments from 2010 to 2014 of the Gatton State School and the Laidley State School. (Department of Education Training and Employment, 2014.)
- Aged and disability support services in Laidley and Lockyer Valley West
  - Conversely, an increasing ageing population in and around Laidley and the areas west of Gatton will require an expansion of residential aged accommodation and support services for the increasing number of older people in these communities. Key to this will be:
    - Achieving an increase in the number of residential aged care places available. If 7.5% of those aged over 65 years generally require residential accommodation of some kind, some 875 places will be required in 2036; currently there are only 220 which is less than 50% of the number of places already needed.
    - An increase in the number of Commonwealth funded home support packages.
    - Obtaining an increase in the range of medical and health support services provided by the West Moreton Hospital and Health Service from Gatton and Laidley Hospitals in the future, especially access to specialists.
- Multi-cultural support services in the farming areas around Gatton
  - An increase in migrant workers servicing the agricultural produce areas represents both an opportunity and a challenge. The Gatton SA2 area is forecast to have the lowest rate of population growth in Lockyer Valley, with a significant increase in very old people in the out years. The extent to which migrant families can permanently settle in the area will help to offset this shift to an older age profile. However migrant and refugee settlement services is a necessary prerequisite to make the most of this opportunity and avoid community relations difficulties that might arise if community inclusion is not achieved.
  - The cessation of the long running LAMP program and the recent expression of interest by the Queensland Department of Aboriginal Torres Strait Islander and Multicultural Affairs for diversity services to be delivered on a regional basis highlights the problems to be anticipated in securing funding for multi-cultural support services.
- Unemployed and disengaged youth
  - Youth unemployment, together with those who are neither earning nor learning, is set to be a growing and significant issue over the next 2-3 years in the Lockyer Valley particularly due to relatively fewer job and training opportunities. Already

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youth unemployment is in double digit figures and rising steadily. The prevalence of disengaged youth (neither learning nor earning nor seeking work), although not at the same level as youth unemployment overall, is nonetheless likely to increase substantially. Getting them into worthwhile training and then a job they can stick at and start to build a career will need to be a high priority across the whole of Lockyer Valley. Hence school to work transitions will be all important. Regrettably, the Commonwealth funded Worklinks program will cease next year. It remains to be seen if the Government's work for the dole scheme will fill the gap.

- Improving the health status of Lockyer Valley residents
  - In the most recent survey of self-reported health conditions in 2011-12, Queensland Health reported that the Lockyer Valley LGA had a below average level of health overall compared with local government areas across Queensland. The survey found seriously above average levels for smoking and obesity and above average for overweight, blood pressure, cholesterol, insufficient physical activity and low fruit consumption. Laidley and District in particular displays high rates of risk factors, chronic disease and reported mental health problems and has the highest proportion of people of all ages with a severe or profound disability living in the community (6.1%).

The Social Health Atlas data for Queensland Local Government Areas published by the Adelaide University Population Health Development Unit (2014) provides a wealth of data about the health and social status of the Lockyer Valley population.

Despite efforts by Council to promote a healthier lifestyle, the major risk going forward for the community is that insufficient resources will be made available by the major health provider and other funding agencies. Service planning by the West Moreton Hospital and Health Service for example indicates an amalgamation of the Laidley and Gatton hospitals by the middle of the next decade which may or may not release resources for community health programs urgently needed in the Laidley district especially.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed through existing policies and related guidelines.

**5. Financial and Resource Implications**

Budget impacts will continue to be addressed through existing allocation and reprioritisation as required.

**6. Delegations/Authorisations**

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

**7. Communication**

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

**8. Conclusion**

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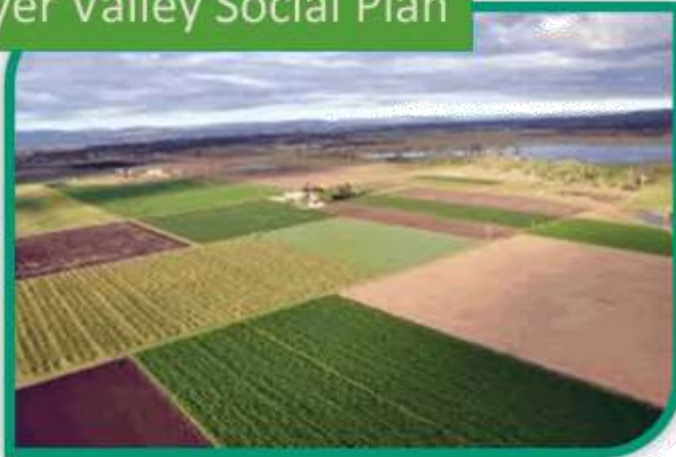
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The Lockyer Valley Social plans gives indications of services that may be needed to be provided for the Lockyer Valley and as a tool to advocate for services to be brought into the region.

**Attachments**

1 [View](#) Social Plan 28 Pages

## Lockyer Valley Social Plan



TIM ELTHAM  
Social Planning and Research Unit  
December 2014



## Executive Summary

The Lockyer Valley Regional Council Draft Social Plan has as its central focus the community social services that will be required for the community to address its social, economic and cultural needs.

This report identifies the key demographic drivers that in large part will determine the most important social services required over the next 20 years. An ageing population, offset by steady population growth bringing in some young families and children, will be the dominant drivers over the planning time frame.

This means that the most important service fields will be support for families and young people, aged care and disability support services to meet the growing needs of an ageing population, multicultural services to assist an expected growth in immigrant families seeking work in the Valley, working with a smaller but significant number of unemployed and disengaged youth and finally, improving health services to counter an increasing incidence of lifestyle diseases.

Service development will be enhanced by addressing a number of key enabling functions that are essential if community services are to be effective. These key enablers include collecting quality data about the community, capable community organisations, community transport, stronger social networks and local community facilities. These enablers are necessary but not sufficient to ensure that the community can make the most of the services available to it.

In ensuring the community has access to the social services it needs, Council should adopt three specific roles, namely providing a limited range of services, partnering with other organisations to provide services, and advocating strongly to governments and the private sector.

Three explicit strategies are recommended for Council to employ in implementing this plan. They are knowing its local communities better than any other agency, using that knowledge to obtain relevant services that the Lockyer will need, and compiling really good quality data about the Lockyer Valley and publishing it regularly.

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### The Basis of Lockyer Valley's Social Plan

This report to the Lockyer Valley Regional Council sets out the process that was used to develop the social plan, its key conclusions about the kinds of community services that will be required in the years ahead and the range of practical actions that Council can take in gaining these services for the community.

A social plan is primarily concerned with building community well-being by addressing social, economic and cultural needs and issues of importance to a community now and in the future. Many of those social needs must be met through specific services. Accordingly a large part of this social plan focuses on the various community services that the Lockyer Valley will require over the next 20 years.

A social plan also recognizes the importance of improving a community's capacity to meet many of its needs through the enhancement of social capital and the strengthening of local organisations and groups. Accordingly, the Lockyer Valley Social Plan pays close attention to the needs of the various communities in the Lockyer Valley, all of which are different.

Social plans can be quite prescriptive, containing a vision, objectives, strategies and a long list of detailed actions and policies that should be adopted by the body responsible for commissioning it. This is not one of those plans.

This social plan is more a strategic view of the social trends and issues that affect all those who live and work in the Lockyer Valley Regional Council area. It identifies the services that will be needed into the future and the particular communities where those services will be most needed.

Social planning is not an established function in Queensland local government and for many people it raises questions about how far Councils should become involved in non-traditional areas, especially those that would appear to be the responsibility of other levels of government, the non-government sector or the private sector. Because this is a local government social plan, it addresses directly the roles that Council can play in this arena in ways that are constructive while avoiding commitments to major new expenditures.

This social plan has been built upon a considerable body of data and analysis of the drivers of community well-being. The data behind the analysis is provided in the appendices to this report.



## How the Social Plan was Developed

### Built on a foundation of analyzing the data

A four step process was used in the development of

- **Analysis** of the available socio-economic data drew heavily on the 2011 Census as well as data. Useful sources of published data compiled by the Queensland Government
- **Sharing** the analysis with Council and number of community meetings in which those present were invited to consider what the trends revealed might mean for their community's future welfare.
- **Developing** conclusions and proposed actions, which incorporated the views of those attending the community meetings as well as the analysis of the data.
- **Publication** of the draft social plan.



this social plan to date, encompassing:

data pertaining to the Lockyer Valley. This component a number of other reports and sources of primary included the Health Atlas of Australia and statistics community. This component took the form of a the key demographic drivers were presented and the community's future welfare.

This report to Council and the community covers the first three steps, with the next step of publication of the draft report together with all the supporting data in the appendices.

Comprehensive analysis of demographic and socio-economic data has been crucial to the process because not only has it provided a body of evidence concerning relevant trends, it has also provided a basis for engaging with the community and provoking a vigorous discussion.

### Community engagement

The preparation of this social plan has involved engagement with some of the communities constituting the Lockyer Valley Regional Council area. A total of 5 meetings have been held in these communities and simple questionnaires circulated at two community activities to share data, receive ideas and comments.

The community engagement component of the social plan has proven to be useful in that it encouraged constructive dialogue about the future of the community in a forward looking way. The engagement process was also positive in engendering considerable support for Council's decision to prepare a Lockyer Valley social plan. It is clear that Council is now in a good position to continue exercising leadership in maintaining the dialogue about how the community can adapt to a changing socio-economic environment.

Community engagement around a social plan is necessarily a continuing activity. The publication of the Lockyer Valley Social Plan in draft form should be the stimulus for another round of community engagement to test the conclusions and proposed actions with the main communities in the Lockyer Valley. This element is considered important because the first round of community meetings were generally not well attended. It is considered that the publication of a draft social plan is more likely to engender greater interest in the community because they will have something more substantial to comment on.

## The Demographic Drivers of Social Change

The most important drivers of change in most areas are the demographic ones, principally the rate of overall population change and the changing age distribution of that population.

Lockyer Valley is in the fortunate position of being able to expect a steady increase in its total population over the next 25 years, driven in large part by the expansion of Brisbane's western growth corridor out through Ipswich into the Lockyer Valley. From 2011 until 2036, the State Government Statistician forecasts that the Lockyer Valley Regional Council area will grow from some 36,000 people to over 54,000 people, a percentage increase of 34%. The Lockyer Valley East SA2 area, which encompasses Laidley and the new developments north of the Warrego Highway, is forecast to receive a larger share of this growth, as the table below indicates.

Table 1: Forecast Population Growth in the Lockyer Valley

SA 2 Area	2011 Population	2036 Forecast	Increase	% Change
Lockyer Valley East	18,048	28,066	10,018	35.7%
Lockyer Valley West	10,458	15,189	4,731	31.1%
Gatton	7,374	10,983	3,609	32.9%
Lockyer Valley LGA	35,880	54,238	18,358	33.8%

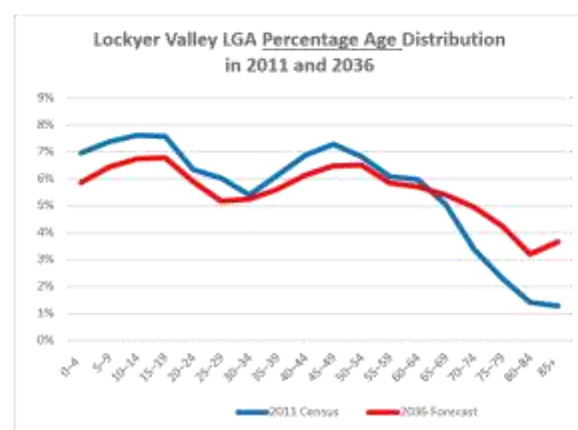
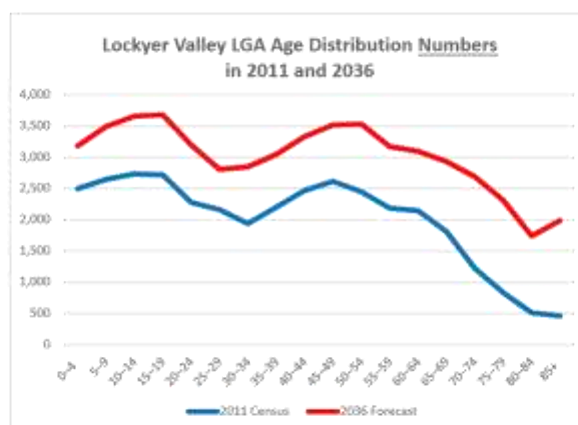
Source: Queensland Government Statistician, 2014

Population growth of this order provides many more options than areas not experiencing much or any growth. On the other hand, it also brings with it challenges associated with an increased demand for services. What drives the demand for many services however is not just the level of total growth but rather the changing age distribution of the population. Despite the increase in total population, which suggests a certain component of young families with children, Lockyer Valley like most areas in Australia will be characterized by an ageing population.

The graphs on pages 19 to 22 in the Appendices show clearly while the population will increase in every age group, the **proportion** of young people will fall over the next 25 years and the proportion of older people will nearly double. The graph on the next page shows the direction of this change for the Lockyer Valley Regional Council area very clearly. This change applies to all three SA2 areas, with the greatest shift occurring in the Lockyer West SA2 area which encompasses Grantham and the rural towns to the west of Gatton.

An interesting confirmation of this trend is that when we look at the age distribution of the main occupational groups, the oldest groups by far are farm workers and managers which in the case of the Lockyer Valley includes farm owners, farm managers and small business owners. The ageing of this segment of the work force may have significant implications for the transfer of assets to a younger generation.

#### Population Age Distributions 2011 to 2036



Source: Queensland Government Statistician, 2014

The steady ageing of the population is the factor which will have the greatest impact on the quantity and nature of community services required in the future.

### Future Service Needs in the Lockyer Valley



The social plan is primarily about three elements: the community services that Lockyer Valley will require in the years ahead, the different communities that constitute Lockyer Valley and their specific needs, and the role of Council in helping to meet the needs of those communities.

The social plan has to identify which services will be required to match the various drivers of community well-being relevant to each community and Lockyer Valley as a whole. These drivers include demography, employment, education, health, housing, income, transport and communications. The intimate connection between economic growth and social development however cannot be stressed too much. This theme was reinforced in the community meetings.

In setting out the various services that will be required in the years to come, it is not meant to suggest that these are all services that Council has a responsibility to provide. On the contrary, very few of them will be the responsibility of Council. What Council can do however is to work systematically, frequently in partnership with others, to ensure that those agencies that do have this responsibility perform in ways that meet the community's legitimate needs and expectations.

The strategic importance of Council having statutory and political responsibility for its geographical area should not be underestimated. There is no other agency or level of government that has the same interest in promoting the overall well-being of its residents than Lockyer Valley Regional Council. If it does not display concern about the adequacy of services delivered to its communities, no other agency will.

Matching services to the needs of specific communities in Lockyer Valley is critical because those communities are different and for most services, one size will not fit all. Moreover, understanding the strengths and weaknesses of the various communities increases the potential for mobilising communities to play their part in supporting some of those services.

The third element is to do with the most appropriate roles that Council can play in getting community services to the people who need them. Throughout the preparation of the social plan, we have sought pragmatic ways in which Council can assist within reasonable limits of its resources. Wherever possible, we have tried to identify where Council can maximize its impact by exercising leverage, by mainly doing those things which have the greatest second and third order effects.

### Services to young families and their children

Solid population growth in Laidley and the areas north of the Warrego Highway over the next 10-15 years will mean an immediate high priority for services to young families and their children, who are already an important demographic for new housing in these areas.

In particular, services under this heading will need to cover:

- Early childhood development, which is critical in laying the foundation for success at school and so many other facets of life. The Lockyer Valley is already nearly 50% under serviced in the number of kindergarten and preschool places for 3 and 4 year olds.
- Support services for young families, especially if they are located in areas north of the Warrego not yet serviced by agencies on the ground or by transport to access services located elsewhere. Child protection data from this SA2 area suggests that many families are struggling for a range of reasons.
- Youth activities and helping them get access to specialist support services like mental health support, job placement and training when required.

The demographic analysis indicates that while the numbers of young people 0-19 years will grow from some 10,500 in 2011 to 14,000 in 2036, the shares between preschool, primary school, secondary school and post school young people will remain fairly constant. The table below shows the changes in numbers and percentages over the 25 year period.

Table 2: School Age Forecasts 2011 - 2036

	Preschool 0-4 years	Primary 5-11 years	Secondary 12-17 years	Post School 18- 19 years	Total
<b>2011</b>	2,498	3,741	3,272	1,088	10,599
<b>2036</b>	3,182	4,958	4,405	1,473	14,018
<b>Increase</b>	684	1,217	1,133	385	3,419
<b>2011</b>	23.6%	35.3%	30.9%	10.3%	100.0%
<b>2036</b>	22.7%	35.4%	31.4%	10.5%	100.0%

To put these numbers in some perspective, an additional 1200 primary school age children would need some additional 45 classrooms and grade teachers, which represents two medium size primary schools.

While these are not dramatic increases, the likelihood that there will be some 5,000 primary school age children and 4,500 secondary school age young people by 2036 has clear implications for the extent of social infrastructure required. Sporting, cultural and recreational groups, and their need for appropriate facilities, will constitute a steadily growing demand on Council's resources and should be planned for accordingly, especially in those areas not well endowed at present with such facilities.

### Aged and disability support services in Laidley and Lockyer Valley West

Conversely, an increasing ageing population in and around Laidley and the areas west of Gatton will require an expansion of residential aged accommodation and support services for the increasing number of older people in these communities. Key to this will be:

- Achieving an increase in the number of residential aged care places available. If 7.5% of those aged over 65 years generally require residential accommodation of some kind, some 875 places will be required in 2036; currently there are only 220 which is less than 50% of the number of places already needed.
- An increase in the number of Commonwealth funded home support packages.
- Obtaining an increase in the range of medical and health support services provided by the West Moreton Hospital and Health Service from Gatton and Laidley Hospitals in the future, especially access to specialists.

Lockyer Valley Regional Council Draft Social Plan

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It should be noted however that while services for older people will gradually assume greater importance, the Lockyer Valley will not be a seriously ageing community compared with many other communities in south-east Queensland. Population growth in the eastern part of Council's area as an extension of the urban growth corridor out through Ipswich will serve to offset the ageing of the community and provide a greater degree of balance overall.

What will emerge however will be a growing demand for recreation and information services for this older group. It is also likely that many older people will seek to work longer than previous generations and their interest and capacity to make a contribution to community life will be greater once they do retire. Enhanced support for voluntary activity amongst this group is likely to enhance their ability to contribute in this way and would appear to be a sound social investment by Council in the years ahead.

### Multi-cultural support services in the farming areas around Gatton

An increase in migrant workers servicing the agricultural produce areas represents both an opportunity and a challenge. The Gatton SA2 area is forecast to have the lowest rate of population growth in Lockyer Valley, with a significant increase in very old people in the out years. The extent to which migrant families can permanently settle in the area will help to offset this shift to an older age profile. However migrant and refugee settlement services is a necessary prerequisite to make the most of this opportunity and avoid community relations difficulties that might arise if community inclusion is not achieved.

The cessation of the long running LAMP program and the recent expression of interest by the Queensland Department of Aboriginal Torres Strait Islander and Multicultural Affairs for diversity services to be delivered on a regional basis highlights the problems to be anticipated in securing funding for multi-cultural support services.

#### Unemployed and disengaged youth

Youth unemployment, together with those who are neither earning nor learning, is set to be a growing and significant issue over the next 2-3 years in the Lockyer Valley particularly due to relatively fewer job and training opportunities. Already youth unemployment is in double digit figures and rising steadily. The prevalence of disengaged youth (neither learning nor earning nor seeking work), although not at the same level as youth unemployment overall, is nonetheless likely to increase substantially. Getting them into worthwhile training and then a job they can stick at and start to build a career will need to be a high priority across the whole of Lockyer Valley. Hence school to work transitions will be all important. Regrettably, the Commonwealth funded Worklinks program will cease next year. It remains to be seen if the Government's work for the dole scheme will fill the gap.

It must be recognized however that the majority of young people will leave the area post school to seek education, training, employment and travel opportunities. The critical factor in whether many of them can return to raise families will be the range and quality of jobs available, hence the critical importance of aligning economic and social development plans so that they move in the same direction.

Those young people who remain behind are those who have been able to find employment in the area, are commuting to Ipswich, Brisbane and Toowoomba for study or who are unemployed. There will be social costs to the wider community if the last group grows to substantial numbers over the next five years or so.

#### Improving the health status of Lockyer Valley residents

In the most recent survey of self-reported health conditions in 2011-12, Queensland Health reported that the Lockyer Valley LGA had a below average level of health overall compared with local government areas across Queensland. The survey found seriously above average levels for smoking and obesity and above average for overweight, blood pressure, cholesterol, insufficient physical activity and low fruit consumption. Laidley and District in particular displays high rates of risk factors, chronic disease and reported mental health problems and has the highest proportion of people of all ages with a severe or profound disability living in the community (6.1%).

The Social Health Atlas data for Queensland Local Government Areas published by the Adelaide University Population Health Development Unit (2014) provides a wealth of data about the health and social status of the Lockyer Valley population.

Despite efforts by Council to promote a healthier lifestyle, the major risk going forward for the community is that insufficient resources will be made available by the major health provider and other funding agencies. Service planning by the West Moreton Hospital and Health Service for example indicates an amalgamation of the Laidley and Gatton hospitals by the middle of the next decade which may or may not release resources for community health programs urgently needed in the Laidley district especially. There will be a clear role for Council to advocate strongly on behalf of the community for an upgrading of community health services to compensate for any loss of hospital services in the Laidley district.



## Key Enablers of Service Development

The services listed above do not exist in isolation. There are often pre-existing requirements for their successful implementation. The factors listed below are **enablers** in the sense that they support the implementation of services. Often the two have to be seen as two sides of the same coin; you cannot have one without the other.

### Quality data about the community and the forces impacting on it

Accurate and timely data can be most influential in making the argument to service providers about the real levels of need and where they are most urgent. Data used strategically can be very effective in leveraging resources from other levels of government. Eventually Council should be in a position to produce periodic indicators that track the community's economic and social progress and use these to make the case for the services required.

### Community transport

Transport is also a great enabler. Transport for access to services is a major issue in Lockyer Valley, a problem commonly cited in the community meetings. While the road transport corridor along the Warrego Highway provides a basic service, connecting with the surrounding rural areas makes it very difficult for anyone without access to a car to utilize education, employment, health and social opportunities. A viable community transport option would go a long way to alleviating this situation.

### Capable community organisations

The most effective services are those that work with communities, not simply in them. But that requires a degree of community organisation to form effective partnerships that are capable of framing and enforcing expectations on both sides. Rich and detailed information about the capacity of community organisations in the Lockyer Valley can be an important source of leverage with service providers and funders.

### Stronger social networks

As was shown clearly in the 2011 floods, strong social networks are at the heart of resilient communities. The excellent work undertaken in the Community Recovery Program will have provided a strong foundation for continuing community engagement.

### Local Community Facilities

Stronger social networks and capable community organisations frequently require a basic community facility in which to meet and conduct community building service activities. Some of the more recently developed areas are conspicuously lacking in such places.

## Future Roles for Council

The first thing to recognize is that Council has limited resources and therefore its capacity to address many of these needs is similarly limited. So it has to find ways of organizing the various needs listed above into a useful framework of roles that enables it to go forward with confidence.

There are three basic roles that Council can adopt that can help to frame these various objectives in a pragmatic manner. The three basic roles are:

- Provider
- Partnering
- Advocating

### Providing

Taking the lead on direct involvement with providing services should be confined to its core competencies, the ones that it can do better than anyone else.

These include community development, recreation, community facilities (albeit with financial assistance from others), community engagement and economic development.

Youth development is also a growing area for local government and one that would be supported by the electorate and warranted in light of the demographic trends for Laidley and the areas north of the Warrego in particular.

### Partnering

There will be numerous opportunities for Council to partner with others at minimal direct or indirect cost to obtain needed services. Many of the services that Lockyer Valley will require are in fact regional services that should have a presence in Lockyer Valley.

Some of the more fruitful partnerships can be with neighbouring local governments in West Moreton and Toowoomba to encourage and facilitate the delivery of services properly throughout the region. Brokering cost effective partnerships is a skill that Council should seek to develop further in house.

Choosing which organisations to partner with however is becoming more difficult. Traditionally, local government has often partnered with local organisations by underpinning their operations in practical ways or by providing them with small operational grants which have enabled them to survive. However Commonwealth and State Governments have moved decisively in recent years to fund service providers through competitive tendering. A consequence of this policy has been a shift away from grants to small local organisations to the practice of performance based contracts with larger not-for-profit agencies. The traditional option of supporting local community service agencies is gradually disappearing as they lose their government funding.

In this challenging environment, Council will be faced with some difficult choices between supporting local agencies whose government funding is being squeezed or even disappearing completely, and coming to new arrangements with larger agencies who are based outside the Lockyer Valley but who have been contracted to provide some locally delivered services.

If Council does decide to embark on new arrangements, its most valuable role might lie in working with these larger agencies to ensure they in fact do deliver an effective service into the Lockyer Valley. There have been many examples in recent years where Commonwealth funded programs in particular, often based in Ipswich, have claimed to be delivering services into the Lockyer and Brisbane Valleys but have failed to appear with the frequency and intensity that local needs require.

What the larger agencies potentially bring to the table is a degree of organizational support and access to a wider range of resources that is often difficult for local organisations to match; that's why they are frequently uncompetitive in the tender process. If our communities are to be serviced increasingly by larger agencies operating under performance contracts, then the task for Council becomes one of getting these agencies to apply their greater expertise and resources directly in the Lockyer Valley and not remotely. This might mean applying some practical incentives to make their presence in Gatton and Laidley more frequent and intensive. It might also mean that Council develops a closer relationship with these agencies, servicing the community so that pressure can be applied should they fail to come up to the mark.

The most important element however will be building effective relationships with those agencies, whether they be local or external, who have been contracted to service the community. It's simply not possible to create an effective partnership if a good relationship has not been developed and maintained.

### Advocating

Effective advocacy has long been a bread and butter role for local government. Increasingly however, what makes the difference in advocacy is possession of information that no-one else has. Collection of quality data and good analysis of that data can make all the difference in mounting persuasive cases for resources to flow into the area.

An example of both partnering and advocacy of this kind has been the technical assistance that Ipswich City Council provided to the Ipswich and West Moreton Child Youth and Family Alliance to produce the recent State of the Children and Young Persons Report. The publication of this report has already had an impact in opening up the possibility of additional resources for children's services to flow to the region.

The one area that Council should be an expert in and which everyone else knows little about is its own communities. There is no-one better placed to advocate effectively for the individual communities of Lockyer Valley than Council, provided it makes the effort to gather the hard data and do the analysis that becomes compelling.



Once again, it's a skill that needs developing but it is one that can be shared with neighbouring local authorities. Ipswich City Council for example has built considerable expertise in gathering, analyzing and disseminating social data applicable to West Moreton Region. If suitable arrangements can be made to share this data, it frees Council to concentrate on data about its own local communities and to use that data in advocating for the extension of appropriate services to those communities.

## Strategies for Implementing the Social Plan

Strategies are essentially about the prime methods that an organisation focuses on for a period to achieve its objectives. Strategies are best when they are relatively simple, easily understood by everyone and maintained consistently for a decent period.

The three basic strategies we recommend for implementing the social plan are a focus on:

- the individual communities of Lockyer Valley;
- collecting and analyzing good social and economic data about the Lockyer Valley and tracking the progress of key indicators over time; and
- Leveraging its knowledge of the various communities and the data it collects about Lockyer Valley to influence the pattern of service delivery.

### Knowing our Lockyer communities better than anyone else

The overall community of Lockyer Valley and its constituent communities are core concerns for Council. With thoughtful community engagement, they can be a source of vital information, voluntary effort and political support for Council's advocacy to gain needed services. They are also different one from another and Council's understanding of those differences can be a powerful tool in directing resources to where they will do the most good.

### Using the knowledge of local communities and obtain the services that Lockyer Valley needs

As stated on page 3, the prime objective of Lockyer Valley's need to protect and enhance its community well-being.



### relevant socio-economic trends to

social plan is to obtain the services it will

An inevitable consequence of governments letting service local services is that the one thing these agencies usually lack is a detailed knowledge of the local communities in its contract area. That lack of knowledge may not matter for a time if the service agency is determined to deliver a standard one size fits all service that ignores the differences between communities and unique features of the local social environment.

Unfortunately for the service agency, that single minded approach to service delivery eventually leads to a failure to achieve its performance targets because its services are not properly aligned with the real needs of that community. In the field of human services, local knowledge frequently trumps professional expertise. Consequently, the better agencies are always ready to discover accurate knowledge about the communities they have been contracted to serve.

Council can utilize its superior knowledge of its local communities as a lever to modify agency practices to ensure the services they deliver are more useful and relevant than they would otherwise be.

### Compiling really good data about Lockyer Valley and publishing it regularly

Knowledge is power and the knowledge that Council should have more than anyone else is a deep understanding of what makes their places tick. But this is just not anecdotal knowledge gleaned from personal experience and engaging with constituents but also a thorough understanding of the underlying drivers of community well-being and the direction of change. Analysis of this data puts Council in a strong position to advocate for the services that its communities need. However, the political power of that advocacy can be multiplied when the analysis is published regularly so that the wider population understands what is happening and why.

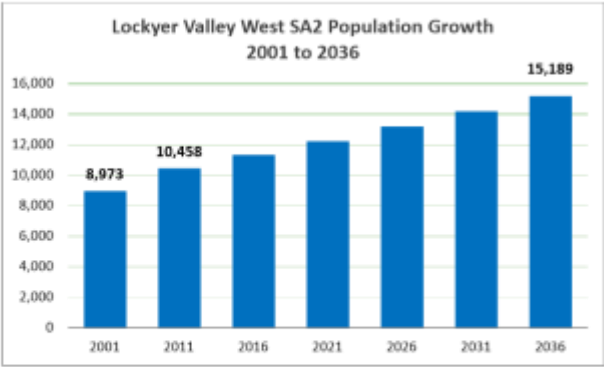
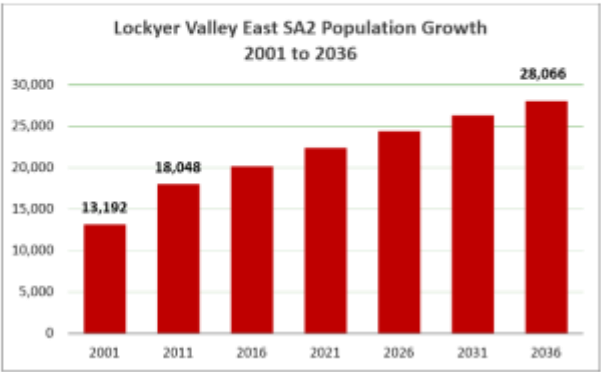
Logan City Council has recently published a set of community indicators for its local government area which is a good example of using publicly available data to hold up a mirror to how well that community is tracking to achieve reasonable performance benchmarks and set some targets for doing better. The real value of community indicators however is that they allow us to measure our progress towards achieving our social objectives.

## Appendices

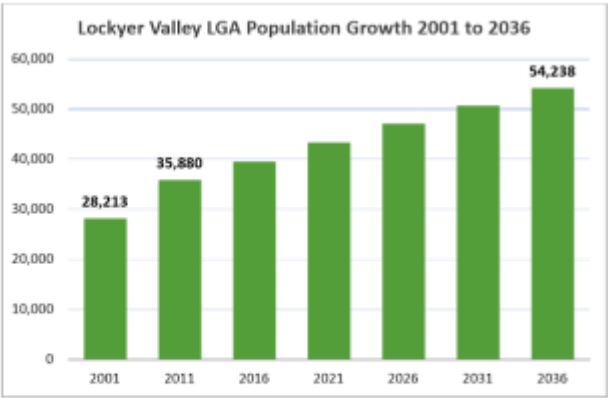
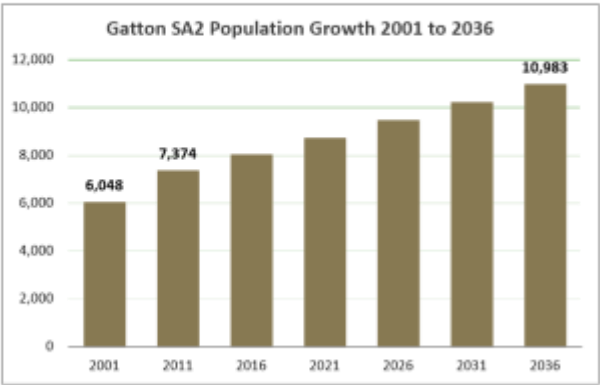
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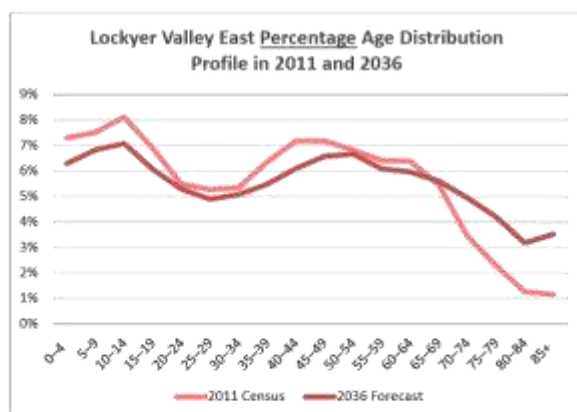
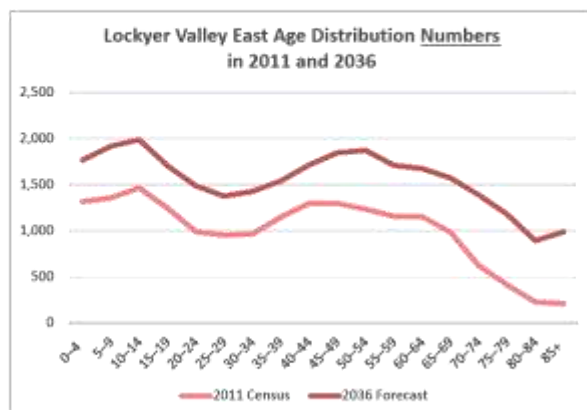
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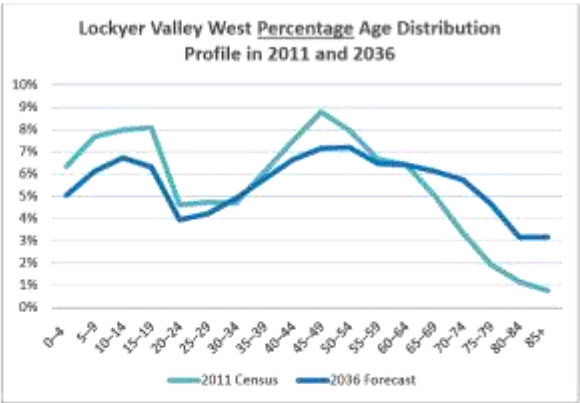
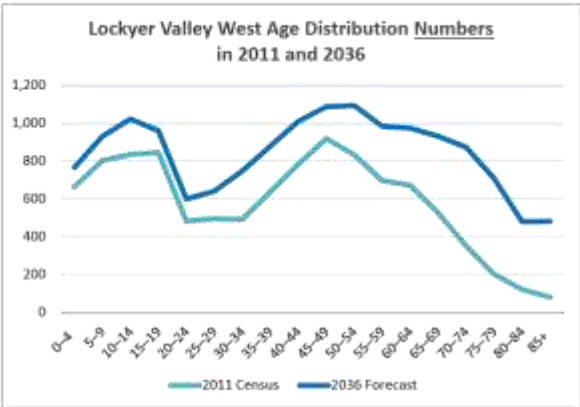
Population Growth 2001 to 2036



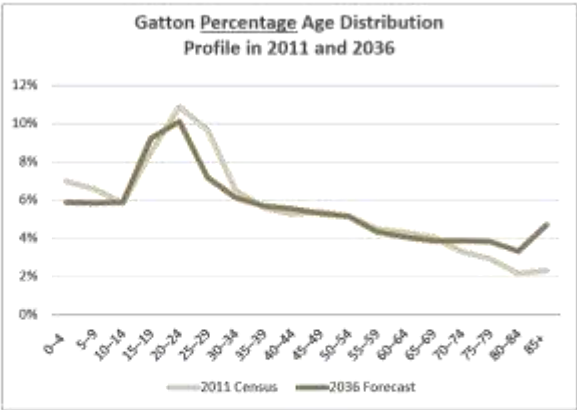
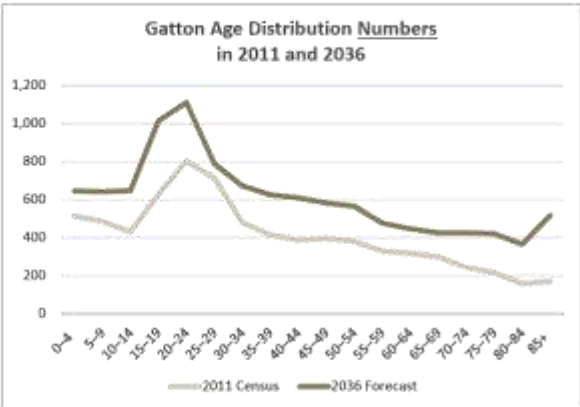
Population Age Distributions 2011 to 2036



Population Age Distributions 2011 to 2036

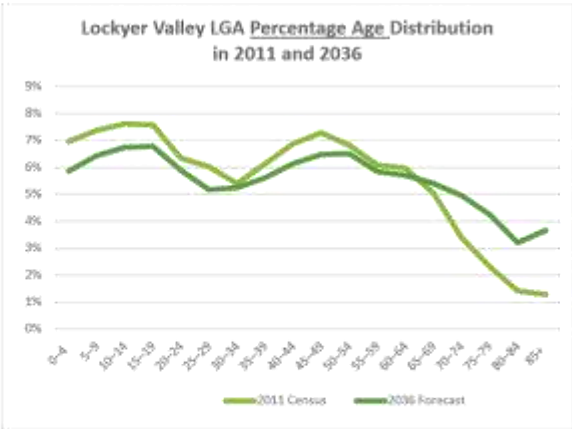
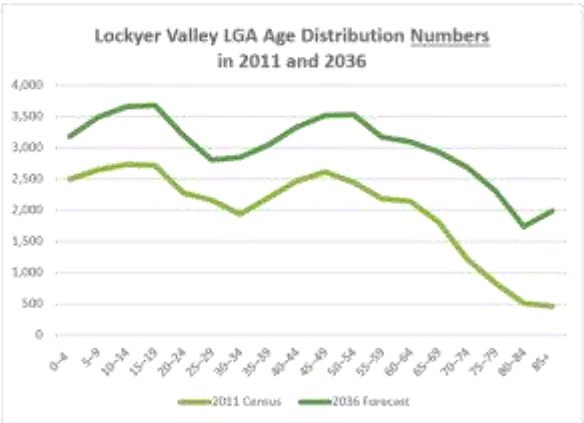


Population Age Distributions 2011 to 2036





Population Age Distributions 2011 to 2036



### Changes in Industry of Employment 2006 to 2011



**Note:**

Manufacturing will include food processing plants.

Changes in Occupations Lockyer Valley 2006 to 2011



**Note:**  
Managers will include farm owners and proprietors.  
Machinery operators and drivers will include people working in trucking and transportation.

## 2013 NAPLAN Results for the Lockyer Valley

NAPLAN 2013	Lockyer Valley LGA	Queensland
Reading Year 3	87.9%	95.0%
Reading Year 5	89.2%	96.1%
Reading Year 7	84.7%	93.6%
Reading Year 9	89.1%	92.5%
Numeracy Year 3	86.6%	95.8%
Numeracy Year 5	84.8%	93.6%
Numeracy Year 7	89.7%	95.6%
Numeracy Year 9	85.5%	90.0%

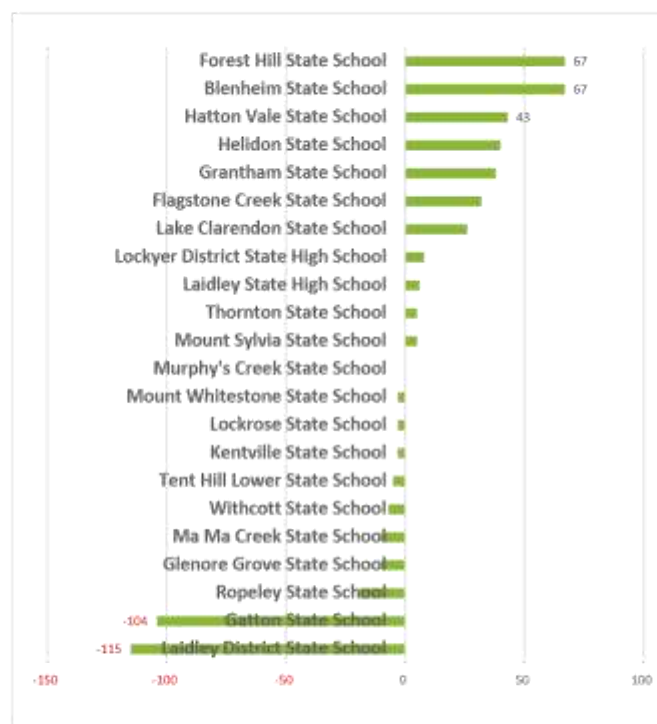
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Numeracy Year 3	86.6%	95.8%
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Numeracy Year 5	84.8%	93.6%
Reading Year 7	84.7%	93.6%
Numeracy Year 7	89.7%	95.6%
Reading Year 9	89.1%	92.5%
Numeracy Year 9	85.5%	90.0%

**Note:**

The data refers to the percentage of children who achieve the national standard in literacy and numeracy at each year level.

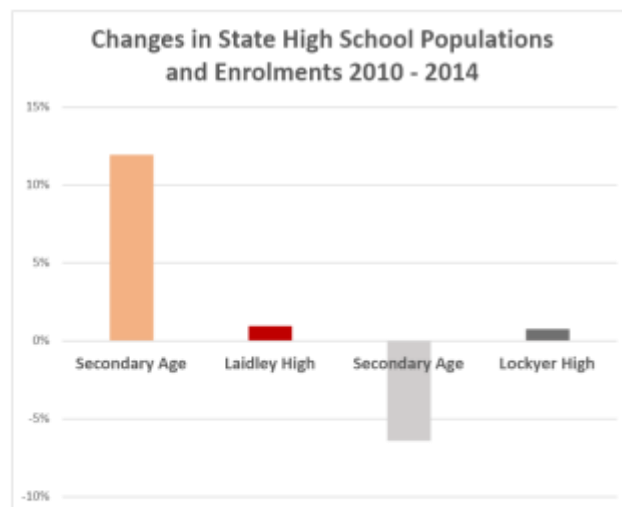
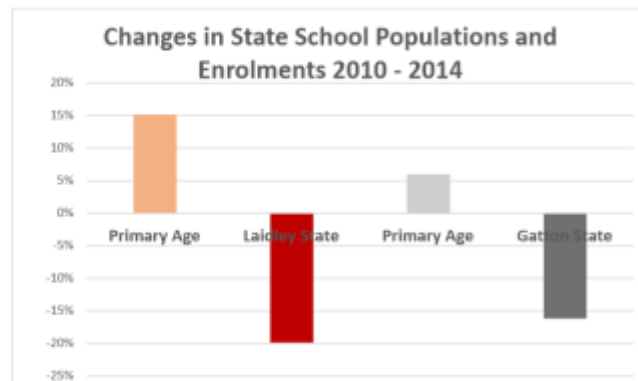
The results in the table are an average for all schools, public and private, in the Lockyer Valley Regional Council area.

### Changes in Enrolments at Lockyer Valley State Schools 2010-2014



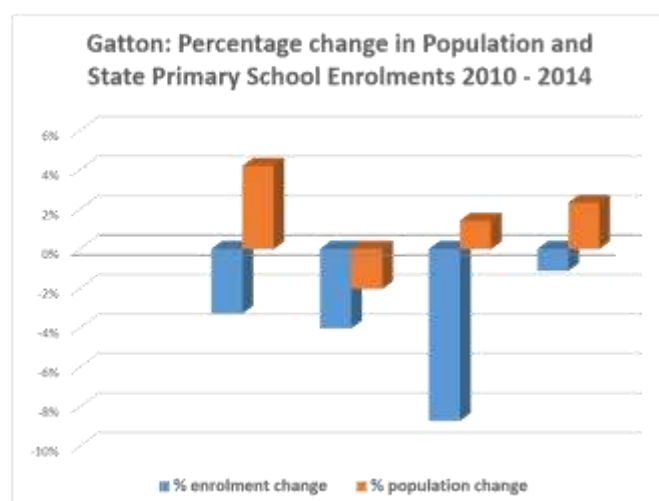
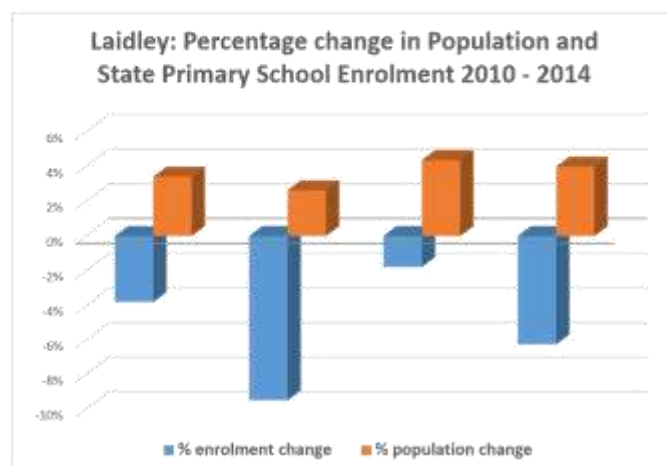
Source: Department of Education Training and Employment, 2014.

### Changes in Populations and State School Enrolments Compared



Source: Department of Education and Training and Queensland Government Statistician 2014

### State Primary School Enrolments and Population Change



### Participation in Education

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#### Full-time participation in secondary school education at age 16

2011		
Full-time participation at age 16	People aged 16	% full-time participation at age 16
Ipswich (C)1,850	2,518	73.5
Lockyer Valley (R)	563	72.6
Somerset (R)	308	78.6
<b>Brisbane</b>	<b>27,402</b>	<b>80.5</b>

#### Participation in vocational education and training

2010			
Number	ASR per 100	SR	Sig.

Ipswich (C)	12,007	6.7	85	**
Lockyer Valley (R)	2,283	6.5	83	**
Somerset (R)	1,264	6.4	82	**
<b>Brisbane</b>	<b>125,890</b>	<b>5.8</b>	<b>74</b>	<b>**</b>

People who left school at Year 10 or below, or did not go to school

2011

	Number	ASR per 100	SR	Sig.
Ipswich (C)	52,658	43.9	128	**
Lockyer Valley (R)	13,346	47.5	139	**
Somerset (R)	8,978	48.7	142	**
<b>Brisbane</b>	<b>505,608</b>	<b>32.8</b>	<b>96</b>	<b>**</b>

Source: Australian Health Atlas, Queensland Local Government Areas, 2014





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

**Date:** 11 December 2014  
**Author:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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**Summary:**

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

**Officer's Recommendation:**

**THAT Council receive and note the Executive Manager Organisational Development & Engagement Monthly Update.**

**Report**

*ORGANISATIONAL DEVELOPMENT*

*Organisation Development Team in the Community*

The Organisational Development (OD), Team attended Laidley State High School on Wednesday 19<sup>th</sup> of November as invited guest speakers for their Year 12 Trade Circle Day. The session provided opportunities for Council, as an industry representative, to provide information to students in areas such as job descriptions, resume building, pathways from school into the workforce and interview skills. Groups comprised of approximately 8 students with each session running for around 40 minutes each. Feedback to the OD team was that the day was a great success with students excited, whilst taking away a new suite of information regarding employment with Council and general advice on recruitment to assist them for future employment opportunities.

*Culture Survey 2013*

The first Lockyer Valley Regional Council Culture Survey was undertaken in 2011 to determine the organisational culture at that point in time. This was to become the basis for future survey's that would enable Council to see what changes are occurring over a period of time. Out of this survey, employees raised issues that led to 35 recommendations being brought forward with 33 able to be addressed and finalised. The second survey was undertaken in 2013 and identified 21 recommendations based on responses. Of these 21 recommendations, 18 have already been addressed with the final 3 due for completion by March 2015. The first survey of 2011 saw employees wanting administrative and process matters being addressed, in the second survey of 2013 the employee responses were centred around cultural change items as they relate to communication, team work, training etc. It is

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intended that a presentation will be made to elected members on the progress of the survey in early 2015.

*Employee and Team of the Year.*

It is that time of the year when Council recognises the Employee and Team of the Year Award. These Awards recognise individual employees and teams of employees who have demonstrated outstanding performance in their position in line with the following behaviour and outcome based criteria:

- Open Information - the employee demonstrates excellent communication skills and ensures the accuracy of information.
- Customer Focus - the employee consistently provides superior customer service to internal and external customers.
- Project Based Work - the employee embraces teamwork, works towards the same goal and is a fair and cooperative team member.
- Flexible Deployment - the employee displays flexibility and the willingness to work in cross functional teams for the benefit of the organisation.
- Learning & Development - the employee displays a commitment to learning and development opportunities.
- Performance Focus - the employee goes 'above and beyond' what is normally expected from someone in the position and has consistently produced work of high quality.
- Commitment - the employee displays commitment and accountability to others and the organisation.
- Human Spirit & Work - the employee is highly motivated and positively interacts with internal and external stakeholders of the organisation.

To date we have eighteen (18) Employee of the Year finalists and eleven (11) Team of the Year finalists. I would like to thank all those who were involved in nominating fellow colleagues and teams for the Employee and Team of the Year. A high calibre of nominations were received, with each application going through a stringent evaluation process.

It is initiatives like this one that recognise those who consistently go above and beyond. The dedication to their roles and teams assists and encourages Council to become a high performing organisation. I would like to congratulate each and every finalist on their nomination, they are a credit not only to their individual team but also to Council as a whole.

*Corporate End of Year function*

Planning is well underway for the annual Corporate End of Year function, where in the Mayor and Chief Executive Officer address all staff on the success and events of this year and provide insight to staff on the year ahead. The event is scheduled for mid-December and Councillors will be provided with further details closer to the event.

**WORKPLACE HEALTH & SAFETY**

*Injuries*

There have been two minor injuries during this reporting period.

*Incidents*

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There have been two minor Plant Vehicle damage incidents during this reporting period.

*COMMUNITY ENGAGEMENT*

*Internal Community Engagement Committee*

As reported previously, Council has recently established an internal Community Engagement Committee whose role is to help oversee and coordinate community engagement activities throughout Council and encourage best practice community engagement within and by the organisation. The committee held its second meeting on 4 December 2014 and were provided with a briefing on IAP2, the LVRC Community Engagement framework and related legislation, the meeting also identified upcoming projects that may require community engagement.

*Youth Council*

The annual general meeting for the Lockyer Valley Regional Youth Council was held on Wednesday 26 November and was a very successful occasion. The event was attended by 7 Youth Council members and 15 guests including 5 parents/guardians. The meeting was run by the Youth Council members and flowed smoothly and efficiently. The Mayor and Deputy Mayor both spoke positively about their commitment to and belief in the Youth Council. Also discussed were key agenda items including planning for upcoming events (It's a Wrap, Gatton Christmas Carnival, Multicultural Festival and Big Day In). The Gatton Sports Centre has now been confirmed for the Big Day In event, April 2015. The Youth Council will begin to create their wish list for performers, entertainment, activities and goals. Further reports will follow as we progress this great event.

The Youth Council is also developing a "show bag" for use at events aimed at promoting the Youth Council and support services.

The election of officers resulted in changes to Chairperson, Vice-Chairperson and Secretary. All positions were filled as follows:-

**Chairperson – Tenaya Smith; Vice-Chairperson – Jessica Heath; Secretary – Gabby McCraw; Treasurer – Zoe Kowaltzke**

*Valuing Diversity Grant.*

Council was successful in obtaining a grant of \$10,000 to assist with next year's multicultural event.

*STAGING POST*

*School Formals at Lockyer Valley Cultural Centre*

The Lockyer Valley Cultural Centre cemented itself as one of the premier function venues in the Lockyer Valley with the staging of the Faith Lutheran High School Formal and the Lockyer District High School Formal as well as functions for the Our Lady of Good Counsel Grade 6 and 7s during recent times. The Faith Lutheran formal had 500 for canapés and 197 for dinner and the Lockyer High Formal also had 500 for canapés and 201 for dinner. A number of functions are planned at the centre in the lead-up to Christmas.

*MOVEMBER*

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Council staff once again supported the Movember cause raising funds for men's health issues which again culminated in a BBQ lunch and judging of the 'mo bro's' in Centenary Park. Council's Movember team are still totalling funds for the cause with the final amount likely to be in excess of last year's fund raising which was approximately \$2,000, which is a great effort from all involved. A special thank you to Rodd Young of ICT who every year coordinates and drives this fund raising event.

**SPORTS & RECREATIONAL**

*Update on Laidley Recreation Reserve Steering Committee*

The Laidley Recreation Reserve Steering Committee has been formed and is made up of each of the current not-for-profit users of the Laidley Recreation Reserve. Each club has one representative on the committee and then 1 or 2 proxies in case they are unable to make a meeting.

*Current users:*

- *Laidley Touch Rugby*
- *Laidley Netball*
- *Laidley Soccer*
- *Laidley Little Athletics*
- *Laidley Junior Rugby League*
- *Laidley Senior Rugby League*
- *Lockyer Softball*
- *Laidley RSL*

*At the groups last meeting on Tuesday 18 November 2014, the Committee voted on interim office bearers. The interim positions will become official once the group has become incorporated and ratifies the positions at its first general meeting.*

*Current posit holders are:*

- *Chair – Dan Flanagan (Laidley Touch)*
- *Deputy Chair – Shane Moore (Laidley Soccer)*
- *Secretary/Treasurer – Russell Berlin (Laidley Little Athletics)*

The committee will be holding their next meeting on Tuesday 16<sup>th</sup> December 2015; this meeting will be regarding the group becoming incorporated.

At this stage the official opening of the Laidley Sports Complex will be held late January 2015. This will be in conjunction with a "come and try" sports day, where a myriad of different sports including AFL, soccer, rugby league, netball, cricket and softball, etc. will be available for the community to participate in. As part of the opening, Council will be inviting a number of sporting personalities to assist in the promotion of the facility.

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## **13. CORPORATE AND COMMUNITY SERVICES REPORTS**

### **13.1 Changes in Delegations Regarding Asbestos and the Impacts for Council**

**Date:** 11 December 2014  
**Author:** Mike Lisle, Manager Cultural, Health & Regulatory Services  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

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#### **Summary:**

In September 2014, the State Government released the *Health Legislation Amendment Bill 2014* into parliament which paves the way for Local Governments to respond to the compliance of domestic management of asbestos and related asbestos-related incidents pursuant to the *Public Health Act 2005* and *Public Health Regulation 2005*. This bill is expected to be enacted in early to mid-2015 and will protect Council and Council's officers from civil liability and provide indemnity.

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

**THAT Council receives the attached report and endorses the development of an action plan for the proposed enactment of the *Health Legislation Amendment Bill 2014* and implementation of the *Public Health Act 2005* and *Public Health Regulation 2005* relating to Council's role in relation to asbestos.**

#### **Report**

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

The Queensland Government's 'State-wide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019' and the *Health Legislation Amendment Bill 2014* to be enacted in early to Mid-2015 will require local governments to investigate compliance of asbestos-related generally from a domestic setting pursuant to the *Public Health Act 2005* and *Public Health Regulation 2005*. This report will discuss the proposed changes and how they will impact on Council resources and identifies relevant policy and implementation issues.

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

In March 2013, the Queensland Ombudsman released the 'The Asbestos Report: An investigation into the regulation of asbestos in Queensland'. The report details significant gaps and shortcomings in the regulation of asbestos in Queensland and recommended that a single state agency be required to take the lead in strategic oversight, developing an integrated strategic plan for the management and regulation of asbestos in Queensland and ensuring interagency coordination on operational issues.

It was determined that the approach to assessing asbestos related complaints had to have an overhaul including the roles and responsibilities of different levels of government agencies including state and local government. The agencies that are now involved include state

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government departments: Workplace Health and Safety Queensland (WHSQ) which sits within the Department of Justice and Attorney General, Department of Environment and Heritage Protection (DEHP), Department of Natural Resources and Mines (DNRM), Queensland Health (QLD Health) and all local councils.

Asbestos is a naturally occurring mineral found in the ground. It contains strong fibres that have excellent durability, fire resistance and insulating properties. Asbestos was manufactured into many different materials, commonly used in the Australian building industry between the 1940s and the late 1980s. All forms of asbestos have been nationally banned from use since 31 December 2003. However, the ban does not mean that all asbestos installed prior to this date needs to be removed (e.g. asbestos-containing materials in houses).

Asbestos can affect health of person if fibres are breathed into the lungs. Most fibres are removed by the body's natural defences; however, some fibres can remain in the lungs. The possible health effects of asbestos are:

1. Asbestosis (progressive and irreversible scarring of lung tissue that impairs breathing);
2. Mesothelioma, a cancer of the lining around the lungs and abdomen; and
3. Non-cancerous diseases that affect the linings around the lungs and abdomen (commonly called 'benign pleural disease').

Some diseases can take up to 50 years to develop, but others can also develop in much less time. While there are some treatments for asbestos related diseases, there are no known cures.

### **3. Report**

The *Health Legislation Amendment Bill 2014* to be enacted in early to mid-2015 will be the final step to require Local Government to undertake compliance relating to domestic asbestos and asbestos-related incidents pursuant to the *Public Health Act 2005* and *Public Health Regulation 2005*.

The Queensland Government released the 'State-wide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019' which outlines the whole-of-government approach to towards the management of asbestos and the integrated and strategic direction for the regulation and management of asbestos, including the following priority areas:

- Minimising the risk of exposure to asbestos;
- Seamless and integrated government service delivery;
- Community education and awareness about asbestos.

The Queensland Government has a comprehensive regulatory framework to minimise the risks of exposure to asbestos in workplaces, domestic premises and the natural environment. These laws are administered by four state government departments and 73 local councils. Other state government agencies are also involved in the management of asbestos or responding to asbestos-related incidents.

Since 2006, Queensland Health has been undertaking Local Government's Public Health Risk investigations for asbestos in a domestic setting. This is due to insurance not being able to be obtained for all Local Governments to undertake asbestos compliance. This is the reason for



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the proposed enactment of the *Health Legislation Amendment Bill 2014*, which is to protect Local Governments and their officers from civil liability and provide indemnity, to reinstate Local Government responsibility to undertake compliance under the *Public Health Act 2005* and *Public Health Regulation 2005* as originally intended.

The Local Government Association of Queensland (LGAQ) has been representing local governments in Queensland in relation to the *Health Legislation Amendment Bill 2014*.

LGAQ on behalf of its members has raised a number of key issues with the new proposed legislation including:

1. Legal protection via a statutory indemnity for council officers administering the asbestos provisions of the public health legislation;
2. Appropriate and ongoing training for Council; and
3. Appropriate cost recovery options including a standalone fund in certain circumstances.

Records will also be required to be maintained for 70 years.

The Queensland Government is currently developing an enhanced educational material and a media campaign. This includes a revised version of the publication: 'Asbestos – A guide for minor renovation'.

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

Legally Council will be obligated to discharge its responsibility under the *Public Health Act 2005*, *Public Health Regulation 2005* and enacted *Health Legislation Amendment Bill 2014* by managing and enforcing enquiries, complaints and incidences involving asbestos containing materials.

Council will be required to maintain a register of all enforcement action taken in relation to discharging its power under the *Public Health Act 2005* in relation to asbestos containing materials management. This register will be required to be submitted to the state government on an annual basis. Council will also be obliged to provide an annual report of asbestos related investigations.

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

This new role has multiple flow on effects to Council's operational services outputs and budgets. The majority of this workload will fall with the Corporate and Community Services - Health and Regulatory Services.

Council Officers will now have a greater role in the management of asbestos and a number of measures will need to be considered and developed with these being:

- An increase in enquiries and complaints;
- Asbestos Training;
- Internal staff workshops;
- Risk Assessments;
- Procuring personal protective equipment and an asbestos investigation kit, including sampling equipment;
- Policy and procedures;



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- Investigation management;
- An increase in retention periods of asbestos related documentation; and
- Annual reporting.

There are also potential financial costs to Council relating to the clean-up after an asbestos containing material incident.

Council's Health and Regulatory Services – Coordinator Health & Regulatory Services and Environmental Health Officer have recently undertaken authorised officer training hosted by the Department of Justice & Attorney General, Department of Health with the assistance of the Local Government Association of Queensland. This has enhanced awareness of the legal requirements and provided some insight into the program that will need to be developed to adequately address Council's role in the compliance of domestic asbestos and asbestos related issues.

## **6. Delegations/Authorisations**

All Council officers that will be undertaking investigations relating to asbestos related complaints and incidences are required to be Authorised Officers and have the subsequent appropriate delegations under the *Public Health Act 2005* and the *Public Health Regulation 2005*. Such officers may include; Environmental Health Officers, Land Use Compliance Officers, Local Law Compliance Officers and Waste Officers. Position Descriptions will need to be amended relating to positions that may be investigation asbestos related incidents.

## **7. Communication and Engagement**

Internal staff communication:

- Internal staff workshops for relevant business units.
- Updates to the customer service knowledge base to inform customer service and administration officers of the change in legislation and the new role relating to complaints and incidences.
- Policy development and training.
- Training for officers that are delegated to investigate and other relevant staff.
- Development of a Toolbox Talk – Take 5 about the potential hazards of asbestos

External community communication:

- A State Government media campaign to the public has started with general awareness raising statements relating to the potential risk to home renovators about the risk of asbestos in their homes. Further community awareness is recommended.
- Update Council's website with links to State Government information.

