



REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

MINUTES

28 OCTOBER 2015



**ORDINARY COUNCIL
MEETING MINUTES
28 OCTOBER 2015**

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ATTENDANCE:

Councillors Present

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

Officers Present

- Dan McPherson, Executive Manager Organisational Development & Planning
- Myles Fairbairn, Executive Manager Infrastructure Works & Services
- David Lewis, Executive Manager Corporate & Community Services
- Jamie Simmonds, Executive Policy Advisor Mayor/CEO
- Rick Machin, Marketing & Communications Coordinator
- Stephen Hart, Manager Administration & Executive Operations (part of meeting)
- Caitlan Natalier, Solicitor, Legal Services Coordinator (part of meeting)
- Trevor Boheim, Manager Planning & Environmental Services (part of meeting)
- Susan Boland, Council Business Support Officer

Media Present

- Jim Nichols, Valley Weekender

Apology

- Ian Flint, Chief Executive Officer
- Jason Bradshaw, Executive Manager Governance & Performance



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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. Captain Craig Harlum led the meeting in prayer following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

The Chief Executive Officer (CEO) advised Council regarding his return to work. The Chief Executive will commence working from home immediately, the Acting Chief Executive Officer ceased in the role as of Sunday, 25 October 2015.

The Chief Executive Officer also advised that he will be dealing with any contractual matters for which Council has been dealing with.

Extract from email received 27 October 2015.

"My health is improving and therefore I am able to exercise my powers as the CEO. I will delegate some of my CEO delegations to other Executive staff as needed, therefore at this time it is not necessary for an Acting CEO to be appointed".

9.0 DEPUTATIONS/PRESENTATIONS

9.1 Deputation - Gatton Golf Club

Date: 22 October 2015
Author: Myles Fairbairn, Executive Manager Infrastructure Works & Services
Responsible Officer: Myles Fairbairn, Executive Manager Infrastructure Works & Services

RESOLUTION

At 10.25am the President of the Gatton Golf Club addressed Council on drainage issues at the Golf Club.





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5.0 MAYORAL MINUTE

5.1 Mayoral Minute

Date: 21 October 2015
Author: Jason Cubit, Manager Marketing, Communications and Events
Responsible Officer: Ian Flint, Chief Executive Officer

Lockyer Valley Business Awards

On Saturday night the 2015 Lockyer Valley Business Awards were held in the Gatton Shire Hall with 400 attendees packing the venue for the gala event. Congratulations must go to all of the finalists and particularly the winners. Special mention to OBT Financial Group who took out the Business of the Year Award. Thanks must go to Council's staff who worked for many months to bring the event to fruition. James Tobin did a great job as MC.

Sunrise Weather Crosses

Speaking of James Tobin, Council was able to leverage his involvement in the Business Awards to also include James doing his live weather crosses to Weekend Sunrise on Sunday from Brannell Homestead in Laidley. According to Media Monitors an incredible 3.2 million people tuned in from all over Australia across the morning. The 18 minutes of coverage that the Lockyer Valley received is worth a media value rate of just over \$6 million. Laidley local Tony Tierney did a great job showcasing our local produce and I also thank Troy and Kathy Brady for hosting the Sunrise crew on Saturday night and Sunday morning. The exposure that Laidley and the Lockyer Valley received from this is extremely positive and already there have been reports from local real estate agents that the coverage has generated interest in property from people who have never visited the area before but because they saw it on TV they wanted to come and have a look.

Gatton-Esk Road Speed Limits

Council is in receipt of correspondence from residents who are regular users of the Gatton-Esk Road concerning the speed limits imposed by Main Roads. The speed limit on the Gatton-Esk Road between Millers Road and the Warrego Highway was reduced from 100k down to 80k many years ago due to the poor state of the road. After work undertaken by Main Roads, the road has been refurbished and widened, making a top grade surface. This was completed some months ago. The residents and commuters along the Gatton-Esk Road want the speed limit upgraded, back to 100k to reflect the upgraded standard. I propose that Council writes to the Department of Main Roads seeking this speed limit upgrade on behalf of those residents.

SEQ Catchments Council Representative

At the Council of Mayors Board Meeting of 25 September, 2015, it was agreed that Councils would provide elected member nominations as local government representatives on the SEQ Catchments Members Association. Council of Mayors has requested a response by COB today with the elected member nomination of this Council. The current representative on the Member Association for Council is Councillor McDonald and I bring forward this item today for Council's discussion and consideration.



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

7/0

7/0



CARRIED
7/0

CARRIED
7/0





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10.0 EXECUTIVE OFFICE REPORTS

10.1 Chief Executive Officer's Report

Date: 15 October 2015
Author: Dan McPherson, Acting Chief Executive Officer
Responsible Officer: Dan McPherson, Acting Chief Executive Officer

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's Ordinary Meeting scheduled for the 11th November 2015, be changed to commence at 1pm, due to Remembrance Day service commitments.

And further;

THAT Council's Workshop planned for 3 November, be moved to start at 1:00pm on Thursday 5 November 2015.

RESOLUTION

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

And further;

That Council's Ordinary Meeting scheduled for the 11th November 2015, be changed to commence at 1pm, due to Remembrance Day service commitments.

Moved By: Cr Holstein

Seconded By: Cr McDonald

Resolution Number: 4323

CARRIED

7/0

Cr Milligan requested that it be recorded in the Minutes that special thanks be given to Cr Holstein who attended the LGAQ Conference at short notice to talk to Lockyer Valley's motions.

Report

1. Introduction

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

2. Background

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

3. Report

Lockyer Valley SES 2015 Recruits Graduation Presentation

This event was held on the 12 October at the Forest Hill School of Arts and Council was represented by the Mayor. On the evening new recruits from August 2014 who have completed their training and deemed competent were presented with their SES epaulets and a Certificate of Appreciation from Lockyer Valley Regional Council.

Council presented a SES Recruit of the Year Award (trophy & certificate) to Karen Cosby who was selected through a nomination and judging process in recognition of her outstanding commitment to training and development and the Lockyer Valley SES. Each SES Group (Forest Hill, Gatton & Laidley) was also presented a Certificate of Appreciation. The Mayor presented Certificates of Appreciation to 38 SES members who were involved in the Jayde Kendall land search.

Enterprise Bargaining Agreement (EBA)

During 2015, the current Queensland Government implemented measures to overhaul the Newman Government changes to Industrial Relations legislation. One of those measures included a temporary freeze on the certification of any new Enterprise Agreements.

Negotiations that were due to begin in June 2015 for the current Lockyer Valley Regional Council, Enterprise Agreement Officers 2012 and Enterprise Agreement Field 2012 have therefore been placed on hold until this new award has been made. As such, Lockyer Valley Regional Council in conjunction with Unions party to Council's current Enterprise Bargaining Agreements, have worked through the Joint Consultative Committee to implement an agreed collective wage increase between January 2015 and July 2016.

119th Annual LGAQ Conference

The Annual Conference was held in Toowoomba on the 19-21 October. The theme for the Conference was *"Taking Control of our Own Destiny"*. The Hon Jackie Trad MP was one of the Key Speakers along with many others. The Mayor, Acting CEO, Deputy Mayor, Cr McDonald and Executive Manager Governance, Engagement and Regional Development attended on behalf of Council. Cr Holstein attended the Gala Dinner and was presented with an LGAQ Elected Member Long Service Certificate for 15 years. A further report to follow.

Incoming Local Government Minister agrees to address Roads Congress in November

ALGA has announced that the newly appointed Minister for Territories, Local Government and Major Projects, the Hon Paul Fletcher MP, will address the 2015 National Local Roads and Transport Congress in Ballarat. This will be the first opportunity for the Minister to speak with a national local government audience and an important opportunity for delegates to engage with him on issues of key importance for councils across the country.

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Drought assistance extended to three more regions in QLD and NSW

The drought-affected communities of Richmond and Barcoo in Queensland and Coonamble in New South Wales are now eligible to participate in the Australian Government's Drought Communities Programme (DCP) to assist in building much-needed infrastructure.

The DCP is designed to deliver benefits in targeted drought-affected regions of Australia. The Australian Government is providing \$35 million over four years, commencing in 2015-16, to fund local infrastructure initiatives that provide employment for people whose work opportunities have been impacted by drought. The funding is targeted at projects that stimulate local community spending, use local resources, businesses and suppliers, and/or provide a long-lasting benefit to communities and the agricultural industries on which they depend.

Passing of Craig Evans - Director General for the Department of Local Government, Community Recovery and Resilience

The LGAQ on behalf of Councils has paid tribute to Craig Evans, one of Queensland's most respected government executives, who passed away. Mr Evans died on Saturday night 3/10/15 after a long illness at 56 years old. Prior to being appointed the Local Government Director General in January 2015, Mr Evans was the Deputy Director General for the Department of Premier and Cabinet. He previously held various positions at Brisbane City Council, including the Executive Manager, Disaster Response and Recovery, and the Chief-of-Staff to the Lord Mayor. He also had an extensive career in the military. Council notes the new appointment of Mr Frankie Carroll as new DG of the Dep't of Infrastructure, Local Government & Planning.

2015-16 LGMA QLD Board of Management

Following elections for a new President and Board of Management for LGMA, the appointments below were made;

President – Cale Dendle (Director Corporate & Community Services, Gladstone Regional Council)

Ray Burton (CEO, Townsville City Council)

Michelle Clarke (Manager Governance, Townsville City Council)

Warren Collins (CEO, Cherbourg Aboriginal Shire Council)

Justin Commons (CEO, Livingstone Shire Council)

Brett De Chastel (CEO, Noosa Shire Council)

Susan Jarvis (Manager Corporate & Community Services, Blackall-Tambo Regional Council)

Arun Pratap (General Manager, Finance & Business Strategy, Toowoomba Regional Council)

Better Beef Roads on Horizon Says Deputy Prime Minister

Major road upgrades that would vastly improve access for cattle transporters in Queensland are expected to be announced early next year. Speaking at the Northern Australia Beef Roads Roundtable, Deputy Prime Minister Warren Truss said a strong north meant a strong nation and the program was important as it is aimed at reducing the costs of transporting more than 17 million head of cattle in northern Australia.

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More than 100 people met in Rockhampton to discuss the \$100 million in federal funding for road infrastructure.

Deputy Prime Minister Warren Truss told the meeting he expected to make announcements on road projects in Northern Australia in the first half of next year with funding commencing from 1 July 2016.

Partners in Government Agreement Signed

Premier Anastacia Palaszczuk and Deputy Premier and Local Government Minister Jackie Trad have committed to strengthening the relationship between the State Government and councils. The Queensland Government and the LGAQ, on behalf of Local Government Councils, have renewed their Partners in Government Agreement, with significant improvements over previous versions.

Premier Anastacia Palaszczuk and Deputy Premier and Local Government Minister Jackie Trad have committed to more regular meetings with the LGAQ in this formal agreement to strengthen the relationship between the State Government and councils.

The Agreement was signed by Ms Palaszczuk and Ms Trad, and LGAQ President Cr Margaret de Wit and Chief Executive Officer Greg Hallam at Parliament House on 14 October 2015.

The Agreement formalises a set of principles to guide the relationship between the parties and identifies the roles and responsibilities of each party. It includes the following key commitments:

- the Premier will meet with the LGAQ on at least a six-monthly basis – or more frequently when warranted;
- the Local Government Minister will have a minimum of four meetings with the LGAQ policy executive each year;
- the State Government will undertake timely and meaningful engagement on all policy, legislation, strategy and program initiatives where local government has an interest with a minimum consultation period of four weeks, where practicable, to allow the LGAQ to engage meaningfully with its members;
- the State Government will seek the advice of local government before appointing representatives of the sector to State Government bodies;
- the State Government will promote awareness of the Agreement amongst all State Government departments, ensuring whole of government commitment to the agreed principles; and
- each year, the State Government and the LGAQ will prepare a joint report to outline the outcomes achieved, including election commitments, under the agreement. The first of these is due by 31 August 2016.

The Agreement provides context to other, more specific agreements or protocols between the LGAQ and the Government. For example, it is referenced in the recently concluded MOU between the LGAQ and the Department of Energy and Water Supply.

Council Meeting 11 November 2015

Due to Remembrance Day, the Council Meeting scheduled for 11 November is to commence at 1.00pm.

Council Workshop 3 November 2015

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The Council Workshop planned for 3 November, to be moved to start in the afternoon at 1:00pm on Thursday 5 November 2015.

Upcoming Events

October 24	Lockyer Valley Business, Training and Apprenticeship Awards Gala Dinner
October 25	Celtic Festival of Qld, Helidon
October 30,31 & Nov 1	Good Food and Wine Show (Michelle)
November 1 – 27	Spirit of the Lockyer Valley Christmas Lights & Decoration Competition entry period
November 6 & 7	Christmas in the Country Art & Craft Exhibition, Gatton
November 12 & 13	Event Workshop – How to Plan a Great Event, Grantham
November 21	Lockyer Valley Regional Council Race Day, Gatton
November 29	Dungaree March 2015 - A Call to Arms
December 1	Christmas Lights judging
December 4	Laidley Christmas Carnival, Laidley
December 9	Australia Day Award judging (Council Meeting)
December 11	Forest Hill Christmas Festivities, Forest Hill
December 18	Gatton Christmas Carnival

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 and meeting time change confirmed.

Attachments

1 [View](#) Agreement 9 Pages

Department of Infrastructure, Local Government and Planning

Partners in Government Agreement

**An agreement for the partnership and
relationship between the State Government and
Local Government in Queensland**

State of Queensland

Local Government Association of Queensland on behalf of Queensland
local governments

2015



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Any references to legislation are not an interpretation of the law. They are to be used as a guide only. The information in this publication is general and does not take into account individual circumstances or situations. Where appropriate, independent legal advice should be sought.

