



**REGIONAL COUNCIL**

# **ORDINARY MEETING OF COUNCIL**

## **MINUTES**

**22 JULY 2015**



**ORDINARY COUNCIL  
MEETING MINUTES  
22 JULY 2015**

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**ATTENDANCE:**

**Councillors Present**

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

**Officers Present**

- Ian Flint, Chief Executive Officer
- Jason Bradshaw, Executive Manager Governance Engagement & Regional Development
- Myles Fairbairn, Executive Manager Infrastructure Works & Services
- David Lewis, Executive Manager Corporate & Community Services
- Jamie Simmonds, Executive Policy Advisor Mayor/CEO (part of meeting)
- Jason Cubit, Executive Liaison Officer Mayor/CEO
- Rick Machin, Marketing & Communications Coordinator
- Stephen Hart, Manager Administration & Executive Operations
- Susan Boland, Council Business Support Officer
- Peter Driemel, Manager Health, Waste and Regulatory Services (part of meeting)
- Trevor Boheim, Manager Planning & Environment (part of meeting)
- Caitlan Natalier, Legal Services Coordinator (part of meeting)
- Garry Sharman, Senior Strategic Planner (part of meeting)

**Apologies**

- Cr Kathy McLean
- Dan McPherson, Executive Manager Organisational Development & Planning



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**1.0 MEETING OPENED**

*The meeting commenced at 10.02 am*

*The Mayor, Cr Jones as Chairperson opened the meeting and welcomed all present.*

*Cr Pingel led the meeting in prayer following a minute's silence for those persons recently deceased.*

**2.0 LEAVE OF ABSENCE**

**2.1 Leave of Absence**

**Date:** 01 July 2015

**Author:** Ian Flint, Chief Executive Officer

**Responsible Officer:** Ian Flint, Chief Executive Officer

**RESOLUTION**

**THAT Leave of Absence be granted to Cr McLean due to her attendance at other official business, representing Council at the Australian Local Government Women's Association Queensland Branch 2015 Conference being held in Gayndah from 22 – 24 July 2015.**

**Moved By: Cr Friend**

**Seconded By: Cr Holstein**

**Resolution Number: 4132**

**CARRIED**

**6/0**





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**ADDITIONAL ITEMS OF BUSINESS**

It was **RESOLVED** that the following items not included in the agenda, be brought forward for discussion and subsequent consideration, as they are considered to be urgent matters which need to be addressed at this meeting of Council and that the items be included in the meeting agenda:

- Brisbane Sporting Car Club – State Round Off Road Event (Open Session)
- Grantham Flood Commission of Inquiry – Appointment of Legal Counsel (Closed Session)

**5.0 MAYORAL MINUTE**

**5.1 Mayoral Minute**

**Date:** 01 July 2015  
**Author:** Jason Cubit, Executive Liaison Officer Mayor/CEO  
**Responsible Officer:** Ian Flint, Chief Executive Officer

*Gatton and Laidley Shows*

Both the Laidley and Gatton Shows have been held for another year and I think both events were a great success and both Show Societies need to be congratulated in the staging of these events. The Laidley Show celebrated a great milestone of 125 years with Queensland Governor Paul De Jersey on hand to officially open the show. The Gatton Show celebrated its 99<sup>th</sup> year and the partnership between Council, the Show Society and the Gatton State School again worked well. Council was well represented at both shows with plenty of interest in Council's display. Again well done to all involved.

*Regional Flavours*

The Lockyer Valley was well and truly on show at South Bank in Brisbane on the weekend where more than 90,000 visitors had the opportunity to learn more about our region. Council partnered with a number of local food producers to showcase the very best of our region. People were very interested in the region entering the competition and we distributed 600 recipe packs and over 1,000 tourism destination guides. Celebrity chef and Lockyer Valley Ambassador Alastair McLeod was also a hit during the weekend using Lockyer Valley produce in a number of his cooking demonstrations.

*Asia Pacific Cities Summit*

I recently attended the Asia Pacific Cities Summit held in Brisbane earlier this month which brought together world and particularly city leaders from across Asia, South America and of course Australia. The Mayors' forum was well attended and issues of discussion which were relevant to the Lockyer Valley particularly centred around the importance of food security and sustainability of agricultural sectors across the world. The Summit was an important networking opportunity particularly with Council's continued push to assist our growers find new markets for their produce into Asia and places like Singapore and Japan specifically.



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*Grantham Floods Commission of Inquiry*

As Councillors would be aware, the hearings for the Grantham Floods Commission of Inquiry began on Monday of this week at the Lockyer Valley Cultural Centre. The first week of hearings has been set aside for residents and eye-witnesses of the flood to tell their stories about what they saw on January 10, 2011. Council has engaged respected QC Keith Wilson to represent our interests at the hearings as required. Council will fully cooperate with the inquiry and has already provided a vast amount of information surrounding the quarry between Helidon and Grantham.

*Branell Homestead Launch*

On Monday 20 July myself and a number of Councillors attended the launch of three new Luxury Cabins at Branell Homestead Bed and Breakfast and a Tourism Networking Evening For Lockyer Valley Tourism. I want to congratulate Kathy and Troy Brady on these additions to their already fantastic facility at Branell Homestead in Laidley. These new cabins will be extremely important to the region giving visitors a top quality place to stay. I thank Kathy for the invitation to the event and the work she does with the Lockyer Valley Tourism Group and I wish the venue well into the future.

**RESOLUTION**

**It was RESOLVED that the Mayoral Minute be received and noted.**

*Action:*

- *Letters of congratulations be forwarded to the Laidley Agricultural and Industrial Show Society Inc (125<sup>th</sup> year) and the Gatton Show Society (99<sup>th</sup> year) congratulating both committees on successfully staging their annual show.*
- *Letter to be forwarded to Kathy and Troy Brady, Branell Homestead in congratulation of the launch of the additional luxury cabins to their business and appreciation for their continued support to Lockyer Valley Regional Council in promoting the Lockyer Valley region.*
- *Letters of congratulations to be forwarded to staff and all those associated with the successful stand at the Regional Flavours exhibition at Southbank.*







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**7.0 BUSINESS ARISING FROM MINUTES**

*No Business Arising from Minutes*

**8.0 COMMITTEE REPORTS**

*No Receival of Committee Reports*

**9.0 DEPUTATIONS/PRESENTATIONS**

*No Deputations/Presentations*



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**10.0 EXECUTIVE OFFICE REPORTS**

**10.1 Chief Executive Officer's Report**

**Date:** 09 July 2015  
**Author:** Ian Flint, Chief Executive Officer  
**Responsible Officer:** Ian Flint, Chief Executive Officer  
**File No:** Formal Papers

**Summary:**

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

**Officer's Recommendation:**

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

**Further;**

**THAT Council amend the Ordinary Meeting schedule for the month of August to reschedule the Ordinary Meeting to Wednesday 19<sup>th</sup> August 2015 commencing at 10am in the Council Chambers, Gatton and cancel the scheduled Ordinary Meetings on the 12<sup>th</sup> and 26<sup>th</sup> August 2015.**

**RESOLUTION**

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

**Further;**

**THAT Council amend the Ordinary Meeting schedule for the month of August to reschedule the Ordinary Meeting to Wednesday 19<sup>th</sup> August 2015 commencing at 10am in the Council Chambers, Gatton and cancel the scheduled Ordinary Meetings on the 12<sup>th</sup> and 26<sup>th</sup> August 2015.**

**Moved By: Cr Milligan**

**Seconded By: Cr Holstein**

**Resolution Number: 4136**

**CARRIED**

**6/0**

**Action:**

- *Letter of appreciation be forwarded to Cr Margaret de Wit on her long standing local government career and wish her well in her retirement following the 2016 Local Government Election.*
- *Letter of congratulations be forwarded to the family of the Executive Manager Organisational Development & Planning congratulating them on the arrival of their twin boys.*

**Report**



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### 1. Introduction

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

### 2. Background

The previous reports provide the background information in the case of matters ongoing and only progress is being reported during the current reporting period on those matters.

### 3. Report

#### Queensland State Budget 2015-16

The Queensland Government's 2015-16 State Budget exceeds local government's expectations, according to LGAQ. Local communities have done well out of the Palaszczuk Government's first Budget, with more funding for road projects and a solid commitment to boosting local jobs training programs and infrastructure programs. The Government has identified that Queensland councils are doing it tough and that rural communities are suffering at the hands of a drought that is crippling more than 80% of the state.

The State Government has recognised that funding is required now for local projects bringing forward 2016-17 commitments for Building our Regions and Transport Infrastructure Development Schemes (TIDS). Vital programs to help build and maintain local roads have received an important funding boost after being pared back under the previous government. Additional funding above previous commitments is as follows:

\*\$20 million for TIDS over two years

\*\$40 million for the Western Roads Upgrade Program

\*\$10 million over 2 years for the Mobile Black Spot Program

\*\$40 million special assistance package for the revitalisation of the riverfront in Rockhampton and the Yeppoon foreshore

The LGAQ is seeking clarification from the State Government in relation to pensioner rate concessions but is yet to determine if there is an allocation within the budget to make up the 2014 cut by the Federal Government.

In the coming weeks, LGAQ will provide more information to councils about funding opportunities and what the budget means to local communities as it works with state agencies to secure the best outcomes for local government.

#### Further Appointment of Directors-Generals

A further two Directors-General have been appointed following the recommendation of an independent panel continuing the merit-based recruitment process.

Premier Anastacia Palaszczuk welcomed the recommendation of the panel and said the Directors-General would bring a wealth of policy expertise, experience and leadership to the roles.

The Directors-General appointed:

- Department of Tourism, Major Events, Small Business and Commonwealth Games: Ms Megan Houghton



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- Department of Energy and Water Supply: Professor Paul Simshauser
- Department of Aboriginal and Torres Strait Islander Partnerships: Clare O'Connor
- Department of State Development: Michael Schaumburg
- Department of Agriculture and Fisheries: Beth Woods
- Department of National Parks, Sport and Racing: Tamara O'Shea
- Department of Natural Resources and Mines: James Purtill
- Department of Environment and Heritage Protection: Jon Black

The selection process for the remaining eight positions is continuing and is expected to be completed shortly.

Australian Government Day Labour Exemption for NDRRA works

Councils who have been activated for Restoration of Essential Public Assets (REPA) under the Natural Disaster Relief and Recovery Arrangements (NDRRA) for eligible events in 2014-15, 2015-16 and 2016-17 are eligible to claim day labour costs. The exemption is in relation to day labour only. The Queensland Government is also continuing to advocate for the inclusion of plant and equipment costs.

**Eligible events**

The current list of eligible NDRRA events in the 2014-15 financial year are:

- Tropical Cyclone Nathan and associated rainfall and flooding (11-15 March 2015)
- Severe Tropical Cyclone Marcia and South East Queensland Trough (19 to 22 February 2015)
- North Queensland Severe Weather and Flooding (8 to 15 February 2015)
- Central Eastern Queensland Heavy Rainfall and Flooding (21 to 29 January 2015)
- Western Queensland Heavy Rainfall and Flooding (5 to 18 January 2015)
- Central Queensland Heavy Rainfall and Flooding (8 to 14 December 2014)
- Brisbane Severe Thunderstorm (27 November 2014)

**Ineligible events**

NDRRA eligible events occurring in the 2013-2014 financial year are not currently eligible under the Commonwealth Government's new exemption, including:

- Tropical Cyclone Ita and Associated Rainfall and Flooding (from 11 April 2014)
- Central Coast and Southern Queensland Trough (26-30 March 2014)
- Tropical Cyclone Gillian (8-14 March 2014)
- Central and Western Queensland Flooding and Rainfall (from 18-28 February 2014)
- North East Queensland—Monsoonal Rainfall and Flooding (7-9 February 2014)
- Tropical Cyclone Fletcher and associated rainfall and flooding (2 February 2014)
- Tropical Cyclone Dylan (31 January 2014)
- Far North Queensland Peninsula Flooding (27-31 January 2014)
- North Stradbroke Island Fires (29 December 2013)
- 

In relation to 2013-14 events, the Queensland Government has asked the Federal Government to reconsider the inclusion of events occurring in the 2013-14 financial year as these works are still in the delivery stage.

As part of the Federal Government's current NDRRA reforms process, the Queensland Government continues to advocate for the permanent inclusion of day labour in natural



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disaster funding where it provides value for money. It is expected the Federal Government will release its reforms in late 2015.

The exemption does not apply to emergent works, however, under the NDRRA, the extraordinary payroll costs associated with staff undertaking eligible restoration of essential public asset (REPA) emergent work activities such as overtime and backfilling of staff would continue to be claimable under REPA emergent works.

### **QRA application process**

It is envisaged that the application process will be similar to that under the Local Government Day Labour Value for Money Pricing Model. The Queensland Reconstruction Authority is currently finalising the framework and will advise councils as soon as this is approved by Emergency Management Australia.

### **FAGs Update**

The ALGA advises that the Financial Assistance Grants (FAGs) campaign to maintain FAGs and restore indexation of the grants is gaining momentum on a few fronts, which is fantastic and welcome news. On the one hand, more and more councils are passing resolutions acknowledging the importance of the FAGs in facilitating the delivery of essential services for their communities. ALGA now has close to 30% of councils nationally that have passed this resolution or support. On the political front, the FAGs campaign is already yielding positive results, with the Opposition in June drawing a direct link between the freeze to FAGs and its Government-supported proposal to provide an additional \$1.105 billion boost to Roads to Recovery funding over the next two years using revenue from the reintroduced fuel excise indexation during that period. ALGA reminds that by acknowledging the importance of FAGs to the delivery of your council's crucial services, each Council will be helping to lay the critical groundwork for this important and ongoing national campaign.

### **Support for agriculture industry in Agriculture White Paper – ALGA News**

On 4 July 2015, the Prime Minister, the Hon Tony Abbott MP, and the Minister for Agriculture, the Hon Barnaby Joyce MP, released the Agriculture White Paper on the future of Australian agriculture.

The Agricultural Competitiveness White Paper: Stronger Farmers, Stronger Economy outlines the government's commitments around five key policy priorities, with \$4 billion in funding allocated to them:

1. support for farm businesses
2. investing in rural and regional infrastructure
3. responding to drought and managing future environmental risks
4. utilising advanced technologies and agricultural practices
5. improving access for Australian agricultural goods to emerging markets.

One of the key initiatives identified in the White Paper was a request to the Productivity Commission from Government to inquire into regulation in the agriculture sector, with the aim to reduce bureaucratic rules that limit growth in Australian agriculture and aquaculture industries.

The White Paper also proposed to enable financial institutions to offer Farm Management Deposits accounts as an offset to farm business loans, improving the net cash position of



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farmers and helping them to reduce the interest they pay on business debt. This measure is expected to save farmers an estimated \$150 million in interest.

The Commonwealth will also establish a \$500 million National Water Infrastructure Fund, of which \$450 million will be used to construct new water infrastructure in conjunction with the private sector and state and territory governments. The remaining \$50 million will be used for detailed planning activities relating to future water infrastructure requirements and challenges.

ALGA welcomes the release of the white paper and its focus on the importance of agriculture and related service industries to many regional communities around Australia. Local government will continue to play its role in working with the other levels of government and industry to strengthen this sector of the national economy, especially now that the mining boom is passing.

State of Australian Cities and State of Regional Australia Reports

The Australian Government this week concurrently released the State of Australian Cities 2014-15 and Progress in Australian Regions: State of Regional Australia 2015 reports to provide a nationwide view of Australia's progress.

Deputy Prime Minister and Minister for Infrastructure and Regional Development Warren Truss said the release of both reports provides a holistic picture of the population, employment, economic and transport trends that are occurring across Australia. Minister Truss said the release of the publications recognised the interrelated nature of cities and their surrounding regions.

The State of Australian Cities 2014-15 report provides a national tool for all levels of government in understanding how Australian cities are performing and the vital role that Australian cities play in the growth of our economy. The report examines population growth, economic growth and the increased traffic flows through Australian ports and airports and on roads and rail lines but, unlike previous reports, there is no discussion on the challenges of urban governance or the importance of national leadership in meeting the needs of our cities into the future.

The Progress in Australian Regions: State of Regional Australia 2015 report illustrates the trends and patterns of economic and social progress in regional Australia and the different ways that regions change. It takes into account aspects like population growth, economic wellbeing and social progress including chapters on demographics, economics, structural change, social progress and infrastructure. The report also shows that infrastructure continues to support regional Australian economies by promoting the efficient flow of people and resources while also providing regional Australians with access to essential services such as education and health.

Both reports provide an understanding of our cities and regions to inform policy and investment decisions to help maximise each regions' potential and harness the opportunities associated with each region's own unique advantages.

ALGA submission to Low Impact Facilities Determination Paper



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ALGA has lodged a submission to the consultation draft on the proposed amendments to the Telecommunications (Low-Impact Facilities) Determination 1997 and the Telecommunications Regulations 2001, which was released for comment on 12 June 2015.

Overall, ALGA supports the intention and principle of the proposed technical amendments to the Low Impact Facilities Determination (LIFD), which amends definitions and terminology to reflect the multi technology mix (MTM) approach adopted for the remaining rollout of the National Broadband Network. However, ALGA reiterates its earlier concerns about the width of overhead cabling. Under the proposed amendments to facilitate rollout of the MTM, the width of cabling can be up to 48mm, specifically in the Hybrid Fibre-Coaxial (HCF) network. Once a 48mm maximum width is specified in the legislation, there is no imperative for carriers to try and limit their cable to less, despite the consultation paper stating that "carriers are expected to use the smallest cable and cable bundle diameter feasible for above ground line links in an area."

The consultation paper specifies that carriers must remove overhead lines in the event that all the non-communications cables (such as electricity) are permanently removed for the poles. ALGA suggests that the government clarify how removal of telecommunications lines would work in practice, as there would be cost and timing implications. ALGA has called for a coordinated approach to remediation in the event of non-communication overhead cables being permanently removed, so that there are specific timeframes for removal and relocation of the communications lines agreed between NBN and councils.

Concern still remains regarding the operation of the LIFD in terms of adequate consultation and remediation work. Feedback from state and territory associations and councils also indicates that concern remains on the matter of remediation of works after the NBN completes its installation of facilities.

#### Round 2 Bridges Renewal Program now open

Deputy Prime Minister and Minister for Infrastructure and Regional Development Warren Truss announced recently that Round 2 of the Bridges Renewal Program is now open for applications.

The second round of the program will provide \$100 million that will be available only for local government projects (including projects from the ACT Government) to help local councils build connectivity and productivity through replacing bridges and improving access for communities and businesses.

Councils can apply for either:

- a discrete single bridge project, or
- a series of bridgeworks that provide benefits along a key route.

Successful projects will be selected through a competitive, merit-based process with the Department using the information provided by councils to check eligibility and assess projects against criteria such as quantified benefits and improved productivity and access.

Round 2 of the Bridges Renewal Program will be open for proposals until 31 August. Councils are encouraged to discuss priorities with local communities, relevant industry stakeholders, Regional Development Australia committees, state road agencies and their state/territory local government associations early in the process.





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2014 LGAQ Annual Conference – Resolution 112

The LGAQ held its successful 118<sup>th</sup> Annual Conference in Mackay between 27-29 October 2014, with over 350 delegates attending and representing each of the 77 Queensland local governments.

A total of 110 motions were passed at this year's Annual Conference. This includes the following submitted by Tablelands Regional Council and endorsed by the Queensland Local Government Association:

**Resolution 112 – Pest Control – Fire Ants – Increased Eradication Funding**

“That the Local Government Association of Queensland made representations to both Federal and State governments to increase funding and resources available to eradicate fire ants, given the significance of agriculture to the Queensland economy, while eradication remains achievable and before such a program becomes financially unviable”.

The following background information was considered by the Conference in the adoption of this resolution.

*Fire ants, a species originally from South America, were first detected in the Brisbane Area in 2001. Despite the introduction of the Federal eradication program and the efforts of Biosecurity Queensland, the spread of the fire ant has been relentless.*

*At risk areas now cover a large part of South East Queensland including the Lockyer Valley where fire ant nests have been discovered, threatening the future agriculture production in the region. It is imperative that this species be eradicated before it spreads further within the agriculture areas of south east Queensland. If fire ants continue to spread, the economic impacts for the region and State would be devastating”.*

Attached is the response received from the Hon. Barnaby Joyce, Minister for Agriculture. The response references the provision of February 2015 funding from the Agriculture Ministers Forum (AGMIN) to the Queensland Government to commission an independent review of the eradication program. He advised that the outcomes of the review will be presented to the AGMIN in later 2015 at which time it is expected the Queensland Government will present its future plans for the control and eradication of the ant. He stated that he will continue to work with industry and governments through national arrangements to prevent the introduction of exotic plant pests and animal diseases and take action when an incursion does occur to eradicate the pest or disease if it is technically feasible to do so.

Annual LGAQ Membership Subscription

In forwarding Council its Annual Membership subscription for 2015/16, the LGAQ “thanks you, our members, for your trust in the Association to connect with you, to help you come up with innovative solutions to improve your business and to achieve results on your behalf in the corridors of State and Federal parliament.” LGAQ advises that “overall member subscriptions have been kept at 2.5%. This increase has been more than offset by the sustained performance from and strong member commitment to the two local government self-insurance schemes, LGM Queensland and Local Government Workcare, which are returning a total of \$4 million in surplus funds to scheme members.”



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LGAQ offers the year in review as follows:

*“As this council term nears its end we should reflect on local government’s achievements during a period of unrelenting challenges.*

*Queensland councils this year have endured cyclones and continuing drought while trying to stay on top of the present financial challenges that go hand-in-hand with trying to meet community expectations.*

*The LGAQ is working well with the Palaszczuk Government on a range of policy matters including reducing the costs of local government elections, the need to ensure disaster management systems recognise the key role of councils and the future of strategic urban and regional planning. Election commitments will also see increased funding flow to councils in this year’s State Budget.*

*This year, we have seen some long awaited breakthroughs.*

*Queensland councils have won their long battle to convince the Federal Government of the value of using council workers rather than contractors to recover and rebuild communities following natural disasters.*

*Recent announcements at the Federal level as a result of constant lobbying in Canberra have seen additional road, bridges and drought relief funds come to Queensland councils.*

*Another great outcome is the new self-insurance scheme which commenced on 30 June. The scheme, LGM Assets, will be part of LGM Queensland and provide cover for council assets including motor vehicle, machinery, marine as well as personal accident.*

*The Better Councils, Better Communities project also kicked off this year, enabling individual councils to assess their performance in relation to their peers, and to pursue productivity improvements to build financial sustainability.*

*The LGAQ will continue to develop the Better Councils Better Communities Benchmarking Tool year on year to ensure all councils benefit. 2015 is only the beginning.*

*We are always exploring new ways for councils to operate effectively because we believe emerging technology will save your council time and money.*

*Other exciting developments include the introduction of the Diploma of Local Government for Elected Members, a flexible, hands-on and nationally recognised course designed specifically for Queensland Councillors and Mayors.*

*Leaders from the political and business worlds continued to attend LGAQ events, including our annual finance summit and the Indigenous Leaders’ Forum on Palm Island, perhaps the most important gathering of Aboriginal and Torres Strait Islander leaders in Queensland this year.*

*We want to keep ensuring local councils are able to influence big national reforms. To that end, we have prepared a major discussion paper on Federation and taxation reform ahead of the release of White Papers on these matters next year.*



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*We know comprehensive reform of both Federation and the taxation system is vital for the future financial sustainability of councils and aim to convince Canberra of the value of listening to local government's ideas.*

*Finally, the LGAQ operates wholly for the benefit of Queensland councils and invests heavily in the value of meeting you and your colleagues face-to-face. Our employees travel across the state year-around. This year that means we have collectively racked up the distance equivalent to about 27 trips around the world.*

*We wish you all the best for a prosperous year ahead. For our part, the Association is already preparing for next year's election with the aim of being able to help re-elected and newly elected members with their training and their new roles as seamlessly as possible."*

Call for Motions – LGAQ Annual Conference 2015

Motions are being called for the LGAQ Annual Conference and are due by Friday 28 August 2015.

Council of Mayors (SEQ)

The Annual Member Levy for Council of Mayors (SEQ) for 2015/16 has been issued to Council in accordance with the resolution of the Council of Mayors (SEQ) Board Meeting of 1 May 2015, adopting the annual budget and member levy for each member Council. Council of Mayors (SEQ) advises there is a minimal 2% average increase in the levy for this financial year, despite an ambitious strategic program for 2015/16 encompassing projects in economic development, waterways and environment, infrastructure and planning, and advocacy.

Council Budget 2015/2016

The Budget documents were distributed to Councillors on 14 July 2015 in accordance with the requirements of the Local Government Act and Regulation and the Budget will be formally presented to Council for adoption at the Special Meeting to be held on 28 July 2015. I acknowledge the work of the Executive Leadership Team together with the Finance Team in the preparation and presentation of material for the Budget workshops and I commend the efforts of the Finance Team in collating the Budget documentation within the constrained timeframes.

August Council Meeting

Given the existing commitments for the Brisbane Ekka and other commitments it is proposed to hold only one Ordinary Meeting for the month of August. Instead of the 12<sup>th</sup> and 26<sup>th</sup> August, it is proposed to use the 19<sup>th</sup> August for the Ordinary Meeting to tie in existing commitments. All business will be referred to that date.

**Coming Events**

ALGWA Qld State Conference (Gayndah)	22 - 24 July 2015
LGAQ Bush Councils Convention (St George)	29 - 31 July 2015
Brisbane EKKA	7 - 16 August 2015
Seniors Week	15 - 23 August 2015

**Coming Meetings**



**ORDINARY COUNCIL  
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Council Special Meeting (Adoption of 2015/16 Budget) 28 July 2015  
Council Ordinary Meeting 19 August 2015

**4. Policy and Legal Implications**

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

**5. Financial and Resource Implications**

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

**6. Delegations/Authorisations**

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

**7. Communication**

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

**8. Conclusion**

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

**Attachments**

1 [View](#) LGAQ Resolutions 2 Pages



The Hon. Barnaby Joyce MP

Minister for Agriculture  
Federal Member for New England

LGAQ

Ref: MC15-004022

26 JUN 2015

RECEIVED

Mr Greg Hoffman PSM  
General Manager  
Local Government Association of Queensland  
PO Box 2230  
FORTITUDE VALLEY BC QLD 4006

Dear Mr Hoffman *Greg*

Thank you for your letter of 14 May 2015, seeking my advice on resolutions 78 and 112 agreed at the Local Government of Queensland Association of Queensland (LAGQ) Conference on 27-29 October 2014. I regret the delay in responding.

In regard to resolution 78, and no herbicide being registered for the control of navua sedge, I am advised that Biosecurity Queensland has sought, and been granted a permit by the Australian Pesticides and Veterinary Medicines Authority (APVMA) for the use by 'all persons' for Semptra herbicide for the control of navua sedge in footpath and roadside verges, commercial and industrial areas and rights-of-way (Permit number PER80065). This is effective from 29 January 2015 to 31 March 2017 and will provide some control for this weed.

I appreciate that Semptra is not the pre-emergent residual herbicide that the Conference is seeking. Within my portfolio support for a research programme that assists to develop this type of herbicide could only be funded via the Research and Development Corporations. I understand this weed can cause impacts on the grazing and sugar cane industries and suggest you contact Meat and Livestock Australia and Sugar Research and Development Corporation to see if they would be interested in a partnership to progress this type of research. The Australian Government funds Research and Development Corporations \$250 million a year. In addition, \$100 million will be provided to Research and Development Corporations over four years from 2014-15 through the Rural R&D for Profit programme. Funding will be allocated through a competitive process to projects that promote collaboration and address specific priorities to improve our farmers' profitability and productivity.

As you have noted red imported fire ants were first detected in the Brisbane area in 2001. Since their detection the Australian Government, in partnership with other state and territory governments, has supported the Queensland Government's *South East Queensland red imported fire ant eradication program*. To date the Australian Government has provided funding of \$148 million, including \$7.5 million in 2014-15. In total governments have provided around \$294 million in funding towards the program to contain and eradicate red import fire ants in South East Queensland.

Parliament House, Canberra ACT 2600 Telephone: 02 6277 7520 Facsimile: 02 6273 4120 Email: [minister@maff.gov.au](mailto:minister@maff.gov.au)

In regard to resolution 112 the Queensland Government is responsible for the design and conduct of the *South East Queensland red imported fire ant eradication program*. In February 2015 the Agriculture Ministers Forum (AGMIN) agreed to provide \$200 000 in funding to the Queensland Government to commission an independent review of the eradication program. The review has brought together Australian and international experts in eradication, including the eradication of red import fire ants, to examine the effectiveness of the program and consider its future design. The outcomes of the review will be presented to the AGMIN in late 2015 at which time I expect the Queensland Government will present its future plans for the control and eradication of the ant.

Please be assured that I take biosecurity issues very seriously. I will continue to work with industry and governments through national arrangements to prevent the introduction of exotic plant pests and animal diseases and take action when an incursion does occur to eradicate the pest or disease if it is technically feasible to do so.

Thank you again for bringing the concerns of the LAGQ to my attention.

Yours sincerely



Barnaby Joyce MP

20 JUN 2015



### 3. Report

The Queensland Urban Utilities (QUU) Board met on 15 June for its last meeting for the 2014/15 financial year. Over the last twelve months, QUU has undergone a significant amount of transformation and change, which has included the establishment of the Developer Services Model and the formation of the Commercial Customer Group. In addition, QUU has become a much more innovative organisation, with at least 20% of the QUU workforce directly or indirectly involved with innovative work processes over the past financial year. QUU is now partnering with the private sector and universities on a number of opportunities that are delivering shared value. QUU have also realised some noteworthy milestones and achievements including, but not limited to, delivering \$1b of new infrastructure since formation, refinancing some of their Participating Local Government loans with Queensland Treasury Corporation, being business ready for G20, maintaining strong shareholder relations, offering improved digital customer engagement channels, and implementing their new Shared Services capability, which is delivering both efficiency and productivity improvements. At the meeting the Board considered and discussed the following matters.