## **8. Conclusion**

The Queensland Government's 'State-wide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019' and the *Health Legislation Amendment Bill 2014* to be enacted in early to Mid-2015 will require local governments to investigate compliance of asbestos-related generally from a domestic setting pursuant to the *Public Health Act 2005* and *Public Health Regulation 2005*. These changes will have an impact on Council resources and

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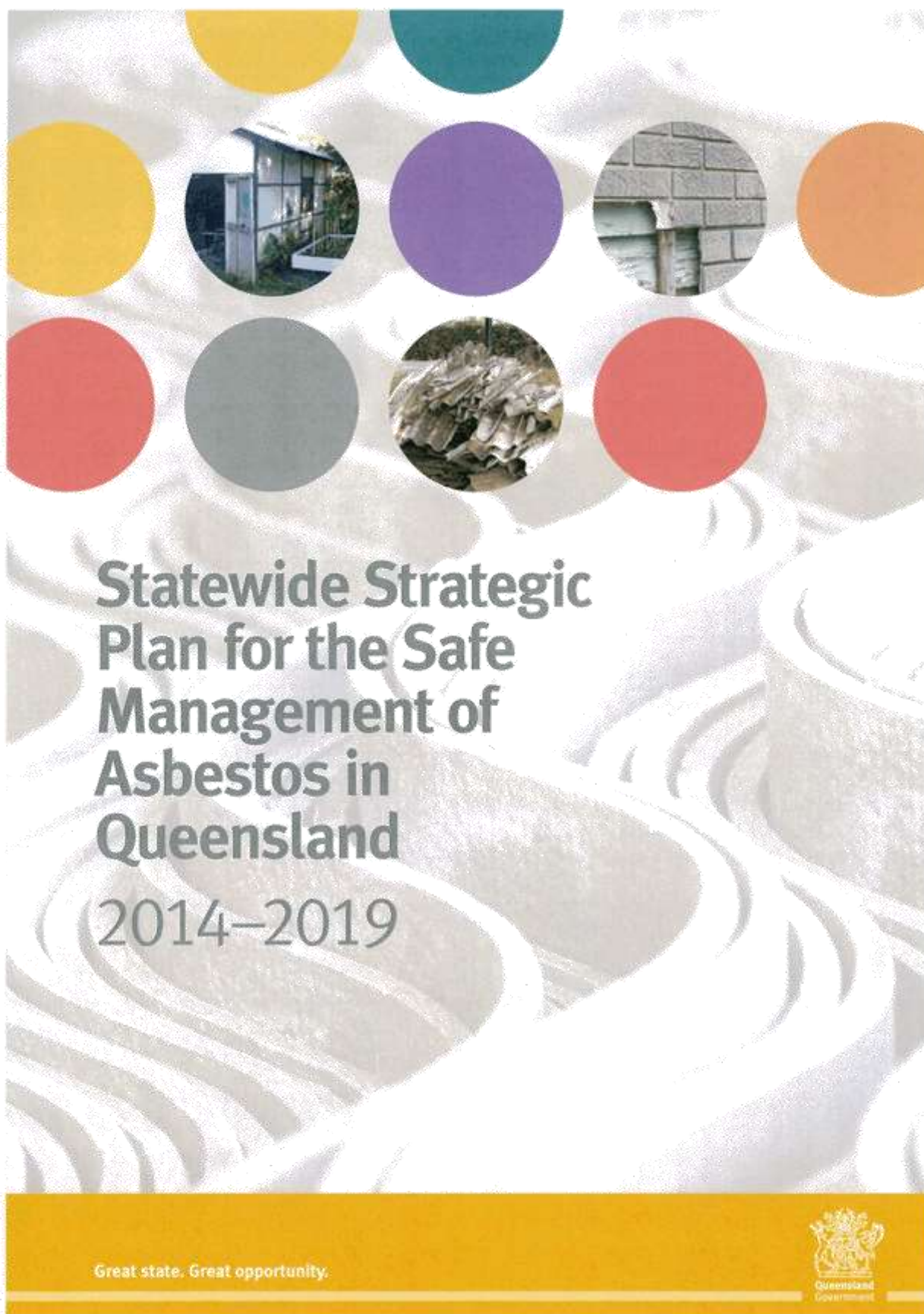
will require relevant policy planning and implementation to ensure legislative requirements are addressed.

**9. Action/s**

Develop an action plan for implementation of the proposed legislation.

**Attachments**

- |   |                      |                                     |          |
|---|----------------------|-------------------------------------|----------|
| 1 | <a href="#">View</a> | Qld Govt - Statewide Strategic Plan | 12 Pages |
| 2 | <a href="#">View</a> | LGAQ Letter                         | 2 Pages  |
| 3 | <a href="#">View</a> | Guide                               | 28 Pages |





*The Statewide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019 is a key government initiative to protect the Queensland community from risks associated with exposure to asbestos fibres.*

The Queensland Government is committed to improving asbestos safety and will continue to work with local governments, industry, workers, organisations advocating asbestos safety and the wider community to achieve this.

The Queensland Government supports a coordinated whole-of-government approach towards the management of asbestos. This plan provides an integrated and strategic direction for the regulation and management of asbestos in Queensland and outlines the following priority areas:

- minimising the risk of exposure to asbestos
- seamless and integrated government service delivery
- community education and awareness about asbestos.

Asbestos-related diseases affect thousands of Australians. We must continue to work together to ensure people are aware of the risks arising from exposure to asbestos and know how to reduce those risks.

**The Honourable Jarrod Bleijie MP**  
*Attorney-General and Minister for Justice*

### **i More information**

The Queensland Government website at [www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos) provides information on asbestos.

The Smart Services Qld 13 QGOV number (telephone number 13 74 68) provides a single point of contact for the public on asbestos-related matters.



# Introduction

The Queensland Government has a comprehensive regulatory framework to minimise the risks of exposure to asbestos in workplaces, domestic premises and the natural environment. These laws are administered by four state government departments and 73 local councils. Other state government agencies are also involved in the management of asbestos or responding to asbestos-related incidents.

The Queensland Government is committed to improving asbestos safety and supports a coordinated whole-of-government approach towards the management and regulation of asbestos.

Workplace Health and Safety Queensland (WHSQ) in the Department of Justice and Attorney-General (DJAG) is the lead agency for the strategic coordination of asbestos regulation and management and, where necessary, incident response.

WHSQ has developed the *Statewide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019* in collaboration with other government departments with asbestos-related responsibilities and representatives of local councils.

This plan focuses on the following priority areas:

- minimising the risk of exposure to asbestos
- seamless and integrated government service delivery
- community education and awareness about asbestos.

Where there is alignment, initiatives in this plan will complement or link with the *National Strategic Plan for Asbestos Awareness and Management 2013-2018*.

## Aim

The aim of this plan is to provide a strategic and coordinated approach to the regulation and management of asbestos in Queensland to minimise the risk of exposure to asbestos fibres at workplaces, domestic premises and in the natural environment.

## About asbestos

Asbestos was mined and manufactured into a wide range of asbestos containing materials which were commonly used in residential, commercial and industrial buildings and structures between the 1940s and late 1980s. Phasing out of asbestos containing materials in construction began in the mid-1980s and as a result, building materials made after 1990 are unlikely to contain asbestos. The use of all forms of asbestos was banned nationally from 31 December 2003.

In Queensland, asbestos containing materials were used extensively in construction due to its relatively low cost and suitability to the Queensland climate. Examples of products containing asbestos include asbestos cement sheeting, asbestos cement pipes and gutters, asbestos backed vinyl flooring, gaskets and insulation material used in fire doors.



Image: Chrysotile, used in asbestos manufacturing



## Health risks from exposure to asbestos

Asbestos is a known carcinogen. Asbestos can pose a health risk when fibres of a respirable size become airborne, are inhaled in sufficient concentration, and reach deep into the lungs in sufficient quantities. The possible health effects of asbestos include:

- asbestosis
- lung cancer
- mesothelioma
- benign pleural disease.

Asbestos-related diseases usually take many years to develop. The risk of developing an asbestos-related disease increases in proportion to the number of asbestos fibres breathed in over a lifetime.

The belief that 'one fibre can kill' is not supported by scientific evidence. Asbestos is widespread in the environment at very low levels due to asbestos fibre release from natural sources and extensive industrial and commercial use of asbestos in the past. The burden of asbestos fibres in the lungs appears to be well tolerated in most people, which is contrary to the belief that one fibre kills. In studies of lungs of people aged 60 to 79 years who had not died from asbestos-related disease, up to one million fibres per gram of dry lung tissue were measured.

The belief that one fibre can kill underpins fear and anxiety about asbestos exposure. Except in cases of high occupational exposure, the incidence of asbestos-related disease is very low. Occasional exposures to low concentrations of asbestos fibres, for example from house fires or renovation work on a neighbouring property, are likely to be associated with very low or negligible health risks.

Due to its widespread use in the past, asbestos containing materials still exist in many buildings and other places. Where the asbestos containing material is broken or disturbed, fibres can become loose and airborne and create a risk to health.

In the past, occupational exposure to asbestos fibres usually occurred while people were mining asbestos, manufacturing asbestos containing products or working with those products in industries such as construction, power generation and water treatment.

Currently, potential exposure to risk from asbestos fibres is mainly through the maintenance, removal, renovation and demolition of commercial buildings and residential homes where asbestos containing materials were installed before 1990. As a consequence, a broad range of trade-based occupations may now be potentially exposed to risk from asbestos fibres if removal or disturbance of the asbestos is not carried out safely.

It is anticipated that in the short to medium term, this trend in the risk of exposure to asbestos will continue and include home owners and their families as a result of do-it-yourself home renovations.

### Managing the risk of exposure

Exposure to asbestos fibres can occur when existing asbestos containing materials are disturbed. This type of exposure can arise from unsafe removal techniques, maintenance or renovation type work (such as drilling and surface preparation) where poor or inadequate controls are in place to prevent the release of asbestos fibres.

Where the asbestos containing material is in good condition and left undisturbed, it is unlikely that significant concentrations of asbestos fibres will be released into the air and the risk to health is extremely low. Removal of asbestos containing material from homes and workplaces should only occur if the material is in poor condition, likely to sustain damage or during renovations. Work health and safety legislation has requirements about removing asbestos containing material before contractors carry out demolition or refurbishment work.

Asbestos removal must be carried out safely by people with appropriate training, supervision, equipment and, in some circumstances, with the relevant asbestos removal licence or certificate. A removal licence is not required

where a person is removing 10m<sup>2</sup> or less of non-friable asbestos containing material at a workplace, however safety precautions still need to be taken to minimise the release of asbestos fibres.

### Roles and responsibilities of state government departments and local councils in relation to the regulation and management of asbestos in Queensland



There are four state government departments and 73 local councils with legislative responsibilities for asbestos:

- work health and safety legislation** regulates the management, control and removal of asbestos in the workplace (including residential premises which are a 'workplace' when work is undertaken by a contractor). WHSQ in DJAG administers this legislation. In the case of workplaces that are mining leases, asbestos standards are administered by the

Department of Natural Resources and Mines.

- public health legislation** applies to asbestos-related activities carried out at non-workplaces settings (i.e. by home owners at domestic premises). This legislation is administered by the Department of Health (DoH) with the responsibility devolved to local councils.



- **environmental protection and waste legislation** regulates the transportation of commercial and industrial waste; the licensing of disposal facilities (such as landfills); and notification and remediation of contaminated land. The Department of Environment and Heritage Protection (DEHP) administers this legislation, with some powers delegated or devolved to local councils.
- **mining and quarrying legislation** regulates the risks posed by naturally occurring asbestos that may be exposed during mining processes within the mining and quarrying industries and asbestos materials installed in buildings and plant on mine sites. This legislation is administered by the Department of Natural Resources and Mines (DNRM).

The following table summarises Queensland's asbestos-related legislation and the responsible agencies.

Responsibility	Legislation
Workplace Health and Safety Queensland, Department of Justice and Attorney-General	<i>Work Health and Safety Act 2011</i>
	<i>Work Health and Safety Regulation 2011</i>
Department of Health and local councils	<i>Public Health Act 2005</i>
	<i>Public Health Regulation 2005</i>
Department of Environment and Heritage Protection (with some powers delegated to local councils)	<i>Environmental Protection Act 1994</i>
	<i>Environmental Protection Regulation 2008</i>
	<i>Environmental Protection (Waste Management) Regulation 2000</i>
	<i>Waste Reduction and Recycling Act 2011</i>
Department of Natural Resources and Mines	<i>Mining and Quarrying Safety and Health Act 1999</i>
	<i>Coal Mining Safety and Health Act 1999</i>
	<i>Mining and Quarrying Safety and Health Regulation 2001</i>
	<i>Coal Mining Safety and Health Regulation 2001</i>





## Implementing the plan

WHSQ will take the lead in providing strategic oversight for the implementation of this plan to ensure the safe management of asbestos issues in Queensland, including interagency cooperation on operational asbestos issues and identifying the lead response agency when particular asbestos-related incidents occur. However, departments and local councils will remain responsible for carrying out their regulatory functions and operational activities for public health, work health and safety and environmental protection.

WHSQ will be supported by the Interagency Asbestos Group (IAG). The purpose of the IAG is to work cooperatively to achieve a coordinated and systematic approach to the management of asbestos in Queensland.

The IAG is chaired by the Deputy Director-General, Office of Fair and Safe Work Queensland, DJAG. It consists of senior representatives from the following agencies with a role in the regulation, enforcement and/or management of asbestos in Queensland:

- Workplace Health and Safety Queensland, DJAG
- Department of Health
- Department of Natural Resources and Mines
- Department of Environment and Heritage Protection
- Department of Housing and Public Works
- Department of Premier and Cabinet
- Local Government Association of Queensland

### Priority areas for action

The aim of this plan is to provide a strategic and coordinated approach to the regulation and management of asbestos in Queensland to minimise the risk of exposure to asbestos fibres at workplaces, residential premises and in the natural environment. Three priority areas have been identified to achieve this aim.

#### 1. Minimising the risk of exposure to asbestos

This priority aims to ensure there are robust and effective regulatory controls for asbestos throughout its life cycle. It also aims to ensure there are adequate regulatory tools available to enforce compliance with asbestos laws.

#### 2. Seamless and integrated government service delivery

This priority aims to ensure there is effective coordination, cooperation and communication between the government agencies managing each part of the asbestos life cycle, and clarity about each agency's responsibilities. It also aims to provide an effective framework to deal with complex incidents and natural disasters that may require the attention and resources of a number of agencies.

#### 3. Community education and awareness about asbestos

This priority aims to ensure there is accurate, clear and consistent information for the community about asbestos, its associated health risks and how to minimise exposure to risk. This will be achieved by working with a range of community and stakeholder groups to improve education and awareness about asbestos.

# Priority 1

Minimising the risk of exposure to asbestos			
Goal	Initiative	Responsibility	Timeframe
Ensuring a robust and effective licensing regime	1. Review the effectiveness of the licensing framework in the national model work health and safety laws.	WHSQ	December 2015
	2. Continue to strengthen the administration of asbestos licensing under work health and safety laws including a process for suspending or cancelling an asbestos licence where a licence holder contravenes the legislation.	WHSQ	June 2014
	3. Create a public online register of WHS asbestos licence holders where the public can easily check licensing and compliance records of contractors who work with asbestos.	WHSQ	June 2014
	4. Review the current regime for the transport and disposal of asbestos by contractors and homeowners to determine whether it is a disincentive to the proper disposal of asbestos waste.	DEHP	July 2015
	5. Monitor the effectiveness of the homeowner certification process to remove more than 10m <sup>2</sup> of non-friable asbestos from a dwelling and to strengthen compliance.	DoH	September 2015
Ensure compliance and control of risks	6. Carry out targeted and coordinated compliance programs to ensure compliance with asbestos laws.	WHSQ, DEHP, DoH	Ongoing
	7. Review the suitability of existing fines and enforcement tools available to WHS inspectors to deal with asbestos in workplaces.	WHSQ	September 2015
	8. Review and take steps to address the adequacy of enforcement tools available under the Public Health Act and any factors impeding the ability to take enforcement action under the Public Health Act.	DoH	September 2015
	9. Develop and maintain the capacity of WHS inspectors and council officers to ensure they have a high level of skills, knowledge and confidence to deal with asbestos matters.	Agencies with enforcement responsibilities	Ongoing
	10. Develop and communicate an agreed government position on the health risks associated with asbestos and asbestos containing material, including the risk posed by low density board.	IAG	September 2014
Reducing illegal dumping	11. Work with local councils to ensure there are adequate facilities in each local government area to enable homeowners and contractors to dispose of asbestos waste safely and lawfully.	IAG	Ongoing
	12. Publish a register of sites in Queensland that accept asbestos waste.	IAG	May 2014

## Priority 2

### Seamless and integrated service delivery

Goal	Initiative	Responsibility	Timeframe
Clear roles and responsibilities of agencies	13. Develop a protocol with local councils to assign responsibility for managing the response, clean-up and costs of asbestos incidents where the responsible party is not immediately identifiable or is unable or unwilling to carry out the necessary clean-up activities.	WHSQ, DoH, DEHP, local councils	July 2015
	14. Develop and provide clear advice to all relevant WHSQ and DoH officers about the precise limits of each agency's jurisdiction in relation to the management and enforcement of asbestos.	WHSQ, DoH	July 2014
	15. Reach agreement on which agency has responsibility for clearing up illegal dumping in specific situations and develop a formal mechanism for passing information between agencies about possible illegal dumping or improper transport of asbestos.	IAG	June 2015
Effective ways to deal with complex incidents and natural disasters	16. Finalise the multiagency asbestos incident response protocol and provide clear guidance to all relevant agencies on: <ul style="list-style-type: none"> <li>• which agency has primary responsibility for responding to asbestos issues relating to incidents and natural disasters</li> <li>• how agencies will coordinate their response efforts</li> <li>• particular issues of confusion that may arise regarding the jurisdiction of agencies.</li> </ul>	IAG	June 2014
	17. Ensure there are mechanisms within local disaster management plans to identify responsibility for asbestos issues and communication with the public about asbestos risks during natural disasters.	IAG	June 2014



## Priority 3

### Community education and awareness about asbestos

Targeted area	Initiatives	Responsibility	Timeframe
Improved community access to information	18. Provide information about asbestos to local councils to ensure their websites have accurate, consistent and comprehensive information.	IAG, local councils	December 2014
	19. Develop accurate, consistent and comprehensive information to clearly explain each agency's role and legislation in relation to asbestos and provide this on the single portal asbestos website.	IAG with all other agencies	June 2014
	20. Enhance the new whole-of-government single portal website for asbestos until it becomes the primary site for access to information on asbestos issues for the public and the asbestos removal industry in Queensland.	IAG with all other agencies	September 2014
Improved public awareness of asbestos related matters	21. Develop a whole-of-government communication strategy that uses identifiable 'trigger points' to communicate information about asbestos before exposure to asbestos occurs. The strategy will include: <ul style="list-style-type: none"> <li>• promoting the single portal asbestos website and hotline to relevant agencies, stakeholders and the public</li> <li>• working with agencies and local councils to ensure the website and hotline are advertised on all agency and council websites relating to asbestos.</li> <li>• clear linkages to agency-specific communication strategies and asbestos plans</li> <li>• publishing information on high priority areas - natural disasters, house fires, demolition, removal, maintenance, renovations</li> <li>• developing mechanisms/processes to provide information at appropriate 'trigger points' when people are likely to encounter asbestos.</li> </ul>	IAG	December 2014
	22. Develop a suite of safe work procedures to demonstrate how asbestos can be safely managed for certain high risk tasks.	WHSQ	Ongoing
	23. Undertake coordinated awareness campaigns for high priority groups including removalists, tradespeople, renovators, rental property tenants and owner builders.	IAG with participation by agencies relevant to target audience	Ongoing
	24. Collaborate with relevant bodies and community organisations to identify further ways to increase awareness of asbestos safety in Queensland.	IAG	Ongoing
	25. Increase awareness in the asbestos industry about the requirement to hold both a regulated waste transport licence and a waste transport certificate for transporting asbestos.	DEHP	Ongoing
	26. Work with remote, discrete Indigenous communities to facilitate awareness about asbestos issues through the established forum of technical working groups.	DATSIMA and other agencies as required	Ongoing



## Reporting and evaluation

The *Statewide Strategic Plan for the Safe Management of Asbestos in Queensland 2014-2019* is a five year plan. The initiatives in this plan are intended to protect the long-term future health of Queenslanders. As a result, the real impact of this plan may not be evident for many years. However, the government will monitor and evaluate the success of these initiatives. This plan will be reviewed annually by the IAG to ensure the priorities and initiatives outlined in the plan remain relevant.

Each agency represented on the IAG with responsibilities under the plan will report annually to WHSQ on their performance under the plan.

The Attorney-General and Minister for justice will report to government on progress under the plan. This will be coordinated by the Department of Justice and Attorney-General in consultation with the IAG.

Annual progress reports will also be made available on the government's asbestos website at:  
[www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos).

### Acronyms/abbreviations

DATSIMA	Department of Aboriginal and Torres Strait Islander and Multicultural Affairs
DEHP	Department of Environment and Heritage Protection
DHPW	Department of Housing and Public Works
DJAG	Department of Justice and Attorney-General
DNRM	Department of Natural Resources and Mines
DoH	Department of Health
IAG	Interagency Asbestos Group
LGAQ	Local Government Association of Queensland
WHSQ	Workplace Health and Safety Queensland

PN 11454

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3 October 2014

Mr Trevor Rothenberg MP  
Chair  
Health and Community Services Committee  
Parliament House  
George Street  
BRISBANE QLD 4000

Dear Chair

The Local Government Association of Queensland (LGAQ) would like to thank the Committee for the opportunity to provide comment on the *Health Legislation Amendment Bill 2014*.

The LGAQ appreciates the consultation undertaken by the Government of the implications surrounding its decision to devolve the administration and enforcement of routine domestic asbestos matters (**Attachment 1**). The time provided by the Government for LGAQ to consult with its members has allowed issues to be identified and addressed in a timely and appropriate fashion.

The LGAQ particularly commends and thanks the Minister for Health, the Attorney-General and Minister for Justice, the Minister for Environment and Heritage Protection and the Minister for Local Government, Community Recovery and Resilience and their respective Offices for their engagement directly with the LGAQ on this matter. The Partners in Government Agreement (**Attachment 2**) outlines the local government sector's expectations in relation to devolution of responsibilities. This includes, for example, ensuring prior consultation that adequately takes into account financial implications for councils, including identification and availability of ongoing revenue sources. While the Government has the power to devolve the responsibility without notice to councils, the LGAQ appreciates the Government's collaborative approach to ensure the seamless delivery of services in partnership.

The key issues consistently raised by the LGAQ regarding the devolution of the administration and enforcement of routine domestic asbestos public health matters are:

1. Legal protection via a statutory indemnity for council officers administering the asbestos provisions of the public health legislation;
2. Appropriate and ongoing training for council; and
3. Appropriate cost recovery options including a standalone fund in certain circumstances.

In regard to the Bill, the LGAQ has focussed particularly on the scope of the indemnity and is supportive of the provisions.

However, member councils have raised a number of operational/resource issues, and the LGAQ respectfully requests that the Committee give further consideration to:

- 70 years for the preservation of records. This is a significant period of time and will impose considerable cost on councils in maintaining these records. While the LGAQ appreciates the latency periods for asbestos related diseases to be diagnosed, councils are currently required to comply with a number of strict record keeping schedules, for example, *Local Government Sector Retention and Disposal Schedule: QDAN 480v.4* and *General Retention and Disposal Schedule for Administrative Records*. Consideration is sought to ensure consistency between the Bill's provisions and existing local government record keeping requirements.
- Annual compliance certificate. The annual compliance certification system, aimed at ensuring a timely response to council record keeping, is likely to be an imposition to varying degrees on council depending on their size. In addition to ensuring a minimalist approach to the content of the certificate, consideration should be given to imposing a positive obligation

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on the portfolio agency administering the Act to maintain a portal that can be used by local councils to update their registers online. This process will satisfy the annual compliance certification requirement as well as enable better information sharing between councils and the Government, and could be modelled on sections 172-176 *Registers kept by chief executive of the Animal Management (Cats and Dogs) Act*.

- **Training.** The collaborative approach requires councils to be supported through ongoing training by the Government to ensure a high quality consistent approach to the management of asbestos related issues. In this context, the LGAQ will seek a commitment from the Minister for Health and the Attorney-General and Minister for Justice to clarify councils' ability to obtain further training that meets the requirements of the indemnity after the first tranche of training concludes in March 2015.

Another important issue, and one that requires careful consideration, is recovery of asbestos clean-up costs by contractors that need to be engaged by councils where the owner/occupier is unwilling or unable to comply with their obligations. While the LGAQ acknowledges that cost recovery options under the Public Health Act are adequate in most circumstances, the provisions are simply deficient where owners or occupiers have no assets, or alternatively the owner/occupier has absconded and refuses to cover clean-up costs or the damage is caused by an unknown third party. For example, a large regional council recently became (unavoidably) involved in a domestic asbestos matter and incurred a clean-up bill of \$150,000. In addition to the extra costs incurred by local government absorbing this devolved responsibility, which may lead to reprioritisation of existing services, it is simply impossible for local councils to absorb clean-up costs of this magnitude on either a one-off or recurring basis.

A standalone fund initially provided by the State Government modelled on the Orphan Spill fund administered by the Department of Environment and Heritage Protection will adequately address councils' concerns in relation to this matter. The LGAQ has raised this matter with the Government for consideration, and is more than willing to facilitate negotiation between its members and the Government on how a useful and effective model could be developed. It is essential that any model agreed is sustainable in the long term.

In relation to amendments giving effect to smoking policy reform, the LGAQ was consulted during development of this policy. The LGAQ notes that section 26ZM of the *Tobacco and Other Smoking Products Act 1998* (TA) does not impose a duty on local governments to administer the existing provisions and ipso facto the proposed provisions. However it seems clear that community expectations will increase post the passage of these amendments. It is arguable that citizens will contact their local government expecting it to enforce the new smoking bans at schools and health facilities; this may amount to a de facto devolution/cost shift. Should this situation occur then funding and resource issues will inevitably arise. The LGAQ wishes that this concern is noted by the Committee.

Should you have further queries regarding these matters please contact Mr Logan Timms, Strategic Policy and Intergovernmental Relations, on (07) 3000 2238 or at [Logan.Timms@lgaq.qsn.au](mailto:Logan.Timms@lgaq.qsn.au) who will be pleased to assist.

Yours sincerely

Greg Hoffman PSM  
GENERAL MANAGER - ADVOCACY



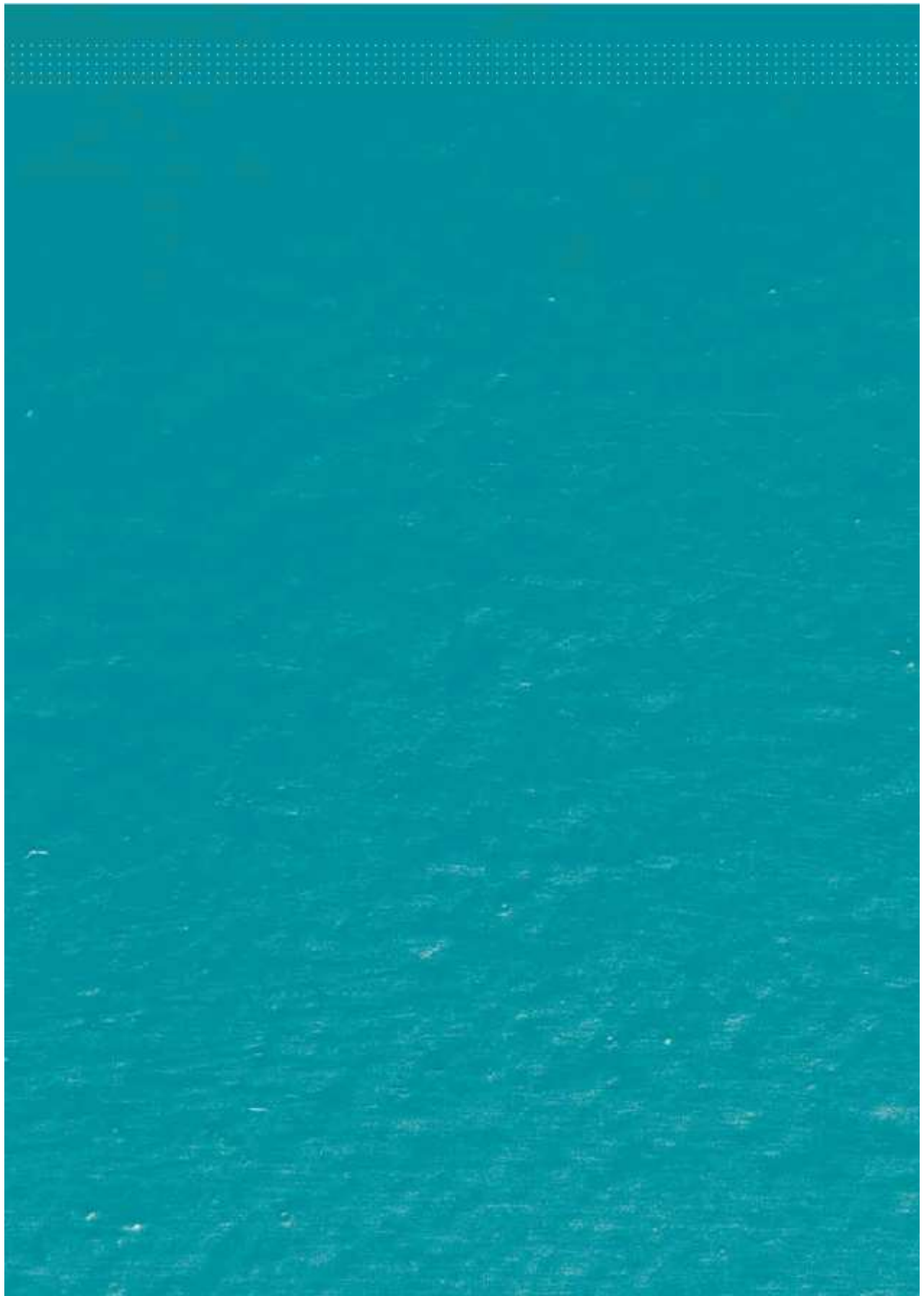


# Asbestos

*A guide for minor renovation*

Great state. Great opportunity.

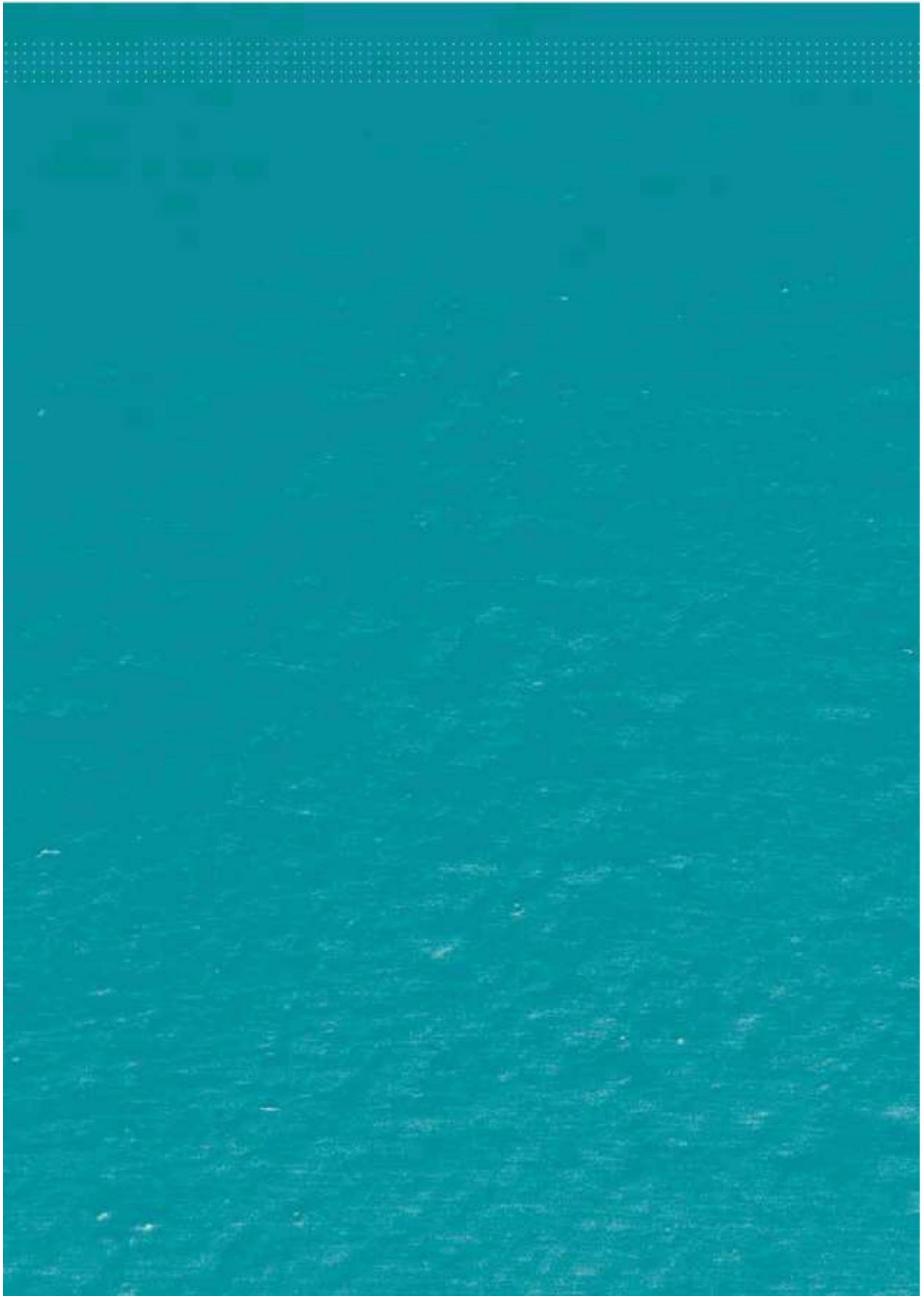






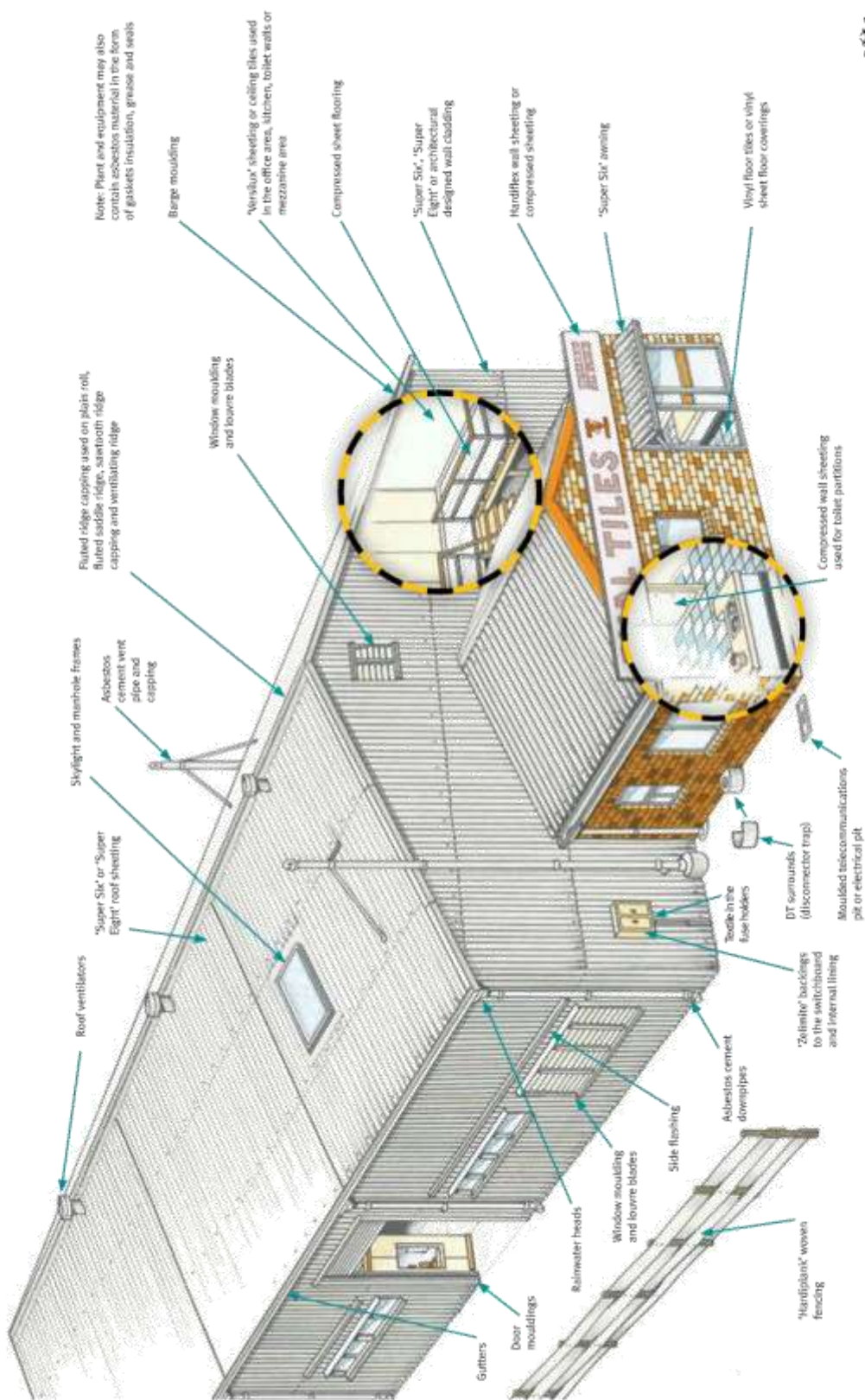
<b>Section 1</b>	<b>Asbestos: play it safe</b> What is asbestos?   Is it dangerous?   Where is it found?
<b>Section 2</b>	<b>Types of asbestos-containing materials</b> What is non-friable and friable asbestos?   Common locations in Queensland homes and commercial buildings   Asbestos in vinyl sheet flooring   Testing materials for asbestos
<b>Section 3</b>	<b>Working safely with non-friable asbestos</b> Checklist before starting a job   Information for tradespeople Clearance inspections   Managing your renovation job
<b>Section 4</b>	<b>Safe work procedures</b> Drilling   Painting or sealing   Removing ceramic tiles Removing non-friable asbestos sheets
<b>Section 5</b>	<b>Transport and disposal</b> Homeowners   Contractors and businesses   Regulated waste transport
<b>Section 6</b>	<b>Helpful publications and contacts</b>







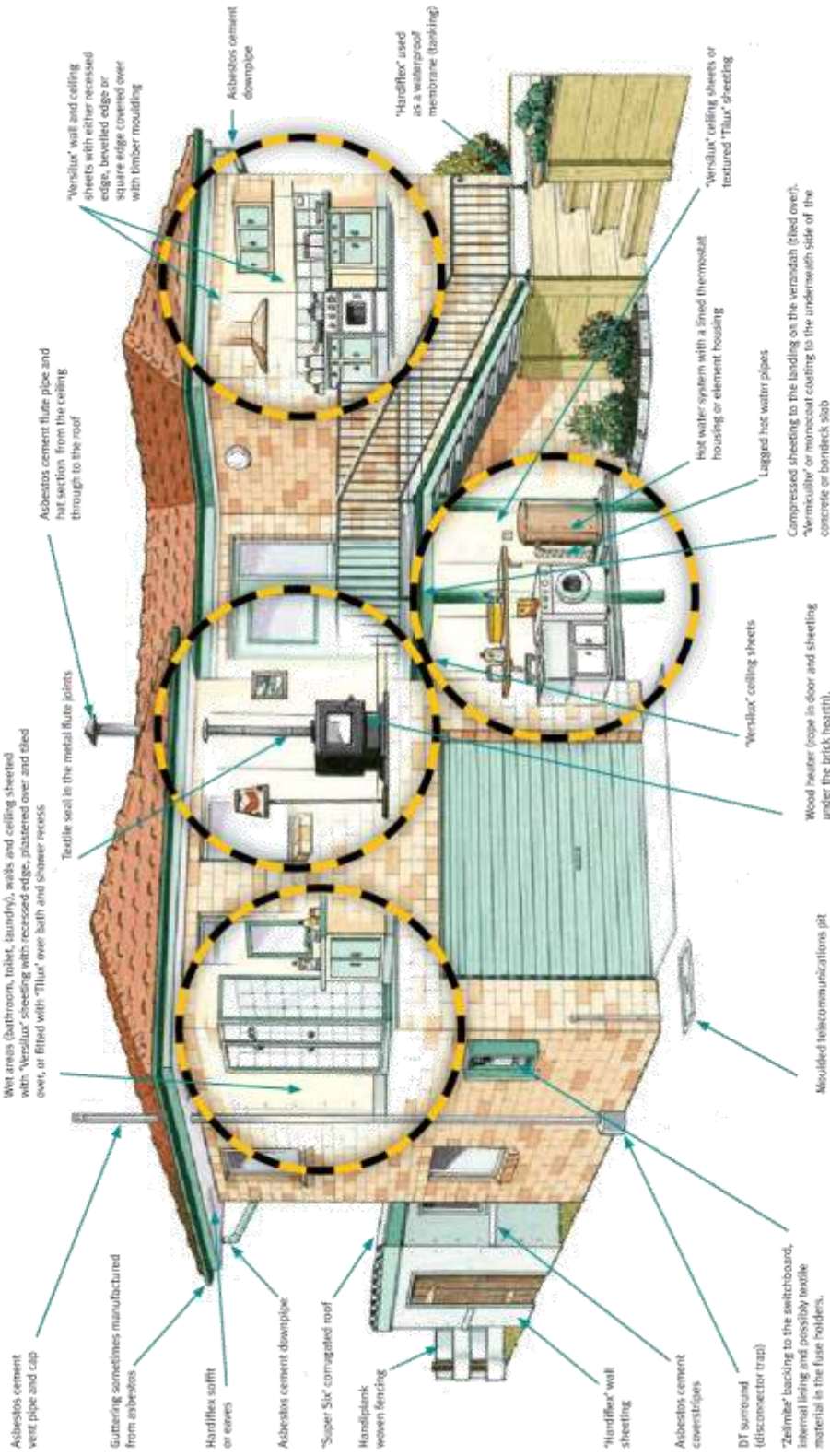
Common locations of materials containing asbestos in a commercial building



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[www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos) 13 74 68

**Asbestos: a guide for minor renovation**  
For more information visit the Queensland Government website or phone 13QGOV

Common locations of materials containing asbestos in a house  
Example of a house with a concrete or clay (terracotta) tiled roof



Asbestos: a guide for minor renovation

For more information visit the Queensland Government website or phone 13QGOV

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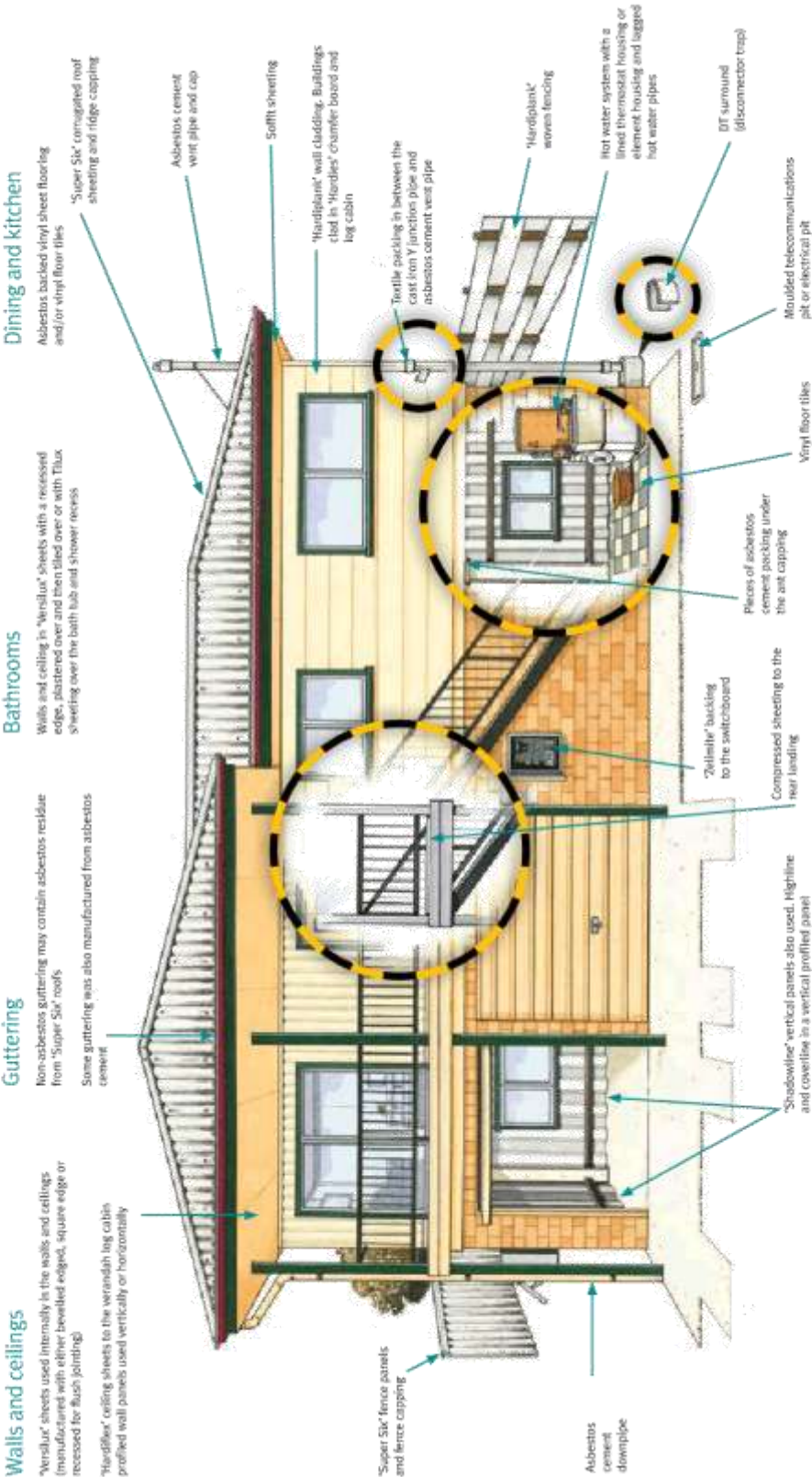
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Common locations of materials containing asbestos in a house  
Example of a house built in the 1970s



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**Asbestos: a guide for minor renovation**  
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## Helpful publications and contacts

### Helpful publications

There are a number of online topics that deal with asbestos in various situations available at [www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos).

#### Handling asbestos safely after a storm

How to handle asbestos safely after a storm.

#### Identifying and recording asbestos in the workplace

Requirements for identifying asbestos-containing materials and maintaining a register in a workplace.

#### Air monitoring when removing asbestos

Requirements for air monitoring when removing asbestos-containing materials in the workplace.

#### Clearance inspections for asbestos work areas

Requirements for clearance inspections for asbestos work areas.

#### Cleaning asbestos cement roofs

Information about cleaning an asbestos cement roof.

#### Asbestos flooring

Information about asbestos backed vinyl sheet flooring and vinyl tiles containing asbestos.

#### Asbestos tips for property managers

Information about the right steps to take when a rental property needs repair or renovation work.

### For more information

For further information about asbestos, visit or call:

[www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos)

13 QGOV (13 74 68)

For information about disposal of asbestos waste, contact your local council.

#### Acknowledgements

This guide, produced by the Queensland Government, is based on an original guide entitled *Asbestos: A home renovator's and tradesperson's guide for minor work in domestic buildings*.

PN 10824 | 12/5150

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If you are uncertain about any of the advice in this publication, please contact the Queensland Government on 13 QGOV (13 74 68) before starting work.

References in this booklet to 'law', 'laws', 'specific laws' and similar refer to the *Public Health Act 2005*, the *Environmental Protection Act 1994* and the *Work Health and Safety Act 2011*.

The information in this booklet has been adapted from various sources. Further information can be found in:

- *Management of asbestos in the non-occupational environment 2005* enHealth Council
- Public Health Regulation 2005
- Work Health and Safety Regulation 2011
- *How to Safely Remove Asbestos Code of Practice 2011*
- *How to Manage and Control Asbestos in the Workplace Code of Practice 2011*

## Transport and disposal

### Transport and waste tracking

You need to hold an environmental authority for regulated waste transport and submit waste transport certificates to transport asbestos waste if:

- the load is 250 kg or more, or
- the load is less than 250 kg and you are transporting it as part of carrying out a business where the main purpose of your business is transporting the waste.

If the main purpose of your business is not transporting waste, but you transport asbestos waste as an incidental part of carrying out your main business, you do not need an environmental authority to transport less than 250 kg of asbestos waste.

For example, if you are a plumber and you do a job that results in a few kilograms of asbestos-containing material being removed from a house, you do not need an environmental authority to take the asbestos-containing material to the tip (because transporting asbestos is not the main purpose of your business). But if you contract a waste disposal company to remove the asbestos-containing material and dispose of it, that waste disposal company will need an environmental authority (because transporting asbestos is its main purpose).

To apply for an environmental authority to transport regulated waste and to purchase waste transport certificates, please contact the Department of Environment and Heritage Protection on 13QGOV (13 7468).



## Transport and disposal

### Regulated waste transport

Asbestos waste must be disposed of quickly and correctly. There are legal requirements in relation to regulated waste transport for some people if you are transporting on a:

- non-commercial basis 250 kg or more of asbestos in a vehicle, or
- commercial basis any quantity of asbestos in a vehicle.

These laws require the person to:

- a) hold an environmental authority to transport regulated waste in a vehicle
- b) accurately record and submit waste tracking information.

Application for environmental authority to transport regulated waste is made to the Department of Environment and Heritage Protection on 13QGOV (13 7468).

### Homeowners with less than 250 kg of asbestos waste

The regulated waste transport laws do not apply if you are transporting less than 250 kg of waste asbestos in a vehicle on a non-commercial basis. Although no approval is required, you must in all situations transport and dispose of the asbestos waste promptly, safely and legally.

As a general guide, 250 kg of typical asbestos waste would occupy about a quarter of a normal household trailer.

Alternatively, you may choose to engage a commercial contractor to transport and dispose of the waste. Details on engaging a contractor are provided below in Homeowners with 250 kg or more of asbestos waste.

Before transporting asbestos waste, you should contact your local council:

- to find out where you can dispose of asbestos waste
- about any conditions for disposal (e.g. time of day, maximum amount at one time)
- about how much it will cost
- to confirm that the intended disposal site will accept asbestos waste from homeowners.

Asbestos waste can only be disposed of at sites approved by a local government for the disposal of asbestos waste.

If you are taking the asbestos waste to a council approved site yourself, place the double wrapped/bagged asbestos

Super six roofing ridge capping and guttering



### Homeowners with 250 kg or more of asbestos waste

The regulated waste transport laws apply if you are transporting 250 kg or more of waste asbestos in a vehicle on a non-commercial basis.

Therefore, you should engage a commercial contractor to undertake the transport and disposal.

Commercial contractors can advise you on how the asbestos waste must be packaged for transport and disposal. They can provide different bags, bins and containers, including drums and skips, for asbestos waste.

Before engaging a commercial contractor, it is critically important that you check whether they hold a current environmental authority to transport regulated waste.

Waste removalists can be found by searching the internet or local phone directory.

waste (labelled as asbestos waste) in a trailer or in the back of a utility or truck. Secure the load to make sure it doesn't bounce or fly out, ensure the plastic wrappings/bags are not at risk of ripping and that the asbestos is not at risk of breaking. Follow the council's directions when you arrive at the site.



## Safe work procedures

### To remove non-friable asbestos walls and fencing:

- If the asbestos-cement is behind ceramic tiles, remove enough tiles to get access to the fixings of the sheet. This can be done by following safe work procedure 3: Removing ceramic tiles from asbestos sheeting on page 17.
- Spray the surface of the sheet down with detergent and water to avoid any fibres becoming airborne.
- Either unscrew the screws and washers holding the sheet in place, or use a wade punch that is bigger than the clout nail head and with a hammer punch over the nail head.
- Remove the whole sheet intact without breaking it.
- Remove all nails or other fixings and small pieces of asbestos waste from the timber.

### 4. Clean up

- Wet all asbestos sheets using a fine water spray (including the backs of the sheets once removed).
- Wrap all asbestos sheets in plastic sheeting, seal with duct tape and place in the plastic-lined asbestos waste container or double-wrap in plastic sheeting and seal.
- Never use dusting, sweeping or brushing methods as this will circulate asbestos fibres into the air.
- If available, use an H class industrial vacuum cleaner that complies with AS/NZS 60335.2.69 fitted with a HEPA filter that complies with AS4260-1997 to clean your equipment and any remaining visible dust in the work area, including framework or cavities. Domestic vacuum cleaners should never be used. Even if they have a HEPA filter, they are unsuitable for asbestos work.
- Wet wipe surfaces and equipment, then dispose of the rags. Do not resoak used rags in the bucket, as this will contaminate the water. Either fold the rag and use the flat clean surface or use a new rag.
- While still wearing your protective equipment, lightly spray the dust or debris with a diluted mixture of PVA glue and water to hold down any remaining dust. Carefully roll or fold the plastic drop sheeting.

**Note:** Rough-sawn timber and insulation materials cannot be wet wiped or vacuumed. They should be sealed with diluted PVA glue using a low-pressure spray.

- Place asbestos debris, used rags, plastic sheeting and other waste in disposal bags (only half fill the bag to reduce the chance of the bag splitting).
- After the work area is clean, wet down your personal protective equipment and overalls with a light spray of water and place them and all used damp cloths into a disposal bag.
- Seal all disposal bags with duct tape, place into a second disposal bag and seal again.
- Label all bags with an appropriate warning such as:  
**CAUTION – ASBESTOS**  
**DO NOT DAMAGE OR OPEN BAG**  
**DO NOT INHALE DUST**
- Dispose of asbestos waste at the appropriate waste facility (contact your local council for more information).

### Warning!

It is very dangerous to work on an asbestos roof. Asbestos roofs become very brittle with age (and you could fall through) and are very slippery when wet. Working at a height also presents a risk of falling.

### Warning!

Never use angle grinders or other power tools to remove screws, nails or bolts. These actions can release asbestos fibres into the air and are illegal.

## Safe work procedures

### Safe work procedure 4

#### Removing non-friable asbestos cement sheets

Non-friable asbestos cement sheets are the most common asbestos materials in Queensland homes. The products include flat wall and ceiling sheeting (fibro), corrugated roofing (Super Six) and ridge capping, eaves/soffits, fencing, water, drainage and flue pipes, roofing shingles and building boards (e.g. Villaboard, Hardiflex, Wunderboard, Tilux, and Flexiboard).

This safe work procedure is intended only for removing 10 m<sup>2</sup> or less of asbestos sheeting otherwise a licensed asbestos removalist with a class B or A licence should be sought, or a homeowner should obtain a removal certificate under arrangements established by Queensland Health.

Tradespeople must also comply with the Work Health and Safety Regulation 2011. Additional information is provided in *How to Safely Remove Asbestos Code of Practice 2011*.

##### 1. Ensure you have the correct equipment needed

- A roll of 200 micron (0.2 mm) thick plastic sheeting for double wrapping asbestos sheets and to use as drop sheets.
- Several 200 micron (0.2 mm) thick plastic bags for asbestos waste.
- Spray bottle filled with detergent and water.
- PVA sealant and low pressure spray equipment (five parts water and one part PVA).
- Hammer and punch or chisel (for removal of screws, bolts or similar fittings).
- Disposable cleaning rags (e.g. paper, cloth).
- Personal protective equipment consisting of a P1 or P2 respirator, disposable coveralls, safety goggles and shoe protectors.

##### 2. Prepare the work area

- Ensure you have a method for wrapping asbestos sheets in plastic for disposal. For example, using an approved asbestos skip lined with two layers of 200 micron (0.2 mm) plastic sheeting.
- Advise your neighbours of what you are planning to do.
- Remove all loose and unnecessary items from the work area.
- Cover the floor or ground of the work area with plastic sheeting and secure with duct tape or stakes/tent pegs.
- Restrict entry to the asbestos work area/s (e.g. close doors, put up a barrier).
- Put on your personal protective equipment.
- Check the fit of your respirator as per the manufacturer's instructions.

##### 3. Removing the non-friable asbestos

###### To remove non-friable asbestos roof sheet:

- Avoid working in windy environments.
- Avoid dust entering the house by ensuring all windows and doors are closed.
- Asbestos-cement can become brittle with age, and can be slippery, so any removal work on roofs must address the risk of falling through or off the roof through applying an appropriate solution to eliminate or reduce the risk.
- Do not break up the sheeting into smaller pieces and avoid dropping sheets from heights to prevent it breaking into small pieces.
- Do not slide sheeting across other sheets as this may release asbestos fibres.
- Turn off all electricity in the house to prevent electrocution.
- Be cautious when using water on roofs as wet sheeting is very slippery particularly if there is lichen or moss on the roof sheeting. Roofing should be sprayed with diluted PVA glue (five parts water and one part PVA), and let dry before sheet removal begins. Never use high pressure water to clean the roof sheeting as this will release asbestos fibres from the sheeting.
- Remove anchoring screws/bolts from the roofing sheets in a way that will not damage the sheet.

## Safe work procedures

### 3. Remove wall tiles

- Use the chisel to gently tap between the top of the tile and the backing asbestos cement sheet to release the tile. Do not dig the chisel into the asbestos cement sheet.
- As the tile is released, spray detergent water lightly behind the tile to prevent the release of fibres.
- Try to prevent the tile from falling onto the plastic.
- Place tiles in disposal bags (only half fill the bag).
- Chisel or scrape off tile adhesive and grout residue from asbestos cement sheet to achieve a relatively flat and clean surface before laying new tiles. **Do not sand! Treat all waste as asbestos waste.**

If the asbestos cement sheet is broken or not usable as a base for re-tiling, you will need to remove the whole sheet. Removing the whole sheet may be the better option if you can't remove the tiles without damaging the wall sheet or you desire a different finish to tiles. You'll then need to replace the asbestos cement sheeting with an alternative wall lining (e.g. plywood, plasterboard, fibre cement sheeting).

The sheet in question can be removed by a professional or remove it yourself using safe work procedure 4: Removing non-friable asbestos cement sheets on page 19.



Ceramic tiles on  
asbestos sheeting

### 4. Clean up

- Remove larger scraps from ground plastic sheet and place in a disposal bag.
- Never use dusting, sweeping or brushing methods as this will circulate asbestos fibres into the air.
- If available, use an H class industrial vacuum cleaner that complies with AS/NZS 60335.2.69 fitted with a HEPA filter that complies with AS4260-1997 to clean your equipment and any remaining visible dust in the work area, including framework or cavities. Domestic vacuum cleaners should never be used. Even if they have a HEPA filter, they are unsuitable for asbestos work.
- Wet wipe surfaces and equipment, then dispose of the rags. Do not resoak used rags in the bucket, as this will contaminate the water. Either fold the rag and use the clean surface or use a new rag.
- While still wearing your protective equipment, lightly spray the dust or debris with a diluted mixture of PVA glue and water (5 parts water and 1 part PVA) to hold down any remaining dust. Carefully roll or fold the plastic drop sheeting.
- Place asbestos debris, used rags, plastic sheeting and other waste in disposal bags (only half fill the bag to reduce the chance of the bag splitting).
- After the work area is clean, wet down your personal protective equipment and overalls with a light spray of water and place them and all used damp cloths into a disposal bag.
- Seal all disposal bags with duct tape, place into a second disposal bag and seal again.
- Label all bags with an appropriate warning such as:  
**CAUTION – ASBESTOS**  
**DO NOT DAMAGE OR OPEN BAG**  
**DO NOT INHALE DUST**
- Dispose of asbestos waste at the appropriate waste facility (contact your local council for more information).

### Warning!

Domestic vacuum cleaners are unsuitable and should never be used, even if they have a HEPA filter.



## Safe work procedures

### 4. Clean up

- **Never** use dusting, sweeping or brushing methods as this will circulate asbestos fibres into the air.
- If available, use an H class industrial vacuum cleaner that complies with AS/NZS 60335.2.69 fitted with a HEPA filter that complies with AS4260-1997 to clean your equipment and any remaining visible dust in the work area, including framework or cavities. Domestic vacuum cleaners should never be used. Even if they have a HEPA filter, they are unsuitable for asbestos work.
- Wet wipe surfaces and equipment, then dispose of the rags. Do not resoak used rags in the bucket, as this will contaminate the water. Either fold the rag and use clean surface or use a new rag.
- While still wearing your protective equipment, lightly spray the dust or debris with a diluted mixture of water and PVA glue (five parts water and one part PVA) to hold down any remaining dust. Carefully roll or fold plastic drop sheeting from the floor, ground, and other surfaces, so any collected dust, debris or water does not spill.
- Place asbestos debris, used rags, plastic sheeting and other waste in disposal bags (only half fill the bag to reduce the chance of the bag splitting).
- After the work area is clean, wet down your personal protective equipment and overalls with a light spray of water and place them and all used damp cloths into a disposal bag.
- Seal all disposal bags with duct tape, place into a second disposal bag and seal again.
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- Dispose of asbestos waste at the appropriate waste facility (contact your local council for more information).

### Warning!

Domestic vacuum cleaners are unsuitable and should never be used, even if they have a HEPA filter!

## Safe work procedure 3

### Removing ceramic tiles from asbestos sheeting

#### 1. Ensure you have the correct equipment needed

- Several 200 micron (0.2 mm) thick plastic bags no more than 1200 mm long and 900 mm wide for collection of asbestos waste.
- A roll of 200 micron (0.2 mm) thick plastic sheeting as a drop sheet.
- Duct tape.
- Bucket of water and spray bottle filled with detergent and water.
- Sealant (e.g. PVA glue).
- Wide scraper, hammer and chisel.
- Disposable cleaning rags (e.g. paper towels or disposable cloths).
- Personal protective equipment consisting of a P1 or P2 respirator, disposable coveralls, safety goggles and shoe protectors.

### Warning!

Check for electrical hazards. As you will be using water in this task, it is safest to turn off all electricity where you are working to prevent electrocution.

#### 2. Prepare the work area

- Remove all loose and unnecessary items from the work area.
- Restrict entry to the asbestos work area/s (e.g. by closing a door or putting up warning barriers).
- Cover the floor with plastic sheeting and secure with duct tape.
- Put on your personal protective equipment.
- Check the fit of your respirator as per the manufacturer's instructions.

## Safe work procedures

### 1. Ensure you have the correct equipment needed

- Paint brushes, paint rollers or airless spray gun and equipment.
- Sealant (e.g. PVA glue) or paint. You may also need a specific respirator for the sealant or paint to protect yourself from any harmful vapours (read the safety directions on the container).
- Duct tape.
- Several 200 micron (0.2 mm) thick plastic bags no more than 1200 mm long and 900 mm wide for disposing of asbestos waste.
- A roll of 200 micron (0.2 mm) thick plastic sheeting to be used as drop sheets.
- Disposable cleaning rags (e.g. paper towel or disposable cloths).
- Bucket of water and spray bottle for misting.
- Personal protective equipment consisting of a P1 or P2 respirator, disposable coveralls and shoe protectors.
- Ensure you only use wet and dry paper in a wet condition to smooth edges of flaking paint.

### Choosing the right sealant

- ➔ Sealants should be used on external surfaces such as roofs, as they penetrate the surface and bind into the material.
- ➔ Choose a sealant specifically designed for use on asbestos materials that has a life of 10 years or more and can be reapplied over the top of the existing coat if required.
- ➔ Avoid products that require the asbestos material to be vigorously cleaned beforehand as this can release asbestos fibres into air.