An electronic copy of this report is available on the Department of Infrastructure, Local Government and Planning's website at www.dilgp.qld.gov.au

Partners in Government Agreement

Department of Infrastructure, Local Government and Planning

Signing page

Signed by the Honourable Anastacia Palaszczuk, MP, Premier and Minister for the Arts and the Honourable Jackie Trad, MP, Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade, for and on behalf of the Queensland State Government.

.....
Anastacia Palaszczuk, MP
Premier and Minister for the Arts

.....
Jackie Trad, MP
Deputy Premier,
Minister for Transport, Minister for
Infrastructure, Local Government and
Planning and Minister for Trade

Signed by Councillor Margaret de Wit, President and by Greg Hallam, PSM, Chief Executive Officer of the Local Government Association of Queensland Ltd. for and on behalf of Queensland Local Governments.

.....
Councillor Margaret de Wit
President of the Local Government
Association of Queensland Ltd.

.....
Greg Hallam, PSM
Chief Executive Officer of the
Local Government Association of
Queensland Ltd.

thisday of 2015.

Department of Infrastructure, Local Government and Planning

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An agreement for the partnership and relationship between the State Government and Local Government in Queensland

1. Preamble

Queensland has a long and proud history of local government - the first local governments were already in place at the time that Queensland achieved statehood.

Local government is the level of government closest to the community. Every day it affects the lives of Queenslanders – our local services, where we live, and the look and feel of our communities.

Local government is a genuine partner in the Australian government system. The potential of local government is best realised when the roles and responsibilities of local government are constitutionally recognised.

The Queensland Government values its relationship with local government and specifically the Local Government Association of Queensland (LGAQ), the peak body representing local government in Queensland. The Queensland Government will work in partnership with local government to deliver the economic and employment growth and the public services Queenslanders need.

Formal arrangements to guide the relationship between State and local government have been in place for over a decade. It is the intent of both Parties in executing this Agreement to continue in this tradition of working in genuine partnership to improve the quality of life Queenslanders enjoy. It is also recognised that other agreements covering specific matters may be needed and this Agreement does not limit the capacity of the Parties to enter into such agreements.

2. Objective

The Agreement formalises a set of principles to guide the relationship between the Parties and identifies the roles and responsibilities of each party. It encourages positive and cooperative relations and provides a basis to implement other agreements between the Parties, covering specific services and functions.

3.Principles

3.1 Autonomy

- 3.1.1 Local government should enjoy maximum autonomy and be subject to minimum State intervention.

3.2 Subsidiarity

- 3.2.1 Both Parties agree that responsibility for decisions should rest with the lowest level of government capable of properly doing so.

3.3 Jurisdiction

- 3.3.1 It is recognised that both local government and State Government have legitimate interests and jurisdictional responsibilities.
- 3.3.2 Local governments' legitimate interests and autonomous jurisdiction responsibilities are for the good rule and government of their local areas.
- 3.3.3 The State Government's legitimate interests and jurisdiction responsibilities are for the good rule and government of the entire State. In exercising this jurisdiction the State has the responsibility to set, regulate and enforce appropriate policies and standards for the good of the entire community and which have statewide and regional impacts and implications. In doing so, the State regulates activities and functions which may involve local government. During the development, regulation and enforcement of appropriate community standards, the State will consider the interests of a variety of community sectors, of which local government is an important sector.

3.4 Intervention

- 3.4.1 It is recognised that local governments are ultimately accountable to their electors for their activities.
- 3.4.2 Local government will be subject to minimum intervention from State Government in respect of its legitimate interests and jurisdictional responsibilities (including revenue raising, local laws and land use planning).
- 3.4.3 State Government interest will be only exercised where legitimate State Government interests exist.

3.5 Accountability and governance arrangements

- 3.5.1 Although local governments are accountable to their electors and subject to minimum intervention from the State Government, local governments are subject to oversight by independent bodies including the Queensland Audit Office, Ombudsman, Remuneration and Discipline Tribunal and the Crime and Corruption Commission.

- 3.5.2 The governance arrangements that apply to local government should, where appropriate, be consistent with those applying to the State Government.

3.6 Compliance requirements

- 3.6.1 To ensure that appropriate standards are maintained for the benefit of the entire community, local governments have a responsibility to comply with any applicable legislative, industry or professional requirements.
- 3.6.2 Where local governments enforce community regulatory standards on behalf of the State Government, these standards will be, to the greatest extent possible, performance-based rather than prescriptive to ensure local autonomy, interests and conditions.

3.7 Devolution/delegation of responsibilities

- 3.7.1 The devolution or delegation of new responsibilities, roles and functions to local government should only occur where:
- there has been prior consultation;
 - the financial implications and other impacts on local government are taken into account; and
 - the identification and availability of an ongoing revenue source—e.g. user charges—has been considered.

3.8 Indigenous local governments

- 3.8.1 Within the system of local government in Queensland, Indigenous local governments are respected as local governments in their own right and are recognised as having the same status and responsibilities as non-Indigenous local governments.
- 3.8.2 At the same time, Indigenous local government leaders are recognised as having additional significant social and cultural responsibilities within their communities.

3.9 Funding

- 3.9.1 Local government should endeavour to generate a proper and reasonable level of own source revenue to fulfil their responsibilities.
- 3.9.2 The State Government provides a range of funding programs to local governments. As part of the provision of such funding, the State will seek to develop agreed funding conditions.

3.10 Constitutional Recognition

- 3.10.1 The Queensland Government will maintain the recognition of local government in the Constitution of Queensland and guarantee the continuation of a local government system in Queensland.

4. Roles and responsibilities

4.1 Joint roles and responsibilities

State and local government have the common objective of enhancing the wellbeing of communities throughout Queensland with shared and overlapping jurisdictions.

Under this Agreement both Parties will:

- Seek opportunities to partner and work co-operatively in the development and delivery of State and local government priorities.
- Agree to deliver *Working Queensland*, which is the Government's overarching policy framework for job creation.
- Agree to work together to optimise economic development opportunities for the State and its communities.
- Agree that relations between the Parties should be conducted in a spirit of mutual respect and cooperation with an emphasis on partnership—a commitment to timely and frequent communication and with recognition of each other's roles and responsibilities.
- Where necessary, negotiate specific agreements and alliances in accordance with the intent and principles of this Agreement.
- Commit to achieving the highest levels of good governance and accountability within their respective spheres of interest.
- Agree to work together on the development and implementation of matters including legislative proposals, which affect the interests, roles and responsibilities of the other Party.
- Agree to work together on matters raised by the Australian Government which impact on local governments.

4.2 State Government roles and responsibilities

Under this Agreement the State Government will:

- Undertake timely and meaningful engagement on all policy, legislation, strategy and program initiatives where local government has an interest, with where practicable, a minimum consultation period of four weeks to allow the LGAQ to engage meaningfully with its members.
- Undertake to seek the advice of local government before appointing representatives of the sector to State government bodies.
- Ensure the State has a flexible and responsive system of local government which meets community needs and expectations, and provides fairness and equity for local government employees.
- Promote awareness of the Agreement amongst all State government departments, ensuring whole of government commitment to the agreed principles.

4.3 Local government roles and responsibilities

Under this Agreement, local government will:

- Seek to achieve the highest levels of good governance in line with the local government principles articulated in the *Local Government Act 2009* and the *City of Brisbane Act 2010*.
- Recognise it is responsible for significant community assets and commit to continuous improvement in financial reporting and asset management practices.
- Undertake timely, cooperative, proper and meaningful engagement with the State Government, where practicable, on all matters where the State Government has an interest.

5. Operation and review

This Agreement will remain in operation for three years from the date of signing. Meetings to review the operation of the Agreement may be held as required at the request of the State Government or the LGAQ. Changes may be made from time to time by mutual agreement.

Each party will nominate a Relationship Manager whose role is to be the relevant parties' initial point of contact and co-ordinator of meetings and requests for information. The two Relationship Managers will meet regularly as agreed by the Parties during the term of the Agreement.

The Premier will meet with the LGAQ on at least a six-monthly basis and more frequently as warranted.

The Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade will meet with the LGAQ Executive a minimum of four times per year.

Prior to 31 August of each year, the State Government and LGAQ will prepare a report which discusses the outcomes achieved under this agreement for the year to 30 June. In particular, the report will focus on key outcomes including election commitments and the Government's response to the LGAQ's *Queensland 2015 State Election Local Government Policy Plan*. This report will be certified by the Premier and Minister for the Arts; the Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade; the President of the LGAQ and the Chief Executive Officer of the LGAQ. The first report will be provided by 31 August 2016 for the year to 30 June 2016.



11.1 Delegations Register - 28 October 2015

Summary:

In accordance with Section 257 of the *Local Government Act 2009*, Council can delegate a power under this Act, or another Act, to the Chief Executive Officer to allow for the more efficient and timely resolution of a range of operational matters undertaken by Council. The purpose of this report is to maintain the currency of Council's Delegation Register. This is in line with the State Government's legislative change program by formally delegating to the Chief Executive Officer the amended or additional delegations outlined in the attached register so that further delegations to Council employees and contractors can be formally made.

Officer's Recommendation:

THAT in accordance with Section 257 of the *Local Government Act 2009*, Council resolve to amend delegations to the Chief Executive Officer as outlined in the amendments as at 28 October 2015 “Council to CEO Delegations Register” and that these delegations be included into Council’s Delegation Register.

RESOLUTION

THAT in accordance with Section 257 of the *Local Government Act 2009*, Council resolve to amend delegations to the Chief Executive Officer as outlined in the amendments as at 28 October 2015 “Council to CEO Delegations Register” and that these delegations be included into Council’s Delegation Register.

Moved By: Cr McDonald Seconded By: Cr Milligan
Resolution Number: 4324

CARRIED
7/0

Report

1. Introduction

In accordance with Section 257, of the *Local Government Act 2009*, Council can delegate a power under this Act, or another Act, to the Chief Executive Officer to allow for the more efficient and timely resolution of a range of administrative matters.

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Since the last review of Council's delegations on the 18 March 2015 the State Government has undertaken a review of legislation which requires the following amendments to Council's Delegation register:

New register

- *Queensland Heritage Act 1992* – Council to CEO

Update to existing register

- *Electricity Regulation 2006* – Council to CEO

2. Background

In accordance with s259 of the *Local Government Act 2009*, the Chief Executive Officer may delegate the Chief Executive Officer's powers to an appropriately qualified employee or contractor of the local government. Further delegating can allow appropriately qualified staff throughout the organisation to undertake the more menial tasks allowing the management level more time to focus on strategic issues. It also enables a more efficient and streamlined administration of local government functions.

3. Report

Council's delegations register follows the template prepared by King and Company in conjunction with the Local Government Association of Queensland (LGAQ). This requires regular updating in line with the State Government's legislative program. Regular reviews of the register are required to keep the register and Council's implementation of legislation in conformity with the requirements of the various acts and regulations, and is subject to annual audit.

The Delegation Register has been updated to recognise changes in the legislation.

4. Policy and Legal Implications

An ongoing review of the delegation of responsibilities for the CEO and key officers is required to reduce the risk of Council not being in a position to properly discharge its duties, particularly in the area of enforcement.

5. Financial and Resource Implications

An appropriate Delegation Register assists Council's operations avoiding delays and assists in minimising risks associated in discharging its obligations. Improved processes and risk minimisation can result in significant operational savings over time to both Council and the community.

6. Delegations/Authorisations

This report identifies a number of potential delegations from Council to the Chief Executive Officer allowing for further sub-delegations to appropriate officers.

7. Communication and Engagement

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The work processes associated with the Delegation Register enables the CEO to review the delegation needs for the organisation.

8. Conclusion

It is required that a resolution be formally adopted to give effect to the delegations to the Chief Executive Officer immediately. Further delegations throughout the organisation can then be nominated and appointed as soon as possible to minimise any risk that Council may be exposed to.

9. Action

Update Council to CEO Delegations Register from 18 March 2015.