#### **Operational Excellence**

##### *Internal Audit Program and service provider*

Following consideration by the Audit and Risk Committee, the Board approved the 2015/16 Internal Audit Program. The program, which is aligned to QUU's strategic risks and business priorities, provides independent assurance to the Board that QUU's risk management, governance, and internal control processes are operating effectively. The Board also supported that KPMG continue as QUU's internal audit service provider from 2016 to 2018, as allowed for under the existing contract.

##### *Compliance Management System and Corporate Compliance Policy*

The Audit and Risk Committee recently endorsed QUU's new compliance system, which meets the requirements of the International Organisation for Standardisation (ISO 19600). A supporting policy, which was approved by the Board, has also been developed to ensure QUU have the appropriate arrangements in place to identify and comply with the various legislative and regulatory compliance obligations.

##### *Strategic risk review*

The Board considered and approved the bi-annual strategic risk review. These strategic risks, which are set out in QUU's 2015-20 Corporate Plan (currently before Council), remain fairly consistent with last year's, with the exception of: "Failure to deliver quality services that are reliable, secure and financially viable, which meet customer needs, operating service standards and public health requirements." This risk has been split in two; the first focusing on water quality, the second focusing on delivering services that meet customer needs. This review has also resulted in QUU broadening their Risk Management Policy to account for strategic opportunities.

##### *Water Netserv charges*

The Board set the fees and charges for water approval pertaining to application fees and connection charges, property service works charges, and infrastructure charges. The majority





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of these fees increased by 2.5%, which is consistent with the Reserve Bank of Australia's long-term midpoint inflation target.

*Capital Program - 2014/15*

The Board received its regular report from management on the delivery of the 2014/15 Capital Program that is supporting both population and economic growth across QUU's service regions. As at the end of May, QUU have delivered \$149.60m with good progress on their largest capital project, the SI sewer rehabilitation, with the relining ahead of schedule, minimal impact on the local community, and high levels of engagement with key stakeholders. Following the meeting, a number of Board members inspected the site where the works on Kingsford Smith Drive are occurring. The Board also had the opportunity to inspect the Bunya Street Sewage Pump Station - Brisbane's largest pump station that gathers sewage from gravity mains that terminate at Bunya Street, and pumps it to the treatment plant at Luggage Point.

**Customer**

*Contact Centre Improvement Program*

The Board received an update on a number of initiatives that have been successfully implemented within QUU's Contact Centre to improve customers' experiences when they interact with QUU. By way of background, since QUU established an in-house Contact Centre in 2012, QUU have seen a 27% increase in call volumes, despite implementing a number of initiatives to better manage customer calls including making better use of the interactive voice response, real time scheduling of phone agents, faster onboarding arrangements, and offering alternative engagement channels.

*Commercial Customer Group update*

The Board received an update on the implementation of the Commercial Customer Group, which was formed as part of QUU's Target Operating Model on 1 July 2014. This group, which manages QUU's relationships with key commercial customers, water-reliant small businesses, and developers, has achieved a number of benefits since its formation including the realisation of \$6m of additional revenue, improved customer satisfaction as evidenced in a recent survey, identification of new business leads for water laboratory services, and R&D trials delivering shared value.

**4. Policy and Legal Implications**

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

**5. Financial and Resource Implications**

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

**6. Delegations/Authorisations**

Where further decisions are required, the Chief Executive Officer will be delegated the authority to make those decisions.



**ORDINARY COUNCIL  
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**7. Communication and Engagement**

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

**8. Conclusion**

That the Queensland Urban Utilities (QUU) Progress Report be received and adopted.

**9. Action/s**



**ORDINARY COUNCIL  
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Asia Pacific Cities Summit and Mayor's Forum

The Asia Pacific Cities Summit was held from the 5<sup>th</sup> to the 8<sup>th</sup> of July at the Brisbane Convention Centre. Over 1,000 delegates from more than 100 cities across Asia provided our Mayor and key staff with an opportunity to hear about challenges for cities and economies across the Asia-Pacific.

Council participated with supporting the Council of Mayors (SEQ) stand. Council of Mayors are the lead-agent in the involvement of local Councils. Lockyer Valley contributed supporting collateral of business kits, investment opportunity brochures, GWIZ briefs and tourism guides.

Council also had Luke Stock (Dairy Farmer) represent our region in the Young Professional forum which discussed the Urban Challenges for Global cities, Future Cities, Digital Cities and for People.

The event was a great opportunity for our region to make more contacts with senior diplomats and understand the challenges and foresee the opportunities discovered in these discussions.

The main themes were to look at Global Cities, Digital Cities, Future Cities and Cities for People. A number of speakers from the private and public sector spoke about these topics. The consistent themes that came up in the topics of discussion were the challenges of planning for the future of the cities and the importance of having a community that is globally competitive to develop local economies.

Discussions that we see to be a very relevant topic to our region of the Lockyer Valley were discussions on securing food for these rapidly expanding middle class economies of the growth nations like China. It was interesting to note that some cities like Salt Lake City were focusing on facilitating small to medium sized businesses with exporting to improve their local economy. The objectives of this project were to help local products and services to be globally competitive and to offer further opportunities to reach a greater audience/market in the Asia Pacific region and beyond.

Outcomes of the summit included:

- Learning the challenges and opportunities of a new wave of innovation and global development emerges, and the economic gravity shifts south and east towards the Asia Pacific.
- Mayors from a number of nations meeting and discussing food and its security
- Having our region represented in the Young Professionals Forum by Dairy Farmer Luke Stock
- Meeting the Mayor of North West District of Singapore
- Meeting the Mayor of Fukushima
- Meeting the Vice Mayor of Shenzhen (10 million Citizen City)
- Meeting the Project Director of the Range Crossing – Nicholas Wall (Acciona)
- Meeting USQ's sister University Fukushima University
- Introductions to a number of new digital services for our Council to explore (including disaster management systems, CCTV Facial recognition software, Rate paying software solution, mapping data from the State Government for looking at land parcels, mining activities etc.).



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Board Meeting of Council of Mayors (SEQ)

The next board meeting of Council of Mayors (SEQ) will be held this Friday 24 July in Brisbane. Items on the Agenda include:

- Noosa Council's resignation from Council of Mayors (see attached correspondence)
- Brisbane Olympic Bid pre-feasibility plan
- Usual portfolio updates from Economic Development, Infrastructure and Planning and Waterways and Environment (see further detail below)
- Usual updates from LGAQ and Brisbane Marketing are also on the agenda

Resilient Rivers Taskforce

Prior to the Board Meeting on Friday there will be a meeting of the Resilient Rivers Taskforce. Members of the taskforce and confirmed attendances for the meeting on Friday include the following:

Organisation	Taskforce Members
Brisbane City Council	Cr Graham Quirk
City of Gold Coast	Cr Tom Tate (apology)
	Cr Donna Gates
Ipswich City Council	Cr Paul Pisasale
	Cr Victor Attwood
Lockyer Valley Regional Council	Cr Steve Jones AM
Logan City Council	Cr Pam Parker (apology)
	Cr Trevina Schwarz
Moreton Bay Regional Council	Cr Allan Sutherland
Redland City Council	Cr Karen Williams
Scenic Rim Regional Council	Cr John Brent
Somerset Regional Council	Cr Graeme Lehmann
Sunshine Coast Regional Council	Cr Mark Jamieson
Toowoomba Regional Council	Cr Paul Antonio
State Government	Hon Dr Anthony Lynham (TBC) Minister for State Development and Minister for Natural Resources and Mines
	Hon Dr Steven Miles (TBC) Minister for Environment and Heritage Protection & Minister for National Parks and the Great Barrier Reef
Federal Government	Hon Greg Hunt (TBC) Minister for Environment

The first item of business for the Taskforce will be the election of a Chair and Deputy Chair of the group followed by the confirmation of the Terms of Reference for the Taskforce which defines the group as the primary decision-making body for the Resilient Rivers initiative.

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An update will be provided on the Resilient Rivers Initiative action to date including:

- The 2014 High Level Agreement
- Mayoral Waterways Taskforce, Catchment Action Plans Working Group and Communications Group
- Draft Catchment Action Plans (CAPs) Framework and current CAPs
- Draft Regional Strategy 2015 – 2025
- Priority investment projects 2015 - 2018 (Lockyer and Mid Brisbane catchments)

Update on Economic Development Committee

The most recent meeting of the Economic Development Committee was held on Friday 15 May in Brisbane. The Deputy Mayor and Executive Manager Planning and Development represented Council at this meeting. Items of discussion included:

- An update on the COMSEQ Strategic Plan
- The Olympic Bid
- Cisco Smart Regions Initiative
- Asia Pacific Cities Summit; and
- Investment attraction and tourism branding

The next meeting for Economic Development Committee is scheduled for Friday 7 August.

Update on Infrastructure and Planning Committee

The most recent meeting of the Infrastructure and Planning Committee was held on Friday 22 May in Brisbane. Cr Holstein represented Council at the meeting. Items for discussion included:

- An update on the COMSEQ Strategic Plan
- State Government Planning Reform Update
- Infrastructure Funding – State and Federal Engagements; and
- Update on DA Monitoring and Strategic Planning Improvements Project

The next meeting of the Infrastructure and Planning Committee is scheduled for Friday 14 August.

Update on Waterways and Environment Committee

The most recent meeting of the Waterways and Environment Committee was held on Friday 29 May in Brisbane. Cr McDonald and Executive Manager Planning and Environment represented Council at this meeting. Items for discussion included:

- An update on the COMSEQ Strategic Plan
- High level agreement for Waste Management in SEQ
- Update on Resilient Rivers initiative; and
- A presentation from New York State

The next meeting scheduled for this committee is Friday 21 August.

**Attachments**

1 [View](#) Letter 1 Page



2 July 2015

Cr Graham Quirk  
Lord Mayor  
Office of the Lord Mayor  
GPO Box 2287  
Brisbane Qld 4001

Dear Cr Quirk *Graham,*

Noosa Council has decided not to continue its involvement with the Council of Mayors following consideration of the organisation's performance over the last 12 months and current directions. As a result I tender my resignation as a Director.

This decision was not taken lightly, because Noosa Council supports the concept of local government regional cooperation for appropriate issues of regional significance.

Issues that led to the decision include the following:

- The CoM is not sufficiently focused on a small number of genuinely regional issues. It is trying to be everything to every member resulting in sectional or local issues dominating – the unrealistic lobbying for a huge amount of purely local infrastructure prior to the last State election is a good example.
- The CoM is replicating many of the issues being addressed by the LGAQ, or initiating issues of state wide significance better dealt with through our State body. This duplication is a waste of resources and fragments local government efforts. In this respect, competition at the organisational level is inefficient and counter-productive.
- The CoM has a permanent bureaucracy which is too large for the appropriate role. The tail is wagging the dog.
- Many of the Working Groups do not appear to be particularly useful. They are meeting for the sake of meeting which may be justifying the role of CoM staff, but not really achieving anything of substance.

Successful ROCs in Australia tend to concentrate on a small number of signature projects or initiatives rather than trying to be everything to all members. The successful ROCs bed down those projects before moving on to the next. In other words, they tend to do less but do it better.

SEQROC was transformed into the Council of Mayors (SEQ) to enable a primary focus on lobbying and advocacy for major regional SEQ issues e.g. water, transport, infrastructure etc. Noosa Council would be happy to be a part of CoM again should the focus return to the original reason for its establishment.

Yours sincerely

Handwritten signature of Noel Playford in black ink.  
Cr Noel Playford  
Mayor

cc: Council of Mayors Directors

NOOSA COUNCIL  
ABN: 97 969 218 121

PO Box 141  
TEWANTIN QLD 4555

P: (07) 5329 6500  
F: (07) 5329 6501

mail@noosa.qld.gov.au  
www.noosa.qld.gov.au







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**3. Report**

The Gatton Glenore Grove Rifle Club has operated its shooting range on private property south of Gatton for more than 50 years. The property abuts Gatton National Park and therefore the Club requires a Firing Rights Agreement with the Queensland Department of National Parks, Sport and Racing as the Safety Template protrudes into the National Park.

The Club's current agreement with the Department of National Parks, Sport and Racing was due for review and renewal on 30 June, 2015. The Department has advised the club that the agreement in its current form will be continued for another 6 months until 31 December, 2015.

The Department has identified Council as a key stakeholder in the negotiations around the future use of the Gatton Glenore Grove Rifle Club's current site and it is for this reason that the Club has requested a letter of support from Council.

It is recommended that due to the historic nature of the Club's use of that site on private land that Council provides the letter of support to the Club as requested for their future use of the site in agreement with the Department of National Parks, Sport and Racing.

**Attachments**

1 [View](#) Letter 2 Pages



30 June 2015

Mr Ray Perry  
Secretary/Treasurer  
The Gatton Glenore Grove Rifle Club Inc.  
16 Fleur Cres  
LOCKYER WATERS, QLD 4311

Dear Mr Perry,

#### **Firing Rights Agreement**

I refer to your request to extend the Firing Rights Agreement for Gatton National Park as set out in the Deed of Agreement between The State of Queensland, acting through the Chief Executive of the Department of National Parks, Sport and Racing and The Gatton Glenore Grove Rifle Club Inc.

The term of this agreement covering the Gatton National Park was due for review and renewal on the 30<sup>th</sup> June, 2015. The Department of National Parks, Sport and Racing will continue this agreement in its current form for another 6 months until 31 December 2015 whilst the agreement is revised.

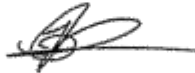
The new agreement is being revised with the intent to reflect your clubs request to conduct additional shooting activities on one Sunday in March per year. QPWS are in consultation with Lockyer Valley Regional Council regarding these changes. The main purpose is to ascertain if this would impact on other stakeholders in the area.

As per the current agreement the club will be required to continue efforts, under the new agreement, to identify and secure a suitable alternative site to undertake the clubs activities. This is due to population growth of the area and subsequent increased visitor usage of Gatton National Park.

60 Mt Nebo Rd  
The Gap Queensland 4061  
Telephone + 61 7 3512 2300  
Website [www.npsr.qld.gov.au](http://www.npsr.qld.gov.au)  
ABN 11 322 391 452

Should you wish to discuss the matter please contact A/Senior Ranger Andy Dutton,  
[andy.dutton@npsr.qld.gov.au](mailto:andy.dutton@npsr.qld.gov.au) or 0417 199 069.

Yours sincerely,



Troy Spinks  
A/Regional Director  
South East Region





**ORDINARY COUNCIL  
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## Report

### 1. Introduction

The purpose of this Report is to discharge Council's statutory obligations to enable the lease arrangements with Optus Mobile Pty Limited to continue.

### 2. Background

Council contacted Optus Mobile Pty Limited on 6 November 2014 advising that their Lease with Council would expire on 13 November 2014 and requesting their advice as to whether or not they were agreeable to enter into a new Lease.

Optus Mobile Pty Limited have recently confirmed that they are agreeable to enter into a new Lease with Council and as the Lease had expired they were now on a yearly holdover, as specified in Clause 3.3 of the expired Lease.

The previous registered Lease commenced on 14 November 2004 and expired on 13 November 2014 with no option to renew. The permitted use is for constructing, maintaining and operating a telecommunications network and telecommunications service.

### 3. Report

The proposed lease renewal is over part of freehold land situated at Bowtells Road, Grantham described as Lot 2 on SP 270096 consisting of approximately 36m<sup>2</sup>. The land is zoned as Rural Agricultural, Rural General. Please see Aerial Map and Survey Plan 143170 **attached**.

The previous lease term was for 10 years with no option. The annual rent was \$9,724.05 during the first year of the Term and increased by 5% compounding annually thereafter for the balance of the Term.

The Lease which has now expired did not contain an option to renew therefore a new Lease needs to be negotiated, commencing from the expiration date (13 November 2014).

Council can apply the exception contained in Section 236(1)(c)(iii) of the *Local Government Regulation 2012* for the disposal of land or an interest in land if the disposal is for the purpose of renewing the lease of land to the existing tenant of the land.

The Lease will be negotiated on substantially the same terms and conditions of the expired Lease subject to the following:-

- a) The term of the Lease shall be 10 years with no option;
- b) The rent shall be \$17,423.40 during the first year of the term and increased by 5% compounding annually thereafter for the balance of the term; and
- c) The Lessee shall be responsible for all costs incurred in preparation of the Lease including but not limited to survey and registration fees.

The proposed term and conditions are consistent with similar leases relating to telecommunications in the region.



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**4. Policy and Legal Implications**

If Council is agreeable to entering into new lease arrangements on these terms, it will be necessary for Council to resolve to apply the exception contained in Section 236(1)(c)(iii) of the *Local Government Regulation 2012* to the lease arrangement before negotiations can commence. This exception allows for disposal of land or an interest in land if the disposal is for the purpose of renewing the lease of land to the existing tenant of the land.

**5. Financial and Resource Implications**

The Lessee will be responsible for all costs involved in the preparation, execution and registration of the Lease, including but not limited to any required survey and registration fees.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The Chief Executive Officer, through Council's Legal Services Unit shall be responsible for engaging with Optus Mobile Pty Limited and the Department of Natural Resources and Mines to finalise the Lease.

**8. Conclusion**

The recommendation made in this Report will discharge Council's statutory obligations and enable formal lease arrangements to be entered and the operation of Optus Mobile Pty Limited to continue uninterrupted.

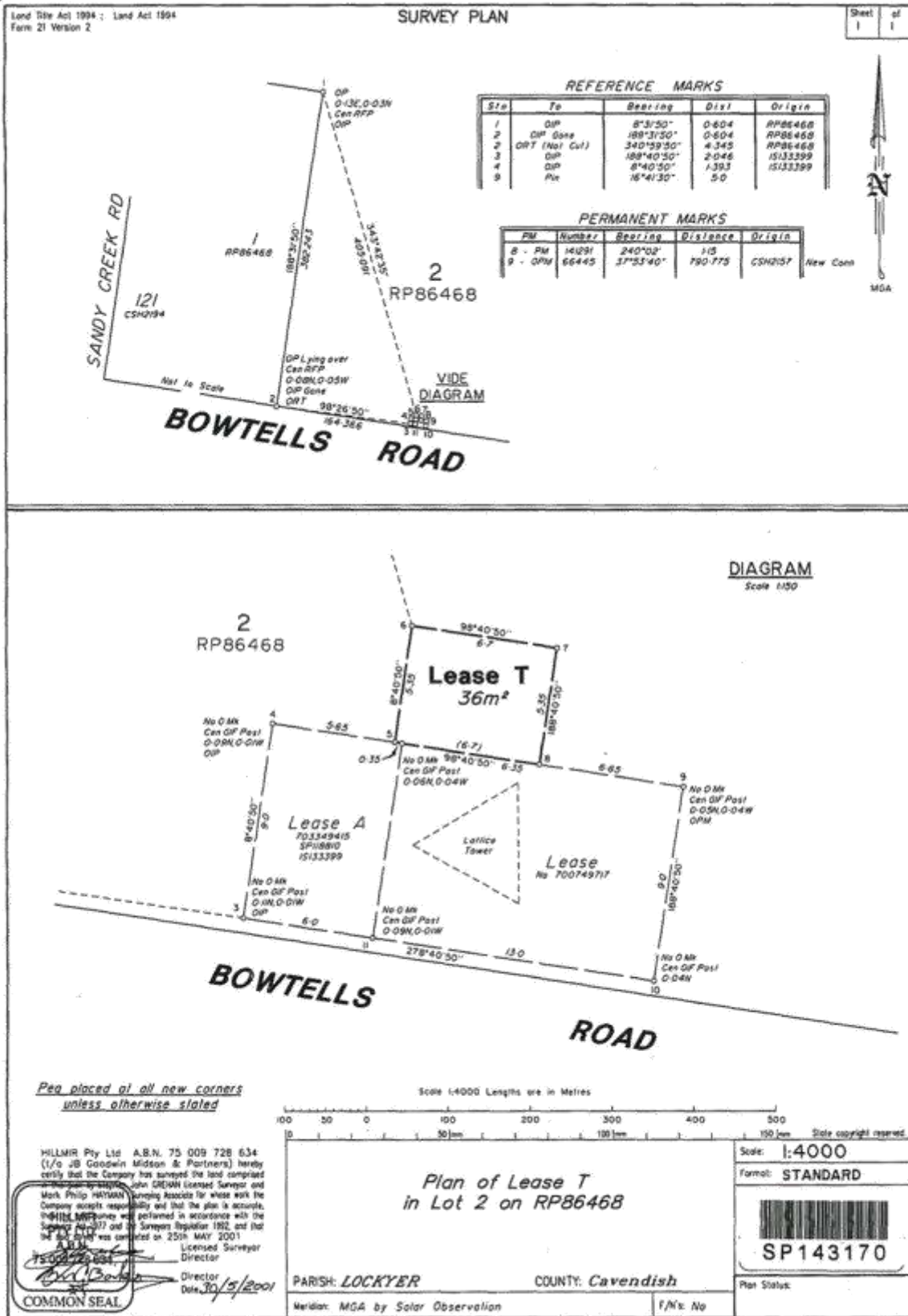
**9. Action/s**

1. Advise Optus Mobile Pty Limited of Council's resolution;
2. Commence lease negotiations;
3. Finalise lease;
4. Arrange a Survey Plan (Optus to organise);
5. Attend to registration with the Department of Natural Resources and Mines.

**Attachments**

- 1 [View](#) Aerial Photo 1 Page  
2 [View](#) Map 2 Pages







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<p>Registered</p>	<p>Lodged by</p> <p style="text-align: center;"><b>MINTER ELLISON</b> <i>OZI.</i></p> <p style="font-size: 0.8em;">(include address, phone number, reference, and Lodger Code)</p>																	
<p><b>1. Certificate of Registered Owners or Lessees.</b></p> <p>1/We <u>TOBY LANE PTY LTD</u> <u>R/N 007 717 137</u></p> <p>(Names in full)</p> <p>* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.</p> <p>* as lessees of this land agree to this plan:</p> <p>Signature of * Registered Owners * Lessees</p> <div style="text-align: center;">  <p><b>DIRECTOR</b> <b>SECRETARY</b></p> </div> <p style="font-size: 0.8em;">* Rule out whichever is inapplicable</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2">Existing</th> <th colspan="3">Created</th> </tr> <tr> <th>Title Reference</th> <th>Lot</th> <th>Plan</th> <th>Lots</th> <th>Emts</th> <th>Road</th> </tr> <tr> <td>14823220</td> <td>2</td> <td>RP86468</td> <td>Lease T</td> <td></td> <td></td> </tr> </table>	Existing		Created			Title Reference	Lot	Plan	Lots	Emts	Road	14823220	2	RP86468	Lease T		
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<p><b>2. Local Government Approval.</b></p> <p>*                  hereby approves this plan in accordance with the ;                  %</p> <p>Dated this ..... day of .....</p> <p style="text-align: center;">#</p> <p style="text-align: center;">#</p> <p style="font-size: 0.8em;">* Insert the name of the Local Government, % Insert Integrated Planning Act 1997 or Local Government (Planning &amp; Environment) Act 1999                  # Insert designation of signatory or delegation</p>	<p>For 120</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>Orig</th> <th>Lots</th> </tr> <tr> <td colspan="2" style="text-align: center;">7. Portion Allocation :</td> </tr> <tr> <td colspan="2">a. Map Reference : <u>9342-4833</u></td> </tr> <tr> <td colspan="2">8. Locality : <u>GRANTHAM</u></td> </tr> <tr> <td colspan="2">9. Local Government : <u>GATTON SHIRE COUNCIL</u></td> </tr> <tr> <td colspan="2">10. Passed &amp; Endorsed : HILLMR Pty Ltd ABN 75 009 726 634 By : (1/s JB Goodwin Midson &amp; Partners) Date : <u>30th May 2001</u> Signed <i>[Signature]</i> Designated <i>[Signature]</i></td> </tr> </table>	Orig	Lots	7. Portion Allocation :		a. Map Reference : <u>9342-4833</u>		8. Locality : <u>GRANTHAM</u>		9. Local Government : <u>GATTON SHIRE COUNCIL</u>		10. Passed & Endorsed : HILLMR Pty Ltd ABN 75 009 726 634 By : (1/s JB Goodwin Midson & Partners) Date : <u>30th May 2001</u> Signed <i>[Signature]</i> Designated <i>[Signature]</i>						
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9. Local Government : <u>GATTON SHIRE COUNCIL</u>																		
10. Passed & Endorsed : HILLMR Pty Ltd ABN 75 009 726 634 By : (1/s JB Goodwin Midson & Partners) Date : <u>30th May 2001</u> Signed <i>[Signature]</i> Designated <i>[Signature]</i>																		
<p><b>3. Plans with Community Management Statement :</b></p> <p>CMS Number : Name :</p>	<p><b>4. References :</b></p> <p>Dept File : Local Govt : Surveyor : <u>10589-07</u></p>																	
<p><b>12. Building Format Plans only.</b></p> <p>I certify that :                  * As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or roads.                  * Part of the building shown on this plan encroaches onto adjoining * lots and road</p> <p>Licensed Surveyor/Director * Date                  * Details words not required</p>																		
<p><b>13. Lodgement Fees :</b></p> <table style="width:100%;"> <tr> <td>Survey Deposit</td> <td>\$ .....</td> </tr> <tr> <td>Lodgement</td> <td>\$ .....</td> </tr> <tr> <td>Copy New Titles</td> <td>\$ .....</td> </tr> <tr> <td>Photocopy</td> <td>\$ .....</td> </tr> <tr> <td>Postage</td> <td>\$ .....</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>\$ .....</b></td> </tr> </table>		Survey Deposit	\$ .....	Lodgement	\$ .....	Copy New Titles	\$ .....	Photocopy	\$ .....	Postage	\$ .....	<b>TOTAL</b>	<b>\$ .....</b>					
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**ORDINARY COUNCIL  
MEETING MINUTES  
22 JULY 2015**

Below is the status of Council's external funding applications as at 30 June 2015:

STATUS as at: 30 June 2015	Source	Project Title	Project Value	Amount applied for	LVRC Cash contribution	LVRC in-Kind contribution	Partner Contribution
<b>Pending</b>	Department of Agriculture - Package Assisting Small Exporters	Building Relationships in Export Markets	100 781	25781	0	20000	55000
<b>SUCCESSFUL</b>	State Library: Opal Grants - Technology Trendsetters	Book, Pay, eSurvey	\$10 000	\$8,180	0	\$1,820	0
<b>UNSUCCESSFUL</b>	Arts Queensland - Artist in Residence Program	Community Totem (Childcare Centre)	26104	20000	0	6104	0
<b>SUCCESSFUL</b>	SES Non-Recurrent Subsidy Program	Forest Hill SES Office Space Refurbishment	9000	6750	2250	0	0
<b>UNSUCCESSFUL</b>	SES Non-Recurrent Subsidy Program	Technology and Monitor Upgrade	1574	1181	394	0	0
<b>SUCCESSFUL</b>	Department of Communities, Child Safety and Disability Services, Investment Services - Community Drought Support – Local Government Areas	Project A: Community Capacity Building Workshops Project B: Big Day In – Youth event Project C: Health and Wellbeing Expo	Project A: \$10 000 Project B: \$19 000 Project C: \$ 11 000	\$40 000	0	0	NA
<b>UNSUCCESSFUL</b>	Department of Infrastructure and Regional Development - National Stronger Regions Fund	National Food & Innovation Centre	\$7 026 156	\$3 200 000	0	\$600 000	\$3 826 156





## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

### **2. Background**

The Department of Infrastructure and Regional Development announced the National Stronger Regions Fund in September 2014.

The Fund seeks to support projects that:

- improved level of economic activity in regions
- increased productivity in the regions
- increased employment and a more skilled workforce in regions
- increased capacity and improved capability of regions to deliver major projects, and to secure and manage investment funding
- improved partnerships between local, state and territory governments, the private sector and community groups; and
- more stable and viable communities, where people choose to live.

Council submitted an application to support the National Food and Innovation Centre in November 2014 seeking \$3 200 000 under the National Stronger Regions Fund. This application included a funding partner contribution of \$3 200 000 in provision of an asset.

### **3. Report**

Council was unsuccessful in receiving funding for the National Food and Innovation Centre project under the National Stronger Regions Fund. Round Two of the Fund is now open. An information session regarding Round Two of the Fund was attended by the Major Projects Officer and advice for submissions was received.

On 22 June 2015, the Manager Regional Development, Senior Economic Development Coordinator and Major Projects Officer received feedback from a representative of the Department of Infrastructure and Regional Development regarding the application submitted in Round One. Council's application was deemed ineligible in Round One as the letter provided to support the application from the funding partner was not considered sufficient in terms of the commitment required to provide the minimum fifty per cent cash contribution.

The feedback provided stated that all other aspects of the application were of an exceptionally high standard however, the partner funding commitment was considered inadequate. It should also be noted that the Australian Government uses its discretion in supporting projects submitted based on political priorities.

On further discussion with the Department of Infrastructure and Regional Development officer and confirmed in writing, the partner contribution is also deemed ineligible as it is not a strict provision of cash rather a commitment to build an asset and this is classified as an in-kind contribution. The guidelines for the fund require a minimum fifty per cent cash contribution. It is considered that this interpretation of the cash contribution is unrealistic and not conducive to encouraging private sector contributions to public assets.

In addition, the partnership funding is contingent on Council controlling the asset to be built for a minimum of five years. The funding partner requires certainty from Council with regard to leasing the space provided in the asset for the five year period. It is intended that Council occupy some of the space for the provision of a Visitor Information Centre and would seek



**ORDINARY COUNCIL  
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other tenants to occupy the remaining space. This requirement presents difficulty, that is in seeking tenants without certainty regarding the construction of the building which is dependent on funding. Conversely, the receipt of the funding is contingent on Council securing tenants for the building from the perspective of the funding partner.

It is recommended that Council approve the re-submission of the National Food and Innovation Centre project to Round Two of the National Stronger Regions Fund, however note that with the current interpretation of the eligibility criteria regarding the cash contribution it is unlikely that this application will be deemed eligible. In addition, it should be noted that there are difficulties associated with the construction and occupation of the asset without the confirmation of funding from the funding partner and without the grant funding.