### 2. Prepare the work area for surface preparation

- Advise your neighbours of what you are planning to do.
- Remove all loose and unnecessary items from the work area.
- Restrict entry to the asbestos work area/s (e.g. by closing a door or putting up warning barriers).
- Cover the floor of the work area with the plastic sheeting and secure with duct tape (this will help contain any run-off from wet sanding methods).
- Put on your personal protective equipment.
- Check the fit of your respirator as per the manufacturer's instructions.

### 3. Surface preparation and painting

- Wash with sugar soap or another cleaning chemical—do not use high pressure water.
- If needed, hand-sand the surface using light **wet sanding** methods, or use a chemical paint stripper and a scraper – but **only on wet surfaces** and taking care not to damage the asbestos material.
- When removing wallpaper, use a steamer if you need to and keep a spray water bottle handy to ensure the surface remains damp.
- Paint over existing paint if it's in good condition.
- If spray painting, use airless equipment as the low air pressure reduces overspray compared to normal high pressure equipment.
- If using a paint brush or roller, use it lightly to avoid exposed surface abrasion.

### Environmental tip

If you need to clean an asbestos roof with chemicals before sealing, consider how you will manage the run-off. It is important that run-off from the roof is not washed into downpipes as these lead to your water tank or the roadside gutter which washes into local creeks and waterways.



## Safe work procedures

### 4. Clean up

**Important!** Keep your respirator on until all clean up is finished and you have removed your disposable clothing.

- Never use dusting, sweeping or brushing methods as they will circulate asbestos fibres into the air.
- If available, use an H class industrial vacuum cleaner that complies with AS/NZS 60335.2.69 fitted with a HEPA filter that complies with AS4260-1997 to clean your equipment and any remaining visible dust in the work area, including framework or cavities. Domestic vacuum cleaners should never be used. Even if they have a HEPA filter, they are unsuitable for asbestos work.
- Wet wipe surfaces where asbestos fibres may have collected. Do not resoak used rags in the bucket, as this will contaminate the water. Either fold the rag and use the clean surface or use a new rag.
- While still wearing your protective equipment, lightly spray the plastic with a diluted mixture of 1:5 PVA glue and water to hold remaining dust. Carefully roll or fold plastic drop sheeting from the floor or ground, and other surfaces such as furniture and window sills, so any remaining dust or debris does not spill.
- Place asbestos debris, used rags, plastic sheeting and other asbestos waste in disposal bags (only half fill the bag – this is to reduce the chance of the bag splitting).
- After the work area is clean, wet down your personal protective equipment and clothing with a light spray of water and place them and all used damp cloths into a disposable bag.
- Seal all disposal bags with duct tape, place into a second disposal bag and seal again.
- Label all bags with an appropriate warning such as:  
**CAUTION – ASBESTOS**  
**DO NOT DAMAGE OR OPEN BAG**  
**DO NOT INHALE DUST**
- Dispose of asbestos waste at the appropriate waste facility. Contact your local council for more information.

### Warning!

Under no circumstances are asbestos-containing materials to be water blasted or dry sanded. This is illegal and substantial fines apply.

It can be very dangerous to work on an asbestos roof. Asbestos roofs become very brittle with age

(increasing the risk of falling through) and are very slippery when wet. Working at heights also presents a risk of falling. Consider using a business that specialises in asbestos roofs.

### Vacuuming

The use of shadow vacuuming when using a power drill will also capture airborne dust and debris from the asbestos-containing material.

Shadow vacuuming requires the operation of an H class industrial asbestos vacuum cleaner that complies with AS/NZS 60335.2.69 fitted with a HEPA filter and that complies with AS4260-1997. The vacuum head should be either directly attached to the drilling equipment or used as close as possible to the tool.

**Domestic vacuum cleaners should never be used. Even if they have a HEPA filter, they are unsuitable for asbestos work.**

### Safe work procedure 2

#### Painting or sealing non-friable asbestos-containing materials

While it's not always necessary to seal, paint or clean non-friable asbestos-containing materials that are in good condition, the edges of sheets should be sealed. It is advisable to extend structural life of asbestos-containing materials and improve their appearance through painting.

Sealing or painting should only be carried out on materials that are in good condition. If the material is significantly weathered, damaged or broken, the material should be removed and replaced with a non-asbestos material (e.g. plywood, plasterboard, fibre cement sheeting).

This safe work procedure includes surface preparation which may require the use of personal protective equipment. If surface preparation is not required, it is a simple matter of painting over the asbestos-containing material.

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[www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos) 13 74 68



## Safe work procedures

### Safe work procedure 1

#### Drilling into non-friable asbestos-containing materials

To reduce the risk of asbestos fibres being released into the air, caution must be taken when drilling into non-friable asbestos-containing materials. Follow the safety procedures below when drilling vertical and horizontal surfaces:

##### 1. Ensure you have the correct equipment needed

- Hand drill or low-speed battery powered drill.
- Disposable cleaning rags (e.g. paper towel or a disposable cloth).
- Bucket of water and/or a misting spray bottle.
- Duct tape.
- Sealant (e.g. PVA glue).
- A paste or gel like substance (e.g. wallpaper paste, shaving cream or hair gel).
- Several 200 micron (0.2 mm) thick plastic bags for asbestos waste.
- A roll of 200 micron (0.2 mm) thick disposable plastic drop sheeting to cover the floor and other surfaces such as furniture and window ledges under where you are drilling.
- A sturdy, disposable clear plastic cup.
- Personal protective equipment consisting of a P1 or P2 respirator, disposable coveralls, safety goggles and shoe protectors.

#### Warning!

Never use a high-speed drill on an asbestos-containing material because it will quickly release asbestos fibres into the air. Only use a hand drill or a low-speed battery powered drill and follow this safe work procedure closely.

#### Warning!

Check for electrical hazards. As water is being used in this task, it is safest to turn off all electricity where you are working to prevent electrocution.

##### 2. Prepare the work area

- Remove all loose and unnecessary items from the work area.
- Restrict other people from entering the asbestos work areas (e.g. by closing a door or putting up warning barriers).
- Use plastic sheeting secured with duct tape to cover any surface of the work area and act as drop sheets.
- Turn off air-conditioning and fans.
- Put on your personal protective equipment.
- Check the fit of your respirator as per the manufacturer's instructions.

##### 3. Drilling steps

- Step 1:** Tape the point to be drilled and the exit point (if possible).
- Step 2:** Cover the drill entry and exit points (if accessible) on the asbestos sheet with a generous amount of a thickened substance (e.g. shaving cream).
- Step 3:** Drill a hole through the bottom of the disposable cup.
- Step 4:** Fill or line the inside of the cup with the thickened substance.
- Step 5:** Put the drill bit through the hole in the cup and make sure the drill bit extends beyond the lip of the cup.
- Step 6:** Align the drill bit with the marked point.
- Step 7:** Ensure cup is firmly held against the surface to be drilled.
- Step 8:** Drill through the surface.
- Step 9:** Remove the cup from the surface and dispose in asbestos waste bag.
- Step 10:** If a cable is to be passed through the drilled hole, insert a sleeve to protect the inner edge of the hole or seal the edges with a sealant such as PVA glue or paint.



Disposable cup with hole through bottom



Residue dust captured in shaving cream inside cup

## Working safely with non-friable asbestos

### Clearance inspection for the minor work on asbestos-containing materials

When a contractor has completed the work, a visual inspection of the work area should be conducted prior to resumption of normal occupancy.

This ensures that all asbestos waste has been removed and the area has been properly cleaned with no visual evidence of dust and debris. Particular attention should be paid to the presence of dust on all horizontal surfaces, such as, window sills, architraves, skirtings, the tops of air-conditioning ducts, fan blades and flooring.

Written confirmation that the work area is clean and free of asbestos waste, dust, and debris should be given to the home owner.



Nothing precludes a homeowner or tradesperson from demanding a higher standard for safe asbestos work procedures to those outlined in this guide.



Homeowners can reasonably expect tradespeople performing minor renovation works on asbestos-containing materials to follow the safe work methods outlined in this guide.

### Managing your renovation job

#### What if I need to put a hole in non-friable asbestos-containing material?

If it is necessary to put a hole in non-friable asbestos-containing material (e.g. for a new window or power point), it could be safer to remove the whole sheet following safe work procedure 4 on page 19 of this guide and replace it with non-asbestos sheeting (e.g. plywood, plasterboard, fibre cement sheeting) and cut the hole in the new sheeting.

#### What if I accidentally break asbestos?

If you accidentally break an asbestos-containing material, the safest way to manage any health risks is to wipe up any dust with a damp cloth or damp paper towel. Place the damp cloth or damp towel inside a plastic bag, tie the bag up and then place this inside a second plastic bag. Tie the final bag up tightly and place into your rubbish bin.

Do not use a normal vacuum cleaner as it cannot filter out all particles and can release more asbestos fibres into the air.

If the asbestos-containing material is cracked, you should seal the crack with a product like PVA glue, polyfiller or paint. If the damage is more significant, the entire sheet should be replaced and the old sheet disposed of correctly.



## Working safely with non-friable asbestos

### 5. Plan your activity and purchase necessary equipment

Plan the job and how you will purchase the necessary equipment in advance to work with asbestos. Safe work procedures in this booklet and on the website detail the minimum equipment required, which is readily available from hardware stores and safety equipment suppliers.

During the job, temporarily store waste asbestos either in a plastic lined skip or on top of thick plastic ready for later wrapping. Make sure you clean up debris and decontaminate the work area before allowing access by others.

### 6. Know how to protect yourself from exposure

Wearing the right personal protective equipment (PPE) is essential to protecting your health when working with asbestos. Personal protective equipment is available from most hardware or safety equipment suppliers.

#### Wear disposable clothing

Disposable coveralls with a hood should be used to prevent the contamination of any clothing, including your shoes/boots.

- After your work is complete, spray your disposable coveralls with a light mist of water and remove them. Keep your respirator on when doing this.
- Do not keep or reuse the disposable clothing and do not shake the dust out of them. Quickly dispose of the clothing by sealing it in an asbestos waste bag.

#### Shower afterwards

To remove any dust and asbestos that may be on your skin, thoroughly shower and wash your hair after finishing the task.

### 7. Plan to dispose of asbestos waste quickly and correctly

Clean up, package and dispose of all asbestos waste (including PPE, scraps and surplus asbestos) as soon as possible. Under Queensland law, no asbestos can be stored, given away, sold or kept for another use.

### Wear the proper respirator

Ordinary dust masks are not effective to prevent inhaling asbestos fibres and dust. Cheap masks may save money, but they do not provide adequate protection against asbestos fibres.

You will need to purchase and use a respirator designed specifically for working with asbestos. Wear a half-face filter respirator fitted with a class P1 or P2 filter cartridge, or a class P1 or P2 disposable respirator appropriate for asbestos.



Example of a respirator for use when working with asbestos.



Example of a disposable P2 respirator with two straps, suitable for working with asbestos.

Respirators should comply with Australian Standard AS1716. This number should be printed somewhere on the mask.

- Men should be clean-shaven to make sure of the best seal between their face and the mask.
- The respirator should have an airtight fit. Read and follow the manufacturer's instructions on how to check the fit of the respirator.
- Respirators should be continuously worn until all work and cleaning up is completed and contaminated clothing has been removed, bagged and sealed. The last thing to be removed is the mask.



Men should be clean-shaven to ensure a good seal between their face and the mask.



This type of dust mask with one strap DOES NOT prevent the inhalation of asbestos fibres.

## Working safely with non-friable asbestos

For work other than removal (for example preparing a non-friable asbestos wall for painting or drilling a hole for piping or electrical cabling) you do not require a licence or certificate. However safety precautions to minimise asbestos fibres getting into the air must be taken.

If you are planning to remove friable asbestos-containing materials (loosely bound), you **MUST** use a business with a current class A asbestos removal licence to do the work.

If you are a tradesperson or other business operator removing more than 10 m<sup>2</sup> of non-friable asbestos materials you can only carry out this work under the authority of a class B or class A asbestos removal licence, issued by Workplace Health and Safety Queensland.

Homeowners planning to remove more than 10 m<sup>2</sup> of non-friable asbestos-containing materials must either:

- use a business with a current class A or class B asbestos removal licence to do the work, or
- hold a certificate obtained under arrangements established by Queensland Health. Information on these certificates is available by calling 13QGOV (13 74 68) or going to [www.qld.gov.au/asbestos](http://www.qld.gov.au/asbestos).

Homeowners or tradespeople seeking a business that removes asbestos materials should search the internet or their local phone directory. Check the business holds the appropriate asbestos removal licence (class A or B) issued by Workplace Health and Safety Queensland.

### 4. Think of those who could be affected by your work

When planning your work, don't forget to consider yourself, other people in the building, neighbours and family pets.

Under public health laws and workplace health and safety laws, you have a responsibility to make sure that you protect your own and others' health by not releasing asbestos fibres into the air during your work or leaving behind asbestos dust once you've completed the task.

Here are some tips to consider your practices before you begin work:

- Prevent public access to the work area.
- Avoid dropping or the unnecessary breaking of asbestos-containing sheets to reduce the release of fibres into the air.
- Use disposable clothing such as disposable coveralls and boot covers to ensure fibres don't get trapped in your clothing and spread into the air later.
- Speak to people in neighbouring properties about the work you're about to do. It is important to explain the safety precautions you will be taking to minimise the chance of asbestos fibres getting into the air.
- Do not take work clothing home to be laundered that may have been exposed to asbestos work, as they may have been contaminated with asbestos fibres.

### Avoid prohibited activities

There are restrictions on high risk activities (and substantial penalties apply) when working with asbestos-containing material, as these activities will release extensive amounts of asbestos fibres and will also contaminate the equipment:

- a) Never use power tools such as angle grinders, circular saws and electric sanders on surfaces that contain asbestos unless the equipment is designed and/or used in a manner that captures or suppresses airborne asbestos fibres, such as dust extraction devices connected to an H class and HEPA filtered industrial vacuum cleaner. Use only low speed items and hand-operated drills when conducting home renovations.



Water blasting asbestos cement will cause debris to be sprayed everywhere. It puts you and your neighbours' health at risk and is very difficult to contain the residue material. **The result could cost you more than \$100 000 to clean up.**

- b) Never use high pressure water blasters.
- c) Never use compressed air tools.
- d) Never use household vacuum cleaners.



## Working safely with non-friable asbestos

The chance of inhaling asbestos fibres increases when renovating or carrying out repair work on asbestos materials, but the risk to your health is very low if you take the necessary safety precautions.

### Laws about asbestos

In Queensland, there are a number of laws relating to building and renovating. There are also specific laws designed to protect the health of homeowners, their families, the general community and tradespeople by ensuring asbestos is handled, removed and disposed of safely.

- Legal action can be taken against you for working\* unsafely with asbestos.
- Government officers will investigate complaints and issue notices, on-the-spot fines or prosecute if you are breaking the law.
- You could also have legal action taken against you by other people, such as a neighbour.

### Tradespeople

Tradespeople are legally responsible for determining whether they are dealing with asbestos-containing materials before starting any work. They must have it identified by a competent person, have a sample tested or simply assume asbestos is present. Any tradesperson disturbing asbestos should use safe work procedures for the work they are contracted to carry out and these must comply with the Work Health and Safety Regulation 2011.

### Seven steps you need to take before you start work:

#### 1. Check with your local council to see if you need approvals for the planned work

Some renovation activities may require approvals from your local council, such as planning permits and building approvals. Please contact them before starting any work.

#### 2. Decide how you will dispose of the asbestos waste

Your choices are to dispose of the waste yourself, if it's a small quantity, otherwise you must use a licensed waste contractor. If disposing of asbestos waste yourself, it is important to contact your local council to find out specific requirements (e.g. where to take the waste and how much it will cost). You will need to wet down the asbestos and package it in thick plastic to minimise the chance of any asbestos fibres getting into the air.

#### 3. Determine whether you need a licensed asbestos removalist

Anyone planning to remove 10 m<sup>2</sup>, or less, of non-friable material containing asbestos, does not require an asbestos removal licence or certificate. However, safety precautions still need to be taken to minimise asbestos fibres getting into the air.

As a guide, 10 m<sup>2</sup> is equivalent to about four sheets of asbestos cement wall sheeting, or usually only one wall of an average bathroom.

### Before starting a job with asbestos, consider your alternatives:

- ✓ Take samples from the proposed work area and have them tested to determine if asbestos is present.
- ✓ Consider working around any asbestos materials
- ✓ Consider leaving asbestos materials in good condition undisturbed.
- ✓ Try painting or sealing an asbestos product rather than removing it.
- ✓ Contract a licensed asbestos removalist to safely remove asbestos rather than removing it yourself (however, if friable asbestos-containing materials need to be removed, you MUST use a Class A licensed removalist).

\*Working includes breaking, cleaning, cutting, maintaining, removing, repairing, storing and using. It also includes separating asbestos waste from other waste. Removing includes moving an asbestos-containing material from the position where it was installed.

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### Asbestos: a guide for minor renovation

For more information visit the Queensland Government website or phone 13QGOV

## Types of asbestos-containing materials

### Friable asbestos in vinyl sheet flooring

Vinyl sheet flooring sometimes contained friable (loosely bound) asbestos material in the backing of the product (the side attached to the floor) or as an underlay. The vinyl sheet itself does not contain asbestos.

Manufacturers sometimes incorporated a felt-like 'backing' for cushioning and insulation purposes and it typically contains 80–100 per cent asbestos. This product can be identified as it was usually supplied in sheet form and has a 'terrazzo' type (colourful marble or stone chip) pattern look on the surface. It is most often found in buildings constructed before the mid-1980s.

Friable materials, such as the backing of this vinyl sheet flooring are potentially very dangerous because the asbestos fibres can become airborne very easily. These materials must only be handled and removed by an asbestos removalist with a class A asbestos removal licence.

### Having materials tested for asbestos

Laboratories that analyse building materials for asbestos can be found by contacting the National Association of Testing Authorities.

The laboratories can also give you advice on how to correctly take and send a sample. There will be fees involved. You can also contact an asbestos consultant or competent person for advice by searching the internet or local phone directory.

**National Association of Testing Authorities**  
**1800 621 666**  
**[www.nata.asn.au](http://www.nata.asn.au)**



Asbestos backed vinyl sheet flooring



Asbestos backed vinyl sheet flooring



Asbestos backed vinyl sheet flooring

## Types of asbestos-containing materials

### Low density board

Low density asbestos fibre board is a lightly compressed board which looks similar to asbestos cement sheeting or plasterboard but is different to AC sheeting because it can be easily bent in the hand or dented by soft pressure. It is softer than AC sheeting because calcium silicate plaster was used to bond the material instead of cement.

The asbestos content of lightly compressed board can range up to 70 per cent. It was manufactured as a flat sheet product although some perforated sheeting, typically used for acoustic ceiling applications, was also manufactured.

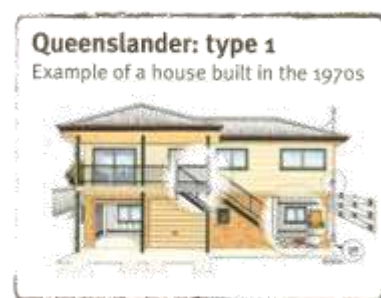
Commonly known as low density asbestos fibre board, some product names include 'Asbestolux' and 'Duralux'. If low density board is in good condition and left undisturbed it presents a low risk. However, because it is softer than AC sheeting, low density board can crumble more easily when disturbed.

If low density board is to be removed, it will be necessary to determine whether the material is friable or non-friable on a case by case basis. Such assessments may only be undertaken by persons who are competent in working with asbestos-containing materials. Where the assessment indicates the low density board is in poor condition and/or could become friable (e.g. breaking up) during the removal process, an A class removalist must be engaged to safely remove the material.

Due to the need for professional assessment of the friable nature of low density board as well as its high asbestos content with subsequently higher potential to release asbestos fibres, homeowners must not undertake any work with this product. Homeowners should ensure an appropriately qualified tradesperson is engaged for any work with low density asbestos fibre board. The *Public Health Act 2005* prohibits the removal of friable asbestos products unless the person holds an A class licence.

### Common locations

View common locations of asbestos-containing materials in two types of Queensland houses and a commercial building on pages 24-26 of this guide.



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## Types of asbestos-containing materials



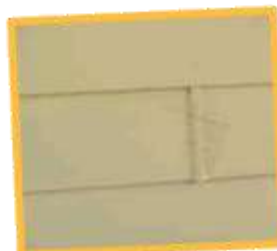
Flat sheet cladding



Slotted hardi flex soffit sheeting



DT surround (disconnect trap)



Hardi plank wall sheeting



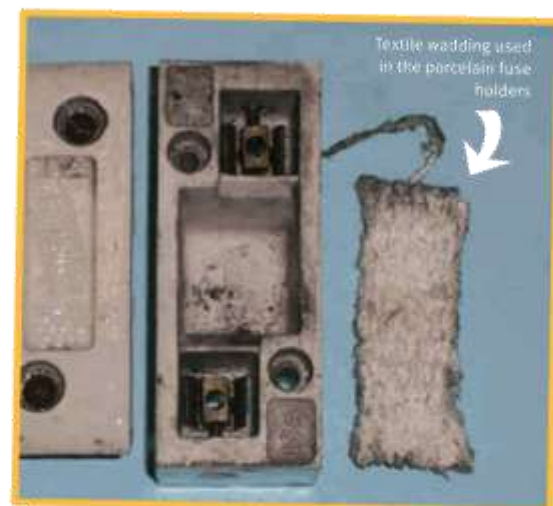
Hardi plank woven fencing

### Friable (loosely bound) asbestos

Loosely bound friable asbestos-containing materials are potentially very dangerous. Friable materials can contain up to 100 per cent asbestos. The fibres are quite loose and can be turned to dust and released into the atmosphere with very light pressure, such as crushing with your hand.

Friable asbestos was primarily used in commercial and industrial settings for fire proofing, sound proofing and insulation. Sometimes, small amounts of friable asbestos were used in domestic buildings, including:

- in old domestic heaters, stoves, hot water systems and pipe lagging
- in the backing of sheet vinyl floor coverings
- inside fireplaces
- within fire doors in the main entry doors of units and stairwells
- sprayed on vermiculite insulation material in some common areas of unit blocks



Textile wadding used in the porcelain fuse holders

## Types of asbestos-containing materials

### What is non-friable and friable asbestos?

There are two main types of material used in building construction that contain asbestos: non-friable (bonded) and friable (loosely bound) asbestos.

### Non-friable (bonded) asbestos

Non-friable asbestos-containing materials are commonly found in both domestic and non-domestic buildings. They are not dangerous if they are in good condition (i.e. undamaged) and remain undisturbed. Non-friable asbestos cement bonded products are solid, rigid and the asbestos fibres are tightly bound in the material to prevent them becoming airborne. This kind of material is commonly known as 'fibro', 'asbestos cement' or 'AC sheeting' and typically contains 5–20 per cent asbestos.

Asbestos can also be found in asbestos vinyl tiles that were often used in Queensland houses. Asbestos vinyl tiles contain 8–30 per cent asbestos in a tightly bonded matrix. They do not have a backing to the tile and are usually glued directly to the floor. It should be noted that glue used to adhere the asbestos vinyl tiles to the floor might also contain asbestos. Where any bonded asbestos product has deteriorated to such a state that it can turn to dust with very light pressure, such as crushing with your hand, it should be treated as being friable.

Non-friable asbestos-containing materials were commonly used, in both domestic and non-domestic buildings for:

- roof sheeting and capping
- guttering
- gables, eaves/soffits
- water pipes and flues
- DT surrounds (disconnecter trap surrounds)
- wall sheeting (flat or a weatherboard style)
- zelemite backing boards to the switchboards
- flexible building boards
- imitation brick cladding
- fencing
- car ports and sheds
- waterproofing membrane
- telecommunications pits
- some window putty
- expansion joints
- packing under beams
- concrete formwork.

Moulded telecommunications pit



External cladding containing asbestos



Zelemite backing board to an external switchboard



Vinyl floor tiles



Vent pipe cap and socket fitted over a vent pipe

### 6 Asbestos: a guide for minor renovation

For more information visit the Queensland Government website or phone 13QGOV

## Asbestos: play it safe

### What are the possible health effects of asbestos exposure?

Asbestos can affect your health if fibres are breathed into the lungs. Most fibres are removed by your body's natural defences, however, some fibres can remain in the lungs.

#### The possible health effects of asbestos are:

- asbestosis (progressive and irreversible scarring of lung tissue that impairs breathing)
- lung cancer
- mesothelioma, a cancer of the linings around the lungs and abdomen
- non-cancerous diseases that affect the linings around the lungs and abdomen (commonly called 'benign pleural diseases').

Some diseases can take up to 50 years to develop, but others can also develop in much less time than that. While there are some treatments for asbestos related diseases, there are no known cures.

### Where is asbestos commonly found in buildings?

It can be difficult to tell whether a building has asbestos-containing materials, just by looking at it.

#### As a general rule, if the building was built:

- before the mid 1980s, it is highly likely that it would have some materials containing asbestos
- between the mid 1980s and 1990, it is likely that it would have materials containing asbestos
- after 1990, it is highly unlikely it would have materials containing asbestos.

If you are not sure whether a building material contains asbestos, play it safe and assume that it does. Alternatively, seek advice from an asbestos consultant or other competent person experienced at working with asbestos or get the material tested by a laboratory.

Play it safe with asbestos. If you are not sure whether a material contains asbestos, assume that it does and take adequate precautions.

Let sleeping  
dogs lie



### If asbestos is in good condition, leave it alone

When asbestos is disturbed, broken, sanded or cut, asbestos fibres are released into the air and can increase the risk of being inhaled by yourself, family or neighbours.

While most cases of asbestos related diseases result from sustained workplace exposure to asbestos fibres, some asbestos related diseases, such as mesothelioma, can result from brief periods of breathing in high concentration asbestos fibres without adequate protection.

To minimise anyone being exposed to asbestos fibres, it is important that DIY home renovators and tradespeople prevent the release of asbestos fibres into the air as much as possible and take necessary precautions to capture them before they become airborne during any disturbance.

### Do new building materials contain asbestos?

New building materials do not contain asbestos. Since 31 December 2003, asbestos and all products containing asbestos have been banned throughout Australia. It is illegal to import, store, supply, sell, install, use or re-use these materials.

Asbestos has not been used in building materials since the late 1980s. Cellulose fibres are now used instead of asbestos in building materials. Non-asbestos fibres, such as glass, are now used in insulation products.



## Asbestos: play it safe

This guide mainly applies to tradespeople and 'do-it-yourself' (DIY) home renovators carrying out minor renovations on building materials that may contain asbestos.

Minor renovations are small scale and usually completed quickly. Examples include:

- ✓ maintenance or surface preparation of walls, roofing, ceilings or flooring
- ✓ installation of plumbing components
- ✓ installation of electrical components or data cables
- ✓ tiling and floor covering tasks
- ✓ removing asbestos cement sheets less than 10 m<sup>2</sup> in total area.

This guide doesn't cover the major removal work of either non-friable or friable asbestos.

### Is asbestos dangerous?

Scientific and medical evidence supports the fact that simply living or working in a building containing asbestos is not dangerous as long as the asbestos product is in good condition (i.e. undamaged and undisturbed), meaning the asbestos fibres are still tightly bound within the compound (usually cement).

In this case the safest option is to leave them alone – let sleeping dogs lie!

Visually inspect the materials from time to time for deterioration and damage.

### What is asbestos?

Asbestos is a naturally occurring mineral found in the ground. It contains strong fibres that have excellent durability, fire resistance and insulating properties.



Chrysotile asbestos (white)



Crocidolite asbestos (blue)

- ➔ Asbestos fibres are **50–200 times thinner than a human hair**, can float in the air for a long time, can be invisible to the naked eye and can be **breathed into the lungs**.
- ➔ Asbestos was manufactured into many different materials, commonly used in the Australian building industry between the **1940s and late 1980s**.
- ➔ All forms of asbestos have been **nationally banned from use since 31 December 2003**. However, the ban does not mean that all asbestos installed prior to this date needs to be removed (e.g. asbestos-containing materials in houses).

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**13.2**

**Lockyer Valley Sports and Aquatic Centre**

**Date:** 05 December 2014  
**Author:** Russell Cook, Community Facilities Coordinator  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

**Summary:**

The purpose of this report is to seek Council's approval to amend its 2014/2015 Commercial Fees and Charges to incorporate fees and charges for the Lockyer Valley Sports and Aquatic Centre.

Commercial fees and charges are appropriate given the commercial nature of the services provided.

**Officer's Recommendation:**

**THAT Council amend its 2014/2015 Commercial Fees and Charges to incorporate the proposed Fees and Charges for the Lockyer Valley Sport and Aquatic Centre.**

AQUATIC CENTRE			
<u>GENERAL ENTRY</u>	<u>CURRENT</u> <u>Gatton/Laidley Pools &amp;</u> <u>Indoor Sports Hall</u>	<u>PROPOSED 14/15</u> <u>LVSAC</u>	<u>PROPOSED 15/16</u> <u>LVSAC</u>
Under 2	No charge	No Charge	No charge
Adult (16 years and over)	\$3.00	\$4.00	\$5.00
Child/Concession	\$2.50	\$3.30	\$4.10
Spectators	\$3.00	\$3.30	\$4.10
School Attendances (attending under school supervision)	\$2.00	\$2.50	\$3.00
<u>20 VISIT PASS</u>			
Adult	New Fee	\$65.00	\$80.00
Child/Concession	New Fee	\$55.00	\$69.00
<u>HIRE FEES Carnivals (includes use of Clubhouse)</u>			
School Hire for Carnivals	\$55.00 per hour	\$110.00 per hour	\$110.00 per hour
Gatton Swim Club	\$55.00 per hour	\$65.00 per hour	\$65.00 per hour
Swim Club Rooms	\$5.50 per month	\$10.00 per month	\$10.00 per month
INDOOR SPORTS CENTRE			
<u>COURT FEES</u>			
Volleyball/Basketball/ Netball/ Futsal and other approved, appropriate court sports. (Includes Casual visit i.e. Shooting Hoops)	\$30.00 per team	\$35.00 per team	\$35.00 per team
	\$4.00 per adult	\$4.00 per adult	\$4.20 per adult
	\$2.50 per student	\$3.30 per student	\$3.50 per student
Indoor Cricket (includes equipment)	\$10.00 per person	\$11.00 per person	\$11.00 per person
Badminton (includes equipment)	\$5.00 per adult	\$5.50 per adult	\$5.50 per adult
	\$3.00 per student	\$4.20 per student	\$4.20 per student
<u>SCHOOL ATTENDANCES</u>			
Attendance under School Supervision	\$2.00 per student	\$2.50 per student	\$2.50 per student

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PE Session	\$1.00 per student	\$1.50 per student	\$1.50 per student
Pavilion Hire	\$25.00 per session	\$28.00 per session	\$28.00 per session
<b>EVENT HIRE</b>			
Pavilion	New charge	\$180.00 per day	\$180.00 per day
	New charge	\$30.00 per hour	\$30.00 per hour
Court Area	New charge	\$300.00 per day	\$300.00 per day
	New charge	\$50.00 per hour	\$50.00 per hour
BONDS may be charged at Managers discretion			

## Report

### 1. Introduction

A report was presented at Council's Ordinary Meeting on 27 August 2014 recommending that Council adopt proposed Fees and Charges for the Lockyer Valley Sports and Aquatic Centre for 2014/2015.

Following discussion on the report the following resolution was passed.

*That the matter of the 2014/15 Fees & Charges - Lockyer Valley Sports and Aquatic Centre be deferred for consideration until further discussions are undertaken at a future Council Workshop.*

A subsequent report was discussed at Council's Workshop on 11 November 2014 with only minor changes requested to the presented Fees and Charges Schedule.

### 2. Background

The construction of the Lockyer Valley Sports and Aquatic Centre is due for completion in January 2015.

Council adopted its Commercial Fees and Charges 2014/15 on 14 July 2014. These fees and charges included swimming pool fees for both the Gatton and Laidley pools; however, these fees and charges are not considered appropriate for the new multi-million dollar aquatic facility that will be of a substantially higher quality to the existing pools, be available all year round and offer an improved recreational experience for all patrons.

Council is currently negotiating with the Gatton Swim Centre for the management of the Sports and Aquatic Centre. Under the proposed Management Agreement Council is required to set the Fees and Charges for the venue.

### 3. Report

After a review of admission fees and Charges at other regional council aquatic facilities, officers believe that a fee of \$5 per Adult and \$4.10 for Children and Concessions would be appropriate for the new facility.

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However to lessen the impact on the current users of both the Gatton and Laidley pools and other first time users of the new facility, it is recommended that Council stagger the increase over the proposed two years of the Management Agreement.

Therefore the proposed increase has been halved for the 2014/2015 year which will set the Adult Fee at \$4.00 and the Child/Concession Fee at \$3.30 with a further 25% increase in the 2015/2016 financial year. If these actions are undertaken, then when the venue is ready to be leased in the 2016/2017 financial year, it will have admission fees consistent with other similar venues.

Fees and Charges for the Gatton Indoor Sports Centre were not significantly reviewed prior to the adoption of Council's Commercial Fees and Charges 2014/15 as no determination of the type of management agreement for the complex had been made at that time; minor amendments to these fees are also now sought.

The proposed fees and charges have been discussed with and agreed to by the Gatton Swim Centre.

Revised 2014/2015 Commercial fees and Charges for the Lockyer Valley Sports and Aquatic Centre are given in Attachment 1.

**4. Policy and Legal Implications**

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

The amended fees and charges if adopted will need to be included in Councils previously adopted 2014/15 Commercial Charges register.

**5. Financial and Resource Implications**

Under the proposed Management Agreement all Admission and Hire fee revenue generated at the Lockyer Valley Sports and Aquatic Centre will be retained by the Gatton Swim Centre. Any major variation to the proposed fees may result in the Gatton Swim Club requesting a variation to the previously agreed management agreement fee.

**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 the requirements in line with existing delegations.

**7. Communication and Engagement**

Updating of Council's Commercial Fees and Charges on the intra and inter net is required with appropriate advertising and promotion of the amended 2014/2015 Fees and Charges, prior to the opening of the Lockyer Valley Sports and Aquatic Centre.

**8. Conclusion**



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Adoption of the recommendation of this report will ensure that appropriate commercial fees and charges are applied to the services provided at the Lockyer Valley Sports and Aquatic Centre for the balance of the 2014/15 financial year.

**9. Action/s**

Updating of Council's Commercial Fees and Charges on the intra and inter net.  
Appropriate advertising and promotion of the amended 2014/2015 Fees and Charges.

**Attachments**

1 [View](#) Schedule 1 Page

### Proposed Fees & Charges Lockyer Valley Sports and Aquatic Centre

AQUATIC CENTRE			
<u>GENERAL ENTRY</u>	<u>CURRENT Gatton/Laidley Pools &amp; Indoor Sports Hall</u>	<u>PROPOSED 14/15 LVSAC</u>	<u>PROPOSED 15/16 LVSAC</u>
Under 2	No charge	No Charge	No charge
Adult (16 years and over)	\$3.00	\$4.00	\$5.00
Child/Concession	\$2.50	\$3.30	\$4.10
Spectators	\$3.00	\$3.30	\$4.10
School Attendances (attending under school supervision)	\$2.00	\$2.50	\$3.00
<b>20 VISIT PASS</b>			
Adult	New Fee	\$65.00	\$80.00
Child/Concession	New Fee	\$55.00	\$69.00
<b>HIRE FEES Carnivals (includes use of Clubhouse)</b>			
School Hire for Carnivals	\$55.00 per hour	\$110.00 per hour	\$110.00 per hour
Gatton Swim Club	\$55.00 per hour	\$65.00 per hour	\$65.00 per hour
Swim Club Rooms	\$5.50 per month	\$10.00 per month	\$10.00 per month
INDOOR SPORTS CENTRE			
<b>COURT FEES</b>			
Volleyball/Basketball/ Netball/ Futsal and other approved, appropriate court sports. (Includes Casual visit i.e. Shooting Hoops)	\$30.00 per team	\$35.00 per team	\$35.00 per team
	\$4.00 per adult	\$4.00 per adult	\$4.20 per adult
	\$2.50 per student	\$3.30 per student	\$3.50 per student
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Badminton (includes equipment)	\$5.00 per adult	\$5.50 per adult	\$5.50 per adult
	\$3.00 per student	\$4.20 per student	\$4.20 per student
<b>SCHOOL ATTENDANCES</b>			
Attendance under School Supervision	\$2.00 per student	\$2.50 per student	\$2.50 per student
PE Session	\$1.00 per student	\$1.50 per student	\$1.50 per student
Pavilion Hire	\$25.00 per session	\$28.00 per session	\$28.00 per session
<b>EVENT HIRE</b>			
Pavilion	New charge	\$180.00 per day	\$180.00 per day
	New charge	\$30.00 per hour	\$30.00 per hour
Court Area	New charge	\$300.00 per day	\$300.00 per day
	New charge	\$50.00 per hour	\$50.00 per hour
BONDS may be charged at Managers discretion			

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**13.3**

**Gatton Showgrounds - Unisex Amenities Block**

**Date:** 11 December 2014  
**Author:** Vic Harbinson, Senior Project Officer, Community Facilities  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

**Summary:**

The purpose of this report is to seek Council approval to commence the design, fabrication and construction of a new unisex amenities block at the Gatton Showgrounds. The proposed amenities block plan is for 2 shower cubicles, 4 toilet cubicles and a combined unisex disability accessible shower and toilet cubicle. This new amenities block will ensure patrons using the venue have access to facilities that are safe and fit for purpose.

**Officer's Recommendation:**

**THAT Council resolves to amend its 2014/2015 Budget to include \$73,000 (net of subsidies) for the design, fabrication and construction of a new unisex amenities block at the Gatton Showgrounds;**

**Further;**

**THAT Council engage Landmark Products Ltd under Local Buy provisions to construct the amenities block.**

**Report**

**1. Introduction**

A Proposed Project Plan Options report for a new amenities block at the Gatton Showgrounds was prepared for Council on 24 September 2014 with a brief detailing scope, options, objectives, business case, milestones, constructability, constraints, legislation, QA, procurement, technical requirements, budget, costs, risk, timeframes and communications.

Following submission of the Proposed Project Plan Options report, a presentation was prepared and presented to Council at its Workshop on 11 November 2014. Councillors agreed to amend the proposed floor plan by adding one extra toilet cubicle and removing one shower cubicle. The combined disability shower and toilet cubicle was not amended.

**2. Background**

Design drawings have not been located for either of the two existing amenities blocks. Enquiries and investigations indicate that the existing toilet block and shower/laundry block were both constructed circa 1950-60.

A building inspection of both these existing amenities blocks, confirmed that the masonry block is still in good condition. Likewise the timber wall framing, roof framing and steel cladding has no apparent termite damage, rot or detrimental corrosion. The major problem with the existing

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amenities blocks is the lack of ongoing maintenance. This lack of maintenance has culminated in faded and aged paint coverings and aged fixtures and fittings. The showers in particular, are in an obvious state of severe disrepair.

**3. Report**

After assessing the amenities block options and costs, at its workshop on 11 November 2014, Council endorsed the construction of a new unisex amenities block containing 2 shower cubicles, 4 toilet cubicles and a combined unisex disability shower and toilet cubicle. Attachments A and B outline the envisaged design.

This chosen option is a modification to the standard Landmark K9500 style unisex amenities block that was amended to suit Council's budgetary constraints.

If Council approves the construction of this facility, Landmark Products Ltd will be engaged under Local Buy provisions.

**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**

This project is to be funded jointly by the Lockyer Valley Regional Council and the Queensland Government by a Sub-Agreement that was entered into and signed by both parties on 12 and 14 August 2014 respectively. Funding details are shown in the table below

Contributor	Funding Amount
Council	\$73,000
Queensland Government 2014/15 Local Government Grants and Subsidies Program – Infrastructure Subsidy	\$40,000
<b>Total Cost Estimate</b>	<b>\$123,000</b>

The above Total Cost Estimate of \$123,000 is for a fully fitted out amended Landmark K9500 unisex disability amenities block. The amended design comprises 2 shower cubicles, 4 toilet cubicles and a combined unisex disability accessible shower and toilet cubicle placed on a concrete slab. This cost estimate also includes hot water services and electrical lights with sensors that operate on both movement and light intensity.

However, the Total Cost Estimate does not include:

- a soil report
- connection to nearby water – by Council approx. \$1,500
- connection to nearby sewer - by Council approx. \$3,500
- connection to nearby electricity - by others approx. \$3,500

If required, Council can reduce the project cost by approximately \$10,000 for each cubical removed from the design plan.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The approval and commencement date of the project will be advertised through existing communication channels.

**8. Conclusion**

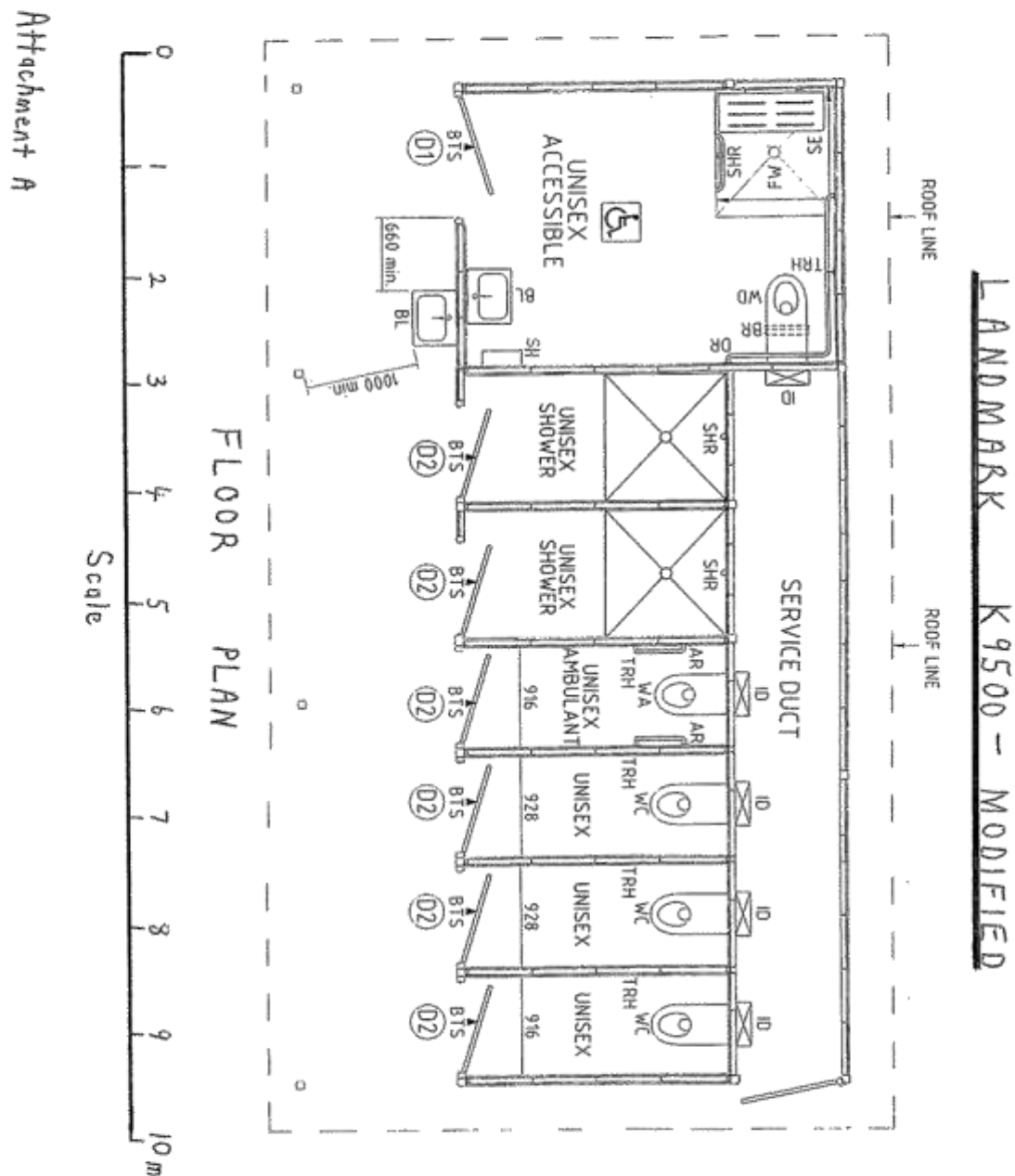
That Council approves project commencement for the design, fabrication and construction of a new unisex amenities block at the Gatton Showgrounds. The new amenities block will ensure patrons using the venue have access to facilities that are safe and fit for purpose.

**9. Action/s**

Council to approve the project and Council officers to engage Landmark Products Limited to construct the amenities block.

**Attachments**

- |                        |       |        |
|------------------------|-------|--------|
| 1 <a href="#">View</a> | Plan  | 1 Page |
| 2 <a href="#">View</a> | Photo | 1 Page |



Landmark K9500 Caretaker Series Style Amenities



Attachment B

Skillion roof restroom



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**13.4 Summary of Council Actual Financial Performance vs Budget - 30 November 2014**

**Date:** 11 December 2014  
**Author:** Tony Brett, Manager Finance  
**Responsible Officer:** David Lewis, Executive 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 November 2014 and the updated Long Term Financial Plan for Council's adoption.

**Officer's Recommendation:**

**THAT Council resolve to receive the Summary of Council Actual Financial Performance versus Budget to 30 November 2014, and**

**Further;**

**THAT Council adopt the amended 2014-15 Budget and Long Term Financial Plan as set out in Attachment 2.**

**And further;**

**THAT Council note the list of deferred projects in Attachment 3.**

**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. Where Council amends its budget, the Long Term Financial Plan must also be updated.

**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 November 2014.

**Operating Revenue - Target \$36.92 million Actual \$36.85 million or 99.81%**

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At 30 November 2014, overall operating revenue is on target for the budgeted amount.

Operating grants and subsidies received equal \$17.36 million or 99.26% of the year to date budgeted revenue amount. The majority of these grants relate to Flood Restoration works and now that the deadline for the finalisation of the 2011 flood works has passed, there are a number of claims awaiting Queensland Reconstruction Authority (QRA) final acquittal. The timing difference between the expected receipts of the grants and when the works are carried out has been adjusted in budget phasings with a large payment expected in December. This payment is for the final acquittal of the 2011 works and will provide further certainty around the amount of funding to be received for the remainder of the project.

Revenue from rates remains on target with the next issue of rates scheduled for early February.

The remaining variances are most likely related to the timing of the cash flows and will be further reviewed as part of the December quarterly review.

**Operating Expenditure - Target \$43.28 million Actual \$37.65 million or 86.99%**

At 30 November 2014, overall operating expenditure for the year is less than the budgeted target.

Overall employee costs are over the target for the month mainly due to higher than anticipated overtime costs and internal recoveries, while overall goods and services costs are 23.75% under the budgeted target. At 30 November, goods and services for the rest of Council was \$0.71 million less than budget and \$5.68 million under budget for Infrastructure Recovery. The expenditure is less than budgeted due to the timing of some operational projects and the capital expenses incurred under the QRA capital betterment projects. There is a proposed budget transfer for the flood recovery capital costs that will bring the expenditure back in line with the budget.

The month of November saw \$2.91 million expenditure on Recovery related activities which does not include the betterment works being undertaken under the capital program. The budget phasings are being redefined to reflect the expected works program based on AECOM's report and this will include a transfer to the capital budget.

Depreciation costs are being calculated using the One Council asset system and are reflective of the actual amount of depreciation being charged.

**Capital Revenue - Target \$0.95 million Actual \$1.14 million or 120%**

Overall capital grants and subsidies revenue is more than budget for the year to date. The timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program and the application approval process.

**Capital Expenditure – Target \$25.88 million Actual \$13.15 million or 51%**

To 30 November 2014, Council has expended \$13.15 million on its capital works program with a further \$5.03 million in committed costs for works currently in progress. Carry forward budgets have now been included in the budgeted expenditure figures.

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The main expenditures are \$6.96 million in Corporate and Community Services and \$6.08 million within Infrastructure, Works and Services. The capital expenditure includes \$4.38 million on the Gatton Aquatic Centre, \$2.22 million on roads and streets, and \$2.88 million on flood recovery capital works.

### Statement of Financial Position

The Statement of Financial Position (also known as a balance sheet) is now included in the attached financial reports. This statement provides information on the breakdown of Council's assets and liabilities at a point in time. At 30 November, Council had \$26.03 million in current assets compared to \$10.22 million in current liabilities with a ratio of 2.55:1. This means that for every dollar of current liability, there is \$2.55 in assets to cover it.

### Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 30 November, there has been a net cash outflow of \$8.87 million with \$3.36 million generated from operating activities and \$11.91 million spent on capital works with a further \$0.33 million on repaying Council's borrowings.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. At present, Council is expending considerably more money than is being generated and this is related to the mismatch in timing between the QRA expenditure and grants as well as the outlays on Council's capital works. In order to maintain adequate working capital, it is estimated that Council needs around \$15.00 million cash at any one time, at 30 November, the cash balance was \$21.95 million.

### September Quarter Budget Review

At the end of the September quarter a review of the financial performance against budget was conducted. Although there are a number of individual areas where there is a variance between the budget and the actual results, at this stage they are mostly timing issues which require no further action. These items will be reviewed again at the end of December to determine if the anomalies are ongoing or have been resolved.

The following table shows the income and expense items which require amendment.

Item	Description	Amount Increase/(Decrease)	Comment
1	Additional Overtime	\$0.50M	<p>This increase is to recognise the current trend of structural overtime that was arbitrarily reduced in setting the original budget.</p> <p>Areas such as the Libraries, Animal Control, Facility Maintenance, Staging Post Café, Visitor Information Centres and Customer</p>

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			<p>Service all have an underlying requirement for overtime in order to maintain the operating hours.</p> <p>In order to meet the budgeted amounts, a significant reduction in service levels would be required.</p> <p>Savings to offset this increase will be sought over the remainder of the year.</p>
2	Additional Capital Grants	\$0.50M	Additional grant revenue for the Laidley Multisports Centre not previously budgeted.
3	Additional QUU Investment Revenue	\$0.46M	Accounting for the non-cash component of the QUU investment not previously budgeted.
4	Reallocate QUU Investment Revenue	Interest Revenue (\$0.46M) Other Income \$0.46M Net effect - \$0.00M	Reallocation of budgeted QUU dividends payments to Other Income as per financial statement allocations.
5	Reallocate Staging Post Revenues	Sales & Contract Works (\$0.94M) Other Income \$0.94M Net effect - \$0.00M	Reallocation of budgeted Staging Post Revenue to Other Income as per financial statement allocations.
6	Increase Investment Interest	\$0.20M	Increase in interest earnings due to QTC model calculations.
7	Reallocation of QRA works	Operational (\$6.71M) Capital \$6.71M Net effect - \$0.00M	Transfer of QRA works budgeted under operational but to be completed under capital.
Total		\$0.66M	

Carry forward capital works were approved by Council at its Ordinary Meeting on 24 September 2014. These works have been added to the list of proposed projects; however, in order to maintain adequate cash balances, some projects listed for the 2014/15 financial year will need to be reprioritised and moved into a future budget years. The initial list of deferred projects has been compiled and is mainly made up of projects which are not expected to commence in the current financial year due to contract timings, resource availability or are still in the planning stage. These projects will therefore form the nucleus of the 2015/16 capital works budget with a list provided for Council's information at Attachment 3.

A review of the year to date capital works program has been undertaken with most variances being a timing issue of when the works are starting and finishing. The apparent over expenditure on the NDRRA capital works program will be offset by a transfer from the operational expenditure budget.

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With the completion of the audit, the opening balances in the long term financial plan have also been updated for the actual results for the 2013/14 financial year.

Compared to the original long term financial plan, the main difference is in the Net Financial Asset/Liability Ratio which exceeds the target of 60% between 2016 and 2019 although the ten year average remains below this amount. This is reflective of the reduced 2014 closing cash balance which was originally estimated to be \$33.24 million but at the end of the financial year was actually \$30.83 million and the completion of a significant level of capital works during 2015. A ratio result which is over the upper limit of the target means that Council has a limited ability to take on further debt, although at this stage Council is not planning any further borrowings.

With the increase in overtime costs largely offset by the QUU revenue, operating deficits are still experienced out to 2018 with a small surplus now forecast in 2019. The amounts of the deficits have increased slightly, but there is still scope to find operational savings during the remainder of this financial year and in setting future budgets.

The updated Relevant Measures of Financial Sustainability are as follows:

Lockyer Valley Regional Council 2014/2015 Budget and Long Term Financial Forecast 2015 to 2024 Relevant Measures of Financial Sustainability													
	Target	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Average
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	(11.7)%	(4.9)%	(1.7)%	(3.8)%	(1.7)%	0.4%	2.3%	4.6%	7.1%	8.9%	10.5%	(0.1)%
Net Financial Asset / Liability Ratio (Total Liabilities - Current Assets) / Total Operating Revenue)	<= 60%	29.0%	40.2%	64.5%	66.3%	65.9%	63.5%	58.4%	53.3%	46.2%	37.9%	28.2%	52.5%
Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	117.4%	130.3%	86.9%	95.8%	113.1%	116.0%	117.5%	124.2%	128.6%	131.1%	125.3%	116.1%

#### 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 and will continue into the 2015 financial year.

With the 2011 restoration works program completed, QRA are currently finalising the acquittal of the expenses in order to determine the final payment owing to Council. There is some uncertainty around both the amount likely to be received and the timing of the payment although an advance of nearly \$6.0M has been received. Until this uncertainty can be resolved, close monitoring of Council's cash flows is required.

As with previous years, Council does not have the cash available to complete all of the capital projects (carried forward plus original budget) during the financial year. This means that a significant number of projects will need to be reprioritised to a future budget year. In order to maintain adequate cash reserves, the long term financial plan provides for a capital works

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budget of around \$12.40 million each year; however the amended budget for 2015, including carry forward works, is \$27.54 million.

A full listing of Council's efficiency savings achievements for the 6 months to 31 December 2014 will be presented to Council at its Ordinary Meeting in January 2015.

**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 the 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 November, Council's revenues are on target, with minor variations being shown on most lines. Overall expenditure is under the target, due to the timing and nature of flood recovery works. A formal budget review has been conducted with minimal changes required at this point in time however Council's cash balances require careful monitoring.

**9. Action/s**

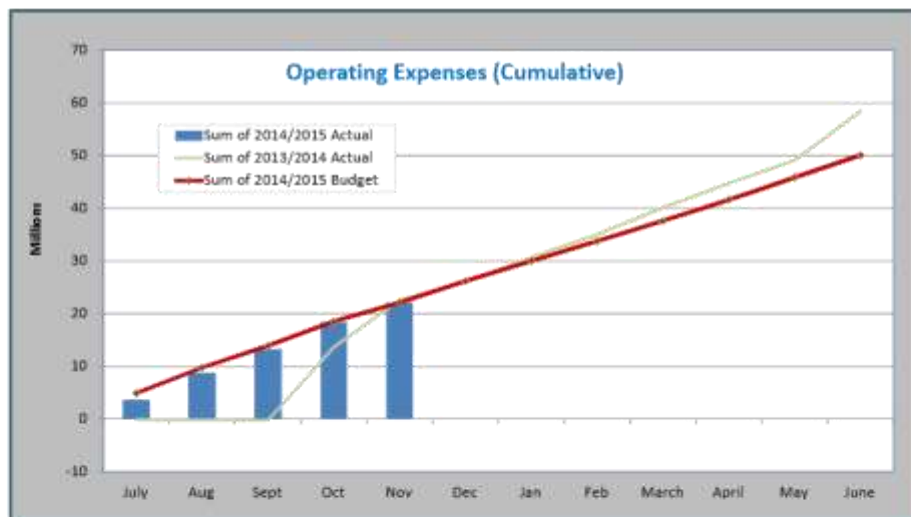
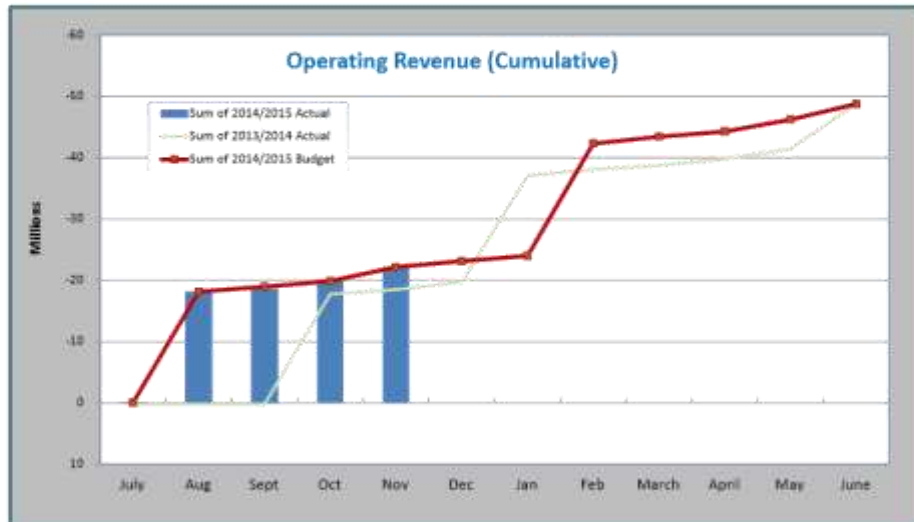
1. Update the Long Term Financial Plan and publish it on Council's website.
2. Update budgets in the One Council financial system.