Attachments

1 [View](#) Council to CEO Delegations Amendments 4 Pages

**REGISTER OF DELEGATIONS
COUNCIL TO CEO
AMENDMENTS AT 28 OCTOBER 2015**

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
New TBA	Chief Executive Officer	Power to apply to the Chief Executive to have a place entered or removed from the Queensland Heritage Register including all powers authorised or required by Part 4 of the Act for the purpose of making the application and having the place entered in or removed from the Register.	Sections 36, 43, 46, 48 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to make a heritage submission (including power to agree to a later day for making the submission).	Sections 41 and 42 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to make written representations to the chief executive about the place the subject of an application under Part 4 of the Act.	Section 43 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to make oral representations to the Heritage Council about the recommendation.	Section 46 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to make written representations to the Heritage Council about the place the subject of an application under Part 4 of the Act.	Section 48 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to request and make oral representations to the Heritage Council about the recommendation.	Sections 49 and 50 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a place the subject of a heritage recommendation to agree to extend the day for making the decision.	Section 52 <u>Queensland Heritage Act 1992</u>		

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**REGISTER OF DELEGATIONS
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AMENDMENTS AT 28 OCTOBER 2015**

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
New TBA	Chief Executive Officer	Power, as the owner of a place, to apply to the Heritage Council for a certificate of immunity from registration of the place under Part 4 including all powers authorised or required by section 57 to obtain the certificate.	Section 57 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a place referred to in subsection (1), to give notice to the chief executive before a development application is made for the place.	Section 58 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a place in the circumstances referred to in subsections (1) and (3), to advise the chief executive of a development approval and within the relevant period advise the chief executive of the application of the development approval.	Section 59 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a place given a notice under section 63(2), to make oral representations to the Heritage Council.	Sections 64 and 65 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as a relevant person for a Queensland heritage place, to apply to the chief executive for an exemption certificate to carry out development mentioned in subsection (3) on the place including all powers authorised or required by Part 6, Division 2 to obtain the exemption.	Sections 72 and 73 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to enter into a heritage agreement for a Queensland heritage place and to agree to the changing or ending of a heritage agreement.	Section 80 <u>Queensland Heritage Act 1992</u>		

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
New TBA	Chief Executive Officer	Power, as a party to a heritage agreement, to apply to the Planning and Environment Court for the orders required to secure compliance with the agreement.	Section 82 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a State heritage place, to consult with the chief executive about essential maintenance work the chief executive believes necessary to carry out.	Section 87(3) <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as the owner of a State heritage place, to do all things necessary to comply with a maintenance notice.	Section 87(6) <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to give the chief executive notice of the discovery of an archaeological artefact.	Section 89 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to apply to the chief executive for compensation for a loss suffered because of the exercise of a power under section 92 including all powers authorised or required by Part 9, Division 2 to obtain compensation.	Sections 94 and 95 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to apply to QCAT for an external review of a compensation decision.	Section 98 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to apply to the chief executive for a permit to enter a protected area including all powers authorised or required by Part 10, Division 1 to obtain the permit.	Sections 105 and 106 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to respond to a show cause notice in relation to a proposal to cancel a permit to enter a protected area.	Section 110 <u>Queensland Heritage Act 1992</u>		

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**REGISTER OF DELEGATIONS
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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
New TBA	Chief Executive Officer	Power to appeal to the Planning & Environment Court in relation to those matters listed in subsection (1).	Section 111 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power as a local government to keep a local heritage register for its area including all powers authorised or required by Part 11, Divisions 2, 3 and 5, other than section 119, to keep the register. ##Please note that Part 11 does not apply to those local governments prescribed for section 112 of the Act under the Queensland Heritage Regulation 2003##.	Sections 113, 114, 115, 116, 117, 118, 120, 122 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as a person identified in subsection (1), to appeal to the Planning & Environment Court against the decision.	Section 161 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as a local government, to provide any information or assistance that the Minister or chief executive reasonably requires for the purposes of the Act.	Section 165 <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power to show cause why a non-development order should not be made	Section 170(2) <u>Queensland Heritage Act 1992</u>		
New TBA	Chief Executive Officer	Power, as a public entity, to agree with an electricity entity about the way maintenance work is to be carried out	Section 22(2) <u>Electricity Regulation 2006</u>		
New TBA	Chief Executive Officer	Power, as a local government, to consult with a person about the installation of a low voltage electricity line beyond the person's property, including the power to state in writing whether or not Council has any objection to the proposal.	Section 24 <u>Electricity Regulation 2006</u>		

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**ORDINARY COUNCIL
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11.2 Regulation of Election Signage

Date: 23 October 2015
Author: Corrin Bischoff, Major Projects Officer
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance

Summary:

The purpose of this report is to seek Council's direction on the regulation of election signs in the Lockyer Valley Regional Council area.

Officer's Recommendation:

THAT Council resolves to undertaken further discussion on regulating the placement of election signage at the next Councillor Workshop in November 2015 .

RESOLUTION

THAT Council require the original report on the regulation on corflute signage be provided for the next meeting of Council.

And further;

THAT Council be provided with the information in regards to the authorisation process of the "Regulation of Election Signage" for its inclusion in the meeting agenda.

Moved By: Cr Pingel

Seconded By: Cr Milligan

Resolution Number: 4325

CARRIED

7/0

Report

1. Introduction

Council have sought direction on the regulation of the placement of election signs in the local government area. This activity can be regulated through Lockyer Valley Regional Council's Subordinate Local Law No 1.4 (Installation of Advertising Devices) 2011 with the inclusion of a definition of election signage under Schedule 3 of the Subordinate Local Law. Council needs to consider whether formal regulation the activity is required or whether a more informal approach through a guideline is appropriate.

2. Background

This matter was most recently raised at the 14 October 2015 Ordinary Meeting where Council expressed an interest in regulating the placement of election signage.

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A draft Placement of Election Signage policy had been developed (copy attached) and was presented to Council at the 11 February 2015 ordinary meeting. At that time Council did not wish to endorse the policy.

In accordance with the *Local Government Act 2009* Council is not able to prohibit the placement of election signage but is able to regulate the placement of election signage in certain circumstances.

Regulating this activity can be undertaken formally through a local law or directed through the development of a policy or guideline.

3. Report

Many local governments in Queensland regulate election signage in line with advertising devices/signage through a subordinate local law. Other local governments provide direction which is not enforceable through guidelines or fact sheets focusing on safety and amenity concerns in the placement of election signage.

The State Government through the Department of Transport and Main Roads have issued a fact sheet guiding the placement of election signage on State Government road reserves. The key considerations in regulating placement of election signage by the State Government are safety and amenity.

Where development is regulated by State legislation, local laws are not able to regulate. However if legislation (in this case the Sustainable Planning Act and Planning Scheme) does not regulate, then local laws are able to apply.

Council's Manager Planning and Development has advised that from a development perspective, the only action that needs to be taken to clarify that regime does not apply is to amend the definition of "Advertising Device" in the Gatton Shire Planning Scheme and include a new definition for "Advertising Device" in the Laidley Shire Planning Scheme. That will ensure it is clear that these planning schemes do not regulate temporary signage.

The Manager Planning and Development has further advised that this can be done as a minor amendment to the planning schemes- which is a straightforward matter that can be done through the adoption of the amendment of the planning schemes at a future Council meeting. These amendments will have the effect of ensuring the regulation of temporary signs is not done under the planning schemes and allow the regulation of temporary signs to occur under the existing Subordinate Local Law 1.4.

Lockyer Valley Regional Council's Subordinate Local Law No 1.4 (Installation of Advertising Devices) 2011, provides a platform for Council to regulate the placement of election signage. As election signage is not currently included in Schedule 3 of that local law, applications would need to be made for the erection/placement of election signage. Criteria for evaluation of these applications could be developed by way of policy or guideline.

Alternatively the Subordinate Local Law could be amended to include temporary election signage and criteria for erection/placement in Schedule 3. This amendment can be made and the process to amend commenced via a resolution of council. The process involves a period of public consultation unless the change is considered insubstantial.

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For Local Government controlled areas, facilities and roads Local Law No.4 also applies. This does not apply to private land and would also require applications to be made and assessment against a policy/guideline.

Council is able to regulate and even prohibit placement of election signage on its own controlled areas, roads and facilities. The capacity to regulate the placement and usage of election signs on private land is significantly more constrained. The LGAQ advisory on this aspect is that Council is unable to regulate the placement of election signage on private land unless there is a bona fide safety issue or there is an overwhelming amenity impact.

The following matters should be examined by Council in seeking to regulate the placement of election signage:

- the purpose for which the signs are proposed to be used; and
- the location at which it is proposed to erect each sign.

In resolving the above matters council must establish the conditions to be applied to the regulated activity. For example:

- Does council seek to regulate election signage on privately owned and/or council owned land? (Given limitations described above)
- If council wishes to regulate election signage on council land will approvals be required?
- Is an application form to be required?
- Will a cost be incurred in terms of a fee or bond?
- Does council wish to specify size of signage? E.g. The maximum size of an election sign is 0.6m²
- Does council wish to specify the number of signs and types of signs to be erected e.g. Election signs must be non-rotating and must not be illuminated or in corporate reflective or fluorescent materials.
- Location of signage e.g. Election signs must always be located as close as practicable to the property boundary and parallel to it. This is particularly important in urban areas for safety reasons.
- This will require Council to outline safety and amenity considerations for placement of signage.
- Will penalties for impounding signs that do not comply be applied? (This may require local law amendment)
- Specify the timeframe for display of election signage e.g. all election signs are to be erected no more than 35 days before election date and they must be removed within fourteen days post-election date.

Council should be mindful of the conditions associated with regulating the placement of election signs and the associated resource requirements of enforcing such activity in its deliberation.

Due to the number of issues to be determined it is considered this matter requires further deliberation by council. It is therefore recommended that council resolve to refer this matter to be discussed in detail at the next Councillor Workshop in November 2015.

4. Policy and Legal Implications

Section 36 of the *Local Government Act 2009* provides Councils cannot prohibit the placement of election signs or posters. Council's Local Law 4 and Subordinate Local Law 1.4 have been considered in the matters raised in this report. Any future policy and legal implications will be addressed as matters arise before Council.

Council is unable to regulate the placement of election signage on private land unless there is a bona fide safety issue or there is an overwhelming amenity impact.

5. Financial and Resource Implications

Budget and resource implications will continue to be addresses through existing allocations. The content of the report does not alter current budgetary requirements. It should be noted that regulating and enforcing the placement of election signage will impact on the staff resources of council.

6. Delegations/Authorisations

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

7. Communication and Engagement

If a subordinate local law is required to be amended, a resolution will be required to make that change. This will initiate a process including public consultation.

The following stakeholders were engaged in the development of this report:

- Executive Manager Governance & Performance
- Manager Administration and Executive Services
- Manager Planning & Development.

8. Conclusion

Council is able to regulate the placement of election signage however further direction is required from council regarding the conditions of regulating the activity and therefore the matter is recommended to be referred to the next Councillor Workshop in November 2015.

9. Action/s

A Councilor Workshop session will be conducted on regulating placement of election signage in November 2015.

Attachments

1 [View](#) Policy 1 Page



Policy document

Strategic/Governance ##

Placement of Election Signs

Head of Power

Local Government Act 2009 section 36

Key Supporting Council Document

Lockyer Valley Regional Council Planning Scheme

Definitions

Election Signs - are any freestanding advertising device identifying candidates and/or promoting a political party at local, state or federal government elections.

Policy Objective

The objective of this policy is to outline Lockyer Valley Regional Council's approach to the management of election signage during an election period.

Policy Statement

Council supports sensible and safe activities during democratic processes and allows installation of election signs under certain conditions.

Election signs may be placed temporarily on private property unless, in a particular case, it can be demonstrated that the placement of the election signs raises a significant safety issue, for example, persons who are lawfully using a road or public place, or the placement of the election signs has a significant amenity impact.

Placement of election signs on local government controlled areas or road is prohibited where the signs:

- have the potential to significantly distract road users;
- cause a safety hazard; or
- detrimentally affect the amenity of the area.

Related Documents

Local Government Electoral Act 2012

Electoral Act 1992

Commonwealth Electoral Act 1918

Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011

Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011

Queensland Government (Transport & Main Roads) Election signage in state-controlled road corridors

Group: Governance & Performance
Unit: NA
Approved:
Date Approved:

Effective Date:
Version: 1 Last Updated: 13/01/2015
Review Date:
Superseded/Revoked: NA

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Date: 21 October 2015
Author: Caitlan Natalier, Solicitor/Legal Services Coordinator
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance

- (a) propose to make amendments to Council's subordinate local law dealing with parking; and
- (b) obtain the necessary delegation to the Chief Executive Officer to enable the public consultation procedure to commence.

THAT Council resolves to propose to make *Amending Subordinate Local Law No. 1 (Parking) 2015* to amend *Subordinate Local Law No. 5 (Parking) 2011*.

7/0

2. Background

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Since Council's current suite of local laws were implemented on 21 December 2011, it has been identified that there are amendments required to a number of Councils local laws and subordinate local laws in order to address issues and provide certainty and consistency in the regulation and enforcement of local law matters.

In a series of internal stakeholder meetings and Council workshops it has been determined that amendment to *Subordinate Local Law No. 5 (Parking) 2011* is a priority to enable Council to regulate parking in the Gatton and Laidley townships.

This Report proposes the making of the *Amending Subordinate Local Law No. 1 (Parking) 2015* (**Proposed Amending Subordinate Local Law**) to address this priority and enable the public consultation process to commence.

3. Report

This Report addresses the first relevant steps of the Subordinate Local Law Making Process adopted by Council on 19 August 2015.

At Step 1, Council is obliged to propose, by resolution, to make the Proposed Amending Subordinate Local Law. The next relevant step to be taken (Step 4) is for public consultation to be undertaken.

The Proposed Amending Subordinate Local Law amends *Subordinate Local Law No. 5 (Parking) 2011* by declaring traffic areas for parking regulation. These areas are the business centres of Gatton and Laidley described as Declared Traffic Areas "A" and "B" in the Proposed Amending Subordinate Local Law attached to this Report.

The Recommendation made proposes to adopt the Proposed Amending Subordinate Local Law and delegates authority to the Chief Executive Officer to undertake the required public consultation process.

4. Policy and Legal Implications

The resolution made in this Report complies with the legislative requirements set out to facilitate:

- (a) the proposal for making the Proposed Amending Subordinate Local Law; and
- (b) public consultation about the Proposed Amending Subordinate Local Law.

While Council is required by law to undertake a public consultation process in respect of the Proposed Amending Subordinate Local Law, no anti-competitive provisions have been identified and the more onerous and time-consuming public interest testing review process can be avoided.

During the public consultation process, Council is obliged to accept and consider all submissions properly made to Council about the Proposed Amending Subordinate Local Law. Having considered all submissions, Council will be obliged to decide whether to proceed with the making of the Proposed Amending Subordinate Local Law either as advertised, with amendments, or not at all.

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As the amendment to Council's parking subordinate local law proposed in this Report is an amendment to a subordinate local law only, Council is not required to investigate State interest impacts of the amendments. It is also no longer necessary to make an application to the Minister for Local Government and Planning before any amendments can be made.

5. Financial and Resource Implications

The only foreseeable cost to Council in proposing to make the Proposed Amending Subordinate Local Law is the cost to advertise the public consultation process in the Gatton Star newspaper. All other work to complete the subordinate local law making process is being undertaken by Council's Legal Services Co-ordinator. If Council eventually resolves to adopt the amended subordinate local law, Council will also incur gazettal fees.

The effect of the Proposed Amending Subordinate Local Law, if adopted, will be to enable Council to declare traffic areas in which parking will be regulated by time. Non-compliance will be addressed by way of parking fines which will provide a revenue stream to Council.

6. Delegations/Authorisations

The delegation to the Chief Executive Officer will enable the public consultation process to be undertaken.