To this end, it is recommended that representations be made to Deputy Prime Minister, Minister for Infrastructure and Regional Development to advocate for the project to be eligible for funding under National Stronger Regions Fund.

**4. Policy and Legal Implications**

The External Funding Policy will be adhered to in the submission of the agreed applications. All other policy and legal implications will be addressed in future on matters that arise before Council.

**5. Financial and Resource Implications**

Budget and resource implications are to be managed by each project manager in the delivery of each project that is successful in being funded under the National Stronger Regions Fund. Council is required to contribute a minimum of fifty per cent of the project cost. This contribution will include funding from other sources. If the project is successful in receiving funding, Council will be required to provide a budget allocation to lease space in the building.

**6. Delegations/Authorisations**

Each funding application is to be certified by the Chief Executive Officer with evidence of Council endorsement. The Chief Executive Officer and relevant Executive Manager Governance, Engagement and Regional Development will manage further requirements in line with existing delegations.

**7. Communication and Engagement**

The following officers were engaged in the preparation of this report:

- Chief Executive Officer
- Executive Manager Governance, Engagement and Regional Development
- Manager Regional Development

The application will be formally lodged electronically by the due date in accordance with the guidelines.



**ORDINARY COUNCIL  
MEETING MINUTES  
22 JULY 2015**

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**8. Conclusion**

Based on the eligibility and assessment criteria for the National Stronger Regions Fund and Council's ability to contribute funds and deliver the projects in the required timeframe, it is recommended that Council apply for funding for the National Food Innovation Centre as recommended in this report. However, Council should note the complexities associated with the funding partner and the discretion applied by the Australian Government in supporting projects submitted based on political priorities.

**9. Action/s**

The project endorsed by Council is submitted under the National Stronger Regions Fund, Round Two by the closing date of 31 July 2015.





**ORDINARY COUNCIL  
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22 JULY 2015**

museum has averaged approximately 6500 visitors per year since its inception and is currently maintaining good visitor numbers. The museum visitor numbers have spiked significantly since the theming approach has commenced with the Anzac 100 year and the inclusion of military vehicles in the Museum.

## **2. Background**

The Museum has always had a strong truck focus which has been led by the Western Transport display. The Anderson family have been strong supporters of the museum providing a lot of the display material and holding Western Transport employee reunion every second year since opening. This reunion invites past employees to be part of a dinner that continues to keep the Western Transport story alive, which adds enormous value to the interest in the Museum and the exhibition.

As with any museum it becomes difficult to keep the visitor numbers high without continually changing displays and the introduction of new ideas. The QTM has been able to achieve this by consistently rotating their exhibits providing a fresh approach and new marketing material.

## **3. Report**

To assist with regeneration of the museum, Council in conjunction with the QTM advisory committee applied for a financial grant from the Queensland Government to link use of vehicles used in the First World War 1 to the transport industry.

As part of a broader strategy this funding has helped to theme the displays and creates new interest in the museum.

The 100 Year Anzac celebrations were scheduled to be on display for nine weeks through until the end of June. This was recently extended to cover the school holiday period in July. The display consisted of several components which included 10 local soldier portraits, five illustrations, military vehicle display, two light horsemen displays, memorabilia, and Australia's VC medal winners from a private collection.

The 100 Year Anzac exhibit has been a huge success with good media coverage and large visitor numbers. Over the display period there has been approximately 2,950 visitors and a general increase by 170% in the numbers of visitors paying to enter the QTM during the 100 Year Anzac display.

With the display period now completed it is time to determine what to do with the displays and how they will be used and when Council can get the leverage out of the exhibits in the future. At this time it is intended to remove the glass display cabinets, return the memorabilia to the owners and change the museum displays from military vehicles back to normal unique trucks.

As the portraits work closely together with the installations telling the soldiers stories and complement the Lockyer Legends walk of fame it is suggested they remain in place as permanent fixtures. The installations in the hall of fame area will from time to time be required to relocate to the foyer area on a short term basis, or as the occasion arises.

It is proposed that this will allow the museum to each April reinvigorate the Anzac spirit and align to the rotational theming strategies being implemented at the QTM to maintain visitor interest.



**ORDINARY COUNCIL  
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The Museum has always been very strongly supported by the Anderson family and Mr Graham McVean, and a key feature is the Western Transport display on permanent loan from the benefactors. This display is integral to the QTM and it is proposed that it remains on permanent display in the QTM, and is not subject to any rotational movements. There are a number of vehicles in the Western Transport collection, which is approximately one third of the total exhibits within the Museum.

The QTM is currently operating effectively under management from Council and the guidance of the Advisory Committee. The recent initiative of the 100 Year Anzac is testament to the success of this arrangement, and the future direction and operation of the Queensland Transport Museum. It is recommended that Council continue to operate the Queensland Transport Museum in the current form, and provide clarity by endorsing this for a further period of five years.

**4. Policy and Legal Implications**

Policy and legal implications will be addressed in future on matters that arise before Council. Further examination of the reporting of the advisory committee to Council could be strengthened to enhance to governance and support the Committee in their endeavours.

**5. Financial and Resource Implications**

Budget implications will continue to be addressed through existing allocations.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The existing communication channels will be maintained and further engagement between the Committee and Council can be enhanced to ensure the ongoing success of the QTM.

**8. Conclusion**

That Council provide surety that the Queensland Transport Museum remains operated by Council with guidance provided by the advisory committee, and that the rotational changes of exhibits are continued to provide interest to returning visitors, and the Western Transport Display is maintained on permanent display.

This will ensure that the largest display in the Museum of nearly one third of the total exhibits for consistency, and that there is a rotational element to maintain interest from returning visitors to the Museum.





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- Supporting new business to establish, grow the local economy and create new jobs;
- Activating existing vacant space in the town centre, creating further consumer options and encouraging more people to visit Laidley; and
- Providing additional shopping and browsing experiences within Laidley's town centre.

It is an expectation that businesses that get their start at the Laidley Business Incubator will be new businesses, and graduate to commercial premises within a 12 – 18 month period.

### **3. Report**

Businesses wishing to commence trading in the Laidley Business Incubator are required to submit to Council and Expression of Interest which details the proposed business activities including a business plan, details of previous experience including referees and a level of commitment in relation to budgetary considerations.

Applications for the Digital Work Space are separate to the Incubator spaces, and as such are being considered separately.

Expressions of interest can be made at any time, and will be assessed against a variety of factors using a weighted scoring matrix. If there are no vacancies at the time of application, details will be kept on file for a period of 6 months.

The Laidley Business Incubator information pack identifies that the facility is a place where new business can start to trade, test the market and begin to build a customer base.

It is identified in the application documents that Council will not consider business proposals that:

- Based around the sale and service of food or alcohol for consumption on the premises, food tasting and sampling is permitted; and
- Businesses that currently operate from commercial premises in the Lockyer Valley and involve relocation from an existing commercial space to the business incubator.

The initial assessment of Expressions of Interest will be undertaken by Council officers using a weighted scoring matrix. Consideration is given to:

- The robustness of the proposal and the business plan submitted;
- Ability to attract customers;
- The existing variety of retail offering in both Neilsen's Place and the town in general; and
- The applicant's preparedness to commence trading.

Council Officers (Executive Manager, Governance, Engagement & Regional Development, Manager, Regional Development and Senior Economic Development Coordinator) will make recommendations to the Laidley Futures Councillors for comment, if no concerns are raised at this point successful applicants will be offered the opportunity enter into a Participation Agreement with Council. If there are any concerns identified with any expression of interest assessment, the matter will be referred to the next Council meeting for a decision. It is the intent that expressions of interest will be assessed in a timely manner and applicants advised of the outcome, it is anticipated that Expressions of Interest should be processed within 20 days.



**ORDINARY COUNCIL  
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The Participation Agreement details the proposed activities allowable and the licensed area that they can occur in, and is not transferable to any other person. The agreement also allows for termination for by either party, for any reason, by giving one month's written notice in writing.

Full reporting on the operation of the Laidley Business Incubator will be presented to Council on a quarterly basis.

**4. Policy and Legal Implications**

There are no specific policy issues to be addressed

**5. Financial and Resource Implications**

Budget implications will continue to be addressed through existing allocations.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report. The Executive Manager Governance, Engagement & Regional Development will manage the requirements in line with existing delegations.

**7. Communication and Engagement**

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

**8. Conclusion**

The Laidley Business Incubator provides an opportunity for new business to start to trade and grow their customer base, in a retail environment. The application and assessment process developed is to provide a fair and equitable process for businesses wishing to trade from the Incubator, with sufficient processes and controls for ensuring the objectives of the project are achieved.

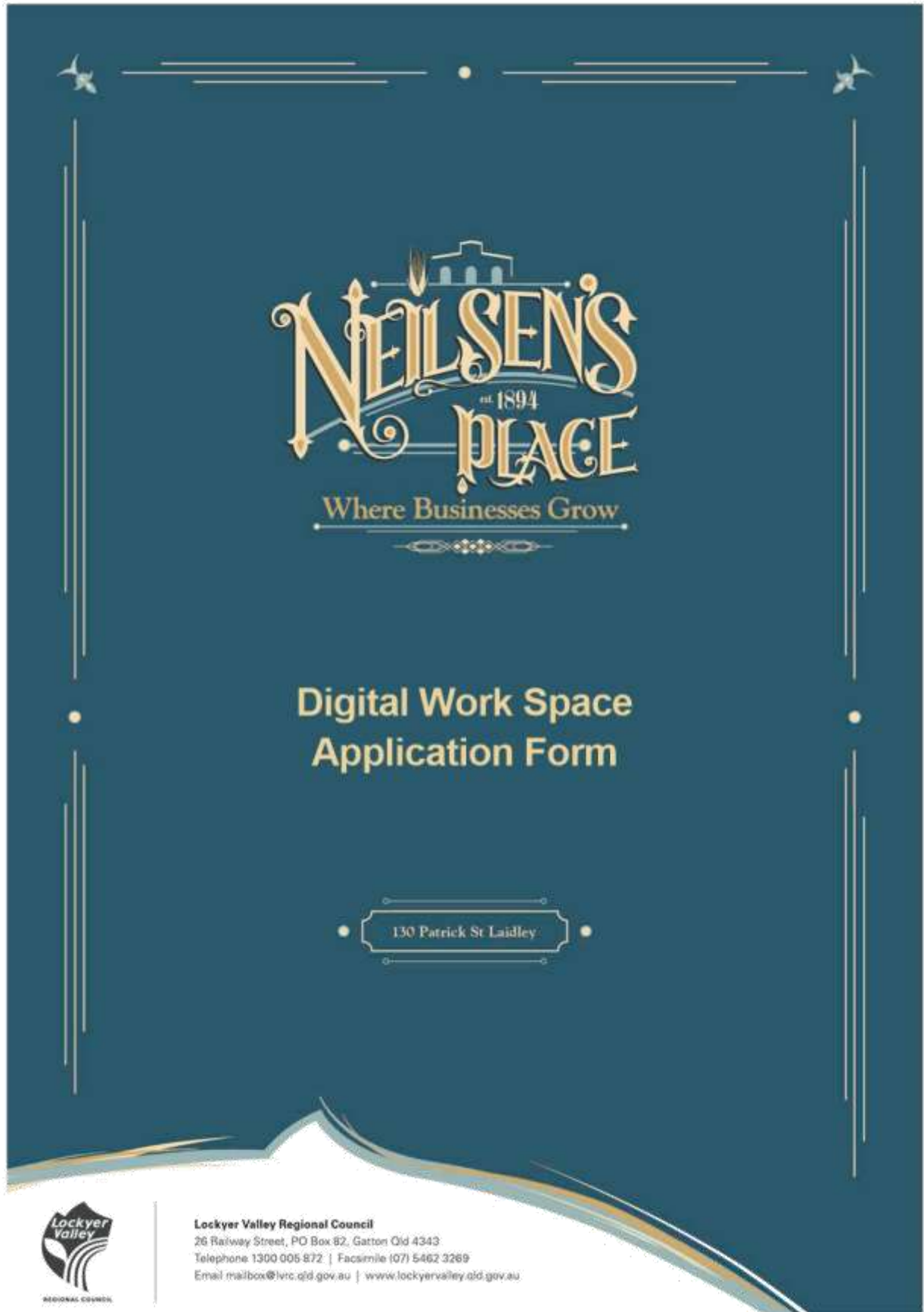
**9. Action/s**

Assessment of Expressions of Interest by Council as they are received using the endorsed process, in a timely manner.

Preparation and presentation of operational reports to Council for the Laidley Business Incubator on a quarterly basis

**Attachments**

- |                        |                            |         |
|------------------------|----------------------------|---------|
| 1 <a href="#">View</a> | Workspace Application      | 4 Pages |
| 2 <a href="#">View</a> | Incubator Application      | 6 Pages |
| 3 <a href="#">View</a> | Incubator Information Pack | 5 Pages |





## Digital Work Space

Lockyer Valley Regional Council has created a Digital Work Space for use by businesses and professionals. The facility is located at the rear of Neilsen's Place in the Laidley Heritage Mall on Patrick Street. The Digital Works Space is a dedicated business hub providing convenient office and meeting facilities, offering the following facilities:

- Shared co-working desk space;
- Meeting and/or board rooms;
- Small group training space/s
- High speed internet connection
- Shared printing services
- 24/7 Electronic access

The Digital Workspace provides business and office facilities, as an alternative to the traditional home office. Using these facilities will provide significant benefits for local professionals and business people. These facilities benefit the local business community by providing an economy of scale, decreased feelings of isolation and increased motivation, enthusiasm and energy. It is a convenient place to meet clients and/or associates.

The Digital Work Hub is a membership based facility operated by Lockyer Valley Regional Council, and operates on a fee for use basis. Current Fees for use of the facility are:

Membership Fee	Free
Co-working desk	\$30 per day (max 6 hours)
	\$260 per month includes free access to meeting rooms and board room (for fairness to other users this will be capped at 16 hours per week)
Meeting rooms	\$30 per 2.5 hours of use (max 5 hours per day)
Board room hire	\$50 per 3 hours of use (max 6 hours per day)
Deposit for swipe access tag	\$25

All fees and charges are payable in advance, users will be allocated some printing credits, but will be required to pay for excess printing. Regular monthly users will have electronic access to the building 24/7. The meeting rooms and dedicated spaces are managed by an electronic booking system, which all members are able to access. Casual users need to arrange access keys in advance of the days they wish to use the facility. All members of the Digital Work Space will receive invitations to business events and activities held at Neilsen's Place.



**Lockyer Valley Regional Council**  
 26 Railway Street, PO Box 82, Gatton Qld 4343  
 Telephone 1300 005 872 | Facsimile (07) 5462 3269  
 Email mailbox@lvrc.qld.gov.au | www.lockyervalley.qld.gov.au

**Neilsen's Place**  
**Where Businesses Grow**  
 130 Patrick St Laidley



As this is a shared space we ask that you are considerate of other users and make every effort to keep the areas neat, clean and tidy at all times. Please respect that other people are also using these spaces to conduct their business activities.

Membership to Neilsen's Place, Digital Work Space is free, and all members will be required to attend a building induction, so they are aware of the facility and all safety requirements in relation to using the building. Members will also receive an introduction to using the electronic booking system. All fees for use of the building are required to be paid in advance.

If you would like to become a member of the Digital Work Hub at Neilsen's Place, please complete and sign the attached form and return to [regionaldevelopment@lvrq.qld.gov.au](mailto:regionaldevelopment@lvrq.qld.gov.au).

If you require any further information on the Digital Work Space please contact the Regional Development team on 5466 3505 or email [regionaldevelopment@lvrq.qld.gov.au](mailto:regionaldevelopment@lvrq.qld.gov.au)

Name:

Address

Email

Contact Phone  Mobile Phone

ABN

Anticipated frequency of use      Casual       Monthly

Do you have current Public Liability Insurance? No  Yes  (Please attach copy)

I agree to receive electronic newsletters and business information from Lockyer Valley Regional Council

I agree to the following Terms and Conditions of use for the Laidley Digital Work Space and understand that my membership will be revoked if Council determines in its reasonable opinion that these terms and conditions have not been complied with.

1. Lockyer Valley Region Council has granted you use of the facilities and you must not assign this use to anyone else, or share you access key or allow access to any other user, and you must not share your log in with anyone else.
2. You may allow access to your meeting guests and/or clients for the purpose of a meeting.
3. I agree to pay to Lockyer Valley Regional Council all fees and charges for use of the Digital Work Space in advance.
4. Lockyer Valley Regional Council reserves the right to charge users for the cost of printing.



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5. Entry and use of the Digital Work Space by the member shall be at the member's sole risk. The member is solely responsible for supervising any guests in the Digital Work Space.
6. Members must notify Lockyer Valley Regional Council of any damage, accident or defect in the Digital Work Space or the common areas within Neilsen's Place, or any circumstances likely to cause any damage or injury to any person in the Digital Work Space or the common areas within Neilsen's Place.
7. Members must not at any time do or permit others within the members control to do any act or thing which results or may result in a nuisance, damage, obstruction or disturbance to Lockyer Valley Regional the Council, other occupants of the building or the owners or occupiers of any adjoining or neighbouring land or buildings or use the area in any noisy, dangerous, noxious or offensive manner.
8. Members must not at any time exercise or carry on any activity, art, trade, occupation or calling, which is illegal or in Council's reasonable opinion immoral, obscene or offensive.
9. Members must abide by any emergency procedure notified to the members by Council.
10. Members must, while using the Digital Work Space comply with all WHS Laws.
11. Members must keep the area clean and tidy at all times.
12. Members will not dispose of or allow to be removed from the Digital Work Space any of the Council's property or any property belonging to another person.
13. Members will not provide the keys or any access devices for the building to any person for any reason whatsoever.
14. Users of the Digital Work Space acknowledge and agree that use of the Digital Work Space is at your own risk and releases, to the fullest extent permitted by Law, Lockyer Valley Regional Council for all claims of any kind and from all liability which may arise from or in connection with the use of the Digital Work Space and in connection with any accident, damage or injury to any person or property occurring on or around the property arising directly or indirectly from the use of the Digital Work Space, unless caused by any willful act, default or negligence of Lockyer Valley Regional Council.

Name \_\_\_\_\_


Signature \_\_\_\_\_ Date \_\_\_\_\_

Lockyer Valley Regional Council is collecting your personal information so that we can assess your application for the Laidley Business Incubator. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. Information provided in and with this application may be disclosed publicly under the Right to Information Act 2009. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement and this collection notice.




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**Laidley Business Incubator  
Expression of Interest**

130 Patrick St Laidley



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## Before completing an expression of interest, please ensure you have read this document and the information pack thoroughly

The Laidley Business Incubator, located at Neilsen's Place, is an environment where new business can trade and test the market in a supported environment with flexible licensing arrangements.

### How does Council select business proposals?

Applications are assessed against a variety of factors and criteria administered by a steering group within Lockyer Valley Regional Council. Assessments include the ability to attract customers, the variety of retail offering within the space and each business proponent's preparedness to commence trading.

Council is looking for proposals and/or applicants with a start-up or early stage business proposal taking into consideration the existing retail mix in Laidley when assessing proposals. Proposals which are deemed to have a potentially negative impact on existing businesses will still be assessed with serious consideration given to the probable impact.

Council will not consider business proposals based around the sale and service of food and/or alcohol for consumption on the premises, food tasting and sampling of products is encouraged and permitted. Applicants already renting commercial premises in the Lockyer Valley and which would involve relocating from an existing commercial space to a subsidised area are ineligible.

### Participant budget expectations

As with any business, there are a number of costs you will be required to cover to successfully operate as well as a commitment of your own time. Things to consider in your budgeting include:

- occupancy licence fees;
- contribution to utilities e.g. water, electricity etc;
- public liability insurance;
- contents and business insurance appropriate for your proposal;
- workers compensation insurance, if applicable;
- set up costs applicable including fit-out and stock;
- marketing and promotions; and
- anything else you require to operate your business

Council is not responsible for the management, success or failure of your business, nor will Council be liable for any loss or damage to your property for any reason.

### Public liability insurance

You will be required to have your own public liability insurance with a reputable insurer covering the use of the licence area to the amount of \$20 million and provide a Certificate of Currency to Council



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### Expression of Interest

#### Section A

Contact person:

Contact numbers: mobile:

business hours:

after hours:

Postal address:

Email:

Do you have a current business? Yes  No  (If no, go to section B)

If yes, current trading name:

How long have you been in business?

What type of business is this?

Your business structure: Sole trader  Partnership  Company

Registered trading name:

Australian Business Number:

Website:

Facebook page:

#### Section B: Business proposal summary

Proposal working title:

Please give a brief description of your business proposal.



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Have you run this business, or similar businesses before?

### Section C: Business proposal detail

**Space / special requirements** – What size space do you estimate you require? Do you have any other specific requirements? Please note incubator spaces are approximately 3x3m or 3x6m

**Planning** – Do you have a business plan or operations plan? Have you had any business training? If so, what? Please attach any documents as necessary. A Business plan template is available from <https://www.business.qld.gov.au/business/starting/business-planning/business-planning-kit>



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**Budget** – As with any business there will be additional costs to cover, such as set up costs and appropriate insurances. Are you confident you can do this? Please include evidence of public liability insurance or intent to obtain a policy

**Continued use** – Are you looking to develop your business proposal in to a self-sustaining business? i.e. Do you see yourself taking on a commercial lease in the future?

Please list any supporting documentation (optional/if applicable)

- CV / Bio (1 page)
- Business Plan
- Letters of support/personal references (up to two)
- Images (max 5)
- Media (max 5)
- Business references



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**Disclaimer**

Lockyer Valley Regional Council respects your privacy and will not publicly release any confidential information which you provide to us. Please take the time to respond to the following statements:

I am happy for Lockyer Valley Regional Council to publicise my idea for a business in Section B in order to promote the Laidley Business Incubator. Yes  No

I would prefer that Lockyer Valley Regional Council keep my proposal quiet for now.

Yes  No

If your proposal is approved, are you happy to sign a release that any images taken of your business can be used for marketing purposes?. Yes  No

Are you able/willing to attend an interview to discuss your business proposal in further detail with the Laidley Business Incubator Steering Group? Yes  No

Council is not liable for any costs incurred by the applicant in relation to your proposal/business. Council is not responsible for the management or success/failure of any business.

Signature

Print Name

Date

How to submit your expression of interest:

By email: Please scan all supporting documents and return with this form via email to [regionaldevelopment@lvrc.qld.gov.au](mailto:regionaldevelopment@lvrc.qld.gov.au)

Who do I contact with any questions:

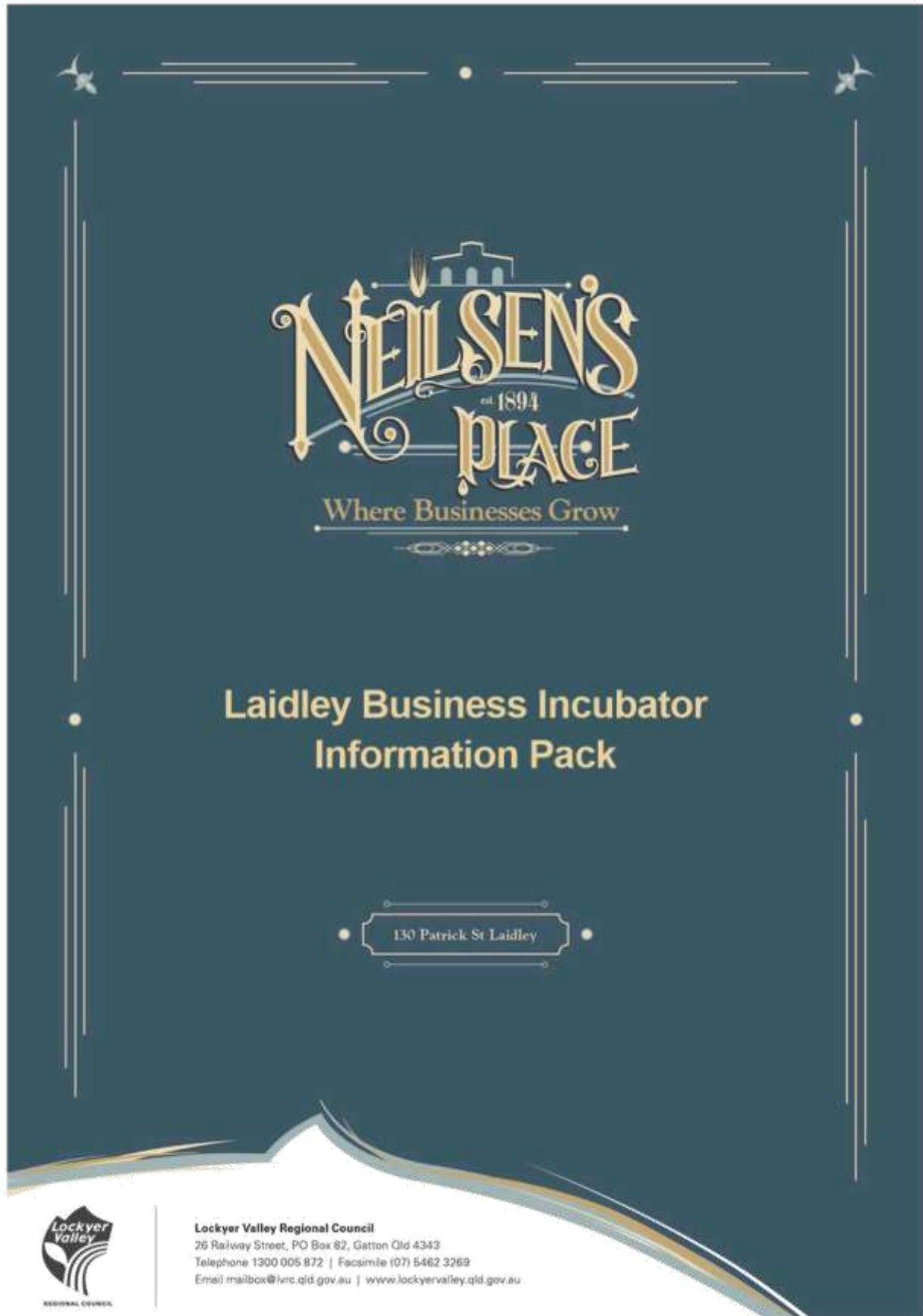
Helen McCraw  
Senior Economic Development Coordinator  
Phone 5466 3505  
Email [regionaldevelopment@lvrc.qld.gov.au](mailto:regionaldevelopment@lvrc.qld.gov.au)

Lockyer Valley Regional Council is collecting your personal information so that we can assess your application for the Laidley Business Incubator. We will not disclose your personal information outside of Council unless we are required by law or you have given your consent. Information provided in and with this application may be disclosed publicly under the Right to Information Act 2009. By completing and signing this form and returning it to Council, we will consider that you have given us your consent to manage your personal information in the manner described in Council's Privacy Statement and this collection notice.



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Neilsen's Place  
Where Businesses Grow  
130 Patrick St Laidley







### Who should apply

If you have a well-planned business proposal or an existing business that is ready for that next stage, then the Laidley Business Incubator at Neilsen's Place may be the right place for you and your business.

Lockyer Valley Regional Council is seeking proposals and/or applicants with a start-up or early stage business proposal that is ready to commence trading in a commercial environment at Neilsen's Place, Laidley.

The Neilsen's Place business incubator is an economic development initiative of Lockyer Valley Regional Council to support the growth and development of new and early stage businesses.



### About Neilsen's Place

Neilsen's Place is a commercial environment where new business can start to trade, test the market and begin to build a customer base. It is ideally located in the centre of Laidley's shopping area, providing easy pedestrian access, within an interesting building that is an important part of Laidley's history.

The centre has dedicated space for retail and service businesses, coworking office areas as well as business meeting rooms, supporting new and early stage businesses to develop and grow. Neilsen's Place is the ideal place to for new and growing businesses, providing lower entry costs and a flexible licencing arrangement. It is a shared retailing and service space, where shoppers can spend time wandering among the stores exploring what is on offer.

Neilsen's Place is overseen by Lockyer Valley Regional Council and is an economic development initiative that is an element of Laidley Futures. Neilsen's Place is intended to benefit the local community by:



- Supporting new business to establish and grow the local economy and create new jobs;
- Activating existing vacant space in the town centre, creating further consumer options and encouraging more people to visit Laidley; and
- Providing additional shopping and browsing experiences within Laidley's town centre.
- Activation of the Laidley Mall space.



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It is an expectation that businesses who get their start at Neilsen's Place will graduate from the business incubator to commercial premises within a 12 -18 month period.

### Retail and service spaces

Neilsen's Place is located at 130 Patrick Street, Laidley with great exposure to customers, and access from the pedestrian mall.

The central portion of Neilsen's Place contains open shared spaces which have flexibility and can be configured to either a 3 or 6 metre shop frontage as required.

Floor layout of Neilsen's Place



NEILSEN'S PLACE FLOOR LAYOUT

Neilsen's Place also incorporates a Digital Work Space, which is a dedicated business hub within the centre that provides shared co-working spaces with access to high speed WiFi and shared network printing as well as private meeting rooms and videoconferencing facilities. The business hub is available for use by registered members, on a pay for use basis and reservations are managed by an electronic online booking system. Further information about the business hub and how to become a member can be found on Council's website [www.lockyer valley.qld.gov.au](http://www.lockyer valley.qld.gov.au), or by contacting Council's Regional Development Team on 5466 3505.

Occupants of Neilsen's Place will be required to manage and operate their own dedicated space and it is expected that they will be open for trade for a minimum of 35 hours per week. Neilsen's Place has standard opening and closing times, when the public will be free to wander about and browse Sales and security of stock during the opening hours (Monday – Saturday) is the responsibility of the individual store occupier.

However, occupants of Neilsen's Place will have electronic access to the building outside of normal trading hours. Occupants are not permitted to provide access the building outside of normal trading hours nor are they permitted to share their key with anyone else.



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### Occupancy License

Occupants will be granted a licence to occupy a defined space within Neilsen's Place for the permitted use as described in the project proposal, and for no other use without prior written approval. Licences can be terminated by either party with one month's (30 days) notice.