**Attachments**

<a href="#">1View</a>	Financials	18 Pages
<a href="#">2View</a>	Budget/Long Term Forecast	5 Pages
<a href="#">3View</a>	Deferred	2 Pages

## LOCKYER VALLEY REGIONAL COUNCIL

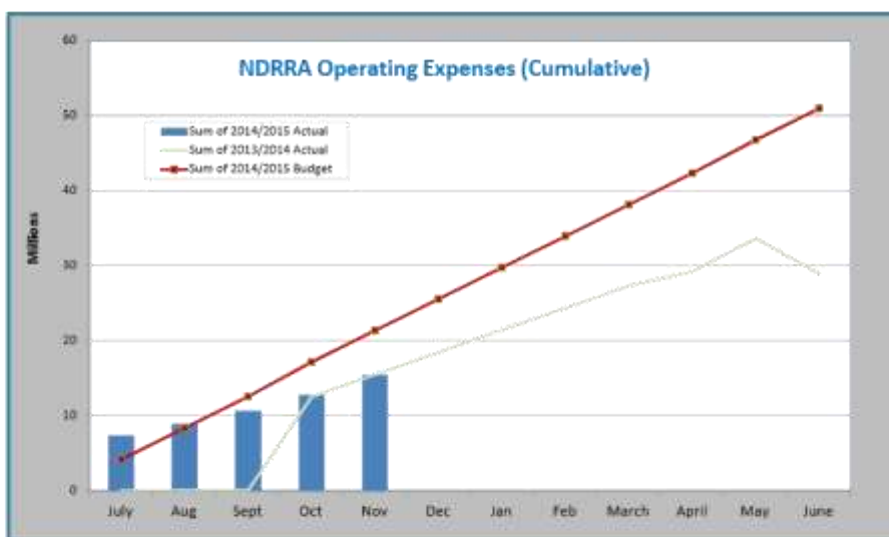
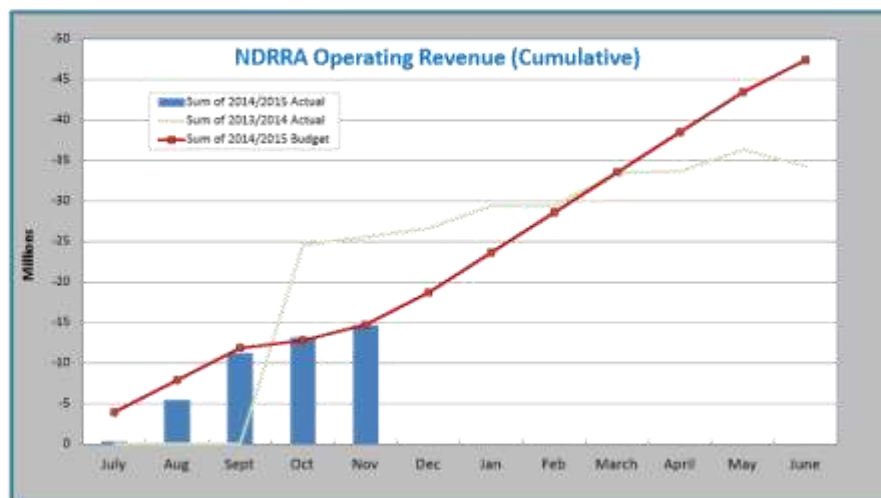
Total Council (excluding NDRRA) Operating Revenue and Expenses  
For the Period Ended 30th November, 2014





## LOCKYER VALLEY REGIONAL COUNCIL

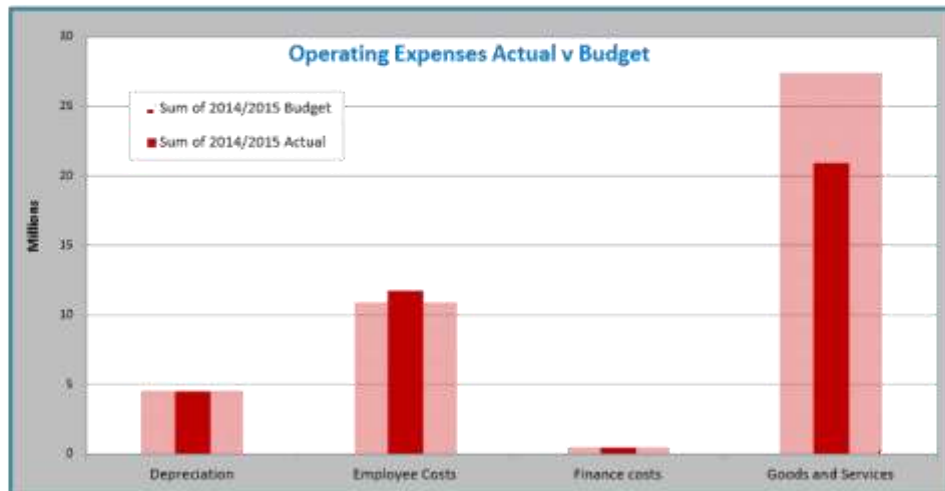
NDRRA Operating Revenue and Expenses  
For the Period Ended 30th November, 2014



## LOCKYER VALLEY REGIONAL COUNCIL

### Operating Expenses

For the Period Ended 30th November, 2014



Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Mount Sylvia School Bus Set Down Area	75,000	0	0	0	75,000
Northern Goodwin Street Drainage Works	90,000	2,354	2,093	4,447	85,553
Patrick Street - William Street Upgrade	20,000	1,223	0	1,223	18,777
Queensland Rail level crossing signage	20,000	0	0	0	20,000
Rockmount Road	148,000	61,182	86,124	147,306	694
Salt Springs Road	15,000	0	0	0	15,000
Sippel Road	42,000	0	0	0	42,000
Spencer St, Garton	100,000	2,234	0	2,234	97,766
Summerholm Road	106,000	44,295	45,337	89,632	16,368
Summerholme Road Culvert	70,000	1,158	0	1,158	68,842
Tenthill Creek Road Stormwater	100,000	0	0	0	100,000
TMR Culvert Roches Road to Jones Road	50,000	0	0	0	50,000
Translink Bus Stops	113,000	0	0	0	113,000
Victor Steel Shared Path	94,000	918	0	918	93,082
Wagtail Drive	58,000	26,975	34,965	61,940	-3,940
Western Drive Shared Path	130,000	1,677	0	1,677	128,323
White Mountain Road	175,000	0	0	0	175,000
Withcott State School - Biggs Road	140,000	0	0	0	140,000
Long Gully Road Culvert	40,000	985	0	985	39,015
6 Mountain Drive Drainage Improvements	50,000	0	0	0	50,000
<b>Roads &amp; Drainage Total</b>	<b>5,523,000</b>	<b>290,233</b>	<b>381,747</b>	<b>671,980</b>	<b>4,851,020</b>
<b>Infrastructure Planning</b>					
48 Berghofer	30,000	27,864	1,251	29,114	886
7 Clive Crescent, Withcott	30,000	0	0	0	30,000
Cyclepaths Planning	50,000	0	0	0	50,000
Flood Hazard Protection, Flagstone Ck Rd	165,000	0	0	0	165,000
Flood Risk Management Plan	165,000	0	0	0	165,000
Laidley Township Flood Protection Scheme	220,000	0	0	0	220,000
<b>Infrastructure Planning Total</b>	<b>660,000</b>	<b>27,864</b>	<b>1,251</b>	<b>29,114</b>	<b>630,886</b>
<b>Infrastructure Works &amp; Services Total</b>	<b>13,184,396</b>	<b>6,083,831</b>	<b>3,204,195</b>	<b>9,288,026</b>	<b>3,896,370</b>
<b>Planning &amp; Development Services</b>					
<b>Environment Resilience &amp; Recovery</b>					
Graham Asbestos Removal	0	-1,977	0	-1,977	1,977
<b>Environment Resilience &amp; Recovery Total</b>	<b>0</b>	<b>-1,977</b>	<b>0</b>	<b>-1,977</b>	<b>1,977</b>
<b>Regional Development Management</b>					
Regional Development Capital	0	48,585	45,936	94,521	-94,521
<b>Regional Development Management Total</b>	<b>0</b>	<b>48,585</b>	<b>45,936</b>	<b>94,521</b>	<b>-94,521</b>
<b>Planning &amp; Environmental Management</b>					
Laidley Futures - Main Steel works	50,000	0	0	0	50,000
Laidley Futures - Parkland Concepts	30,000	0	0	0	30,000
Laidley Futures - Steel Furniture	10,000	0	0	0	10,000
<b>Planning &amp; Environmental Management Total</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>90,000</b>
<b>Planning &amp; Development Services Total</b>	<b>90,000</b>	<b>46,608</b>	<b>45,936</b>	<b>92,544</b>	<b>-2,544</b>
<b>Grand Total</b>	<b>25,879,196</b>	<b>13,147,689</b>	<b>5,032,753</b>	<b>18,180,442</b>	<b>7,698,754</b>

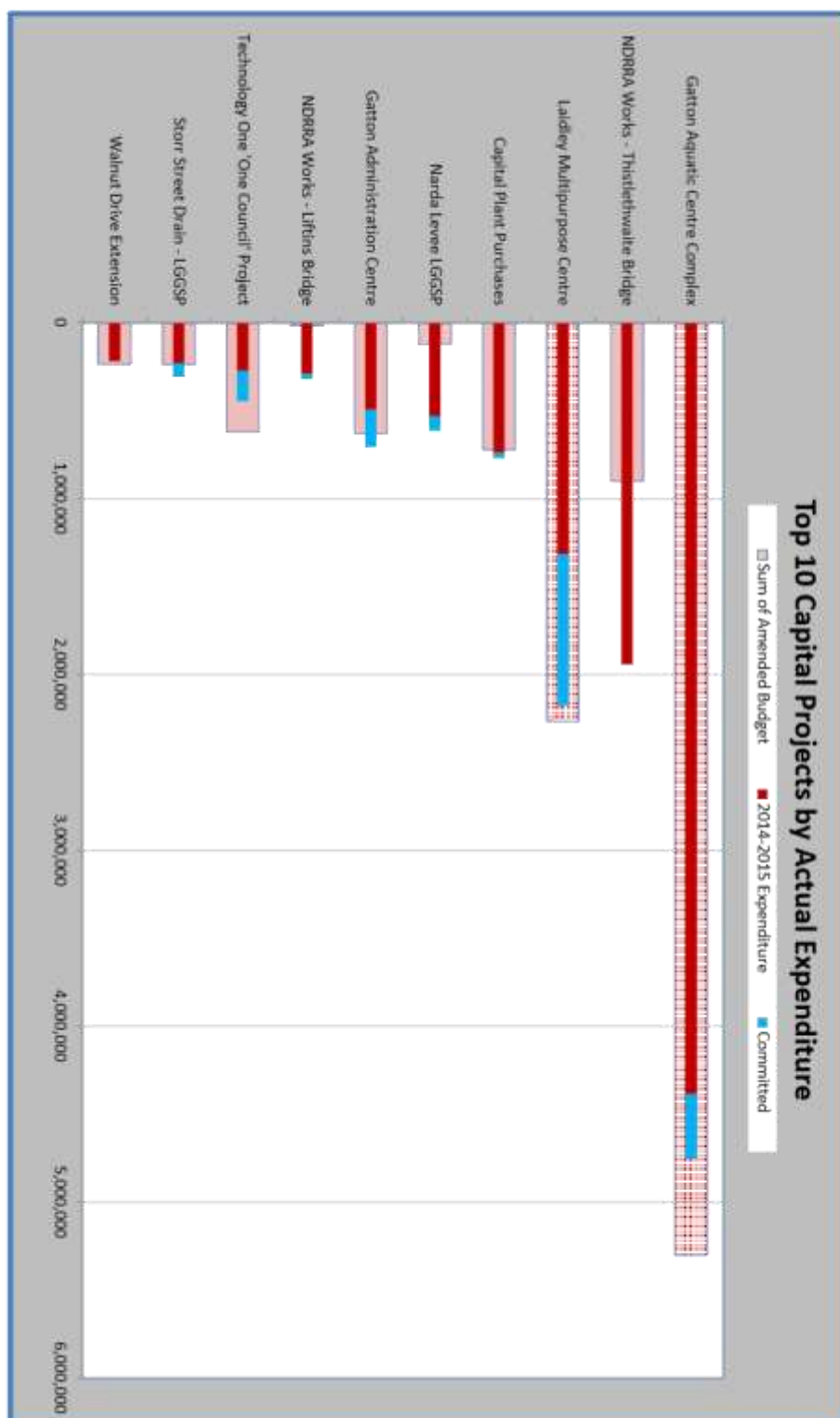
Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Walnut Drive Extension	235,159	217,871	0	217,871	18,288
William Street Footpath	0	83	0	83	-83
Forest Hill Flood Mitigation Stage 1A	0	113,421	0	113,421	-113,421
North Street Footpath	3,000	0	0	0	3,000
<b>Capital Program Delivery Total</b>	<b>4,484,320</b>	<b>2,148,967</b>	<b>751,252</b>	<b>2,900,219</b>	<b>1,584,101</b>
<b>Fleet</b>					
72" cut Zero Turn Mower	30,000	0	0	0	30,000
Capital Plant Purchases	720,870	739,296	29,367	768,663	-47,793
Truck Mounted Crane	45,000	0	0	0	45,000
<b>Fleet Total</b>	<b>795,870</b>	<b>739,296</b>	<b>29,367</b>	<b>768,663</b>	<b>27,207</b>
<b>NDRRA Program</b>					
NDRRA Program Complementary Works	300,000	0	0	0	300,000
NDRRA Works - Belford Bridge	13,000	22,038	1,027	23,065	-10,065
NDRRA Works - Black Duck Creek Road	32,420	0	0	0	32,420
NDRRA Works - Caffey Connection Road	11,000	8,962	223,549	232,511	-221,511
NDRRA Works - Dairy Bridge	5,000	1,842	75,974	77,816	-72,816
NDRRA Works - Daveys Bridge	14,000	92,912	4,257	97,169	-83,169
NDRRA Works - Flagstone Creek Road	52,921	10,219	341,259	351,479	-298,558
NDRRA Works - Jones Road - Roches Road D	0	496	0	496	-496
NDRRA Works - Lefthand Branch Rd Bridge	64,789	218	0	218	64,571
NDRRA Works - Lefthand Branch Road Reali	7,521	0	0	0	7,521
NDRRA Works - Liftins Bridge	16,000	291,428	26,632	318,061	-302,061
NDRRA Works - Lockrose Road North	22,960	151,754	31,228	182,982	-160,022
NDRRA Works - Logan Bridge	24,000	25,330	1,594	26,924	-2,924
NDRRA Works - Middleton Bridge	22,000	1,842	170,783	172,625	-150,625
NDRRA Works - Murphy Bridge	4,000	6,081	31,437	37,518	-33,518
NDRRA Works - Steinke's Bridge	8,000	54,493	1,594	56,086	-48,086
NDRRA Works - The Willows Bridge	36,000	85,539	443,546	529,085	-493,085
NDRRA Works - Winwill Connection Road	65,091	108,658	278,242	386,900	-321,809
NDRRA Works - Woodlands Road	44,504	73,436	409,455	482,891	-438,387
NDRRA Works - Thistlethwaite Bridge	900,000	1,941,224	0	1,941,224	-1,041,224
<b>NDRRA Program Total</b>	<b>1,643,206</b>	<b>2,876,471</b>	<b>2,040,578</b>	<b>4,917,050</b>	<b>-3,273,844</b>
<b>Parks &amp; Open Spaces</b>					
Centenary Park - Upgrade	8,000	0	0	0	8,000
Forest Hill Recreation Reserve	10,000	0	0	0	10,000
Parks Infrastructure Replacement Program	40,000	1,000	0	1,000	39,000
Gatton CBD Streetscape - replace lights	20,000	0	0	0	20,000
<b>Parks &amp; Open Spaces Total</b>	<b>78,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>77,000</b>
<b>Roads &amp; Drainage</b>					
37 Hill Street, Gatton	15,000	0	0	0	15,000
86 Lakes Drive, Laidley	16,000	0	0	0	16,000
Adare Road	69,000	0	0	0	69,000
Blackfellow Creek Works	60,000	0	36,364	36,364	23,636
Blenheim Road Culvert #6279	180,000	2,733	0	2,733	177,267
Buaraba Street North	850,000	1,063	545	1,608	848,392
Burgess Drive	57,000	8,380	35,145	43,525	13,475
Bus pull Bertrand & Australia II Drive	15,000	0	0	0	15,000
Bus pull off area Seventeen Mile Road	15,000	0	0	0	15,000
Church St, Forest Hill	18,000	640	0	640	17,360
Connors Road	30,000	0	0	0	30,000
Council Directed Capital Works	100,000	0	782	782	99,218
Crescent St Car Park	32,000	0	0	0	32,000
Crescent Street, Gatton	30,000	0	0	0	30,000
Flagstone Creek Road (Horsefall's Lane)	45,000	27,448	31,055	58,503	-13,503
Flood Flow Management at Grantham	150,000	73	0	73	149,928
Fords Road (Ringwood to Bonric)	77,000	0	0	0	77,000
Forestry Road Bridge	75,000	787	0	787	74,213
Geheke Road Intersection	619,000	11,557	9,527	21,084	597,916
Glen Cairn Road	8,000	139	4,660	4,799	3,201
Goodwin Main Drain Realignment	100,000	0	0	0	100,000
Gravel Resheeting Program	781,000	7,566	1,425	8,991	772,009
Hanley's Road, Ballard	38,000	0	0	0	38,000
Harch Street Gatton footpath	50,000	1,650	0	1,650	48,350
Hatton Vale State School Parking	57,000	0	0	0	57,000
Helidon Hall Car Park	20,000	0	0	0	20,000
Hewett Drive	19,000	2,271	10,231	12,502	6,498
Laidley State High School	89,000	0	0	0	89,000
Lakes Drive	135,000	82,927	83,494	166,421	-31,421
Mount Berryman Road	137,000	0	0	0	137,000

Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Laidley Transfer Station Fencing	30,000	0	0	0	30,000
Laidley Transfer Station Improvement	65,000	509	0	509	64,491
Supply IT Equipment	5,000	0	0	0	5,000
<b>Transfer Stations Total</b>	<b>566,240</b>	<b>5,039</b>	<b>96,096</b>	<b>101,135</b>	<b>465,105</b>
<b>Waste Disposal</b>					
Tip Shop Gatton L/Fill	15,000	0	0	0	15,000
<b>Waste Disposal Total</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>
<b>Gatton Child Care Centre</b>					
Gatton Child Care Centre	35,000	0	0	0	35,000
<b>Gatton Child Care Centre Total</b>	<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>
<b>Kensington Grove Child Care Centre</b>					
Kensington Grove - Child Care Centre	40,000	0	1,325	1,325	38,675
<b>Kensington Grove Child Care Centre Total</b>	<b>40,000</b>	<b>0</b>	<b>1,325</b>	<b>1,325</b>	<b>38,675</b>
<b>Corporate &amp; Community Services Total</b>	<b>12,216,485</b>	<b>6,958,534</b>	<b>1,782,622</b>	<b>8,741,156</b>	<b>3,475,329</b>
<b>Executive Office</b>					
<b>Disaster Management</b>					
Disaster Coordination & Training Centre	9,715	0	0	0	9,715
Flood Warning System Woodlands Rd- LGGSP	65,100	58,620	0	58,620	6,480
<b>Disaster Management Total</b>	<b>74,815</b>	<b>58,620</b>	<b>0</b>	<b>58,620</b>	<b>16,195</b>
<b>SES</b>					
Block/Concrete Sand Bays x 3	4,500	0	0	0	4,500
Evacuation Trailer	15,000	0	0	0	15,000
Forest Hill S.E.S. Headquarter	3,000	0	0	0	3,000
Forest Hill SES Building Impro	20,000	0	0	0	20,000
Furniture Laidley	10,500	0	0	0	10,500
S.E.S. Equipment	3,500	0	0	0	3,500
SES Building Improvements	100,000	96	0	96	99,904
SES Building Relocation & Fitout	150,000	0	0	0	150,000
Street Signs and Building Sign	7,000	0	0	0	7,000
<b>SES Total</b>	<b>313,500</b>	<b>96</b>	<b>0</b>	<b>96</b>	<b>313,404</b>
<b>Executive Office Total</b>	<b>388,315</b>	<b>58,716</b>	<b>0</b>	<b>58,716</b>	<b>329,599</b>
<b>Infrastructure Works &amp; Services</b>					
<b>Capital Program Delivery</b>					
48 Berghofer Drive, Withcott	0	-541	0	-541	541
Chadwick Road - Floodway Upgrade	0	22,696	447	23,144	-23,144
Challenge Ave Flood Mitigation - LGGSP	133,655	28,653	23,110	51,763	81,892
Clarke Bridge - Thornton School Road	0	0	89,824	89,824	-89,824
Creek Capacity Imp Withcott LGGSP	315,986	48,523	77,493	126,016	189,970
Douglas McInnes Drive Drainage Upgrade	114,460	7,292	12,945	20,237	94,223
Fifteen Mile Road - Gravel Resheeting	0	8,135	0	8,135	-8,135
Fords Road - Dust Seal	6,000	54,545	0	54,545	-48,545
Forest Hill Levee LGGSP Flood	1,750,000	82,215	30,903	113,118	1,636,882
G Grove State Schl Bus SetDown	15,568	0	0	0	15,568
Golf Links Drive - Culvert Renewal	0	35,295	964	36,258	-36,258
Gravel Resheeting - Capital	0	96,491	0	96,491	-96,491
Guardrail Upgrade Program	0	29,321	0	29,321	-29,321
Jones Road - NDRRA Complementary Work	138,000	3,379	0	3,379	134,621
Laidley Breakout Levee LGGSP	340,797	160,983	127,429	288,412	52,385
Laidley CDB Levee - LGGSP	212,338	85,053	45,419	130,472	81,866
Laidley District State School Car Park	0	2,460	0	2,460	-2,460
Laidley Main Drainage SysLGGSP	381,261	105,102	96,677	201,779	179,482
Lakes Drive Drainage Upgrade	47,238	3,307	0	3,307	43,931
1 Bremer St Laidley Mitigation Works	249,873	88,938	0	88,938	160,935
Lockyer Ck Flood Risk Mgt Study - NDRP	10,000	0	4,100	4,100	5,900
Nards Levee LGGSP	119,264	532,172	80,112	612,284	-493,020
Parks & Infrastructure Replacement Progr	0	8,322	0	8,322	-8,322
RegencyDowns RiskMgt StudyLGGSP	47,534	84,069	27,700	111,769	-64,235
Robinsons Road Seal (Capital Program)	0	6,066	0	6,066	-6,066
Roches Road - Detour Council Contributio	0	28,065	0	28,065	-28,065
Rockmount Road - Seal NDRRA Complementar	0	43,696	0	43,696	-43,696
Sandy Creek Road Reseal	0	6,391	0	6,391	-6,391
Spatial Def Urban Flow LGGSP	2,155	-331	0	-331	2,486
Storr Street Drain - LGGSP	236,599	228,940	77,405	306,345	-69,746
Translink Bus Stop - Mary St, Laidley	31,350	9,325	14,833	24,158	7,192
Translink Bus Stop - Victoria St - North	31,350	1,254	12,754	14,008	17,342
Translink Bus Stop - Victoria St - South	31,350	618	12,754	13,372	17,978
Translink Bus Stop - William St, Laidley	30,383	7,158	16,381	23,539	6,844

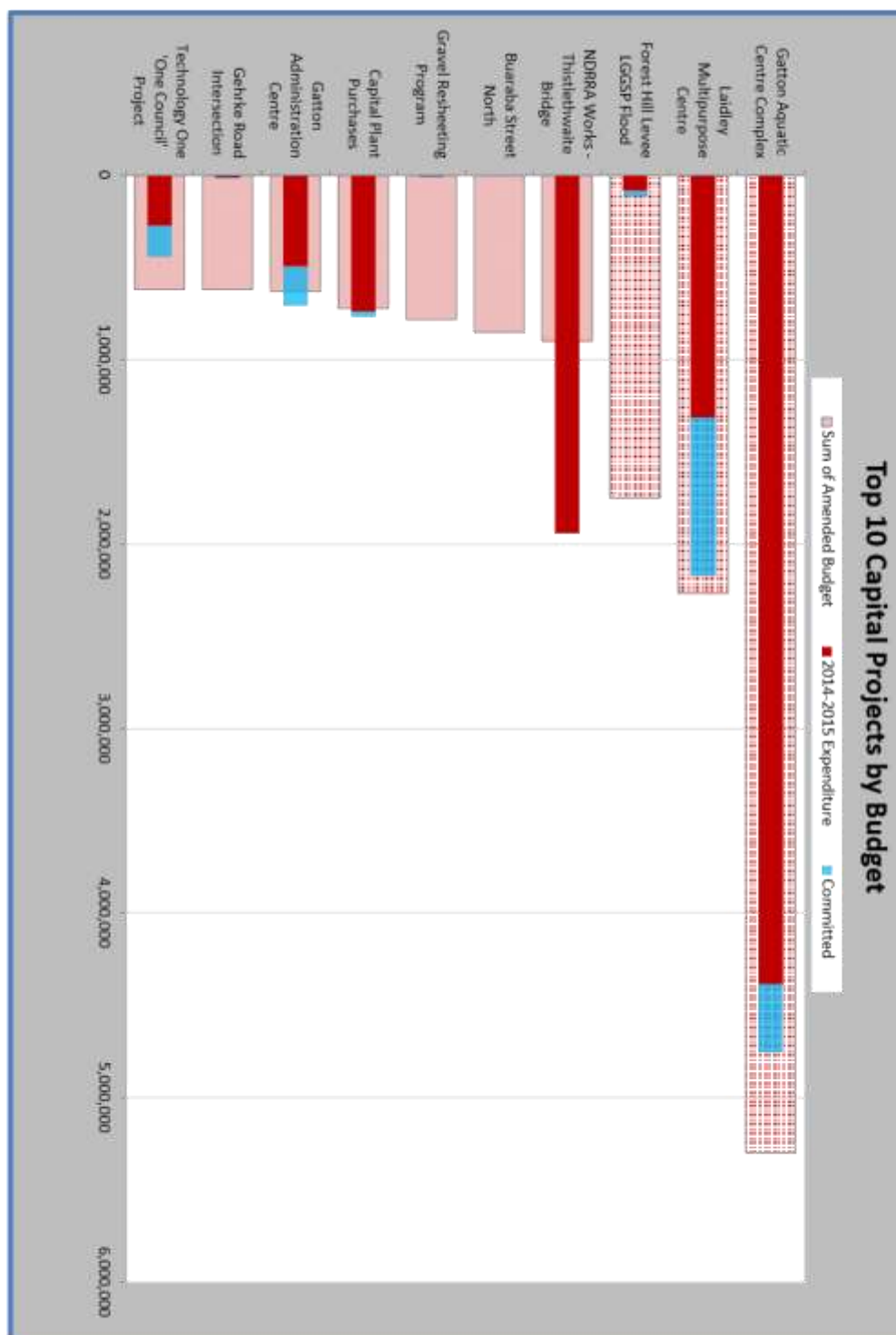


**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORKS DETAIL**  
November 2014

Row Labels	Amounts- 2014-2015 Amended Budget	2014-2015 Expenditure	Committed	2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Corporate &amp; Community Services</b>					
<b>Community Facilities Management</b>					
Implementation Sport & Recreation Report	20,000	20,873	0	20,873	-873
Laidley Cultural Centre	60,000	74,986	0	74,986	-14,986
Laidley Swimming Pool refurbishment	10,000	0	0	0	10,000
Lake Apex Master Plan Implementation	70,000	103	0	103	69,897
<b>Community Facilities Management Total</b>	<b>160,000</b>	<b>95,962</b>	<b>0</b>	<b>95,962</b>	<b>64,038</b>
<b>Facilities</b>					
Cahill Park Change Rooms	50,000	0	0	0	50,000
Cahill Park Netball courts Refurbishment	100,000	0	0	0	100,000
Cahill Park Storage Building	10,000	0	0	0	10,000
Gatton Administration Centre	627,255	493,769	212,004	705,772	-78,517
Gatton Aquatic Centre Complex	5,299,837	4,383,827	368,197	4,752,024	547,813
Gatton Donation Centre Improvements	42,276	81,484	953	82,437	-40,161
Gatton Shire Hall - Drawings	20,000	0	0	0	20,000
Helidon Hall	11,000	0	0	0	11,000
Laidley Admin Building Refurbishment	50,000	0	8,800	8,800	41,200
Laidley Multipurpose Centre	2,267,327	1,313,056	861,476	2,174,532	92,795
Lake Dyer Caravan Park Caretaker Res.	10,000	0	0	0	10,000
Land Acquisitions and Resumptions	0	1,902	0	1,902	-1,902
Murphys Creek Community Centre Multipurp	0	126	0	126	-126
Robert St & Victoria St, Forest Hill	25,000	0	0	0	25,000
Ropehill Community Centre	38,912	0	0	0	38,912
Vietnam Vets Building refurbishment	18,000	0	0	0	18,000
<b>Facilities Total</b>	<b>8,569,607</b>	<b>6,274,164</b>	<b>1,451,429</b>	<b>7,725,593</b>	<b>844,014</b>
<b>Information Technology</b>					
Data Centre Monitoring	227,000	154,073	0	154,073	72,927
Exchange Setup	38,945	9,810	11,521	21,331	17,614
Implement BCP Functionality	70,000	0	0	0	70,000
Intranet Upgrade	50,000	0	0	0	50,000
MS Audit/Sware Lib Dev & Mgt	145,563	0	0	0	145,563
Printer Consolidation	98,218	884	0	884	97,334
RADIUS	15,103	0	0	0	15,103
Replace Business Papers System	50,000	0	0	0	50,000
Risk Mgt Software	15,000	0	0	0	15,000
San Fabric Replacement	95,655	2,475	0	2,475	93,180
Server Operating Systems Upgrades	20,000	0	0	0	20,000
Software Dev & Monitoring Tool	61,055	0	0	0	61,055
Technology One 'One Council' Project	618,647	272,092	172,501	444,593	174,054
Technology One 'ECM Upgrade'	383,846	5,821	48,022	53,843	330,003
Unified Comms	100,000	0	0	0	100,000
Upgrade SCCM	50,000	0	0	0	50,000
Virtual Desktop Infrastructure	220,654	0	0	0	220,654
Web Filter, Reporting, Firewall	55,450	27,392	0	27,392	28,058
Website Upgrade	251,687	6,810	0	6,810	244,877
Windows 7	104,844	21,061	1,728	22,789	82,055
Wireless Network	145,171	0	0	0	145,171
Wireless Secured	0	1,523	0	1,523	-1,523
<b>Information Technology Total</b>	<b>2,816,838</b>	<b>501,941</b>	<b>233,772</b>	<b>735,712</b>	<b>2,081,126</b>
<b>Public Order &amp; Safety</b>					
Laidley CCTV Project	13,800	81,429	0	81,429	-67,629
<b>Public Order &amp; Safety Total</b>	<b>13,800</b>	<b>81,429</b>	<b>0</b>	<b>81,429</b>	<b>-67,629</b>
<b>Transfer Stations</b>					
Lockrose & Lockyer Waters Demountables	60,000	0	0	0	60,000
Bitumen Sealing at Transfer Stations	30,000	0	0	0	30,000
Electricity to Laidley Transfer Stations	150,000	0	0	0	150,000
Garbage Truck Turnarounds	30,000	0	0	0	30,000
Gatton Landfill	0	1,757	47,113	48,870	-48,870
Gatton Landfill - New Cell	60,000	0	46,983	46,983	13,017
Gatton Landfill Fence	65,000	0	500	500	64,500
Gatton Landfill Tip Shop Cavity	60,000	1,136	1,500	2,636	57,364
Laidley Transfer Station	11,240	1,636	0	1,636	9,604







**LOCKYER VALLEY REGIONAL COUNCIL  
CAPITAL WORK SUMMARY  
November 2014**

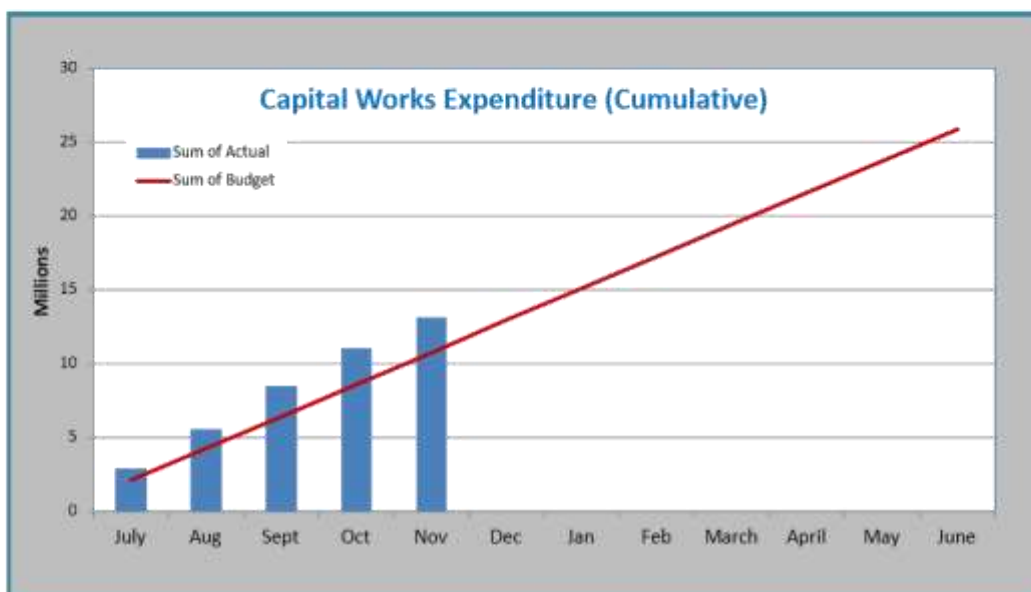
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed	2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Corporate &amp; Community Services</b>					
Community Facilities Management	160,000	95,962	0	95,962	64,038
Facilities	8,569,607	6,274,164	1,451,429	7,725,593	844,014
Information Technology	2,816,838	501,941	233,772	735,712	2,081,126
Public Order & Safety	13,800	81,429	0	81,429	-67,629
Transfer Stations	566,240	5,039	96,096	101,135	465,105
Waste Disposal	15,000	0	0	0	15,000
Galton Child Care Centre	35,000	0	0	0	35,000
Kensington Grove Child Care Centre	40,000	0	1,325	1,325	38,675
<b>Corporate &amp; Community Services Total</b>	<b>12,216,485</b>	<b>6,958,534</b>	<b>1,782,622</b>	<b>8,741,156</b>	<b>3,475,329</b>
<b>Executive Office</b>					
Disaster Management	74,815	58,620	0	58,620	16,195
SES	313,500	96	0	96	313,404
<b>Executive Office Total</b>	<b>388,315</b>	<b>58,716</b>	<b>0</b>	<b>58,716</b>	<b>329,599</b>
<b>Infrastructure Works &amp; Services</b>					
Capital Program Delivery	4,484,320	2,148,967	751,252	2,900,219	1,584,101
Fleet	795,870	739,296	29,367	768,663	27,207
NDRRA Program	1,643,206	2,876,471	2,040,578	4,917,050	-3,273,844
Parks & Open Spaces	78,000	1,000	0	1,000	77,000
Roads & Drainage	5,523,000	290,233	381,747	671,980	4,851,020
Infrastructure Planning	660,000	27,864	1,251	29,114	630,886
<b>Infrastructure Works &amp; Services Total</b>	<b>13,184,396</b>	<b>6,083,831</b>	<b>3,204,195</b>	<b>9,288,026</b>	<b>3,896,370</b>
<b>Planning &amp; Development Services</b>					
Environment Resilience & Recovery	0	-1,977	0	-1,977	1,977
Regional Development Management	0	48,585	45,936	94,521	-94,521
Planning & Environmental Management	90,000	0	0	0	90,000
<b>Planning &amp; Development Services Total</b>	<b>90,000</b>	<b>46,608</b>	<b>45,936</b>	<b>92,544</b>	<b>-2,544</b>
<b>Grand Total</b>	<b>25,879,196</b>	<b>13,147,689</b>	<b>5,032,753</b>	<b>18,180,442</b>	<b>7,698,754</b>

## LOCKYER VALLEY REGIONAL COUNCIL

### CAPITAL WORKS BY GROUP

For the Period Ended 30th November, 2014

Group	Budget	YTD Expenditure	Percent Spent
Corporate & Community Services	12,216,485	6,958,534	56.96%
Executive Office	388,315	58,716	15.12%
Governance & Performance	0	0	0.00%
Infrastructure Works & Services	13,184,396	6,083,831	46.14%
Planning & Development Services	90,000	46,608	51.79%
<b>Grand Total</b>	<b>25,879,196</b>	<b>13,147,689</b>	<b>50.80%</b>



**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 30 November, 2014**

	2014-2015 Full Year Budget	2014-2015 YTD Actuals
<b><u>Cash flows from operating activities:</u></b>		
<b><u>Receipts</u></b>		
Receipts from customers	92,610,000	38,747,415
Dividend received	-	152,230
Interest received	2,950,000	823,659
<b><u>Payments</u></b>		
Payments to suppliers and employees	(86,730,000)	(35,957,344)
Interest expense	(1,670,000)	(406,924)
<b>Net cash inflow (outflow) from operating activities</b>	<b>7,160,000</b>	<b>3,359,036</b>
<b><u>Cash flows from investing activities:</u></b>		
Capital grants, subsidies and contributions	2,100,000	1,145,760
Payments for property, plant and equipment	(12,690,000)	(13,147,689)
Payments for investment property	-	-
Net transfer (to) from cash investments	-	-
Proceeds from sale of property plant and equipment	500,000	94,622
<b>Net cash inflow (outflow) from investing activities</b>	<b>(10,090,000)</b>	<b>(11,907,307)</b>
<b><u>Cash flows from financing activities:</u></b>		
Repayment of borrowings	(1,260,000)	(327,715)
Proceeds from borrowings	1,750,000	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>490,000</b>	<b>(327,715)</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(2,440,000)</b>	<b>(8,875,986)</b>
Cash and cash equivalents at beginning of the financial year	33,240,000	30,826,724
<b>Cash and cash equivalents at end of the financial year</b>	<b>30,800,000</b>	<b>21,950,738</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 30 November, 2014**

	2014-2015 Full Year Budget	2014-2015 YTD Actual
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	30,800,000	13,450,738
Cash investments	0	8,500,000
Trade and other receivables	5,570,000	3,381,302
Inventories	850,000	696,940
<b>Total Current Assets</b>	<b>37,220,000</b>	<b>26,028,979</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	16,230,000	16,234,969
Equity investments	26,280,000	25,238,884
Investment properties	3,220,000	3,553,727
Property, plant and equipment	485,420,000	467,203,784
Intangible assets	430,000	3,547,071
<b>Total Non Current Assets</b>	<b>531,580,000</b>	<b>515,778,435</b>
<b>TOTAL ASSETS</b>	<b>568,800,000</b>	<b>541,807,414</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	10,300,000	6,282,969
Provisions	560,000	2,526,933
Borrowings	1,380,000	1,314,490
<b>Total Current Liabilities</b>	<b>12,240,000</b>	<b>10,124,392</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	15,860,000	15,442,308
Borrowings	33,890,000	33,020,323
<b>Total Non Current Liabilities</b>	<b>49,750,000</b>	<b>48,462,631</b>
<b>TOTAL LIABILITIES</b>	<b>61,990,000</b>	<b>58,587,023</b>
<b>NET COMMUNITY ASSETS</b>	<b>506,810,000</b>	<b>483,220,392</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	342,030,000	310,843,405
Asset revaluation surplus	167,020,000	151,767,779
Reserves	0	20,262,724
Current Surplus/(Deficit)	(\$2,240,000)	346,483
<b>TOTAL COMMUNITY EQUITY</b>	<b>506,810,000</b>	<b>483,220,392</b>

Lockyer Valley Regional Council (Business Units)  
Statement of Income and Expenditure  
For Period Ending November 2014

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	5,835,000	2,933,735	2,917,900	(15,835)	(0.54)
Discount	(139,000)	(71,307)	(69,500)	1,807	(2.60)
Charges and Fees	1,253,000	470,162	521,800	51,638	9.90
Interest	10,000	18,296	4,100	(14,196)	(346.24)
Operating Grants and Subsidies	667,000	283,053	277,900	(5,153)	(1.85)
Operating Contributions and Donations	0	12,397	0	(12,397)	0.00
Revenue - Contract/Recoverable Works	1,296,000	585,651	639,000	53,349	8.35
Other Revenue	992,000	333,706	413,300	79,594	19.26
<b>Total Operating Revenue</b>	<b>9,914,000</b>	<b>4,565,695</b>	<b>4,704,500</b>	<b>138,805</b>	<b>2.95</b>
<u>Operating Expenses:</u>					
Employee Costs	2,327,000	1,187,802	980,757	(207,045)	(21.11)
Goods and Services	6,371,000	2,527,867	2,648,470	120,603	4.55
Finance costs	129,000	32,999	32,400	(599)	(1.85)
Depreciation	265,000	110,417	110,250	(167)	(0.15)
<b>Total Operating Expenses</b>	<b>9,092,000</b>	<b>3,859,085</b>	<b>3,771,877</b>	<b>(87,208)</b>	<b>(2.31)</b>
<b>Operating Surplus/(Deficit) before Capital</b>	<b>822,000</b>	<b>706,610</b>	<b>932,623</b>	<b>226,013</b>	<b>24.23</b>
<u>Capital Revenue and Expenses:</u>					
Other Capital Items	0	0	0	0	0.00
<b>Total Capital Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>822,000</b>	<b>706,610</b>	<b>932,623</b>	<b>226,013</b>	<b>24.23</b>

Lockyer Valley Regional Council (NDRRA)  
Statement of Income and Expenditure  
For Period Ending November 2014

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	47,400,000	14,690,331	14,750,000	59,669	0.40
Total Operating Revenue	47,400,000	14,690,331	14,750,000	59,669	0.40
<u>Operating Expenses:</u>					
Employee Costs	3,688,000	1,654,002	1,560,250	(93,752)	(6.01)
Goods and Services	47,000,000	13,915,908	19,599,410	5,683,502	29.00
Depreciation	10,000	4,167	4,150	(17)	(0.40)
Total Operating Expenses	50,698,000	15,574,077	21,163,810	5,589,733	26.41
Operating Surplus/(Deficit)	(3,298,000)	(883,746)	(6,413,810)	(5,530,064)	86.22
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	0	268,378	0	(268,378)	0.00
Total Capital Revenue	0	268,378	0	(268,378)	0.00
Operating Surplus/(Deficit) After Capital Items	(3,298,000)	(615,368)	(6,413,810)	(5,798,442)	90.41



Lockyer Valley Regional Council (Rest of Council)  
Statement of Income and Expenditure  
For Period Ending November 2014

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	27,800,000	12,621,959	12,653,050	31,091	0.25
Discount	(989,000)	(489,226)	(494,500)	(5,274)	1.07
Charges and Fees	2,019,000	1,355,136	1,089,600	(265,536)	(24.37)
Interest	2,490,000	805,363	878,990	73,627	8.38
Operating Grants and Subsidies	5,193,000	2,390,659	2,465,360	74,701	3.03
Operating Contributions and Donations	1,000	0	400	400	100.00
Other Revenue	1,891,000	759,700	718,950	(40,750)	(5.67)
Profit from Investments	456,000	152,230	153,000	770	0.50
<b>Total Operating Revenue</b>	<b>38,861,000</b>	<b>17,595,821</b>	<b>17,464,850</b>	<b>(130,971)</b>	<b>(0.75)</b>
<u>Operating Expenses:</u>					
Employee Costs	18,720,600	8,911,922	8,318,552	(593,370)	(7.13)
Goods and Services	10,067,400	4,488,202	5,203,279	715,077	13.74
Finance costs	1,676,000	429,089	440,600	11,511	2.61
Depreciation	10,533,000	4,388,750	4,387,850	(900)	(0.02)
<b>Total Operating Expenses</b>	<b>40,997,000</b>	<b>18,217,963</b>	<b>18,350,281</b>	<b>132,317</b>	<b>0.72</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,136,000)</b>	<b>(622,142)</b>	<b>(885,431)</b>	<b>(263,289)</b>	<b>29.74</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	2,125,000	877,382	954,000	76,618	8.03
Other Capital Items	0	0	0	0	0.00
<b>Total Capital Revenue</b>	<b>2,125,000</b>	<b>877,382</b>	<b>954,000</b>	<b>76,618</b>	<b>8.03</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(11,000)</b>	<b>255,240</b>	<b>68,569</b>	<b>(186,671)</b>	<b>(272.24)</b>

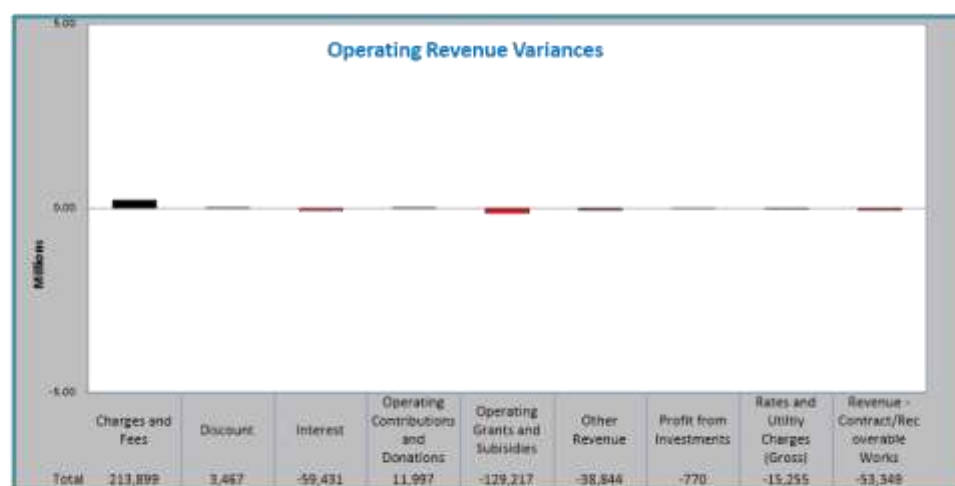
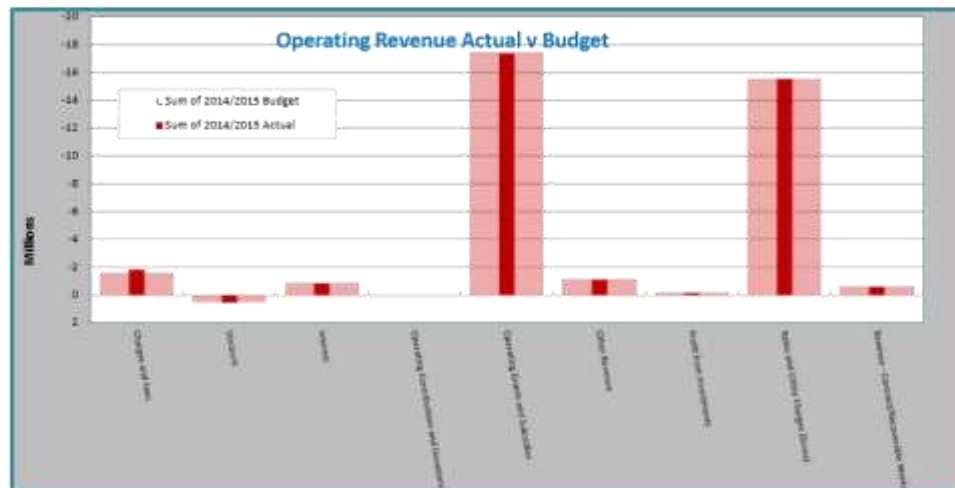
Lockyer Valley Regional Council (Whole Council)  
Statement of Income and Expenditure  
For Period Ending November 2014

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	33,635,000	15,555,695	15,570,950	15,255	0.10
Discount	(1,128,000)	(560,533)	(564,000)	(3,467)	0.61
Charges and Fees	3,272,000	1,825,299	1,611,400	(213,899)	(13.27)
Interest	2,500,000	823,659	883,090	59,431	6.73
Operating Grants and Subsidies	53,260,000	17,364,043	17,493,260	129,217	0.74
Operating Contributions and Donations	1,000	12,397	400	(11,997)	(2,999.32)
Revenue - Contract/Recoverable Works	1,295,000	585,651	639,000	53,349	8.35
Other Revenue	2,883,000	1,093,406	1,132,250	38,844	3.43
Profit from Investments	456,000	152,230	153,000	770	0.50
<b>Total Operating Revenue</b>	<b>96,175,000</b>	<b>36,851,848</b>	<b>36,919,350</b>	<b>67,502</b>	<b>0.18</b>
<u>Operating Expenses:</u>					
Employee Costs	24,735,600	11,753,726	10,859,559	(894,167)	(8.23)
Goods and Services	63,438,400	20,931,977	27,451,159	6,519,182	23.75
Finance costs	1,805,000	462,088	473,000	10,912	2.31
Depreciation	10,808,000	4,503,333	4,502,250	(1,083)	(0.02)
<b>Total Operating Expenses</b>	<b>100,787,000</b>	<b>37,651,125</b>	<b>43,285,968</b>	<b>5,634,843</b>	<b>13.02</b>
<b>Operating Surplus/(Deficit)</b>	<b>(4,612,000)</b>	<b>(799,277)</b>	<b>(6,366,618)</b>	<b>(5,567,341)</b>	<b>87.45</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	2,125,000	1,145,760	954,000	(191,760)	(20.10)
Other Capital Items	0	0	0	0	0.00
<b>Total Capital Revenue</b>	<b>2,125,000</b>	<b>1,145,760</b>	<b>954,000</b>	<b>(191,760)</b>	<b>(20.10)</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(2,487,000)</b>	<b>346,483</b>	<b>(5,412,618)</b>	<b>(5,759,101)</b>	<b>106.40</b>

## LOCKYER VALLEY REGIONAL COUNCIL

### Operating Revenue

For the Period Ended 30th November, 2014



Lockyer Valley Regional Council  
2014/2015 Budget and Long Term Financial Forecast 2015 to 2024  
Statement of Income and Expenditure

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Revenue</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Recurrent revenue:</b>										
Rates & Utility Charges	33.64M	34.99M	36.76M	38.43M	40.36M	42.42M	44.55M	46.82M	49.19M	51.68M
Less Discounts	(1.22M)	(1.27M)	(1.33M)	(1.39M)	(1.46M)	(1.54M)	(1.61M)	(1.70M)	(1.78M)	(1.87M)
Net rates and utility charges	32.42M	33.72M	35.43M	37.04M	38.91M	40.88M	42.94M	45.12M	47.41M	49.81M
Fees and charges	3.18M	3.27M	3.40M	3.53M	3.68M	3.82M	3.98M	4.14M	4.30M	4.47M
Sales - contract and recoverable works	1.43M	1.45M	1.50M	1.54M	1.57M	1.61M	1.65M	1.70M	1.74M	1.78M
General purpose grants	46.72M	8.91M	6.03M	6.09M	6.16M	6.21M	6.27M	6.34M	6.40M	6.43M
Interest received	2.69M	2.16M	2.04M	2.00M	1.95M	1.93M	1.96M	2.02M	2.11M	2.25M
Other recurrent income	3.17M	3.25M	3.34M	3.43M	3.53M	3.63M	3.73M	3.84M	3.95M	4.06M
<b>Total recurrent revenue</b>	<b>89.61M</b>	<b>92.78M</b>	<b>91.73M</b>	<b>93.64M</b>	<b>95.79M</b>	<b>98.09M</b>	<b>100.34M</b>	<b>103.15M</b>	<b>105.90M</b>	<b>108.81M</b>
<b>Capital revenue:</b>										
Capital Grants, Contributions & Donations	9.31M	1.73M	1.73M	1.87M	1.72M	1.73M	1.54M	1.54M	1.54M	1.04M
Gain on sale of property, plant and equipment	0.25M	0.57M	0.35M	0.29M	0.42M	0.38M	0.21M	0.35M	0.14M	0.14M
<b>Total capital revenue</b>	<b>9.56M</b>	<b>2.30M</b>	<b>2.08M</b>	<b>2.16M</b>	<b>2.14M</b>	<b>2.11M</b>	<b>1.74M</b>	<b>1.88M</b>	<b>1.68M</b>	<b>1.18M</b>
<b>Total income</b>	<b>99.17M</b>	<b>95.08M</b>	<b>93.82M</b>	<b>95.80M</b>	<b>97.94M</b>	<b>100.20M</b>	<b>102.08M</b>	<b>105.03M</b>	<b>107.58M</b>	<b>109.98M</b>
<b>Expenses</b>										
<b>Recurrent expenses:</b>										
Employee benefits	25.62M	24.30M	23.96M	24.44M	25.04M	25.67M	26.30M	27.08M	27.88M	28.71M
Materials and services	55.81M	17.23M	17.75M	18.28M	18.83M	19.39M	19.97M	20.57M	21.19M	21.83M
Depreciation and amortisation	10.81M	10.31M	10.26M	10.12M	10.08M	10.12M	9.84M	9.64M	9.64M	9.84M
Finance costs	1.80M	1.83M	1.76M	1.69M	1.62M	1.55M	1.47M	1.38M	1.30M	1.21M
<b>Total expenses</b>	<b>94.04M</b>	<b>53.67M</b>	<b>53.72M</b>	<b>54.53M</b>	<b>55.57M</b>	<b>56.73M</b>	<b>57.59M</b>	<b>58.68M</b>	<b>60.01M</b>	<b>61.59M</b>
<b>Result from ordinary activities</b>	<b>5.12M</b>	<b>1.41M</b>	<b>0.09M</b>	<b>1.28M</b>	<b>2.36M</b>	<b>3.47M</b>	<b>4.49M</b>	<b>6.35M</b>	<b>7.57M</b>	<b>8.39M</b>
<b>Operating Result</b>										
Adj for Capital Income	(4.43M)	(0.89M)	(1.99M)	(0.89M)	0.22M	1.36M	2.75M	4.47M	5.89M	7.22M

Lockyer Valley Regional Council  
2014/2015 Budget and Long Term Financial Forecast 2015 to 2024  
Statement of Financial Position

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Current assets</b>										
Cash assets and cash equivalents	22.65M	16.01M	14.49M	12.09M	10.61M	10.66M	10.87M	12.19M	14.66M	18.36M
Other inventory	0.62M	0.62M	0.62M	0.62M	0.62M	0.62M	0.62M	0.62M	0.62M	0.62M
Receivables	2.15M	2.23M	2.34M	2.45M	2.56M	2.68M	2.80M	2.95M	3.09M	3.24M
Prepayments	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M
<b>Total current assets</b>	<b>25.88M</b>	<b>19.30M</b>	<b>17.90M</b>	<b>15.60M</b>	<b>14.23M</b>	<b>14.80M</b>	<b>14.74M</b>	<b>16.20M</b>	<b>18.81M</b>	<b>22.65M</b>
<b>Non-current assets</b>										
Land held for development or sale	3.55M	3.55M	3.55M	3.55M	3.55M	3.55M	3.55M	3.55M	3.55M	3.55M
Receivables	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M
Investments	26.15M	26.15M	26.61M	27.06M	27.52M	27.98M	28.43M	28.89M	29.34M	29.80M
Property, plant and equipment	503.08M	503.38M	503.46M	541.78M	543.98M	545.75M	584.01M	587.05M	590.07M	634.01M
Intangible assets	4.74M	5.43M	5.22M	4.94M	4.72M	4.43M	4.58M	4.45M	4.33M	3.90M
Capital works in progress	5.00M	5.00M	5.00M	5.00M	5.00M	5.00M	5.00M	5.00M	5.00M	-
Other non-current assets	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M
<b>Total non-current assets</b>	<b>560.30M</b>	<b>559.75M</b>	<b>560.08M</b>	<b>598.57M</b>	<b>601.01M</b>	<b>602.94M</b>	<b>641.81M</b>	<b>645.18M</b>	<b>648.53M</b>	<b>687.50M</b>
<b>Total assets</b>	<b>586.18M</b>	<b>579.05M</b>	<b>577.97M</b>	<b>614.17M</b>	<b>615.25M</b>	<b>617.35M</b>	<b>656.55M</b>	<b>661.38M</b>	<b>667.34M</b>	<b>710.16M</b>
<b>Current liabilities</b>										
Trade and other payables	10.18M	3.78M	3.85M	3.96M	4.07M	4.18M	4.31M	4.44M	4.57M	4.70M
Borrowings	1.38M	1.45M	1.52M	1.60M	1.67M	1.76M	1.85M	1.94M	2.03M	2.14M
Employee payables/provisions	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M
Other provisions	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M
<b>Total current liabilities</b>	<b>12.04M</b>	<b>5.71M</b>	<b>5.85M</b>	<b>6.04M</b>	<b>6.23M</b>	<b>6.42M</b>	<b>6.64M</b>	<b>6.86M</b>	<b>7.09M</b>	<b>7.32M</b>
<b>Non-current liabilities</b>										
Borrowings	33.77M	32.32M	30.80M	29.21M	27.53M	25.77M	23.93M	21.99M	19.95M	17.82M
Employee payables/provisions	2.13M	1.38M	1.58M	1.78M	1.98M	2.18M	2.38M	2.58M	2.78M	2.98M
Other provisions	13.95M	13.95M	13.95M	13.95M	13.95M	13.95M	13.95M	13.95M	13.95M	13.95M
<b>Total non-current liabilities</b>	<b>49.84M</b>	<b>47.65M</b>	<b>46.32M</b>	<b>44.93M</b>	<b>43.46M</b>	<b>41.90M</b>	<b>40.25M</b>	<b>38.51M</b>	<b>36.68M</b>	<b>34.74M</b>
<b>Total liabilities</b>	<b>61.88M</b>	<b>53.35M</b>	<b>52.18M</b>	<b>50.97M</b>	<b>49.68M</b>	<b>48.32M</b>	<b>46.89M</b>	<b>45.37M</b>	<b>43.77M</b>	<b>42.06M</b>
<b>Net community assets</b>	<b>524.29M</b>	<b>525.70M</b>	<b>525.79M</b>	<b>563.20M</b>	<b>565.56M</b>	<b>569.03M</b>	<b>609.65M</b>	<b>616.01M</b>	<b>623.58M</b>	<b>668.10M</b>
<b>Community equity</b>										
Asset revaluation reserve	181.95M	181.95M	181.95M	218.08M	218.08M	218.08M	254.22M	254.22M	254.22M	290.35M
Retained surplus (deficiency)	342.34M	343.75M	343.84M	345.12M	347.48M	350.95M	355.43M	361.79M	369.36M	377.75M
<b>Total community equity</b>	<b>524.29M</b>	<b>525.70M</b>	<b>525.79M</b>	<b>563.20M</b>	<b>565.56M</b>	<b>569.03M</b>	<b>609.65M</b>	<b>616.01M</b>	<b>623.58M</b>	<b>668.10M</b>

Lockyer Valley Regional Council  
2014/2015 Budget and Long Term Financial Forecast 2015 to 2024  
Statement of Cash Flows

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Cash flows from operating activities:</b>										
Receipts from customers	89.76M	49.63M	48.67M	50.62M	52.81M	55.13M	57.94M	60.07M	62.74M	65.50M
Payment to suppliers and employees	(80.56M)	(48.07M)	(41.57M)	(42.55M)	(43.71M)	(44.90M)	(46.10M)	(47.49M)	(48.91M)	(50.39M)
Interest received	2.69M	2.16M	2.04M	2.00M	1.95M	1.93M	1.96M	2.02M	2.11M	2.25M
Finance costs	(1.67M)	(1.69M)	(1.62M)	(1.55M)	(1.47M)	(1.40M)	(1.31M)	(1.22M)	(1.13M)	(1.04M)
Other	(1.60M)	(0.71M)	-	-	-	-	-	-	-	-
<b>Net cash inflow (outflow) from operating activities</b>	<b>8.62M</b>	<b>1.28M</b>	<b>7.52M</b>	<b>8.52M</b>	<b>9.59M</b>	<b>10.76M</b>	<b>11.89M</b>	<b>13.38M</b>	<b>14.81M</b>	<b>16.33M</b>
<b>Cash flows from investing activities:</b>										
Payments for property, plant and equipment	(27.54M)	(9.37M)	(9.98M)	(11.81M)	(11.99M)	(11.47M)	(11.83M)	(12.40M)	(12.17M)	(12.38M)
Subsidies, donations and contributions for new capital expenditure	9.31M	1.23M	1.23M	1.37M	1.27M	1.23M	1.04M	1.04M	1.04M	1.04M
Proceeds from sale of property, plant and equipment	0.50M	1.14M	0.71M	0.58M	0.84M	0.75M	0.41M	0.70M	0.28M	0.28M
Net Movement in Loans and advances	-	-	-	-	-	-	-	-	-	-
Net transfer (to) from cash investments	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M
<b>Net cash inflow (outflow) from investing activities</b>	<b>(17.28M)</b>	<b>(6.55M)</b>	<b>(7.59M)</b>	<b>(9.40M)</b>	<b>(9.47M)</b>	<b>(9.03M)</b>	<b>(9.92M)</b>	<b>(10.22M)</b>	<b>(10.40M)</b>	<b>(10.60M)</b>
<b>Cash flows from financing activities</b>										
Proceeds from borrowings	1.75M	-	-	-	-	-	-	-	-	-
Repayment of borrowings	(1.26M)	(1.38M)	(1.45M)	(1.52M)	(1.60M)	(1.67M)	(1.76M)	(1.85M)	(1.94M)	(2.03M)
<b>Net cash inflow (outflow) from financing activities</b>	<b>0.49M</b>	<b>(1.38M)</b>	<b>(1.45M)</b>	<b>(1.52M)</b>	<b>(1.60M)</b>	<b>(1.67M)</b>	<b>(1.76M)</b>	<b>(1.85M)</b>	<b>(1.94M)</b>	<b>(2.03M)</b>
<b>Net increase (decrease) in cash held</b>	<b>(8.17M)</b>	<b>(6.65M)</b>	<b>(1.52M)</b>	<b>(2.40M)</b>	<b>(1.48M)</b>	<b>0.06M</b>	<b>0.21M</b>	<b>1.32M</b>	<b>2.47M</b>	<b>3.70M</b>
Cash at beginning of reporting period	30.83M	22.66M	16.01M	14.49M	12.09M	10.61M	10.66M	10.87M	12.19M	14.66M
<b>Cash Balance</b>	<b>22.66M</b>	<b>16.01M</b>	<b>14.49M</b>	<b>12.09M</b>	<b>10.61M</b>	<b>10.66M</b>	<b>10.87M</b>	<b>12.19M</b>	<b>14.66M</b>	<b>18.36M</b>



Lockyer Valley Regional Council  
2014/2015 Budget and Long Term Financial Forecast 2015 to 2024  
Relevant Measures of Financial Sustainability

	Target	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Average
1 Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	11.7%	(4.9)%	(1.7)%	(2.8)%	(1.7)%	0.4%	2.3%	4.6%	7.1%	8.9%	10.5%	(0.1)%
2 Net Financial Asset / Liability Ratio (Total Liabilities - Current Assets) / Total Operating Revenue	<= 60%	29.0%	40.2%	64.5%	66.3%	65.9%	63.5%	58.4%	53.3%	46.2%	37.9%	28.2%	52.5%
3 Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	117.4%	130.3%	86.9%	95.8%	113.1%	116.0%	117.5%	124.2%	128.6%	131.1%	125.3%	116.1%



Lockyer Valley Regional Council  
2014/2015 Budget and Long Term Financial Forecast 2015 to 2024  
Statement of Changes in Equity

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Asset revaluation surplus</b>										
Opening balance	145.82M	181.95M	181.95M	181.95M	218.08M	218.08M	218.08M	218.08M	254.22M	254.22M
Increase in asset revaluation surplus	36.13M	-	-	36.13M	-	-	36.13M	-	-	36.13M
<b>Closing balance</b>	<b>181.95M</b>	<b>181.95M</b>	<b>181.95M</b>	<b>218.08M</b>	<b>218.08M</b>	<b>218.08M</b>	<b>254.22M</b>	<b>254.22M</b>	<b>254.22M</b>	<b>290.35M</b>
<b>Retained surplus</b>										
Opening balance	337.22M	342.34M	343.75M	343.84M	345.12M	347.48M	350.95M	355.44M	361.79M	369.36M
Net result	5.12M	1.41M	0.09M	1.28M	2.36M	3.47M	4.49M	6.35M	7.57M	8.39M
<b>Closing balance</b>	<b>342.34M</b>	<b>343.75M</b>	<b>343.84M</b>	<b>345.12M</b>	<b>347.48M</b>	<b>350.95M</b>	<b>355.44M</b>	<b>361.79M</b>	<b>369.36M</b>	<b>377.75M</b>
<b>Total</b>										
Opening balance	483.04M	524.29M	525.70M	525.79M	563.20M	565.56M	569.03M	609.65M	616.01M	623.58M
Net result	5.12M	1.41M	0.09M	1.28M	2.36M	3.47M	4.49M	6.35M	7.57M	8.39M
Increase in asset revaluation surplus	36.13M	-	-	36.13M	-	-	36.13M	-	-	36.13M
<b>Closing balance</b>	<b>524.29M</b>	<b>525.70M</b>	<b>525.79M</b>	<b>563.20M</b>	<b>565.56M</b>	<b>569.03M</b>	<b>609.65M</b>	<b>616.01M</b>	<b>623.58M</b>	<b>668.10M</b>

CURRENT CAPITAL PROJECTS TO BE DEFERRED TO 2015/16

	2014-2015 Amended Budget	2014-2015 Expenditure	Committed	2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)	Savings	Comments
<b>Corporate &amp; Community Services</b>							
<b>Community Facilities Management</b>							
<b>Facilities</b>							
Cahill Park Netball courts Refurbishment	100,000	0	0	0	100,000	50,000	\$50,000 committed - other \$50,000 can be saved
Lake Dyer Caravan Park Caretaker Res.	10,000	0	0	0	10,000	10,000	Saving
Robert St & Victoria St, Forest Hill	25,000	0	0	0	25,000	25,000	Saving
Ropehill Community Centre	38,912	0	0	0	38,912	38,912	Project completed last year - \$3K to tidy up. Rest not to spend
Vietnam Vets Building refurbishment	18,000	0	0	0	18,000	18,000	Deferr to 2015
<b>Facilities Total</b>	<b>191,912</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>191,912</b>	<b>138,912</b>	
<b>Information Technology</b>							
Implement BCP Functionality	70,000	0	0	0	70,000	70,000	Deferr to 2015
Intranet Upgrade	50,000	0	0	0	50,000	50,000	Deferr to 2015
Printer Consolidation	98,218	884	0	884	97,334	97,334	Saving
Replace Business Papers System	50,000	0	0	0	50,000	30,000	Deferr to 2015
Risk Mgt Software	15,000	0	0	0	15,000	15,000	Deferr to 2015
San Fabric Replacement	95,655	2,475	0	2,475	93,180	93,180	Saving
Server Operating Systems Upgrades	20,000	0	0	0	20,000	20,000	Saving
Technology One ECM Upgrade	383,846	4,229	49,615	53,843	330,003	100,000	Deferr to 2015
Unified Comms	100,000	0	0	0	100,000	100,000	Deferr to 2015
Website Upgrade	251,687	6,810	0	6,810	244,877	70,000	Deferr to 2015
Wireless Network	145,171	0	0	0	145,171	65,000	Deferr to 2015
<b>Information Technology Total</b>	<b>1,279,577</b>	<b>14,398</b>	<b>49,615</b>	<b>64,013</b>	<b>1,215,564</b>	<b>710,514</b>	
<b>Transfer Stations</b>							
Bitumen Sealing at Transfer Stations	30,000	0	0	0	30,000	30,000	Saving
Garbage Truck Turnarounds	30,000	0	0	0	30,000	30,000	Saving
<b>Transfer Stations Total</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>60,000</b>	
<b>Corporate &amp; Community Services Total</b>	<b>1,531,489</b>	<b>14,398</b>	<b>49,615</b>	<b>64,013</b>	<b>1,467,476</b>	<b>809,426</b>	
<b>Governance &amp; Performance</b>							
<b>SES</b>							
Furniture Laidley	10,500	0	0	0	10,500	10,500	Deferr to 2015
SES Building Improvements	100,000	96	0	96	99,904	99,904	Deferr to 2015
SES Building Relocation & Fitout	150,000	0	0	0	150,000	150,000	Deferr to 2015
<b>SES Total</b>	<b>260,500</b>	<b>96</b>	<b>0</b>	<b>96</b>	<b>260,404</b>	<b>260,404</b>	
<b>Governance &amp; Performance Total</b>	<b>260,500</b>	<b>96</b>	<b>0</b>	<b>96</b>	<b>260,404</b>	<b>260,404</b>	
<b>Infrastructure Works &amp; Services</b>							
<b>Capital Program Delivery</b>							
Forest Hill Levee LGCSF Flood	1,750,000	118,448	180,853	299,301	1,450,699	1,450,699	Creek Cleaning Done - \$1.4 Million saving
G Grove State Schl Bus Seidown	15,568	0	0	0	15,568	15,568	Saving

	2014-2015 Amended Budget	2014-2015 Expenditure	2014-2015 Committed	2014-2015 Expenditure (including Committed)	2014-2015 Remaining Budget (including Committed)	Savings	Comments
Jones Road - NDORRA Complementary Work	138,000	3,379	180,853	3,379	134,621	134,621	Saving
Capital Program Delivery Total	1,903,568	121,827	0	302,679	1,600,889	1,600,888	
<b>Roads &amp; Drainage</b>							
37 Hill Street, Galton	15,000	0	0	0	15,000	15,000	Saving
86 Lakes Drive, Ladbey	16,000	0	0	0	16,000	16,000	Saving
Adare Road	69,000	0	0	0	69,000	69,000	Defer to 2015
Council Directed Capital Works	100,000	0	0	0	100,000	100,000	Saving
Crescent St Car Park	32,000	0	0	0	32,000	32,000	Defer to 2015
Crescent Street, Galton	30,000	0	0	0	30,000	30,000	Defer to 2015
Flood Flow Management at Grantham	150,000	73	0	73	149,928	149,928	Still under discussion
Goodwin Main Drain Realignment	100,000	0	0	0	100,000	100,000	Saving
Mount Berryman Road	137,000	0	0	0	137,000	137,000	Saving
Northern Goodwin Street Drainage Works	90,000	2,354	1,148	3,502	86,498	86,498	Defer to 2015
TMR Culvert Roches Road to Jones Road	50,000	0	0	0	50,000	50,000	Saving
Roads & Drainage Total	789,000	2,427	1,148	3,574	785,426	785,426	
<b>Infrastructure Planning</b>							
Cyclepaths Planning	50,000	0	0	0	50,000	50,000	Defer to 2015
Flood Hazard Protection, Flagstone Cr Rd	165,000	0	0	0	165,000	165,000	Completed under another budget.
Flood Risk Management Plan	165,000	0	0	0	165,000	165,000	Completed under another budget.
Ladbey Township Flood Protection Scheme	220,000	0	0	0	220,000	220,000	Completed under another budget.
Infrastructure Planning Total	600,000	0	0	0	600,000	600,000	
Infrastructure Works & Services Total	3,292,568	124,253	182,000	306,254	2,986,314	2,986,314	
<b>Grand Total</b>	<b>5,084,557</b>	<b>138,748</b>	<b>231,615</b>	<b>370,363</b>	<b>4,714,194</b>	<b>4,156,144</b>	

**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

**13.5 Executive Manager Corporate and Community Services Monthly Update**

**Date:** 05 December 2014  
**Author:** David Lewis, Executive Manager Corporate & Community Services  
**Responsible Officer:** David Lewis, Executive 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 November 2014.