7. Communication and Engagement

Extensive consultation has been undertaken with internal stakeholders, executive officers and Councillors through a series of workshops as part of the broader Local Law Review Project. The amendments proposed to be made to *Subordinate Local Law No. 5 (Parking) 2011* have been specifically workshopped with executive officers and Councillors resulting in the declared traffic areas (the area to be regulated) being significantly reduced.

Notices advertising the public consultation period for the Proposed Amending Subordinate Local Law will be published in the Gatton Star newspaper, on Council's website and in Council's public offices in Gatton and Laidley. Copies of the Proposed Amending Subordinate Local Law and the existing *Subordinate Local Law No. 5 (Parking) 2011* will be available for inspection on Council's website and in hard copy from Council's public offices in Gatton and Laidley.

Council's Legal Services Co-ordinator will also submit the Proposed Amending Subordinate Local Law to the Department of Local Government and Planning who are providing consultative support for the Local Law Review Project.

8. Conclusion

The Recommendation made in this Report will enable Council to meet its legislative obligations for the amendment of Council's parking subordinate local law and commence the Subordinate Local Law Making Process.

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9. Action/s

1. Undertake public consultation in respect of the Proposed Amending Subordinate Local Law.
2. Accept and consider all properly made public submissions.
3. Draft further amendments if required.
4. Report to Council in line with Step 6 of the Subordinate Local Law Making Process to determine how to proceed.

Attachments

- 1 [View](#) Amending Subordinate Local Law No. 1 (Parking) 4 Pages

Amending Subordinate Local Law No. 1 (Parking) 2015

Contents

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	5 Amendment of Schedule 1 (Declaration of traffic area)	2

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Amending Subordinate Local Law No.1 (Parking) 2015*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 5 (Parking) 2011*.

Part 2 Amendments to subordinate local law

3 Amendment of Section 5 (Declaration of traffic areas – Authorising local law s 5)

- (1) Section 5(1) and (2), ‘map’ –
omit, insert –
‘maps’.

4 Amendment of Section 8 (Infringement notice penalty amounts – Authorising local law s 9)

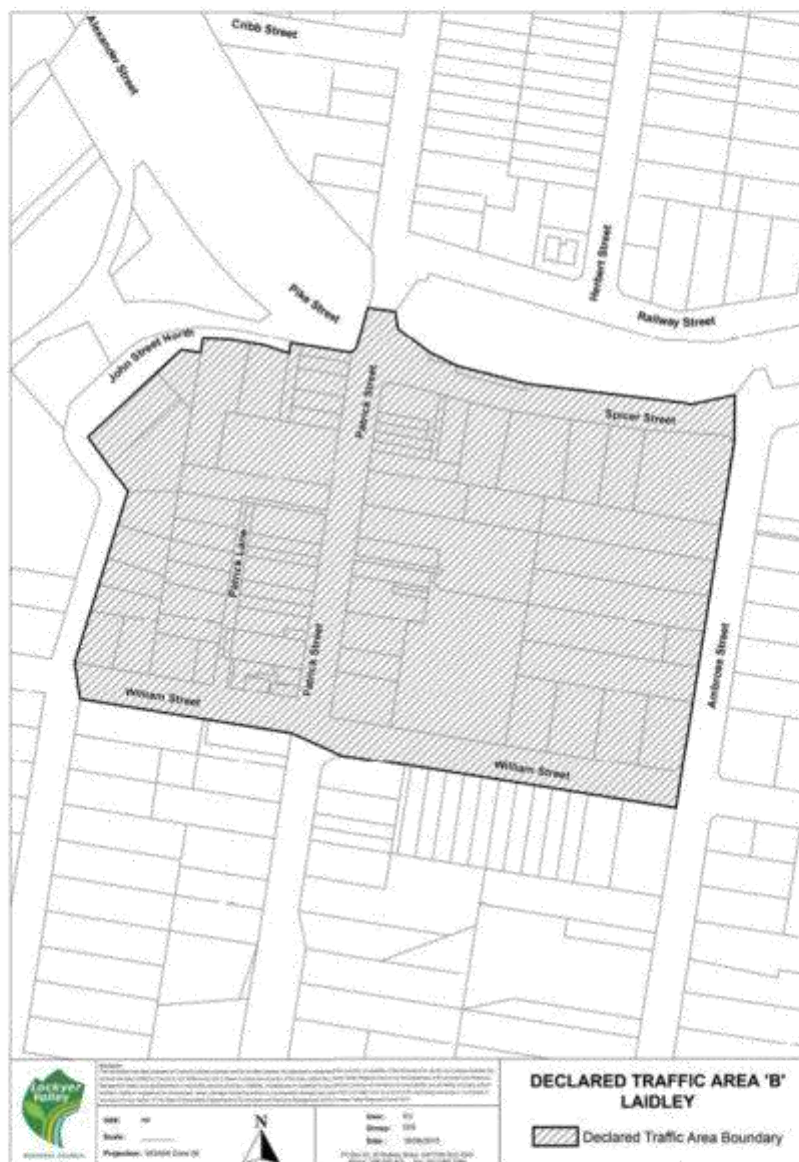
- (1) Section 8, footnote 2 –
(a) ‘, not more than \$100.00,’ –
omit.
(b) ‘section 2A’ –
omit, insert –
‘section 2B’.
(c) ‘\$100.00’ –
omit, insert –
‘the amount prescribed under a regulation.’

5 Amendment of Schedule 1 (Declaration of traffic area)

Schedule 1, ‘No traffic area declared’ –
omit, insert –

[illegible]

'Declared Traffic Area 'B''





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Resources and Mines whether it requires the floating road reservation for future road purposes, and if so, if the allocation proposal is acceptable.

2. Background

The applicant is the landowner of Lot 69 on RP12463 and Lot 85 on CA31905 and is undertaking a reconfiguration of these lots to adjust their common boundary. In order to progress this application, the applicant must first either purchase or allocate the existing floating road reservation in Lot 69.

The proposed new lot configuration is shown on Proposal Plan 13586-A3-A. The current lot boundaries can be seen on the SmartMap and the Aerial Plan attached to this Report.

As a floating road reservation does not have a fixed location it is not identified on the Proposal Plan however Registered Plan 12463 does indicate it has an area of 48 acres (19.425 hectares) within the existing Lot 69.

If Council may require this area for future roads purposes, and agrees to the allocation proposal, the floating road reservation will be allocated to the proposed Lot 4. If Council resolves that it does not require the reservation for future roads purposes, then the applicant will be required to purchase it at market value and amalgamate it into the adjoining lot.

3. Report

A search of Council's land mapping database identifies Lot 69 on RP 12463 as a large vegetated block. It adjoins the local government boundary between Lockyer Valley Regional Council and Somerset Regional Council. An unconstructed road reserve and Buaraba Creek traverse Lot 69 and part of Lot 85 on CA31905 as can be seen on the Aerial Plan.

All surrounding properties have a legal access from existing constructed or unconstructed roads. It also appears that some of these properties gain access from the Somerset Regional Council local government area.

As can be seen from the **attached** Aerial Plan of Lot 69 on RP 12463, there is an existing fixed, but unconstructed road reservation which largely bounds, but also traverses Lot 69 on RP 12463. The unconstructed road reservation adjoins Palm Tree Road and provides legal access to the surrounding properties.

The Proposal Plan indicates that the new Lot 4 will contain approximately 471.9 hectares with the effect of the reconfiguration to reduce the area of the existing Lot 69 and increase the area of the existing Lot 85. Both lots will continue to have a legal access.

While it is unlikely that the floating road reservation will be constructed, it can be constructed anywhere within the lot and there is always the possibility that it may be required if changes to the existing road infrastructure within the Somerset Regional Council area are made. Additionally, if Council does not agree to the allocation proposal and decides that the floating road reservation is not required for future roads purposes, the applicants will be required to purchase it and amalgamate it into the new Lot 4. Once this occurs, the floating road reservation will no longer be available for future roads purposes.

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The Coordinator of Infrastructure Planning and Design agrees that the floating road reservation should be retained at this time. This does not place an obligation on Council to construct the road in future but ensures that the road area is available if it is ever needed.

The Recommendation made in this Report is to approve the proposal for the allocation of the floating road reservation to the new Lot 4 so that it is available if required by Council in future, and to avoid unnecessarily burdening the applicants with a requirement to purchase and amalgamate it.

4. Policy and Legal Implications

No adverse policy or legal impacts for Council are identified as a consequence of the Recommendation made.

5. Financial and Resource Implications

All costs involved in the allocation of the floating road reservation and the reconfiguration of Lot 69 on RP12463 and Lot 85 on CA31905 will be the responsibility of the Applicants.

6. Delegations/Authorisations

The Chief Executive Officer, through the Legal Services team, shall be authorised to advise the Department of Natural Resources and Mines of Council's resolution in respect of the application for allocation of the floating road reservation.

7. Communication and Engagement

This information has been provided in confidence for the purpose of seeking Council's views in relation to the allocation proposal. It is not to be used for any other purpose, or distributed further to any person, company, or organisation, without the express written permission of the Department of Natural Resources and Mines.

Written notice of Council's resolution will be provided to the Department of Natural Resources and Mines prior to 30 October 2015 as requested.

8. Conclusion

The Recommendation made in this Report will enable the floating road reservation to be available if required by Council for future roads purposes, and will avoid placing the burden of purchasing and amalgamating it on the applicants in order to progress their reconfiguration of lots.

9. Action/s

1. Provide written notification of Council's resolution to the Department of Natural Resources and Mines by 30 October 2015.

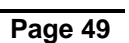
Attachments

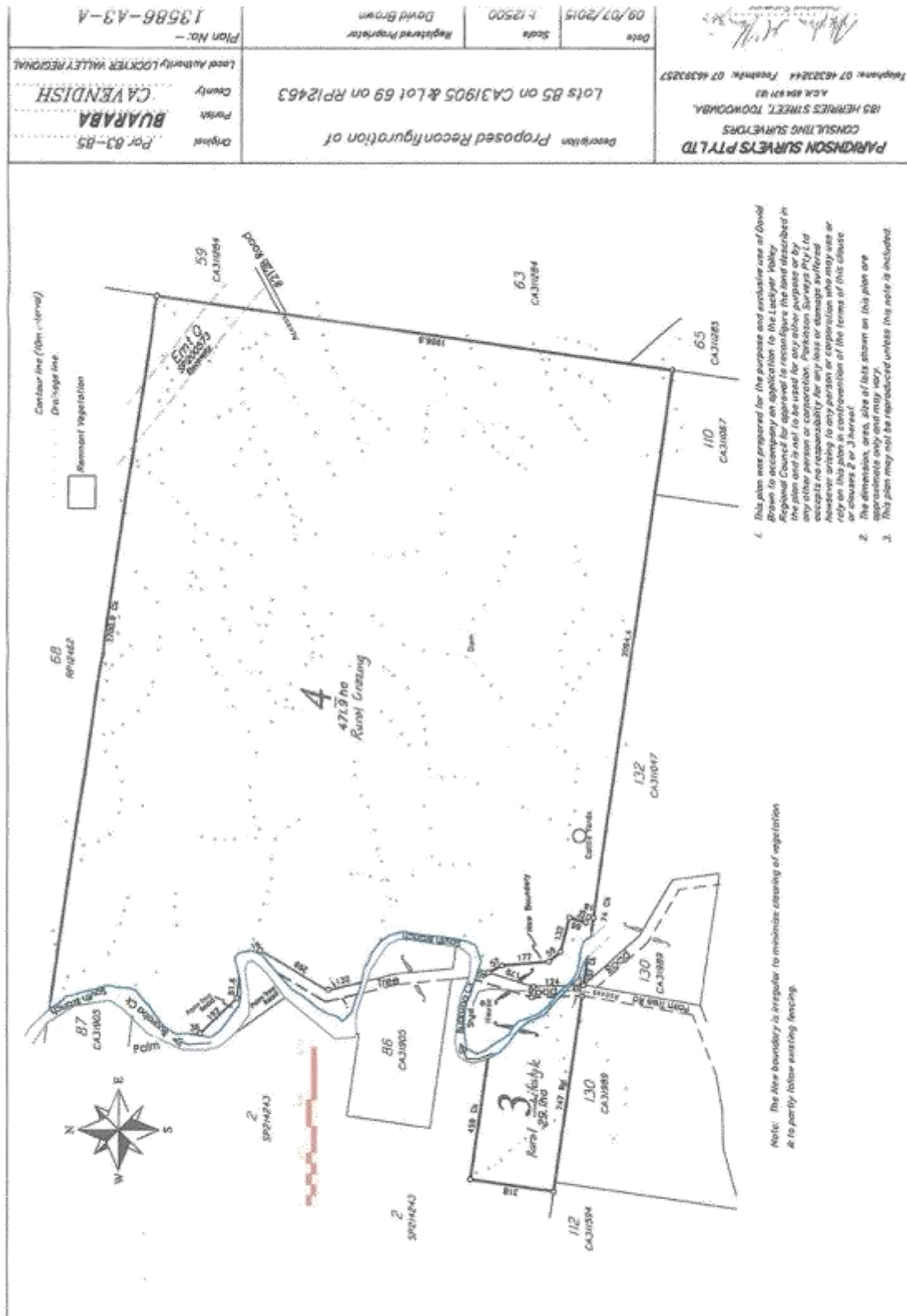
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| 1 View | Aerial Plan | 1 Page |
| 2 View | Proposal Plan | 2 Pages |