The licence does not create a landlord/tenant and/or lessor and lessee relationship between the parties. Licences are personal to the licensee and cannot be transferred to another person.

### What are the costs?

Occupancy fees and contributions to outgoings are payable monthly, in advance. Current fees for retailing space are:

Occupancy fee - 3m frontage	\$240 per month
Occupancy fee - 6m frontage	\$390 per month
Contribution to outgoings	\$45 per month (in addition to occupancy fee)
Furniture rental (if required)	\$20 - \$40 per month
Deposit for swipe access tag	\$25

As with any business, there are expenses that you will be required to cover in addition to the occupancy fee and contribution to the outgoings.

You will be required to have your own public liability insurance with a reputable insurer, covering the use of the licence area to the amount of \$20 million and provide a Certificate of Currency to Council.

Other costs that should be considered when budgeting include:

- Contents and business insurance appropriate to your proposal;
- Business interruption insurance;
- Workers Compensation insurance, if applicable;
- Set up costs applicable, including fit out and stock;
- Marketing and promotions; and
- Anything else required to operate your business.

Council is not liable for any costs incurred by any applicant/proponent in relation to the proposal or business, and Council is not responsible for the management or success/failure of any business.

### Space Fit Out

Occupants will have limited capacity to make material changes or modifications to the spaces within Neilsen's Place, and any modifications or additions will require Council's written consent. It will be a far better solution to be creative with removal displays and furniture.



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### How to apply

Applications to occupy the incubator spaces at Neilsen's Place can be made at any time. If there are no vacancies at the time we assess your application, your proposal will be kept on file for six months.

Applications must be submitted on the Neilsen's Place Business Incubator Expression of Interest form that is available on Council's website [www.lockyervalley.qld.gov.au](http://www.lockyervalley.qld.gov.au) with all applicable supporting documentation.

Council advises applicants to carefully read this information pack and the Expressions of Interest instructions prior to completing and lodging all the documentation.

### How applications are assessed

Applications are assessed against a variety of factors and criteria by a steering group within Lockyer Valley Regional Council. Assessments include the ability to attract customers, the variety of the retail offering within the space, and each business proponent's preparedness to commence trading.

Council will consider the existing retail mix in Laidley when assessing proposals. Business proposals that have a potentially negative impact on existing businesses will be assessed with due consideration of the probable impact within the existing business mix.

Success proponents will be notified in writing of the outcome of their application and offered dedicated space within the building.

Council will not consider business proposals based around the sale and service of food or alcohol for consumption on the premises, food tasting and sampling of products is encouraged and permitted. Applicants that already rent commercial premises in the Lockyer Valley and involve relocating from an existing commercial space to a subsidised one are also ineligible.

### Still have questions?

If you have any questions in relation to the Neilsen's Place Business Incubator, please contact Council's Economic Development Coordinator, Helen McCraw on phone 07 5466 3505 or email [regionaldevelopment@lvrc.qld.gov.au](mailto:regionaldevelopment@lvrc.qld.gov.au)



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**3. Report**

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

The 2014/2015 Operational Plan has been developed to focus on the identification and delivery of key strategies that support and enhance Council's service provision to the community. As part of Council's continuous improvement, the reporting on the delivery of initiatives has been expanded to provide an understanding of project delivery performance against budget, timeliness and key risks.

With a detailed discussion undertaken of the March 2015 Quarterly report with Council and the framing of the 2015/16 Operational Plan workshopped, there has been a consolidation of strategies and activities, as well as a number of completed strategies now being realised. This refinement of the reporting and completion of achievements also confirms the significant achievements of Council over this year and this term.

It is intended to commence work on the preparation of a term report card as was prepared last council term to acknowledge the achievements aligned through the corporate planning and to confirm what has been delivered.

With the reporting for the 2014/15 year now completed, it is pleasing to note that significant progress has been achieved with the majority of projects completed or and benefits likely to be achieved, with reduced resources and through efficiency savings. The performance reporting again recognises the achievements through the matrix below:

	<b>Timing of Delivery</b>	<b>Budget Performance</b>	<b>Scope Delivery</b>	<b>Risk Management</b>
<b>Target Performance</b>	Ongoing Strategy or Completed	Within 5%	Benefits Achieved	No Concerns
<b>Acceptable Performance</b>	Carried over to 15/16	Within 5-10%	Benefits at Risk	Concerns being addressed
<b>Successful Delivery at Risk</b>	To be deferred	Outside 10%	Benefits in Doubt	Significant Risk Experienced

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Performance identified by the key Operational Plan themes:

	Lockyer Community	Lockyer Leadership	Lockyer Farming	Lockyer Livelihood	Lockyer Business	Lockyer Nature	Lockyer Planned	Lockyer Council
Total Initiatives for 2014/15	27	8	9	2	16	24	33	21
Timing of Delivery:								
Ongoing Strategy	16	5	8	1	13	17	24	14
Completed	9	0	0	1	2	0	5	2
Carried Over to 15/16	2	2	1	0	0	0	4	5
To be deferred	0	1	0	0	1	7	0	0
Scope Delivery:								
Benefits to be achieved	25	6	8	2	14	23	33	17
Benefits @ Risk	2	1	1	0	2	1	0	4
Benefits in Doubt	0	1	0	0	0	0	0	0
Risk Management:								
No Concerns	18	6	8	2	13	17	26	14
Concerns being addressed	9	1	0	0	3	7	7	7
Significant Risk Experienced	0	1	1	0	0	0	0	0

There are a total of 140 activities being progressed in this Operational Plan and overall, Council achieved in excess of 84% delivery of its 2014-15 Operational Plan initiatives.

It is intended to engage further with Councillors on those initiatives whose delivery is at risk, to ensure that outcomes are being monitored and progress achieved. There will be some activities that are deferred from finalisation due to competing priorities or rather beyond our control. Some of these priorities have been included in the 2015/16 Operational Plan and others have been deferred to future years.

#### 4. Policy and Legal Implications

*Section 122(2) of the Local Government Regulation 2012* requires the Chief Executive Officer to present a written assessment of local governments' progress towards implementing the annual Operational Plan at meetings of the local government. These reports are required to be at regular intervals of not more than three months. It remains a key accountability for Councillors to monitor the progress of the organisations performance.

#### 5. Financial and Resource Implications

The financial performance of each key Operational Plan Theme is summarised and can provide an indication on the progress of initiatives or of constraints in delivering outcomes for the Operational Plan. Overall, the financial performance is within budget tolerances and aligns to the delivery of outcomes. Each of the activities has been monitored against the agreed

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budget and report to the budget impacts, which in this quarter is positive. Further refinement of the financial system is required to report individual projects or activities.

**Summary of Performance to Budget**

	Lockyer Community	Lockyer Leadership	Lockyer Farming	Lockyer Livelihood	Lockyer Business	Lockyer Nature	Lockyer Planned	Lockyer Council
Total Initiatives	27	8	9	2	16	24	33	21
Budget Performance								
Within 5%	26	8	9	2	14	24	30	21
Within 5-10%	1	0	0	0	2	0	3	0
Outside 10%	0	0	0	0	0	0	0	0

From this summary it is noted the majority of initiatives are within budget, with no major budget overruns being recognised, acknowledging that year- end financial information is yet to be finalised. While there are both positive and negative variances across the budget, these have been able to be managed within existing tolerances. The constraints on resourcing and budgets have been managed to ensure that the overall performance is still effective. Budget reviews in future years will be needed to ensure funding for carryover projects.

**Overall Financial Performance**

Theme	Operating Expense		Operating Revenue		Capital Expense		Capital Revenue	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Lockyer Community	4,282,900	3,976,706	750,000	1,131,803	28,800	93,434	42,000	42,676
Lockyer Leadership	3,200,840	3,021,685	963,100	1,382,726	90,000	145,583		
Lockyer Farming	252,500	235,304	86,000	89,632				
Lockyer Livelihood	252,500	235,304	86,000	89,632				
Lockyer Business	3,987,000	4,108,808	2,169,000	1,835,457	75,000			
Lockyer Nature	377,670	261,750	171,000	182,303				
Lockyer Planned	63,625,890	61,640,494	50,279,200	47,597,347	17,702,234	13,448,926	8,845,000	4,111,327
Lockyer Council	14,002,900	15,510,945	32,387,000	32,265,964	10,537,019	9,717,037	625,000	650,958





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**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The significant achievements of the Operational Plan are regularly reported through Corporate Communications and media channels as required. The overall achievements from all quarterly reporting will contribute to the 2014/15 Annual Report and as the end of the term approaches, the highlights will flow into the Term Report Card.

**8. Conclusion**

The quarterly reporting on the Operational Plan is a statutory process and informs Council and the community on the performance of Council on yearly programs and activities. The majority of initiatives are on track and with budget.

**9. Action/s**

1. Receive Report
2. Schedule as a Workshop Agenda item for August 2015.





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### 3. Report

#### *Queensland Ombudsman Office visit*

It has been confirmed that representatives from the Queensland Ombudsman's Office will be on site on 28/7/2015 to conduct an audit of Council's Administrative Actions & Complaints Management Process and review the Complaints Register. This visit will provide an opportunity for further improvement and refinement to the existing processes.

#### *Governance*

The 2015/16 Operational Plan has been developed and is currently being finalised by management and will be included in the budget agenda. Following the Council workshop to review the achievements after the March quarter, significant effort has been undertaken to review the existing capability and resources to ensure that the activities listed in the plan can be delivered as the priorities of the Council.

#### *Administration and Executive Operations*

Significant time continues to be directed to land management matters in progressing and finalising Council resolutions and preparing advice and background on individual lease arrangements. A prioritised listing of land for review /disposal is being developed to bring to Council for further direction when all the background work has been completed. An element of this will support any proposed land sales for the 2015/16 budget.

A range of legal matters have also been progressed relating to a number of planning appeals and planning enforcement matters. Legal advice has also been provided internally, or sought from external legal providers where necessary, on a number of property matters.

#### *Corporate Communications*

The redevelopment of the Council website is progressing, with design and layout works undertaken and transfer of content continuing to be completed. It remains on track for an early August completion of stage 1 and closure of the old site. There are a number of matters still being resolved in the transactional area with links to One Council and it is planned to have this online in the near future.

An ongoing review of the corporate templates is progressing with options being considered to streamline the existing designs and to reduce costs for ongoing use and public display information.

#### *Internal Audit*

With the progress made against the original Internal Audit Plan from 2012/13, a review of priorities for the 2015/16 audit plan is being undertaken to establish a basis to finalise the plan for this term of Council. A full review is then scheduled for the following financial year. Matters referenced in the Audit Register continue to be advanced for the next ARMC which is due in early in September.



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*How local government can help build social cohesion in our communities*

The Australian Human Rights Commission, with the assistance of the Australian Centre of Excellence for Local Government, has released a comprehensive guide for local government to help build strong, socially cohesive communities. The fundamental role of local government in our communities makes it an ideal sector to work more closely with communities to respond to cultural challenges.

The guide *Building Social Cohesion in our Communities* aims to support local governments to build cultural understanding in their communities by helping them to:

- understand their communities and measure their strengths and weaknesses
- engage their communities and build partnerships between key stakeholders
- prevent and respond to incidents of racism or conflict between groups if they arise
- strategically plan for the needs of their communities now and into the future
- monitor, evaluate and share outcomes.

Structured around the five elements of building social cohesion based on international best practice, the social cohesion resource features case studies from local governments in Australia, tips for implementing good practice at the local level and links to useful resources

*Government response to the Senate Select Committee on the National Broadband Network*

The Government's response to the Senate Select Committee on the National Broadband Network's Second Interim Report has been released, with the Government supporting one of the five recommendations.

The Government supported the recommendation to release the full version of NBN Co's 2015-18 corporate plan when finalised to enable the proper public scrutiny of the project. However, it rejected other recommendations, such as reinstating the external independent review process of NBN Co's corporate plan to restore the proper probity to the project, and investigating the governance and probity issues identified in the first and second interim report.

The Senate established the Select Committee on the National Broadband Network on 14 November 2013 to inquire into and report on the Australian Government's reviews of the national broadband network and the governance of NBN Co Limited.

The Committee's Terms of Reference included particular reference to:

- the establishment of the Government's Strategic Review of the NBN
- the outcome of the Strategic Review of the NBN
- the establishment and findings of the Government's cost benefit analysis
- the conduct and findings of the Government survey of the availability of broadband in Australia.

*Australia and New Zealand Ministerial Forum on Food Regulation*

The Australia and New Zealand Ministerial Forum on Food Regulation met in Hobart last week, discussing a range of food regulation matters such as the Health Star Rating system, vitamin D in breakfast cereal and the Country of Origin Labelling framework.

A communique outlining the outcomes of this discussion was published on the Department of Health website. The Forum comprises all Australian and New Zealand Ministers responsible



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for food regulation, and is chaired by the Australian Government Assistant Minister for Health, Senator Fiona Nash. The next meeting of the Forum will be held in November 2015 in Canberra.

### *REGIONAL DEVELOPMENT*

#### *Business Awards*

Council have currently secured 80% of the budgeted sponsorship revenue and are hoping to add to the total with a couple of additional category sponsors, and both media partners have confirmed their involvement again this year. The Nomination Kit is currently being prepared to go to print, with distribution to commence on Friday 31 July.

#### *Laidley Show*

Council's display at Laidley Show was coordinated by Regional Development with assistance from other staff learning the skills for event delivery. The show stand this year had more attention to showcasing the broader activities Council deliver on behalf of the community. The outside location provided more opportunity with greater numbers passing by. On Saturday staff engaged with over 200 people, based on the 95 competition entries received for the Lockyer Valley hamper. The same site has been tentatively booked for 2016.

#### *Air and Land Show*

Council's support of this event continued with the Tourism Trailer on site both days, with volunteers manning it on Saturday only. Event organisers will open and close the trailer on Sunday. Regional Development assisted with the media strategy which attracted television coverage and broader media for the event which showcased their major attraction at this year's event, the running of the gauntlet. This feature enabled the public to re-enact Gallipoli Soldiers in the first charges over the wall which generated strong public interest.

#### *Community Event Capacity Building Workshops - July 24 and 25*

These workshops been planned for some time and the first two day scheduled event will take place at the Grantham Butter factory. The success of these events aligns with council's strategy to build the community's capacity to take more ownership of their own events and to become less reliant on Council resources. As of the 16<sup>th</sup> of July we have 20 people registered with a target of 50.

#### *Regional Flavours*

Regional Flavours took place on Saturday 18 and Sunday 19<sup>th</sup> July. Regional Flavours is South Bank's signature food and lifestyle event. Held in Brisbane's picturesque South Bank Parklands, it features free entertainment from celebrity chefs and industry experts as well as fresh produce from more than 80 of Queensland's best providores. Over 75,000 people are expected to attend the event over the course of the weekend. The Lockyer Valley will be promoting the region from within the picnic patch precinct and there will also be live cooking demonstrations on key stages throughout the event featuring Alastair McLeod as well as a picnic inspired menu served for visitors to purchase. Council has encouraged participation from 5 local stall holders who not only sell their own products but also feature in supporting the promotion of Lockyer Valley as a Food Destination.



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*Anzac 100 exhibition*

The Exhibition has display time has now been completed as per the funding agreement with the State Government. The decision was made to extend the display for two additional weeks from the end of June to cover the school holiday period. Significant increases in visitor numbers have been experienced at the QTM since the commencement of the display. A separate report is presented to Council for consideration as to the ongoing storage strategy for the display contents and how the display could become an annual feature as a part of the QT museum.

*Business Incubator*

Communication about the Business Incubator and the Digital Work Space has commenced in local press, and several follow up press releases are planned over the coming weeks, to further explain the project and how people can get involved. A number of enquiries from operators interested in operating from the building, enquiries have been for both the business incubator and the Digital Work Space have been received. Discussions have also been undertaken with providers of business training, mentoring and support services, to provide value added services to the local business community from the facility. A separate report has also been presented on this to the meeting.

*ABR (Australian Business Register) Data Mapping*

A recent upgrade to the information received with non-public ABR data included the addition of geocoding to allow users to integrate the information into mapping software. Integration of the available data with Council's Map Info system was achieved by GIS, and during the process a number of challenges were encountered, and solutions found. This information has been shared with other users, and highlighted as best practice by ABR and shared as a case study for all users of the ABR data.

**COMMUNITY ENGAGEMENT**

*Youth Services*

Announcement by Ipswich Community Youth Service (ICYS) that they were successful in their submission for state funding to provide Youth Support services to both the Somerset and Lockyer Valley regions for the next 3 years. The funding will provide ICYS with three part-time (2 x 4 day/week and 1 x 3 day/week) staff providing intake, assessment, referral, case management and collaborative integrated response case coordination to young people aged 12-18 in these 2 regions. The establishment date for the commencement of services is Monday 17 August. This program will provide opportunities for Council to develop ongoing partnerships and program responses with ICYS for the benefit of youth in our area.

*Interagency Network*

Assistance is being given by CD&E officers to rebuild the Lockyer Valley Community Services Interagency Network. Twenty two service providers attended the July interagency meeting, which was the first in the new workshop format. Participation levels were high with positive feedback from participants about the new format and content. The meeting focused on mapping issues for clients to access services, and brainstorm and share positive solutions. A



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table of results will be compiled from the workshop and distributed to all members. For the next meeting, all members will be asked to bring more specific solutions to share, and promote active networking to promote community-based solutions to services and clients.

### *Bhutan Visit*

A delegation from Bhutan visited the Lockyer Valley on Monday 13 July. They were given an overview of the 2011 flood event before visiting Woodlands Road, Grantham, Murphys Creek, Spring Bluff and Upper Lockyer to help them contextualise the event and see the improvements (e.g. use of technology, camera, gauges and warning systems) put in place post 2011. The Manager Disaster Management is also presenting to the group at QUT on sustaining command and control and operationalising disaster management plans today, Friday 17 July.

### *Local Disaster Management Plan Review*

A Local Disaster Management Review Workshop was held on 14 July, 2015 and facilitated by the Manager Disaster Management. In attendance were representatives from Queensland Fire and Emergency Services, Queensland Police Service, Queensland Ambulance Service, Queensland Health, Local Government Association of Queensland, Office of the Inspector General of Emergency Management and the Toowoomba District Disaster Management Group. It was pleasing to note that all Local Disaster Management Group members were in attendance. This is a reflection of the relationships established and the buy-in of agencies to be involved in the process. The workshop was very successful with a number of key outcomes achieved. A follow-up meeting has been scheduled for 27 July, 2015 to further discussions. Comments from IGEM and LGAQ included congratulations to Lockyer Valley Disaster Management team for setting standards in Disaster Management which are an example to other Councils.

### *Youth Development*

Youth Development partnered with the Settlements program to put together the Youth Mash-Up held Thursday 25 June at the Cultural Centre. The event was attended by approximately 40 high school kids from LDHS and facilitated by VITAL Projex. The event focused on inspiring and equipping young people to BE the solution to issues they are concerned about. Feedback was positive from kids, teachers and facilitators.

### *Youth Council*

Youth Council Meeting was held Wednesday 24 June and attended by 6 members and the Deputy Mayor. The group is showing signs of maturity in meeting protocol, brainstorming, and awareness of their primary purpose. The group spent time reflecting on how they had developed personally since joining Youth Council.

### *Community Engagement*

The Predator Control and Pest Management workshop held on Saturday 27 June was generally considered a success. Over 70 people participated in the full day workshop and anecdotal feedback was most positive. Environment may make pest control an annual workshop if funding allows.







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## **Training**

### *QDMA Training Toowoomba*

Manager Disaster Management conducted QDMA training in Toowoomba for Department of Communities, Child Safety and Disability Services on Monday 15 June to 17 participants.

### *Training and Exercise Planning Session*

A meeting was held on Tuesday 16 June with QFES Emergency Management Coordinator to discuss training needs for the remainder of the year and in particular an evacuation centre exercise to be conducted in November. A planning workshop will be held on 1 July for participating agencies to discuss exercise type, scope, aim and objectives to ensure Council and all relevant agencies achieve their desired outcomes. We will be working in particular with QUU, SEQ Water and utilising findings from Callide Creek Flooding Review.

### *Evacuation Centre Management Training*

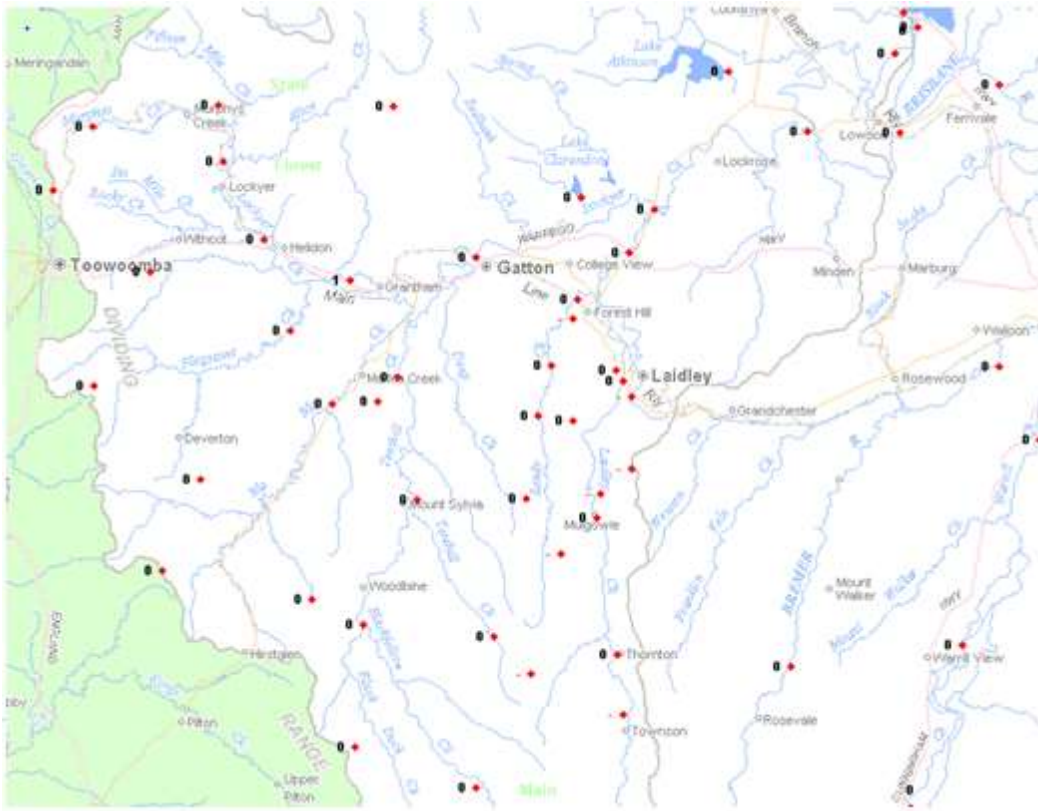
Evacuation Centre Training was conducted by Red Cross in partnership with QFES on 18 June 2015. The training was well received with excellent feedback. A total of 18 participants came from several agencies including SES, Qld Health and Council.

### *Recovery Presentation at Regional College of Disaster Management*

Manager Disaster Management presented to Advanced Diploma participants on Recovery processes on Thursday 25 June, 2015. Case study presented of lessons learnt from Lockyer Valley flood event in 2013 and the Livingstone Shire Council Cyclone Marcia event and the importance of a coordinated approach and communication flow between all pillars/taskforces and the understanding of complexities and community led approaches.

## **Laidley & Forest Hill Flood Warning Projects**

Bureau of Meteorology station commissioning of the new gauges was undertaken from 29 June to 30 June, 2015. Media releases are to be coordinated with Corporate Communications to promote the project and highlight the constant improvements being conducted in Disaster Management. The map below shows all the current flood gauges in the Lockyer Valley. Commissioning of the new gauges occurred on Monday 29 and Tuesday 30 June. Enviromon alerts are being received by the Disaster Management team and data from these sites is now available through Enviromon.



### **Helidon Explosive Precinct**

Manager Disaster Management attended Helidon Explosive Group. Discussions held regarding the exercise conducted by the Disaster Management Unit and implementation of findings being conducted by all participants. Further exercises will be conducted before December to build capability of interoperability with LDMG and build relationships.

### **Meeting with UQ Gatton Campus Director**

Manager Disaster Management met with UQ Gatton Campus Director on Monday 22 June to discuss UQ's linkages with the Lockyer Valley LDMG and working together for training and disaster events.

### **Briefing on Callide Creek Flood Review**

Manager Disaster Management briefed the Infrastructure Works and Services management team on Wednesday 24 June based on the Callide Creek Flood Review and the importance of organisational capability to support the disaster management structure and the necessity for staff to be released for training. Also working with IWS on ways forward to mitigate risks of flooding.

### **Tardis Demonstration**

A demonstration of the Tardis system was given to Disaster Management Staff and Senior Engineer Water and Projects on Wednesday 24 June. Tardis interfaces directly to BOM's



**ORDINARY COUNCIL  
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Enviromon server and includes a flash flood prediction model, based on Area Average Rainfall, which is effectively instantaneous. It seamlessly integrates calculated ground saturation conditions and BOM MetEye rainfall predictions into its predictions.

Tardis was developed as a response to the 2011 Queensland Floods. It is jointly owned by Townsville City Council, Moreton Bay Regional Council and Sunshine Coast Council. It is a community licence model that other councils are invited to join and where all councils benefit from enhancements and new features.

### **Funding Acquittals**

#### *Laidley SES Group Training Equipment Upgrade*

Final Funding report for the Laidley SES Group Training Equipment Upgrade Project has been completed.

Council was successful in their State Emergency Service (SES) Non-Recurrent Subsidy Program 2014/15 funding application to upgrade Forest Hill SES Group Facility and Equipment. The funds have delivered new equipment for the groups training rooms being work bench, storage, security upgrade, tables, chairs, projector, screens and whiteboard.

#### *Forest Hill SES Group Facility and Equipment*

Final Funding report for the Forest Hill SES Group Facility and Equipment Upgrade has been completed.

Council was successful in their State Emergency Service (SES) Non-Recurrent Subsidy Program 2014/15 funding application to upgrade Forest Hill SES Group Facility and Equipment. The funds have delivered new equipment for the groups training rooms being work bench, storage, security upgrade, tables, chairs, projector, screens and whiteboard.

#### *NRMA Community Grant*

Final Acquittal Report for the NRMA Community Grant for the Lockyer Valley State Emergency Service Operational Readiness and Interoperability Program 2014/2015 has been completed. The funding delivered a program to bring together the local SES Groups and encourage them to operate as a high performing functional SES Unit. A camp facilitated by Murphys Creek Escape provided scenario based activities provided members and executives to learn by doing and to develop teamwork and leadership skills. The program culminated in a SES exercise on 8 June 2015 testing the SES operational capability and identified gaps and areas for improvement.

### **Fire Trails Update**

Slashing completed of fire trail behind Red Gum Drive, Woodlands.  
Tabletop Rd to Knitters Rd, Withcott - track maintenance to be done 25 June 2015 - work to include cut for gravel and debris removal to reduce fire load up to the gate as not clear where trail goes to past there.



## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

### **Laidley Area Flood History**

A meeting was held on Friday 26 June between Manager Disaster Management, Mayor, Deputy Mayor, Coordinator Environmental Planning and locals in regards to the history of creek systems and where flooding occurred in the Laidley, Forest Hill and Glenore Grove areas. Further work will be done on local contacts and knowledge for flood events.

### **Laidley Show**

Disaster Management and Community Engagement staff utilised the MERC Van at the Laidley Show on Saturday and Sunday 4 and 5 July, 2015. Objectives for the event were:

- To provide information and support to the community to build community resilience and promote a positive image of Council
- Address the current Council initiative of the addition to the Lockyer Gauge Network
- Assess disaster resilience in the community
- Build community resilience through education.

A full report will be completed in due course.

### **Exercise Planning Meeting**

An exercise planning workshop was held on 1 July. Representatives from QFES, Department of Communities and QUU were present. Aims and objectives were discussed and an exercise concept document was forwarded to all present on Friday 3 July for review. Further meetings will be held to refine the objectives and flesh out exercise documentation.

### **CEDM Disaster Management Research Forum**

Manager Disaster Management and Community Development & Engagement Officer (Neil Williamson) attended the CEDM Forum on Wednesday 1 July. The topic of the forum was Digital Humanitarians.

The information overflow that occurs in the wake of a disaster can paralyse humanitarian response efforts. Computers, mobile phones, social media, mainstream news, earth-based sensors, humanitarian drones, and orbiting satellites generate vast volumes of data during major disasters. Making sense of this flash flood of information, or "Big Data", is proving a perplexing challenge for traditional humanitarian organisations. Aid groups are more adept at dealing with information scarcity than overflow. To address this problem many organisations are turning to Digital Humanitarians: tech-savvy volunteers who craft and leverage ingenious crowdsourcing solutions with trail-blazing insights from artificial intelligence.

### **Local Disaster Coordination Centre Staffing**

The 30 June saw two staff from the Disaster Management and Community Engagement team finish their contracts with Council. This coupled with other staff leaving the same week meant that the Local Disaster Coordination Centre has had a loss of four (4) trained staff.



## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

### **Solomon Island and Bhutan AAF Delegations**

Delegations from the Solomon Islands and Bhutan visited the Lockyer Valley on Wednesday 8 July and Monday 13 July 2015 respectively. Presentations from SES, Disaster Management and District Disaster Management Group were given prior to site visits to Grantham (including discussions around the new estate and the Grantham Siren), Murphys Creek and Spring Bluff. The Manager Disaster Management will conduct followup presentations to the Bhutan group at QUT on Wednesday 15 July and Tuesday 21 July.

### **Local Disaster Management Plan Review**

The Local Disaster Management Plan Review Workshop was held at the Lockyer Valley Cultural Centre on Tuesday 14 July. The workshop was attended by representatives from Lockyer Valley Regional Council, Queensland Fire and Emergency Services, Queensland Police Service, Queensland Ambulance Service, Office of IGEM, Local Government Association of Queensland. A follow up workshop will be held on Monday 27 July, 2015.