**Officer's Recommendation:**

**THAT Council receive and note the Executive Manager Corporate and Community Services Monthly Update.**

**Report**

**1. Introduction**

This report provides Council with a brief summary of key operational activities undertaken by Corporate and Community Services during November 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 November 2014 by functional grouping follows.

*CUSTOMER SERVICES*

This section of the report breaks down activity within the Customer Services Branch by service type.

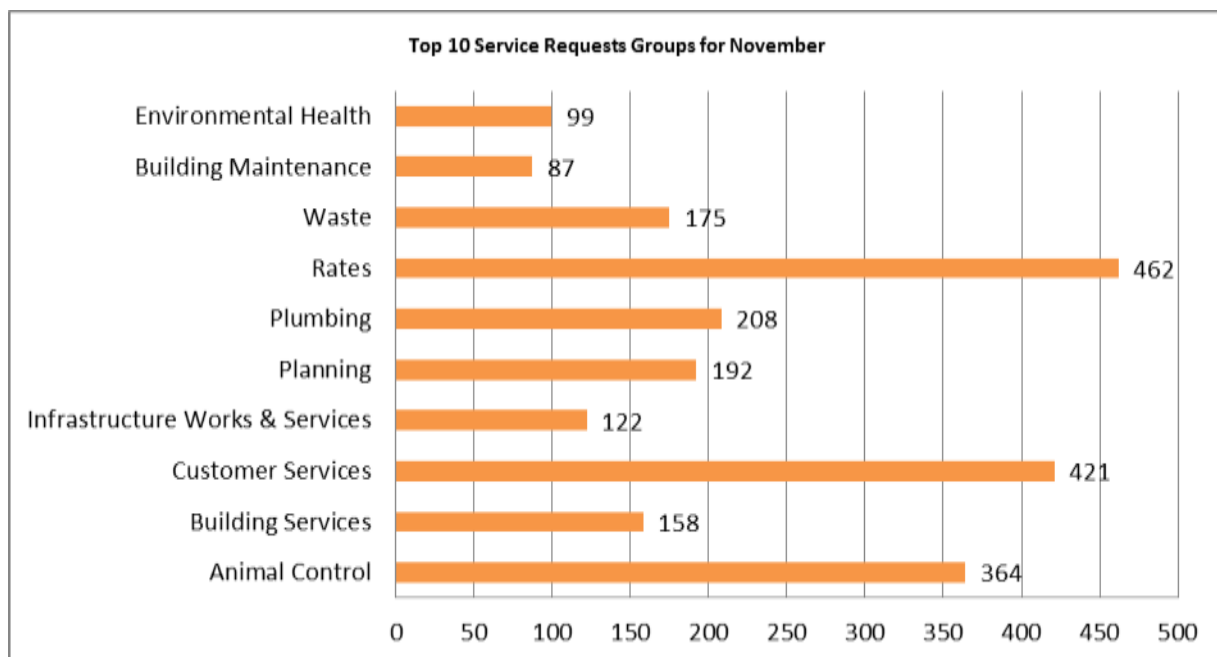
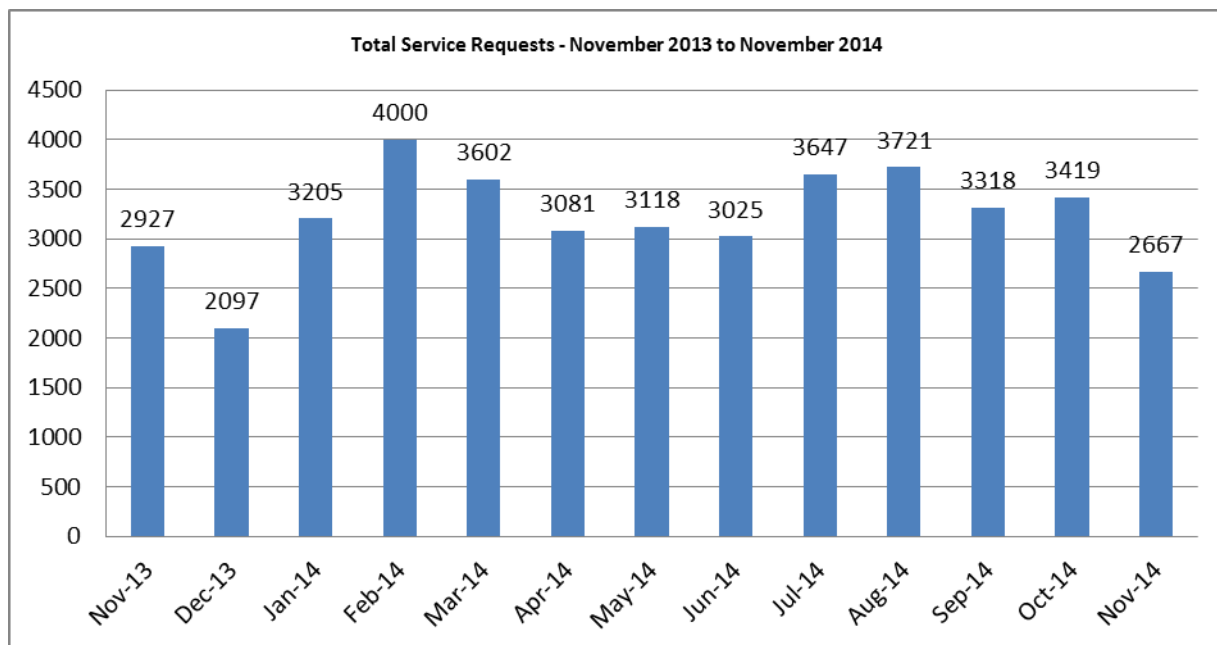
*Service Requests*

During November, 2,667 service requests were processed with 1,087 of these requests resolved at the first point of contact. Total service requests decreased by 8.9% against the November 2013 figure.

There were 245 eRequests generated as a result of incoming mail and emails for the month.

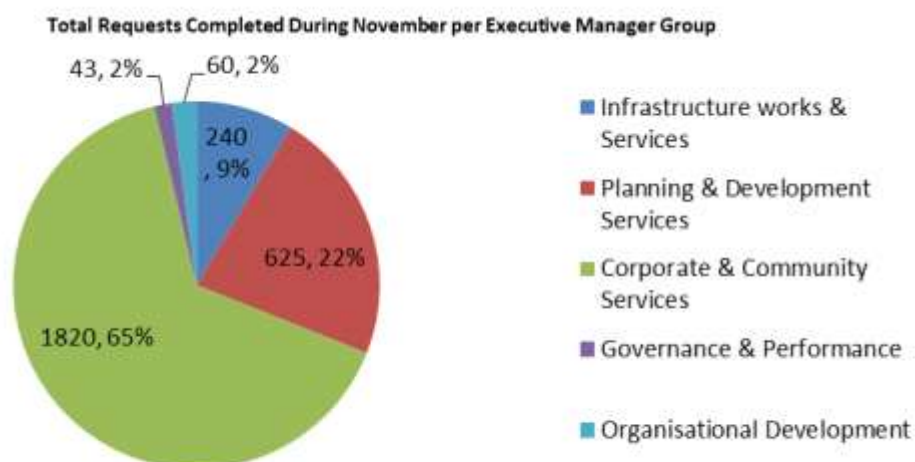
## ORDINARY MEETING OF COUNCIL AGENDA 17 DECEMBER 2014

The following two graphs show a recent history of total service requests and November 2014 service requests by function or activity.



The following graph shows the November 2014 service requests by group with Corporate and Community Services accounting for 65% of all service requests raised followed by Planning and Development with 22%.

## ORDINARY MEETING OF COUNCIL AGENDA 17 DECEMBER 2014



The following table shows by group

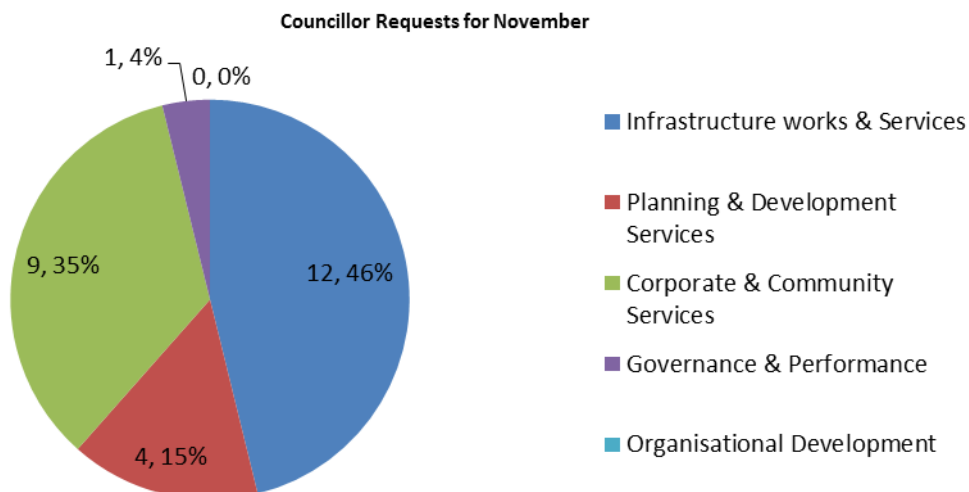
- open service requests as at 1 November 2014
- new service requests received during November
- those requests completed from prior months
- November requests completed
- service requests remaining open at 30 November 2014.

	C&CS	P&D	I,W&S	OD&P	G&P	CEO & Mayor
<b>Service Requests Open as at 1/11/2014</b>	975	87	312	19	44	20
<b>New Service Requests in November 2014</b>	1,677	619	253	57	22	14
<b>Prior period requests completed during November 2014</b>	444	78	101	12	5	12
<b>New requests completed during November 2014</b>	1,376	547	136	52	19	11
<b>Service Requests remaining Open as at 30/11/2014</b>	832	160	328	12	28	11

*Councillor requests*

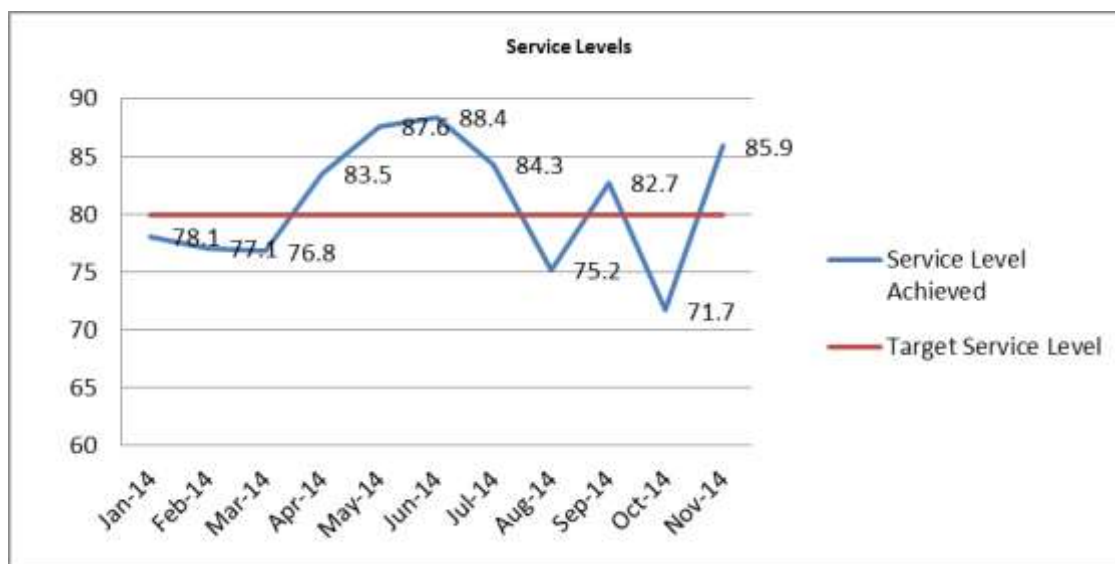
## ORDINARY MEETING OF COUNCIL AGENDA 17 DECEMBER 2014

During November there were also 23 new councillor requests, with 14 of these remaining open at 30 November 2014.



### Telephones

2,877 telephone calls attempted to connect with Council's telephone exchange in November 2014 which is lower than October 2014. During the month the maximum queued contact was 7 with an average wait time of 1 minute 3 seconds. This is a significant improvement over last month. During the month, Council's service level increased to 85.3% against a target of 80%. Recent trends are shown in the following graph.



Council's "call back" function had 66 calls logged in November 2014 with 56 live chats also performed during November, feedback continues to be excellent for users of the service.



**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

During November, 487 calls were transferred within the organisation. This includes those calls which were transferred directly when a named officer was asked for and all other calls that are transferred as part of the call process.

*QGAP*

There were 968 QGAP transactions processed by Council during November 2014.

*COMMUNITY FACILITIES*

Major achievements during the month by project follow.

Gatton Administration Building

The Alterations and Refurbishment project has been mostly completed but Practical Completion has not been granted. Additional handrails to the front entry steps need to be installed; the front entry steps need to be highlighted with a 70mm painted strip and the existing disabled ramp handrail needs to be modified before the Certifier can inspect the site and PC can then be achieved.

Laidley Multisports Complex

The Contract for the Laidley Multisports Complex project is progressing with an expected completion date of 8 January 2015.

Regional Sports and Aquatic Centre

Due to inclement weather, tiling works continue to impact on the opening of the centre. The lighting towers will be removed in the next few weeks for sandblasting and powder coating.

Council is continuing negotiations for the management contract with the successful tenderers; a commencement date of 1 January 2015 is envisaged.

Maintenance works continues and includes the gym area, toilets and toilet corridors, old office administration area, air conditioning of gym, fire protection and security cameras. This maintenance work should be completed by 1 December 2014.

To ensure continuity for regular Sports Centre events, Council has engaged an officer (casual basis) to oversee events and collect ongoing fees.

Donation Shed

Two access doors have been installed in the Gatton Donations shed which will now allow completion of the fire rated wall. This should be completed in December.

Facilities Damage

On 16 November 2014, Lockyer Security reported to our afterhours staff that a large rock had been thrown through the glass door at the back of the Gatton Administration Building. A report has been lodged with the Gatton Police.

**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

On 20 November 2014 there was an attempted break in at the Laidley Gym. A report has been lodged with the Laidley Police.

*CULTURAL, HEALTH & REGULATORY SERVICES*

Local Law Compliance/Animal Management

- 14 dead animals were collected from roadsides.
- 22 dogs, 6 cats and 5 livestock were impounded.
- 4 dog attacks on animals.
- 24 overgrown property complaints.

Pest Management

- 16 requests were received relating to Pest Management (pest weeds & pest animals).
- 7 rabbit sightings were received and forwarded on the Rabbit Board.
- 2 Urgent requests for assistance for Wild Dog baiting (1080) were received and actioned.

Libraries

Council has joined the QROC (Queensland Regional Overdrive Consortia) which allow access to a larger supply of eBooks and eAudiobooks.

Childcare

Occupancy Rates: Gatton 90.5% and Kensington Grove 68.5%.

*INFORMATION SERVICES*

The Information Services Manager presented at the Annual Local Government IT Conference held in Coffs Harbour on the process followed to implement new IT Policies at Council.

*FINANCE*

Council's Queensland Treasury Corporation credit review is now underway with initial discussions held with Council's executive management team and key finance officers. A draft report is expected prior to Christmas.

The Grants Commission data return has been completed.

On behalf of member Councils, Local Buy Pty Ltd has recently negotiated a reduction in Energex's network charges for streetlights. Annual savings of \$52.5k in Council's electricity costs for streetlighting have been confirmed with these savings to commence on 1 July 2015.

*WASTE*

AECOM Australia (Waste Specialist) has been engaged to assist officers with the development of a "Masterplan" for the Gatton Landfill site in accordance with Council's Waste Reduction & Recycling Plan.

O2 Environmental has been engaged to assist officers prepare the tender documents for the Gatehouse/Supervision of Council's Waste Management sites and formalize a contract between Council and Anuha Services for the operation of the Material Recovery Facility adjacent to the Gatton Landfill operation.

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17 DECEMBER 2014**

A contractor has also been engaged to undertake routine ground water monitoring bore samples in December 2014 to ensure compliance with Council's DEHP licence.

The Commercial Waste Audit Report has been received from Envirocom for the Lockyer Valley Commercial and Industrial sector.

A gas refrigerant contractor attended all waste management sites (for the first time) and removed gases from approx. 120 refrigeration/freezer units thus satisfying Commonwealth Statutes.

Council officers working with QFRS (Rural Brigades) will shortly be undertaking where appropriate trial burning of green waste at some waste management sites. Other sites will see a contractor engaged to undertake mulching operations.

Murphy's Creek, Helidon & Withcott waste management sites have had fire breaks created around green waste stockpiles in readiness for burning upon issue of fire permits by the Rural Fire Brigades. A detailed community consultation program is being developed and will be undertaken including individual door knocking to residents to inform of this coming activity.

***OTHER ISSUES***

The Executive Manager Corporate and Community Services was reelected as President of the Local Government Finance Professionals Association of Queensland at the association's annual conference in November 2014. As the president of the association and a member of Council's Executive Management Team, the Executive Manager Corporate and Community Services will continue as a committee member on the Steering Committee for the Local Government Association of Queensland's "Better Councils, Better Communities" initiative.

**ORDINARY MEETING OF  
COUNCIL AGENDA  
17 DECEMBER 2014**

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## **14. PLANNING AND DEVELOPMENT SERVICES REPORTS**

### **14.1 Queensland Transport Museum - Queensland ANZAC Centenary Grant**

**Date:** 11 December 2014  
**Author:** Jason Harm, Manager Regional Development  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

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#### **Summary:**

Council has recently been awarded a grant from the Queensland Anzac Centenary Grants Program for a total of \$80,000 in funding to be administered by Council for an exhibition at the Queensland Transport Museum and the Lockyer Valley Cultural Centre in 2015. The grant is targeted at showcasing the service and sacrifice of local Lockyer Valley men and women during the First World War. The exhibition will tell the story of how our local farmers played a pivotal role in the war by utilising their skills in machinery operation as a significant contributor to the ANZAC story through transportation.

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

**THAT Council endorse the implementation of the Queensland ANZAC Centenary Grant by the Queensland Transport Museum through the 'Salutes 100 Years of ANZAC' project, in accordance with, the funding agreement;**

**And further;**

**THAT Council agrees to waive the hire charges for associated rooms and space within the Lockyer Valley Cultural Centre.**

#### **Report**

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

The Queensland Transport Museum (QTM) Advisory Committee, chaired by Graham McVean met with Council in July 2014 and discussed submitting an application to Queensland ANZAC Centenary Grant Program for a themed project for the QTM that include a commemorative ANZAC exhibition within the QTM and Lockyer Valley Cultural Centre. This exhibition would be commemorative of the service and sacrifice of men and women during the First World War and include displays dedicated to both the people and transportation during the war. The application was drafted and submitted as part of round two of the program which we were successful in securing \$80,000 in funding from the Queensland Government.

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

The purpose of this application was to commemorate the First World War through a variety of mediums in an exhibition dedicated to commemorating the centenary.

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It has been identified by the advisory committee and Council and highlighted in the draft 2014/2015 QTM Business Plan, that the museum will need to reinvigorate by holding themed events and exhibitions in order to facilitate growth in visitation. The opportunity arose for Council to apply for an ANZAC Day Centenary Grant which ties together the Lockyer Valley's proud farming heritage celebrating the service of our local men and women that utilised their unique skillsets, developed instinctively by operating farm machinery, in the war. The project also presented an opportunity to tie in the modes of transport utilised during the war as a display in the exhibition.

### **3. Report**

The Queensland Transport Museum 'Salutes 100 Years of ANZAC' project will be a temporary exhibition of World War I and World War II military machinery, artefacts, digital presentations and commemorative murals, sculptures and portrait displays based at the Lockyer Valley Cultural Centre. The exhibition will be held from 1 March 2015 to 31 May 2015 and will include use of the transport museum as well as the Lockyer Valley Cultural Centres foyer, hall and the theatrette for a variety of displays as detailed below:

The exhibition will include the following components:

- 1) World War I machinery both motorised and horse drawn, on display in the museum and foyer
- 2) World War I archive footage and a digital presentation to be played in the Theatrette
- 3) Intuitive Viewing space that will feature hands on and interactive displays in the museum and foyer
- 4) Sculptures/murals depicting the Gallipoli Landing and scenes from military archives in the foyer (to be developed by artist Wayne Smith)
- 5) Ten photographic portraits of Lockyer Valley locals who fought in WWI displayed opposite the Legends Wall in the Lockyer Valley Cultural Centre (by photographer Robyn Hills)

The use of the Theatrette may result in the reallocation of bookings to other available rooms in the Lockyer valley Cultural Centre, over the exhibition period. The QTM Advisory Committee will work with the Lockyer Valley Cultural Centre staff to minimise the impact on bookings as much as possible and ensure a smooth transition. It is requested the room hire fees are waived for use of the Lockyer Valley Cultural Centre with the centre set to receive additional economic benefit through additional patronage over this period.

This exhibition will be a lead ANZAC commemorative centenary project for the Lockyer Valley region that has the potential to attract visitors from afar as well as substantial media coverage. The project will be promoted through all available channels and will involve the local community through participation and education of our role in WWI.

Council, in partnership with the QTM Advisory Committee, will lead and administer this project including all aspects relating to organisation of budgets and commitment of funding in accordance with the detailed funding agreement.

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

The project will be carried out within Councils policies and procedures as well as the guidelines of the grant as detailed in the funding agreement.

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**5. Financial and Resource Implications**

The financial and resource implications are limited due to external funding for the project. The grant is \$80,000 from the Queensland Government and this will be administered by the project group with key actions to be delivered, monitored and reported by Council staff. In addition funds for marketing the project will be drawn from the existing QTM operational budget to assist in the project delivery.

**6. Delegations/Authorisations**

The delegation and authorisation to administer this project will be through the CEO to the appropriate department and/or officers who will deliver the actions in consultation with the chair of the advisory committee, Mr Graham McVean.

**7. Communication**

Information will be communicated via the appropriate channels, corporate communications for broadcast and marketing of the exhibition to the community and wider areas in line with the deed of agreement with the funding body.

**8. Conclusion**

The recommendations of this report will allow Council to administer the project in line with the guidelines of the funding agreement. Council will be kept informed of key milestones of the project as they occur.

**9. Action/s**

The Council project group will move forward with administering the grant by arranging key displays, portraits, re-allocation of room bookings and other key items for the exhibition. Key actions will be delivered and monitored by Regional Development and documented for the funding acquittal processes.

**Attachments**

1 [View](#) Agreement 23 Pages



Please quote: GPR20030

2 December 2014

Mr Jason Harm  
Manager Regional Development  
Lockyer Valley Regional Council  
26 Railway Street  
Gatton QLD 4343

Dear Mr Harm

Congratulations, your application for *Queensland Transport Museum Salutes 100 Years of ANZAC* has been successful in receiving a Queensland Anzac Centenary grant ("grant") for round two. This grant will be provided by the State of Queensland, acting through the Department of the Premier and Cabinet ("State").

**Your Funding Agreement**

The State will provide this grant per the outlined payment schedule, subject to you signing and returning both copies of the enclosed Funding Agreement and submitting the 'Stage 1 - form' via the SmartyGrants website. Further detail is provided in Schedule 2 of the Funding Agreement.

If you agree with these conditions, please sign and return **two** copies of the Funding Agreement to the officer at the address below. A fully signed copy of the Funding Agreement will be returned to you for your records.

**Post to:** Project and Grants Officer, Anzac Centenary Coordination Unit  
PO Box 15185  
CITY EAST QLD 4002

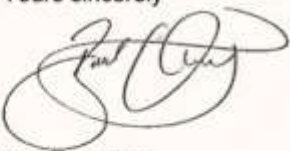
**Return by:** Monday 22 December 2014

You will also find enclosed a USB memory stick containing a variety of useful information and files (as outlined on the following pages) to assist you with the development, execution and promotion of your grants project. I recommend you take a moment to read through this.

Should you require any further information, please contact Ms Dianna Keir, Project and Grants Officer, Anzac Centenary Coordination Unit via email at [anzac100grants@premiers.qld.gov.au](mailto:anzac100grants@premiers.qld.gov.au) or on telephone (07) 3003 9173.

We look forward to assisting you to deliver your project.

Yours sincerely



**Brad Cordery**  
Executive Director  
Anzac Centenary Coordination Unit

RECEIVED  
GRANT FUNDING  
4 DEC 2014  
- AGREEMENTS  
LVRC RECORDS

Queensland Advisory Committee  
for the Commemoration  
of the Anzac Centenary

ANZAC  
Centenary  
QUEENSLAND

Secretariat  
Anzac Centenary Coordination Unit  
100 George Street Brisbane  
PO Box 15185 City East Queensland 4002 Australia  
Telephone +61 7 3003 9170  
Email [anzac100@premiers.qld.gov.au](mailto:anzac100@premiers.qld.gov.au)  
Website [www.qld.gov.au/anzac100](http://www.qld.gov.au/anzac100)



## Useful information

### Visual Identity Guide

The Visual Identity Guide will assist your graphic designer or printing contractors when preparing artwork for your project or event. All communication and promotional material using the Queensland Anzac Centenary Locked Logo must be approved in writing by the Department of the Premier and Cabinet. Final art material should be emailed to [anzac100@premiers.qld.gov.au](mailto:anzac100@premiers.qld.gov.au) for approval prior to going to print/production. Please allow four working days for approval.

### Locked Logo

'Locked Logo' means the logo containing both the Queensland Coat of Arms and the Queensland Anzac Centenary logos. These two logos must always appear together unless previously approved by the Department of Premier and Cabinet in writing. Locked Logo files have been provided on the USB memory stick in a variety of styles, colours and file formats.

- PNG format (similar to .JPEG) can be placed into Microsoft programs like Word, Excel and Power Point. They are RGB in colour making them suitable for use on the internet.
- EPS files are CMYK in colour and can only be viewed/used in graphic design programs such as Adobe Photoshop, Illustrator and Indesign, predominantly used by graphic designers and printers.

Please read carefully through the Visual Identity Guide for important specifications and instructions on how to place and use the Locked Logo.

### Acknowledgement statement

In addition to the Locked Logo, the Queensland Government must be acknowledged by a funding acknowledgement statement on all advertising and promotional materials directly related to your project. Please find more information on this contained within the Visual Identity Guide on page seven.

### Quick writing style guide

In 1921, regulations were put in place to protect the word 'Anzac' from inappropriate use. More information and instructions can be found regarding this within the Visual Identity Guide on page two.

### Film and Photo consent form and guidelines

Please use this form when filming or taking photos of people at your commemoration project or event. The guidelines help to explain how to complete the consent form, and we encourage you to read and familiarise yourself with these. If permission is not sought from the person in the film and/or image, or if they refuse to sign the form, your ability to use or license the use of the image or recording in certain ways may be limited.

### Event checklist

This checklist should be used in the months and weeks leading up to an event you may be planning to host. It provides useful prompts for items you should consider when planning an event.



**Event questionnaire**

You should complete and return this form to the Queensland Anzac Centenary grants team if you wish to invite a State representative to your event (eg. The Premier, Minister or local MP). Please note, this form must be received a minimum of six weeks prior to your event date.

**Event run sheet – template**

This example of an event run sheet is designed to show you how to develop a run sheet for the day of an event.

**Invitation template**

This document helps to show you what items you should look to include on an invitation.

**Application to add your event to the Anzac Centenary website**

The enclosed form should be completed if your project and/or event has a public attendance aspect. By completing and emailing this form to the Grants team, we can list your event in our online calendar of events. More information is provided on the form enclosed on the USB memory stick.

**Commemorative events**

If you are looking to hold a commemorative event for Anzac Day, Remembrance Day or a significant anniversary, you will find information on how to run a commemorative event, and the music files to support a ceremony, on the Department of Veterans Affairs website at [www.anzacportal.dva.gov.au/events/conduct](http://www.anzacportal.dva.gov.au/events/conduct).

**Australian Defence Force rank and title**

For those people with limited exposure and knowledge of the Australian Defence Force, ranks can be confusing at times. If you're not sure about the order of rank and listings for the Australian Defence Force, please refer to the Australian Defence Force website [www.defence.gov.au](http://www.defence.gov.au).

**Items you should action**

1. Please review, sign and return both copies of the enclosed Funding Agreement.
2. Log-on and submit the 'Stage 1 - form' via the SmartyGrants website.
3. Complete the application form and return via email if you wish to have your event/project listed on the Queensland Anzac Centenary website.
4. Please familiarise yourself with the Visual Identity Guide and ensure your graphic designer has a copy of this guide along with the Locked Logos.

**Kindest regards**

Queensland Anzac Centenary, Grants team  
Email: [anzac100grants@premiers.qld.gov.au](mailto:anzac100grants@premiers.qld.gov.au)  
Telephone: (07) 3003 9173



EXECUTED by Lockyer Valley Regional Council (ABN: 52 673 165 312), by its duly authorised officer,

this \_\_\_\_ day of \_\_\_\_\_ 2014

\_\_\_\_\_  
(Name of officer)

\_\_\_\_\_  
(Signature of officer)

\_\_\_\_\_  
(Position of officer)

In the presence of:

\_\_\_\_\_  
(Name of witness)

\_\_\_\_\_  
(Signature of witness)

\_\_\_\_\_  
(Address of witness)



parties execute and date a document purporting to be a substitute Schedule.

## 22. Severability

22.1 In the Event that any or any part of the terms or conditions of this Agreement will be determined as being invalid, unlawful or unenforceable wholly or to any lesser extent, such term or condition to the extent that it is invalid, unlawful or unenforceable will be severed from the remaining terms and conditions and the remaining terms and conditions will continue to be valid and enforceable to the fullest extent permitted by law.

## 23. Assignment and Novation

23.1 The Organisation must not assign or novate any of its rights or obligations in connection with this Agreement without the consent of the State.

## 24. Machinery of Government

24.1 The State may, at any time by written notice to the Organisation, transfer the management of this Agreement from the Department of the Premier and Cabinet to another department or agency of the State of Queensland.

24.2 If the State gives notice to the Organisation under clause 24.1:

- (a) the State will provide the Organisation with an updated Address for Notice; and

- (b) from the date of that notice that other department or agency of the State will assume the responsibilities and rights of the State of Queensland as if it were a party to this Agreement.

## 25. Clauses to Survive Termination

25.1 In addition to this clause, the following clauses will survive termination or expiration of this Agreement:

- (a) clauses 5.1(g) and 5.1(h) (Final Report and Status Report);
- (b) clause 6 (Payment);
- (c) clauses 7.1(b) and 7.1(d) (Organisation's Warranties);
- (d) clause 7 (Indemnity);
- (e) clause 8 (Confidentiality and Privacy);
- (f) clauses 9.4-9.7 (Termination);
- (g) clause 10 (Notices);
- (h) clause 13 (Dispute Resolution);
- (i) clause 14 (Evaluation of the Project);
- (j) clauses 16.2-16.4 (Rearrangement or Cancellation of the Project);
- (k) clauses 17.4-17.6 (Force Majeure); and
- (l) clause 24 (Machinery of Government).

## 26. Signed as an Agreement

**SIGNED** for and on behalf of the **STATE OF QUEENSLAND** acting through the Department of the Premier and Cabinet, **ABN: 65 959 415 158**, by a person with appropriate financial delegation and duly authorised to act on its behalf,

this \_\_\_\_ day of \_\_\_\_\_, 2014

Brad Cordery

Executive Director (Anzac Centenary Coordination Unit)

In the presence of:

\_\_\_\_\_  
(Name of witness) Project and Grants Officer

PO Box 15185, City East Qld 4002

\_\_\_\_\_  
(Address of witness)

AND

\_\_\_\_\_  
(Signature of officer)

\_\_\_\_\_  
(Signature of witness)

(b) a workers' compensation insurance policy in relation to any employees of the Organisation.

15.2 The insurances must be effected with an insurer that is authorised and licensed to operate in Australia.

15.3 The workers' compensation insurance must be in accordance with the *Workers Compensation and Rehabilitation Act 2003 (Qld)*.

15.4 The Organisation will, upon the execution of this Agreement or upon request in writing by the State, produce evidence (in the form of certificates of currency) to the State's satisfaction that the insurances required by this clause have been effected and maintained.

#### 16. Rearrangement or Cancellation of Project

16.1 The Project is subject to rearrangement, including cancellation (in whole or part) at the sole discretion of the Organisation in the event of a Force Majeure. Any such rearrangement or cancellation is to be notified by the Organisation to the State immediately following the Organisation's decision to rearrange or cancel the Project.

16.2 If the Project is:

- (a) cancelled completely:
  - (i) this Agreement will terminate on the date of notice of the cancellation by the Organisation under clause 16.1; and
  - (ii) the State will be entitled to recover a proportionate amount of the Funding Support attributable to the cancellation as a debt due to it; or
- (b) cancelled in part or a rearrangement of the Project reduces the Funding Entitlements, from the date of the notice given by the Organisation under clause 16.1, the State will be entitled to:
  - (i) recover a proportionate amount of the Funding Support attributable to the cancellation or rearrangement of the Project from the Organisation as a debt due to it; or
  - (ii) reduce the amount of the Funding Support to be provided by the State proportionately to reflect the rearrangement of the Project and any reduction in the Funding Entitlements.

16.3 The particulars of any refund or reduction of the Funding Support under clause 16.2 are to be agreed in writing by the parties, both acting reasonably and in good faith.

16.4 If the parties do not agree to the particulars to be determined under clause 16.3 within a period of fourteen (14) days of notification by the Organisation to the State, the parties are to use the process set out in clause 13 (Dispute Resolution) to settle the dispute.

#### 17. Force Majeure

17.1 Neither party will be liable for any delay or failure to perform its obligations other than payment of monetary sums owing to the other party under this Agreement if such failure or delay is due to Force Majeure.

17.2 A party must notify the other party as soon as practicable of any anticipated delay due to Force Majeure. The performance of a party's obligations under the Agreement will be suspended for the period of delay due to Force Majeure.

17.3 If a delay due to Force Majeure exceeds ten (10) Business Days, either party may terminate this Agreement immediately on providing notice to the other party.

17.4 If this Agreement is terminated pursuant to clause 17.3 by the State, the State will be entitled to recover a proportionate amount of the Funding Support attributable to the Force Majeure as a debt due to it.

17.5 The particulars of any refund or reduction of the Funding Support under clause 17.4 are to be agreed in writing by the parties, both acting reasonably and in good faith.

17.6 If the parties do not agree to the particulars to be determined under clause 17.5 within a period of fourteen (14) days of notification by the party under clause 17.3, the parties are to use the process set out in clause 15 (Dispute Resolution) to settle the dispute.

#### 18. Entire Agreement

18.1 This Agreement constitutes the entire agreement between the parties for its subject matter. Any prior arrangements, agreements, warranties, representations or undertakings are superseded.

#### 19. Costs

19.1 The parties to this Agreement will pay their own costs, (including legal costs), expenses and disbursements of and incidental to the preparation, execution and stamping of this Agreement.

#### 20. Waiver

20.1 No right under this Agreement will be deemed to be waived except by notice in writing signed by each party.

20.2 Subject to this clause, the failure by a party to enforce any clause of this agreement or any forbearance, delay or indulgence granted by that party to another party will not be construed as a waiver of its rights under this Agreement.

#### 21. Variation of Agreement

21.1 This Agreement may be varied at any time by an agreement in writing executed by both parties.

21.2 It will be sufficient evidence of an agreement to vary a Schedule to this Agreement, if the



## 11. Goods and Services Tax (GST)

### 11.1 The parties agree that:

- (a) unless expressly provided, the amounts payable under this Agreement are exclusive of GST;
- (b) the State will be liable to pay the GST amount to the Organisation only upon receipt of a valid tax invoice.

### 11.2 If it is determined on reasonable grounds that the amount of GST collected from the State differs, for any reason, from the amount of GST paid or payable by the Organisation, including by reason of:

- (a) any amendment to the GST Act;
- (b) the issue of a ruling or advice by the Commissioner of Taxation; or
- (c) a refund to the State or to the Organisation in respect of a supply made under this Agreement;

the State will be entitled to a refund of the additional consideration collected from the State, and the Organisation will issue an appropriate GST adjustment note.

### 11.3 The Organisation acknowledges that, without an ABN, it may be subject to Withholding Tax of 46.5% unless they supply a valid completed Australian Tax Office 'Statement by a Supplier' form.

## 12. Relationship of the parties

### 12.1 Except as is specifically provided in this Agreement or any other agreement in writing between the parties:

- (a) none of the parties to this Agreement will incur any expenditure on behalf of any other party to this Agreement; and
- (b) none of the parties to this Agreement has the power to bind the other party, pledge the credit of any party or bind the party to any contractual obligation whatsoever, without specific consent in writing of the other party.

### 12.2 This Agreement does not create any partnership, contract of employment or employment relationship, joint venture, or relationship of principal and agent between the parties.

## 13. Dispute Resolution

### 13.1 The parties will seek to settle any dispute arising in connection with this Agreement by negotiation and mediation before instituting legal proceedings.

### 13.2 For the purpose of this clause, a dispute will have arisen between the parties when a party gives notice to that effect to the other party in writing.

### 13.3 Once a party receives a notice under clause 13.2, the parties must meet within fourteen (14) days to attempt to resolve the dispute by

negotiation. Both parties must act in good faith to resolve the dispute by negotiation.

### 13.4 If the dispute has not been in accordance with clause 13.3, within fourteen (14) days of the last day on which the parties have under clause 13.3 to resolve the dispute, the parties will attend a mediation in Brisbane.

### 13.5 If the parties cannot agree on a mediator, a mediator will be appointed by the Australian Commercial Disputes Centre (Queensland) ("ACDC"). The rules of the ACDC will apply to the mediation.

### 13.6 Any mediation costs will be borne equally by both parties and both parties must act in good faith to resolve the dispute by mediation.

### 13.7 Each party will continue to perform this Agreement despite the existence of a dispute or any proceedings under this clause.

### 13.8 For the avoidance or settlement of disputes and for the better management of this Agreement, the parties nominate the Delegates to negotiate and resolve the dispute on behalf of the parties.

## 14. Evaluation of the Project

### 14.1 At the conclusion of the Project, or any time during the Project, the State will be entitled to evaluate the Project and its delivery and Outcomes in any manner deemed to be appropriate by the State.

### 14.2 The Organisation agrees to:

- (a) keep at all times proper and adequate books of account in relation to the Project and to its affairs generally;
- (b) record all expenditure relating to all income arising from the Project, separate from all other income and expenditure of the Organisation;
- (c) if required by the State, provide a copy of its audited (if otherwise required to be audited by law) or otherwise financial accounts for the Project to the State within sixty (60) days of the end of the Organisation's accounting year; and
- (d) produce any document, invoice or receipt relevant to either the Status Report or a Final Report within seven (7) days of a request by the State.

## 15. Insurance

### 15.1 The Organisation will effect, and maintain during the Term:

- (a) a public liability insurance policy in an amount of, at a minimum, \$10 million per claim as referred to in Item 10 of Schedule 1 arising from any one event in respect of accidental death of, or accidental bodily injury to persons, or accidental damage to property, arising out of or in the course of hosting the Project or providing the Funding Entitlements; and

bound to comply with the *Information Privacy Act 2009* (Qld).

- 8.6 On request by the State, the Organisation must obtain from its employees, officers, agents or sub-contractors engaged for the purposes of the Agreement, an executed deed of privacy in a form acceptable to the State.
- 8.7 The Organisation must immediately notify the State on becoming aware of any breach of this clause.
- 8.8 The Organisation acknowledges that the State, its officers, employees, assessment panel members, agents and sub-contractors may use and disclose any of the information provided by the Organisation, about the Organisation and the Agreement to Queensland Government departments or agencies, Queensland Government Bodies, Non-Government Organisations and/or Commonwealth, States or Territories for any purpose in connection with the administration of the Agreement.
- 8.9 The Organisation also acknowledges that the *Right to Information Act 2009* (Qld) ("RTI Act") requires documents to be disclosed subject to specified exemptions under the RTI Act, and that if there are relevant concerns, they should be indicated to the State.

#### 9. Termination

- 9.1 In the event that either party commits a breach of any of its obligations under this Agreement:
- (a) the other party may give written notice to that party to remedy the default; and
  - (b) if the defaulting party has not remedied the default at the expiration of fourteen (14) days from the date of receipt of the notice, this Agreement will terminate on the expiration of that fourteen (14) day period.
- 9.2 The Organisation must notify the State immediately in writing if:
- (a) the Organisation disposes of the whole or part of its assets, operations or business other than in the ordinary course of business;
  - (b) the Organisation ceases to carry on business;
  - (c) the Organisation commits an act of bankruptcy, becomes insolvent or is unable to pay its debts as and when they become due;
  - (d) any step is taken by a mortgagee to take possession or dispose of the whole or part of the Organisation's assets, operations or business;
  - (e) the Organisation is wound up, voluntarily or involuntarily;
  - (f) the Organisation enters into any arrangement or composition with its creditors or has a controller, receiver, receiver and manager or administrator appointed; or

- (g) the Organisation goes into liquidation or passes a resolution to go into liquidation, otherwise than for the purposes of reconstruction.

9.3 Notwithstanding clause 9.1, the State may immediately terminate this Agreement by written notice to the Organisation if:

- (a) notice is given by the Organisation pursuant to clause 9.2;
- (b) in the opinion of the State, termination becomes necessary due to:
  - (i) a change of a Minister or government, government policy or government funding arrangements; or
  - (ii) an actual or perceived conflict of interest between the State's obligations to the Organisation under this Agreement and the State's regulatory function; or

9.4 the Organisation breaches clauses 3.1, 4.1(b), 4.1(c), 4.1(e), 7.1(d) or 15.

9.5 If the Agreement is terminated pursuant to:

- (a) clauses 9.3(a) the Organisation will refund the Funding Support (or any part thereof); and
- (b) clause 9.3(b) the Organisation will be entitled to retain the Funding Support (or any part thereof), but the State will not be liable to the Organisation for any further payments of the Funding Support or provision of the In-Kind Support.

9.6 Termination of this Agreement will not prejudice any rights of the State under the Agreement, at common law, under statute, in equity or otherwise.

9.7 Upon termination of this Agreement, the Organisation must immediately cease producing, distributing and publishing all Advertising Materials containing the Locked Logo or otherwise promoting the State's funding of the Project.

#### 10. Notices

- 10.1 All notices in connection with this Agreement must be in writing and must be delivered to the Address for Notices of the party by hand, prepaid post or, except for Notices given under clause 9, by email.
- 10.2 Notices take effect from the time of receipt unless a later time is specified. Notices sent by fax are taken to be received when the sender's fax system confirms a successful transmission of the total number of pages of the notice.
- 10.3 Notices sent by post are taken to be received on the 2<sup>nd</sup> Business Day after posting.
- 10.4 The parties may from time to time change their respective delegates, addresses, telephone and facsimile numbers by providing the other party with written notice.



- (e) the Organisation will not represent to any third parties that the Organisation has the ability to compel the State to undertake any activities beyond the terms and scope of this Agreement;
- (f) the Organisation will not do anything or become involved in any situation which, in the reasonable opinion of the State, brings the State and/or the Project into public disrepute, contempt, scandal or ridicule, offends public opinion or reflects unfavourably upon the State and/or the Project's reputation and the State will be the sole arbiter in this regard;
- (g) the Organisation will comply with all laws and obtain and hold all required licences, permits, insurances and authorisations from private, local, State or Commonwealth authorities necessary to host the Project.
- (h) the Organisation is not in breach of any financial accountability, service delivery or performance issues in relation to any other funding provided by the Queensland Government.

## 7. Indemnity

7.1 The Organisation releases, discharges and indemnifies the State and its officers and employees ("the Indemnified Persons") from and against any Claim in relation to the Project which may be brought against or made upon any of them in connection with any:

- (a) negligent or unlawful act or omission of the Organisation, its employees, officers, agents or contractors;
- (b) breach of this Agreement by the Organisation;
- (c) contravention of any laws by the Organisation, its employees, officers, agents or contractors;
- (d) infringement by the Organisation, its officers, employees, agents or contractors of any Intellectual Property of any third party,

except to the extent that the Claim is due to the negligent or unlawful act or omission of the Indemnified Persons.

## 8. Confidentiality and Privacy

8.1 Each party agrees not to disclose any Confidential Information under any circumstances without the prior consent of the other party, except:

- (a) to its staff and officers requiring that information for the conduct of their duties pursuant to this Agreement;
- (b) to its accountants and legal advisors;
- (c) in respect of the State, to its Ministers and Parliament and otherwise for State government purposes;
- (d) as required or permitted by law; or

- (e) as otherwise acknowledged in this Agreement as may be disclosed.

8.2 Except as permitted under this Agreement, the Organisation will not issue any statement or release any information relating to this Agreement without the prior written consent of the State.

8.3 Nothing in this Agreement prevents the State disclosing the identity of the Organisation and the amount or nature of the Funding Support by way of a statement of a policy or governmental nature including but not limited to a statement in Parliament.

8.4 If the Organisation collects or has access to Personal Information in order to perform its obligations under this Agreement, the Organisation must:

- (a) comply with Parts 1 and 3 of Chapter 2 of the *Information Privacy Act 2009* (Qld) ("the Act") in relation to the discharge of its obligations under this Agreement as if the Organisation was the State;
- (b) subject to paragraph (a), not use, disclose or transfer outside of Australia, Personal Information obtained under this Agreement except for the purpose of performing this Agreement, unless required or authorised by law;
- (c) immediately notify the State if the Organisation becomes aware that a disclosure of Personal Information obtained under this Agreement is, or may be, required or authorised by law;
- (d) ensure that access to Personal Information is restricted to its employees and officers who require access in order to perform their duties under this Agreement;
- (e) ensure that its officers and employees do not access, use or disclose Personal Information other than in the performance of their duties under this Agreement;
- (f) ensure that its sub-contractors who have access to Personal Information comply with obligations the same as those imposed on the Organisation under this clause and ensure that any of its sub-contracts include an equivalent clause binding its sub-contractors to this clause;
- (g) fully co-operate with the State to enable the State to respond to applications for access to, or amendment of, a document containing Personal Information and privacy complaints; and
- (h) comply with such other privacy and security measures as the State reasonably advises the Organisation in writing from time to time.

8.5 If the Organisation is an "Agency" as defined by the *Information Privacy Act 2009* (Qld), the Organisation acknowledges that, in addition to the obligations under this clause of the Agreement, the Organisation is otherwise

- (b) use the Funding Support for the sole purpose of hosting, or procuring the hosting of, the Project and to ensure the Outcomes are achieved;
- (c) comply with all laws and obtain all permits, licences and the like necessary to host, or procure the hosting, of the Project;
- (d) provide the State Acknowledgement and obtain the State's approval prior to the publication of any Advertising Material;
- (e) provide the opportunity for an official State representative to take part in any public acknowledgement of the Project, including but not limited to, the opportunity to speak, provide forewords or messages to form part of the Project;
- (f) ensure that the State receives the Funding Entitlements in accordance with this Agreement;
- (g) immediately inform the State of any fact, matter or circumstance likely to have an adverse impact on the Project or the State's association with the Project including, but not limited to, accidents and emergencies, matters that might detrimentally affect the reputation of the Project, or might call into question the appropriateness of the State's funding of the Project;
- (h) within four (4) weeks of the Completion Date, provide a Final Report to the State;
- (i) within seven (7) days of a request by the State:
  - (i) deliver a Status Report to the State;
  - (ii) deliver a copy of any necessary licenses, consents, receipts or approvals for the Project
- (j) market the Project, including working with the State therein, to the Target Audience in an attempt to attract attendance for the Project; and
- (k) be solely responsible for any costs associated with hosting, or procuring the hosting, of the Project, including but not limited to any cost necessary to ensure safety standards are complied with.

#### 5. Payment

- 5.1 The Organisation will submit a valid tax invoice to the State for the portion of the Funding Support specified in Item 7 of Schedule 1 for each milestone on the due dates listed in Schedule 2.
- 5.2 Subject to clauses 6.1 and 6.3, the State will pay the Funding Support to the Organisation, by electronic funds transfer (EFT) to account as nominated by the Organisation, on the later of the respective dates set out in Item 7 of Schedule 1 or within thirty (30) days of receipt of a valid tax invoice.

- 5.3 Where Item 7 of Schedule 1 provides that the Organisation is to receive an installment payment of the Funding Support upon:
  - (a) completion of a specified part of the Project;
  - (b) attainment of a specified Milestone, including delivery of a Status Report;
  - (c) submission of a Final Report; or
  - (d) achievement of an Outcome; and
 the Organisation fails to complete this condition to the reasonable satisfaction of the State, the State will be entitled to defer payment of the installment until the Organisation has completed this obligation to the State's reasonable satisfaction.
- 5.4 Any payment of the Funding Support, does not amount to an acceptance or admission that the Organisation has completed a part of the Project, attained a Milestone, achieved an Outcome, submitted a satisfactory Status Report or Final Report or has otherwise properly discharged all its obligations under this Agreement.
- 5.5 The Organisation agrees that the State will not be liable to the Organisation for any contribution of funds towards the hosting, or procurement of the hosting, of the Project over and above payment of the Funding Support.
- 5.6 The Organisation agrees and acknowledges that all payments by the State are to be applied towards the agreed expenditure items for the Project (not for the Project generally) and any amount not needed or so applied shall be reimbursed to the State within thirty (30) days of:
  - (a) such amount having not been applied as intended; or
  - (b) it becoming apparent that such amount will not be applied as intended.

#### 6. The Organisation's Warranties

- 6.1 The Organisation acknowledges and warrants to the State that:
  - (a) as at the date of this Agreement, the Organisation is free to, and has the authority to, enter into this Agreement;
  - (b) the Organisation has not received, and will not apply for or accept, any other funding including Queensland Government or Federal Government funding towards the same specific Project expenses for which this funding is being specifically applied;
  - (c) the Organisation may apply for or accept, any other funding including Queensland Government or Federal Government funding for other project expenses where the Queensland Government grant funding has not been applied;
  - (d) the Organisation will not use or authorise the use of the Locked Logo at any time except where, and in the manner, expressly authorised by this Agreement;



logo and the Queensland Coat of Arms specified in Item 8 of Schedule 1.

**"Milestone"** means the milestone events or occurrences identified in Schedule 2.

**"Moral Rights"** means the right of integrity of authorship, the right of attribution of authorship and the right not to have authorship falsely attributed, more particularly as conferred by the *Copyright Act 1986* (Cth), and rights of a similar nature anywhere in the world whether existing before, on or after the Commencement Date.

**"Organisation"** means the entity specified in Item 1 of Schedule 1.

**"Outcomes"** means the objectives for the Project identified in Item 5 of Schedule 1.

**"Personal Information"** has the same meaning as in the *Information Privacy Act 2009* (Qld).

**"Project"** means the Project described in Item 3 of Schedule 1.

**"Publicity"** includes any media release, statement, announcement or the like.

**"Schedule"** means a schedule to this Agreement.

**"State"** means the State of Queensland acting through the Department of the Premier and Cabinet as specified in Item 2 of Schedule 1.

**"State Acknowledgement"** means recognition of the State's funding of the Project in the form specified in Item 9 of Schedule 1.

**"Status Report"** means a report detailing the progress made by the Organisation towards the planning of the Project and specifying individual actions taken to ensure that the Project will be completed in a timely and professional manner and in compliance with this Agreement, which addresses to the extent relevant, as a minimum, those matters specified in Schedule 3.

**"Target Audience"** means the audience for the Project as specified in Item 4 of Schedule 1.

**"Term"** means the period from the Commencement Date to the Completion Date.

**"Visual Identity Guide"** means the State's guidelines for the use of the Locked Logo, titled 'Queensland Anzac Centenary community and project use visual identity guide'.

**"Writing Style Guide"** means the 'Queensland Anzac Centenary Quick writing style guide'.

1.2 In this Agreement unless the context otherwise requires:

- (a) words importing the singular will include the plural and vice versa;
- (b) a reference to any legislation includes any subordinate legislation made under it and any legislation amending, consolidating or replacing it;
- (c) a party includes its executors, administrators, liquidators, successors and

permitted assignees;

- (d) "consent" means prior written consent;
- (e) "in writing" means either by letter, email or facsimile;
- (f) a reference to an "infringement by the Organisation" will include an actual or threatened infringement.

1.3 The Funding Agreement is comprised of the following documents which, in the event of an inconsistency, will rank in the following order of precedence:

- (a) these terms and conditions;
- (b) the Schedule(s);
- (c) any annexures or attachments referred to in these terms and conditions or the Schedule(s);
- (d) the Queensland Anzac Centenary grants program guidelines – round 2;
- (e) the Queensland Anzac Centenary grants program – FAQs.

## 2. Funding

2.1 The State agrees to pay the Funding Support to the Organisation in accordance with this Agreement.

2.2 In consideration of the State paying the Funding Support, the Organisation will provide the State with the Funding Entitlements.

2.3 The State will approve in writing all elements of the Funding Entitlements:

- (a) in the case of Advertising Materials which are to be printed or distributed, before printing or distribution;
- (b) in the case of Advertising Materials which are to be electronically published, before migration from the Development Environment; and
- (c) in the case of Advertising Materials which are Publicity, before released to any media outlet.

2.4 In accordance with its obligations under clause 3.3, the Organisation will provide to the State all Advertising Materials in a timely fashion for the State's consent.

## 3. Locked Logo

3.1 The Organisation will use the Locked Logo in its Advertising Materials on the terms set out in Item 8 of Schedule 1.

3.2 Nothing in this Agreement affects in any way the State's ownership of Intellectual Property in the Locked Logo.

## 4. The Organisation's Obligations

4.1 The Organisation must during the Term:

- (a) host or procure the hosting of the Project;

## TERMS AND CONDITIONS

The State and the Organisation have agreed to Funding Support for the delivery of the Project in accordance with the following terms and conditions.

### 1. Definitions and Interpretation

1.1 In this Agreement unless the context otherwise requires –

**"Address for Notices"** means the addresses, emails and facsimile numbers of the parties set out in Items 1 and 2 of Schedule 1.

**"Advertising Materials"** includes but is not limited to any materials used by the Organisation to promote, advertise or report on itself including advertisements (cinema, online, outdoor, print, radio and television), audio visual aids, brochures/newsletters/flyers, CDs and DVDs, displays, forms, invitations, media relations, merchandise, online activities, point of sale materials, publications, signage and social media.

**"Agreement"** means the agreement comprised of the Funding Agreement and any permitted amendments.

**"Business Day"** means any day except Saturday, Sunday and a public holiday in Brisbane, Queensland.

**"Claims"** means all liabilities, expenses, losses, damages, costs (including legal costs) of any kind whatsoever.

**"Commencement Date"** means the date the last party to this Agreement signs this Agreement.

**"Completion Date"** means the date specified in Item 3A of Schedule 1.

**"Confidential Information"** means in relation to a party, information that:

- (a) is by its nature confidential;
- (b) is designated by that party as confidential; or
- (c) the other party knows or ought to know is confidential;

and includes:

- (d) information comprised in or relating to any Intellectual Property of the party;
- (e) information relating to the internal management and structure of the party or the personnel, policies and strategies of the party;
- (f) information of the party to which the other party has access that has any actual or potential commercial value to the first party or to the person or corporation which supplied that information;
- (g) in the case of the State, information relating to the policies, strategies, practices and

procedures of the State;

- (h) information in the party's possession relating to the other party's clients or suppliers and like information; and
- (i) the terms of this Agreement and any negotiations in connection with or amendments to this Agreement;

but excludes information:

- (j) in the public domain at the Commencement Date;
- (k) that is or becomes generally available to the public other than as a result of a disclosure by the receiving party; or
- (l) that becomes available to the recipient on a non-confidential basis from a source other than the discloser which has represented to the recipient that it is entitled to such information.

**"Delegates"** means the person described in Items 1 and 2 of Schedule 1 as the State's and the Organisation's delegate respectively.

**"Development Environment"** means the non live, beta or test environment within which the materials are conceptualised, designed or drafted whether electronically or otherwise.

**"Final Report"** means a comprehensive report by the Organisation containing the information specified in Schedule 3 provided via SmartyGrants or any other system or method further nominated by the State.

**"Force Majeure"** means an act, omission, cause or circumstance outside a party's reasonable control including, without limitation, inclement weather, fire, storm, flood, earthquake, explosion, accident, enemy acts, war, sabotage, labour dispute, riot or civil commotion and an act or omission of a third party.

**"Funding Entitlements"** means the benefits the State is to receive in consideration for its funding of the Project as set out in Item 6 of Schedule 1.

**"Funding Support"** means the total amount set out in Item 7 of Schedule 1, to be paid by the specified installments.

**"GST"** means any tax, levy, charge or impost implemented under the GST Act.

**"GST Act"** means *A New Tax System (Goods & Services Tax) Act 1999* (Cth) and any amendments to that Act.

**"Intellectual Property"** includes all copyright, trade mark, design, patents or any other proprietary rights, or any rights to registration of such rights existing in Australia or elsewhere or as protected by legislation from time to time, whether created before, on or after the Commencement Date, but excludes Moral Rights.

**"Locked Logo"** means the logo version of the Queensland Government's Anzac Centenary

### **SCHEDULE 3 - FINAL REPORT**

The Agreement requires the Organisation to submit a Final Report to the State by 31 August 2015.

All receipts for expenses over \$500.00 ex GST that will be claimed under the Anzac Centenary grants program expenditure items must be provided in the Final Report.

Final Report means a comprehensive report, submitted via SmartyGrants form 'Stage 3 Acquittal Form – Final Report' by the Organisation containing information about the Project including but not limited to details of the funding provided by the State, an overview of the Project including dates and attendance figures, an outcome assessment reporting on how the Outcomes set out in the Agreement were achieved, a summary of how the Funding Entitlements were delivered and copies of any material relevant to this. A Final Report template will be provided by the State for completion.



Milestone	Amount payable (excluding GST)	Amount of GST payable (if applicable under clause 11)	Total payable
<b>Stage 3</b> Due: 31 August 2015 <ul style="list-style-type: none"> <li>Project has been held/conducted</li> <li>State's acceptance of 'Stage 3 Acquittal Form – Final Report' (submitted via SmartyGrants within 4 weeks of the Project Completion Date) providing:               <ul style="list-style-type: none"> <li>Where relevant, receipts for all costs \$500.00 ex GST or over</li> <li>An expenditure report</li> <li>A comprehensive summary of the project's outcomes.</li> </ul> </li> </ul> <b>Instructions</b> To access 'Stage 3 Acquittal Form – Final Report', visit <a href="http://www.smartygrants.com.au/">http://www.smartygrants.com.au/</a> and log in using the same credentials used to submit the online application form. When you log in, click 'My Submissions' and you will see the form attached to your existing application.	\$20,000.00	\$2,000.00	\$22,000.00
<b>TOTAL</b>	<b>\$80,000.00</b>	<b>\$8,000.00</b>	<b>\$88,000.00</b>

In accordance with clause 5.6 of the Terms and Conditions, any amount not applied towards agreed expenditure items for the Project must be refunded to the State.