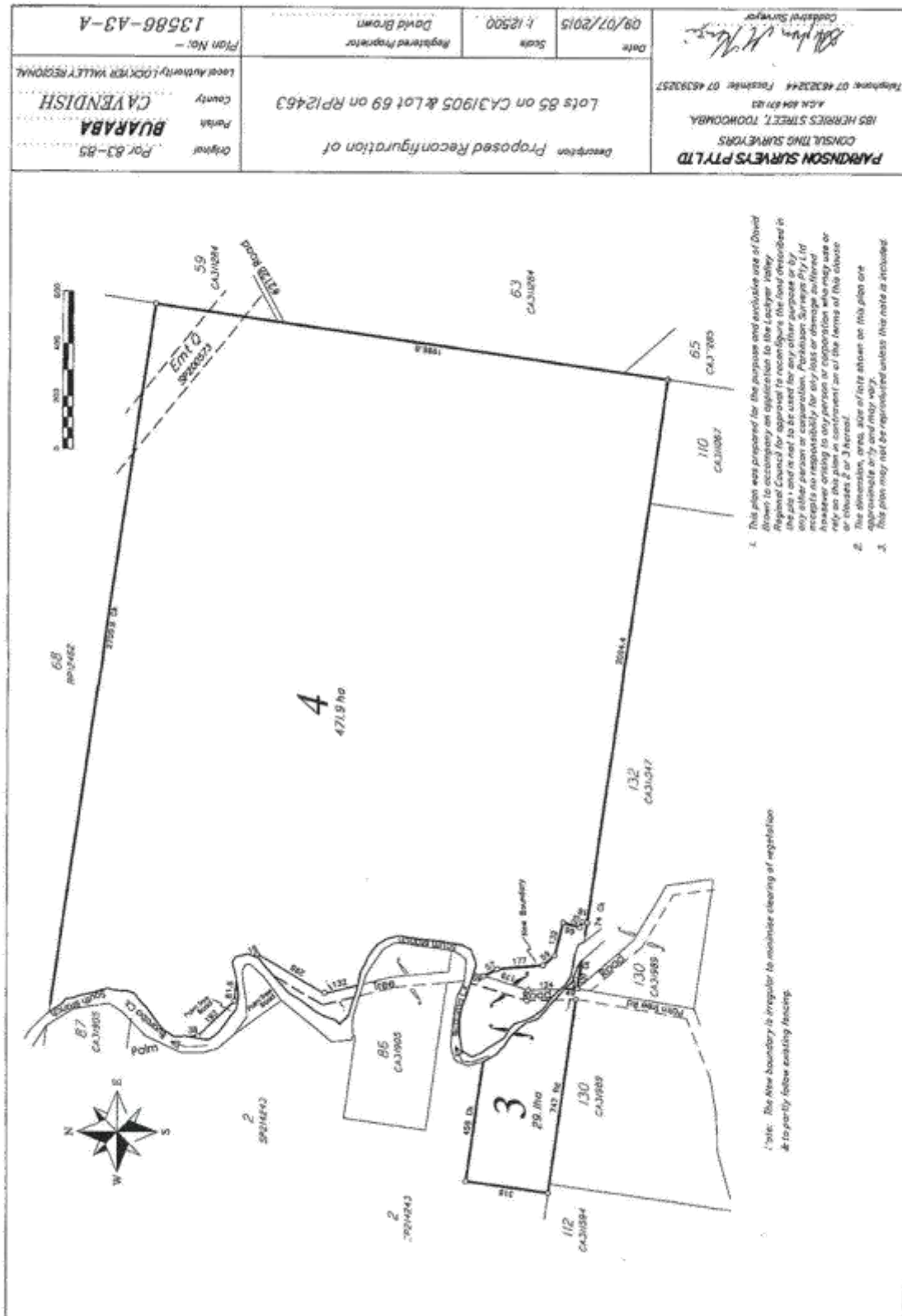


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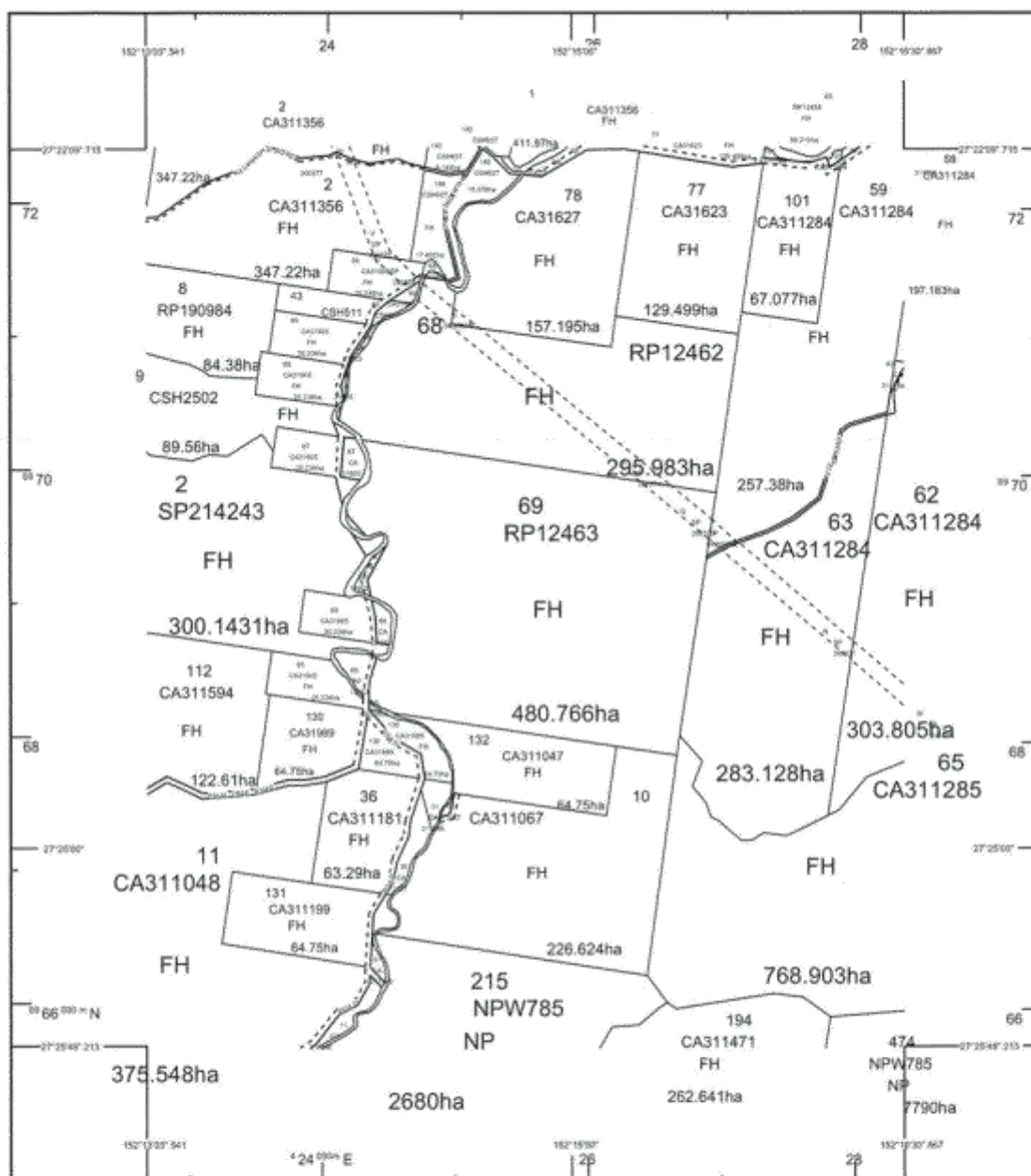
3 [View](#) Registered Plan 1 Page
4 [View](#) Smartmap 1 Page











STANDARD MAP NUMBER
9343-32112

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

SCDB
Lot/Plan 88/RP12463
Area/Volume 480.766ha
Tenure FREEHOLD
Local Government LOCKYER VALLEY REGIONAL
Locality BUJARABA SOUTH
Parish BUJARABA
County CAVENDISH
Segment/Parcel 3849553

CLIENT SERVICE STANDARDS

PRINTED 08/08/2015 (Lots with an area less than 1.000ha are not shown)

OCDB 08/08/2015 (Lots with an area less than 1.000ha are not shown)

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**11.5 Application for Permanent Road Closure - Unnamed Road
Adjoining Lot 6 on RP32660**

Date: 21 October 2015
Author: Stephen Hart, Manager Administration & Executive Operations
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance

Summary:

The purpose of this Report is to consider whether Council has any objection to the proposed Application for Permanent Road Closure of the unnamed road adjoining Lot 6 on RP 32660 and if not, complete and return the Statement in relation to an application under the *Land Act 1994* over State Land – Part C to the Applicants.

Officer's Recommendation:

THAT with respect to the correspondence received from the owners of Lot 6 on RP 32660 (Applicants) on 13 October 2015 requesting whether Council has any objection to the proposed Application for Permanent Road Closure of the unnamed road adjoining Lot 6 on RP 32660, Council resolves to write to the Applicants advising that Council has no objection to the proposed Application and enclose with Council's advice the completed and signed Part C Statement in relation to an application under the *Land Act 1994* over State Land.

RESOLUTION

THAT with respect to the correspondence received from the owners of Lot 6 on RP 32660 (Applicants) on 13 October 2015 requesting whether Council has any objection to the proposed Application for Permanent Road Closure of the unnamed road adjoining Lot 6 on RP 32660, Council resolves to write to the Applicants advising that Council has no objection to the proposed Application and enclose with Council's advice the completed and signed Part C Statement in relation to an application under the *Land Act 1994* over State Land.

Moved By: Cr Friend Seconded By: Cr McDonald
Resolution Number: 4328

CARRIED

7/0

Report

1. Introduction

The purpose of this Report is to consider whether Council has any objection to the proposed Application for Permanent Road Closure of the unnamed road adjoining Lot 6 on RP 32660 and if not, complete and return the Statement in relation to an application under the *Land Act 1994* over State Land – Part C to the Applicants.

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2. Background

Council has received correspondence dated 13 October 2015 from the owners of Lot 6 on RP 32660 (Applicants) advising of their intention to make an application for the permanent closure of the unconstructed road which adjoins Lot 6 on RP 32660 at Upper Tenthill. It is the Applicants intention to purchase the proposed permanent road closure area and use with their adjoining property, Lot 6 on RP 32660.

The Applicants have advised the following:-

- Lot 6 on RP 32660 was purchased by them from a relative;
- Prior to their purchase of Lot 6 the area of the proposed permanent road closure had been fenced into, and grazed as part of Lot 6 to prevent it from becoming overgrown and a fire hazard and they have continued the use of the road area;
- Since their purchase of Lot 6 there have been instances when members of the public have accessed this road, notwithstanding that it is not constructed and is not used for access to neighboring properties, which increases the likelihood of wandering stock and enables strangers access to their land part of which extends over a mountain range;
- They believe that the road is unlikely to ever be constructed due to the steep terrain and the fact that all surrounding properties already have existing road access; and
- As part of the Application for Permanent Road Closure, they are required to submit a Part C Statement in relation to an application under the *Land Act 1994* over State Land and the form must be completed by Council to indicate whether Council has any objection to the application.

3. Report

An Aerial Plan showing the location of the proposed road closure area and Lot 6 on RP 32660 is **attached** to this Report.

The road is unconstructed and comprises approximately 4.6409 hectares. All surrounding properties have legal constructed access from Ingoldsby Road, Steinmullers Road or Katts Road.

If the proposed application is successful, the Applicants propose to purchase the closed road area to be used with their adjoining property, Lot 6 on RP 32660.

There is no legal basis on which Council could object to the proposed road closure as the road:-

- (a) is not required for future road purposes;
- (b) does not provide continuity of a road network; and
- (c) is unlikely to ever be constructed.

The recommendation in this Report supports the application.

4. Policy and Legal Implications

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If the application is successful, the Applicants will be required to purchase the closed road at market value from the Department of Natural Resources and Mines.

5. Financial and Resource Implications

No financial or resource implications for Council have been identified.

6. Delegations/Authorisations

The Chief Executive Officer, through Legal Services Unit, should be authorised to advise the Applicants of Council's resolution in respect of the proposed application.

7. Communication and Engagement

Council's Infrastructure Works and Services and Planning and Development Services Units have been consulted in the preparation of this Report and have advised that they have no concerns in respect of the proposed application for permanent road closure.

The Chief Executive Officer shall be responsible for advising the Applicants of Council's resolution.

The Department of Natural Resources and Mines are legislatively required to give appropriate notice and consult with each registered owner and lessee that adjoins the road.

8. Conclusion

The recommendation in this Report will enable the Applicants to progress the Application with the Department of Natural Resources and Mines.

9. Action/s

1. Part C – Statement in Relation to an application under the *Land Act 1994* over State Land to be executed by Council;
2. Advise the Applicants of Council's resolution and provide the executed Part C – Statement in relation to an application under the *Land Act 1994* over State Land.

Attachments

- 1 [View](#) Aerial Plan 1 1 Page
- 2 [View](#) Aerial Plan 2 1 Page
- 3 [View](#) Part C Form 2 Pages







DEPARTMENT OF NATURAL RESOURCES AND MINES
**Statement in relation to an application under
the *Land Act 1994* over State land**
Part C

I/We Lockyer Valley Regional Council, as

Please tick relevant fields –

- ☐ **Trustee of a Reserve issued under the Land Act**
- ☐ have no objection to the application and consider authorisation of the use of the land be dealt with under the Land Act by DNRM (a full explanation stating the reason why use cannot be authorised by trustee eg. trustee lease/permit)
- ☐ are aware of any local non-indigenous or indigenous cultural heritage values (if so full details must be provided and the impacts on the application)
- ☒ **Road Manager**
- ☒ have no objection to the application and consider authorisation of the use of the land be dealt with under the Land Act by DNRM (a full explanation stating the reason why use cannot be authorised under Road Manager legislation)
- ☐ are aware of any local non-indigenous or indigenous cultural heritage values (if so full details must be provided and the impacts on the application)
- ☐ **Public Utility Provider** (Electricity, Telecommunication, Gas providers) only required for road dealings.
- ☐ have no objection to the application
- ☐ object to the application (a full explanation stating the reason for the objection must be provided with this application)

Public Utility Provider includes Telstra Corporation Ltd, Yes Optus, Energex, Ergon, Powerlink. Your Local Government or Dial Before your Dig website may assist in identifying utilities on the subject land.