### **SES Activations**

Nil

### **SES Training & Development**

- Three members attended a trainer's course for 4 wheel drive instruction to train other members.
- Members from all groups participated in Casualty Handling at Forest Hill on Monday 6 July, 2015.
- Twelve members took part in the Participate in Rescue Operations Module at Forest Hill on Saturday 11 July, 2015.

### **SES Community Participation**

- Murphy Creek Trail Ride Saturday 20 and Sunday 21 June – nine (9) and ten (10) members were in attendance for the respective dates.
- Laidley Fun Run Sunday 21 June – ten (10) members in attendance.
- Traffic control and parking assistance for PowerFest on Saturday 27 and Sunday 28 June, 2015.
- Parking at Emu Gully Event – Mud, Sweat and Fears
- Community engagement at the Laidley Show
- Three members responded to a request from Peace Lutheran School to give a presentation on SES functions on Tuesday 7 July, 2015
- Local Controller presented to the Solomon Island delegation at the Gatton SES building on Wednesday 8 July, 2015.
- Four members assisted with parking at the Emu Gully Air and Land Spectacular on 11 and 12 July, 2015.

### **SES Forest Hill Sand Bay**

A sand bay for the Forest Hill SES has been constructed. The sand bay will store sand for sand bagging operations and will protect the sand from the natural environment.



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**SES Executive Positions**

The advertisement for SES Executive Positions will be placed by QFES this week. All Executive Positions will be opened to any member or non-member from Monday 13th July 2015 with a closing date for all nominations by close of business Friday 28th August 2015.

The interview and selection of the Local Controller will be conducted first, followed by the Deputy Local Controller then Group Leaders.

The incumbent Executive will remain until either they are re selected or the new Executive is selected, then if required a handover will take place.





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the cancellation of the event, financial assistance previously provided by Council has been removed from the 2015/2016 budget.

**3. Report**

It is proposed a State Round Off Road event be held on a scaled down track in the Mulgowie hills. The Brisbane Sporting Car Club is keen to retain the relationship built with the town of Mulgowie and the Lockyer Valley region by holding an event on the same weekend in October, but on a smaller scale. The Club has support from the landowners for a track to meet the requirements of a State Round, which is shorter in length than a National Round. A State Round will attract up to 30 vehicles.

The Club has confirmed that they have approval from land owners for a reduced track and that no financial support will be sought from Lockyer Valley Regional Council to deliver the event. They will apply to use the branded marquees at the event site as in previous years.

**4. Policy and Legal Implications**

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

**5. Financial and Resource Implications**

Budget implications will continue to be addressed through existing allocations.

**6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report. The Executive Manager Governance, Engagement and Regional Development 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**

The Brisbane Sporting Car Club is keen to maintain an off road event in the Mulgowie area. With the cancellation of the National Off Road Rally, they are considering running a State Round Off Road event in its place on 17 – 18 October. Approval has been given by land owners for a reduced track. The club has confirmed that financial support from Council will not be required in the current financial year for a State Round Off Road event.

**9. Action/s**

Council acknowledges that Brisbane Sporting Car Club deliver a State Round Off Road event at Mulgowie in lieu of the National Off Road Rally in October and provide the same level of support with marketing and event equipment that is afforded to other community events held in the region.







## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

and Environment and Plumbing and Building Services into the role, hence, the report is a brief summary of the key work areas.

With this change in management, Jamie Simmonds, Executive Policy Advisor Mayor/CEO will be assisting Executive Manager Organisational Development and Planning and Manager Planning and Environment, with a review of current operations and practices within the Planning Unit.

### *ORGANISATIONAL DEVELOPMENT*

General Organisational Development Update:

- OneCouncil Testing – HR & OHS Components.
- Updating HR Module in OneCouncil – adding employees/job details/extension of contract dates etc.
- Update employee and position indexes in ECM.
- Registration of documents into ECM.
- Collation and input of updated employee details and qualifications into OneCouncil.
- Finalisation of OD Plan.
- Preparing of website content for new website.

Current Training:

- OD for Non OD Officers – Supervisors, Coordinators etc. – On Hold (Date to be confirmed)
- OD for Non OD Officers – Executive Leadership Team and Managers – On Hold (Date to be confirmed)
- Drug and Alcohol Awareness – On Hold (Date to be confirmed)
- Handling Difficult Customers – 15 July
- Procurement Training – 16 July
- Corporate Induction – 28 July
- Fire Warden Training – 30 July
- Handling Difficult Customers – 6 August

Currently Scheduling:

- Operate and Maintain Chainsaws;
- Workplace Bullying, Harassment and Discrimination;
- Authorised Persons;
- Asbestos Awareness;
- Working Safely at Heights;
- Confined Space;
- Numeracy and Literacy;
- Code of Conduct;
- Microsoft Office Suite (reviewing online options); and
- Recruitment & Selection Panel Training.

### *Wild Dog Committee Meeting*

The inaugural meeting of the Wild Dog Committee was held at Springbrook Park Hall, Withcott on 26 June. The meeting was in response to a resolution from the Council meeting on 27 November 2013. The meeting was attended by Phil Sutherland and Phil Herrington



## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

(Biosecurity Queensland), Damien Ferguson (Agforce), Snow Manners and Judy Deucker (Helidon Hills Landcare) Henri-Paul Blanco and Richard Collins (LVRC). Andy Dutton (QPWS) was an apology. Representatives from each organisation described their role, challenges and opportunities. It was agreed that the involvement of community groups was essential in the management of all pests and that a confederate model would be very effective in sharing information and lobbying for assistance and resources. It was also agreed that the Wild Dog Committee should include representatives from the community and agricultural industries. The next meeting will be held in October 2015.

### *Predator Control and Pest Management Workshop*

The Predator Control and Pest Management Workshop was held at the Lockyer Valley Cultural Centre on 27 June. The event was opened by Mayor Steve Jones and was attended by Councillors Milligan and Holstein. Approximately 70 community members heard presentations from Damien Ferguson (Agforce), Matt Gentle and Phil Sutherland (Biosecurity Queensland), Will Dobbie (DD&MRB) and Henri-Paul Blanco (LVRC). Displays and trade counters were provided by both government bodies, NGOs and commercial enterprises. In the afternoon there were practical demonstrations of setting traps for wild dogs and pigs. The workshop was considered to be very successful and there was a great deal of interest in running another workshop next year. In addition, a number of community members came forward and expressed the desire to start of be part of a community pest management group.

### **WORKPLACE HEALTH & SAFETY**

#### *Local Government Workcare (LGW) Safety Audit*

Work stemming from the interim WHS Audit report includes the development of Recommended Action Plans (RAPs) for the issues identified in this process. This will serve to provide various areas within Council a single point of truth to work from in an effort to correct any actions.

#### Injuries:

- There have been four (4) notifications of injury during this reporting period.

#### Incidents:

- There have been six (6) incident reports received during this reporting period.

#### Near Miss Incidents:

- There has been one (1) near miss incident reporting during this reporting period.

#### Hazards:

- There was one (1) hazard identified during this period.

#### Workers Compensation Claims / Injury Management:

- There is currently one (1) accepted workers compensation claim.
- There is currently two (2) common law claims pending.
- There have been nil lost time injuries
- (LTI) during the reporting period (Year to Date: 134 LTI days).





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### 3. Report

The following report provides an interim summary of Council's financial performance against budget to 30 June 2015.

**Operating Revenue - Target \$86.89 million Actual \$84.57 million or 97.33%**

At 30 June 2015, overall operating revenue was slightly under budget due mainly to the timing of Queensland Reconstruction Authority (QRA) grants and reduced interest revenues from Council's investments.

Operating grants and subsidies received equaled \$40.11 million or 93.39% of the year to date budget. The majority of these grants relate to Flood Restoration works. The timing difference between the expected receipt of the grants and when the works were carried out has been adjusted in the budget phasings; however, variations have still occurred. It is now anticipated that the shortfall in grant revenue for the restoration works will be received in the 2015/16 financial year.

Revenue from rates is on target; however growth in assessments was lower than expected and the take up of the discount was greater than expected. Interest revenue ended the year less than expected due to falling interest rates and lower cash balances.

However, receipts for building application and development assessment fees were much higher than anticipated but these receipts remain dependent on the level of building activity within the region. The remaining variances are related to the timing of the cash flows and are relatively minor.

**Operating Expenditure - Target \$89.98 million Actual \$88.99 million or 98.90%**

At 30 June 2015, overall operating expenditure for the year was on target against budget.

Overall employee costs were slightly over target due to the shift in focus to capital works which has offset internal recoveries being less than calculated.

Overall goods and services costs were 5.83% under budget. At 30 June, goods and services for the rest of Council were \$2.06 million more than budget while being \$4.18 million under budget for Infrastructure Recovery. Overall expenditure was under budget due to the timing of some QRA projects; however, this is being offset by internal recoveries being less than calculated.

The issue of the calculation of the internal charges is being reviewed as part of the 2016 budget process. In previous years the internal charges were offset within the materials and services area which did not fully identify the calculations. In the current financial year, they have been separated to provide better disclosure of the amounts and the effect they have on the actual versus budget results.

For the year to date there has been \$35.69 million expenditure on Recovery related activities which does not include the betterment works being undertaken under the capital program. The revenue received for the year to date is \$34.24 million which includes the final payment for the 2011 event. The final acquittal documentation for the 2013 flood event has been submitted to



## **ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015**

QRA for assessment. While some of the final acquittal funds have been received, the remaining amounts are expected to be finalised in September 2015.

Depreciation costs are being calculated using the One Council asset system and are reflective of the actual amount of depreciation being charged on the revalued amount of Council's assets. This is more than the budgeted amount with depreciation now around \$12.13 million.

### **Capital Revenue - Target \$9.26 million Actual \$7.14 million or 77.10%**

Overall capital grants and subsidies revenue was less than budget. The timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program and the application approval process. A portion of the NDRRA grants will also be allocated to capital revenue for the betterment program works.

The loss on disposal of assets is due to accounting adjustments being undertaken as part of the end of financial year process. The final position in relation to these assets will not be known until all of the transactions are finalised after the end of June.

### **Capital Expenditure – Target \$28.43 million Actual \$23.43 million or 82.41%**

To 30 June 2015, Council has expended \$23.43 million on its capital works program with a further \$1.18 million in committed costs for works currently in progress.

The main expenditures were \$13.04 million within Infrastructure Services and \$10.12 million in Corporate and Community Services. The capital expenditure includes \$5.28 million on the Regional Sports and Aquatic Centre, \$7.21 million on flood recovery capital works and \$4.84 million on roads and drainage.

### **Statement of Financial Position**

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 30 June, Council had \$25.91 million in current assets compared to \$10.35 million in current liabilities with a ratio of 2.50:1. This means that for every dollar of current liability, there is \$2.50 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 June, there has been a net cash outflow of \$9.67 million with \$5.68 million generated from operating activities and \$15.79 million spent on capital works with the net proceeds of \$0.44 million from 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 has spent considerably more money than it generated and with this mainly relating to the mismatch in timing between 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 June, the cash balance was \$21.15 million.



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**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 2015 financial year and with the works on the ground now complete, the acquittal process has commenced. While some of the final acquittal funds have been received, the remaining amounts are expected to be finalised in September 2015.

As with previous years, Council did 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 number of projects were reprioritised to a future budget year. In order to maintain adequate cash reserves, the long term financial plan provides for a capital works budget of around \$12.40 million each year; however, the amended budget for 2015, including carry forward works, was \$28.43 million which included \$8.99 million of NDRRA related works.

**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 June, Council's revenues are on target, with the under and over variations offsetting each other. Overall expenditure is on target, due to the under expenditure in flood recovery works being offset by reduced internal recoveries.

The amounts shown in the report are subject to change as end of year processes are still being finalised and the audit completed.

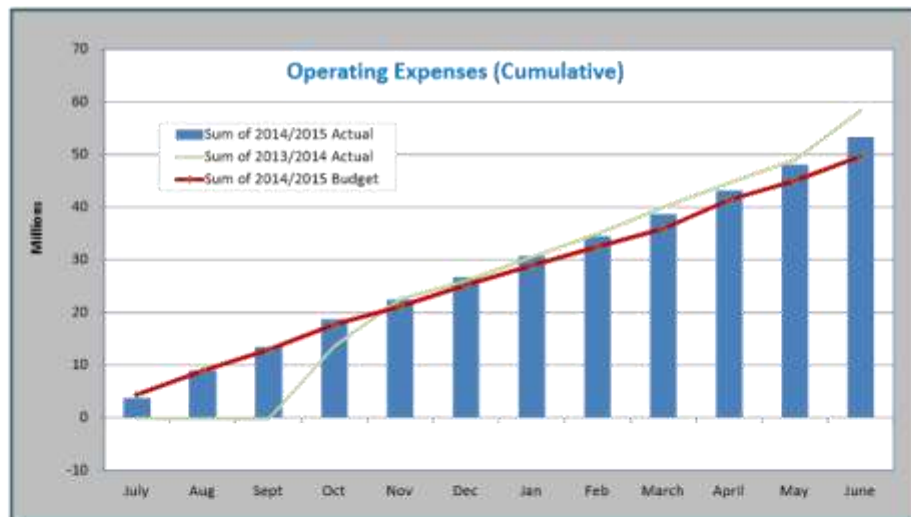
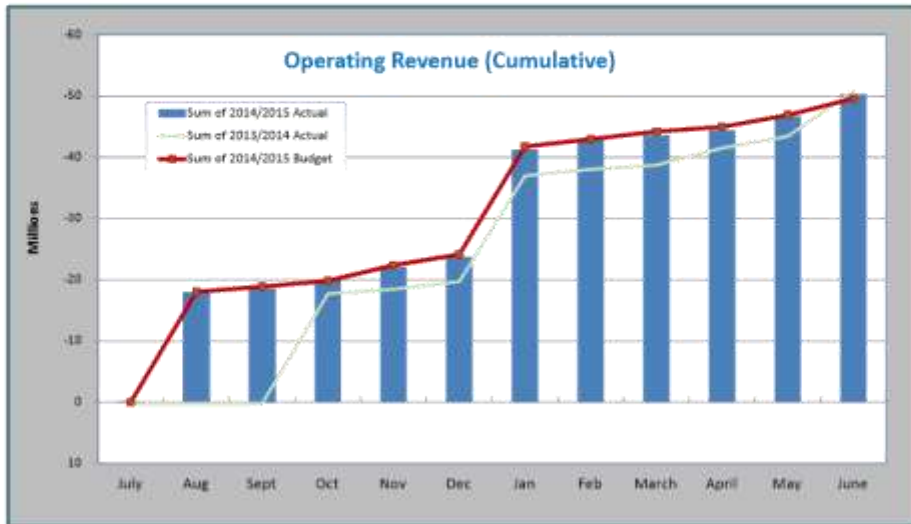
**9. Action/s**

1. Nil.

**Attachments**

1 [View](#) June 2015 18 Pages

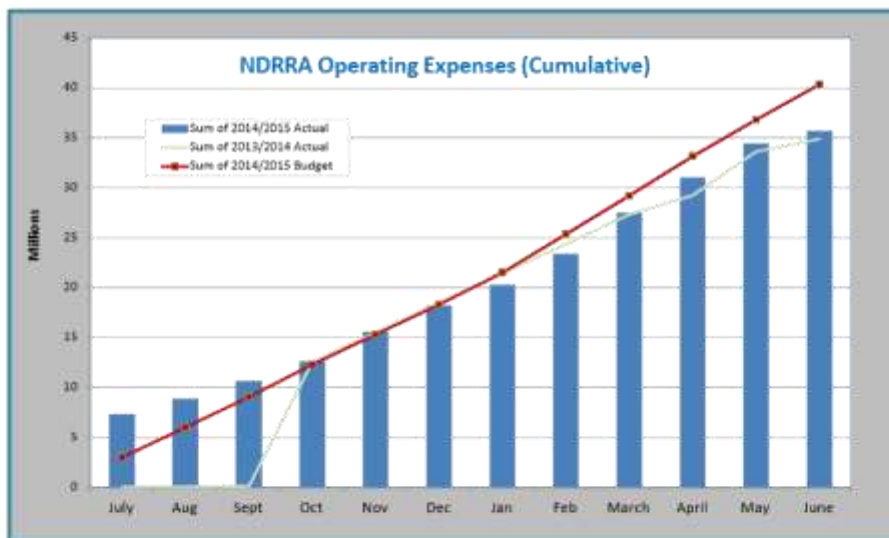
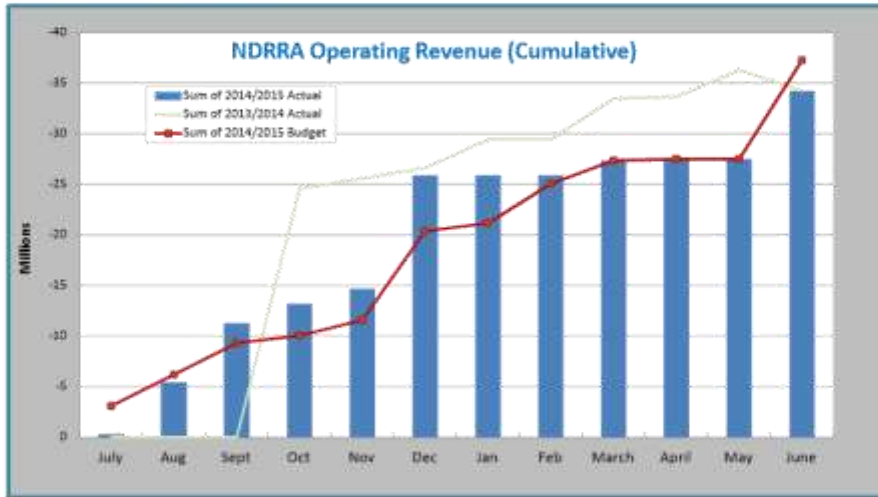
**LOCKYER VALLEY REGIONAL COUNCIL**  
Total Council (excluding NDRRA) Operating Revenue and Expenses  
For the Period Ended 30th June, 2015





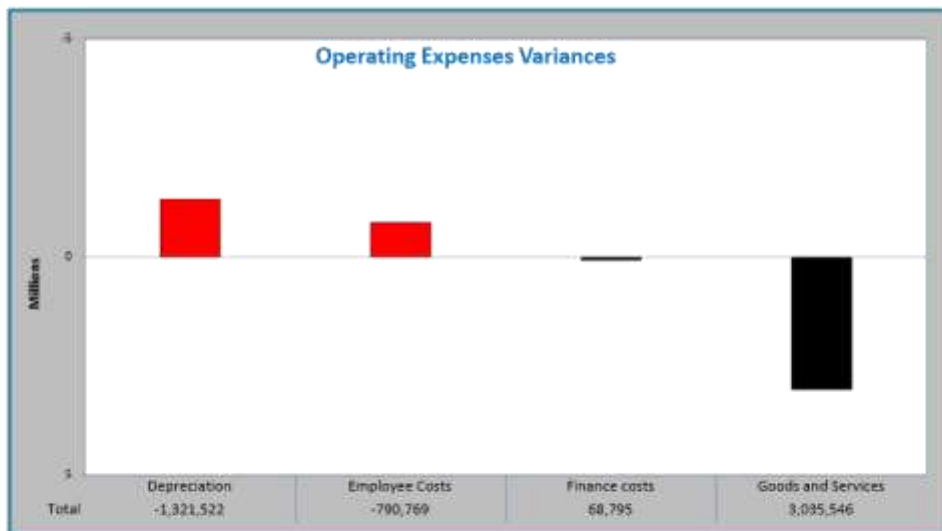
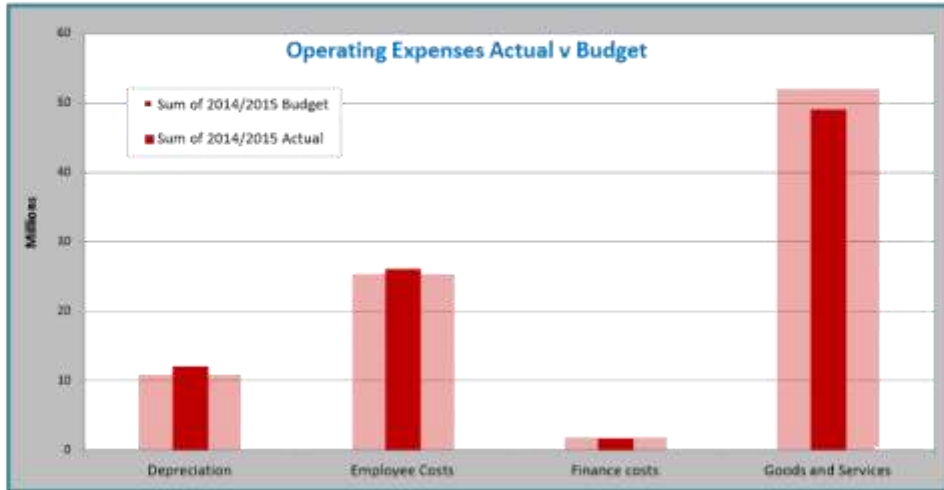
**LOCKYER VALLEY REGIONAL COUNCIL**

NDRRA Operating Revenue and Expenses  
For the Period Ended 30th June, 2015



**LOCKYER VALLEY REGIONAL COUNCIL**

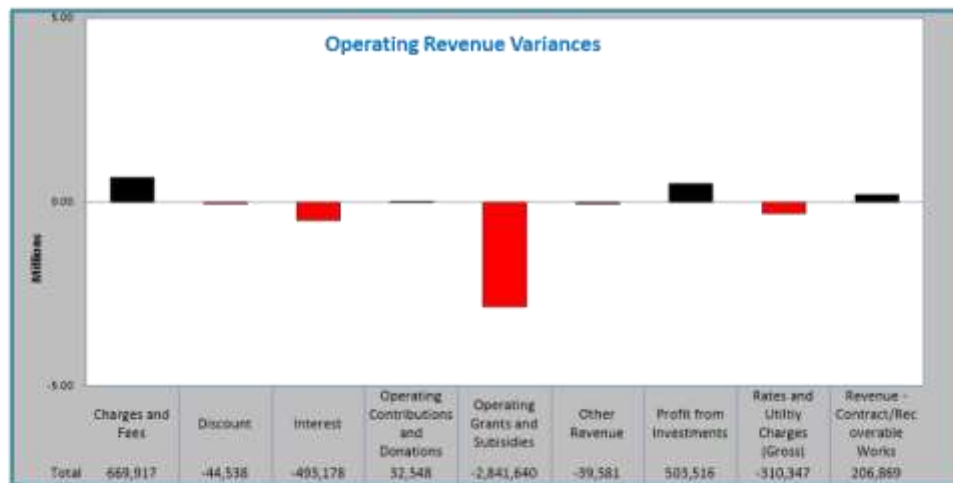
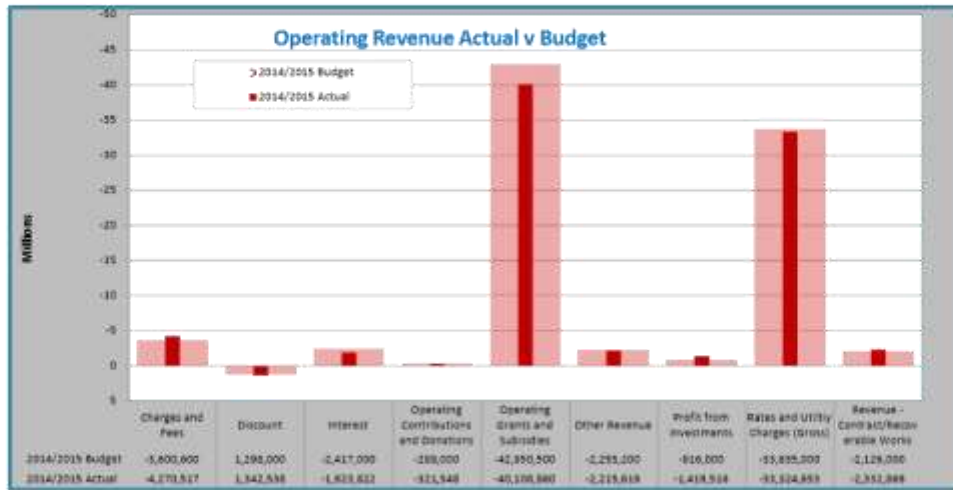
Operating Expenses  
For the Period Ended 30th June, 2015



**LOCKYER VALLEY REGIONAL COUNCIL**

**Operating Revenue**

For the Period Ended 30th June, 2015



Lockyer Valley Regional Council (Whole Council)  
Statement of Income and Expenditure  
For Period Ending June 2015

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	33,635,000	33,324,653	33,635,000	310,347	0.92
Discount	(1,298,000)	(1,342,538)	(1,298,000)	44,538	(3.43)
Charges and Fees	3,600,600	4,271,184	3,600,600	(670,584)	(18.62)
Interest	2,417,000	1,923,822	2,417,000	493,178	20.40
Operating Grants and Subsidies	42,950,500	40,108,860	42,950,500	2,841,640	6.62
Operating Contributions and Donations	289,000	321,548	289,000	(32,548)	(11.26)
Revenue - Contract/Recoverable Works	2,126,000	2,332,869	2,126,000	(206,869)	(9.73)
Other Revenue	2,255,200	2,215,619	2,255,200	39,581	1.76
Profit from Investments	916,000	1,419,516	916,000	(503,516)	(54.97)
<b>Total Operating Revenue</b>	<b>86,891,300</b>	<b>84,575,533</b>	<b>86,891,300</b>	<b>2,315,768</b>	<b>2.67</b>
<u>Operating Expenses:</u>					
Employee Costs	25,303,100	26,095,223	25,303,100	(792,123)	(3.13)
Goods and Services	52,098,100	49,063,296	52,098,100	3,034,804	5.83
Finance costs	1,773,000	1,704,205	1,773,000	68,795	3.88
Depreciation	10,808,000	12,128,939	10,808,000	(1,320,939)	(12.22)
<b>Total Operating Expenses</b>	<b>89,982,200</b>	<b>88,991,663</b>	<b>89,982,200</b>	<b>990,537</b>	<b>1.10</b>
<b>Operating Surplus/(Deficit)</b>	<b>(3,090,900)</b>	<b>(4,416,130)</b>	<b>(3,090,900)</b>	<b>1,325,230</b>	<b>(42.88)</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	9,262,000	7,145,373	9,262,000	2,116,627	22.85
Profit (Loss) on Disposal of Non Current Assets	250,000	(2,340,412)	250,000	2,590,412	1,036.16
Other Capital Items	0	0	0	0	0.00
<b>Total Capital Revenue</b>	<b>9,512,000</b>	<b>4,804,962</b>	<b>9,512,000</b>	<b>4,707,038</b>	<b>49.49</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>6,421,100</b>	<b>388,831</b>	<b>6,421,100</b>	<b>6,032,269</b>	<b>93.94</b>

Lockyer Valley Regional Council (Rest of Council)  
Statement of Income and Expenditure  
For Period Ending June 2015

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	27,800,000	27,448,360	27,800,000	351,640	1.26
Discount	(1,159,000)	(1,196,298)	(1,159,000)	37,298	(3.22)
Charges and Fees	2,297,600	2,945,392	2,297,600	(647,792)	(28.19)
Interest	2,407,000	1,879,591	2,407,000	527,409	21.91
Operating Grants and Subsidies	4,977,500	5,251,790	4,977,500	(274,290)	(5.51)
Operating Contributions and Donations	249,000	261,548	249,000	(12,548)	(5.04)
Revenue - Contract/Recoverable Works	135,000	608,663	135,000	(473,663)	(350.86)
Other Revenue	2,203,200	2,079,052	2,203,200	124,148	5.63
Profit from Investments	916,000	1,419,516	916,000	(503,516)	(54.97)
<b>Total Operating Revenue</b>	<b>39,826,300</b>	<b>40,697,614</b>	<b>39,826,300</b>	<b>(871,314)</b>	<b>(2.19)</b>
<u>Operating Expenses:</u>					
Employee Costs	20,294,600	21,553,197	20,294,600	(1,258,596)	(6.20)
Goods and Services	8,552,100	10,609,781	8,552,100	(2,057,681)	(24.06)
Finance costs	1,644,000	1,574,703	1,644,000	69,297	4.22
Depreciation	10,561,000	11,822,822	10,561,000	(1,261,822)	(11.95)
<b>Total Operating Expenses</b>	<b>41,051,700</b>	<b>45,560,502</b>	<b>41,051,700</b>	<b>(4,508,802)</b>	<b>(10.98)</b>
<b>Operating Surplus/(Deficit)</b>	<b>(1,225,400)</b>	<b>(4,862,888)</b>	<b>(1,225,400)</b>	<b>3,637,488</b>	<b>(296.84)</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	2,552,000	3,363,999	2,552,000	(811,999)	(31.82)
Profit (Loss) on Disposal of Non Current Assets	250,000	(2,340,412)	250,000	2,590,412	1,036.16
Other Capital Items	0	0	0	0	0.00
<b>Total Capital Revenue</b>	<b>2,802,000</b>	<b>1,023,587</b>	<b>2,802,000</b>	<b>1,778,413</b>	<b>63.47</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>1,576,600</b>	<b>(3,839,301)</b>	<b>1,576,600</b>	<b>5,415,901</b>	<b>343.52</b>

Lockyer Valley Regional Council (NDRRA)  
Statement of Income and Expenditure  
For Period Ending June 2015

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	37,290,000	34,243,352	37,290,000	3,046,648	8.17
Total Operating Revenue	37,290,000	34,243,352	37,290,000	3,046,648	8.17
<u>Operating Expenses:</u>					
Employee Costs	3,056,000	2,575,997	3,056,000	480,003	15.71
Goods and Services	37,290,000	33,111,576	37,290,000	4,178,424	11.21
Depreciation	0	0	0	0	0.00
Total Operating Expenses	40,346,000	35,687,572	40,346,000	4,658,428	11.55
Operating Surplus/(Deficit)	(3,056,000)	(1,444,220)	(3,056,000)	(1,611,780)	52.74
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	6,710,000	3,781,374	6,710,000	2,928,626	43.65
Total Capital Revenue	6,710,000	3,781,374	6,710,000	2,928,626	43.65
Operating Surplus/(Deficit) After Capital Items	3,654,000	2,337,154	3,654,000	1,316,846	36.04