Milestone	Amount payable (excluding GST)	Amount of GST payable (if applicable under clause 11)	Total payable
<b>Stage 2</b> Due: 2 January 2015 State's acceptance of 'Stage 2 Form – Status Report' (submitted via SmartyGrants by the above due date) providing: <ul style="list-style-type: none"> <li>- Where relevant, receipts for all costs \$500 ex GST or over</li> <li>- Where relevant, evidence of project progress to date.</li> <li>- A valid invoice for the total payable amount for this milestone.</li> </ul> <b>Instructions</b> To access 'Stage 2 Form – Status Report', visit <a href="http://www.smartygrants.com.au/">http://www.smartygrants.com.au/</a> and log in using the same credentials used to submit the online application form. When you log in, click 'My Submissions' and you will see the form attached to your existing application.	\$20,000.00	\$2,000.00	\$22,000.00

Queensland Anzac Centenary grants program – Funding Agreement – Round Two





## SCHEDULE 2 - FUNDING AGREEMENT

Milestone	Amount payable (excluding GST)	Amount of GST payable (if applicable under clause 11)	Total payable
<b>Stage 1</b> Due: 4 December 2014 <ul style="list-style-type: none"> <li>• Signing of Agreement</li> <li>• Submitting 'Stage 1 Form – Details' via SmartyGrants providing:               <ul style="list-style-type: none"> <li>- Bank details</li> <li>- Related insurance certificates</li> <li>- Requested approvals (permission to use the word Anzac)</li> <li>- Permits</li> <li>- Quotes for major works</li> <li>- A valid invoice for the total payable amount for this milestone.</li> </ul> </li> </ul> <b>Instructions</b> To access 'Stage 1 Form – Details', visit <a href="http://www.smartygrants.com.au/">http://www.smartygrants.com.au/</a> and log in using the same credentials used to submit the online application form. When you log in, click 'My Submissions' and you will see the form attached to your existing application.	\$40,000.00	\$4,000.00	\$44,000.00

			<p>(b) obtain the written consent of the State prior to publishing, producing, printing or distributing any material containing the Locked Logo;</p> <p>(c) not forward, assign the use of or transfer the Intellectual Property in the Locked Logo without the consent of the State; and</p> <p>(d) use the Locked Logo (as referred to as the Queensland Anzac Centenary locked logo in accordance with the technical specifications referred to in the State's 'Queensland Anzac Centenary community and project use visual identity guide', or as further agreed in writing.</p>
9.	1.1, 4.1(d)	<b>State Acknowledgement</b>	<p>In addition to the Locked Logo, the following text should appear in all Advertising and Promotional Materials:</p> <p><i>"This project is proudly supported by the Queensland Government."</i> or <i>"This event is proudly supported by the Queensland Government."</i></p> <p>The position of this statement is outlined in the 'Queensland Anzac Centenary community and project use visual identity guide'.</p> <p><b>Note that all Advertising Materials are to be approved by the State prior to production / publication. Please email: <a href="mailto:anzac100@premiers.qld.gov.au">anzac100@premiers.qld.gov.au</a>.</b></p>
10.	15	<b>Insurance – Public Liability</b>  Is Public Liability insurance required?  <i>Public liability insurance covers liability for personal injury and property damage. Typically the amount is, at a minimum, \$10 million per claim depending upon the Risk Assessment</i>	<p>Public liability insurance:</p> <p>Public liability insurance is required in an amount of, at a minimum, \$10 million per claim. The Organisation must ensure that the amount of public liability insurance is sufficient to address its liabilities.</p> <p>The Organisation must submit its certificate(s) of currency with its Stage 1 milestone form.</p>

**NOTE TO ORGANISATION**

SCHEDULES 1, 2 and 3 to be read in conjunction with the *TERMS AND CONDITIONS*.

			<p><b>Copyright Licence</b></p> <ul style="list-style-type: none"> <li>- The Organisation grants, and will ensure that relevant third parties grant to the State, a paid up, exclusive, non-transferable, irrevocable, licence (including the right to sub-licence) in respect of any works produced in the course of or as a result of the Project to exercise the Intellectual Property rights in such material as reasonably required for the purpose of recording the Project and communicating the Project to the general public by any means including via websites, Facebook and other social media and in commercials and advertising.</li> </ul> <p><b>Research projects</b></p> <ul style="list-style-type: none"> <li>- Where applicable, to ensure the Organisation's project is accessible to the Queensland community, the Organisation must seek advice on storing and promoting this data from the State Library of Queensland via email qanzac100@slq.qld.gov.au within one month of signing this agreement.</li> <li>- Where applicable, the State will approve in writing, within four business days, all elements of the Funding Entitlements: <ul style="list-style-type: none"> <li>• in the case of Advertising Material which are to be printed or distributed, before printing or distribution;</li> <li>• in the case of Advertising Materials which are to be electronically published, before migration from the Development Environment; and</li> <li>• in the case of Advertising Materials which are Publicity, before released to any media outlet.</li> </ul> </li> </ul>
7.	1.1, 2	<b>Funding Support</b>	<p>\$80,000.00 excluding GST as provided upon the completion of the Milestones detailed in the Schedule 2.</p> <p><b>NOTE: Funding support can only be used for the <u>agreed expenditure items</u> of the Project, not for the Project generally.</b></p>
8.	1.1, 3	<b>Locked Logo</b>	<p>"Locked Logo" means the logo containing both the logo version of the Queensland Coat of Arms and the Queensland Anzac Centenary logo as shown below.</p> <div style="text-align: center;">   </div> <p>The State (and pursuant to the delegated authority of the Minister for Veterans' Affairs (Cth)) has granted permission for the Locked Logo to be used in conjunction with the Initiative, the State hereby grants to the Organisation a non exclusive, royalty free, non transferable licence to use the Locked Logo in its Advertising Materials for the Term solely for the purpose of promoting the State's association with the Initiative.</p> <p>The Organisation must:</p> <p>(a) not modify the Locked Logo in any way without the consent of the State;</p>

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		<p>are subject to approval by the State. All plaques and permanent signage must include the State Acknowledgement.</p> <p><b>State Merchandise</b></p> <ul style="list-style-type: none"> <li>- The State has the right to provide suitable merchandise to be distributed at the Project by the Organisation.</li> </ul> <p><b>Opportunities for Official State Representative</b></p> <ul style="list-style-type: none"> <li>- The Organisation will provide the State with the opportunity for an official State representative or delegate, to attend and address the Project.</li> <li>- The Organisation will provide the State with the opportunity for an official State representative or delegate to provide a foreword or message in connection with the Project.</li> </ul> <p>Please refer to clause 4.1.(e) of the Terms and Conditions.</p> <p><b>Tickets</b></p> <ul style="list-style-type: none"> <li>- The State is entitled to a minimum of ten (10) complimentary tickets to the Project if applicable.</li> </ul> <p><b>Access</b></p> <ul style="list-style-type: none"> <li>- The Organisation will grant the State, its officers, agents and subcontractors reasonable access to the Project for the purpose of facilitating media opportunities, attending, reviewing or inspecting the Project or any other purpose as reasonably required by the State.</li> </ul> <p><b>Promotional Material</b></p> <ul style="list-style-type: none"> <li>- The Organisation will provide at no charge to the State for promotional use by any means including via websites, Facebook and other social media and in commercials and advertising;</li> <li>- access to and copies of digital/video television footage/broadcast from the Project (if applicable);</li> <li>- a copy of the official printed program or related collateral for the Project (if applicable);</li> <li>- all reasonable assistance to the State for the purpose of obtaining promotional material in relation to the Project.</li> </ul> <p><b>Images</b></p> <ul style="list-style-type: none"> <li>- The Organisation will provide a minimum of ten (10) Project Images. If the Project Images depict recognisable individuals, the Organisation will ensure the Project Images are accompanied by a signed Photo Consent Form (as provided by the State).</li> <li>- The Organisation will grant to the State a perpetual, royalty-free, non-exclusive licence to the images as reasonably required to record the Project and communicate it to the general public by any means including via websites, Facebook and other social media and in commercials and advertising.</li> </ul> <p><b>Moral Rights</b></p> <ul style="list-style-type: none"> <li>- The Organisation will obtain a consent form from all relevant individuals to any act or omission done by the State in the exercise of the Intellectual Property rights granted under this Agreement that might otherwise constitute an infringement of the individual's Moral Rights.</li> </ul>
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Queensland Anzac Centenary grants program – Funding Agreement – Round Two

			<ul style="list-style-type: none"> <li>- The Organisation will use the Locked Logo in its Advertising Materials subject to the technical specifications detailed in the 'Queensland Anzac Centenary community and project use visual identity guide'.</li> <li>- Nothing in this Agreement affects in any way the State's ownership of Intellectual Property in the Locked Logo.</li> <li>- The State's Locked Logo and State Acknowledgement will be displayed on all print and electronic materials produced by the Organisation for the Initiative after the Commencement date.</li> <li>- The State's Locked Logo will be used on any banners or signage by the Organisation for the Initiative.</li> <li>- The State's Locked Logo will be used on any specifically designed website banners for the Initiative.</li> <li>- All Advertising Material must be sent to the State in a timely fashion in the development phase for approval prior to production. Please allow four business days for State approvals.</li> </ul> <p><b>The word 'Anzac'</b></p> <ul style="list-style-type: none"> <li>- The word 'Anzac' is protected by legislation.</li> <li>- In 1921, regulations were put in place to protect the word 'Anzac' from inappropriate use. It is not permissible to use the word 'Anzac' in connection with any trade, business, private residence, building, boat or vehicle of charitable or other institution, without the authority of the Minister for Veterans' Affairs (Commonwealth Government). For more information please refer to the following: <ul style="list-style-type: none"> <li>• <a href="http://www.dva.gov.au">www.dva.gov.au</a> (the State may be able to assist with approvals from the Commonwealth Government through a letter of support)</li> <li>• Queensland Anzac Centenary visual identity guide</li> <li>• Queensland Anzac Centenary quick writing guide</li> </ul> </li> </ul> <p><b>Memorials</b></p> <ul style="list-style-type: none"> <li>- To ensure memorials are designed, installed, inscribed and maintained according to Queensland government standards, if the Project includes the design and/or construction of a memorial the Organisation must seek advice from the Department of Environment and Heritage Protection on telephone (07) 3330 5835 for email <a href="mailto:duncan.ross-watt@ehp.qld.gov.au">duncan.ross-watt@ehp.qld.gov.au</a> within one month of signing this Agreement.</li> </ul> <p><b>Social media</b></p> <ul style="list-style-type: none"> <li>- The State will be mentioned on the Project's social media sites (if any) a minimum of five (5) times from the Commencement Date to the Project Completion Date. This mention will be via hashtag (#qanzac100), website tagging (<a href="http://qld.gov.au/anzac100">qld.gov.au/anzac100</a>), comment (Queensland Anzac Centenary) or equivalent.</li> </ul> <p><b>Online</b></p> <ul style="list-style-type: none"> <li>- The State's Locked Logo and State Acknowledgment will appear on the Project's website (if any) with a hyperlink to <a href="http://www.qld.gov.au/anzac100">www.qld.gov.au/anzac100</a>.</li> </ul> <p><b>State Signage</b></p> <ul style="list-style-type: none"> <li>- The Organisation must prominently display signage provided by the State throughout the duration of the Project.</li> <li>- The Organisation agrees that plaques and permanent signage are to be displayed at the <b>Organisation's</b> cost and</li> </ul>
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Queensland Anzac Centenary grants program – Funding Agreement – Round Two

			<p>2. World War I archive footage playing in the Theatre</p> <p>3. Intuitive Viewing space featuring hands on and interactive displays for visitors to experience</p> <p>4. Murals depicting the Gallipoli Landing and scenes from military archives</p> <p>5. Ten photographic portraits of Lockyer Valley locals who fought in WWI displayed in our 'Walk of Fame' inside the Lockyer Valley Cultural Centre adjoining the Queensland Transport Museum.</p> <p>Without binding the State to agree to such changes, the Organisation must forthwith advise the State of any proposed changes to the Project, including changes to programming and sponsors.</p>
3A.		<b>Completion Date</b>	31 July 2015
3B.		<b>Project Launch / Event Date</b>	01 March 2015
4.	1.1, 4.1(j)	<b>Target Audience</b>	The target audience of the Project is as follows: Youth, Seniors (60+), Local community:
5.	1.1, 4.1(b)	<b>Outcomes</b>	<p>The required Outcomes of the Project are as follows:</p> <ul style="list-style-type: none"> <li>– Raise community awareness of the Anzac Centenary and themes of the Queensland Anzac Centenary commemorations</li> <li>– Contribute to a statewide program of diverse, inclusive and educative Anzac Centenary projects and activities</li> <li>– Promote the Anzac values of courage, integrity, duty, mateship, compassion, resilience, toughness and teamwork demonstrated by Queenslanders throughout the four years of war, both at the front and at home in Australia</li> <li>– Encourage community participation and engagement</li> <li>– Promote social, cultural and economic benefit to the community</li> <li>– Engage 8,000 people</li> </ul>
6.	1.1, 2, 4	<b>Funding Entitlements</b>	<p><b>State Acknowledgement</b></p> <ul style="list-style-type: none"> <li>- <b>Acknowledgment</b> - The State must be acknowledged appropriately, as mandated in the 'Queensland Anzac Centenary community and project use visual identity guide' provided by the State.</li> <li>- <b>Media Acknowledgment</b> - The State's support will be acknowledged in all media, publicity and promotional activities relating to the Initiative.</li> <li>- <b>Verbal Acknowledgment</b> - The State's support of the Project will be acknowledged verbally at the Project event/s.</li> </ul> <p><b>Logo Acknowledgement</b></p> <ul style="list-style-type: none"> <li>- "Locked Logo" means the logo containing both the logo version of the Queensland Coat of Arms and the Queensland Anzac Centenary logo as shown in section 8 1.1.</li> </ul>

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**SCHEDULE 1 - PARTICULARS**

ITEM	Ref Clause No.	INFORMATION	DETAILS
1.	1.1	<b>Organisation Details</b>	<p>Name: Lockyer Valley Regional Council</p> <p>ABN/ACN: 52 673 165 312 (An ABN/ACN is used to identify the organisation, the correct ABN/ACN needs to be specified in the agreement and should not change in the term as to do so would change the entity with which the State is contracting)</p> <p>Address: 26 Railway Street GATTON QLD 4343</p> <p>Telephone: 1300 005 872</p> <p>Email: mailbox@lvrc.qld.gov.au</p> <p>Delegate: Jason Harm</p> <p>Position of Delegate: Manager Regional Development</p>
2.	1.1	<b>State Details</b>	<p>Name: State of Queensland acting through the Department of the Premier and Cabinet</p> <p>ABN/ACN: 65 959 415 158</p> <p>Address: PO Box 15185 CITY EAST QLD 4002</p> <p>Telephone: (07) 3003 9173</p> <p>Email: anzac100grants@premiers.qld.gov.au</p> <p>Contact Person: Danielle Grieves or Dianna Keir</p> <p>Position of Contact Person: Project and Grants Officers</p> <p>Delegate: Brad Cordery</p> <p>Position of Delegate: Executive Director, Anzac Centenary Coordination Unit</p>
3.		<b>The Project</b>	<p><b>Queensland Transport Museum Salutes 100 Years of ANZAC</b></p> <p>The "Queensland Transport Museum Salutes 100 Years of Anzac" project will be an exhibition of World War I and World War II military machinery and artefacts. The exhibition will be held from 01 March 2015 to 31 May 2015 in the museum and other space in the Lockyer Valley Cultural Centre where the museum is located. The exhibition will include the following components:</p> <ol style="list-style-type: none"> <li>1. World War I machinery both motorised and horse drawn, on display in the museum</li> </ol>

Queensland Anzac Centenary grants program – Funding Agreement – Round Two





Queensland Anzac Centenary  
Grants program

GPR20030



## FUNDING AGREEMENT

### Queensland Anzac Centenary grants program Round two

*Between*

State of Queensland through the  
Department of the Premier and Cabinet  
Executive Building  
100 George Street  
BRISBANE QLD 4000

*and*

Lockyer Valley Regional Council



[www.qld.gov.au/anzac100](http://www.qld.gov.au/anzac100)



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**14.2 2014 Request for Financial Support - Lockyer 300**

**Date:** 11 December 2014  
**Author:** Jason Harm, Manager Regional Development  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

The Lockyer 300 Off Road Rally has been held in Mulgowie yearly for the past three years and this event is regionally significant and attracts in excess of 1000 spectators each year. This event is scheduled to occur in 2015 on the 16-18 October, and now Brisbane Sporting Car Club has approached Council for additional \$10,000 funding to be used towards general maintenance of the fire trails in the Mulgowie area and maintenance on the track for the 2015 event.

**Officer's Recommendation:**

**THAT with respect to the correspondence received from Brisbane Sporting Car Club requesting \$10,000 for track maintenance, Council resolves to approve the reallocation of the fire trails maintenance budget to cover the \$10,000 contribution in lieu of cash in support of the Lockyer 300 Off Road Rally for maintenance of the track which is predominately along the fire trail in the Mulgowie area.**

**And further;**

**THAT Council and the Brisbane Sporting Car Club enter into a new three year agreement with the local land holders to ensure the event will proceed for the next three years, from 2015.**

**Report**

**1. Introduction**

The Lockyer 300 Off Road Rally has been held in Mulgowie yearly for the past 3 years. Council has supported this event for the past three years. It is scheduled to occur in 2015 on the 16-18 October. Brisbane Sporting Car Club has requested an additional contribution from Council of \$10,000 to repair the track from the 2014 event of the Lockyer 300 Off Road Rally. They have engaged a local grader and operator to undertake this work but Brisbane Sporting Car Club do not have the capacity to complete this work unassisted.

**2. Background**

In July 2012 Council agreed to support the Lockyer 300 Off Road Rally by providing funding support to the Brisbane Sporting Car Club in order to facilitate the event, initially over a three year period. A total of \$40,000 cash and \$10,000 in kind support was agreed to with a report to Council in closed session on 11 July 2012.

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The three year agreement with Brisbane Sporting Car Club covered the 2012, 2013 and 2014 events. It was initially to assist the club in the set up of the event and work towards a level of financial sustainability in the first three years including:

- Facilitation of registration of the fire break gates and fee waivers
- Approval and assistance with road closures and provision of traffic control
- Supply of infrastructure – rubbish bins, marquees
- Supply of hire equipment including portable toilets, skip bins, showers

Assistance with usual advertising opportunities and provision of advertising boards and radio advertising. This support was specifically as follows:

- **Year 1 – 2012 - \$30,000** that covered initial advertising and the substantial costs of establishing the original track and installation of gates to affected properties which alone costed approximately \$26,274.60 including GST. The total council budget in 2012 was \$29,585.76 in expenses.
- **Year 2 – 2013 - \$5000 in cash plus \$5,000 in kind support** from council i.e. provision and delivery of rubbish and skip bins, hire of VMS boards, water truck and the labour and plant costs to supply these items = **total \$10,000.**
- **Year 3 – 2014 - \$5000 in cash plus \$5,000 in kind support** from council i.e. provision and delivery of rubbish and skip bins, hire of VMS boards, water truck and the labour and plant costs to supply these items = **total \$10,000.**

### 3. Report

This year's event was held 17 – 19 October 2014 and was the final year of the original three year agreement. Brisbane Sporting Car Club have approached Council for additional \$10,000 funding to assist with costs to repair damage to the tracks and property access affected by the race in 2014 due to the adverse dry weather conditions. The funding requested is to cover repairs, installation of grass seed and grading of the track surface to minimise erosion and water runoff. It is stated in the letter received from Brisbane Sporting Car Club that these repairs are integral to keeping the event running as come at the request of property owners that permit the race to traverse their properties. The property owners who are critical for the club providing a course in 2015 have clearly stated that unless the tracks through their properties are repaired and re-grassed they will not allow the track to be re-used for the event.

The cost of this contribution would come from the fire trails maintenance budget which sits under disaster management would then require a reallocation of the priorities in this budget.

The Lockyer 300 Off Road Rally is an event that brings significant visitation to the region, increases spend at local businesses and showcases the Mulgowie area via television footage captured during the event. Attendance across the two days of racing is over 1,000 patrons in addition to participants in the event (drivers). The drivers come from all over Australia – Western Australia, South Australia, Victoria, New South Wales and Queensland. The Lockyer Valley community groups that were involved in delivery of the event were the State Emergency Services, Mulgowie Sports and Recreation Grounds, Thornton State School and the Laidley Lions Club. All groups were given a donation for their services or raised funds through sales. Local business also benefited with food stalls across the weekend.

Media coverage of the event was extensive both in the lead up, during and after the event with television and radio, as well as advertisements and editorial in the Gatton Star, Laidley Plainland Leader and Ipswich Times. Social media statistics for the weekend have increased

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significantly from 2013 – 2014 with an 80% increase in Facebook 'likes' and an increase in Facebook posts read jumping from 2,207 in 2013 to a massive 144,793 in 2014. Live streaming of the race was introduced for the first time this year with 345 people listening on both the Saturday and Sunday and a further 105 people have downloaded the audio after the event.

The additional flow and effect of the event led to substantial accommodation bookings in the region. In particular in Laidley and surrounding areas with tourism operators such as Branell Homestead, Hatton Vale Motel and Gatton Motel being to capacity. The Laidley Showgrounds and Lake Dyer also accommodated campers.

This contribution will be a one off payment and the responsibility going forward of the maintenance of the track will be that of Brisbane Sporting Car Club and the organisers of the Lockyer 300, which must be planned for through future event income. This contribution will also be in lieu of cash support for the 2015, 2016 and 2017 events. Council will still consider in kind support in future years as has done in the past. Council will also require evidence of a new 3 year agreement with the private land holders.

**4. Policy and Legal Implications**

This report and recommendations align with Council's Operational Plan under Lockyer Community 'Promote and support local organisations and local towns to create regional opportunities for the community to come together and foster positive community relations'.

**5. Financial and Resource Implications**

Providing the \$10,000 funds required to undertake this maintenance will result in a reprioritisation of the Fire Trails maintenance budget.

**6. Delegations/Authorisations**

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

**7. Communication**

The following groups, units and officers were consulted in the preparation of the draft submission:

- Disaster Management Unit
- Executive Manager Planning and Development Services

Advice on this matter will be communicated to the Brisbane Sporting Car club through the Manager of Regional Development.

**8. Conclusion**

The recommendations of this report will allow Council to draw funds from the Fire Trail maintenance budget to support the one off contribution of \$10,000 to Brisbane Sporting Car Club for the repair of the Lockyer 300 Off Road Rally track and the Mulgowie fire trails.

**9. Action/s**

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Council will advise Brisbane Sporting Car Club of the outcome via written correspondence.

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**14.3 Hatton Vale Ridge Estate - Funk Road, Regency Downs**

**Date:** 10 December 2014  
**Author:** Erin Carkeet, Administration Officer  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

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**Summary:**

This report seeks Council's endorsement to name streets within the residential subdivision located at Funk Road, Regency Downs.

**Officer's Recommendation:**

**THAT Council resolves to approve the following road names as shown on detailed plan GE03 and dated 29 October 2014:**

- Road One: Ridgevale Drive
- Road Two: Heinrich Drive
- Road Three: Olga Court
- Road Four: Hatton Ridge Drive

**Report**

**1. Introduction**

This report refers to a request to name four streets contained within a subdivision at Funk Road, Regency Downs (CAP2014/0023).

**2. Background**

On 4 November 2014, Council received a letter and detailed plan showing the proposed road names. Suggestions were made to the applicant to change some road names from those that already exist or are similar to those that already exist within the Lockyer Valley Regional Council area.

**3. Report**

The applicant has provided suggested street names, however after a search of Council's assets register the suggested street names for road three and road four were found to have already exist or similar street names already exist. The applicant agreed to utilise the second supplied street name for road three, and the second supplied street name for road one as the street name for road four.

**4. Policy and Legal Implications**



The suggested street names do not exist within the former Gatton or Laidley Shire areas 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 name 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 with the Lockyer Valley Regional Council.

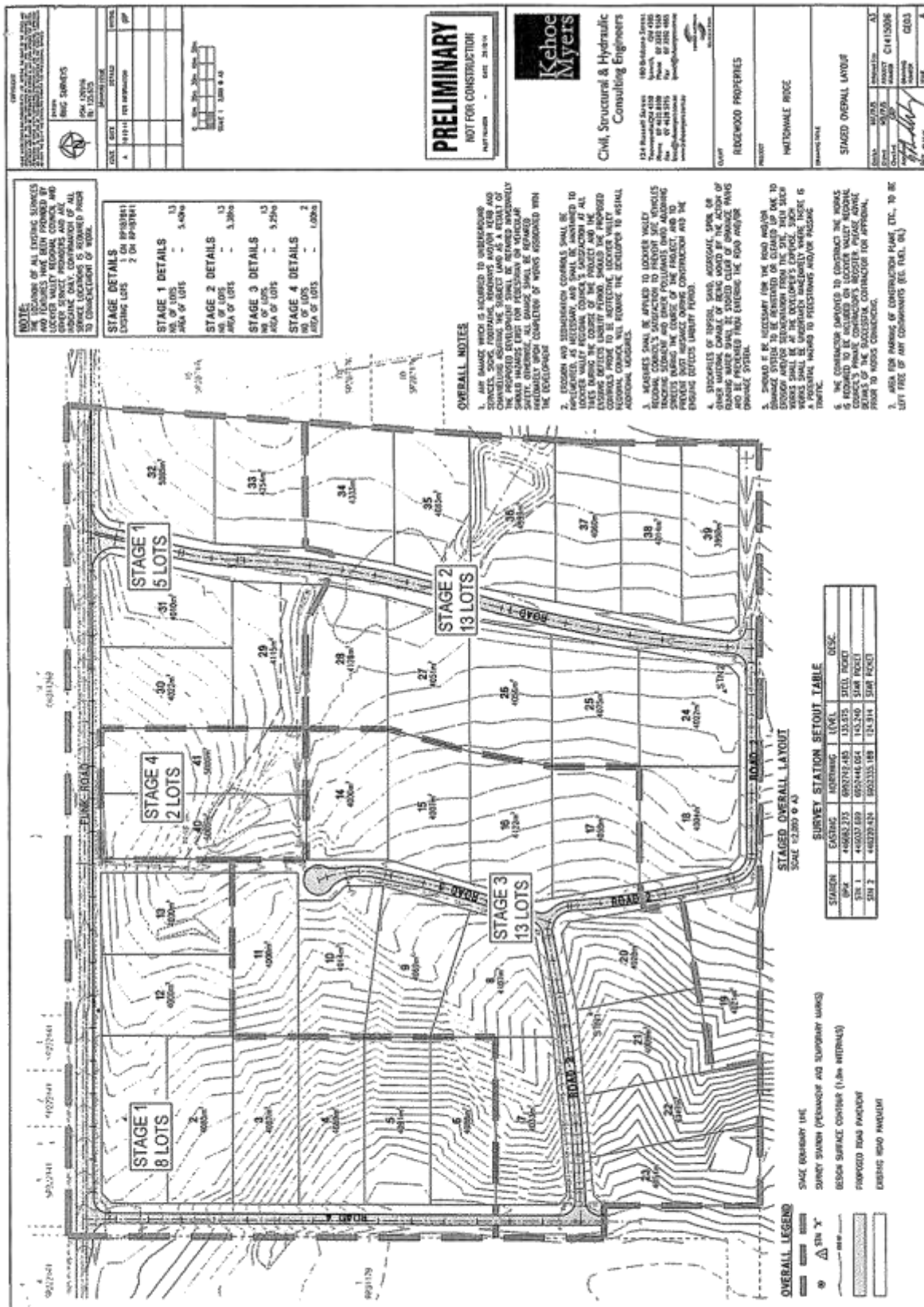
**9. Action/s**

That Council resolves to approve the following road names as shown on detailed plan GE03 and dated 29 October 2014:

- Road One: Ridgevale Drive
- Road Two: Heinrich Drive
- Road Three: Olga Court
- Road Four: Hatton Ridge Drive

**Attachments**

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**14.4 Application for Operational Works - Clearing of Vegetation - Identified as Very High Ecologically Significant Native Vegetation on Lot 47 RP148855 located at 13 Kelly Road, Spring Creek**

**Date:** 10 December 2014  
**Author:** Tanya Herberich, Assistant Planning Officer  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

The application for Operational Works for clearing of vegetation identified as Very High Ecological Significance Native Vegetation Areas Overlay under the *Laidley Shire Council Planning Scheme 2003*, on land described as Lot 47 RP148855, located at 13 Kelly Road, Spring Creek, is recommended to be approved subject to conditions.

**Officer's Recommendation:**

**THAT Council approves the application for a Development Permit for Operational Works for clearing of vegetation on land described as Lot 47 RP148855, located at 13 Kelly Road, Spring Creek, in accordance with the following conditions which shall be met at all times:**

- 1. The clearing of vegetation on the subject site shall be limited to the areas indicated on the approved plan.**
- 2. Any additional clearing of vegetation outside of the area identified on the approved plan may require further development approvals from Council.**

**Report**

**1. Introduction**

This report recommends that Council approve with conditions the application for clearing of vegetation identified as Very High Ecological Significance Native Vegetation Area, on land described as Lot 47 RP148855, located at 13 Kelly Road, Spring Creek

**2. Background**

The applicant has previously been provided with advice regarding the planning application requirements for a proposed planning application to clear vegetation within the Very High Ecological Significance Native Vegetation Area.

**3. Report**

**3.1 Subject Land**

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The subject site is located on the corner of Kelly and Archer Road, Spring Creek. It is currently vacant and heavily vegetated. It is zoned Rural Landscape under the *Laidley Shire Council Planning Scheme 2003*, and is zoned Regional Landscape Rural Production under the *South East Queensland Regional Plan 2009 – 2031*. The site triggers Medium Bushfire and Very High Ecological Significant Native Vegetation Areas.

The land subject of the application is on the corner of Kelly Road and Archer Road and is shown on the aerial photograph.



It is worth noting that under the new draft Lockyer Valley Regional Council Planning Scheme, clearing of this nature would not require a development approval.

### **3.2 Proposal**

The applicant is seeking development approval for Operational Works to clear existing vegetation on site for the purpose of clearing a development envelope of 0.81ha for a dwelling and shed. The clearing will occur within an area setback approximately 30m from the rear boundary, 20m from the western side boundary and 35m from the eastern side boundary. This is shown on the proposal plan

### **3.3 Assessment**

#### *Public Notification*

The application was publicly notified for fifteen business days from 4 September 2014, to 25 September 2014, as required under the *Sustainable Planning Act 2009*. Notification was carried out the following ways;

- a notice was maintained on site from 4 September 2014 to 25 September 2014;
- a notice was published in the Gatton Star on the 4 September 2014; and
- a letter was sent to all adjoining landowners on the 4 September 2014.

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Three properly made submissions were received by Council. A summary of issues raised and comments on these issues is provided below:

Issue – Forms not filled out correctly, specifically IDAS Form 1 Sections 7, 9 and 12 to not addressed a defined creek or watercourse.

Comment – There is not a defined creek or watercourse traversing the property and the applicant has provided an indicative location for a dwelling and shed on the site plan.

Issue – Some submissions expressed concern over clearing and possible extent of the clearing on site.

Comment - The applicant has provided an indicative location for a dwelling and shed on the site plan. The applicant is proposing to clear sufficient area to erect a dwelling and shed. As there are inconsistencies located on the plans submitted by the applicant, a new plan has been prepared identifying the proposed area to be cleared is 70m x 70m plus a driveway. Any proposed clearing which occurs outside of the development area will need to be subject to additional operational works applications. If clearing occurs without approval, that matter will then be subject to enforcement proceedings.

Issue – The block of land usually has resident koala population.

Comment – A search of the Department of Environment and Heritage Protection koala mapping identifies that the subject site is identified as bushland habitat under the South East Queensland Koala Habitat Values western SEQ, which identifies this area as having the ability to contain koala's due to vegetation which is present on the property. This should however not preclude the clearing for the purpose of construction of a residence.

Issue – Approval is sought for a single house block (one house, one shed and driveway) however concerned that the applicant could clear more vegetation and erect more structures without Council approval.

Comment – The applicant is seeking approval to clear a specific development envelope which the proposed dwelling and shed/(s) are proposed to be erected within.

Issue – Concern over possible dam on the property.

Comment – Not a relevant issue with respect of the application, as the application is for clearing of vegetation within the Very High Ecologically Significant Native Vegetation Areas overlay and is not for earthworks.

Issue – Concern regarding lantana and disposal of vegetation.

Comment – This matter is outside the scope of the application and the removal of vegetation may be subject to Council's Local Law requirements.

Issue – Submitter did not receive a public notification letter direct from the applicant.

Comment – The relevant submitter is not an adjoining owner and is not required to be notified under the *Sustainable Planning Act 2009*.

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Issue – How would Council ensure that the construction of a shed would not interfere with the watercourse?

Comment –The construction of a dwelling and shed(s) is outside of the scope of the application for vegetation clearing and subject to subsequent applications for building and plumbing works.

*Referral Agencies*

The application did not require referral to the State Assessment and Referral Agency. The application did not require referral to the Department of Natural Resources and Mines as the application is for clearing as the clearing is defined as residential clearing under Schedule 24 part 2.

*Assessment – Rural Landscape Zone*

The subject site is located within the Rural Landscape Zone of the *Laidley Shire Council Planning Scheme 2003*. The Rural Areas provide for dwelling houses. The clearing is for the purpose of a dwelling and shed/s.

*Areas of Natural and Environmental Significance Overlay Code*

The subject site triggers Very High Ecological Significance Native Vegetation Area under the *Laidley Shire Council Planning Scheme 2003*. The clearing is limited to the area required to provide for the construction of a residence, outbuildings and a driveway and to provide appropriate bushfire protection.

**4. Policy and Legal Implications**

There are no policy or legal implications for Council that result from the approval of the proposed clearing.

**5. Financial and Resource Implications**

There is no financial and resource implication for Council as a result of the approval of the proposed clearing of vegetation.

**6. Delegations/Authorisations**

There will be no implications for delegations or authorisations arising from the approval.

**7. Communication and Engagement**

There are no communication implications. Advice of the decision will be provided to the applicant and the submitter in accordance with statutory requirements of SPA.

**8. Conclusion**

It is concluded that the Operational Works application for clearing of vegetation within the Very High ecologically significant native vegetation should be approved subject to conditions be applied as indicated in the report.



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**9. Action/s**

Council approves the application for a Development Permit for Operational Works application for clearing of vegetation within the Very High ecologically significant native vegetation on land described as Lot47 RP14855, located at 13 Kelly Road, Spring Creek, in accordance with the Officers Recommendation.

**Attachments**

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**14.5 Resolution to Adopt a Temporary Local Planning Instrument  
Regulating Planning and Development Controls in Flood  
Inundation Areas**

**Date:** 10 December 2014  
**Author:** Garath Wilson, Coordinator Strategic Land Use Planning  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

At the ordinary meeting of 22 October 2014, Council resolved to make a Temporary Local Planning Instrument. At the ordinary meeting of 12 November, 2014, Council resolved to adopt *Temporary Local Planning Instrument 01/2015* and subsequently wrote to the Minister requesting consideration of the instrument. The Minister has written to Council advising that the local government must now decide whether to adopt the proposed local planning instrument or decide not to proceed.

On 2 January 2015 the current Temporary Local Planning Instrument (TLPI) regulating planning and development controls in flood inundation areas across the region will cease to have effect. To continue to have flood regulations in effect, Council will be required to adopt and have in force from this date, the proposed Flood inundation TLPI to ensure a continuance of controls.

This report seeks Council adoption of the proposed Temporary Local Planning Instrument – 01/2015 in accordance with Statutory Guideline 04/14.

**Officer's Recommendation:**

**THAT Council resolves to adopt the Temporary Local Planning Instrument – 01/2015 – Flooding Regulation as contained within Appendix 1 and as endorsed by the Deputy Premier and Minister for State Development Infrastructure and Planning.**

**Further;**

**THAT Council resolves to delegate to the Chief Executive Officer for Council the implementation of the Temporary Local Planning Instrument – Flood Regulation.**

**And further;**

**THAT Council resolves to delegate to the Chief Executive Officer all relevant matters for the notification of the adopted Temporary Local Planning Instrument in accordance with the requirements of the Statutory Guideline 04/14 Making and amending local planning instruments.**

**Report**

**1. Introduction**

In order to avoid a situation where there is no statutory regulation of development in areas impacted upon by flooding it is proposed that a new TLPI: Temporary Local Planning Instrument – 01/2015 – Flood Regulation is implemented. At the ordinary meeting of 22 October, 2014 Council resolved to make a TLPI which continued the operation of the existing

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TLPI 01/2014. Subsequently at the ordinary meeting of 12 November, Council adopted TLPI 01/2015 referring the instrument to the Deputy Premier and Minister for State Development Infrastructure and Planning for review and endorsement.

After considering the TLPI, the Minister was written to Council advising that Council may adopt the proposed TLPI. Council must now decide under *Statutory Guideline 04/14* whether to adopt the proposed instrument or decide not to proceed.

## **2. Background**

At the Ordinary Council meeting of 13 June 2012 Council resolved to make a TLPI for flood regulation varying the effect of the existing Gatton and Laidley planning schemes to the extent they regulate matters associated with flood inundation. This TLPI ceased to have effect 2 January 2014.

As a result, Council resolved at the meeting 18 December 2013 to make a new TLPI for flood regulation varying the effect of the existing Gatton and Laidley planning schemes to the extent they regulate matters associated with flood inundation. This TLPI will cease to have effect 2 January 2015.

Council undertook to resolve and integrate flood inundation as part of a proposed flood inundation overlay in the new draft planning scheme, endorsing this scheme for first state interest review on 30 October 2013.

At the ordinary meeting of 22 October 2014, Council resolved to make Temporary Local Planning Instrument. Council wrote to the Deputy Premier and Minister of State Development Infrastructure and Planning on the 27 October, 2014 advising of Councils decision to make a TLPI.

At the ordinary meeting of 12 November, 2014 Council resolved to adopt Temporary Local Planning Instrument 01/2015 writing to the Minister on 18 November, 2014 requesting the Minister consider the proposed TLPI.

## **3. Report**

*Statutory Guideline 02/14* defines a TLPI as a statutory instrument which assists in advancing the purpose of the SPA by protecting a local government area from adverse impacts.

The TLPI must provide to the satisfaction of the Minister that:

- there is a significant risk of serious environmental harm or serious adverse cultural, economic or social conditions likely to arise in the planning scheme area;
- the delay involved in using the usual planning scheme amendment process would increase the risk;
- state interests would not be adversely affected by the proposed TLPI; and
- the proposed TLPI appropriately reflects the standard planning scheme provisions.

The proposed TLPI is consistent with the current draft flood inundation overlay which consists of an overlay and supporting documentation allowing for both regional creek and local flooding. Various types of development and construction will be assessed against a number of considerations including flood hazard, proposed use, isolation, warning time, duration of flood

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and other factors considered acceptable practice. There is also constraint on filling as among other considerations when filling is allowed to occur consideration of the effect adequate management of the full developable area in the affected catchment should also take place (consistent with catchment development principles).

The proposed TLPI 01/2015 varies from the TLPI 01/2014 in so much as it relates to regulation of development in a Low Hazard area. Through the use of the Form 19 process, Council has been able to resolve the risks of development for low risk development in the Low Hazard area successfully. The lowering of the assessment level to self-assessable will work in conjunction with the Form 19 assessment process to streamline the approval of dwelling houses (and like development) in Low Hazard areas allowing a certifier to approve dwellings which are subject to Low Hazard and habitable floor levels have been established without a code assessable development application.

The reduction in assessment level removes the duplication that can occur where a developer/certifier undertakes a Form 19 request and is then required to lodge a Code Assessable development application for a dwelling house. This change in the way class 1a development is regulated improves the cost, effectiveness and efficiency of the process without increasing the risk posed to people or property.

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

The proposed TLPI is consistent with the existing TLPI 01/2014 and draft planning scheme flood inundation overlay endorsed by Council.

New overlay mapping has been provided which uses the new styling requirements of the latest Queensland Planning Provisions (version 3.1). However the mapping does not vary the Hazard classifications or the defined flood extent. As such there are no changes to the number or hazard level of affected properties.

The proposed TLPI improves the development assessment process, removing the need for additional development applications for the assessment and approval of Class 1a structures in low hazard areas.

Council has complied with all relevant stages and steps for the making of a temporary local planning instrument in accordance with 4.2.1 of *Statutory Guideline 04/2014 – Making and Amending Local Planning Instruments*.

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

Not applicable. The continuation of the TLPI does not alter any current arrangements.

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

As a consequence of the adoption of the TLPI as a new instrument, necessary delegations for the assessment of development applications is required. It is recommended that the decision making for applications received under the instrument be delegated to the Chief Executive Officer with the subsequent delegation to the Manager of Planning and Environment. This is consistent with current delegations for TLPI 01/2014 and for the assessment of development applications made under the Gatton Shire Planning Scheme, 2007 and the Laidley Shire Planning Scheme, 2003.

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In addition, and in accordance with Statutory Guideline 04/2014, Council must notify the adoption of the TLPI. This report delegates the necessary steps to meet the requirements of the guideline to the Manager Planning and Environment.

**7. Communication**

Council is not required to undertake any consultation on the adoption of the TLPI. Council is required to publically notify the adoption of the instrument in accordance with Statutory Guideline 04/2014.

This will include the publication of notices in:

1. the Government Gazette;
2. a locally circulated newspaper; and
3. Council's website.

**8. Conclusion**

The current TPLI will cease to have effect 2 January, 2015. Council will not have a gazetted planning scheme in place by this time to continue its current practice in the regulation of development in flood hazards areas. The proposed TLPI will provide Council with a defensible position to assess development in lands affected by the Defined Flood Event throughout the Lockyer Valley Regional Council area.

**9. Action/s**

1. That Council resolve to adopt Temporary Local Planning Instrument – 01/2015 Flood regulation providing planning and development controls in flood inundation areas across the region; and
2. That Council give the Chief Executive of the Department of State Development Infrastructure and Planning as soon as possible a copy of the public notices and an electronic copy of the TLPI; and
3. Publically notify the adoption of the instrument in accordance with Statutory Guideline 04/2014.

**Attachments**

- 1 [View](#) 48 Pages  
2 [View](#) map 1 Page





## Temporary Local Planning Instrument – 01/2015

Temporary Local Planning Instrument (TLPI) for Flood Regulation affecting the Gatton Planning Scheme 2007 and the Laidley Shire Planning Scheme 2003. This TLPI may be cited as “Temporary Local Planning Instrument 01/2015 – Flood Regulation”.

**Lockyer Valley Regional Council**  
**1/2/2015**

Temporary Local Planning Instrument - New Flood Regulation 2015

-Part 1a-

## **Temporary Local Planning Instrument – 01/2015 – Flood Regulation**

Lockyer Valley Regional Council

Part 1(a)

Gatton Planning Scheme 2007 – Flood Regulation

TLPI 01/2015 – Flood Regulation

1

-Part 1a-

**Short Title**

1. This section of the temporary local planning instrument (TLPI) may be cited as Temporary Local Planning Instrument – Part 1(a) Gatton Planning Scheme – Flood Regulation.

**Purpose**

2. The purpose of this TLPI is to:
  - (a) provide improved flood regulation based on the identification of flood inundation areas in the Gatton Planning Scheme; and
  - (b) ensure development and development activities appropriately respond to, or are avoided in response to, the risk of flood hazard present on a site to protect life and property throughout the flood plain.
3. To achieve this purpose, the TLPI will affect the operation of the Gatton Planning Scheme by:
  - (a) introducing into Part 3, a new Desired Environmental Outcome about development in flood inundated areas;
  - (b) introducing Overlay Map: Map F which includes:
    - (i) Map F1 – which identifies
      - (A) the Defined Flood Event (DFE);
      - (B) Flood Investigation Areas; and
      - (C) Overland flow path as identified on the Flood inundation maps; and
    - (ii) Map F2 – which identifies areas of High, Medium and Low Hazard within the DFE;
  - (c) introducing into Part 5, Assessment Categories and Relevant Assessment Criteria for Areas of Flood Inundation and changing the level of assessment on the basis of Overlay Map F: Flood Inundation Areas;
  - (d) varying relevant provisions of the Gatton Shire Planning Scheme to give effect to the identification of High, Medium and Low Hazard Areas as identified in Attachment 1;
  - (e) ensuring that residential development and development which provides for Vulnerable persons is avoided where the risk of hazard is high;
  - (f) protecting the safety of people and property without detriment to floodplain functions;
  - (g) identifying, for the purposes of the Building Code of Australia and Queensland Development Code, a natural hazard management area for flood hazards;
  - (h) ensuring the type, scale and location of development on a site is responsive to the nature and risk of flood hazard present;
  - (i) ensuring the mitigation of site flooding impacts does not alter, to an unacceptable level, the floodplain characteristics of the Defined Flood Event (DFE), within or external to, the development site;
  - (j) complementing and supporting a multi-hazard approach to the risk management of natural hazards as defined by the Natural hazard risk management code; and
  - (k) requiring that the DFE provides three hazard areas for flood natural hazard management areas;
    - (i) High hazard area
    - (ii) Medium hazard area
    - (iii) Low hazard area

-Part 1b-

	<p><b>AO2.9</b> Development, including filling and extraction which alters the predevelopment profile of the site, or otherwise interferes with an overland flow path is avoided.</p> <p><b>AO2.10</b> Development does not expose vulnerable persons to increased flood inundation levels.</p>
<b>For Assessable Development</b>	
<b>Overland flow paths and Flood investigation areas</b>	
<p><b>PO3</b> In the Flood investigation area, development that caters for vulnerable persons is avoided, but otherwise:</p> <ul style="list-style-type: none"> <li>(a) minimises risk from the adverse effects of flood inundation to the greatest extent practicable; and</li> <li>(b) only occurs where it is designed to respond to the hazard level applicable to the site.</li> </ul> <p><small>Note— Land in the Investigation Area is susceptible to some degree of flood inundation. Detailed modelling of this land has not been performed. The purpose of this land is to determine through site specific assessment the suitability of land for development subject to its hazard classification.</small></p>	<p><b>AO3.1</b> Development on a site identified in the Flood investigation area or as having an Overland flow path, quantifies the risks of flood inundation to development and by providing:</p> <ul style="list-style-type: none"> <li>(a) a local flood study prepared by a suitably qualified person; or</li> <li>(b) mapping appropriately annotated and provides a verifiable evidence that the site or development area is not exposed to high, medium or low flood risk.</li> </ul> <p><b>AO3.2</b> Development responds appropriately to the extent, nature and type of risk identified through a local flood study.</p>
<b>Medium and High hazard precincts</b>	
<p><b>PO4</b> In <i>Medium and High hazard</i> areas;</p> <ul style="list-style-type: none"> <li>(a) residential and other development that provides for Vulnerable persons is avoided; or</li> <li>(b) development demonstrates that the risks to life and property associated with development on land subject to a high hazard level are mitigated to an acceptable community level; and</li> <li>(c) development which cannot mitigate the risk to an acceptable level is avoided.</li> </ul>	<p><b>AO4.1</b> Using an approved risk assessment process, development demonstrates that the risks of flood inundation including (but not limited to):</p> <ul style="list-style-type: none"> <li>(a) risk of isolation;</li> <li>(b) risk to road access;</li> <li>(c) risk to life and risk to property are mitigated to an acceptable level.</li> </ul>

-Part 1b-

For Self assessable and assessable development	
Low Hazard precinct	
<p><b>PO2</b> In the Low hazard area, development that provides for vulnerable persons is avoided, but otherwise:</p> <ul style="list-style-type: none"> <li>(a) minimises risk from the adverse effects of flood inundation to the greatest extent practicable;</li> <li>(b) is designed so as to be capable of withstanding the static and dynamic loads, including debris loads, applicable in the Low hazard area; and</li> <li>(c) access routes to and from the site and within the site are provided so that in a flood event, occupants can escape to a safe and secure area in accordance with current emergency management procedures.</li> </ul> <p>Note— Applicants are advised to refer to the latest Queensland Evacuation Guidelines for Disaster Management Groups for guidance on the process for evacuation planning and the latest Lockyer Valley Regional Council Disaster Management Plan – Evacuation Sub Plan.</p>	<p><b>AO2.1</b> The floor levels of any habitable room of a proposed building or extension to an existing building are a minimum of 300mm above the Defined flood level.</p>
	<p><b>AO2.2</b> The design and layout of residential development provides for:</p> <ul style="list-style-type: none"> <li>(a) at ground level, parking of vehicles or storage of items that are capable of being moved in the event of flood; and</li> <li>(b) habitable rooms above ground level.</li> </ul>
	<p><b>A2.3</b> The area below habitable rooms:</p> <ul style="list-style-type: none"> <li>(a) is to be left open so as to not impede flood inundation;</li> <li>(b) may be used for parking of vehicles or storage of items that are capable of being readily moved in the event of a flood; and</li> <li>(c) are to be screened to a permeability of 50% so as not to impede the flow of flood inundation (e.g. using timber battens with a batten width gap between each batten).</li> </ul>
	<p><b>AO2.4</b> Buildings and structures are sited on the highest part of the site to improve flood immunity.</p>
	<p><b>AO2.5</b> The finished surface level of any sewerage treatment system or openings into the sanitary drainage system is a minimum of 150mm above the Defined flood level.</p>
	<p><b>AO2.6</b> All proposed effluent land application areas that will be located below the Defined Flood level shall be treated to an advanced secondary quality.</p>
	<p><b>AO2.7</b> Development provides at least one road access to service the development which is capable of remaining passable for the purpose of emergency evacuations at a level higher than the Defined flood level.</p>
	<p><b>AO2.8</b> Development does not increase the flood risk or alter the risk profile within the Defined flood extent.</p>

-Part 1b-

**DIVISION 20 – ASSESSMENT CRITERIA FOR FLOOD INUNDATION OVERLAY**

**5.67 Flood Inundation Overlay Code**

The provisions of this division comprise the Flood Inundation Overlay Code.

**5.68 Compliance with Flood Inundation Overlay Code**

Development that is consistent with the performance criteria in section 5.71 complies with the Flood Inundation Overlay Code.

**5.69 Overall Outcome for Flood Inundation Overlay Code**

The overall outcomes are the purpose of the Flood Inundation Overlay Code.

**5.71 Purpose of Code**

The purpose of this code is to:

- (a) avoid the adverse effects of flooding in the High and Medium Hazard Areas;
- (b) in the Low Hazard Area, minimize to the greatest extent practicable, the adverse effects of flooding and ensure that development is designed to provide protection to persons and property.

**5.72 Specific Outcomes and Probable Solutions**

Column 1 Specific Outcomes	Column 2 Acceptable Solutions
<b>For Self assessable development</b>	
<b>Avoidance of hazard</b>	
<b>PO1</b> To the greatest extent practicable development avoids areas known to, or have the potential to, result in flood inundation marked as Overland flow paths, Investigation area, or Defined flood event (DFE).	<b>AO1.1</b> Development on land other than low hazard precinct does not occur in, on or over an area identified as; <ul style="list-style-type: none"> <li>(a) Defined Flood Event;</li> <li>(b) Flood Investigation Area; or</li> <li>(c) Overland flow path as identified on the Flood inundation overlay maps.</li> </ul>
	<b>AO1.2</b> Development on land other than low hazard precinct does not occur within: <ul style="list-style-type: none"> <li>(a) 10m of the high bank of an Overland flow path; or</li> <li>(b) 30m from the centre line of the creek;</li> <li>(c) in the Flood investigation area as defined by the Flood inundation overlay maps.</li> </ul>



-Part 1b-

**Attachment 2C**

**Desired Environmental Outcome K**

The adverse effects of flooding on development:

- (c) in the High and Medium Hazard Areas are avoided;
- (d) in the Low Hazard Area are minimised to the greatest extent practicable and development is designed to provide protection to persons and property.

-Part 1b-

	Hazard Areas	
Other	Exempt	

-Part 1b-

TABLE 24B

Overlap Map F– Other Development

Column 1 Defined Use or Use Class	Column 2 Assessment Category	Column 3 Applicable Code
Reconfiguring a lot and/or Carrying out operational works for reconfiguring a lot	<b>Code Assessable</b> if the site area is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas	If Code Assessable – Flood Inundation Overlay Code
Carrying out building works; (c) not associated with a material change of use; or (d) class 10a or 10b structures when used for storage of agricultural or potentially hazardous chemicals	<b>Self Assessable</b> if – class; (d) 1a; or (e) 10 or 10b structures and used for storage of agricultural or potentially hazardous chemicals; and (f) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code  If Code Assessable – Flood Inundation Overlay Code
Carrying out operational works for filling or excavating not associated with reconfiguring a lot or a material change of use	<b>Code Assessable</b> if – (c) the extent of cut or fill exceeds 10m <sup>3</sup> ; or (d) the site is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas, except where the works are associated with bona fide operation of agricultural activities	If Code Assessable – Flood Inundation Overlay Code
Advertising Device, where not associated with a material change of use	<b>Code Assessable</b> if the site area is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas	If Code Assessable – Flood Inundation Overlay Code
Extracting Gravel, Rock, Sand or Soil, where not associated with a material change of use	<b>Code Assessable</b> if the site area is located within an area identified as High Hazard, Medium Hazard or Low	If Code Assessable – Flood Inundation Overlay Code

-Part 1b-

Attachment 2B

TABLE 23B (REVISED)

Overlap Map F – Making a Material Change of Use (including associated works)

Column 1 Defined Use or Use Class	Column 2 Assessment Category	Column 3 Applicable Code
<b>Agriculture</b>	<b>Exempt</b> if no building work proposed; <b>Self Assessable</b> if - class 10a or 10b structures and; (c) used for storage of agricultural or potentially hazardous chemicals; (d) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code  If Code Assessable – Flood Inundation Overlay Code
<b>Public Infrastructure</b>	<b>Exempt</b> if – development is not located within the DFE	
<b>Sport and Recreation</b>	<b>Exempt</b> if no building work proposed; <b>Self Assessable</b> if - class 10a or 10b structures and; (c) used for storage of agricultural or potentially hazardous chemicals; (d) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code  If Code Assessable – Flood Inundation Overlay Code
<b>Use for a Road</b>	<b>Exempt</b> in all Circumstances	
<b>All Other Uses; except for the construction of Class 1b, 2, 3, class 10a or 10b structures when not used for storage of agricultural or potentially hazardous chemicals (as defined by the BCA)</b>	<b>Exempt</b> if no building work proposed;  <b>Self Assessable</b> if – development complies with the Self assessable criteria.  <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code  If Code Assessable – Flood Inundation Overlay Code

-Part 1b-

**Attachment 2A**

**REVISED OVERLAY MAP: AREAS OF NATURAL AND  
ENVIRONMENTAL SIGNIFICANCE, FLOOD INUNDATION AREA MAP F**

-Part 1b-

- (b) *"Defined Flood Level"* means the flood level which the Council may from time to time determine.
- (c) *"Map F"* means Revised Overlay Map F: Areas of Natural and Environmental Significance, Flood Inundation Area shown in Attachment 1.
- (d) *"High Hazard Area"* means the area on Map No. F identified as a High Hazard Area.
- (e) *"Medium Hazard Area"* means the area of Map No. F identified as a Medium Hazard Area.
- (f) *"Low Hazard Area"* means the area on Map No. F identified as a Low Hazard Area.
- (g) *"Tables 23B (Revised) and 24B (Revised)"* means the provisions contained in Attachment 2.

**Effect of this TLPI**

- 10. This TLPI suspends the operation of the:
  - (a) Provisions of the Laidley Planning Scheme identified in Attachment 2B.
  - (b) Desired Environmental Outcome 3.1(3)K in Part 3, Division 1, insofar as it relates to *"flooding"*;
  - (c) Overlay Map F: Areas of Natural and Environmental Significance, Flood Inundation Areas;
  - (d) Assessment Tables 23B and 24B in Part 5, Division 1; and
  - (e) The provisions contained in Part 6, Division 2 – Assessment Criteria for Overlays insofar as they relate to Flood Inundation Areas.
- 10. Development located on Map F and identified in Column 1 of Tables 23B (Revised) and 24B (Revised) on land identified as an area of flood hazard on Overlay Map F has:
  - (a) the level of assessment specified in Column 2; and
  - (b) must comply with the applicable codes in Column 3 and the Additional Desired Environmental Outcome, Specific Outcomes and Acceptable Solutions.
- 11. Map F of this TLPI represents Natural Hazard Management Areas (Flood) as defined in Temporary State Planning Policy 2/11 Planning for stronger, more resilient floodplains, September 2011.



-Part 1b-

**Application of the TLPI**

4. This TLPI applies to:
  - (a) the areas identified on Areas Map: Overlay Map F: Areas of Natural and Environmental Significance – Flood Inundation Areas in the Laidley Shire Planning Scheme, and applies to the whole of the area of the former Laidley Shire;
  - (b) land affected by;
    - (i) Defined Flood Event (DFE);
    - (ii) Flood Investigation Area; or
    - (iii) Overland flow path as identified on the Flood inundation overlay maps; and
  - (c) development that is assessing material change of use operational work / building work / reconfiguring a lot.
5. The TLPI does not apply:
  - (a) to development on the following lands (unless development provides for Vulnerable persons):
    - (i) Commercial zone; or
    - (ii) Industrial zone; or
  - (b) where building works are for:
    - (i) alterations to the floor area of an existing building;
    - (ii) raising an existing building;
    - (iii) repairing an existing building;
    - (iv) adding an extra storey above an existing part of a building; or
    - (v) class 10a or 10b structures when not used for storage of agricultural or potentially hazardous chemicals.

**Relationship with the Laidley Shire Planning Scheme**

6. To the extent of any inconsistency between the Laidley Shire Planning Scheme and the TLPI, this TLPI prevails.

**Duration of the TLPI**

7. This TLPI has effect for a period of up one (1) year from the date of commencement or until a new planning scheme for the Lockyer Valley Regional Council area takes effect.

**Definitions**

8. Unless otherwise defined in this TLPI or the Laidley Shire Planning Scheme, the terms used in this TLPI have the same meaning as defined in the Sustainable Planning Act 2009.
9. In this TLPI the following terms shall have the meanings below:
  - (a) *“Additional Desired Environmental Outcome, Specific Outcomes and Acceptable Solutions”* means the provision contained in Attachment 3.

-Part 1b-

**Flood investigation area**

- (1) The purpose of the *Flood investigation area* is to identify land which is known, or has the potential, to have some level of flood inundation, but due to limits in the modelling process has not yet been quantified. During a flood event, land in this area is exposed to a certain level of flood risk, although the determined level of risk has not been modelled.
- (2) Development in this area must be supported by:
  - (a) a Local flood study which investigates flooding on the site and:
    - (i) quantifies the hazard caused by flood, based on the area descriptions (i.e. *High, Medium or Low hazard*);
    - (ii) development must respond to the quantified risk of flood inundation appropriately based on the risk classification; and
    - (iii) development minimises the risk of flood by demonstrating compliance with the assessment criteria prescribed in Table 8.3.1.3.1—Assessable development; or
  - (c) mapping that is appropriately annotated and provides verifiable evidence that the site or development area is not exposed to flood inundation to a *High, Medium or Low hazard*.

**Note—**

- (a) The Flood inundation overlay map may also be used to trigger additional design requirements related to flooding for building work assessable under the building assessment provisions, as set out in the Building Act 1975;
- (b) The relevant building assessment provisions under the Building Act 1975 apply to all building work within the area identified on the Flood inundation overlay code and must take account of the flood potential within the area;
- (c) Resilient building materials for use within the area on Flood inundation overlay maps should be determined in consultation with Council, in accordance with the relevant building assessment provisions; and
- (d) Refer to the Dangerous Goods Safety Management Act 2001 and associated Regulation, the Environmental Protection Act 1994 and the relevant building assessment provisions under the Building Act 1975 for requirements related to the manufacture and storage of hazardous substances.

-Part 1b-

- (k) compliments the High risk flood precinct of the Limited development zone through the identification of land subject to an unacceptable level of flood risk and ensure development in these areas is avoided; and
- (l) the DFE provides three hazard areas for flood natural hazard management areas;
  - (i) High hazard area
  - (ii) Medium hazard area
  - (iii) Low hazard area

**High hazard area**

- (1) The purpose of the High hazard area is to identify land which after formal risk assessment may pose unacceptable risks to life and property during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations of maximum water depth, velocity and velocity-depth over the range of events consider in formulating the DFE. Generally in this area:
  - (a) major to extreme life risk is likely;
  - (b) able bodied adults cannot safely walk; and
  - (c) light frame buildings can structurally fail.

**Medium hazard area**

- (1) The purpose of the *Medium hazard area* is to identify land which after formal risk assessment may pose a high risk to life and property during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations of maximum water depth, velocity and velocity-depth over the range of events consider in formulating the DFE. Generally in this area:
  - (d) able bodied adults may not be able to safely walk;
  - (e) cars can float and precautions must be taken; and
  - (f) only large vehicles (trucks) may be able to safely travel.

**Low hazard area**

- (1) The purpose of the Low hazard area is to identify land which, after application of the relevant mitigation actions described within this code are considered to pose any significant risk to life and property risk during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations or maximum water depth, velocity and velocity-depth over the range of events considered in formulating the DFE. Generally in this area:
  - (a) no significant life risk; and
  - (b) property is only at risk where exposed and in direct contact with flood waters.

-Part 1b-

**Short Title**

1. This section of the temporary local planning instrument (TLPI) may be cited as Temporary Local Planning Instrument – Part 1(b) Laidley Shire Planning Scheme – Flood Regulation.