Road Manager is –

- local government for a road that is under the control of the a local government
- a State-controlled road—the chief executive of the department in which the *Transport Infrastructure Act 1994* is administered

Additional comments –

Provide details of any additional comments or requirements that may affect the future use of the land that the department should consider when assessing this application. (If there is insufficient space, please lodge as an attachment)

Copy of advice of Council resolution regarding this application is attached

Note – a different form of tenure may be considered a more appropriate tenure once the application has been assessed.

If you wish to make a separate submission to the Department of Natural Resources and Mines in relation to this proposed application, please provide a submission within **10 business days** of completing this declaration to SLAMlodgement@dnrm.qld.gov.au.

Authorisation

I certify that I have the authorisation to make this statement and the information I have provided is true and accurate.

I have **signed** a copy of a sketch/drawing in relation to this application.

**Full Name , position and Organisations name
of Road Manager**

Signature

--

--

Date: / /

This information will not otherwise be disclosed outside of the department unless required or authorised by law such as under the *Right to Information Act 2009*.

END DOCUMENT



Report

1. Introduction

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

2. Background

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

3. Report

GOVERNANCE

2014 Local Government Association Queensland (LGAQ) - Motion 51 – “Constitutional Recognition of Australia’s First People – web page access”

At the 2014 LGAQ Annual Conference, councils resolved through Motion 51 for the LGAQ to develop a website to provide factual details about the upcoming referendum on constitutional recognition of Australia’s first peoples. The intent was for councils to individually consider providing access to this website through their individual council webpages. The LGAQ collaborated with a number of groups to develop the website, it was constructed as a platform for better understanding of the issues associated by the proposed referendum. As more information on the referendum becomes clearer, the website will be updated.

2016 Local Government Quadrennial Election

The Department of Infrastructure, Local Government and Planning is conducting a series of information sessions in preparation for local government elections across Queensland.

These sessions are intended for individuals who are thinking about nominating for the position of councillor or mayor in the upcoming election.

The intending candidates program gives prospective candidates an insight into the roles and responsibilities of councillors and offers them the opportunity to make informed decisions on whether to nominate for election. A date has been set as the 17/11/2015 for a session in Gatton due to commence at 6pm, at a venue to be advised by contacting the Department closer to the date.

The Minister has officially advised Council that it will be having an attendance ballot, with further details to be advised on the preparations and the Returning Officer for this poll.

The LGMA have organised a number of sessions to prepare CEO’s for the upcoming change in Councils and a CEO forum is scheduled for November to discuss Election issues.

The Australian Institute of Company Directors (AICD) is also producing programs for improving governance in local government, for incoming councils after the 2016 elections.

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Local Government Remuneration and Discipline Tribunal Review

The Tribunal is commencing the annual review of remuneration, and is inviting submissions. Council has made a submission in the last few years, and at feedback is required as to whether a submission should be made and on what grounds. There have not been any significant changes in responsibilities to raise at this time.

Administration and Legal Services

The Copyright Agency has launched a national campaign to increase the copyright compliance of councils. Council is currently investigating the matter and the possibility of obtaining licensing to avoid risks of breach when quoting references or being quoted in publications and matters of public record.

Update on White Paper Reforms of Federation and Taxation

In an update provided last week the ALGA President has advised that he continues to raise the important role Local Government plays in the Federation and the need for us to be part of efforts to reform the Federation. The core issue for Local Government in any Federation and Taxation reform remains the better alignment of roles and responsibilities with funding, and protecting and strengthening the relationship between Local Government and the Commonwealth.

It is difficult at this point to say with certainty whether there will be any change to the direction and pace of the White Paper processes as they will depend on Prime Minister Turnbull's views, but as far as we know they remain on track. ALGA will continue to push the interest of Local Government and the need to maintain and strengthen our important relationship with the Federal Government.

The likely timing for the release of the Green Papers for the Federation and Taxation Reform is before the end of the year and the White Papers are expected to be released in the first half of 2016. ALGA will make a submission on the Green Papers when they are released. Individual councils can complement these efforts by ensuring that they make submissions on the Federation Green Paper as well as the parallel Taxation Green Paper. Councils can also engage directly with their Federal MPs and provide them with feedback on the Green Paper options as Federal Government MPs will have a significant influence on the final content of the White Papers.

Audit and Risk Management

The Department of Infrastructure, Local Government and Planning has released Bulletin number 08/15 - Internal Audit and Audit Committees. This bulletin is to assist councils in implementing and maintaining an efficient and effective internal audit function and audit committee to provide the council with assurance that the internal control environment is effective. This will be tabled for comment at the next Audit and Risk Management Committee on 2 December 2015.

As part of improving our transparency and accountability associated with internal audit and governance, the Chairman of the Lockyer Valley Audit and Risk Management, Mr Graham Webb has provided a report for the year ended 30 June 2015, for receipt by Council and for

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inclusion into the Council's Annual Report 2014/15 if considered appropriate. The report which is attached provides an overview and summary of key activities. (Attachment A).

LGAQ Annual Conference 2015

Council had success with almost all motions receiving support at the annual debate for conference 2015. Six (6) of the seven (7) motions were carried through, with one motion being separated into 2, and only part of that being successful. A full report on the motions and conference will be provided to Council. Councillors will be asked to submit their individual reports or comments at the meeting.

COMMUNITY ENGAGEMENT

Lockyer Valley Service Providers Interagency (LVSPI)

The ComLink CEO and Ipswich Coordinator, and Able Australia's Regional Coordinator will give presentations at the November LVSPI meeting on models for community transport that are working elsewhere. Another member of LVSPI will chair the meeting as part of a role-sharing skill-development approach to build sustainability into the network.

Movies Under the Stars

The DM&CDE Team is redeveloping the Movies Under the Stars program to be a genuine partnership approach with local schools and community groups. This delivers outcomes in strengthening local community connections, building community capacity and engagement while minimising Council's costs.

Resilient Rivers - Local Catchment Action Plan Project (LCAP)

Remaining appointments being confirmed for Environmental Planning to meet Catchment Champions. This phase of the engagement is expected to be completed during October.

Measuring Engagement Practice - Design of Survey Instrument

Meeting held on 20/10/15 with CD&E Team and Manager DM&E to discuss ideas for development of instrument to gather base line data to measure LVRC CE practice skills and knowledge. This is for the performance indicator in the operational plan (re 75% of business units report increased understanding of Community Engagement Practice). This will help to track and assess if we are actually building staff capacity to plan, run and evaluate community engagement. First need to capture the baseline and then reissue instrument six to 12 months later to measure if there has been increase in CE practice skills and knowledge.

Review of the Queensland Child Protection Act 1999

SCD&EO attended sector consultation on 20/10/15 regarding the review of the Queensland Child Protection Act. The State Government is embarking on a number of reforms to Child protection and the family support system which has come about through the Commission of Enquiry into Child protection. A discussion paper 'Supporting families and protecting children in Queensland: a new legislative framework' has been released and is currently out for public consultation, with submissions closing on 29 February 2016.

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Youth Engagement

CD&E Officer met with Ipswich City Council (ICC) Child & Youth Development Officer and discussed a range of youth engagement and representative formats that are/aren't working for councils. ICC officer reports similar challenges with their youth advisory group, and is keen to form a network of YDOs across Ipswich to Toowoomba and surrounds to share best practices, etc. Discussions are underway with the Manager Ipswich Community Youth Service (ICYS) to form a youth service interagency.

Youth Council

5 young people attended the Youth Council Workshop on 14 October, including 2 prospective members who attended our recent adventure trip in the school holidays. Workshop participants explored how life experiences change our perspectives, the importance of listening to and understanding others' stories, the opportunities for young people in the Lockyer Valley, and the values behind what made those things seem positive. This is part of the engagement skill development process. Youth Council members encouraged to attend the LDHS Year 6-7 Transition Disco as YC reps to provide support, engagement and promotion of Youth Council.

Attachments

- | | | |
|------------------------|------------------------|---------|
| 1 View | Motion 51 | 2 Pages |
| 2 View | Audit & Risk Committee | 6 Pages |



16 October 2015

Mr Ian Flint
Chief Executive Officer
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343



Dear *Ian* ~~Mr Flint~~

Motion 51 - 2014 Annual Conference Constitutional Recognition of Australia's First People – web page access

At the 2014 LGAQ Annual Conference, councils unanimously resolved through Motion 51 of the conference for the Local Government Association of Queensland (LGAQ) to develop a website to provide factual details about the upcoming referendum on constitutional recognition of Australia's first peoples. The intent was for councils to individually consider providing access to this website through their own council webpage as a service to their community.

The LGAQ subsequently collaborated with a Queensland Volunteer Working Group which was supported by ANTaR and Reconciliation Queensland to develop a website which was specifically designed to elevate understanding and discussion at a grass roots level of the referendum and any implications arising from it. While this group personally favours constitutional recognition, the website has been constructed not to prosecute a particular position on the referendum but as a platform for exploration, research and better understanding of the various issues and of the stakeholder groups most affected by the proposed referendum.

In effect, the website provides factual background to the proposed referendum and access to a range of articles by prominent Australians both for and against constitutional recognition. As stated, the purpose of the website is not to persuade the reader to adopt a particular position but to inform the reader to assist in their reaching their own conclusion on the matter.

As more information and certainty is known on the timing and other details of the referendum becomes clearer, the website will be updated to include the logistics around the conduct of a referendum and the details therein.

The website will be hosted by the Volunteer Group but will not be changed without prior consultation with LGAQ.

Subject to Council's favourable support of providing access to the website as a service to their community generally and their local Aboriginal and Torres Strait Islander constituency specifically, it is considered that access to the website would best be managed through reference on an appropriate page of the Council website along with a direct link to the website.

P 07 3000 2222
F 07 3252 4473
W www.lgaq.asn.au

Local Government House
25 Evelyn Street
Newstead Qld 4006

PO Box 2230
Fortitude Valley BC
Qld 4006

Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 ACN 142 783 917



The website itself is being officially launched on Thursday, 22 October 2015 by Ms Mary Graham, prominent educator, philosopher, writer and human rights campaigner and Uncle Bill Buchanan, Co-Chair, Reconciliation Queensland Inc.

On behalf of the LGAQ and particularly the mayors of the Aboriginal and Torres Strait Islander Leaders Forum (ILF) which first proposed the motion, we strongly urge councils to favourably consider the provision and promotion of access to this website to their community.

Access to the website is: <http://www.recogniseaustraliasfirstpeoples.com/>.

Please feel free to contact either myself or Mr Tony Goode, Workforce Strategy Executive, on 0427 140 593 or at Tony_Goode@lgaq.asn.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'G. Hoffman', with a stylized flourish at the end.

Greg Hoffman PSM
GENERAL MANAGER - ADVOCACY

28 September, 2015

Mr Graham Webb, PSM
Independent Chairman
Lockyer Valley Regional Council
Audit and Risk Management Committee
23 Tillbrook Street
CHAPEL HILL Q4069
Email: graham.j.webb@bigpond.com

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

Dear Councillor Jones

2015 Annual Report of Lockyer Valley Regional Council Audit and Risk Management Committee

Introduction:

As Independent Chairman of the Lockyer Valley Regional Council Audit and Risk Management Committee, I have pleasure in presenting my first Annual Report for the period from 1 July, 2014 to 30 June 2015.

I was appointed Independent Chairman by Council at its Ordinary Meeting held on 28 May 2014. All Committee members are appointed for an initial term of two (2) years which, in my case, commenced on 1 July 2014. The Chairman and Committee members are eligible for extension or re-appointment for a further 2 years at Council's discretion.

Thank you and your Council for your confidence in the Committee members and my abilities and experience to serve the Council on this important Committee.

Role of the Audit and Risk Management Committee and operation within legislative framework

The Committee acts as an advisory body (Committee of Council) and is directly responsible to Council.

The Committee operates within the legislative framework of the *Local Government Act 2009*; *Local Government Regulation 2012*; and the role, responsibilities, guidelines and operating procedures contained in the Audit and Risk Management Committee Charter and the Committee's Code of Conduct.

Meetings and Reports to Council

The Lockyer Valley Audit and Risk Management Committee met on four (4) occasions during the 2014/2015 financial year. Committee meetings were held on 21 August, 2014; 11 December, 2014; 19 February, 2015 and 21 May, 2015.

Minutes of each of the Committee Meetings were presented to Council for consideration and confirmation of the recommendations contained therein.

Key deliverables during 2014/2015 financial year

Without covering all issues from the four (4) Committee meetings, it is important nevertheless to report on the Committee's achievements and key deliverables in discharging its responsibilities by providing independent assurance and assistance to the Council.

Prior to my first meeting on 21 August 2014, my research and enquiries to Council members/senior executives and independent Committee members revealed that Lockyer Valley Regional Council had a well-established, Governance, Financial Management and Internal Audit framework. I established that compliance issues regarding the Register of Interests for Councillors and their related persons and the review of the Disaster Management Plan had been actioned. Matters arising from the last external audit for 2012/13 had been actioned and Council was proactive in ensuring compliance with relevant legislation.

As per the Committee's charter, the Committee does not replace or replicate established management responsibilities and delegations; the responsibilities of other executive management groups within the Council; or the reporting lines and responsibilities of either internal audit or external audit functions.

Dealings between Council and Queensland Audit Office (QAO)

In August 2014, Council was advised by the Queensland Audit Office that following a tender process, the firm William Buck was appointed as Council's Auditors for the period 2015 – 2017. QAO will retain responsibility for the audit opinion and will provide formal sign off on councils audited financial statements.