Lockyer Valley Regional Council (Business Units)  
Statement of Income and Expenditure  
For Period Ending June 2015

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	5,835,000	5,876,293	5,835,000	(41,293)	(0.71)
Discount	(139,000)	(146,240)	(139,000)	7,240	(5.21)
Charges and Fees	1,303,000	1,325,791	1,303,000	(22,791)	(1.75)
Interest	10,000	44,231	10,000	(34,231)	(342.31)
Operating Grants and Subsidies	683,000	613,719	683,000	69,281	10.14
Operating Contributions and Donations	40,000	60,000	40,000	(20,000)	(50.00)
Revenue - Contract/Recoverable Works	1,991,000	1,724,206	1,991,000	266,795	13.40
Other Revenue	52,000	136,567	52,000	(84,567)	(162.63)
<b>Total Operating Revenue</b>	<b>9,775,000</b>	<b>9,634,567</b>	<b>9,775,000</b>	<b>140,433</b>	<b>1.44</b>
<u>Operating Expenses:</u>					
Employee Costs	1,952,500	1,966,030	1,952,500	(13,530)	(0.69)
Goods and Services	6,256,000	5,341,939	6,256,000	914,061	14.61
Finance costs	129,000	129,502	129,000	(502)	(0.39)
Depreciation	247,000	306,117	247,000	(59,117)	(23.93)
<b>Total Operating Expenses</b>	<b>8,584,500</b>	<b>7,743,588</b>	<b>8,584,500</b>	<b>840,912</b>	<b>9.80</b>
<b>Operating Surplus/(Deficit) before Capital</b>	<b>1,190,500</b>	<b>1,890,978</b>	<b>1,190,500</b>	<b>(700,478)</b>	<b>(58.84)</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>1,190,500</b>	<b>1,890,978</b>	<b>1,190,500</b>	<b>(700,478)</b>	<b>(58.84)</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 30 June, 2014**

	2014-2015 Full Year Budget	2014-2015 YTD Actual
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	23,280,000	19,646,747
Cash investments	0	1,500,000
Trade and other receivables	2,650,000	4,384,762
Inventories	620,000	377,983
<b>Total Current Assets</b>	<b>26,550,000</b>	<b>25,909,493</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	16,240,000	16,234,969
Equity investments	25,700,000	25,977,365
Investment properties	3,550,000	3,671,867
Property, plant and equipment	510,080,000	465,551,987
Intangible assets	4,740,000	5,135,499
<b>Total Non Current Assets</b>	<b>560,310,000</b>	<b>516,571,687</b>
<b>TOTAL ASSETS</b>	<b>586,850,000</b>	<b>542,481,180</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	9,550,000	6,661,211
Provisions	490,000	2,324,014
Borrowings	1,380,000	1,363,659
<b>Total Current Liabilities</b>	<b>11,420,000</b>	<b>10,348,884</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	16,070,000	15,442,308
Borrowings	33,770,000	33,735,842
<b>Total Non Current Liabilities</b>	<b>49,840,000</b>	<b>49,178,150</b>
<b>TOTAL LIABILITIES</b>	<b>61,260,000</b>	<b>59,527,034</b>
<b>NET COMMUNITY ASSETS</b>	<b>525,590,000</b>	<b>482,954,146</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	337,220,000	316,810,262
Asset revaluation surplus	181,950,000	145,820,536
Reserves	0	19,917,748
Current Surplus/(Deficit)	6,420,000	405,599
<b>TOTAL COMMUNITY EQUITY</b>	<b>525,590,000</b>	<b>482,954,146</b>

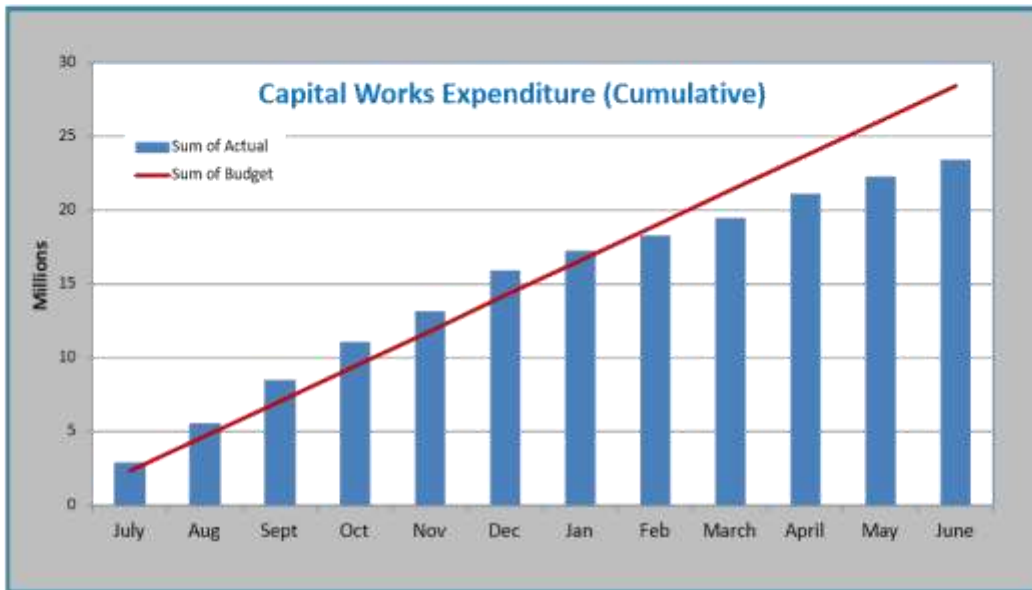


**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 30 June, 2014**

	2014-2015 Full Year Budget	2014-2015 YTD Actuals
<b>Cash flows from operating activities:</b>		
<u>Receipts</u>		
Receipts from customers	87,260,000	81,897,928
Divident received	-	1,419,516
Interest received	2,420,000	1,923,822
<u>Payments</u>		
Payments to suppliers and employees	(78,720,000)	(77,958,719)
Interest expense	(1,670,000)	(1,604,492)
<b>Net cash inflow (outflow) from operating activities</b>	<b>9,290,000</b>	<b>5,678,056</b>
<b>Cash flows from investing activities:</b>		
Capital grants, subsidies and contributions	9,260,000	7,145,373
Payments for property, plant and equipment	(27,540,000)	(23,210,735)
Payments for investment property	-	-
Net transfer (to) from cash investments	460,000	-
Proceeds from sale of property plant and equipment	500,000	270,356
<b>Net cash inflow (outflow) from investing activities</b>	<b>(17,330,000)</b>	<b>(15,795,005)</b>
<b>Cash flows from financing activities:</b>		
Repayment of borrowings	(1,260,000)	(1,313,027)
Proceeds from borrowings	1,750,000	1,750,000
<b>Net cash inflow (outflow) from financing activities</b>	<b>490,000</b>	<b>436,973</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(7,550,000)</b>	<b>(9,679,976)</b>
Cash and cash equivalents at beginning of the financial year	30,830,000	30,826,724
<b>Cash and cash equivalents at end of the financial year</b>	<b>23,280,000</b>	<b>21,146,747</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORKS BY GROUP**  
For the Period Ended 30th June, 2015

Group	Budget	YTD Expenditure	Percent Spent
Corporate & Community Services	11,327,059	10,125,314	89.39%
Executive Office	107,911	103,012	95.46%
Infrastructure Works & Services	16,908,083	13,037,781	77.11%
Organisational Development & Planning	90,000	59,527	66.14%
Governance Engagement & Regional Development	0	105,131	0.00%
<b>Grand Total</b>	<b>28,433,053</b>	<b>23,430,765</b>	<b>82.41%</b>



**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORK SUMMARY**  
June 2015

	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	110,000	57,120	0	57,120	52,880
Facilities	8,430,695	8,833,889	176,780	9,010,669	-579,974
Information Technology	2,106,324	868,608	337,997	1,206,606	899,719
Public Order & Safety	13,800	83,244	0	83,244	-69,444
Transfer Stations	506,240	252,444	6,282	258,726	247,514
Gatton Child Care Centre	35,000	19,819	5,928	25,747	9,253
Kensington Grove Child Care Centre	40,000	0	36,474	36,474	3,526
Local Laws Compliance	15,000	10,191	0	10,191	4,809
<b>Corporate &amp; Community Services Total</b>	<b>11,257,059</b>	<b>10,125,314</b>	<b>563,461</b>	<b>10,688,775</b>	<b>568,284</b>
<b>Executive Office</b>					
Disaster Management	74,815	58,335	0	58,335	16,480
SES	33,096	44,678	7,444	52,122	-19,026
<b>Executive Office Total</b>	<b>107,911</b>	<b>103,012</b>	<b>7,444</b>	<b>110,456</b>	<b>-2,545</b>
<b>Infrastructure Works &amp; Services</b>					
Capital Program Delivery	3,108,432	2,342,104	43,872	2,385,975	722,457
Fleet	795,870	850,205	0	850,205	-54,335
NDRRA Program	8,128,206	7,213,100	17,849	7,230,949	897,257
Parks & Open Spaces	148,000	55,518	33,659	89,177	58,823
Roads & Drainage	4,737,575	2,501,862	241,942	2,743,804	1,993,771
Infrastructure Planning	60,000	33,105	1,251	34,355	25,645
Drainage Planning	0	41,887	221,086	262,973	-262,973
<b>Infrastructure Works &amp; Services Total</b>	<b>16,978,083</b>	<b>13,037,781</b>	<b>569,658</b>	<b>13,597,439</b>	<b>3,380,644</b>
<b>Governance Engagement &amp; Regional Development</b>					
Regional Development Management	0	90,591	2,000	92,591	-92,591
Legal Services	0	14,539	0	14,539	-14,539
<b>Governance Engagement &amp; Regional Development Total</b>	<b>0</b>	<b>105,131</b>	<b>2,000</b>	<b>107,131</b>	<b>-107,131</b>
<b>Organisational Development &amp; Planning</b>					
Environment Resilience & Recovery	0	4,535	0	4,535	-4,535
Planning & Environmental Management	90,000	54,992	43,700	98,692	-8,692
<b>Organisational Development &amp; Planning Total</b>	<b>90,000</b>	<b>59,527</b>	<b>43,700</b>	<b>103,227</b>	<b>-13,227</b>
<b>Grand Total</b>	<b>28,433,053</b>	<b>23,430,765</b>	<b>1,176,263</b>	<b>24,607,029</b>	<b>3,826,024</b>

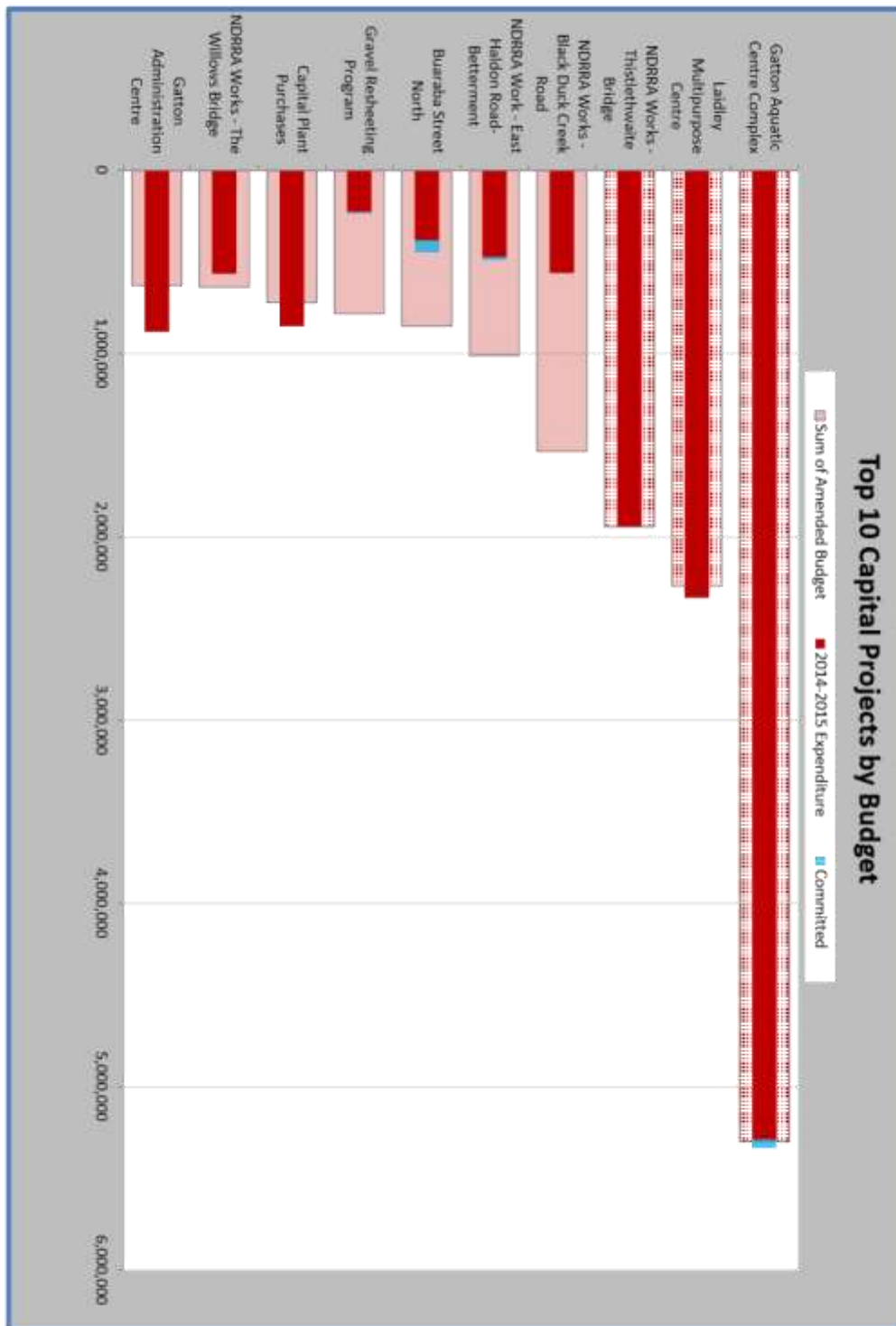
**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORKS DETAIL**  
June 2015

Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
<b>Corporate &amp; Community Services</b>					
<b>Community Facilities Management</b>					
Buildings and Facilities Asset Replaceme	0	-16,000	0	-16,000	16,000
Forrest Hill SES Building improvements	20,000	76	0	76	19,924
Implementation Sport & Recreation Report	20,000	-4,491	0	-4,491	24,491
Laidley Cultural Centre	60,000	77,720	0	77,720	-17,720
Laidley Swimming Pool refurbishment	10,000	0	0	0	10,000
Lake Apex Master Plan Implementation	0	-185	0	-185	185
<b>Community Facilities Management Total</b>	<b>110,000</b>	<b>57,120</b>	<b>0</b>	<b>57,120</b>	<b>52,880</b>
<b>Facilities</b>					
Cahill Park Change Rooms	50,000	33,266	95,466	128,732	-78,732
Cahill Park Netball courts Refurbishment	50,000	120,681	29,350	150,031	-100,031
Cahill Park Storage Building	10,000	12,828	0	12,828	-2,828
Gatton Administration Centre	627,255	880,233	0	880,233	-252,978
Gatton Aquatic Centre Complex	5,299,837	5,285,932	48,618	5,334,550	-34,713
Gatton Donation Centre Improvements	42,276	88,456	0	88,456	-46,180
Gatton Shire Hall - Drawings	10,000	0	0	0	10,000
Heidon Hall	21,000	21,057	0	21,057	-57
Laidley Admin Building Refurbishment	50,000	9,309	0	9,309	40,691
Laidley Multipurpose Centre	2,267,327	2,330,564	3,346	2,333,911	-66,584
Land Acquisitions and Resumptions	0	1,902	0	1,902	-1,902
Lockyer Valley Events Centre	0	37,342	0	37,342	-37,342
Murphys Creek Community Centre Multipurp	0	12,318	0	12,318	-12,318
Ropehill Community Centre	3,000	0	0	0	3,000
<b>Facilities Total</b>	<b>8,430,695</b>	<b>8,833,889</b>	<b>176,780</b>	<b>9,010,669</b>	<b>-579,974</b>
<b>Information Technology</b>					
Back Up Process	0	-2,410	0	-2,410	2,410
Data Centre Monitoring	227,000	173,753	0	173,753	53,248
Exchange Setup	38,945	42,505	0	42,505	-3,560
Large File Transfer	0	-417	0	-417	417
MS Audit/Sware Lib Dev & Mgt	145,563	0	0	0	145,563
Printer Consolidation	884	-1,782	0	-1,782	2,666
RADIUS	15,103	478	0	478	14,625
Replace Business Papers System	20,000	0	0	0	20,000
San Fabric Replacement	2,475	2,475	0	2,475	0
Software Deployment	0	-923	0	-923	923
Software Dev & Monitoring Tool	61,055	0	0	0	61,055
Technology One 'One Council' Project	618,647	473,664	233,491	707,156	-86,509
Technology One 'ECM Upgrade'	283,846	43,498	41,750	85,248	198,598
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	181,687	6,810	12,500	19,310	162,377
Windows 7	104,844	70,551	50,256	120,807	-15,963
Wireless Network Secured	80,171	33,015	0	33,015	47,156
<b>Information Technology Total</b>	<b>2,106,324</b>	<b>868,608</b>	<b>337,997</b>	<b>1,206,606</b>	<b>899,719</b>
<b>Public Order &amp; Safety</b>					
Laidley CCTV Project	13,800	83,244	0	83,244	-69,444
<b>Public Order &amp; Safety Total</b>	<b>13,800</b>	<b>83,244</b>	<b>0</b>	<b>83,244</b>	<b>-69,444</b>
<b>Transfer Stations</b>					
Electricity to Laidley Transfer Stations	150,000	0	0	0	150,000
Gatton Landfill	0	12,765	0	12,765	-12,765
Gatton Landfill - New Cell	60,000	46,983	0	46,983	13,017
Gatton Landfill Fence	65,000	41,145	0	41,145	23,855
Gatton Landfill Tip Shop Cavity	60,000	12,666	0	12,666	47,334
Laidley Transfer Station	11,240	4,925	0	4,925	6,315
Laidley Transfer Station Fencing	30,000	0	0	0	30,000
Laidley Transfer Station Improvement	125,000	130,036	582	130,618	-5,618
Supply IT Equipment	5,000	3,923	5,700	9,623	-4,623
<b>Transfer Stations Total</b>	<b>506,240</b>	<b>252,444</b>	<b>6,282</b>	<b>258,726</b>	<b>247,514</b>
<b>Gatton Child Care Centre</b>					
Gatton Child Care Centre	35,000	19,819	5,928	25,747	9,253

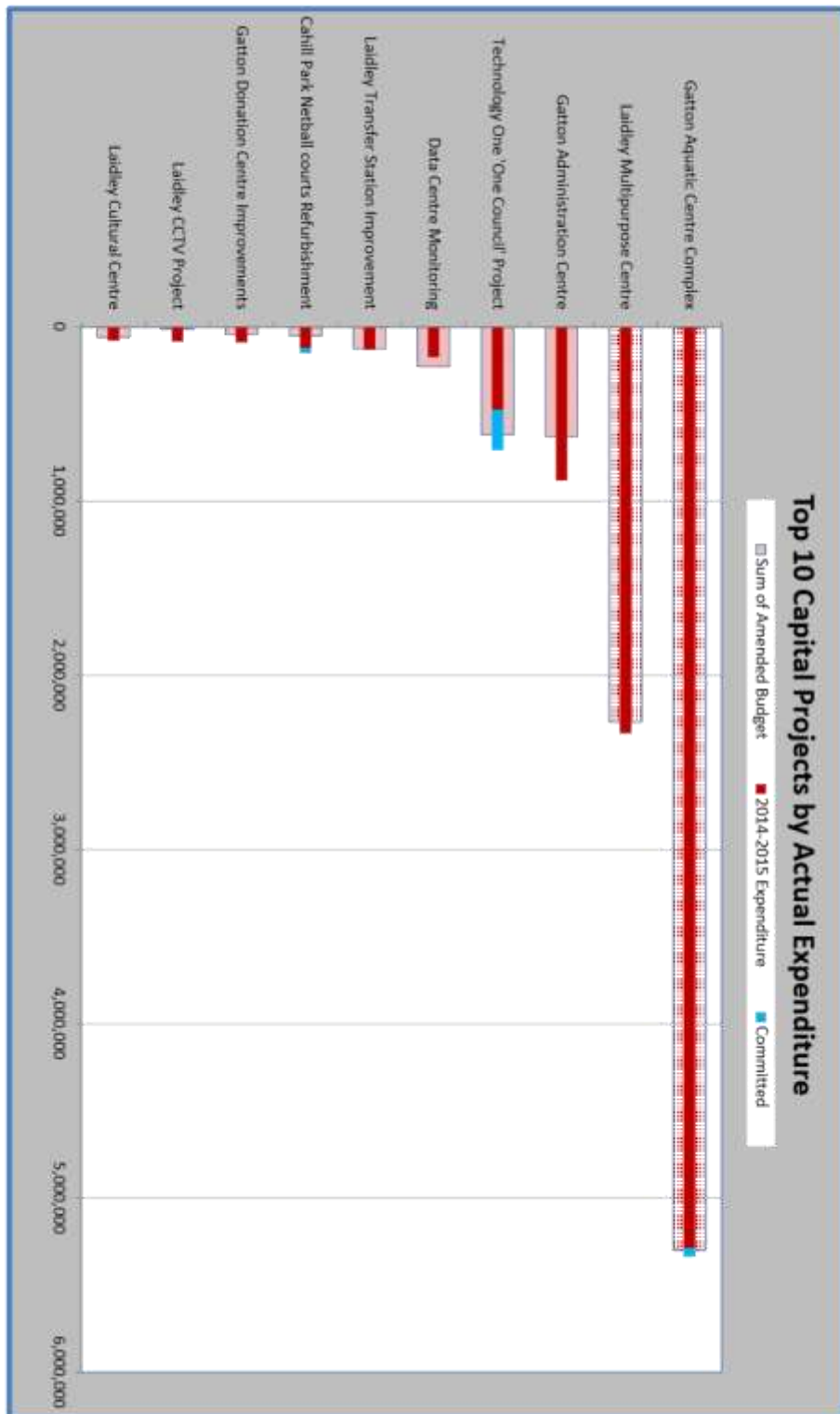
Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Galton Child Care Centre Total	35,000	19,819	5,928	25,747	9,253
<b>Kensington Grove Child Care Centre</b>					
Kensington Grove - Child Care Centre	40,000	0	36,474	36,474	3,526
Kensington Grove Child Care Centre Total	40,000	0	36,474	36,474	3,526
<b>Local Laws Compliance</b>					
Galton Animal Pound Improvements	15,000	10,191	0	10,191	4,809
Local Laws Compliance Total	15,000	10,191	0	10,191	4,809
<b>Corporate &amp; Community Services Total</b>	<b>11,257,059</b>	<b>10,125,314</b>	<b>563,461</b>	<b>10,688,775</b>	<b>568,284</b>
<b>Executive Office</b>					
<b>Disaster Management</b>					
Disaster Coordination & Training Centre	9,715	-285	0	-285	10,000
Flood Warning System Woodlands Rd- LGGSP	65,100	58,620	0	58,620	6,480
Disaster Management Total	74,815	58,335	0	58,335	16,480
<b>SES</b>					
Block/Concrete Sand Bays x 3	4,500	0	4,050	4,050	450
Evacuation Trailer	15,000	10,034	3,394	13,428	1,572
Forest Hill S.E.S. Headquarter	3,000	12,113	0	12,113	-9,113
S.E.S. Equipment	3,500	7,475	0	7,475	-3,975
SES Building Improvements	96	11,430	0	11,430	-11,334
000999 - SES Signage	7,000	3,625	0	3,625	3,375
SES Total	33,096	44,678	7,444	52,122	-19,026
<b>Executive Office Total</b>	<b>107,911</b>	<b>103,012</b>	<b>7,444</b>	<b>110,456</b>	<b>-2,545</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	35,000	23,461	0	23,461	11,539
Challenge Ave Flood Mitigation - LGGSP	133,655	65,719	0	65,719	67,936
Clarke Bridge - Thornton School Road	100,000	93,630	0	93,630	6,370
Creek Capacity Imp Withcott LGGSP	315,966	103,171	0	103,171	212,815
Daveys Bridge \$100,000	0	-200,886	0	-200,886	200,886
Douglas McInnes Drive Drainage Upgrade	114,460	-5,540	0	-5,540	120,000
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	299,301	109,437	0	109,437	189,864
Golf Links Drive - Culvert Renewal	0	37,420	0	37,420	-37,420
Gravel Resheeting - Capital	0	9,787	0	9,787	-9,787
Guardrail Upgrade Program	0	29,321	0	29,321	-29,321
Jones Road - NDRRA Complementary Work	3,379	3,379	0	3,379	0
Laidley Breakout Levee LGGSP	340,797	220,984	0	220,984	119,813
Laidley District State School Car Park	0	2,460	0	2,460	-2,460
Laidley Main Drainage SysLGGSP	381,261	188,284	0	188,284	192,977
Lakes Drive Drainage Upgrade	47,238	47,876	5,925	53,801	-6,563
1 Bremer St Laidley Mitigation Works	249,873	91,258	0	91,258	158,615
Lockyer Ck Flood Risk Mgt Study - NDRP	10,000	4,100	0	4,100	5,900
Narda Levee LGGSP	119,264	538,196	0	538,196	-418,932
Parks & Infrastructure Replacement Progr	0	8,322	0	8,322	-8,322
RegencyDwns RiskMgt StudyLGGSP	47,534	89,432	0	89,432	-41,898
Robinsons Road Seal (Capital Program)	10,000	6,066	0	6,066	3,934
Roches Road - Detour Council Contributio	30,000	28,065	0	28,065	1,935
Rockmount Road - Seal NDRRA Complementar	50,000	43,696	0	43,696	6,304
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	234,033	0	234,033	2,566
Translink Bus Stop - Mary St, Laidley	31,350	30,059	-23	30,036	1,314
Translink Bus Stop - Victoria St - North	31,350	33,185	1,746	34,931	-3,581
Translink Bus Stop - Victoria St - South	31,350	19,418	13,404	32,822	-1,472
Translink Bus Stop - William St, Laidley	30,383	28,109	-11	28,098	2,285
Walnut Drive Extension	236,159	219,020	0	219,020	17,139
William / North Street, Galton	0	177	0	177	-177
William St - Footpaths	0	83	0	83	-83
North Street Footpath	3,000	0	0	0	3,000
Laidley CBD Levee - LGGSP	212,338	161,403	22,831	184,235	28,103
NDRRA - Lefthand Branch Road - Complemen	0	10,781	0	10,781	-10,781
<b>Capital Program Delivery Total</b>	<b>3,108,432</b>	<b>2,342,104</b>	<b>43,872</b>	<b>2,385,975</b>	<b>722,457</b>
<b>Fleet</b>					
72' cut Zero Turn Mower	30,000	0	0	0	30,000

Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Capital Plant Purchases	720,870	850,205	0	850,205	-129,335
Truck Mounted Crane	45,000	0	0	0	45,000
<b>Fleet Total</b>	<b>795,870</b>	<b>850,205</b>	<b>0</b>	<b>850,205</b>	<b>-54,335</b>
<b>NDRRA Program</b>					
NDRRA Program Complementary Works	75,000	0	0	0	75,000
NDRRA Works - Belford Bridge	23,000	23,065	0	23,065	-65
NDRRA Works - Black Duck Creek Road	1,532,420	560,328	0	560,328	972,092
NDRRA Works - Caffey Connection Road	286,000	220,019	0	220,019	65,981
NDRRA Works - Dairy Bridge	78,000	48,350	0	48,350	29,650
NDRRA Works - Daveys Bridge	98,000	300,652	0	300,652	-202,652
NDRRA Works - Flagstone Creek Road	412,921	344,807	0	344,807	68,114
NDRRA Works - Jones Road - Roches Road D	0	496	0	496	-496
NDRRA Works - Lefthand Branch Rd Bridge	64,789	0	0	0	64,789
NDRRA Works - Lefthand Branch Road Reali	7,521	0	0	0	7,521
NDRRA Works - Liftins Bridge	336,000	333,833	0	333,833	2,167
NDRRA Works - Lockrose Road North	177,960	162,072	0	162,072	15,888
NDRRA Works - Logan Bridge	27,000	28,049	0	28,049	-1,049
NDRRA Works - Middleton Bridge	182,000	170,131	0	170,131	11,869
NDRRA Works - Murphy Bridge	69,000	39,024	0	39,024	29,976
NDRRA Works - Steinke's Bridge	58,000	56,884	0	56,884	1,116
NDRRA Works - The Willows Bridge	636,000	563,667	0	563,667	72,333
NDRRA Works - Winwill Connection Road	495,091	400,697	0	400,697	94,394
NDRRA Works - Woodlands Road	614,504	490,440	0	490,440	124,064
NDRRA Works - Thistlethwaite Bridge	1,945,000	1,941,224	0	1,941,224	3,776
NDRRA Works - East Haldon Road - Betterm	0	1,056,726	0	1,056,726	-1,056,726
NDRRA Work - East Haldon Road-Betterment	1,010,000	472,637	17,849	490,486	519,514
<b>NDRRA Program Total</b>	<b>8,128,206</b>	<b>7,213,100</b>	<b>17,849</b>	<b>7,230,949</b>	<b>897,257</b>
<b>Parks &amp; Open Spaces</b>					
Centenary Park - Upgrade	8,000	2,276	2,670	4,946	3,054
Forest Hill Recreation Reserve	10,000	8,654	0	8,654	1,346
Lake Apex Master Plan	70,000	21,302	29,784	51,086	18,914
Parks Infrastructure Replacement Program	40,000	23,287	1,205	24,491	15,509
Gatton CBD Streetscape - replace lights	20,000	0	0	0	20,000
<b>Parks &amp; Open Spaces Total</b>	<b>148,000</b>	<b>55,518</b>	<b>33,659</b>	<b>89,177</b>	<b>58,823</b>
<b>Roads &amp; Drainage</b>					
Blackfellow Creek Works	60,000	45,435	0	45,435	14,565
Blenheim Road Culvert #6279	180,000	12,666	531	13,197	166,803
Buaraba Street North	850,000	383,534	66,731	450,265	399,735
Burgess Drive	57,000	44,229	0	44,229	12,772
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	3,470	8,523	11,992	6,008
Connors Road	30,000	0	0	0	30,000
Council Directed Capital Works	0	782	0	782	-782
Flagstone Creek Road (Horsefall's Lane)	45,000	55,801	0	55,801	-10,801
Flood Flow Management at Grantham	73	73	0	73	1
Fords Road (Ringwood to Bonric)	77,000	0	0	0	77,000
Forestry Road Bridge	75,000	1,602	0	1,602	73,398
Gehrke Road Intersection	619,000	386,193	122,174	508,366	110,634
Glen Cairns Road	8,000	5,904	0	5,904	2,096
Gravel Resheeting Program	781,000	226,903	7,852	234,755	546,245
Hanley's Road, Ballard	38,000	0	0	0	38,000
Harch Street Gatton footpath	50,000	1,983	0	1,983	48,017
Hatton Vale State School Parking	57,000	47,885	85	47,969	9,031
Heldon Hall Car Park	20,000	0	0	0	20,000
Hewett Drive	19,000	12,258	0	12,258	6,742
Laidley State High School	89,000	86,677	94	86,771	2,229
Lakes Drive	135,000	174,844	0	174,844	-39,844
Mount Sylvia School Bus Set Down Area	75,000	86,526	12,305	98,831	-23,831
Northern Goodwin Street Drainage Works	3,502	3,299	1,148	4,447	-945
Patrick Street - William Street Upgrade	20,000	1,390	0	1,390	18,610
Queensland Rail level crossing signage	20,000	1,307	0	1,307	18,693
Rockmount Road	148,000	187,679	0	187,679	-39,679
Salt Springs Road	15,000	0	0	0	15,000
Sippel Road	42,000	89,955	0	89,955	-47,955
Spencer St, Gatton	100,000	4,405	0	4,405	95,595
Summerholm Road	106,000	95,881	0	95,881	10,119
Tenthill Creek Road Stormwater	100,000	88,678	1,743	90,421	9,579
Translink Bus Stops	113,000	70,724	15,272	85,996	27,004