**Purpose**

2. The purpose of this TLPI is to:
  - (a) provide improved flood regulation based on the identification of flood inundation areas in the Laidley Shire Planning Scheme; and
  - (b) ensure development and development activities appropriately respond to, or are avoided in response to, the risk of flood hazard present on a site to protect life and property throughout the flood plain.
3. To achieve this purpose, the TLPI will affect the operation of the Laidley Shire Planning Scheme by:
  - (a) introducing into Part 3, a new Desired Environmental Outcome about development in flood inundated areas;
  - (b) introducing Overlay Map: Map F which includes:
    - (i) Map F1 – which identifies
      - (A) the Defined Flood Event (DFE);
      - (B) Flood Investigation Areas; and
      - (C) Overland flow path as identified on the Flood inundation maps; and
    - (ii) Map F2 – which identifies areas of High, Medium and Low Hazard within the DFE;
  - (c) amending the Assessment Criteria for Overlays to provide detailed criteria for development in High, Medium and Low Hazard Areas;
  - (d) varying other relevant provisions of the Laidley Shire Planning Scheme to give effect to the revised flood inundation area and the identification of High, Medium and Low Hazard Areas.
  - (e) ensure that residential development and development which provides for Vulnerable persons is avoided where the risk of hazard is high;
  - (f) protect the safety of people and property without detriment to floodplain functions;
  - (g) identify, for the purposes of the Building Code of Australia and Queensland Development Code, a natural hazard management area for flood hazards;
  - (h) the type, scale and location of development on a site is responsive to the nature and risk of flood hazard present;
  - (i) ensure the mitigation of site flooding impacts does not alter, to an unacceptable level, the floodplain characteristics of the Defined Flood Event (DFE), within or external to, the development site;
  - (j) compliments and supports a multi-hazard approach to the risk management of natural hazards as defined by the Natural hazard risk management code; and

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Part 1(b)

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	<b>AO2.8</b> Development does not increase the flood risk or alter the risk profile within the Defined flood extent.
	<b>AO2.9</b> Development, including filling and extraction which alters the predevelopment profile of the site, or otherwise interferes with an overland flow path is avoided.
	<b>AO2.10</b> Development does not expose vulnerable persons to increased flood inundation levels.
<b>For Assessable Development</b>	
<b>Overland flow paths and Flood investigation areas</b>	
<b>PO3</b> In the Flood investigation area, development that caters for vulnerable persons is avoided, but otherwise: <ul style="list-style-type: none"> <li>(a) minimises risk from the adverse effects of flood inundation to the greatest extent practicable; and</li> <li>(b) only occurs where it is designed to respond to the hazard level applicable to the site.</li> </ul> <small>Note— Land in the Investigation Area is susceptible to some degree of flood inundation. Detailed modelling of this land has not been performed. The purpose of this land is to determine through site specific assessment the suitability of land for development subject to its hazard classification.</small>	<b>AO3.1</b> Development on a site identified in the Flood investigation area or as having an Overland flow path, quantifies the risks of flood inundation to development and by providing: <ul style="list-style-type: none"> <li>(a) a local flood study prepared by a suitably qualified person; or</li> <li>(b) mapping appropriately annotated and provides a verifiable evidence that the site or development area is not exposed to high, medium or low flood risk.</li> </ul> <b>AO3.2</b> Development responds appropriately to the extent, nature and type of risk identified through a local flood study.
<b>Medium and High hazard precinct</b>	
<b>PO4</b> In <i>Medium and High hazard</i> areas; <ul style="list-style-type: none"> <li>(a) residential and other development that provides for Vulnerable persons is avoided; or</li> <li>(b) development demonstrates that the risks to life and property associated with development on land subject to a high hazard level are mitigated to an acceptable community level; and</li> <li>(c) development which cannot mitigate the risk to an acceptable level is avoided.</li> </ul>	<b>AO4.1</b> Using an approved risk assessment process, development demonstrates that the risks of flood inundation including (but not limited to): <ul style="list-style-type: none"> <li>(a) risk of isolation;</li> <li>(b) risk to road access;</li> <li>(c) risk to life and risk to property are mitigated to an acceptable level.</li> </ul>



-Part 1a-

For Self assessable and assessable development	
Low Hazard precinct	
<p><b>PO2</b> In the Low hazard area, development that provides for vulnerable persons is avoided, but otherwise:</p> <ul style="list-style-type: none"> <li>(a) minimises risk from the adverse effects of flood inundation to the greatest extent practicable;</li> <li>(b) is designed so as to be capable of withstanding the static and dynamic loads, including debris loads, applicable in the Low hazard area; and</li> <li>(c) access routes to and from the site and within the site are provided so that in a flood event, occupants can escape to a safe and secure area in accordance with current emergency management procedures.</li> </ul> <p>Note— Applicants are advised to refer to the latest Queensland Evacuation Guidelines for Disaster Management Groups for guidance on the process for evacuation planning and the latest Lockyer Valley Regional Council Disaster Management Plan – Evacuation Sub Plan.</p>	<p><b>AO2.1</b> The floor levels of any habitable room of a proposed building or extension to an existing building are a minimum of 300mm above the Defined flood level.</p>
	<p><b>AO2.2</b> The design and layout of residential development provides for:</p> <ul style="list-style-type: none"> <li>(a) at ground level, parking of vehicles or storage of items that are capable of being moved in the event of flood; and</li> <li>(b) habitable rooms above ground level.</li> </ul>
	<p><b>AO2.3</b> The area below habitable rooms:</p> <ul style="list-style-type: none"> <li>(a) is to be left open so as to not impede flood inundation;</li> <li>(b) may be used for parking of vehicles or storage of items that are capable of being readily moved in the event of a flood; and</li> <li>(c) are to be screened to a permeability of 50% so as not to impede the flow of flood inundation (e.g. using timber battens with a batten width gap between each batten).</li> </ul>
	<p><b>AO2.4</b> Buildings and structures are sited on the highest part of the site to improve flood immunity.</p>
	<p><b>AO2.5</b> The finished surface level of any sewerage treatment system or openings into the sanitary drainage system is a minimum of 150mm above the Defined flood level.</p>
	<p><b>AO2.6</b> All proposed effluent land application areas that will be located below the Defined Flood level shall be treated to an advanced secondary quality.</p>
	<p><b>AO2.7</b> Development provides at least one road access to service the development which is capable of remaining passable for the purpose of emergency evacuations at a level higher than the Defined flood level.</p>

-Part 1a-

**DIVISION 20 – ASSESSMENT CRITERIA FOR FLOOD INUNDATION OVERLAY**

**5.67 Flood Inundation Overlay Code**

The provisions of this division comprise the Flood Inundation Overlay Code.

**5.68 Compliance with Flood Inundation Overlay Code**

Development that is consistent with the performance criteria in section 5.71 complies with the Flood Inundation Overlay Code.

**5.69 Overall Outcome for Flood Inundation Overlay Code**

The overall outcomes are the purpose of the Flood Inundation Overlay Code.

**5.71 Purpose of Code**

The purpose of this code is to:

- (a) avoid the adverse effects of flooding in the High and Medium Hazard Areas;
- (b) in the Low Hazard Area, minimize to the greatest extent practicable, the adverse effects of flooding and ensure that development is designed to provide protection to persons and property.

**5.72 Specific Outcomes and Probable Solutions**

Column 1 Specific Outcomes	Column 2 Acceptable Solutions
<b>For Self assessable development</b>	
<b>Avoidance of hazard</b>	
<b>PO1</b> To the greatest extent practicable development avoids areas known to, or have the potential to, result in flood inundation marked as Overland flow paths, Investigation area, or Defined flood event (DFE).	<b>AO1.1</b> Development on land other than low hazard precinct does not occur in, on or over an area identified as; <ul style="list-style-type: none"> <li>(a) Defined Flood Event (DFE);</li> <li>(b) Flood Investigation Area; or</li> <li>(c) Overland flow path as identified on the Flood inundation overlay maps.</li> </ul>
	<b>AO1.2</b> Development on land other than low hazard precinct does not occur within: <ul style="list-style-type: none"> <li>(a) 10m of the high bank of an Overland flow path; or</li> <li>(b) 30m from the centre line of the creek;</li> <li>(c) in the Flood investigation area as defined by the Flood inundation overlay maps.</li> </ul>

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not associated with a material change of use	area is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas	Inundation Overlay Code
Extracting Gravel, Rock, Sand or Soil, where not associated with a material change of use	<b>Code Assessable</b> if the site area is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas	If Code Assessable – Flood Inundation Overlay Code
Other	<b>Exempt</b>	

Attachment 1D

**Desired Environmental Outcome (p)**

The adverse effects of flooding on development:

- (a) in the High and Medium Hazard Areas are avoided;
- (b) in the Low Hazard Area are minimised to the greatest extent practicable and development is designed to provide protection to persons and property.

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	(b) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Code Assessable – Flood Inundation Overlay Code
<b>Use for a Road</b>	<b>Exempt</b> in all Circumstances	
<b>All Other Uses; except for the construction of Class 1b, 2, 3, class 10a or 10b structures when not used for storage of agricultural or potentially hazardous chemicals (as defined by the BCA)</b>	<b>Exempt</b> if no building work proposed;  <b>Self Assessable</b> if – development complies with the Self assessable criteria.  <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code   If Code Assessable – Flood Inundation Overlay Code
<b>Other Development</b>		
<b>Reconfiguring a lot and/or Carrying out operational works for reconfiguring a lot</b>	<b>Code Assessable</b> if the site area is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas	If Code Assessable – Flood Inundation Overlay Code
<b>Carrying out building works; (a) not associated with a material change of use; or (b) class 10a or 10b structures when used for storage of agricultural or potentially hazardous chemicals</b>	<b>Self Assessable</b> if – class; (a) 1a; or (b) 10 or 10b structures and used for storage of agricultural or potentially hazardous chemicals; and (c) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code   If Code Assessable – Flood Inundation Overlay Code
<b>Carrying out operational works for filling or excavating not associated with reconfiguring a lot or a material change of use</b>	<b>Code Assessable</b> if – (a) the extent of cut or fill exceeds 10m <sup>3</sup> ; or (b) the site is located within an area identified as High Hazard, Medium Hazard or Low Hazard Areas, except where the works are associated with bona fide operation of agricultural activities	If Code Assessable – Flood Inundation Overlay Code
<b>Advertising Device, where</b>	<b>Code Assessable</b> if the site	If Code Assessable – Flood

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Attachment 1C

DIVISION 19 – ASSESSMENT TABLE FOR OVERLAY MAP F: FLOOD INUNDATION AREAS

5.65 **Assessment categories for Flood Inundation Overlay**

The assessment categories are identified for development affected by Overlay Map F: Flood Inundation Areas in Column 2 of Table 1.

5.66 **Relevant assessment criteria for development affected by Overlay Map F: Flood Inundation Areas**

- (1) The relevant assessment criteria for development affected by Overlay Map F: Flood Inundation Areas are referred to in Column 3 of Table 1.
- (2) For code assessable development the relevant assessment criteria are the applicable codes.

**TABLE 1**  
**ASSESSMENT CATEGORY AND RELEVANT ASSESSMENT CRITERIA FOR FLOOD INUNDATION**  
**OVERLAY CODE**

Column 1 Defined Use or Use Class	Column 2 Assessment Category	Column 3 Applicable Code
<b>Material Change of use</b>		
<b>Agriculture</b>	<b>Exempt</b> if no building work proposed; <b>Self Assessable</b> if - class 10a or 10b structures and; (a) used for storage of agricultural or potentially hazardous chemicals; (b) complies with Self assessable criteria. <b>Code Assessable</b> in all other circumstances	If Self Assessable – Flood Inundation Overlay Code  If Code Assessable – Flood Inundation Overlay Code
<b>Public Infrastructure</b>	<b>Exempt</b> if – development is not located within the DFE	
<b>Sport and Recreation</b>	<b>Exempt</b> if no building work proposed; <b>Self Assessable</b> if - class 10a or 10b structures and; (a) used for storage of agricultural or potentially hazardous chemicals;	If Self Assessable – Flood Inundation Overlay Code

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	floodplains and seasonally wet areas etc and the fisheries values of these features.		fisheries values of these features.
Section 8.7 PSP No. 6 – Earthworks	<b>Part 2.2</b> Requires a hydraulic study including details regarding flood levels and impact on adjoining, upstream or down stream properties	337	<b>Part 2.2</b> Requires a hydraulic study including details regarding <b>flood inundation</b> and impact on adjoining, upstream or down stream properties



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	areas; and (d) maintain a viable land size for ongoing agricultural use if on good quality agricultural land.		(d) maintain a viable land size for ongoing agricultural use if on good quality agricultural land.
Section 7.2 Schedule 1 – Dictionary		278	<p>The following definitions are inserted into the scheme:</p> <p>(a) “Additional Desired Environmental Outcome, Specific Outcomes, and Acceptable Solutions” means the provisions contained in Attachment 4.</p> <p>(b) “Defined Flood Level” means the flood level which the Council may from time to time determine.</p> <p>(c) “Flood Inundation Overlay” means Overlay Map: Flood Inundation Areas shown in Attachment 1.</p> <p>(d) “High Hazard Area” means the area on the Flood Inundation Overlay identified as a High Hazard Area.</p> <p>(e) “Medium Hazard Area” means the area on the Flood Inundation Overlay identified as a Medium Hazard Area.</p> <p>(f) “Low Hazard Area” means the area on the Flood Inundation Overlay identified as a Low Hazard Area.</p>
Section 8.4 PSP No. 3 – Preparation of Management Plans.	<b>Part 3(b)</b> Requires a description of the sites natural drainage patterns, water bodies, wetlands and	330	<b>Part 3(b)</b> Requires a description of the sites natural drainage patterns, water bodies, wetlands and <b>flood inundation areas</b> and seasonally wet areas etc and the

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	restricted to areas where there is minimal risk of damage to life or property, and (d) runoff is directed to a lawful point of discharge through competently designed and constructed outlet works.		
P42	<b>P42.</b> The boundaries of existing lots may be rearranged where this would: (a) aggregate agricultural land resources and maximizes the utility of the land for rural purposes, (b) provide for better land management; (c) respond to site characteristics and potential hazards, including soil erosion and bushfire risk, flood liability; and (d) protect special features such as vegetation and habitat, creeks, important landscape features and views, and features of cultural importance;	274	<b>P42.</b> The boundaries of existing lots may be rearranged where this would: (a) aggregate agricultural land resources and maximizes the utility of the land for rural purposes, (b) provide for better land management; (c) respond to site characteristics and potential hazards, including soil erosion and bushfire risk, <b>flood inundation</b> ; and (d) protect special features such as vegetation and habitat, creeks, important landscape features and views, and features of cultural importance;
A43.1	<b>A43.1</b> New lots resulting from the realignment have a minimum area of 1.0 hectare, and contain: (a) flood free building sites; (b) slopes less than 20%; (c) effluent disposal	274	<b>A43.1</b> New lots resulting from the realignment have a minimum area of 1.0 hectare: (a) flood free building sites <b>are located above the Defined Flood Level</b> ; (b) <b>have</b> slopes less than 20%; (c) <b>have</b> effluent disposal areas; and

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	<p>table; VII. is more than 1.0 metre above bedrock; (c) each lot contains an area capable of supporting a land application area sized in accordance with the <i>Interim Code of Practice for On-site Sewerage Facilities</i>'15; (d) an area of up to 100% of the design area is available on each lot and reserved for waste disposal application; and (e) the effluent irrigation area is a minimum of 50 metres from features such as gullies, waterways and wetlands.</p>		<p>capable of supporting a land application area sized in accordance with the Interim Code of Practice for On-site Sewerage Facilities;  (e) at least 100% of the design area is available on the lot and reserved for waste disposal application; and  (e) the effluent irrigation area is a minimum of 50 metres from features such as gullies, waterways and wetlands.</p>
P37	<p><b>P37.</b> In addition to provisions at P14 and P15, the major drainage network has the capacity to control stormwater flows under normal, and minor system blockage conditions for a 1 in 100 year rainfall event so that: (a) no dwelling is inundated during a 1 in 100 year flood, (b) habitable rooms have floor levels 250 mm above the estimated flood level resultant from a 1 in 100 year flood are protected, (c) floodways are</p>	272	<p><b>P37.</b> In addition to provisions at P14 and P15, the major drainage network has the capacity to control stormwater flows under normal, and minor system blockage conditions for a 1 in 100 year rainfall event so that: (a) no dwelling <b>is located below the Defined Flood Level</b>, (b) habitable rooms have floor levels 300 mm above the <b>Defined Flood Level</b> flood are protected, (c) <b>overland flow paths</b> are restricted to areas where there is minimal risk of damage to life or property, and (d) runoff is directed to a lawful point of discharge through competently designed and constructed outlet works</p>

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	<p>(b) each lot is connected to an approved common effluent drainage scheme, and where that is not available;</p> <p>(i) each lot disposes waste on-site for the specified use; and</p> <p>(ii) the proposed on-site effluent disposal system is located on the allotment in accordance with the <i>Standard Sewerage Law 2001</i> and <i>AS1547-2000</i>; and</p> <p>(iii) the proposed on-site effluent disposal system is located on land which:</p> <p>I. has slopes less than 10% OR</p> <p>the land is terraced to receive the full disposal area;</p> <p>II. is situated above the Q10 flood level;</p> <p>III. is above the 5 metre AHD;</p> <p>IV. contains soils with permeability greater than 0.05m / day and less than 3.5m / day;</p> <p>V. contains soils which do not include mainly sand, gravel or fractured rock;</p> <p>VI. is more than 0.6metres of the seasonally high water</p>	<p>with the <i>Standard Sewerage Law 2001</i> and <i>AS1547-2000</i>;</p> <p>(c) the proposed on-site effluent disposal system is located on land which:</p> <p>(i) has slopes less than 10%; or</p> <p>(ii) the land is terraced to receive the full disposal area;</p> <p><b>(iii) The finished surface level of any sewerage treatment system or openings into the sanitary drainage system shall be a minimum of 150mm above the Defined Flood Level.</b></p> <p><b>(iv) All electrical equipment of any sewerage treatment system that may be subject to water damage shall be a minimum of 150mm above the Defined Flood Level.</b></p> <p><b>(v) All proposed effluent land application areas that will be located below the Defined Flood Level shall be treated to an advanced secondary quality.</b></p> <p>(vi) contains soils with permeability greater than 0.05m / day and less than 3.5m / day;</p> <p>(vii) contains soils which do not include mainly sand, gravel or fractured rock;</p> <p>(viii) is more than 0.6metres of the seasonally high water table;</p> <p>(ix) is more than 1.0 metre above bedrock;</p> <p>(d) each lot contains an area</p>
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	<p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A1.6 Otherwise, no probable solution is provided.</p>		
P3	<p><b>P3</b> New lots respond appropriately to the physical characteristics of the land and, and minimize risk to life and property as a result of any potential natural hazards. Relevant considerations include</p> <p>(i). slope; (ii). flooding; (iii). bushfire risk; (iv). agricultural suitability; and (v). areas of ecological or scenic value.</p>	261	<p><b>P3</b> New lots respond appropriately to the physical characteristics of the land and, and minimize risk to life and property as a result of any potential natural hazards. Relevant considerations include</p> <p>(i) slope; (ii) <b>flood inundation</b>; (iii) bushfire risk; (iv) agricultural suitability; and (v) areas of ecological or scenic value.</p>
A19	<p><b>A19.4</b> Where connection to Council's reticulated sewerage service is not available: (a) the minimum size of a lot is 3,000m<sup>2</sup> or the minimum size lot for a specific zone, whichever is the greater; and</p>	267-268	<p><b>A19.4</b> Where Council's reticulated sewerage service is not available: (a) the minimum size of a lot is 3,000m<sup>2</sup> or the minimum size lot for a specific zone, whichever is the greater;  (b) the proposed on-site effluent disposal system is located on the allotment in accordance</p>

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			<p>villages, nursing homes or hospices) is avoided, but otherwise:</p> <p>(i) minimise risk from the adverse effects of flooding to the greatest extent practicable; and</p> <p>(ii) development is designed so as to be capable of withstanding the static and dynamic loads, including debris loads, applicable in the Low Hazard Area.</p>
A1	<p>A1.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A1.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A1.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A1.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p>	260-261	<p><b>A1.1</b> Within the Gatton town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A1.2</b> Within the Helidon town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A1.3</b> Within the Withcott town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p>A1.5 Within the Grantham village area, <b>the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p>



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Specific Outcome and Probable Solutions for Code Assessable Development, P2	(b) is sufficiently elevated to facilitate ventilation and drainage, (c) has adequate vehicle access, (d) is not subject to flooding, and (e) is supplied with a reliable, good quality water supply.		drainage, (c) has adequate vehicle access, (d) is not subject to <b>flood inundation</b> , and (e) is supplied with a reliable, good quality water supply.
A2	<b>A2.1</b> Facilities are developed on a site which: (a) has land with slopes less than 10%; (b) is not on land subject to flooding at a frequency of greater than 1 in 50 years; (c) is otherwise not low-lying; (d) has sealed road access ; (e) is provided with a reliable water supply and has a capacity to store a minimum of 2 days' supply; and (f) is connected to an electricity supply.	252	<b>A2.1</b> Facilities are developed on a site which: (a) has land with slopes less than 10%; (b) <b>is above the Defined Flood Level</b> ; (c) is otherwise not low-lying; (d) has sealed road access ; (e) is provided with a reliable water supply and has a capacity to store a minimum of 2 days' supply; and (f) is connected to an electricity supply.
Reconfiguring a Lot Code; Section 6.107 Specific Outcome and Probable Solutions for Code Assessable Development, P1	<i>Flood Immunity</i> <b>P1.</b> An acceptable level of flood immunity is provided for new residential lots.	260	(a) <b>Development in a High Hazard Area is avoided, including intensification of existing or approved uses.</b>  (b) <b>Development in a Medium Hazard Area is avoided, including intensification of existing or approved uses.</b>  (c) <b>In the Low Hazard Area, development that caters for vulnerable persons (such as child care centres, pre-schools, schools, hospitals, retirement homes and</b>

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	<p>habitable floor level is RL 135 AHD plus 300mm.</p> <p>A2.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A2.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A2.6 Otherwise, no probable solution is provided.</p>		<p><b>Defined Flood Level.</b></p> <p><b>A2.3</b> Within the Withcott town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.4</b> Within the Murphys Creek village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.5</b> Within the Grantham village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p>
Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code; Section 6.91	P2. Facilities are developed on a site which: (a) comprises undulating or flat terrain,	252	P2. Facilities are developed on a site which: (a) comprises undulating or flat terrain, (b) is sufficiently elevated to facilitate ventilation and

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	<p>listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A2.6 Otherwise, no probable solution is provided.</p>		
Industrial Development Code; Section 6.88 Specific Outcome and Probable Solutions for Code Assessable Development, P2	An acceptable level of flood immunity is provided for new industrial development.	247	<p><b>1. New industrial development is designed to:</b></p> <p>(a) <b>minimise risk from the adverse effects of flooding to the greatest extent practicable; and</b></p> <p>(b) <b>to be capable of withstanding the static and dynamic loads, including debris loads.</b></p> <p><b>2. Development that caters for vulnerable persons (such as child care centres, pre-schools, schools, hospitals, retirement homes and villages, nursing homes or hospices) is avoided.</b></p>
A2	<p>A2.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A2.2 Within the Helidon town area, the</p>	247	<p><b>A2.1 Within the Gatton town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.2 Within the Helidon town area, the habitable floor level is a minimum of 300mm above the</b></p>

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	<p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A2.6 Otherwise, no probable solution is provided.</p>		
Service Station and Car Wash Code; Section 6.82 Specific Outcome and Probable Solutions for Code Assessable Development, P2	An acceptable level of flood immunity is provided for a new service station and car wash.	238	<p><b>A new service station and car wash is designed to:</b></p> <ol style="list-style-type: none"> <li><b>1. minimise risk from the adverse effects of flooding to the greatest extent practicable; and</b></li> <li><b>2. to be capable of withstanding the static and dynamic loads, including debris loads.</b></li> </ol>
A2	<p>A2.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A2.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A2.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A2.5 Within the Grantham village area, a level not less than the level of the closest land</p>	238	<p><b>A2.1 Within the Gatton town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.2 Within the Helidon town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.3 Within the Withcott town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.4 Within the Murphys Creek village area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.5 Within the Grantham village area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p>

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			2. Development that caters for vulnerable persons (such as child care centres, pre-schools, schools, hospitals, retirement homes and villages, nursing homes or hospices) is avoided.
A2	<p>A2.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A2.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A2.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A2.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p>	224	<p><b>A2.1</b> Within the Gatton town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.2</b> Within the Helidon town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.3</b> Within the Withcott town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.4</b> Within the Murphys Creek village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.5</b> Within the Grantham village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p>

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	<p>Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A1.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A1.6 Otherwise, no probable solution is provided.</p>		<p><b>Defined Flood Level.</b></p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p>A1.5 Within the Grantham village area, <b>the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p>
Commercial Premises and Shops Code; Section 6.78 Specific Outcome and Probable Solutions for Code Assessable Development, P2	An acceptable level of flood immunity is provided for new commercial premises and shops.	224	<p><b>1. New commercial premises and shops are designed to:</b></p> <p>(a) <b>minimise risk from the adverse effects of flooding to the greatest extent practicable; and</b></p> <p>(b) <b>to be capable of withstanding the static and dynamic loads, including debris loads.</b></p>



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	<p>plus 300mm.</p> <p>A2.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A2.6 Otherwise, no probable solution is provided.</p>		a minimum of 300mm above the Defined Flood Level.
Small Lot House; Section 6.74 Specific Outcome and Probable Solutions for Code Assessable Development, P1	An acceptable level of flood immunity is provided for a small lot house.	220	A small lot house is designed to be on land that is on land a minimum of 300mm above the Defined Flood Level
A1	<p>A1.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A1.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A1.3 Within the</p>	220	<p><b>A1.1</b> Within the Gatton town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</p> <p><b>A1.2</b> Within the Helidon town area, the habitable floor level is a minimum of 300mm above the Defined Flood Level.</p> <p><b>A1.3</b> Within the Withcott town area, the habitable floor level is a minimum of 300mm above the</p>

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	<p>RP150034 50 Anzac Avenue 116.16 Lot 1 RP92488 Gatton- Helidon Road 116.221 Lot 3 RP108240 9 Anzac Avenue 117.324 Lot 7 RP25735 3 Harris Street 117.995 Lot 8 RP25736 8 Harris Street 117.843 Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A2.6 Otherwise, no probable solution is provided.</p>		
Dwelling House Code; Section 6.62 Specific Outcome and Probable Solutions for Code Assessable Development, P2	An acceptable level of flood immunity is provided for a new caretakers residence.	217	<b>A new caretakers residence is designed to be on land that is on land a minimum of 300mm above the Defined Flood Level</b>
A2	<p>A2.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A2.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A2.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD</p>	217	<p><b>A2.1</b> Within the Gatton town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.2</b> Within the Helidon town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.3</b> Within the Withcott town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p>A2.5 Within the Grantham village area, <b>the habitable floor level is</b></p>

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	provided.		
Caravan and Relocatable Home Parks Code; Section 6.55 Specific outcome and Probable Solutions for Code Assessable Development, A3.1	A site provides for all residential buildings and structures and access to them, on stable and flood free land away from scenically or environmentally sensitive areas.	209	A site provides for all residential buildings and structures and access to them, on stable <b>land a minimum of 300mm above the Defined Flood Level</b> away from scenically or environmentally sensitive areas.
Caretakers Residence; Section 6.59 Specific Outcome and Probable Solutions for Code Assessable Development, P2	An acceptable level of flood immunity is provided for a new caretakers residence.	211	<b>A new caretakers residence is designed to be on land that is on land a minimum of 300mm above the Defined Flood Level</b>
A2	<p>A2.1 Within the Gatton town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A2.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A2.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A2.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b> Lot 1</p>	211	<p><b>A2.1</b> Within the Gatton town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.2</b> Within the Helidon town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A2.3</b> Within the Withcott town area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p>A2.4 Within the Murphys Creek village area, the habitable floor level is <b>a minimum of 300mm above the Defined Flood Level.</b></p> <p>A2.5 Within the Grantham village area, <b>the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p>

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<p>town area, the habitable floor level is RL 102 AHD plus 300mm.</p> <p>A1.2 Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p>A1.3 Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is RL250m AHD plus 300mm.</p> <p>A1.5 Within the Grantham village area, a level not less than the level of the closest land listed in the table below, plus 300mm.</p> <p><b>RPD Address AHD (m)</b></p> <p>Lot 1 RP150034 50 Anzac Avenue 116.16</p> <p>Lot 1 RP92488 Gatton-Helidon Road 116.221</p> <p>Lot 3 RP108240 9 Anzac Avenue 117.324</p> <p>Lot 7 RP25735 3 Harris Street 117.995</p> <p>Lot 8 RP25736 8 Harris Street 117.843</p> <p>Lot s 15-16 RP25732 35 Harris Street 118.4</p> <p>A1.6 Otherwise, no probable solution is</p>	<p>area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A1.2</b> Within the Helidon town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A1.3</b> Within the Withcott town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p>A1.4 Within the Murphys Creek village area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p>A1.5 Within the Grantham village area, <b>the habitable floor level is a minimum of 300mm above the Defined Flood Level.</b></p>
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Development, P3			<p>existing or approved uses.</p> <p>(c) In the Low Hazard Area, development that caters for vulnerable persons (such as child care centres, pre-schools, schools, hospitals, retirement homes and villages, nursing homes or hospices) is avoided, but otherwise:</p> <p>(i) minimise risk from the adverse effects of flooding to the greatest extent practicable; and</p> <p>(ii) development is designed so as to be capable of withstanding the static and dynamic loads, including debris loads, applicable in the Low Hazard Area.</p>
A3	<p><b>A3.1</b> Within the Gatton town area, the habitable floor level is RL 102.041 plus 300mm.</p> <p><b>A3.2</b> Within the Helidon town area, the habitable floor level is RL 135 AHD plus 300mm.</p> <p><b>A3.3</b> Within the Withcott town area, the habitable floor level is RL235m AHD plus 300mm.</p>	200	<p><b>A3.1</b> Within the Gatton town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A3.2</b> Within the Helidon town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p> <p><b>A3.3</b> Within the Withcott town area, the habitable floor level is a <b>minimum of 300mm above the Defined Flood Level.</b></p>
Annexed Unit Code; Section 6.51 Specific Outcome and Probable Solutions for Code Assessable Development, P1	An acceptable level of flood immunity is provided for a new annexed unit.	205	The floor levels of any habitable room of a proposed building or extension to an existing building are a minimum of 300mm above the Defined Flood Level
A1	A1.1 Within the Gatton		A1.1 Within the Gatton town

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	<p>greater than 0.05m / day and less than 3.5m / day;</p> <p>(i) contains soils which do not include mainly sand, gravel or fractured rock;</p> <p>(ii) is more than 0.6metres of the seasonally high water table;</p> <p>(iii) is more than 1.0 metre above bedrock;</p> <p>(d) the lot contains an area capable of supporting a land application area sized in accordance with the Interim Code of Practice for On-site Sewerage Facilities;</p> <p>(e) at least 100% of the design area is available on the lot and reserved for waste disposal application; and</p> <p>(f) the effluent irrigation area is not separated from the effluent source by features such as</p>		<p><b>150mm above the Defined Flood Level.</b></p> <p><b>(v) All proposed effluent land application areas that will be located below the Defined Flood Level shall be treated to an advanced secondary quality.</b></p> <p>(vi) contains soils with permeability greater than 0.05m / day and less than 3.5m / day;</p> <p>(vii) contains soils which do not include mainly sand, gravel or fractured rock;</p> <p>(viii) is more than 0.6metres of the seasonally high water table;</p> <p>(ix) is more than 1.0 metre above bedrock;</p> <p>(d) the lot contains an area capable of supporting a land application area sized in accordance with the Interim Code of Practice for On-site Sewerage Facilities;</p> <p>(e) at least 100% of the design area is available on the lot and reserved for waste disposal application; and</p> <p>(f) the effluent irrigation area is not separated from the effluent source by features such as</p>
Accommodation Unit and Dual Occupancy Code; Section 6.47 Specific Outcomes and Probable Solutions for Code Assessable	An acceptable level of flood immunity is provided for new accommodation units and dual occupancy units.	200	<p><b>(a) Development in a High Hazard Area is avoided, including intensification of existing or approved uses.</b></p> <p><b>(b) Development in a Medium Hazard Area is avoided, including intensification of</b></p>

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	of the area including- (i) the area available in any natural or artificial watercourse for either present or estimated future flood flows; (ii) the flow of water in any overland flow path; and (iii) the volume within a flood plain available		including- (i) the area available in any natural or artificial watercourse for either present or estimated future <b>flood inundation</b> ; (ii) the flow of water in any overland flow path; and (iii) the volume within a flood plain available
Services and Infrastructure Code; Section 6.25 Specific Outcome and probable Solutions for Code Assessable Development, A2.2	<p><b>A2.2</b> Where Council's reticulated sewerage service is not available:</p> <p>(a) the minimum size of a lot is 3,000m<sup>2</sup> or the minimum size lot for a specific zone, whichever is the greater;</p> <p>(b) the proposed on-site effluent disposal system is located on the allotment in accordance with the <i>Standard Sewerage Law 2001</i> and AS1547-2000;</p> <p>(c) the proposed on-site effluent disposal system is located on land which:</p> <p>(i) has slopes less than 10%; or</p> <p>(ii) the land is terraced to receive the full disposal area;</p> <p>(iii) is situated above the Q10 flood level;</p> <p>(iv) is above the level of 5 metre AHD;</p> <p>(v) contains soils with permeability</p>	184-185	<p><b>A2.2</b> Where Council's reticulated sewerage service is not available:</p> <p>(a) the minimum size of a lot is 3,000m<sup>2</sup> or the minimum size lot for a specific zone, whichever is the greater;</p> <p>(b) the proposed on-site effluent disposal system is located on the allotment in accordance with the <i>Standard Sewerage Law 2001</i> and AS1547-2000;</p> <p>(c) the proposed on-site effluent disposal system is located on land which:</p> <p>(i) has slopes less than 10%; or</p> <p>(ii) the land is terraced to receive the full disposal area;</p> <p><b>(iii) The finished surface level of any sewerage treatment system or openings into the sanitary drainage system shall be a minimum of 150mm above the Defined Flood Level.</b></p> <p><b>(iv) All electrical equipment of any sewerage treatment system that may be subject to water damage shall be a minimum of</b></p>



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Attachment 1B

PROVISIONS OF THE GATTON PLANNING SCHEME WHICH ARE AMENDED

Scheme Reference	Wording Of Provision	Page Number	Proposed Amendment (highlighted in bold type)
Section 3.1 DEO's part 3(i)	Planning and design takes into account the potential adverse effects from natural hazards such as bushfire, landslip or flooding	11	Planning and design takes into account the potential adverse effects from natural hazards such as bushfire, landslip or flooding <b>and is consistent with the performance criteria in section 5.71 complies with the Flood Inundation Overlay Code</b>
Section 4.66 Specific Outcomes for Open Space and Recreation Zone, pat (h)	Uses and works are located, designed and managed to minimise adverse effects on landscape and environmental values, (including significant natural vegetation values, water quality or other features of significance) and avoid constraints and hazards such as flooding or drainage problems, potential unstable land, erosion and bushfire risk.	123	Uses and works are located, designed and managed to minimise adverse effects on landscape and environmental values, (including significant natural vegetation values, water quality or other features of significance) and avoid constraints and hazards such as <b>flood inundation</b> or drainage problems, potential unstable land, erosion and bushfire risk.
Section 4.72 Specific outcomes for Community facilities zone, part 1(e)	New community facilities are located and sited to ensure they are able to function during and immediately after flood events.	129	New community facilities are located and sited to ensure they are able to function during and immediately after <b>flood inundation</b> events.
A6.1(b)	(b) does not cause any increase in flooding that will adversely affect the value, safety or use of any land in the vicinity;	178	(b) does not cause any increase in <b>flood inundation</b> that will adversely affect the value, safety or use of any land in the vicinity;
	(d) ameliorates any potential adverse affect on the existing drainage	178	(d) ameliorates any potential adverse affect on the existing drainage of the area

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**Attachment 1A**

**OVERLAY MAP F: FLOOD INUNDATION AREAS**

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**Duration of the TLPI**

7. This TLPI has effect for a period of up one (1) year from the date of commencement or until a new planning scheme for the Lockyer Valley Regional Council area takes effect.

**Definitions**

8. Unless otherwise defined in this TLPI or the Gatton Planning Scheme, the terms used in this TLPI have the same meaning as defined in the *Sustainable Planning Act 2009*.
9. In this TLPI the following terms shall have the meaning below:
- (a) "Additional Desired Environmental Outcome, Specific Outcomes, and Acceptable Solutions" means the provisions contained in Attachment 4.
  - (b) "Defined Flood Level" means the flood level which the Council may from time to time determine.
  - (c) "Flood Inundation Overlay" means Overlay Map F: Flood Inundation Areas shown in Attachment 1.
  - (d) "High Hazard Area" means the area on the Flood Inundation Overlay identified as a High Hazard Area.
  - (e) "Medium Hazard Area" means the area on the Flood Inundation Overlay identified as a Medium Hazard Area.
  - (f) "Low Hazard Area" means the area on the Flood Inundation Overlay identified as a Low Hazard Area.

**Effect of this TLPI**

10. This TLPI suspends the operation of the provisions of the Gatton Planning Scheme identified in Attachment 1B.
11. The Overlay Map F: Flood Inundation Areas (Attachment 1A) is taken to be an overlay map for the purposes of section 1.10 and 1.11 of the Gatton Planning Scheme.
12. For the duration of the TLPI, the provisions contained in Attachment 1C provide altered assessment levels for land identified on Map F.
13. Development specified in Table 1, Column 1 of Attachment 1D:
- (a) has the level of assessment specified in Column 2; and
  - (b) must comply with the applicable codes in Column 3 and the Additional Desired Environmental Outcome, Specific Outcomes and Acceptable Solutions.
14. Map F1 of this TLPI represents Natural Hazard Management Areas (Flood) as defined in Temporary State Planning Policy 2/11 Planning for stronger, more resilient floodplains, September 2011.

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- (a) a Local flood study which investigates flooding on the site and:
  - (i) quantifies the hazard caused by flood, based on the area descriptions (i.e. *High, Medium or Low hazard*);
  - (ii) development must respond to the quantified risk of flood inundation appropriately based on the risk classification; and
  - (iii) development minimises the risk of flood by demonstrating compliance with the assessment criteria prescribed in Table 8.3.1.3.1—Assessable development; or
- (b) mapping that is appropriately annotated and provides verifiable evidence that the site or development area is not exposed to flood inundation to a *High, Medium or Low hazard*.

Note—

- (a) The Flood inundation overlay map may also be used to trigger additional design requirements related to flooding for building work assessable under the building assessment provisions, as set out in the Building Act 1975;
- (b) The relevant building assessment provisions under the Building Act 1975 apply to all building work within the area identified on the Flood inundation overlay code and must take account of the flood potential within the area;
- (c) Resilient building materials for use within the area on Flood inundation overlay maps should be determined in consultation with Council, in accordance with the relevant building assessment provisions; and
- (d) Refer to the Dangerous Goods Safety Management Act 2001 and associated Regulation, the Environmental Protection Act 1994 and the relevant building assessment provisions under the Building Act 1975 for requirements related to the manufacture and storage of hazardous substances.

**Application of the TLPI**

- 4. This TLPI applies to
  - (a) land affected by;
    - (i) Defined Flood Event (DFE);
    - (ii) Flood Investigation Area; or
    - (iii) Overland flow path as identified on the Flood inundation overlay maps; and
  - (b) development that is assessing material change of use operational work / building work / reconfiguring a lot.
- 5. The TLPI does not apply:
  - (a) to development on the following lands (unless development provides for Vulnerable persons):
    - (i) Commercial zone; or
    - (ii) Industrial zone; or
  - (b) where building works are for:
    - (i) alterations to the floor area of an existing building;
    - (ii) raising an existing building;
    - (iii) repairing an existing building;
    - (iv) adding an extra storey above an existing part of a building; or
    - (v) class 10a or 10b structures when not used for storage of agricultural or potentially hazardous chemicals.

**Relationship with the Gatton Planning Scheme**

- 6. To the extent of any inconsistency between the Gatton Planning Scheme and this TLPI, this TLPI prevails.

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**High hazard area**

- (1) The purpose of the High hazard area is to identify land which after formal risk assessment may pose unacceptable risks to life and property during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations of maximum water depth, velocity and velocity-depth over the range of events consider in formulating the DFE. Generally in this area:
  - (a) major to extreme life risk is likely;
  - (b) able bodied adults cannot safely walk; and
  - (c) light frame buildings can structurally fail.

**Medium hazard area**

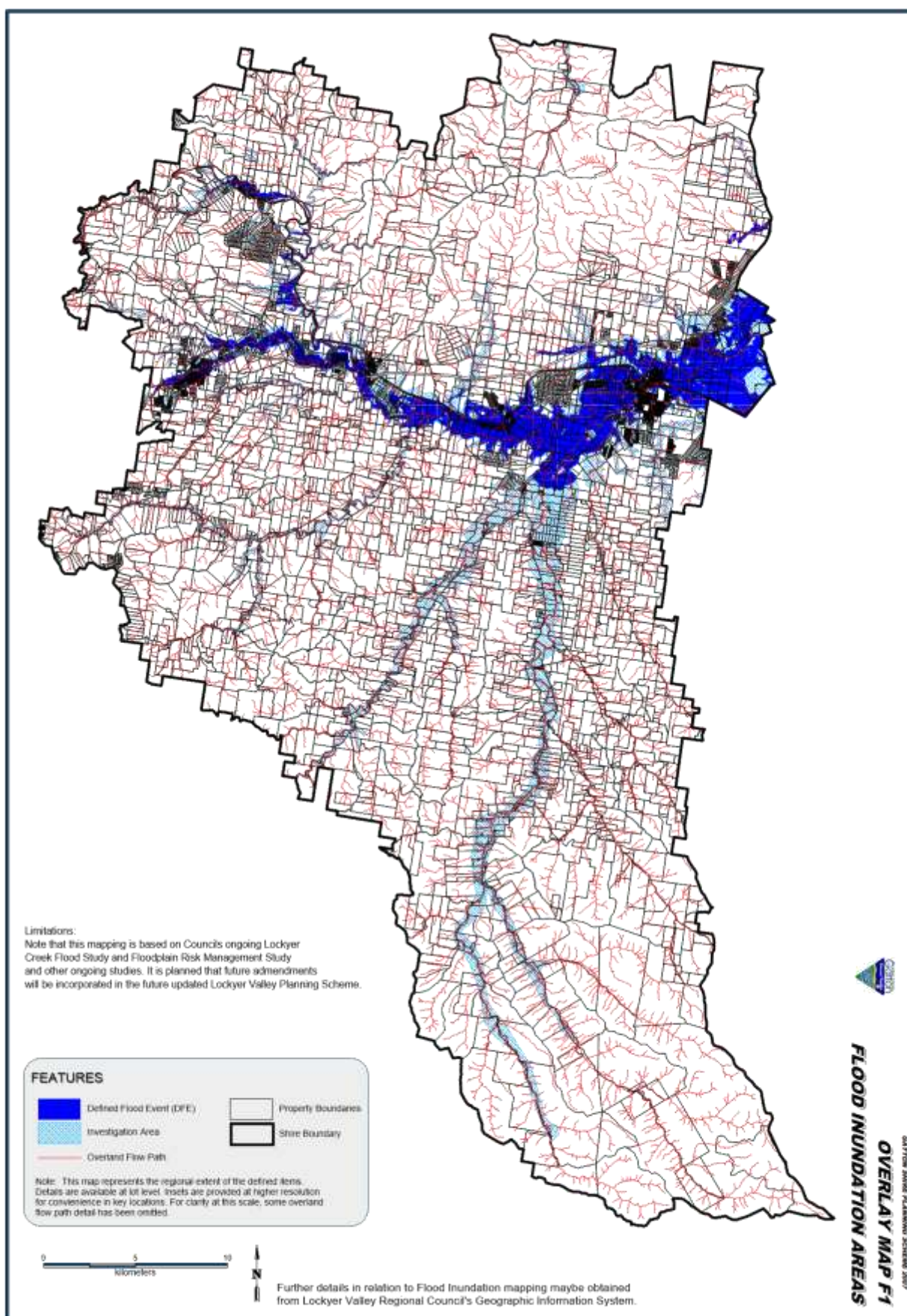
- (1) The purpose of the *Medium hazard area* is to identify land which after formal risk assessment may pose a high risk to life and property during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations of maximum water depth, velocity and velocity-depth over the range of events consider in formulating the DFE. Generally in this area:
  - (a) able bodied adults may not be able to safely walk;
  - (b) cars can float and precautions must be taken; and
  - (c) only large vehicles (trucks) may be able to safely travel.

**Low hazard area**

- (1) The purpose of the Low hazard area is to identify land which, after application of the relevant mitigation actions described within this code are considered to pose any significant risk to life and property risk during the DFE.
- (2) Flood behaviour characteristics defining this area are based on combinations or maximum water depth, velocity and velocity-depth over the range of events considered in formulating the DFE. Generally in this area:
  - (a) no significant life risk; and
  - (b) property is only at risk where exposed and in direct contact with flood waters.

**Flood investigation area**

- (1) The purpose of the *Flood investigation area* is to identify land which is known, or has the potential, to have some level of flood inundation, but due to limits in the modelling process has not yet been quantified. During a flood event, land in this area is exposed to a certain level of flood risk, although the determined level of risk has not been modelled.
- (2) Development in this area must be supported by:



**ORDINARY MEETING OF  
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17 DECEMBER 2014**

**14.6 Request to Change Development Approval - Town Planning  
Consent Approval for 10 Motel Units and Caretakers Residence on  
Lot 1 RP853723 Located at 1 Shaw Road, Hatton Vale**

**Date:** 10 December 2014  
**Author:** Trevor Boheim, Manager Planning and Environment  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

**Summary:**

Efforts by Council officers to bring the operation of the Hatton Vale Motel into compliance with the relevant development approval have resulted in the lessees forwarding a large number of emails to Councillors over the past six months. Whilst the lessees have disputed and continue to dispute the fact the motel is operating contrary to its approval, the matter is in fact very clear and is supported by legal advice. In response to the issuance of a Show Cause Notice, a request to change the 1979 Town Planning Consent to allow the motel use to operate lawfully under the planning scheme with twelve motel units has been lodged. The request has been assessed and is supported.

**Officer's Recommendation:**

**THAT Council resolves pursuant to section 375(1)(a) of the Sustainable Planning Act 2009 to approve the request to amend the Town Planning Consent for 10 Motel Units and Caretaker's Residence on Lot 1 RP853723, located at 1 Shaw Road, Hatton Vale to provide for 12 Motel Units and Caretaker's Residence in accordance with the plan submitted with the request and subject to the following conditions which shall be met prior to the use of the additional two motel units:**

- 1. A total of fifteen (15) car parking spaces shall be provided of which no less than twelve (12) of these spaces shall be covered spaces.**
- 2. All car parking spaces are to be clearly line marked or otherwise clearly identified and both the car parking spaces and the associated maneuvering area shall be of dimensions that comply with AS 2890.1.**
- 3. All Building Works and Plumbing and Drainage Works approvals required for the additional motel units shall be obtained and the conditions of those approvals complied with.**

**Report**

- 1. Introduction**



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This report recommends that Council resolve pursuant to section 375(1)(a) of the *Sustainable Planning Act 2009* (SPA) to approve the request to change the 1979 Town Planning Consent to allow the motel use to operate with twelve motel units.

## **2. Background**

The request to change the 1979 Town Planning Consent was lodged on 26 November 2014. It has resulted from compliance action undertaken by Council whereby a Show Cause Notice was issued on 20 November 2014 to both the owners and the lessees of the premises under Chapter 7, Part 3, Division 2 of SPA. The Show Cause Notice was issued as a result of the use of twelve motel units contrary to the abovementioned approval which allows only ten motel units.

The Town Planning Consent granted by Laidley Shire Council in November 1979 was for ten motel units and a Caretaker's Residence. Furthermore it is noted that:

- The application lodged on 2 October 1979 indicates the proposed use is for ten motel units and a caretaker's residence.
- Public notification of the application given on 13 October 1979 indicates the proposed use is for ten motel units and a caretaker's residence.
- Condition 10 of this approval provides that "The approval is limited to the number of units indicated on the proposal plan".
- The proposal plans submitted with the application show ten motel units and a self-contained residence.

At some point in time between when the motel was constructed and when the author of this report inspected the premises on 6 August 2014, a bedroom that formed part of the approved caretaker's residence and an area used in the past as a restaurant were both adapted to function as two additional motel units.

The lessees of the premises have over the past six months strongly disputed the need to obtain development approval for use of 12 motel units despite the best efforts of Council officers and Council's solicitors to explain the reasons why this is the case. The lessees have during this period forwarded numerous emails to all Councillors robustly expressing their views on the matter.

It is unfortunate that the lessees have also chosen in these emails to cast aspersions on the professionalism of Council officers, presumably because they do not accept the advice that has been provided. It is noted that even after the request to change the 1979 approval was lodged with Council (on 26 November 2014) the lessees continued to send emails to all Councillors expressing their view that they have the right to operate the premises as a 12 unit motel.

While the interaction of planning and building law can be very challenging to persons without experience of expertise in these fields, the matters the lessees have disputed and which they continue to dispute are in fact very clear and has been supported by legal advice obtained by Council. These matters are:

- A development (planning) approval given for 10 motel units in accordance with an approved plan will only ever allow use of the premises for 10 motel units in accordance

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with that plan until the approval is amended or alternatively it is superseded by another development approval that allows something different.

- A subsequent certificate of classification issued for a building structure does not and cannot override an existing development (planning) approval and allow for use of the premises in a manner that is not in accordance with the development approval.

### **3. Report**

The premises subject of this request is the Hatton Vale Motel located at the corner of the Warrego Highway and Shaw Road, Hatton Vale. It is located on an 8 618m<sup>2</sup> lot that is included in the Rural Residential area by the Laidley Shire Planning Scheme.

The request seeks to make the current use of the former bedroom and restaurant area as an eleventh and twelfth motel unit lawful under the planning scheme by changing the 1979 Town Planning Consent. The location of both the approved and the additional motel units within the existing motel building are shown on the aerial image provided below.



The Laidley Shire Planning Scheme requires car parking to be provided at Motels at the rate of one covered space per unit plus one additional space for every four units or part thereof. The two additional units will bring the total number to twelve. As a result twelve covered spaces plus three additional spaces are required.

It is considered that the request to change the Town Planning Consent should be approved subject to the imposition of conditions requiring car parking to be provided in accordance with the requirements of the Laidley Shire Planning Scheme.

While approval of this request to change the Town Planning Consent will resolve the conflict with the planning approval, as indicated above, further Building Works and Plumbing and Drainage Works approvals will be required to be obtained to allow the additional units to be occupied by guests.

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**4. Policy and Legal Implications**

The approval of this request and the compliance of the lessee and owner with all of the conditions attached to this approval will resolve the non-compliance with the 1979 Town Planning Consent that resulted in the issuance of the Show Cause Notice in relation to the development approval.

If the lessee and owner do not comply with the conditions attached to this approval and continue to persist with the use of the eleventh and twelfth motel units without obtaining the necessary Building Works and Plumbing and Drainage Works approvals further compliance action will need to be pursued as a matter of priority.

**5. Financial and Resource Implications**

Council has had to devote significant financial and staff resources as a direct result of the operation of the motel by the lessees in clear conflict with the 1979 Town Planning Consent and the unwillingness of both the lessees and, to a lesser degree, the owners of the premises to seriously address this conflict until formal compliance action was taken.

**6. Delegations/Authorisations**

As the 1979 Town Planning Consent was approved by a meeting of the Laidley Shire Council, the Manager Planning and Environment does not have delegation to determine a request to change that approval.

**7. Communication and Engagement**

Formal notice of the determination of the request to change the 1979 Town Planning Consent will be provided in accordance with section 376 of SPA.

**8. Conclusion**

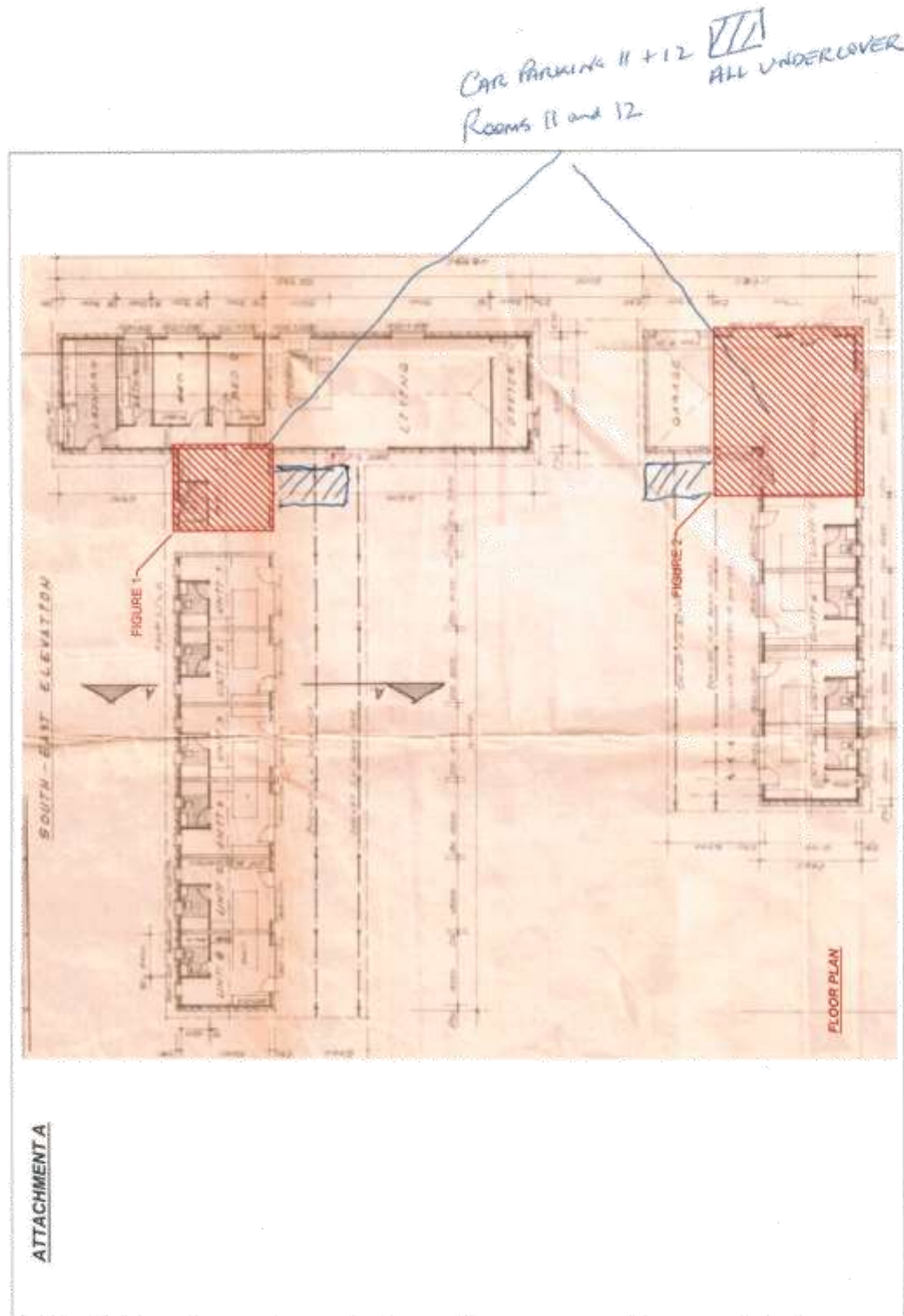
The request to change the 1979 Town Planning Consent should be approved as an essential first step in ensuring the operation of the motel on Lot 1 RP853723, located at 1 Shaw Road, Hatton Vale is undertaken in a lawful manner. Further approvals of Building Works and Plumbing and Drainage Works will need to be secured to allow the occupation of the eleventh and twelfth motel units.

**9. Action/s**

That Council resolves pursuant to section 375(1)(a) of SPA to approve the request to amend the Town Planning Consent for 10 Motel Units and Caretaker's Residence on Lot 1 RP853723, located at 1 Shaw Road, Hatton Vale in accordance with the Officers Recommendation.

**Attachments**

1 [View](#) Plan 1 Page



**ORDINARY MEETING OF  
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**14.7 Planning Reform - New Planning Legislation**

**Date:** 11 December 2014  
**Author:** Trevor Boheim, Manager Planning and Environment  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

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**Summary:**

Bills that will form the basis of the new planning and development assessment system have been tabled in the Queensland Parliament. A set of material has been released to support these bills. It is expected, at this point in time, that the new system will commence in October 2015.

**Officer's Recommendation:**

**THAT Council notes the content of this report and takes the opportunity to view the material provided on the Planning Reform Website.**

**Report**

**1. Introduction**

The report addresses the introduction into Parliament of bills that will create the new planning system and outlines the material that is available to assist in gaining an understanding of the system that, based on latest information, will commence in October 2015.

**2. Background**

Since it was elected in February 2012 the State Government has embarked on a process of reforming the planning and development assessment system. A key step in this process is the introduction of draft legislation into Parliament. This occurred on 25 November 2014.

**3. Report**

On 25 November 2014 the Deputy Premier and Minister for State Development, Infrastructure and Planning introduced bills into the Queensland Parliament that will form the basis of the proposed new planning and development system. The bills now will be reviewed by a Parliamentary Committee before being considered by Parliament.

To support the introduction of these bills, a suite of supporting material has been also released by the State Government to assist the community and practitioners better understand the elements of the proposed new system and understand how proposed changes will affect the key areas of planning and development assessment. This can be found on the Planning Reform Website at [www.dsdp.qld.gov.au/about-planning](http://www.dsdp.qld.gov.au/about-planning).

In addition to the bills, the material includes:

- An overview of the draft bills;



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- A draft of proposed *Planning and Development Regulation 2014*;
- An overview of the proposed plan making system;
- An overview of the proposed development assessment system; and
- Information on supporting systems including MyDAS (the State Government's electronic lodgement service).

A set of four video presentations is also available on the website.

The timing of the commencement of the new planning legislation is constantly shifting and is dependent on the timing of the State Government election. The latest information available indicates the review by the Parliamentary Committee will occur in February 2015 and the legislation will be considered by Parliament in March 2015. Given the extent of the changes that will result it has consistently been stated that a deferred commencement of six months will apply with the new system coming into effect in October 2015.

The key message is that whilst there will be substantial changes there is sufficient time available for Council to progressively develop an understanding with the assistance of officers of the Planning and Environment Unit. To this end a series of reports and briefings on the new planning system will be provided to Council through the first half of 2015 to enable a systematic understanding of the new system and its implications to be acquired over time.

**4. Policy and Legal Implications**

There will be policy and legal implications for Council. These will be addressed in full during the period between now and the commencement of the new legislation.

**5. Financial and Resource Implications**

There are financial and resource implications. The shift to a new planning and development assessment system in the same calendar year as the commencement of a new planning scheme will place additional demands on Council's development assessment officers.

**6. Delegations/Authorisations**

The commencement of the new legislation will require changes to delegations.

**7. Communication and Engagement**

Responsibility for communication on the changes that result from a shift to a new planning and development assessment systems rests with the State Government. Many of the larger legal firms that have specialists in the area of planning law also prepare useful summaries of changes and their implications. Elected members of Council and Council officers are encouraged to take advantage of material that is released and the training opportunities that arise in the lead up to commencement of the new system.

**8. Conclusion**

The introduction of a new planning and development assessment system will have implications for Council. There is however ample time available to progressively gain an understanding of both the overall system and the detail that underpins it. The material that is

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available on the Planning Reform website is a good starting point should Council wish to take the opportunity to being exploring the matter.

**9. Action/s**

That Council notes the content of this report and takes the opportunity to view the material provided on the Planning Reform website.



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- 14.8**                      **Development Permit for Material Change of Use for Aviation Facility and Preliminary Approval That May Affect a Local Planning Instrument and Development Permit for Community Title Subdivision (125 Lots in Two (2) Stages) - Lot 59 SP135857 and Lot 58 CA311427 at Morton Vale School Road, Morton Vale**

**Date:** 11 December 2014  
**Author:** Hayley O'Brien, Senior Planner Development Assessment  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers; CAP2014; MCU0116

**Summary:**

The application has resulted from a request by the Applicant (Lockyer Valley Regional Airport Pty Ltd) to delete condition EV10 which requires the preparation and approval of a Birdlife and Wildlife Hazard Management Plan prior to the commencement of the use on the subject property.

**Officer's Recommendation:**

**THAT Council resolves pursuant to section 375(1)(a) of the Sustainable Planning Act 2009 to approve the request to delete Condition EV10 from the DA2010/0035 (MCU0116) Decision Notice and include the following advice condition –**

**EV10**

**Advice:**

**By deleting the original EV10 condition, Council is now placing sole responsibility for the matters relating to the full assessment and ongoing mitigation and management of the site in terms of any matters relating to birdlife and wildlife hazard and aviation activities to the operator.**

**Report**

**1. Introduction**

This report recommends that Council approve the request to delete Condition EV10 of the DA2010/0035 (MCU0116), on land described as Lot 59 SP135857 and Lot 58 CA311427, located at Morton Vale School Road, Morton Vale and recommend an advice condition in the place of the current EV10 condition.

**2. Background**

The condition relating to the need for a Birdlife and Wildlife Hazard Management Plan (EV10) was originally resolved by Council as part of the assessment report and recommended schedule of conditions for DA2010/0035 from the Full Council Meeting held on 25 July 2011 (Decision Notice issued on 2 August 2011). This resolution was on the basis of Council adopting a precautionary approach to the matter that had been determined to have not been

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adequately addressed to Council's satisfaction in the application submitted, the various responses to the two (2) information requests, and the numerous meetings that were held with the applicant in order to address the outstanding matters of the original application.

Following the issue of the Decision Notice, the applicant sought a Negotiated Decision Notice and this request was decided at a Council meeting on 14 September 2011 with the final Negotiated Decision Notice issued on 2 August 2011. Council resolved to retain the condition as part of the Negotiated Decision Notice process.

On 20 January 2014, the applicant submitted a Environmental Management Plan and Birdlife and Wildlife Hazard Management Plan (BWHMP) to Council for assessment in an attempt to satisfy Condition EV10. Council officers reviewed these documents and on 31 January 2014 advised the applicant of an approval of the Environmental Management Plan and that the BWHMP was inadequate on a number of grounds and unable to be approved. Subsequently, the applicant has submitted the request to delete the condition based on the grounds in Section 3.1 below.

### **3. Report**

#### **3.1 Proposal**

The applicant is seeking to have Condition EV10, requiring the applicant to have approved prior to the commencement of the use, a Birdlife and Wildlife Hazard Management Plan (BWHMP) deleted from the Decision Notice (DA2010/0035/MCU0116), as reproduced below -

##### *EV10*

*"The developer is to provide a Birdlife and Wildlife Hazard Management Plan to minimise the impact upon bird population at Lake Clarendon within three (3) months from the date of the Decision. The plan submitted to Council for assessment and approval is to address the following matters – monitoring, surveillance, bird dispersal and habitat modification and the impacts of the bodies of water on the property and in the adjoining properties. The Plan is to be prepared in accordance with the National Framework Document prepared by the Australian Airports Association in conjunction with the Australian Aviation Bird and Animal Hazard Working Group".*

The applicant has provided the following information as reasoning to support their argument to have the condition deleted -

- "1. Currently there are no plans for the Lockyer Valley Regional Airport to become a CASA registered airport in the short term; and*
- 2. A BWHMP is only required by an airport if, after operations have commenced on a registered airport, a hazard is identified or "when CASA so directs" one .....in accordance with CASA's Manual of Standards (MOS) Part 139 Aerodromes defines when a Birdlife and Animal Hazard Management Plan is required; and*
- 3. The BWHMP is a document that is developed after an airport has been operating for some time. Once established it is continually updated and audited. There is no authority that approves the Plans, but they may be audited by CASA as part of the process of registration and operation of the airport if and when the airport is registered and it is established that it needs such a plan. The preparation of a BWHMP is only one small part of the registration process".*

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*Even if the airport developed a SWHMP after operations commenced it would not normally be approved by a local authority. CASA legislation covers the requirements for when and how such a plan should be developed and the plan is then a document that must be regularly changed so an approval could be rendered redundant within a short period of time. The plans are developed in response to the identified hazards after the commencement of operations and must include details on mitigation methods to reduce the exposure of aircraft to the identified problems. It is not appropriate to prepare a BWHMP before operations commence or that it can be approved by Council. We therefore ask that this condition be removed from the approval".*

**3.2 Referral Agency**

As part of the assessment of the application, the Department of State Development, Infrastructure and Planning (DSDIP) provided Council with a notice regarding the request for a permissible change as a relevant entity. On 1 August 2014, DSDIP provided advice that they have considered the proposed changes to the development approval and advises that there is no objection to the change being made.