In December 2014, Mr Junaide Latif, William Buck (External Auditors) addressed the committee and provided the committee, with an overview of the audit process and timelines.

Also, in December, Mr Maresh Punjabi, QAO, reported to the committee that Council's 2013/2014 financial statements were provided in a timely manner and were of a good quality and congratulated councils executive leadership team. This was in contrast to Council's submission of the 2012/2013 financial statements which were submitted late with approval necessary from the QAO for an extension of time for Council's submission.

In accordance with its statutory and legal obligations, Councils, 2013/2014 financial statements are available to the public and posted on Council's website.

The QAO has identified to Council that it will focus on the following areas of control for the 2015 audit.

- Travel expenses;
- Procurement expenditure;
- Conflicts of Interest.

The scope of the Conflicts of Interest audit will include, Councillors' Register of Interest, policies and procedures, meeting minutes and questionnaires.

In accordance with QAO identified priorities for the 2014 audit, Council completed and submitted responses to a questionnaire on fraud management control.

Queensland Audit Office Report to Parliament

In May, 2015 the QAO reported to Parliament on the results of the financial audits of all 77 local governments (councils) for the 2013 – 14 financial year.

In advance of the report to Parliament, Lockyer Valley Regional Council was requested to provide a response on the effectiveness of the internal control environment based on issues raised in the internal audit. Initially Council had been identified as having material weaknesses of high risk. Councils written response identified to the QAO that these controls were addressed and strengthened through improved policy and procedures, and were not listed in the final audit results. In summary, Council provided a satisfactory response.

QAO provided commentaries to Parliament on a number of local governments in relation to the timeliness of preparation of financial statements; unfinished audits; qualified opinions; procurement practices; and worsening trends in relation to internal control frameworks. Lockyer Valley Regional Council was not one of the Council's reported on for these areas of financial management and accountability.

As stated, Council had no matters listed in the audit results to Parliament for 2013/14, other than being included in the comprehensive report findings on all council's financial sustainability results. The key findings reported as per the *Local Government Regulation 2012* are on the three performance measures:

- operating surplus ratio;
- net financial liabilities ratio;
- Asset sustainability ratio.

The regulation requires the Auditor-General, as part of the annual financial audit, to assess and issue an independent audit opinion on the accurate calculation of these 3 financial sustainability measures for the current financial year. (Appendix G in the Auditor General's Report to Parliament).

The overall financial sustainability risk assessment is calculated using the above ratings for three (3) risk levels-

- lower risk,
- moderate risk and
- higher risk.

As well, the report shows symbols to represent the various sustainability trends over time-

- an improving trend,
- no substantial change or
- a deteriorating trend.

The overall financial sustainability risk assessment for Lockyer Valley Regional Council is assessed as "moderate risk"- which QAO assesses, as moderate risk of sustainability issues over the longer term if current debt financing and capital investment policies continue with financial sustainability being reported as "improving trend over time."

The QAO assessment of financial sustainability risk factors does not take into account councils' long-term forecasts nor credit assessments undertaken by the Queensland Treasury Corporation (QTC)

Internal audit function and key actions identified and implemented

The Councils Internal Audit function and Internal Audit Plan reflects the priority issues across strategic, financial and/or operational areas based on high level risk identification and assessment.

Below is a commentary on the key issues covered under this function. Reports were obtained, including recommendations from the internal auditor, BDO and the actions taken by the Audit and Risk Management Committee (A&RMC) at meetings during 2014/15.

A&RMC Meeting	Reports following high level risk identification and assessment	Council action based on recommendation
Aug, 2014	IT security framework- Internet, email and social media Security report. Review evaluated the current controls and identified improvements needed to ensure security to systems and data. Management generally agrees with findings in the report.	Report received and recommendations accepted.
Dec, 2014	Fleet review report. The findings and recommendations in the report focused on where the high risk areas were and which require immediate attention to ensure that the appropriate framework is implemented. The internal auditor noted that the motor vehicle policy is not currently enforced and it is not appropriate for the current custom and practice around managing the fleet to continue.	Fleet management, internal audit report accepted with the recommendations for implementation.
Feb, 2015	Fuel management. There were 7 matters noted in the audit, with the recommendations rated as high and medium controlled risk matters for the priority management attention. The internal auditor reported that management needs to carefully consider the recommendations in the report and to be clear on the actions to be taken as it could impact on the Audit Register.	Council noted and received the report and accepted the recommendations for implementation. The report was referred to the executive leadership team for prioritisation and risk basis to address the recommendations.
May, 2015	Fraud and corruption prevention and control. The report was taken as read and referred to the Executive Manager, Governance and Performance and the internal auditor for an update on the findings and recommendations. The result of the review is not a good outcome for Council, and the findings highlight the fact that considerable work is required to ensure the organisation meets the requirements to establish an effective framework. The findings supported regular fraud awareness training is considered throughout the organisation.	Council noted and received the report and accepted the recommendations with immediate action required with referral to the executive leadership team for a prioritisation and risk basis to address the recommendations.

		Fraud awareness training to be included in induction training.
May, 2015	During the year the committee agreed that the Audit Register would be reviewed at each meeting, with the expectation that the ELT submits a progress report each quarter on the status of all actions in the implementations of removing items either resolved or run resolved from the audit register. The Committee noted that Council's Auditor would be obliged to report to the QAO. If high-risk matters are not actioned within the allocated time frame.	Council noted the importance that the Audit Register and prioritisation by the LT on the risk basis to address the outstanding recommendations.
May 2015	Internal audit operational budget. The internal audit was scope to review Council's processes, the risks and controls relating specifically to a number of areas in the operational budget. Overall, the budget, monitoring had been improved based on anecdotal stories on what had happened prior to the introduction of the Technology One system. In the knowledge of the need to recast the corporate plan and operational plan next year, the budget alignment will be addressed for the 2016/17 year.	Council adopted the committee's recommendations with immediate action required on high-risk matters.

Financial update and report on 2011 and 2013 flood events

The Committee was provided with an update of the financial cost of the 2011 flood event, and the current estimated position of the 2013 flood event.

Committee acknowledged and noted that the results of the end, D are a funding for the 2013 flood event will be finalised by August 2015 with some batches having been sent to the Queensland Reconstruction Authority for acquittal.

The Committee acknowledged the efforts of the Council and the organisation that led to an outcome that the Queensland Reconstruction Authority had reported positively on the Council's compliance with NDRRA guidelines which resulted in the NDRRA Certificate being issued without any adverse findings and signed by the Queensland Audit Office on 31 March 2015.

Guidance for Audit Committee

The Queensland Audit Office (QAO) provided the Committee with guidance in a template on how to develop a 12 month forward rolling work plan including guidance for the audit committee of examples of standing agenda items.

The Committee has implemented the guidelines and established timelines for the 2015/16 financial year on the delivery of key responsibilities.

Achievements and acknowledgements

Council not only meets its financial/accounting legal and legislative obligations in preparing its Annual Report, the comprehensive document highlights Council's achievements, including statistical data, which more than meets the Council's obligations for community engagement, accountability and openness.

Recognition of the strategies can be gauged by peer assessment with Council receiving a bronze award for the 2011/2012 Annual Report and a silver award for the 2012/13 Annual Report, and a gold award for the 2013/14 Annual Report as judged in the Australasian Annual Reporting Awards.

In conclusion, I wish to acknowledge the energy, enthusiasm, professionalism of the Committee and willingness of every member to contribute to the outcomes at our quarterly meetings. As well, Committee members and I are supported by the CEO, Executive Leadership Team and Council support staff who display similar qualities and are committed to legislative compliance through sound governance, through effective financial and operational management.

Graham Webb
Chairman
Lockyer Valley Audit and Risk Management Committee

28 September, 2015





ORDINARY COUNCIL MEETING MINUTES 28 OCTOBER 2015

Lockyer Valley Regional Council is dedicated to the continuous improvement of Disaster Management through all levels including prevention, preparation, response and recovery.

2. Background

This report gives a brief outline of the activities of the Disaster Management team to 22 October, 2015.

3. Report

Bushfire Preparation Activities

Executive Manager IWS confirmed that a water truck will be housed at the Laidley depot for the summer period instead of at an individual's residence as has previously been the case. This will occur at the end of each working day from 12 October and it will be housed at the depot over weekends.

IWS will conduct prioritised inspections and filling of tanks in higher risk areas to ensure availability of water to fire crews.

Rural Fire Service Water Tanker

Rural Fire Service, Laidley Group are purchasing a 13,000 litre water tanker to support fire operations due to be delivered on Friday, 2 October 2015. The tanker fully loaded with water will weigh 26 tonnes. The intention when purchasing the tanker was to store the tanker in the Hatton Vale Rural Fire Brigade shed at 30 Woolshed Creek Road, Summerholm as it was the only shed with space available to house the tanker, however the Group have since discovered the concrete in the shed will not support the water tanker. A request has been received to house the water tanker at the Laidley Council Depot.

Basing the tanker in Laidley, would place the tanker centrally located for responding to fires in the area. The tanker will be utilised by RFSQ Brigades in the area and support QFES at structural fires as required.

Awaiting outcome of phone meeting between Mayor and Rural Fire Service, Laidley Group, Group Officer held on Tuesday 29 September 2015 regarding enquiry about housing new Rural Fire Water Tanker at Laidley Council Depot.

Lockyer Valley Regional Council Water Tanker

Plant & Fleet Coordinator and Manager Asset & Fleet Management have inspected a water tanker that proved to be unsuitable. Infrastructure Works and Services are continuing to look into the matter.

Fire Activity

A number of notifications of fires were received over the past month (including permitted burns).

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A request for Council assistance was received on Thursday 8 October for provision of water to fill tanks in the Fordsdale area. A control point had been set up at the Fordsdale Rural Fire Shed in response to a second fire that had developed from the original Hirstglen fire (in Toowoomba Regional Council area). This second fire was mainly in inaccessible country but also moving down both sides of the Gatton-Clifton Road in the Lockyer Valley region. Brigades from the Rural Fire Gatton Group monitored and responded as required.

In response to concerns about a bridge on Gatton-Clifton Road that was reported as damaged by the fire, Infrastructure advised the asset was in the Toowoomba Regional Council area. The bridge was temporarily closed prior to an inspection being conducted by a Transport and Main Roads officer. The bridge was declared safe and subsequently re-opened.

Rural Fire Acting Area Director, Paul Storrs called on Friday 9 October, to advise RFS are investigating a report of property damage at Lot_Plan 128CC1076 (East Haldon Road, Junction View) as a result of a fire that had been burning in inaccessible country.

Storm Activity

The small storm cell from the south east that passed over parts of the region on Wednesday 14 October resulted in some good falls being recorded, the highest of which were received at Mt Berryman (69mm), Gatton (39mm) and Mulgowie (23mm). Water over Road signage was deployed at Golf Links Drive and Mulgowie Road, Thornton. IWS were called out to inspect Railway Street, Gatton (in front of the Reject Shop) where water was backed up but did not enter the building. The water had cleared prior to inspection.

Training

Warnings & Alert and Resupply training was delivered by QFES Emergency Management on Thursday 24 September 2015 and was attended by two Lockyer Valley Regional Council staff, a Local Disaster Management Group member, an affiliate member and four SES members.

Evacuation Training was held at the Disaster Coordination Centre on Tuesday 13 October, 2015. Twenty one participants attended the training with from eleven from Lockyer Valley Regional Council, three from QFES, one from QPS, five from SES and one from Energex. Feedback on the training was positive with participants enjoying the ability to put learnings into practice with a short exercise.

Disaster Management Exercise Planning

Planning meeting was held for the LDMG Exercise to be held on Thursday, 26 November 2015. The exercise will test the Local Disaster Management Group's response to a major flood in the Lockyer Valley, the Local Disaster Coordination Centre and Evacuation Centre. Agencies also have the opportunity to test their own response during the exercise.

Get Ready Queensland

The Get Ready Week social media campaign began on Monday 12 October and ran until Sunday 18 October. The campaign began with a media release on 12 October and was followed up with Facebook messaging each day for the week. Messages centred around the Get Ready factsheets but also provided a local context. The posts have had a number of 'likes' and 'shares'. Statistics on reach included:

- Monday – 395

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- Tuesday - 552
- Wednesday - 1380
- Thursday - 425
- Friday – 1207
- Saturday – 1000
- Sunday – 2063

Disaster Management Presentations

Laidley Women's Group - Disaster Management Project Officer attended the Laidley Women's Group meeting on Monday 21 September 2015 and provided information to build community resilience through disaster preparation.

Kentville State School – Disaster Management Project Officer was asked to present to years 4-7 at Kentville State School on Friday 16 October, 2015 around hazard identification, planning and preparation. Seventeen students and four adults (teachers and teachers' aides) were present.

Change to Toowoomba DDMG Chairperson/District Disaster Coordinator (DDC)

Superintendent Mark Kelly (Ipswich District Officer and DDC) has been appointed as the new Toowoomba District Officer and DDC.

NDRRA Trigger Points 2015/16

Queensland Reconstruction Authority has approved the local government trigger points for NDRRA events in 2015-16. These apply to the Restoration of Essential Public Assets (REPA) relief measure, which includes Emergent and Restoration Works.

Trigger points have two purposes:

- Eligible REPA damage must exceed a Council's trigger point for it to be activated for REPA under the NDRRA.
- Council must contribute up to its trigger point amount to eligible REPA works.
- The 2015/16 trigger point for Lockyer Valley Regional Council is \$173,550

Emergency Response Times – West Haldon Road

West Haldon Road resident contacted regarding response times for emergency calls to 000, ie Ambulance to West Haldon Road, Woodbine. Resident stated the QAS GPS sends Ambulances along Gatton-Clifton Road rather than Mt Sylvia Road resulting in delays. QAS are currently investigating matter of timeliness of response on two occasions.

Fittings for Council Water Tankers

Infrastructure Works & Services are ensuring all Council water tankers have 50mm Camlock and QLD Round Thread (QRT) fittings and male and female connectors compatible with QFES Fire Trucks on board for fire response support activities.