Row Labels	Amounts			2014-2015 Expenditure (including Committed)	Remaining Budget (including Committed)
	2014-2015 Amended Budget	2014-2015 Expenditure	Committed		
Victor Steet Shared Path	94,000	53,722	1,095	54,617	39,183
Wagtail Drive	58,000	64,373	0	64,373	-6,373
Western Drive Shared Path	130,000	7,036	0	7,036	122,964
White Mountain Road	175,000	0	0	0	175,000
Withcott State School - Biggs Road	140,000	138,374	3,328	141,702	-1,702
Long Gully Road Culvert	40,000	8,090	531	8,621	31,379
6 Mountain Drive Drainage Improvements	50,000	1,068	0	1,068	48,932
Helidon RSL, Arther Street	0	28,818	0	28,818	-28,818
Fords/Adare Intersection	0	25,290	0	25,290	-25,290
Gehrke/Lorikeet Intersection	0	22,054	0	22,054	-22,054
Black Duck Creek/Chalkmine Intersection	0	11,689	0	11,689	-11,689
Black Duck Creek Road/Mount Sylvia Inter	0	11,689	0	11,689	-11,689
Cummers Road	0	699	0	699	-699
Summerholm Road Culvert	70,000	8,879	531	9,411	60,589
<b>Roads &amp; Drainage Total</b>	<b>4,737,575</b>	<b>2,501,862</b>	<b>241,942</b>	<b>2,743,804</b>	<b>1,993,771</b>
<b>Infrastructure Planning</b>					
48 Berghofer	30,000	28,224	1,251	29,475	525
7 Clive Crescent, Withcott	30,000	4,881	0	4,881	25,119
<b>Infrastructure Planning Total</b>	<b>60,000</b>	<b>33,105</b>	<b>1,251</b>	<b>34,355</b>	<b>25,645</b>
<b>Drainage Planning</b>					
Laidley Township - Flood Warning System	0	17,532	110,543	128,075	-128,075
Forest Hill Township - Flood Warning Sys	0	24,355	110,543	134,898	-134,898
<b>Drainage Planning Total</b>	<b>0</b>	<b>41,887</b>	<b>221,086</b>	<b>262,973</b>	<b>-262,973</b>
<b>Infrastructure Works &amp; Services Total</b>	<b>16,978,083</b>	<b>13,037,781</b>	<b>569,658</b>	<b>13,597,439</b>	<b>3,380,644</b>
<b>Governance Engagement &amp; Regional Development</b>					
<b>Regional Development Management</b>					
Regional Development Capital	0	90,591	0	90,591	-90,591
Lakeview Accommodation Precinct	0	0	2,000	2,000	-2,000
<b>Regional Development Management Total</b>	<b>0</b>	<b>90,591</b>	<b>2,000</b>	<b>92,591</b>	<b>-92,591</b>
<b>Legal Services</b>					
Laidley Township 2013 Flood Land Swap	0	14,539	0	14,539	-14,539
<b>Legal Services Total</b>	<b>0</b>	<b>14,539</b>	<b>0</b>	<b>14,539</b>	<b>-14,539</b>
<b>Governance Engagement &amp; Regional Development</b>	<b>0</b>	<b>105,131</b>	<b>2,000</b>	<b>107,131</b>	<b>-107,131</b>
<b>Organisational Development &amp; Planning</b>					
<b>Environment Resilience &amp; Recovery</b>					
Grantham Asbestos Removal	0	-1,977	0	-1,977	1,977
Lake Apex Dry Creek Bed	0	6,512	0	6,512	-6,512
<b>Environment Resilience &amp; Recovery Total</b>	<b>0</b>	<b>4,535</b>	<b>0</b>	<b>4,535</b>	<b>-4,535</b>
<b>Planning &amp; Environmental Management</b>					
Laidley Futures - Main Steet works	50,000	47,490	32,000	79,490	-29,490
Laidley Futures - Parkland Concepts	30,000	10	11,700	11,710	18,290
Laidley Futures - Steet Furniture	10,000	7,492	0	7,492	2,508
<b>Planning &amp; Environmental Management Total</b>	<b>90,000</b>	<b>54,992</b>	<b>43,700</b>	<b>98,692</b>	<b>-8,692</b>
<b>Organisational Development &amp; Planning Total</b>	<b>90,000</b>	<b>59,527</b>	<b>43,700</b>	<b>103,227</b>	<b>-13,227</b>
<b>Grand Total</b>	<b>28,433,053</b>	<b>23,430,765</b>	<b>1,176,263</b>	<b>24,607,029</b>	<b>3,826,024</b>











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business practices or requirements. These processes will now be contained in a Procurement Procedures Handbook.

The Policy will be reviewed again in March 2016.

**4. Policy and Legal Implications**

The *Local Government Act 2009* and *Local Government Regulation 2012* set the framework for procurement.

**5. Financial and Resource Implications**

Budget and resource implications will continue to be addressed through existing budget allocations.

**6. Delegations/Authorisations**

Delegation authority levels as set out in the Policy are sufficient and no further delegations are required.

**7. Communication and Engagement**

After adoption by Council, the Policy will be updated for inclusion on Council's Policy Register and disseminated as required.

**8. Conclusion**

Adoption of this Policy is recommended to ensure currency for the 2015/16 financial year.

**9. Action/s**

- (a) Adoption of the Policy as recommended in the Report
- (b) Dissemination of the amended Policy as required.

**Attachments**

1 [View](#) Procurement Policy 1 Page



## Policy document

Statutory S 03

# Procurement

### Head of Power

Chapter 5: Part 6: section 198 *Local Government Regulation 2012*

### Key Supporting Council Document

Corporate Plan (2012 – 2017) Lockyer Council "Working together to create a high performing organisation with a customer focus."

### Definitions

NA

### Policy Objective

This policy establishes the procurement principles to be used by Lockyer Valley Regional Council in undertaking all procurement activities for the organization.

### Policy Statement

Lockyer Valley Regional Council will carry out all of its procurement activities in accordance with the prescribed legislative framework.

To do so, Council will apply the sound contracting principles of; value for money, open and effective competition, the development of competitive local business and industry, environmental protection, and ethical behavior and fair dealing.

Council will apply the ethics principles of integrity and impartiality, promoting the public good, commitment to the system of government, and accountability and transparency in undertaking its procurement activities.

Council will apply sound contracting practices when making its contracts to carry out work, supply goods or services, or dispose of non-current assets.

Council will also provide a framework for the development and implementation of systems, practices and controls for efficient, effective and economic financial and performance management in its procurement activities.

### Related Documents

Procurement Procedures Handbook 2015

Group: Corporate & Community Services  
Unit: Finance Services  
Approved: Ordinary Meeting (Resolution Number XXXX)  
Date Approved: XX/XX/2015

Effective Date: 01/07/2015  
Version: 1.0 Last Updated: 07/01/2015  
Review Date: 30/06/2016  
Superseded/Revoked: Procurement Policy 2014/2015

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**1. Introduction**

Council is an elected body that is responsible for the good rule and local government of a part of Queensland. Thus Council is charged with the enforcement of delegated State Legislation, Local Laws and subordinate Local Laws as promulgated under the provisions of the Local Government Act 2009.

**2. Background**

Council's Senior Local Laws Officer while on route to investigate a complaint about illegally dumped tyres on Hermy Road Lockrose sighted a number of dogs on the roadside in front of the property in question.

**3. Report**

On 1 July 2015 Council's Senior Local Laws officer attended the property at Lockrose, to undertake an investigation regarding straying dogs allegedly from the foresaid address. The officer noted no persons were present at the property, nor was there evidence of any fencing or enclosures on the property to contain the dogs.

A short time later the owner for the property and dogs contacted the officer to confirm the current dogs on the property.

Additionally it was confirmed that there were no enclosures/fencing to confine the dogs to the property; however, the property owner advised that he tied his dogs up most days. The property owner also advised that he had sought advice from the State Representative on registration of his farm dogs given he was residing in a rural area.

A further assessment of the above dogs (a) and (e) above) revealed they are eligible to be considered as working dogs in accordance with the Animal Management (Cat and Dog) Act 2008 and therefore not subject to registration fees.

Under the Animal Management (Cat and Dog) Act 2008 a working dog is defined as:

*"Means a dog usually kept to proposed to be kept-*

- I. on rural land; and*
- II. by an owner who is a primary producer, or a person engaged or employed be a primary producer; and*
- III. primarily for the purpose of-*
  - (A) droving, protecting, tending, or working, stock; or*
  - (B) does not include a class of dog prescribed under a regulation."*

The officer subsequently advised the property owner of the need to:

- keep his animals confined to his property and to prevent them from leaving the property;
- look to provide adequate fencing or an enclosure to contain his animals to his property;
- register and microchip those dogs which were not "working dogs" as defined by the statutes or were in his possession prior to the introduction of the state law; and
- seek an application for a permit for the keeping of more than 4 dogs.



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As a result of these matters, the officer issued a notice “involving animals” (WN6641) on 7 July 2015 requiring the property owner to take actions to ensure compliance with the aforesaid State and Council statutes.

As a result of this investigation and in an attempt to address the significant backlog of customer requests, the Regulatory Services Unit has now implemented a more reactive rather than a proactive approach to animal management issues.

**4. Policy and Legal Implications**

Animal Management (Cats and Dogs) Act 2008,  
Council’s Local Law No 2 (Animal Management) 2011  
Subordinate Local Law No 2 (Animal Management) 2011

**5. Financial and Resource Implications**

Budget and resource implications will continue to be addressed through existing budget allocations.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

Council’s Planning officer has confirmed the subject property at Lockrose is zoned Rural Agricultural and is approximately 21.9381 hectares.

**8. Conclusion**

A number of dogs are being kept at the property at Lockrose which are not compliant with provisions of the Animal Management (Cats and Dogs) Act 2008, Council’s Local Law No 2 (Animal Management) 2011 and Subordinate Local Law No 2 (Animal Management) 2011.

Some dogs are eligible for classification as working dogs as defined by the Animal Management (Cats and Dogs) Act 2008 and therefore not subject to registration fees and or regulation, however, some dogs do not meet the statutory definition of “working dog” the current laws and procedures need to be reviewed for ongoing issues.

**9. Action/s**

1. Council liaise with the property owner and formally document a resolution to all animal matters at the property.
2. Continue to develop the amendments to the Local Laws and procedures.





## 2. Background

The Project goals centred on reducing litter and illegal dumping in the region, taking pride in the community, and reducing litter and contamination in recycling bins. The aims of Council's Littering and Illegal Dumping Project follow.

1. Reduce littering and illegal dumping in the Lockyer Valley.
2. Change the public perception that it is acceptable to litter and dump rubbish in public places.
3. Change the public perception that it is the responsibility of Council and volunteer groups to clean up littering and illegally dumped rubbish.
4. Reduce contamination in recycling bins. The presence of non-recyclable items in recycling bins can contaminate significant quantities of material destined for recycling. This material then needs to be transferred to the landfill for disposal. This cost is then met by Council / the rate-payer.
5. Public education to ensure that the public are aware that people who litter and dump rubbish illegally will be penalised financially.
6. Ensure the public are aware of the options for disposing of unwanted materials in the region. Including both recycling and re-use options. Ensure the public are aware of how to use these options appropriately.
7. Ensure the public is aware that they fund clean-up costs and disposal via their rates and this is money which could be better spent on providing other services.
8. Ensure the public understand what they can do to help with this problem, for example cover trailer loads of rubbish, eyes and ears open to watch for littering and illegal dumping, separate their waste to reduce disposal costs, what to do if they witness littering or illegal dumping and how they can join in clean-up operations.
9. Ensure the community is aware of the Queensland Government and Council's enforcement strategy pursuant to the Waste Reduction and Recycling Act 2011.

The specific aims of the Project were to:

- Reduce litter and illegally dumped material by 50% over the course of the Project.
- Reduce contamination in the materials destined for recycling by 50% over the course of the Project.

Waste audits were conducted at the beginning and the end of the project to generate data on the amount and types of waste littered and illegally dumped and the most common types of contamination found in Recycling bins.

Waste tonnages were also recorded for illegal dumping and contamination in recycling bins. This information was collected from weighbridge data and records from investigation officers.

## 3. Report

The Project saw the development and implementation of an Education Campaign to address littering and illegal dumping. The following tools were incorporated into the methodology:

- Waste audits to generate data on the types of waste illegally dumped/littered and the most common types of contamination found in recycling bins.
- Waste audits at the end of the project to assess whether or not Council have achieved the aims and what changes have occurred in behaviour from the community.



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- Media releases and stories of littering and illegal dumping.
- Positive media releases and stories.
- Billboards, poster advertisements and signage.
- A video – for the region – positive and negative stories to educate.
- A costume – Litter Bug for Council events (still awaiting delivery from supplier).
- Community competitions conducted.
- The development of 'A Littering and Illegal Dumping' section on Council's web-page.
- Illegal dumping postcards and stickers created.
- High visibility tape and stickers.
- Regular patrols for hot spots.
- Advertising of the DEH online system.
- Authorised Officer training.
- Mail outs to the community and businesses in the region.
- Reporting and recording of littering and illegal dumping information and data.
- A survey of public awareness.

A new component (an educational trailer) was also added to the methodology after a project variation was approved by the APC. A high sided trailer was built with advertising on all sides about littering and illegal dumping with the primary educational use being for parking at known littering and dumping hot spots, as well as at schools and Council events. The trailer also has the capacity to be used to pick up illegally dumped materials.

Council considers the Littering and Illegal Dumping Project to have been a great success with the project achieving its stated aims with the following observed changes from 2014 to 2015.

- A decrease in illegal dumping of 62.8%.

In the 2013/2014 financial year Council collected 158.53 tonnes of waste throughout the region and disposed of it at one of Council's landfill sites. The average cost of managing litter and illegally dumped waste in Queensland is \$670 per tonne as such, in 2013/14 Council had to pay around \$106,000 to manage this waste.

In the 2014/2015 financial year this number decreased to 58.95 tonnes of waste, a reduction of 100 tonnes equating to an estimated saving of around \$67,000 to Council over the 12 month period.

- A decrease in roadside litter in mass by 44% and in number by 9.

Unfortunately in this classification, there was an increase in volume. This means whilst there were fewer and lighter wastes dumped overall it actually had greater volume. It appears paper, and organic waste disposed of increased in volume.

- An increase in the rate of contamination in the Public Place Trial Recycling Bins by 7% and a reduction in the rate of contamination in kerbside recycling bins by almost 40%.
- Other observed changes included a decrease in total waste generation from the kerbside, an increase in recycling collected /generated, an increase in waste diversion (away from landfill to recycling) and an increased resource recovery rate.



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Council will now continue to build on the work that this project has already implemented. Staff will continue to conduct school-based education programs, use high vis tape, temporary fencing and signage at illegal dumping spots, continue to keep the issue alive in the media and raise awareness via Council's website and social media. Council will also use the costume and education trailer at community events to build on the work already done to highlight littering and illegal dumping.

Staff will also use the post audit data to build on the current education and awareness campaign by targeting specific waste types and sources.

However, staff will need to undertake further analysis on the litter data to determine the best way forward in this area. Although the mass of littering decreased, volume unfortunately increased. Paper and organic waste appear to be the main culprits. A specific approach to target these waste types will need to be developed which may include the need for increased enforcement and litter fines in hot-spots which could then be highlighted in the media to deter future littering offences.

In the next financial year the above issues will be workshopped with Council to further explore Council priorities and implementation strategies in relation to littering and illegal dumping.





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### *FINANCE AND CUSTOMER SERVICES*

#### *Finance*

- At the end of June 96% of the second rates levy was collected compared to 83% at the due date. Recovery action continues in accordance with Council's policy but this is the lowest level of rates arrears for a number of years.
- The end of financial year rollover of the finance system went smoothly with no loss of service.
- The development of the 2016 draft budget continued throughout June with a number of financial and rating models prepared and presented. The statutory deadline for adoption is 31 July.

#### *Customer Services*

This section of the report breaks down activity within the Customer Services Branch by service type.

#### *Service Requests*

Details of June 2015 customer service requests and recent trends in relation to same are detailed in the two attachments to this report.

#### *Councillor requests*

During June there were 20 new councillor requests with 65 councillor requests remaining open at 30 June 2015.

#### *Telephones*

2,922 telephone calls attempted to connect with Council's telephone exchange in June 2015. During the month, Council's service level increased to 81.1% against a service level target of 80%.

Council's "call back" function had 130 calls logged in June 2015 with 88 live chats also performed during the month.

#### *QGAP*

There were 999 QGAP transactions processed by Council during June 2015.

### *COMMUNITY FACILITIES AND SERVICES*

#### *Laidley Sports Complex*

- Council Building Inspector has finalised the checking of all inspection certificates as at 2 June 2015 with copies to be sent to the external Building for issue of Form 11-Final Certificate.
- Building population confirmed on 5 June 2015 by designer for issue of Form 11-Final Certificate.
- Council has discussed the positioning of the historical plaque with the President of Laidley Recreation Reserve. A decision will hopefully be reached at the next user group meeting.



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*Laidley Recreation Reserve*

- Electricity metering is ongoing with installation of Power Factor Correction equipment to be assessed after 1 July 2015.

*Cahill Park*

Contract LVRC-14-52 Upgrade and Replacement of Netball Courts for Cahill Park Sports Complex:

- Contractor Court Craft Sporting Surfaces commenced site works after signing contract by removing old asphalt surface from existing courts on 25 May 2015.
- All steel reinforcement placed, concrete poured and inspections completed as at 9 June 2015.

Contract LVRC-14-53 Cahill Park AFL Lighting:

- Pre-start meeting with Contractor Fallon Solutions held on 3 June 2015. Agreement with Contractor to mirror location of light poles due to uncompleted road closure. Contract signed by Fallon Solutions on 12 June 2015.
- Contractor commenced site set-up, site measurements and set-out on 12 June 2015.

*Libraries*

- During June 2015, 208 new members joined our service with 10,866 items being issued.

*Childcare*

- Average Occupancy Rates for the month of June were Gatton 73% and Kensington Grove 50%.

**HEALTH, WASTE & REGULATORY SERVICES**

*Waste*

- The cat trap hire backlog has now been reduced from 15 to 4 due to the purchase of new traps. This program will be monitored administratively to ensure traps are returned to Council in accordance with hiring schedules.
- A DEHP officer attended Council to review waste data for submission to the State Government as part of Council's reporting requirements.
- An additional 60 metres of fencing at the Gatton landfill has now been completed. To date two complete boundaries of the Gatton Landfill site have now been secured with 1.8metre chain mesh fence material with three strand barb.
- Council has commenced the transitioning of waste weighbridge data to a new service provider with a commencement date expected on 1 July 2015.
- Laidley Transfer Station upgrade works are well underway. A temporary transfer station area was established adjacent to the inert waste area to ensure that the public are separated from the works. All asphalt/road work is now complete.
- The annual waste and recycling audit commenced on 1 June 2015 by Envirocom Australia and will include the Australian Packaging Covenant (APC) audits for Public Places.



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- Degassing of refrigerant units - A total number of 135 refrigerant units and 4 air conditioners has been decommissioned of gas across all waste sites, thus capturing and removing 4.820kg CO2 equivalent to 9.64tonne from our ozone.
- E-Waste recycling – With a new agreement for the recycling of E-Waste (televisions, computers, electronic hardware) now in full swing, LVRC have recycled a total of 66.14 tonne to date.
- Illegal Dumping data to date shows a significant reduction of approximately 100t from 2013/2014 to 2014/2015.

*Regulatory Services*

- The cat trap hire backlog has now been reduced from 15 to 4 due to the purchase of new traps. This program will be monitored administratively to ensure traps are returned to Council in accordance with hiring schedules.
- Approximately 4,960 renewal dog registration notices were mailed out to residents. Officers have received positive feedback from new dog owners for being able to register dogs for 2015/2016 at this time rather than make two payments (one small period and one annual period) to cover two financial periods.

*INFORMATION SERVICES*

The ICT Team are currently working with:

- the Waste Management team to move to a new waste management software solution that will provide more accurate data, with improved support in an easier to use system;
- the Waste Management team to ensure appropriate CCTV and communications systems are implemented as part of the Laidley Waste Facility refurbishment;
- the Regional Development team to supply wireless internet connectivity and setup appropriate CCTV and Security systems to the Laidley Business Incubator; and
- the Regional Development team and the Libraries team to reassign the ICT Hardware previously used to deliver Digital Hub training facilities.

The GIS Team provided essential Geospatial data to the Grantham Flood Enquiry to assist with their investigations.

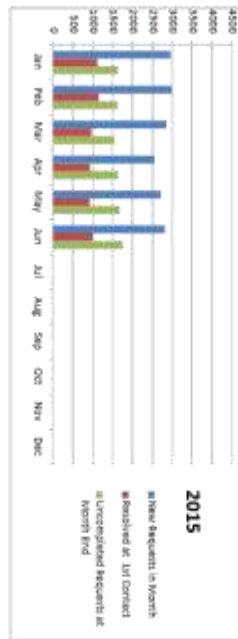
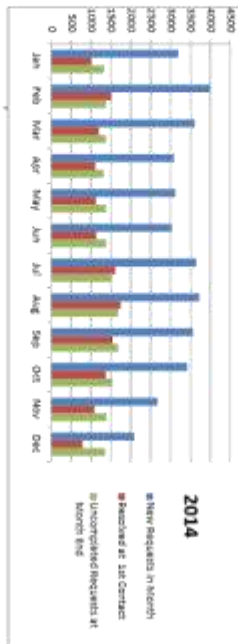
**Attachments**

- 1 [View](#) Whole of Council 2 Pages  
2 [View](#) CCS 1 Page

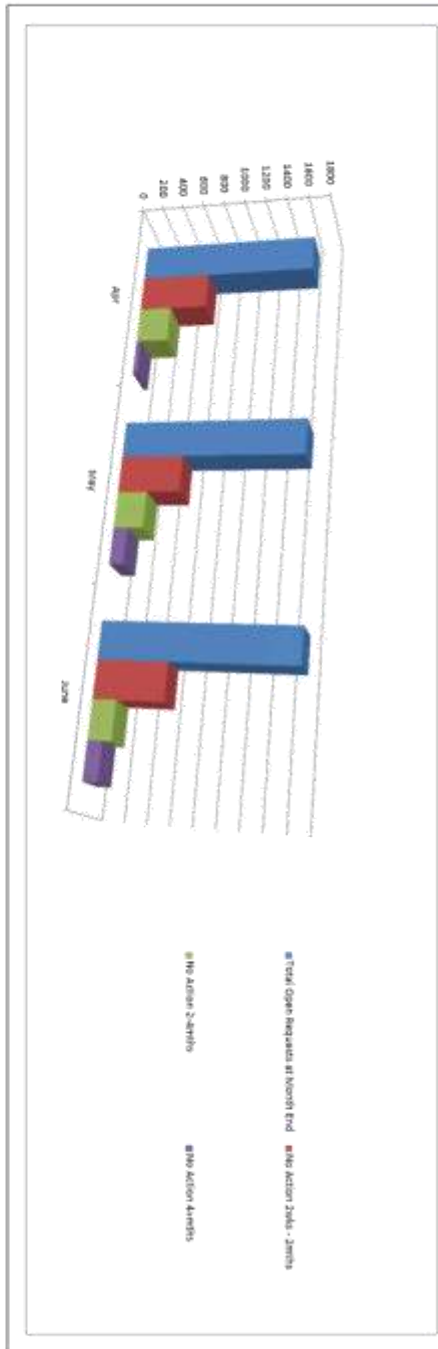
Request Management Statistics for Month Ending 30/06/2015

Whole of Council

New Requests per Month vs Those Resolved at 1st Point of Contact & Total Uncompleted Requests at Month End



Aging of Last Recorded Action on Requests Open at Month End



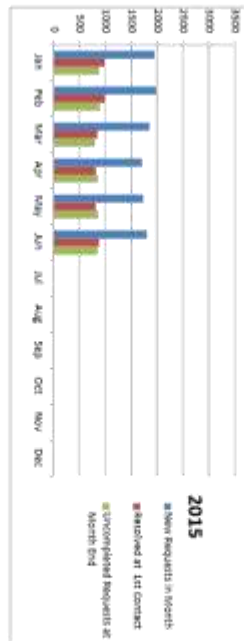
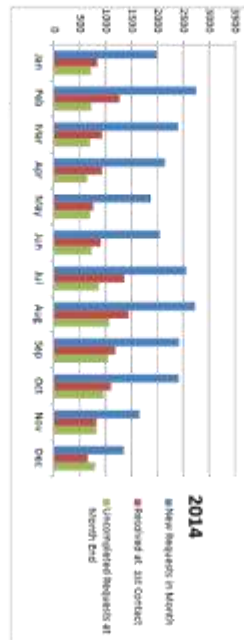




Request Management Statistics for Month Ending 30/06/2015

Corporate & Community Services

New Requests per Month vs Those Resolved at 1st Point of Contact & Total Uncompleted Requests at Month End



Aging of Last Recorded Action on Requests Open at Month End per Business Unit

#### Corporate & Community Services Executive's Team

Legend: Total Open Requests at Month End, No Action 2mths - 2mths, No Action 3-6mths, No Action 6-9mths, No Action 9-12mths

#### Community Facilities & Services

Legend: Total Open Requests at Month End, No Action 2mths - 2mths, No Action 3-6mths, No Action 6-9mths, No Action 9-12mths

#### Finance & Customer Services

Legend: Total Open Requests at Month End, No Action 2mths - 2mths, No Action 3-6mths, No Action 6-9mths, No Action 9-12mths

#### Health Waste & Regulatory Services

Legend: Total Open Requests at Month End, No Action 2mths - 2mths, No Action 3-6mths, No Action 6-9mths, No Action 9-12mths

#### Information Services

Legend: Total Open Requests at Month End, No Action 2mths - 2mths, No Action 3-6mths, No Action 6-9mths, No Action 9-12mths



## Report

### 1. Introduction

The report recommends that Council refuse the application for a dwelling house on on Lot 32 RP7821, located at Curtin Road, Crowley Vale as the location is identified by the TLPI as a high hazard area with respect to flooding and the risks to life and property cannot be effectively mitigated.

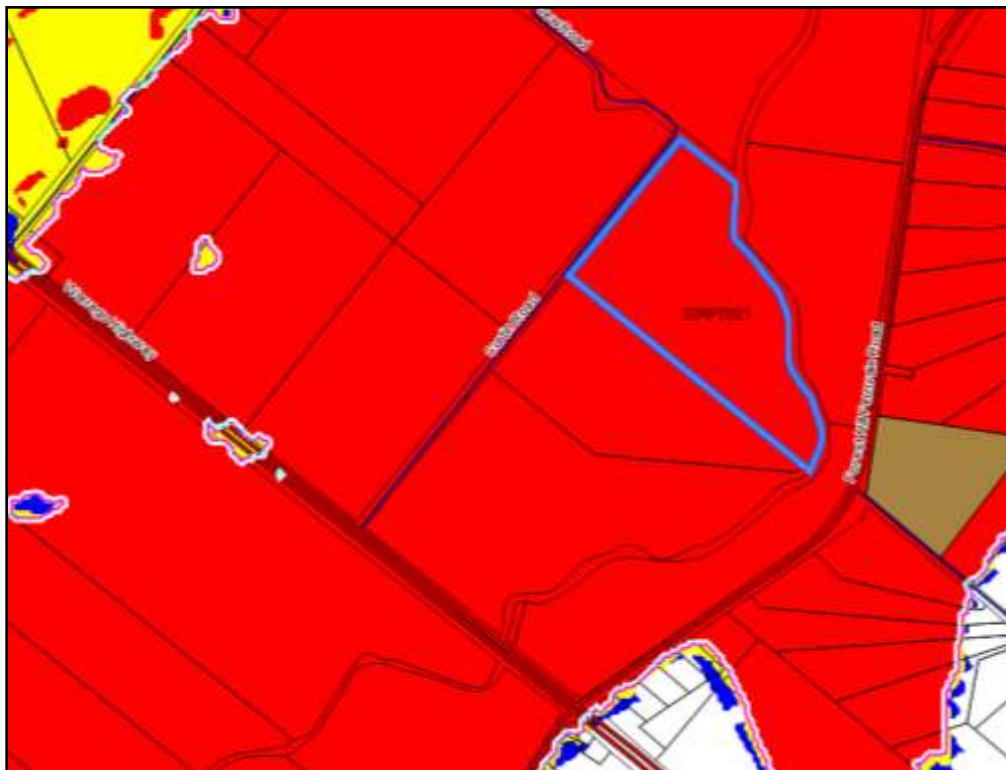
### 2. Background

The application seeking a development permit for material change of use was lodged on 20 May 2015. It seeks approval for a dwelling house to be located on land classified as a high hazard area under the TLPI. The applicant did not seek advice from Council prior to lodging the application.