**4. Assessment**

It has been determined that whilst there is some merit in regards to the involvement of the Civil Aviation Safety Authority (CASA), as it has been confirmed that that if and when the use becomes a registered 'Aerodrome' (as defined by *CASA Manual of Standards Part 139 – Aerodromes*) and "regular monitoring confirms the existence of a bird or animal hazard to aircraft operations, or when CASA so directs, the aerodrome operator must produce a bird or animal hazard plan, which would be included as part of the Aerodrome Manual" is correct, the issue remains as a relative unknown as to the impact of the proposed aviation activities on the existing birdlife and wildlife species and habitats on the subject property. For Council to delete the condition diminishes the completeness of the land use assessment for the use on the property.

The property is only 440m from Lake Clarendon, which is a known birdlife and wildlife habitat and therefore bird strike risk. The subject site also has a dam on site which is an additional potential land use conflict point. As identified above, CASA is able to become involved once the operations are at the scale of needing to be registered as an 'Aerodrome' or once a hazard has been identified, however it is the opinion of this report that for any aviation related activities to be carried out on the property, there needs to be at a minimum an understanding of the potential hazards and the methods/management practices in place to address these risks. This was the basis for including Condition EV10.

It is the recommendation of this report that in addition to deleting the condition, that an advice condition included, identifying that Council accepts no further liability and/or responsibility in terms of any hazards and possible resulting conflicts/incidents between birdlife, wildlife and any aviation activities on the property.

**5. Policy and Legal Implications**

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There are no policy or legal implications for Council that result from the approval of the deletion of the condition.

**6. Financial and Resource Implications**

There will be no financial or resource implication for Council as a result of the approval of the deletion of the condition.

**7. Delegations/Authorisations**

There will be no implications for delegations or authorisations arising from the approval.

**8. Communication and Engagement**

There are no communication implications. Advice of the decision will be provided to the applicant in accordance with the statutory requirements of *SPA 2009*.

**9. Conclusion**

It is concluded that the request to delete Condition EV10 should be approved based on the discussions held between Council officers and the applicant previously.

**10. Action/s**

Council approves the application for a request to change the existing approval (delete condition EV10), on land described as Lot 59 SP135857 and Lot 58 CA311427, located at Morton Vale School Road, Morton Vale, in accordance with the Officers Recommendation.

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

**Date:** 11 December 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.

**Officer's Recommendation:**

**THAT Council receive and note the Executive Manager Planning & Development Services Monthly Update.**

**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 November 2014.

**3. Report**

*Plainland Crossing Launch*

The future development of Plainland Crossing took another step forward with the formal launch of the development on 7 November by the project proponents Maddison Ridge. Plainland Crossing is a mixed-use development comprising of urban residential lots as well as commercial land offerings. The development represents a core part of the growth of Plainland into one of the Lockyer Valley region's major centres. Ultimately it will be home to over 200 households with nearly 23,000sqm of planned commercial and retail. The official opening ceremony was a very positive event with investors attending from the UK and from across Australia.

Mayor Jones was given an opportunity to speak emphasising the positive impact the project will have for the whole region both in driving regional development and providing employment and in offering affordable housing. The Mayor officiated at the ribbon cutting which not only opened the Plainland Crossing development but also unveiled a new LJ Hooker office at

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Plainland. The ribbon cutting event was an important recognition of Plainland's future as a key hub not only for the Lockyer Valley but also for South East Queensland with other developments also planned for the area.

*Laidley Futures – Paint the Town*

Paint the Town is an initiative of Laidley Futures which aims to encourage Laidley main street building owners to repaint and refresh commercial buildings to increase the town's street appeal and attract people to visit and shop in Laidley. Distribution of information about the project has commenced with letters and information packs going to building owners, and a small article in the monthly newsletter from Council.

The information packs distributed to owners include a fact sheet, competition entry form and application forms for discounts from Dulux. Quotations to repaint the former Laidley Library building have been assessed with the preferred supplier being contacted to discuss a schedule for the works to be undertaken. Promotion has commenced for the 'Paint the Town' project with letters and information packs distributed to Laidley building owners as well as information about the project appearing in local media.

*Volunteer Familiarisation*

The Visitor Information Centre (VIC) held its first Volunteer Familiarisation (famil) Tour 30 October for a small group of volunteers from Das Neumann Haus and the VIC. The famil was conducted differently to past tours with the volunteers and operators both attending the Lockyer Valley Cultural Centre to have a day of fun and learning. A variety of food producers and accommodation providers were available to speak with and provide samples of products to the volunteers. The food operators are currently selling food in the food display cabinets at Lake Apex VIC, having first hand samples and extra information about the product has been extremely valuable. The responses from the volunteers and operators have been very well received. The next famil will be held in the New Year and will aim to focus on the "adrenaline" operators in the Lockyer Valley.

*Volunteers Christmas Party*

The annual volunteers' Christmas party was held on 14 November at the Grantham Butter Factory and was an enjoyable night for all attendees. The 70 guests got into the Christmas spirit by dressing in their best Hawaiian outfits to fit in with the beach party theme. Volunteers for the Visitor Information Centres, Laidley Pioneer Village, Das Neumann Haus and the Queensland Transport Museum were all in attendance. The event was again a successful way for Council to recognise the work of these volunteers in assisting Council to provide services to the community and in particular visitors to the region.

*G20 Event - Brisbane Global Café*

To capitalise on the global and national interest associated with Brisbane being the host of the G20 Leaders Summit an event called the Brisbane Global Café was organised by Brisbane Marketing. Held on 13 November, the Brisbane Global Café focused on five key themes: Cities of the Future; Improving Human Life; Powering Future Economies – Energy; The Digital Age – Innovation and Entrepreneurship; and Tourism's New Frontiers with a series of speakers attending the event as well as being beamed in virtually with the intent of linking local and visiting leaders with an international media audience from 12-13 November. In addition to SEQ

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Mayors being given the opportunity to attend, COMSEQ was able at late notice to offer access for four Council staff to attend the sessions on 13 November that included tourism, growth, regional development and technology.

*Queensland Transport Museum*

Council has been successful in obtaining a grant for \$80,000 for the QTM for a themed exhibit linking the Transport industry to the Anzac 100 year celebration. The Queensland Transport Museum Salutes 100 Years of Anzac project will be an exhibition of World War I and World War II military machinery and artefacts. The exhibition will be held from 1 March 2015 to 31 May 2015 in the museum and other spaces nearby. The exhibition will include:

- WW1 machinery both motorised and horse drawn on display in the QTM;
- WW1 archive footage playing in the theatre;
- Intuitive viewing space featuring hands-on and interactive displays;
- Murals depicting the Gallipoli landing and scenes from military archives;
- Ten photographic portraits of Lockyer Valley locals who fought in WW1 displayed in the 'Walk of Fame' area inside the Lockyer Valley Cultural Centre adjoining the Queensland Transport Museum.

*Laidley Futures Arts & Cultural Integration Project*

Consultation was held in the Laidley mall on 7 November on the CBD Arts Project with approximately 15 community members providing survey responses. Good opportunities presented themselves to correct misunderstandings about the nature of the project and sensitivity to the historical village nature of the town. Consultation was conducted in partnership with the Coordinator of Lockyer Valley Arts Corp.

*Christmas in the Country Art and Craft Show*

The event was held in the Gatton Shire Hall from 6 November to Saturday 8 November and was very successful with good attendance. Final numbers are yet to be advised. On Friday they had five buses attend bringing people from outside the region. The committee passed on their thanks to Council for the ongoing assistance with the event with the temporary fencing, bins and marketing.

*Lockyer Better Business Networking Breakfast*

Council hosted this month's networking breakfast at the Grantham Butter Factory where information was presented on the proposed Lockyer Valley Planning Scheme and what the changes may mean for business and development in the Lockyer Valley. The attendees were given an overview of the changes that have been submitted to the State for review and how the new scheme could address some of the known issues in the region. The group was also given a preview of the online service that will be launched when the scheme is in the public consultation phase, and the upgrade to more online resources and services in the planning and development space.

*Gatton Christmas Carnival*



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Lockyer Better Business confirmed by email their approval of Council moving forward with planning the entire event. The stage program is filling nicely with local dance groups and choirs confirmed. Snowy from Radio 94.9 will be the MC for the evening.

The event due to forecast adverse weather conditions and public safety has been rescheduled from Thursday 11<sup>th</sup> of December to Friday 19<sup>th</sup> of December. The transition will be able to delivered with no additional cost's to the budget.

#### *Christmas Lights Bus Tours*

This year Council has organised two Christmas lights bus tours for the public on 16 and 18 December. Tickets will go on sale on 8 December via the Lake Apex Visitor Information Centre. The bus will visit winners and entrants from the Christmas Lights Competition and Santa will board the bus at some point as a surprise for passengers.

#### *Councillor Tour*

The Councillor tour held on 25 November focussed on two key developments taking place in the region being the Newlands Development south of Gatton and the Maddison Ridge Development at Plainland. The tour was also a chance for Councillors to view the proposed site of the National Food and Innovation Training Centre. The tour gave attendees an appreciation of some of the key developments helping to drive economic growth in the region.

#### *Lockyer Valley Tourism Networking Event*

A number of Council representatives attended the Lockyer Valley Tourism Networking Evening hosted by Amanda Foy at Stockton Rise Country Retreat. The event was again a good opportunity for those in attendance to gain an understanding of the facilities of the various tourism operators across the region.

#### *Farming Futures Forum*

Held at the new estate at Grantham on 9 November the Farming Futures Forum had a crowd of approximately 250 people attended with good support from the local community. The sausage sizzle that was provided raised over \$300 for the local chaplaincy. The forum generated substantial amounts of national media. Local farmer Matt Hood spoke representing Growcom.

#### *ID Profile and Economy Training*

Training in the use and capability of the subscription products from Informed Decisions, which are a resource for information, data and statistics on the Lockyer Valley was provided to 15 Council staff on 12 November. Staff were given an overview of resources, tools and report builder available for use by staff and the community, and the what-if-analysis and event impact calculator which is available only to Council staff.

#### *Mobile Truck Sign*

The truck has been moved from Faith Lutheran College at Plainland to Zabel's paddock, a little further along the Warrego Highway. The new position is clearly visible by traffic heading in both directions.

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*Australia Day Awards*

The nomination period for the 2015 Australia Day Awards has now closed with all nominations received collated and distributed electronically to Councillors and the Executive Leadership Team. A total of 32 individuals or groups were nominated, an increase of 10% on last year. After reviewing the nominations, judging will take place at the Council meeting on 17 December. Invitations to all nominees to attend the awards ceremony will be sent out before Christmas.

*Joint Plumbing Industry Conference*

Manager Plumbing and Building Services attended the Joint Plumbing Industry Conference on 13 and 14 November. The main take home message is that consultation is working, with all industry and levels of Government working together positively, to protect community health and environment and maintain consumer protection through compliance.

*Lockyer Valley Aquatic Centre*

The final plumbing inspection was undertaken on the Council swimming pool project this week and a final certificate issued, the Council plumbing inspectors have indicated that the plumbing works were of a very high standard.

*Pest Management*

The Manager Cultural, Health and Regulatory Services and the Acting Manager Planning and Environment have agreed to an action plan to transition the pest management functions of Council from Corporate and Community Services to Planning and Development Services.

*Flying Fox Management*

A protocol is being developed to ensure a rapid response by Council officers can occur to deal with mass mortality of flying foxes during heatwave conditions.

*Strategic Planning*

Focus for November was in the preparation of Temporary Local Planning Instrument (Flood Regulation) 01/2015 to operate beyond the 3 January 2015 lapse date of the current TLPI. Preparation of material to assist in the delivery of community consultation on the draft planning scheme. Preparation and conversion of online planning scheme, scheme mapping and consultation materials.

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**15. INFRASTRUCTURE WORKS AND SERVICES REPORTS**

**15.1 Gehrke Road, Mountain View Drive and Otto Road Intersection Project**

**Date:** 12 December 2014  
**Author:** Joshua Ellis, Civil Planning Engineer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

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**Summary:**

The purpose of this report is to seek Council's endorsement of the design for the Gehrke Road, Mountain View Drive and Otto Road intersection project to proceed to detailed design and construction in 2014-15.

**Officer's Recommendation:**

**THAT Council resolves to endorse Option 7A for the improvement of the Gehrke Road, Mountain View Drive and Otto Road intersection. This option addresses the major, but not all, road safety deficiencies that exist at the current intersection and it can be delivered for the available budget allocation.**

**Report**

Council was successful in receiving Australian Government Blackspot funding and State Government *Transport Infrastructure Development Scheme* (TIDS) funding for 2014-15 to upgrade the Gehrke Road, Mountain View Drive and Otto Road intersection. The figure below is an aerial photograph of the intersection.



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A number of Options were considered, however, there was not an option that resolved all of the safety issues that could be delivered for the allocated budget.

The following section of this report provides the constraints posed by the site, explains the considered options in some detail and provides a ranking for each option.

## 2. Background

### 2.1 Existing intersection performance

Table 1 Sight Distances / Speed Environment

Road	Design Standards				Existing	
	Existing Sight Distance		Design Speed achieved	Posted Speed (per design standards)	Posted Speed - 85 <sup>th</sup> percentile	
	Approach Sight Distance (ASD)	Safe Intersection Sight Distance (SISD)			Actual	
Otto Road	Greater than 114m	-	80km/h (NDD)	70 km/h (NDD)	60 km/h	60.3 km/h
Mountain View Drive	50m	-	40km/h (EDD)	30km/h (EDD)	60km/h	21.3 km/h
Gehrke Road (south leg) ie northbound traffic	-	128m	60km/h (EDD)	50km/h (EDD)	70km/h	77.0 km/h
Gehrke Road (north leg) ie southbound traffic	-	85m	50km/h (EDD)	40km/h (EDD)	70km/h	80.6 km/h

The grey-coloured columns in the above table is the analysis of the existing intersection geometry including a column indicating what the posted speed should be. For example, for the south leg of Gehrke Road the appropriate posted speed using *Extended Design Domain (EDD)* criteria is 50km/h.

The green-coloured column provides the actual existing posted speeds. The orange column displays the recorded speed at which 85% of the motorists are travelling through the intersection.

In general, it is usually expected that the 85<sup>th</sup> percentile speed should be the same as the posted speed with an expectation that 15% of users will travel faster than the posted speed.

Using the table it can be seen that for Gehrke Road south 15% of vehicles are travelling northbound about a speed of 77km/h, but the posted speed is 70km/h and the appropriate posted speed using *Extended Design Domain (EDD)* criteria is only 50km/h. Most motorists are exceeding the posted speed limit and the Gehrke Road posted speed would need to be greatly reduced to meet even the EDD design standards.

### 2.2 Crash Data

Given the analysis of the existing geometry provided in Table 1, it is surprising that there have not been more crashes.

Table 2 provides the crash history for the intersection between 2006 to 2013. Although the crash history is at a moderate level, there is concern that with the ongoing growth of Plainland Crossroads that there will be a trigger point reached whereby crashes will become more commonplace. Through the Blackspot program Council was able to gain funding for the works to implement preventative road safety measures.

*Table 2 Crash History 2006 - 2013*

Crash Nature	Head on	Rear End	Angle	Pedestrian	Total
Number of Accidents	1	1	4	1	7

Therefore, it is important to note that the aim of the project is to improve road safety.

## 2.3 Property Boundaries

*Figure 2 Property Boundary locations*



The existing property boundaries constrain the geometry of the intersection design. As can be seen in Figure 2 the road reserve boundaries do not lend to a straight forward corridor and are somewhat misaligned.

This has particular impact on the sight distance for the right turn out of Otto Road. This affects the theoretical posted speed of Gehrke Road (south leg), i.e., northbound traffic, which should be reduced to 50 km/h (as per Table 1) to meet EDD criteria.

## 2.4 Existing Services

The existing public utility services located in and across the intersection have the potential to add considerable cost if the design requires them to be relocated. In particular, there is a high pressure water main that feeds the main water supply for Laidley. It is located to the east and parallel to the existing Gehrke Road roadway.



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Overhead power lines, underground telecommunications and secondary water mains are also a design constraint.

### 2.5 Budget

The available money in the 2014-15 Capital Budget is provided in Table 3.

It is noted that the external funding components of the project are required to be spent prior to the end of the financial year. If not, the funds are returned to the source for redistribution elsewhere.

*Table 3 Available Funds*

Funding Source	Funding
Department of Infrastructure and Regional Development (Federal Government)	\$240,000
Department of Transport and Main Roads (State Government) through TIDS	\$132,000
Council	\$245,000
<b>Total</b>	<b>\$617,000</b>

### 3. Report

*Table 4 Option Summary and Ranking*

Options	Roundabout (4 Properties)	Roundabout (One Property)	RT Lane to MV Dr widen to East	Staggered Gehrke Rd alignment	Staggered Otto Rd MV Dr alignment	RT Lane to MV Dr widen to West No acquisition	RT Lane to MV Dr widen to West With acquisition	Raise Gehrke Only No acquisition	Raise Gehrke Only With acquisition	Do nothing	Minimum Works Reduce speed
	1A	1B	2	3	4	5	6	7A	7B	8	9
Safety Improved	Y	Y	N	Y	Y	Y	Y	Y	Y	N	Y
Acceptable Horizontal Geometry	N	Y		N	N	Y	Y	Y	Y		Y
Property Acquisition required		Y				N	Y	N	Y		N
Temp speed reduction on Gehrke Rd (until acquisition)		Y				NA	Y	NA	Y		NA
Permanent speed reduction on Gehrke Rd		Y				Y	N	Y	N		Y
Fully meets Austroads design standards		Y				Y	Y	N	N		Y

<b>2014/15 Capital Budget (,000)</b>		<b>\$619</b>									
Cost Estimate (,000)		<b>\$1,470</b>				<b>\$880</b>	<b>\$895</b>	<b>\$590</b>	<b>\$615</b>		<b>\$35</b>

Ranking	-	4	-	-	-	6	3	1	2	-	5
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Table 4 should be read as follows;

- Red square – Negative outcome
- Green square – positive outcome
- Yellow square – Temporary negative

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An external design consultant has been engaged by Council to undertake traffic modelling and geometric design to understand the existing intersection and to develop options to improve performance and safety.

The ranking of the top four design options is explained in more detail as follows from the highest ranking to the lowest.

**Rank 1 – Option 7A**

***Pros***

- Property acquisition not required
- Provides 70km/h posted speed for Gehrke Road north leg
- Provides protected right turn lane to Mountain View Drive from Gehrke Road
- Mountain View Drive horizontal geometry improved
- Minimal impact on services
- Can be constructed within budget

***Cons***

- Gehrke Road south leg: Provides 70km/h posted speed but this relies on sight distance being achieved across the property on the south-west corner of the intersection.
- Mountain View Drive: Retains existing geometry that does not meet design standard (but can be improved with additional signage/warnings).

**Rank 2 – Option 7B**

***Pros***

- Provides 70km/h posted speed for Gehrke Road south leg
- Provides 70km/h posted speed for Gehrke Road north leg
- Provides protected right turn lane to Mountain View Drive
- Mountain View Drive horizontal geometry improved
- Minimal impact on services
- Can be constructed within budget

***Cons***

- Mountain View Drive: Retains existing geometry that does not meet design standard (but can be improved with additional signage/warnings).
- Property acquisition required

**Rank 3 – Option 6**

***Pros***

- Provides 70km/h posted speed for Gehrke Road south leg
- Provides 70km/h posted speed for Gehrke Road north leg
- Provides protected right turn lane to Mountain View Drive
- Mountain View Drive horizontal geometry improved to meet standard

***Cons***

- Cannot be constructed within budget



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- Property acquisition required
- Potential impact on major water main with reduction in cover by 300-400mm

**Rank 4 – Option 1B**

**Pros**

- Intersection, including all approaches, meets current standards

**Cons**

- Cannot be constructed within budget
- Large property acquisition required

**4. Policy and Legal Implications**

It is clear that the current intersection fails to meet *Normal Design Domain* (NDD) in many elements. The fact that 15% of vehicles are traveling along Gehrke Road above approximately 80km/h when the suitable posted speed is only 50km/h using EDD criteria is a major concern. Council is in a position to improve the existing situation, but does have a limited resource pool available.

**5. Financial and Resource Implications**

The project cost is to remain within Capital Budget funding.

**6. Delegations/Authorisations**

Nil.

**7. Communication and Engagement**

Notification of the works occurring on site will be sent to the residents directly impacted by the works prior to commencement on the ground. Wider communication of impacts on road users will be required to minimize delays and inconvenience includes strategy on how best to “market” the concept as well as notification of community engagement.

**8. Conclusion**

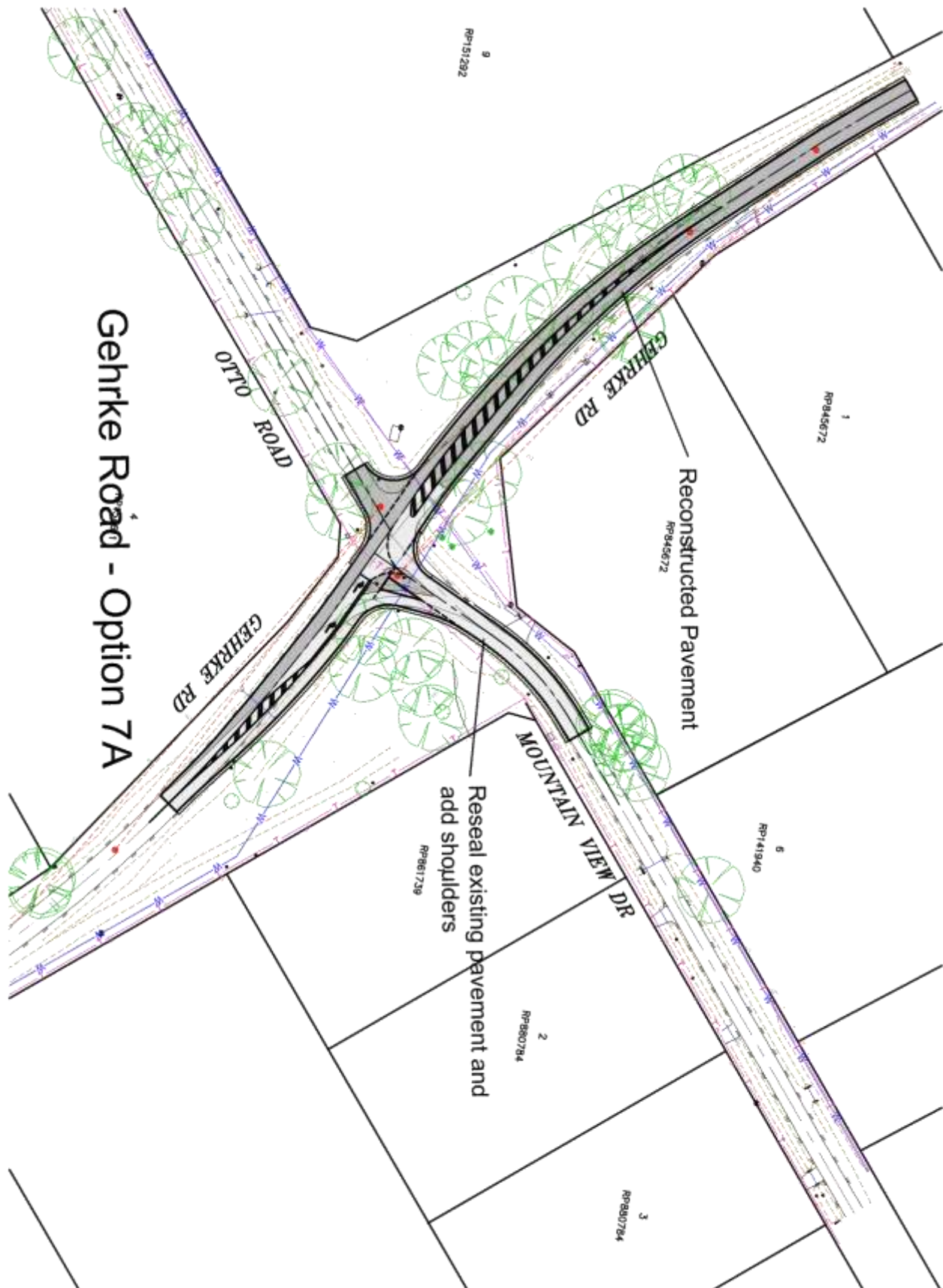
The existing intersection geometry is grossly deficient and there is a moderate crash history, which could be expected to increase as Plainland develops further.

**9. Action/s**

It is recommended that the Gehrke Road, Mountain View Drive and Otto Road intersection be improved through the design and construction of Option 7A. This option addresses the major, but not all, road safety deficiencies that exist at the current intersection and it can be delivered for the available budget allocation.

**Attachments**

1 [View](#) Plan 1 Page



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**15.2 Pedestrian Crossing Line Marking and Associated Signage at  
Railway Street, Gatton**

**Date:** 12 December 2014  
**Author:** Joshua Ellis, Civil Planning Engineer  
**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services  
**File No:** Formal Papers

**Summary:**

The Lockyer Valley Traffic Safety Working Group met on 20 November 2014. The meeting requested that correspondence be written to the Department of Transport and Main Roads asking for the removal of the pedestrian crossing line marking and associated signage at Railway Street, Gatton.

**Officer's Recommendation:**

**THAT Council resolves to write to the Department of Transport and Main Roads for the removal of the pedestrian crossing line marking and associated signage at Railway Street, Gatton.**

**Report**

**1. Introduction**

The purpose of this report is to seek the adoption of the meeting minutes for the Lockyer Valley Traffic Safety Working Group of 20 November 2014.

**2. Background**

The Lockyer Valley Traffic Safety Working Group meets on a regular basis to discuss road safety matters across the Region.

**3. Report**

At the recent Lockyer Valley Traffic Safety Working Group meeting, an action item for Council arose for the removal of the pedestrian crossing line marking and associated signage at Railway Street, Gatton.

Seen below is the pedestrian crossing line marking on Railway Street, Gatton. It was proposed that correspondence be written to the Department of Transport and Main Roads for its removal due to traffic and safety concerns. It is a low usage crossing and therefore regular drivers through the crossing are not adequately alert to the presence of pedestrians.



**4. Policy and Legal Implications**

Nil

**5. Financial and Resource Implications**

Costs of removal to be accepted by the Department of Transport and Main Roads.

**6. Delegations/Authorisations**

The Chief Executive Officer should be authorised to write to the Department of Transport and Main Roads on Council's behalf.

**7. Communication and Engagement**

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

**8. Conclusion**

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In conclusion, this report is for the adoption of the meeting minutes for the Lockyer Valley Traffic Safety Working Group of 20 November 2014 and the actions for Council to be undertaken.

**9. Action/s**

- Adoption and acceptance of the Minutes from the Lockyer Valley Traffic Safety Working Group meeting of 20 November 2014
- Correspondence be sent to the Department of Transport and Main Roads for the removal of the pedestrian crossing line marking and associated signage at Railway Street, Gatton.

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**15.3 Executive Manager Infrastructure Works and Services Monthly Report**

**Date:** 11 December 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.

**Officer's Recommendation:**

**THAT Council receive and note the Executive Manager Infrastructure Works and Services Monthly Update.**

**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 12 November 2014.

**2. Background**

Previous Infrastructure Works and Services report to Council up to and including 12 November 2014.

**3. Report**

*2011 NDRRA program*

A current financial summary of the 2011 NDRRA programme follows.

- All packages now submitted to QRA and nearing acquittal assessment completion
- Current estimated final cost (EFC) = \$115.1 million
- 2011 emergent works (now paid and acquitted by QRA) = \$20.7 million
- Submissions that have been acquitted by the QRA = \$45.4 million
- Submissions forwarded to QRA awaiting acquittal = \$69.7 million

Key risks at the moment:

- Ineligible costs determined by acquittal process, such as items from the Taskforce audits.

*2013 NDRRA program*

A current financial summary of the 2013 NDRRA programme follows.

- Current estimated final cost (EFC) = \$53.8 million  
(includes 2013 approved NDRRA Betterment projects)



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- 2013 emergent works (paid, but not yet acquitted by QRA) = \$14.6 million (\$3.3 million acquitted, \$773k currently deemed ineligible by QRA, but Council has provided information)
- 2013 works completed to end November 2014 = \$19.1 million
- Submissions for 2013 works 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 (included in the 2014-15 budget)
- QRA has approved Council's request for 2013 Betterment funding to be reallocated to other/additional projects.
- East Haldon Road CH3442 floodway approved by QRA to receive Betterment funding.

### Projects of note:

- 2013 Day Labour has been approved by the QRA
- Thistlethwaite Bridge construction complete
- Clarke Bridge (at Thornton) Bridge construction complete
- McGarrigal and Willows Bridges – contract awarded
- Bridges Scour Protection Package – works ongoing
- Part of Black Duck Creek Road – Contract awarded
- Remainder of Black Duck Creek Road – Council 'day labour' began construction in August and works continue
- East Haldon Road – Day labour works have commenced
- Floodways package – Construction well progressed
- Landslips package – Contract awarded, with works to commence early January 2015
- Lefthand Branch Road – Works commenced late November 2014 and scheduled to finish in February 2015.

### Key risks at the moment:

- VfM of day labour construction costs – close monitoring by Council required.
- Landslip package benchmark being assessed by QRA
- 'Emergent Works' claim reviewed by the QRA leaves work that is at risk of being considered ineligible for funding
- All of 2013 NDRRA program, including acquittal, may not be completed by the QRA deadline (30th June 2015) if wet weather, QRA assessment delays or other statutory timeframes emerge

### *INVESTIGATION, PLANNING AND DESIGN UNIT*

#### *Laidley flood mitigation projects (DSDIP funding – Royalties for the Regions Programme)*

- Narda Lagoon flood levee
  - Practical Completion Certificate issued late October 2014
  - Shrub and tree planting to be completed by Council day labour in early 2015
- Storr Street drain
  - Practical Completion Certificate issued late October 2014
- Laidley CBD preparatory works
  - Scope: service relocations and minor drainage works
  - Forecast to commence very minor drainage works construction in early 2015
  - Potential levee bank construction not funded in 2014-15
  - *Royalties for the Regions* funding submission – decision expected December 2014 regarding potential State funding.



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*Forest Hill flood mitigation*

- Qld Rail construction work at Blacks Bridge complete.
- Clearing of Sandy Creek and Laidley Creek confluence complete.
- Discussions ongoing with the State regarding project affordability and scope.
- No further construction works until response received from the State regarding funding.

*Flood studies (regional and local)*

- Finalising all reporting in November to meet State Government funding deadline.
- Request for quotations for the third party review of all flood projects modelled in the last three years has been sent out to the market.

*Delivery of Capital Budget for 2014-15*

- Gehrke Rd intersection upgrade – Being designed by an external consultant due to lack of in-house resources.
- Drainage structures (Blenheim Rd, Summerholm Rd, Long Gully Road, Forestry Rd new culverts, Smithfield Rd Floodway, Paynters Rd Floodway). Design awarded to external consultant – Kickoff meeting held on 03 December 2014.
- Cahill Park (Buaraba Street North) Detailed design to be by an external consultant - Design tender closed 03 December 2014.
- Tenthill Creek Road – Design underway (internally resourced)
- Footpath Projects (except TMR roads) - Designs complete - currently being reviewed
- Footpath Projects on TMR roads - Concepts to be submitted to TMR for comment.
- Translink Bus Stop upgrades to meet current standards – 7 of 11 sites complete. Forest Hill upgrade to Disability Discrimination Act requirements yet to be resolved.
- Lakes Drive - Legacy drainage issue - design to be undertaken
- Douglas McGuinness Drive culverts - stabilise undercut to endwall caused by insitu sodic soils.
- Clive Crescent, Withcott - Drainage scour - survey scheduled for January 2015
- TIDS funded projects - All schools have now been contacted, prior to breakup, to discuss concepts. Concepts to be submitted to TMR of their review.

*Challenge Avenue flood modelling investigation and works*

- Investigation and design is now complete
- Consultation with individual property owners is complete
- Presented at Council Workshop in August and September 2014. Requested to undertake technical review of modelling prior to any construction works.

*Delivery of Operational Budget for 2014-15*

- Laidley Futures:
  - Funding reallocated from litter bins to painting the old library
  - Project Management Plan revised
  - Das Neumann Haus Park design scope being developed
  - Prioritising scope of street furniture upgrade
- Lockyer Active Transport Strategy - Project Management Plan has been reviewed
- Helidon streetscape design - expected start February 2015
- Street lighting review - ongoing

*Bridges and structures*

- Level 2 inspections have recommended Level 3 inspections for the following bridges:
  - Middleton Bridge has been load limited to 12t

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- Willows Bridge: cannot carry out Level 3 inspection as it required a copy of the design drawings which were not in the set provided by the Contractor
- Colquhouns Bridge - Level 2 inspections has identified issues. Ongoing discussions with constructor.

*'Business as usual' activities*

- Oversight of NDRRA designs
- Technical assistance to Council's Planning unit
- Issue of Form 19s
- Working on road permits
- Heavy Vehicle Permits
- CRM responses
- Traffic count program

*ASSET MANAGEMENT UNIT*

- Bitumen re-seal programme: Engaged contractor to develop process for development of a seal condition survey, leading onto a formalised two-year rolling reseal program
- Road pavement roughness assessment: Purchasing a 'Roughometer' from Australian Road Research Board. This will allow the in-house collection of roughness data and a rudimentary assessment of pavement condition when compared with defect and seal condition. This option will allow a potential saving in the Asset Management budget.
- Level 2 bridge inspection programme completed, which has highlighted structural problems with a number of bridges – has necessitated load limiting and/or reparatory works at some bridges
- Prepared funding submission for Middletons Bridge at Lockrose for bridge rehabilitation, with the intention to rehabilitate bridge from a Class B structure to a Class A structure which will lift the design load capacity from 24 tonne to 42.5 tonne. BRP provides funding for 50% of project costs (Council 50%). Awaiting funding decision from the Feds.
- Anticipate OneCouncil asset inspection mobility solution will be ready by end of calendar year
- Updated/reviewed Asset Management Plans for *Transport Infrastructure* and *Buildings and Facilities* forecast to be complete in December 2014

*PLANT AND FLEET*

- Internal plant hire recoveries have been budgeted for at a level that will not be achieved.
- Ongoing Fleet maintenance as required – important due to the servicing of the fleet supporting the NDRRA programme
- Fleet disposals:
  - FL000276 - 1996 Mitsubishi FV418 6x4 tipper - Sold \$25,500.00 inc GST
  - FL000148 - 2009 Cat 939C Track Loader - Auction house in negotiation with buyers.

These units were previously used at the Gatton landfill and transfer stations. There has been a change in operating procedures for these areas which resulted in these units being surplus to requirements.

*PARKS AND OPEN SPACES UNIT*

- NDRRA flood restoration works at Bugler Park, Grantham, complete and playground open.
- Repair program of playgrounds has commenced following the recent quarterly audit. Audit identified parks that require repairs to bring back up to appropriate standard.
- Mowing maintenance of selected Sport fields for the cricket season
- Planting of Lake Apex water edge with consultation with FOLA and labour support provided by Community Service personnel.

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- Topdressing of the Gatton Showground arena
- Reinstallation of the monorail cars at Lake Apex
- Funeral preparation at Gatton and Caffey cemeteries
- Gatton Showground tidy up before event on Saturday 6/12/14
- General routine mowing and gardening maintenance throughout the Region after the rain.
- Watering of Gardens in Grantham

***ROADS AND DRAINAGE UNIT***

- Roads to Recovery – Total Allocation for the 2014-15 to 2018-19 period = \$3,786,676
- Sandy Creek / Laidley Creek confluence, Forest Hill – trees removed and poisoned and the creek batters have been cut down. Project complete.
- Work on Mulgowie Road for TMR flood damage is nearing completion (only some final seal works to go before year's end).
- The reconstruction of floodways is continuing on Black Duck Road and East Haldon Road.
- Flood restoration works on Chadwick Road now complete.
- Road maintenance crew is doing gravel road re-sheets.

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## 16. ITEMS FOR INFORMATION

### RESOLUTION

**THAT Council receive and note the following reports for Council's information only.**

- 1. Queensland Urban Utilities (QUU) Progress Report**
- 2. Council of Mayors South East Queensland (CoMSEQ) Committee Report**
- 3. QGAP Kiosk**
- 4. Disaster Management Update to 30 November 2014**
- 5. Recovery & Resilience Monthly Update**

#### 16.1 Queensland Urban Utilities (QUU) Progress Report

**Date:** 10 December 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 November from the Queensland Urban Utilities (QUU) Board which provided highlights from their Board Meeting.

### RECOMMENDATION:

**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.

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- 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 NOVEMBER BOARD MEETING UPDATE*

The Queensland Urban Utilities (QUU) Board met for its ordinary meeting on 17 November with the following matters discussed.

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*Operational Excellence*

*Utility Model*

From 1 July 2014, QUU started operating under the new Utility Model. Under the new operating arrangements, QUU is responsible for responding to general developer enquiries and assessing and approving between 6,000 and 8,000 applications per annum. Over 1,300 applications have been received in the first three months under the new arrangements. QUU reports industry feedback has been positive regarding QUU's approach to supporting and informing the industry of the recent changes. This has been assisted, most recently, with the launch of the new web portal allowing developers to submit and track their applications online. The Board received a detailed briefing on the new Utility Model operating arrangements including an overview of the infrastructure charging regime.

*Capital delivery*

As QUU approach the end of the calendar year, it is encouraging to see that delivery of QUU's 2014/15 \$240m capital investment program which is supporting both population and economic growth across all service regions, remains ahead of schedule. As at the end of October, QUU have expended \$44.5m which is \$1.38m ahead of forecast.

*Queensland Competition Authority (QCA) Final Report - Long-term Regulatory Framework*

The QCA has recently released its final report on the long-term regulatory framework. QUU had submitted a number of suggestions to the QCA some of which have been incorporated into the final report. This framework sets out how the QCA will consider pricing, customer engagement, service standards and infrastructure planning decisions. The underpinning principle of the arrangements is that the QCA will consider decisions and actions of the Authority up to eighteen months after decisions have been made. While the QCA's intent is to develop a light-handed framework, there is a risk that the proposed arrangements may lead to a heavy-handed framework over time. QUU will consider the framework in its decision making regarding pricing and infrastructure investment in order to mitigate the potential for adverse outcomes from the QCA. A copy of the QCA's final report is available on the QCA website.

*Customer*

*QUU's website - Best customer experience/user experience*

The Board were advised that the newly-refreshed QUU website recently was awarded the best customer experience/user experience award at the Sitecore National Customer Experience Awards held in Melbourne on 31 October.

*Billing system upgrade*

The Board received an update that the upgrade of QUU's billing system remains on track and within budget. This upgrade which will provide additional online functionality for customers, is enabling QUU to streamline the account establishment process and assisting with retrospective billing.

*People*

*Safety*

Continuing with the focus on organisational safety, the Board received a briefing on safety hazards and incidents within the electrical, safety and infrastructure maintenance areas. Given



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the nature of the environment in which QUU operate, electrical risks are mitigated and managed through a range of controls. Overarching these controls are electrical safety governance arrangements and internal and external reviews. At an organisational level, QUU continues to trend positively for lost time injuries with the rolling twelve month Lost Time Injury Frequency Rate (LTIFR) at one of its lowest levels (7.99) since QUU was formed. Whilst this is slightly higher than target, it is reflective of the progress QUU has made. Fewer employees are getting injured at work and the programs and policies in place have been effective.

*Award Modernisation and Enterprise Bargaining Agreement 2 (EBA2)*

The Board have previously committed to keeping Council abreast of progress in negotiating EBA2. Recent updates indicate that the Water Industry Award will now not be modernised until April 2015. QUU will then have 60 days to negotiate EBA2. In readiness for these negotiations, QUU has established an EBA Steering and Negotiating Committee. QUU will be looking to achieve a contemporary industrial instrument that supports QUU as an adaptable, modern and agile organisation.

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**16.2 Council of Mayors South East Queensland (CoMSEQ) Committee Report**

**Date:** 11 December 2014  
**Author:** Jason Cubit, Executive Liaison Officer Mayor/CEO & Coordinator  
Mayor's Office  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

**Summary:**

Current committee and taskforce activities for CoMSEQ is reported.

**RECOMMENDATION:**  
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 November 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:

*Infrastructure and Planning Committee Meeting – 7 November (Attended by Portfolio Councillor and Executive Manager Infrastructure Works and Services)*

Cr Holstein and Myles to give the meeting a verbal update but of most interest to Council in the planning space is that the Queensland State Government has delayed the release of the South East Queensland Regional Plan until after the 2015 State election.

*Coordinators Meeting – 17 November (Attended by Executive Liaison Officer Mayor/CEO & Coordinator Mayor's Office)*

The Coordinators meeting held on 17 November, preceding the Board Meeting, was an opportunity to discuss a range of issues that CoMSEQ are working through.

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Executive Director Peter Olah provided the meeting with an update on the CoMSEQ Advocacy Document for the Queensland State Election to be held in the first half of 2015. The document contains the usual infrastructure wish list and calls for more collaboration between the State and Local Government on issues like planning reform and the allocation of funds from the leasing of assets. CoMSEQ will come back with a final draft for the endorsement of the Mayors with the document ready to go in January 2015 in anticipation of an election date. Of particular interest to the Lockyer Valley with regard to the infrastructure wish list in the document is the inclusion of the Toowoomba Second Range Crossing and the Gowrie to Grandchester Rail Upgrade.

*Board Meeting – 28 November (Attended by Portfolio Councillor and Executive Policy Advisor Mayor/CEO)*

Cr Janice Holstein attended the board meeting on behalf of Mayor Steve Jones, along with Jamie Simmonds. Deputy Premier Jeff Seeney spoke on planning matters being the key item on the agenda. Deputy Premier Seeney spoke about the review of the SEQ Regional Plan and the role of the Urban Footprint. Cr Holstein discussed the problems that the Urban Footprint has presented to the Lockyer Valley and stressed a need for more flexibility in the case of rural subdivisions so that our smaller communities can grow. Cr Holstein also raised the issue of family subdivisions on rural land and the Deputy Premier seemed supportive of such an initiative. There was also strong discussion surrounding the Mayoral Waterways Taskforce and its role in establishing a River Improvement Trust focusing on the Brisbane River catchment.

*G20 Event - Brisbane Global Café - 13 November (Attended by Executive Manager Planning and Development Services, Executive Policy Advisor Mayor/CEO, Manager Regional Development and Event & Marketing Coordinator)*

To capitalise on the global and national interest associated with Brisbane being the host of the G20 Leaders Summit an event called the Brisbane Global Café was organised by Brisbane Marketing. In addition to SEQ Mayors being given the opportunity to attend, COMSEQ was able at late notice to offer access for four Council staff to attend the sessions that included tourism, growth, regional development and technology.

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**16.3**

**QGAP Kiosk**

**Date:** 11 December 2014  
**Author:** Tony Brett, Manager Finance  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

**Summary:**

Smart Services Queensland has arranged for a QGAP Kiosk to be situated in the Council's Laidley Office. The Kiosk is a self-service internet based device and provides access to many online services to residents who may not have internet access at home. The Kiosk will work in a similar manner to Queensland Government on-line services at present.

Some of the State Government services will include birth, death and marriages, transport services, Senior's and Carer's Concession Cards and a variety of other services. This Kiosk will also help with staffing levels in our Laidley Office during peak times as customers can use the kiosk instead of waiting in line for a Customer Service Officer.

**RECOMMENDATION:**

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

**Report**

**1. Introduction**

The State Government are seeking to maximize the use of online services and have trialed self-service kiosks at a number of locations in south east Queensland. As Council conducts QGAP services at its Laidley Office it has been identified as a suitable location for the installation of a kiosk.

**2. Background**

The State Government during the past year has conducted Community consultation on how the community accesses its services in the region. The identified community needs from this consultation were a broadening in the services offered, the installation of self-service kiosks in the Laidley Council Office and the Plainland Travel Centre and an extension to services at the Gatton Courthouse.

**3. Report**

Smart Services Queensland has arranged for a QGAP Kiosk to be situated in Council's Laidley Office. It will be placed at the front of the office, opposite the existing counter and signage will be supplied to indicate its availability.

The Kiosk is a self-service, touch-screen, internet based device and provides access to many online services to residents who may not have internet access at home. Some of the State

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Government services will include birth, death and marriages, transport services, seniors and carers concession cards and a variety of other services.

The Kiosk will be self-maintained and will require very little attention from a Council Customer Service perspective with the State Government providing training, stationery and operating costs for the kiosk. Customers wishing to use QGAP services will be encouraged to use the kiosk whenever possible. The “go-live” date for the kiosk at the Laidley Branch is to be determined following the installation of the kiosk and subsequent testing. At the time of writing this report it is expected that the date will be in late December.

The State Government is offering more services by also putting a kiosk at the Plainland Travel Centre and will manage that Kiosk through their Gatton Main Roads Branch located at the Gatton Courthouse.

Dependant upon the uptake of kiosk services and the expanded service offering at the Gatton Courthouse, the continuance of QGAP transport services via Council’s Customer Service Branch will also be reviewed in mid-2015.

Please see below a photograph of the envisaged QGAP Kiosk



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**16.4 Disaster Management Update to 30 November 2014**

**Date:** 11 December 2014  
**Author:** David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Engagement  
**File No:** Formal Papers

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**Summary:**

Lockyer Valley Regional Council is dedicated to the continuous improvement of Disaster Management through all levels including prevention, preparation, response and recovery. The added teams into the Disaster Management framework will focus on resilience in the community and also be a useful tool in conducting the community engagement framework.

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

**Report**

**1. Introduction**

This report summarises the activities of Disaster Management.

**2. Background**

This report gives a brief outline of the activities of the Disaster Management team for the month of November, 2014.

**3. Report**

*Disaster Management Act Amendment*

On the 27 October 2014 the Disaster Management and Another Act Amendment Act was assented.

This Legislation authorises the establishment of the Queensland Disaster Management Committee (QDMC) and replaces the State Disaster Management Group (SDMG) and the Disaster Management Committee (DMCC).

The QDMC is chaired by the Premier, the Honourable Campbell Newman and the Deputy Chair is the Honourable David Crisafuli MP, Minister for Local Government. Further details on membership can be found at <https://www.legislation.qld.gov.au/LEGISLTN/ACTS/2014/14AC055.pdf>

*QUT Centre for Emergency Disaster Management*

In appreciation of ongoing support to the Queensland University of Technology (QUT) Centre for Emergency Disaster Management, QUT has awarded the Mayor, CEO and Manager

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Disaster Management with a certificate of appreciation for welcoming Disaster Risk Reduction and Management in the Maldives representatives.

*Community Radio*

A meeting was held with Ashley Jones, Lecturer - TV & Radio Broadcast, School of Arts and Communication at University of Southern Queensland (USQ) to discuss Community Radio and links for broadcasting in times of disaster. USQ are currently broadcasting online with license application submitted to provide FM to the community of Lockyer Valley. A report was furnished to the Councillor Workshop held on 9 December.

*Get Ready Qld Disaster Preparedness Seminar, Tuesday 4 November*

Manager and two staff attended the Get Ready Qld Seminar in Toowoomba on Tuesday 4 November. Manager Disaster Management presented at the seminar on Lockyer Valley Regional Council's preparation for the coming season. The seminar also included:

- BoM Seasonal Outlook and update
- QFES Organisational Structure & SDCC review
- Fire Outlook
- Flood Mapping
- State Resilience Strategy
- Community Recovery Reforms update

*Bushfire Subcommittee Meeting – Thursday 6 November*

There was good attendance at the Bushfire Subcommittee Meeting on Thursday 6 November. A presentation from Corey Bock (QFES) provided an update on the current fire situation. Discussed were the ongoing issues with arson in the Laidley-Plainland Road area. Communication and information sharing was also discussed with a decision made to have all information flow through the Coordination Centre for distribution to members.

*Fires*

On Wednesday 5 November a house was destroyed by fire at Nagle Crescent, Hatton Vale. Community support for the couple has been very generous with working bees held on Saturday and Sunday 8 and 9 November to finish the erection of a shed to enable the family to continue living at the property.

Other fires reported in the region at the beginning of the month included:

- Ingoldsby Road, Ingoldsby
- 763 Ingoldsby Road, Ingoldsby – shed & caravan lost
- Franks Road, Regency Downs
- Gehrke Road, Plainland
- 141 Back Ma Ma Creek Road - house lost
- Wells Road & Gatton-Clifton Road, Lower Tenthill
- Kennedys Road, Stockyard
- Gatton-Laidley Road, Lawes (near UQ)
- Plainland Overpass
- Warrego Hwy & Forest Hill Fernvale Rd, Glenore Grove
- Gatton-Clifton Road, Mt Whitestone - trees removed by Council
- Patrick Street, Laidley



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- Laidley Creek West Road, Mulgowie (permitted burn)

Council were requested to provide front end loaders, water tankers and grader to the Ingoldsby fires.

*WaterRide Training – Tuesday 11 November*

A WaterRide Flood Manager workshop was conducted at the Local Disaster Coordination Centre for Disaster Management and Infrastructure Works Services Staff. WaterRide is a floodplain management support system that assists in the understanding of flood behaviour (for both technical and non-technical people) by allowing users to interrogate their model results, and integrate them with GIS datasets. It is designed to enhance the understanding of hydraulic modelling, as well as facilitate decision making by providing targeted flood intelligence.

*Disaster Management Training – Friday 14 November*

Training was conducted on Friday 14 November for the Chair and Local Disaster Coordinator (LDC) of the Local Disaster Management Group (LDMG) in order to fulfil requirements under the Disaster Management Act.

*Gyrocopter Accident*

A man died after a gyrocopter crashed at Lefthand Branch, south of Gatton on Friday 21 November. Police were advised of the crash around 1.30pm in the vicinity of Lefthand Branch Road. Emergency services responded to a grass fire that had broken out as a result of the crash.

*Lockyer Valley Local Disaster Management Group Meeting – Thursday 27 November, 2014.*

The LDMG meeting was held on Thursday 27 November in Council Chambers, Gatton. A separate report has been completed.

Items discussed at the meeting included:

- Weather Update from Bureau of Meteorology
- Observations from Exercise Curie – held at the last LDMG meeting on 28 August
- Amendments to the Disaster Management Act
- Emergency Management Assurance Framework
- Operation Westwind on Friday 14 November to Monday 17 November
- Guardian Training

The next LDMG meeting is scheduled for Thursday 26 February, 2015.

*Rainfall River Height Alert Gauges testing – Monday 24 November to Friday 28 November, 2014.*

The Bureau of Meteorology (BoM) and Council conducted rain and river height ALERT gauge maintenance during 24-28 November. The gauge maintenance schedule was as follows: testing and maintenance schedule as part of ongoing.

Date	Gauge
Monday 24 November	Warrego Highway Mulgowie

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Date	Gauge
	Schultz Lookout Moon Road
Tuesday 25 November	Rockside Mountain Upper Tenthill Mt Sylvia Goltz Road West Haldon
Wednesday 26 November	Upper Blackfellow Creek Junction View Ma Ma Creek Mt Petersen Flagstone Creek
Thursday 27 November	Gormans Gap Withcott Fifteen Mile Spring Bluff Upper Sandy Creek Sandy Creek
Friday 28 November	Paradise Creek Road Upper Lockyer Forest Hill

*Thunderstorm Activity – Thursday 27 November 2014*

Impact to the Lockyer Valley Region from storm cells moving through the area on Thursday 27 November was slight – only minimal rainfall and some power outages experienced. However, the super cell storm that wreaked havoc in the Brisbane City Council area the same day, provided us with a timely reminder of just how quickly such events can happen. In the Coordination Centre, regular weather warnings are received to allow tracking of events they unfold. LDMG members have been emailed to ensure they also receive these updates so they can also be aware of potential threats to the area.

**SES**

*Meetings/Training*

The SES Leadership Camp was held on 7, 8 and 9 November. Fourteen members were in attendance for the entire weekend with two additional members being present on Saturday only. Friday night saw members participate in flying fox activities while Saturday included abseiling, ropes course and team building activities. Due to the lower than expected numbers, the planned exercise did not go ahead but has been postponed until early in the New Year.

Ten SES members made themselves available at short notice to assist with welfare, evacuation and assisting in the set up and manning the Evacuation Centre if required during Operation Westwind during the period 14 – 18 November.

*Activations*

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On Sunday 23 November, 15 SES members attended a land search at Valley Vista Crescent south of Laidley. The search was completed about 16:30hrs.

The search was for a missing man last seen going for a bike ride last weekend but was not reported missing till yesterday. Nothing was found. The search resumed on Monday and Tuesday (24 and 25 November), with an average 14 members per day in attendance.

A request was received through Toowoomba for SES members to relieve some Brisbane teams responding to damage resulting from a severe storm on 27 November. Six members and one vehicle left at 6:00am on Monday 1 December and returned Wednesday 3 December.

*Community Events/Education*

The SES assisted with parking for the Faith Lutheran and Lockyer District High School formals at the Lockyer Valley Cultural Centre on Wednesday 19 November and Friday 21 November respectively.

*End of Year Dinner*

The Lockyer Valley SES end of year dinner was held on Saturday 29 November.

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**16.5 Recovery and Resilience Monthly Update**

**Date:** 11 December 2014  
**Author:** David Mazzaferri, Manager Disaster Management (Recovery & Resilience) & Community Engagement  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

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**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.

**RECOMMENDATION:**  
**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 contained in 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 30 November, 2014 is listed below:

*Infrastructure Works & Services*

*General*

- No update provided – a verbal update from Executive Manager Infrastructure Works and Services can be provided if Councillors request such.

*Community Development & Engagement*

*IWS NDRRA Project Support*

- The Community Development and Engagement Team are providing ongoing support for engagement and liaison on a range of NDRRA projects including, but not limited to,

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roads in the Three Valleys area, Caffey Connection, Upper Tenthill School, Winwill Connection and Berlin Roads, Clarke and McGarrigal Bridges.

*Laidley Futures*

- The Community Development and Engagement Team are undertaking community consultation with the general community, arts groups, amateur and professional artists in the development of the Laidley CBD Street Arts concepts. The project is aimed at enhancing the CBD vibrancy to increase the length of stay in town of general shoppers and tourists. External funding is to be sourced and Artist's Briefs to be developed. Community volunteers are to be engaged to conduct interviews with locals with key historical knowledge for storyboards.

Note that some Laidley people ask for their flood history to be presented through this Arts and history project with a focus on the town's resilience.

*LDCCC Liaison*

- The Community Development and Engagement Team are providing liaison support with various Local Disaster Community Coordination Committees (Junction View/Mt Sylvia, Grantham, Forest Hill and Murphys Creek).

*Building Women's Capacity for Resilience*

- The Community Development and Engagement Team are reviewing a program "Weather the Storm" aimed at increasing the capacity of women to prepare for, respond to and recover from disasters.

*Regional & Economic Development*

*General*

- No update provided - a verbal update from Executive Manager Corporate & Community Services can be provided if Councillors request such. Taskforce is now in Recovery Alert status.

*Environment and Regulatory*

*General*

- No update provided - a verbal update from Executive Manager Planning & Development Services can be provided if Councillors request such.

*Disaster Management*

*Disaster Management Act Amendment*

- On the 27 October 2014 the Disaster Management and Another Act Amendment Act was assented. This Legislation authorises the establishment of the Qld Disaster Management Committee (QDMC) and replaces the State Disaster Management Group (SDMG) and the Disaster Management Coordination Committee (DMCC). The QDMC is chaired by the Premier, the Honourable Campbell Newman and the Deputy Chair is the Honourable David Crisafuli MP, Minister for Local Government.

*Get Ready Qld Disaster Preparedness Seminar*

- The Get Ready Qld Seminar was held in Toowoomba on Tuesday 4 November. Manager Disaster Management presented at the seminar on Lockyer Valley Regional Council's preparation for the coming season. Topics at the seminar included: BoM

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seasonal outlook, Queensland Fire and Emergency Services (QFES) organisational structure and State Disaster Coordination Centre review, fire outlook, flood mapping and the State Resilience Strategy.

*Bushfire Subcommittee Meeting*

- On Thursday 6 November the Bushfire Subcommittee Meeting was held. Corey Bock (QFES) provided an update on the current fire situation. Discussed were the ongoing issues with arson in the Laidley-Plainland Road area. Also discussed was communication and information sharing with the consensus that all information flow through the Coordination Centre for distribution to members.

*Disaster Management Training*

- Training was conducted on Friday 14 November for the Chair and Local Disaster Coordinator of the Local Disaster Management Group (LDMG) in order to fulfil requirements under the Disaster Management Act.

*Local Disaster Management Group Meeting*

- The LDMG met on Thursday 27 November. Items discussed included Bureau of Meteorology weather update, observations from LDMG Exercise Curie, amendments to the Disaster Management Act, Emergency Management Assurance Framework, Operation Westwind and Guardian Training.

*Rainfall River Height ALERT Gauges Testing*

- The Bureau of Meteorology and Council conducted gauges maintenance during 24-28 November.

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**17. CONFIDENTIAL ITEMS**

**17.1 Advocacy Plan Update - Stage 1 Gatton West Industrial Zone (GWIZ)**

**Date:** 11 December 2014

**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator; Jamie Simmonds, Executive Policy Advisor Mayor/CEO

**Responsible Officer:** Ian Flint, Chief Executive Officer

**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

Council has previously called expressions of interest and invited tenders for the purchase and development of a Service Centre Precinct as Stage 1 of the Gatton West Industrial Zone (LVRC -14-23). No tenders were received. A third party has now expressed interest in this opportunity and the purpose of this Report is to consider Council's options for progressing discussions with this interested party.



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**17.2                                      Application for Conversion to Freehold NCL27/1401 Over Lots 15  
on G3428 and 16 on G34210**

**Date:** 11 December 2014  
**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

The Department of Natural Resources and Mines has received an application from the lessee of Perpetual Country Lease 27/1401 to convert the leased land to freehold. The purpose of this Report is for Council to consider this request and advise of any views and requirements which should be considered in assessing the application.

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**17.3                                      Legal Update - Judicial Review & Appeal Against Rating Category -  
Lots 1 and 2 on SP180792**

**Date:** 11 December 2014  
**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (g) of the Local Government Regulation, 2012, as the matter involves starting or defending legal proceedings involving it.*

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**Summary:**

Report to be provided prior to the meeting.

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**17.4 NDRRA Program Update**

**Date:** 10 December 2014  
**Author:** Anthony Trace, Manager Business Improvement & Program Performance  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

The following Report provides a status of the 2010/11 and 2013 Lockyer Valley Regional Council (LVRC) NDRRA Program as at 30 November 2014.

The NDRRA arrangements are administered and managed State-wide by the Queensland Reconstruction Authority (QldRA). Ongoing liaison and negotiation with QldRA is essential to ensure the constructed works meet the NDRRA guidelines for funding.

NDRRA works were completed “on the ground” by June 2014 for the 2010/2011 restoration program, with submission acquittals still to be finalised.

NDRRA works are progressing towards being completed by June 2015 for 2013 restoration program.

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**17.5**

**Queensland Urban Utilities - Loan Refinancing**

**Date:** 10 December 2014  
**Author:** David Lewis, Executive Manager Corporate & Community Services  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

**Summary:**

This report seeks Council approval to provide in principle agreement for Queensland Urban Utilities (QUU) to issue a letter to Queensland Treasury which seeks binding approval to refinance between two and five of QUU's Participating Local Council loans with QTC debt and delegate to the Chief Executive Office the authority to continue negotiations with QUU as a Participating Local Council on the refinancing of Council's existing loan to QUU.

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**17.6 Draft Lockyer Valley Planning Scheme - Process Forward for Public Notification, Final State Interest Review and Adoption**

**Date:** 12 December 2014  
**Author:** Trevor Boheim, Acting Manager Planning and Environment  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

At the Councillor Workshop session on 9 December 2014 Council expressed a strong desire to progress the draft planning to public notification and final State interest review as a matter of priority. The basis for this view was the desire to ensure proposed family subdivision provisions could be considered by the Deputy Premier and Minister for State Development Infrastructure and Planning within Council's Planning Scheme, prior to any election announcement and the State Government commencing to operate under caretaker conventions.

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**17.7 Expression of Interest for Catering, Hospitality & Venue  
Management Services (LVRC-14-32) - Formal Presentation Review**

**Date:** 11 December 2014

**Author:** Caitlan Natalier, Solicitor/Legal Services Coordinator; Craig Drew,  
Coordinator People Engagement & Culture

**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development &  
Engagement

**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

The purpose of this Report is to provide Council with an update on the assessment of the Expressions of Interest received for the provision of catering, hospitality and venue management services for the Lockyer Valley Cultural Centre and Staging Post Café and Restaurant following formal presentations by the shortlisted respondents.

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**17.8 2015 Australia Day Award Judging**

**Date:** 12 December 2014  
**Author:** Jason Harm, Manager Regional Development  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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**Summary:**

Nominations for the 2015 Lockyer Valley Regional Council Australia Day Awards were advertised through the month of November through public notices in the Gatton Star, press ads – Gatton Star, Laidley Plainland Leader and the Withcott Times, media releases, letters and emails to community groups, sporting clubs and schools and on Council's website.

This year we received a total of 35 nominations representing 32 individuals, groups or events. This is a decrease of 5% in nominations but an increase of 10% in individuals, groups or events, meaning most nominees were for one category only.

Nominations closed on Monday 24 November 2014.

This year there was one change to existing categories. The Sporting Group of the Year and Community Group of the Year were merged as one category.

Other than Cultural Group/Individual of the Year, which received one nomination, all categories received a minimum of two nominations.



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**17.9 Expression of Interest Process for Lease of Land Swap Lands**

**Date:** 12 December 2014  
**Author:** Stephen Hart, Manager Administration & Executive Operations  
**Responsible Officer:** Jason Bradshaw, Executive Manager Governance and Performance  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

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Report to be provided prior to the meeting.

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**17.10**

**Lockyer Race Club - Request for Assistance**

**Date:** 12 December 2014  
**Author:** Jason Harm, Manager Regional Development  
**Responsible Officer:** Mark Piorkowski, Executive Manager Planning & Development Services  
**File No:** Formal Papers

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

Report to be provided prior to the meeting.

**18. MEETING CLOSED**