## Report

### 3.1 Subject Land

The application seeks development approval for a dwelling house to be located on a the floodplain of Laidley Creek on rural allotment in Curtin Road, Crowley Vale. The lot does not currently contain a dwelling. The locality in which it is situated comprises agricultural properties and a number of existing dwellings and outbuildings. The location of the subject land and the extent of the TLPI high hazard area, which impacts the entire property, are indicated on the plan provided below.



### 3.2 Site Inspection

Council officers carried out site inspections on 4 June 2015 and 19 June 2015. A photograph of the proposed location of the dwelling is provided below.



### 3.3 Proposal

It is proposed to locate a removal house onto the property adjacent to Curtin Road. The dwelling is proposed to be constructed on 2.4m high stumps resulting in a finished floor level of 85.05m AHD. This finished floor level will be 0.75m above the Q100 flood event level which is 84.27m AHD. This would result in a floor height that would ensure that floodwater did not enter the dwelling in a Q100 flood event.

### 3.3 Assessment – Planning Scheme

The subject land is included within the Rural Agricultural Area by the *Laidley Shire Planning Scheme 2003* and is identified as being good quality agricultural land. A single dwelling does not require material change of use approval in the Rural Agricultural Area; however in this instance, the fact the land is identified by the TLPI as a high hazard area necessitates a material change of use application to be made so that the impacts of flood hazard can be assessed.

#### Planning Scheme Codes

The land is subject to the Rural Areas Code which at Section 6.2.2(2) requires that good quality agricultural land is not alienated by the encroachment of residential uses and residential development occurs where there is no adverse impact on Good Quality Agricultural Land. The construction of a single residence on the property does not conflict with these requirements.



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Temporary Local Planning Instrument 01/15

The TLPI requires that residential development in high hazard areas is avoided if the development cannot mitigate the flood risk to an acceptable level.

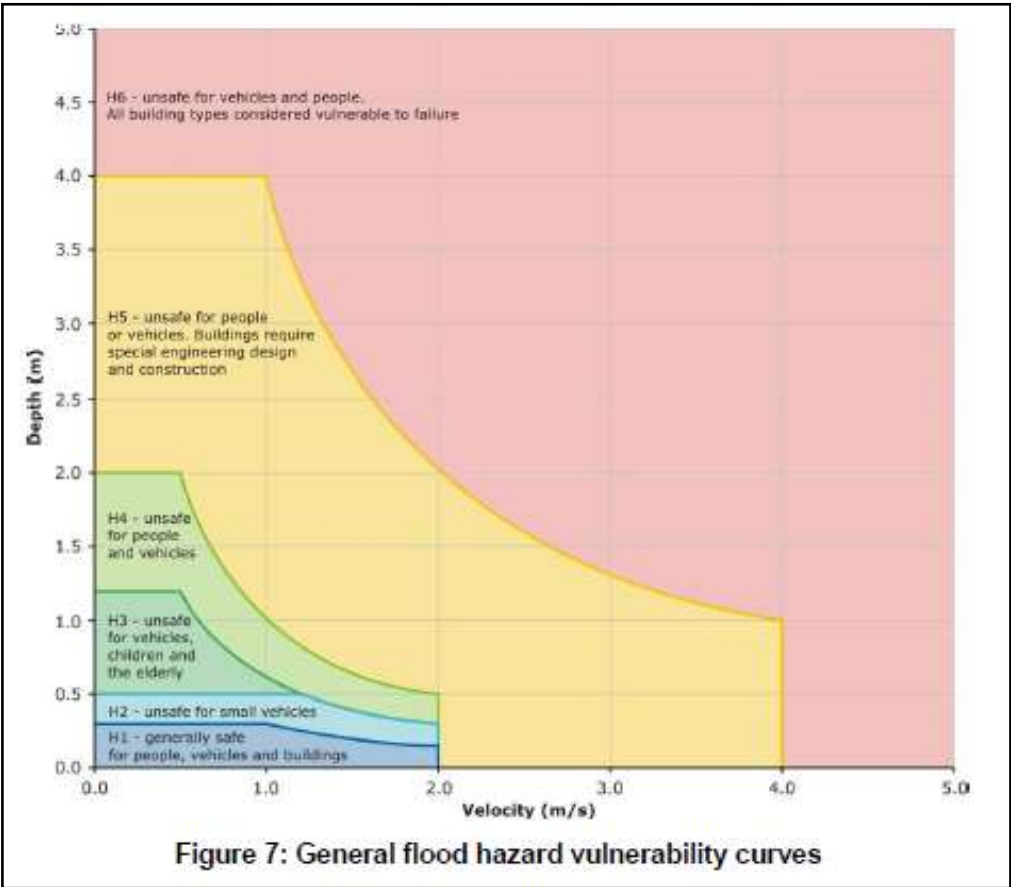
Flood hazard information provided in Form 19 Response dated 29 May 2014 states that in respect of the property the:

- vulnerability to frequent flooding is high;
- risk of long term isolation of site is high;
- risk to life (due to location) is high;
- risk of destruction to property is high;
- the defined flood event level is 84.27m AHD; and
- the Hydraulic Behaviour Threshold Category under the TLPI is H5 which means that there is an extreme risk to life and flood behaviour means that majority of buildings could fail.

More site specific information on the flood hazard at the location of the proposed dwelling indicates that:

- in a Q10 event the depth of floodwater is 1.3m and the velocity x depth ratio is  $0.121\text{m/s}^2$  which equates to H3/H4 which is unsafe for vehicles, children and the elderly and unsafe for people and vehicles;
- in a Q50 event the depth of floodwater is 2.3m and the velocity x depth ratio is  $0.597\text{m/s}^2$  which equates to H5 which is unsafe for people and vehicles and buildings require special engineering design and construction; and
- in a Q100 event the depth of floodwater is 2.67m and the velocity x depth ratio is  $0.756\text{m/s}^2$  which equates to H5 which is unsafe for people and vehicles and buildings require special engineering design and construction.

Refer below for the extract from “Delineating hazardous flood conditions to people and property”, G Smith; Floodplain Management Association National Conference 19-22 May 2015 which is the basis of the classifications referred to above.



It is considered that given the level of flood hazard on the property, whilst it would be possible to construct a residence that was sufficiently high and robust to withstand flood events, the risk of having people reside in a location that is so badly impacted in Q10, Q50 and Q100 events is unacceptable.

On 19 June 2015 Council Officers contacted the applicant, DFS Group, to inform them of the proposed recommendation and provided the opportunity to withdraw the application.

**4. Policy and Legal Implications**

The recommendation to refuse the application is consistent with Council policy expressed in the TLPI which is to avoid residences being located in areas subject to an unacceptably high risk of flooding. While the decision of Council to refuse the application may be appealed in the Planning and Environment Court it is considered that a decision is sound and is likely to be upheld by the Court.

**5. Financial and Resource Implications**

There will be no financial or resource implications unless the decision of Council is appealed in the Planning and Environment Court.



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**6. Delegations/Authorisations**

There are no implications for delegations or authorisations.

**7. Communication and Engagement**

The decision of Council will be formally communicated to the applicant in accordance with the requirements of the *Sustainable Planning Act 2009*.

**8. Conclusion**

The application seeks approval to locate a removal house on a property which is entirely within the high hazard area under the TLPI. The intent of the TLPI is to avoid new residences in areas with unacceptably high flood risks. The recommendation to refuse the application is sound and will ensure that a residence will not be located where risks to safety arise at as low as a Q10 flood event and risks to life exist for both Q50 and Q100 events.

**9. Action/s**

That the application be refused in accordance with the recommendation provided.





approval to demolish a building. It is understood that the application will be made to Council rather than a private certifier.

This proposal is in conflict with the conditions of the development approval for the proposed backpacker hostel (Development Permit for Material Change of Use for Backpackers Hostel and Catering Shop – MCU2014/0006) as amended by an approval of a request for a permissible change (CAP2015/0002) which requires that no alterations are to be made to the appearance of the facade of existing building as seen from Railway Street without approval. This requirement is reflected in the approved plans for the development.

### **3. Report**

The Material Change of Use approval for Backpackers Hostel and Catering Shop approved on 22 October 2014 included Conditions 8 and 36 which both read as follows:

“No alterations are to be made to the appearance of the facade of existing building as seen from Railway Street without approval.”

Condition 8 applies prior to the commencement of the use and condition 24 applies on an ongoing basis.

Council approved a request for a permissible change to MCU2014/0006 on 27 February 2015. This approval retained Conditions 8 and 24, replaced the set of approved plans and amended Condition 1 to read as follows:

“The proposed development is to be generally in accordance with the plans of development prepared by Building Design Professionals, dated 27 November 2014, Project Number 139027, Drawing Numbers:

- A.000 – 003, revision 4,
- A.100 – 103, revision 4;
- A.200 – 202, revision 4;
- A.300 – 304, revision 4; and
- supporting documentation”

The set of amended plans approved on 27 February 2015 include Plan Nos. A200 Revision 4 which contains an eastern elevation, being the Railway Street frontage. This plan is contains an arrow that points to the front of the building and wording that states:

“EXISTING FASCAD E TO REMAIN TIMBERS TO BE REPLACED AS REQUIRED.  
PAINTED FINISH”

The amended plans also include Plan Nos. A303 Revision 4 and A304 Revision 4 which are Demolition Plans for the lower and upper floors respectively. Both of these plans contain the following wording adjacent to the Railway Street frontage of the building:

“NOTE: FRONT FACADE IS HERITAGE LISTED ANY REMOVAL OR ALTERATIONS TO COMPLY WITH TOWN PLANNING APPROVAL. CONFIRM ON SITE WITH COUNCIL PRIOR TO DEMOLITION”



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Plan No. A303 Revision 4 which relates to the lower floor has an annotation on the area of the veranda that states:

“VERANDAH TO REMAIN”

Plan No. A304 Revision 4 which relates to the upper floor has an annotation on the area of the veranda that states:

“VERANDAH AND FRONT WALLS OF EXISTING BUILDING TO REMAIN”

Plan No. A304 Revision 4 also indicates in two locations on the plan by arrows that point to the facade of the building and wording that states:

“‘TURRET’ ROOF TO REMAIN”

It is considered that, given the above, the proposed demolition of the existing building in its entirety is clearly contrary to the development approval that is in force and effect for the property. The decision to require the facade and veranda to be retained and for the appearance of the redeveloped property from Railway Street not to be altered was the considered decision of Council when it approved the material change of use application in October 2014 and the subsequent request for a permissible change in January 2015. This requirement can only be changed with Council’s approval.

It is considered that not retaining the facade and veranda does not result in a substantially different development and so the developer should submit a request for a permissible change to the development approval to delete or amend conditions 8 and 36 and to substitute a new set of plans that do not refer to the retention of the facade and veranda. This request should be supported by a report prepared by suitably qualified a person that demonstrates why it is necessary to demolish the building in its entirety.

**4. Policy and Legal Implications**

There are no policy or legal implications arising from this report.

**5. Financial and Resource Implications**

There are no financial or resource implications arising from this report.

**6. Delegations/Authorisations**

There are no implications for delegations or authorisations arising from this report.

**7. Communication and Engagement**

There are no financial or resource implications arising from this report.

**8. Conclusion**

The development approval for the proposed backpacker establishment at 41 Railway Street, Gatton, requires the facade and veranda on the Railway Street frontage of the existing building to be retained. The developer has indicated a preference to demolish the building in its entirety which is in conflict with the development approval. Council will need to formally consider and



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decide this request through a request for a permissible change. This request should be supported by a report prepared by a suitably qualified person that demonstrates why the facade and veranda on the Railway Street frontage cannot be retained.

**9. Action/s**

That Council resolves in accordance with the Officer's Recommendation.





## ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015

### 1. Introduction

This report provides information on the infrastructure charges and vehicular access requirements for a development approval for a proposed Shop at 3 Kensington Drive, Withcott.

### 2. Background

On 26 May 2015 a Development Permit for Material Change of Use was approved for a Shop on land located at 3 Kensington Drive, Withcott, being Lot 2 RP151105.

The approval permits the use of a proposed shed (15m x 30m) on the property with a gross floor area of 450m<sup>2</sup> as follows:

- eastern half (225m<sup>2</sup>) - sale and display of second hand goods by retail; and
- western half (225m<sup>2</sup>) - storage not associated with the retail use.

The owner of the land, Mr Neil Carpenter, was contacted on 16 July 2015 and the issues of concern were clarified as being the amount of the infrastructure charges levies and the fact access to "Jean Street" had not been approved.

### 3. Report

#### 3.1 Infrastructure Charges

Infrastructure charges are required to be paid for the retail and storage uses in accordance with Council's Adopted Infrastructure Charges Resolution. The Council charges for a retail and storage uses, as set out in the resolution, are \$119/m<sup>2</sup> of gross floor area for the retail component and \$31/m<sup>2</sup> of gross floor area for the storage use. In addition to this amount, Queensland Urban Utilities charges of \$24/m<sup>2</sup> of gross floor area for the retail component and \$10/m<sup>2</sup> of gross floor area for the storage use are also applicable.

The resultant Council charges under the resolution are:

- Retail use: \$26,775, being \$119/m<sup>2</sup> x 225m<sup>2</sup>
- Storage use: \$ 6,975, being \$ 31/m<sup>2</sup> x 225m<sup>2</sup>
- Total charge: \$33,750

The resultant QUU charges under the resolution are:

- Retail use: \$ 5,400, being \$24/m<sup>2</sup> x 225m<sup>2</sup>
- Storage use: \$ 2,250, being \$10/m<sup>2</sup> x 225m<sup>2</sup>
- Total charge: \$ 7,650

Council's Adopted Infrastructure Charges Resolution does not provide for reductions in infrastructure charges for non-for profit groups such as the tenants for which this development is intended to accommodate.

It is considered discounts of infrastructure charges for non-for profit groups would be best addressed in a Council policy that operates in conjunction with the Adopted Infrastructure Charges Resolution. A policy could be drafted so that it applied to both development approvals given after the policy came into effect and also development approvals that had not been acted upon, such as the development at 3 Kensington Drive, Withcott.

A policy that provided discounts for infrastructure charges would need clearly define eligibility criteria and set the level of the discount, most probably as a percentage of the charge specified in the Adopted Infrastructure Charges Resolution. It could also provide for the payment of infrastructure charges to be staged over a period of time rather than being required to be paid in full upon commencement of the use.

### **3.2 Access Issues – “Jean Street”**

The development application lodged with Council proposed access from the subject land (A) to “Jean Street” which is located on the southern boundary of the subject land. This land is not a road reserve but instead comprises two freehold allotments owned by the State of Queensland, Lot 3 RP151105 (B) and Lot 7 RP856455 (C).



Whilst these two lots may contain what is for all purposes a road linking Kensington Drive and Biggs Road, it is not a road reserve to which access could be approved as part of the approval of a Development Permit for Material Change of Use.

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

There are no policy or legal implications arising from this report.

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

There are no financial or resource implications arising from this report.

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

There are no implications for delegations or authorisations arising from this report.

### **7. Communication and Engagement**

There are no communication or engagement implications arising from this report.

### **8. Conclusion**



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It would be appropriate to develop and implement a policy for that would provide discounts or deferred payment options for the payment of infrastructure charges by not-for-profit groups. Access to the land to the south of the land on which the proposed shop is to be development cannot be supported as this is not a road reserve and is instead freehold land owned by the State of Queensland.

**9. Action/s**

That Council notes the content of this report.





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*Cr JH Holstein returned to the meeting at 12:08pm*

*Cr PF Friend left the meeting at 12:09pm*

**15.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS**

**15.1 Executive Manager Infrastructure Works & Services Monthly Update**

**Date:** 17 July 2015

**Author:** Myles Fairbairn, Executive Manager Infrastructure Works & Services

**Responsible Officer:** Myles Fairbairn, Executive Manager Infrastructure Works & Services

**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 & Services Monthly Update.**

**RESOLUTION**

**THAT Council receive and note the Executive Manager Infrastructure Works & Services Monthly Update.**

**Moved By: Cr Holstein**

**Seconded By: Cr Pingel**

**Resolution Number: 4158**

**CARRIED**

**5/0**

**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 meeting of 24 June 2015.

**2. Background**

The previous Infrastructure Works and Services report to Council as described above.

**3. Report**



## ORDINARY COUNCIL MEETING MINUTES 22 JULY 2015

### *PARKS AND OPEN SPACES WORKS*

- The quarterly audit of playground assets has commenced
- Lockyer Valley Cultural Centre – Garden maintenance and planting
- Continued planting of the Gatton CBD area
- Furley Park, Forest Hill – garden improvements
- Furley Park, Forest Hill – BBQ slab work for new BBQ
- Laidley Recreation Reserve – Seat installation, significant ongoing mowing demand
- Laidley Cultural Centre – Garden maintenance in preparation for Laidley Spring Festival
- Centenary Park Gazebo, Gatton – replacement completed, additionally landscape works ongoing
- Lake Apex, Gatton – ongoing bollard installation to improve traffic movement and safety
- Lake Apex, Gatton – irrigation upgrade around main BBQ shelter completed
- Gatton Show – Watering of main showground arena, many support activities
- Spraying of parks and sport fields with *Kamba* to kill weeds in parks and open space areas

### *ROADS AND DRAINAGE WORKS*

- Maintenance crews (grader crews) are now finished NDRRA gravel road re-sheeting and are doing gravel road maintenance works. Currently working in the Ballard/Helidon area and Mt Whitesone area.
- Clive Crescent (Withcott) drainage works - underway
- Gehrke Road / Mountain View Drive / Otto Road intersection upgrade at Plainland to be completed in July 2015
- Cahill Park / Buraraba Street (Gatton) project on site.
- Tenthill Creek Road stormwater improvements - complete.
- Lakes Drive drainage works – complete
- Translink Bus Stops (upgrading to meet Disability Discrimination Act requirements) – programme complete
- Footpath in Church Street, Laidley – complete

### *2013 NDRRA program*

A current financial summary of the 2013 NDRRA programme follows.

- All construction works completed prior to 30 June 2015 as required by the guidelines
- Current estimated final cost (EFC) = \$42.6 million (includes 2013 approved NDRRA Betterment projects)
- 2013 emergent works deemed ineligible by QRA = \$0.5 million
- Submissions for 2013 works forwarded to QRA awaiting acquittal = \$33.9 million, with final \$8.7 million to be submitted prior to 31 July 2015
- Submissions that have been acquitted by the QRA = \$8.7 million (12 packages)

Key risks at the moment:

- Extended acquittal timeline stretches out to late 2015 calendar year
- Programme management costs, post 'works on ground' – need to minimise these

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*INVESTIGATION, PLANNING AND DESIGN UNIT*

*Australian Government's Black Spot Road Safety Programme*

On 16 July 2015, Council submitted a total of 13 intersection and 'mid-block' applications under the Australian Government's Black Spot Programme for the 2016-2017 financial year. It is expected that the success, or otherwise, of the applications will be known within 6 months or so.

*Flood studies (regional and local)*

- All reporting completed to meet State Government funding deadlines.
- Third party technical review of all flood projects modelled in the last three years has been completed to draft reporting stage. LVRC to seek clarification/input from Jacobs on some of the queries raised through the review so that the report can be updated and finalised.

*Forest Hill flood mitigation*

- The State has advised by letter that it is prepared to fund 40% of a \$1,500,000 project (\$600,000) for what is described as Stage 1A flood mitigation works at Forest Hill. The scope includes
  - (i) Gill Street drain upgrade
    - Design is underway
  - (ii) Blacks Bridge to Gatton-Laidley Road channel construction
    - Landholder engagement commenced
  - (iii) Laidley Creek / Sandy Creek confluence works.

*Laidley flood mitigation projects (DSDIP funding – Royalties for the Regions Program)*

- Narda Lagoon flood levee – complete
- Storr Street drain and associated drains – complete
- Laidley CBD preparatory works
  - Minor drainage works construction underway
  - Potential levee bank construction is not funded
  - *Royalties for the Regions* funding submission (Round 4) to State was unsuccessful.

*Delivery of Capital Works*

- Laidley and Forest Hill flood warning systems are complete

*Challenge Avenue flood modelling investigation and works*

- Investigation and design is complete
- Consultation with individual property owners is complete – works on hold
- Presented at Council Workshop in August and September 2014. Requested to undertake technical review of modelling prior to any construction works.
- EoT submitted to DLGCRR for 3 month extension due to lateness of the Technical Review report.

### *Bridges and structures*

- Level 2 inspections have recommended Level 3 inspections for the following bridges:
  - Middleton Bridge has been load limited to 12t (positive funding outcome).
  - 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 (have approached constructor for the design drawings).
  - Shirley Pitt bridge (Aluminium pedestrian bridge in Laidley). Written advice regarding a permanent repair to continual loosening of bridge deck screws has now been received and a trial section has been recommended for treatment.
- Colquhouns Bridge
  - Level 2 inspections have identified some issues.
  - Contractor is resisting supply of a full set of 'as constructed' drawings, claiming due to IP issues with Rocla despite LVRC having signed, and returned, a confidentiality agreement protecting the IP.
  - Process has stalled as Council is insisting on a full set of 'as constructed' dwgs prior to the return of retention money from 2010 contract.

### *'Business as usual' activities*

- Customer Relationship Management (CRM) responses – significant portion of workload
- Issue of Form 19s
- Technical assistance to Council's Planning and Development Services Group
- 'Working on road' permits
- Heavy Vehicle Permits
- Traffic count program

### *ASSET MANAGEMENT UNIT*

- Road asset renewal rates are low, e.g., bitumen road re-seal programme
- 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: Now trialling 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.
- OneCouncil asset inspection mobility solution now operating
- Updated/reviewed Asset Management Plans for *Transport Infrastructure and Buildings and Facilities* complete
- Currently writing revised asset management plan for fleet as per the internal audit findings.

### *PLANT AND FLEET UNIT*

- Undertaking ongoing Fleet maintenance as required
- Internal plant hire recoveries have been budgeted for at a level that will not be achieved.



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- Seeking to fund mower replacement (very old) in 2015-16, subject to budget considerations

*Cr PF Friend returned to the meeting at 12:11pm*



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**3. Report**

Council's 2014/2015 Investment Policy sets out Council's investment guidelines including the time horizon, maximum exposure, credit risk guidelines and performance benchmarks of its investments.

The two following tables show the investment institution, credit rating and product type of Council's investment portfolio at 30 June 2015:

<b>Table 1</b>			
<b>Institution</b>	<b>Amount \$</b>	<b>Percentage Holding</b>	<b>Credit Rating</b>
QTC	14,722,676	70.99%	AA
Bank of Qld	1,017,644	4.90%	A-
NAB	5,000,000	24.11%	AA-
<b>Total</b>	<b>20,740,320</b>	<b>100.00%</b>	

<b>Table 2</b>		
<b>Product Type</b>	<b>Amount \$</b>	<b>Percentage Holding</b>
Cash Fund - QTC	14,722,676	70.99%
Term Deposit	6,017,644	29.01%
<b>Total,</b>	<b>\$20,740,320</b>	<b>100.00%</b>

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

The tables compare the rate of return on Council's investments at 30 June 2015, against the benchmarks indicated above (BBSW and AUSBOND).

Overall, the investments continued to perform well in comparison with these benchmarks, although there has been a significant decrease in the interest rates for term deposits with new investments at or below the 3.0% mark.

<b>Table 3</b>			
<b>Cash Fund Performance Against RBA Cash Rate &amp; UBS Bank Bill Index</b>	<b>QTC</b>	<b>RBA Cash Rate</b>	<b>AUSBOND Index</b>
Cash Fund Performance	2.86%	2.00%	2.17%



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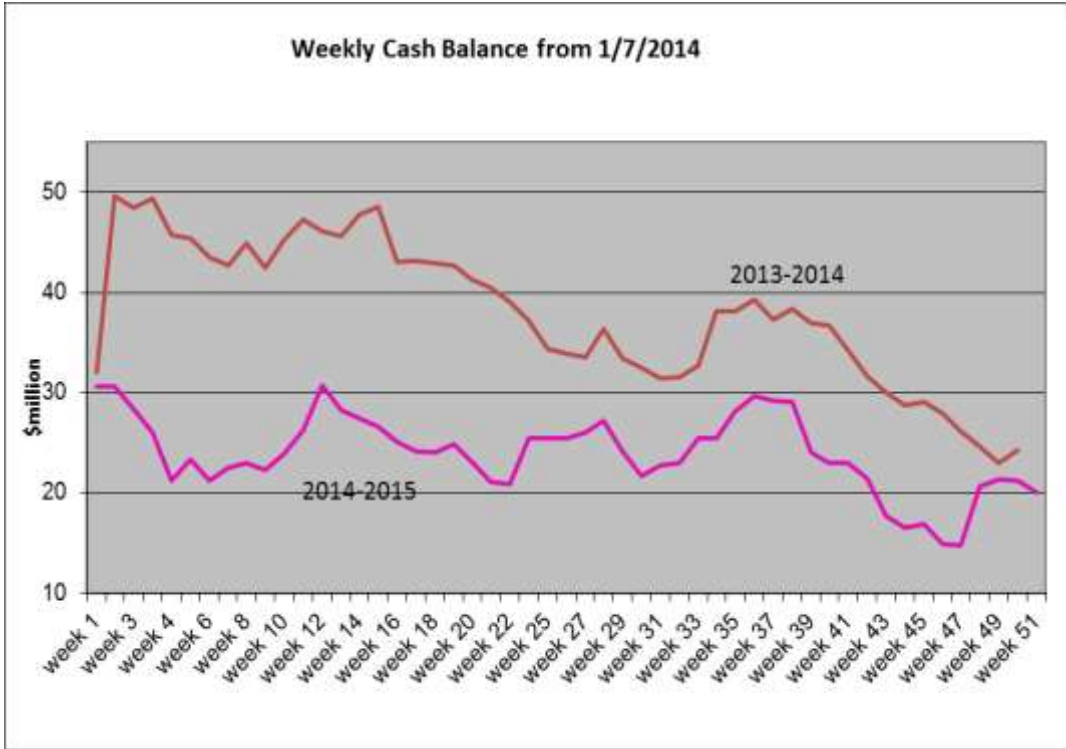
Table 4			
Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	3.21%	2.04%	2.17%

As reflected in Table 5 below, interest revenue is much less than the target for the year to date. This is mainly due to lower interest rates than expected with all rates below the anticipated rate of 3.60% and an overall lower cash balance.

TABLE 5			
Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$931,071	\$1,305,000	71.35%

During the fourth quarter, cash at bank reduced to just over \$20M which has meant that the balance available for earning interest is less than at other times of the year.

The graph below shows a comparison over time of Council's cash balances.





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Interest rates have continued to fall for rates of less than twelve months. The Queensland Treasury Corporation cash fund rate remains slightly higher than term deposit rates making it a more attractive investment option, which is why the term deposit investments have reduced. The best rates on offer at present are 2.80% to 2.95% for investment periods from three to twelve months. The rates that are offered by BBB to A rated entities are generally more attractive compared to the A+ to AAA entities; however, the current policy limits the amount that can be invested in those areas. The upcoming review of the investment policy will seek to increase the limits to provide more flexibility when reviewing investment opportunities.

<b>TABLE 6</b>			
<b>Investment Policy Credit Risk Compliance</b>	<b>Current Exposure</b>	<b>Allowable Exposure</b>	<b>Difference</b>
<b>Cash Funds</b>			
QTC Cash Funds	70.99%	100%	29.01%
<b>Term Deposits</b>			
AAA to A+	24.11%	80%	55.89%
A to BBB+	4.91%	30%	25.09%
BBB to BBB	0.00%	10%	10.00%

The above table shows that Council's investments at 30 June 2015 complied with its 2014/2015 Investment Policy.

*The meeting adjourned for a short break prior to going into closed session, the time being 12.13 pm and resumed at 12.21pm.*



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**17.0 CONFIDENTIAL ITEMS**

**CLOSED SESSION**

THAT Council move into Closed Session at 12.21 pm to the exclusion of the press and public, in accordance with Section 275 (1) (e) & (f) of the Local Government Regulation, 2012.

**Moved By: Cr Pingel**

**Seconded By: Cr Milligan**

**Resolution Number: 4160**

**CARRIED**

**6/0**

*The meeting adjourned for lunch the time being 1.02 pm and resumed at 1.34pm.*

*The Mayor, Cr SJ Jones, left the meeting, the time being 01:44pm. The Deputy Mayor, Cr Tanya Milligan assumed the Chair. The Mayor, Cr Jones returned to the meeting at 02:04pm and assumed the Chair.*

*Cr TM Milligan left the meeting the time being 2:37 pm and returned to the meeting, the time being 2:38 pm.*

**OPEN SESSION**

THAT Council move into Open Session, the time being 2.58 pm.

**Moved By: Cr Pingel**

**Seconded By: Cr Milligan**

**Resolution Number: 4161**

**CARRIED**

**6/0**





