Disaster Management Sub Plan Review

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A meeting was held with Animal Management and Facilities representatives to discuss input to the Animal Management Sub Plan and Evacuation Sub Plan. Processes were discussed and work will continue collaboratively to update the current plans. A group comprising the above staff as well as representatives from Waste and Environmental Health will conduct site assessments of identified key places of shelter beginning with the Gatton Shire Hall.

Inspection of Toowoomba escarpment fire risk areas with Mayor and Rural Fire

Inspection of risk areas along the Toowoomba escarpment (Tabletop and Six Mile Creek areas) was undertaken with the Mayor, Disaster Management staff, Rural Fire Area Director, Rural Bushfire Safety Officer & Rural Fire Gatton Group Officer on Thursday 15 October, 2015.

Action items identified from the inspection as follows:

- Rural Fire Volunteer Community Educators (VCE's) to speak with property owners/residents regarding ensuring their properties are bushfire prepared.
- Rural Fire to speak with property owner on eastern end of South Street, Toowoomba with a view to encouraging a track along Toowoomba and Lockyer Valley Council boundary within his property. This will provide track access from both the eastern and western sides of Table Top mountain to Rural Fire and assist in the protection of residents to the north in Table Top Estate.
- Council to Council discussion (through Mayors Office) regarding hazard reduction on Toowoomba Regional Council land below Picnic Point to Table Top Mountain

QSES Local Controller

QSES advised the two applicants for the Lockyer Valley SES Local Controller position they were unsuccessful with their applications and issued written advices on 25 September 2015. QSES plan to re-advertise the position.

Following the resignation of the SES Local Controller, Gary Dorr effective from 13 October 2015, Aussie Philipsen, SES Deputy Local Controller will act on a temporary basis as the Lockyer Valley SES Unit, Acting Local Controller. This took effect from 14 October 2015 to ensure continuity of the management of the Unit and will ensure compliance with the Legislative requirements until the position can be filled permanently.

Lockyer Valley Group Executive Positions

The SES Group Leader Interviews were held on 7 October 2015 at the Gatton SES Shed. The selection panel was Gary Dorr, Local Controller; John Harrison, SES Area Controller; and Michelle Kocsis, LVRC.

Interviewees for the Gatton position were Graham Wade and Mark White with the panel recommending Graham Wade as the successful applicant. The recommendation was for the appointment to take effect on 19 October, 2015.

Laidley Interviewees were Zane Williams and Shaun Engert with the panel recommending Zane Williams as the successful applicant. Recommendation was for the appointment to take effect on 12 October, 2015.

Forest Hill only had one applicant, Shane Engel and assessed based on application. Recommendation was that Shane Engel was the successful applicant.

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The QSES Regional Manager has approved the selection of Group Leaders.

Recruit of the Year Panel

Disaster Management Project Officer, Lockyer Valley Local Controller and SES Trainer considered the nominations for Recruit of the Year on Wednesday 7 October. Nominations were received and catalogued to ensure anonymity when being considered by the panel. A unanimous decision was made to present the award to Karen Cosby.

Graduation Evening

The 2015 SES Recruit Graduation Evening was held at the Forest Hill School of Arts Building on Monday 12 October. The night saw 14 recruits graduate and receive certificates of congratulation. The recruit of the year was presented to Karen Cosby who was nominated for the award along with 4 other recruits. The Mayor and SES Regional Manager South West Region along with the Local Controller presented the awards.

SES Activations

SES attended Old College Road Gatton for a leaking roof due to storms on 14 October.

SES Training & Development

- Training and equipment maintenance was undertaken at individual Group sheds.
- Flood Boat Competency Maintenance training on Saturday 26 September 2015
- Storm Damage Assessment on Saturday 26 September 2015
- SES Traffic Management training on Saturday 26 September 2015
- Three SES members attended a flood boat course at Dalby over the weekend of 17-18 October.

SES Community Participation

- Nil

12.0 ORGANISATIONAL DEVELOPMENT AND ENGAGEMENT REPORTS

12.1 Community Grants Program

Date: 21 October 2015
Author: Trent Nibbs, Sports, Recreation & Community Grants Officer
Responsible Officer: Dan McPherson, Acting Chief Executive Officer

Summary:

Applications for Round 1 of Council's Community Grants Program were called for on 31 August and closed on 2 October 2015. In Total eighteen (18) applications were received, requesting a total of \$62,667.22.

Officer's Recommendation:

THAT Council approves funding under Category 1 of the Community Grants Program be allocated to the following applicants totalling \$36,000:

- Alara QLD
- Blenheim Public Hall Association
- Forest Hill Cricket Club
- Gatton Jubilee Golf Club
- Laidley Crisis Care & Accommodation
- Laidley Golf Club
- Laidley Junior Rugby League
- Laidley Soccer Club
- Lockyer Cricket Association
- Lockyer Information & Neighbourhood Centre
- Lockyer Valley Community Activities Shed
- Mulgowie Public Hall Association
- Stockyard Creek Community Hall

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RESOLUTION

THAT Council approves funding under Category 1 of the Community Grants Program be allocated to the following applicants totalling \$36,000:

Organisation	Project Description	Amount Required	Amount Granted
Alara QLD	Renovate Kitchen	\$4,000.00	\$4,000.00
Blenheim Public Hall Association	Replace hall refrigerator	\$3,700.00	\$3,500.00
Forest Hill Cricket Club	Laptop, Tablets and Hard drives for admin purposes	\$3,700.00	\$3,500.00
Gatton Jubilee Golf Club	Replacement of PA System	\$2,728.00	\$2,500.00
Laidley Crisis Care & Accommodation	Carport for communal facilities at Community Garden	\$4,000.00	\$3,500.00
Laidley Golf Club	Replace Glass Washing Machine	\$2,212.20	\$2,000.00
Laidley Junior Rugby League	Function Centre Equipment and Ground Consumables	\$2,000.00	\$2,000.00
Laidley Soccer Club	Landscaping around clubhouse	\$3,800.00	\$2,000.00
Lockyer Cricket Association	Laptop, Hard drives and admin supplies for admin purposes.	\$1,800.00	\$1,500.00
Lockyer Information & Neighbourhood Centre	Purchase of 4 laptops to assist in program delivery	\$3,672.73	\$3,000.00
Lockyer Valley Community Activities Shed	Installation of new kitchen	\$4,000.00	\$3,500.00
Mulgowie Public Hall	Purchase and Install of Commercial Dishwasher	\$3,951.00	\$3,000.00
Stockyard Creek Community Hall	Purchase and installation of a new stainless steel bench	\$2,095.11	\$2,000.00

Moved By: Cr Holstein

Seconded By: Cr Milligan

Resolution Number: 4333

CARRIED

7/0

Report

1. Introduction

For the 2015-2016 financial year, Council has allocated \$80,000 for the Community Grants Program over two rounds. For Round 1 Council received eighteen (18) applications seeking a

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total of \$62,667.22. This report outlines the evaluation process undertaken by Council and makes a recommendation for distributing the available funding.

2. Background

The Community Grants Assistance Policy and Procedure was approved by Council on 25th June 2014. This policy assists in the management and the distribution of public funds to ensure a fair and equitable process is created which is consistent across the organisation in accordance with legislation and policies. Category 1 – Community Grants Program is available twice a year with a budget of \$40,000 per round in the 2015/16 financial year to community organisations who undertake projects which benefit the wider community.

3. Report

As per the Community Grants Assistance Policy and Procedure, Council is required to approve the allocation of funding under Category 1- Community Grants Program.

In Round 1 2015/16 eighteen applications for funding were received. These applications were assessed by Cr Holstein, the Major Projects Officer and the Sport, Recreation and Community Grants Officer against the assessment criteria, funding requirements and the community group's own capacity to finance their project.

The Executive Manager Organisational Development & Planning has reviewed and supports the recommendations.

Of the eighteen applications received, thirteen applicants are recommended to receive all or the majority of the funds requested.

The applicants recommended to received funding are:

Organisation	Project Description	Amount Required	Amount Granted
Alara QLD	Renovate Kitchen	\$4,000.00	\$4,000.00
Blenheim Public Hall Association	Replace hall refrigerator	\$3,700.00	\$3,500.00
Forest Hill Cricket Club	Laptop, Tablets and Hard drives for admin purposes	\$3,700.00	\$3,500.00
Gatton Jubilee Golf Club	Replacement of PA System	\$2,728.00	\$2,500.00
Laidley Crisis Care & Accommodation	Carport for communal facilities at Community Garden	\$4,000.00	\$3,500.00
Laidley Golf Club	Replace Glass Washing Machine	\$2,212.20	\$2,000.00
Laidley Junior Rugby League	Function Centre Equipment and Ground Consumables	\$2,000.00	\$2,000.00
Laidley Soccer Club	Landscaping around clubhouse	\$3,800.00	\$2,000.00
Lockyer Cricket Association	Laptop, Hard drives and admin supplies for admin purposes.	\$1,800.00	\$1,500.00
Lockyer Information & Neighbourhood Centre	Purchase of 4 laptops to assist in program delivery	\$3,672.73	\$3,000.00

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Lockyer Valley Community Activities Shed	Installation of new kitchen	\$4,000.00	\$3,500.00
Mulgowie Public Hall	Purchase and Install of Commercial Dishwasher	\$3,951.00	\$3,000.00
Stockyard Creek Community Hall	Purchase and installation of a new stainless steel bench	\$2,095.11	\$2,000.00

The applicants that were unable to meet the criteria and have not been recommended to receive funds in this Round are:

- **Faith Lutheran College** is seeking funding to purchase a commercial espresso coffee machine to assist their students with hospitality courses. Faith Lutheran College is not a community organisation and therefore are not eligible to receive funding under the Community Grants Program. As stated in the Community Grants & Assistance Procedure a community organisation is an entity that carries on activities for a public purpose and whose primary object is not to make a profit. Feedback will be given to this applicant regarding future applications and the possibility of applying for funding through their Parents & Citizens Association as the applicant for Round 2.
- **Ken Maguire** applied for funding under Councils Community Grants Program as an individual to help with the costs associated with the Laidley Country Music Festival. Funding under this program is only eligible for community organisations not individuals.
- **Kylie Nicastro** applied for funding under Councils Community Grants Program as an individual to help with the costs associated with developing a free community newspaper for the Stockyard Creek area. Funding under this program is only eligible for community organisations not individuals.
- **Lockyer Emergency Communication** applied for funding to purchase UHF Repeaters and UHF radios to assist the Lockyer Valley Region in times of emergency. It is recommended that this application is not supported as this service is currently provided by South East Queensland UHF Emergency Services Team - SEQUEST. Feedback will be provided to this applicant and a meeting sought to discuss their project further with Council and provide feedback to assist with future applications.
- **Lockyer Valley Ratepayers Association** applied for funding to partially support the provision water testing throughout the Lockyer Valley. The applicant is seeking to raise more than \$60,000 to undertake the project. The Community Grants Program is designed for projects that are "shovel ready" and at present, the Lockyer Valley Rate Payers Association have less than \$1,000 to support this project. Council are unable to assist at this current time. Feedback will be provided to the applicant requesting a meeting to discuss their project further with Council and seek to provide advice on when the best time to apply for funding through Councils Community Grants Program will be.

4. Policy and Legal Implications

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The applications received under 2015/16 Round 1 of the Community Grants Program have been assessed in accordance with the Community Grants Assistance Policy and Procedure.

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

All appeals are otherwise treated in accordance with Council's Complaints Management Process.

To ensure total transparency in the assessment process, the *Guidelines for local government administration of community grants* (October 2009), stress the importance that there be a separation of responsibilities so that the person making the decision is different from the person assessing the applications.

5. Financial and Resource Implications

Community Grants Program – Category 1 is allocated a budget of \$80,000 with 2 rounds of \$40,000 each.

The recommendations for provision of financial assistance for Round 1 is \$36,000. This is within budget for Round 1 of the Community Grants Program.

6. Delegations/Authorisations

There is no delegation implications associated with this report. The Executive Manager Organisational Development and Planning will manage and future requirements in line with existing delegations.

7. Communication and Engagement

The Community Grant Program Round 1 announcement was published in the Gatton Star, the Lockyer Valley Regional Council's website and Facebook page, Your Valley Voice.

All applicants (successful or not), will be advised in writing of the outcome of their application and all successful applicants are required to submit an acquittal within two months of completion of their project. Failing to submit an acquittal will prevent them from being successful with future applications to Council.

8. Conclusion

For Round 1 of the Community Grants Program 2015/16, eighteen applications were received and evaluated against the criteria. Thirteen (13) applicants are recommended to receive funding.

9. Action/s

Notify all applicants of the outcome of their application.



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During the month, the hearing into the contents of the modern award concluded after four (4) full days of quite intense oral submissions, witness cross-examinations, bench challenges and enquiries. Half of the first day was dedicated to the threshold issue of how the Ministers request was to be interpreted and weighted and how much consideration the Commission was required to give to the Ministers request and the draft provisions put forward by the Deputy President Bloomfield. The Minister was represented at the Hearing by officers from the Department of Justice and Attorney-General after the LGAQ, as is the right of any party to a matter before the Commission, refused consent to the Minister being represented by a legal representative.

The rest of the week was devoted to detailed examination of every award provision or “omitted” provision in the exposure draft of the new award, including detailed examination and cross-examination of any evidence put forward by way of individual employees and union representatives or written documentation.

The Bench understandably has reserved its decision. The Commission has until the 31 October to release the Modern Local Government Award (Mark ii). There will be a meeting between LGAQ and IR representatives in S.E. Qld to be held late October to discuss advances in the process and current submissions.

Code of Conduct

A revised Employee’s Code of Conduct (CoC) has been drafted and signed off by the CEO for implementation across the workforce. Training for all staff will be undertaken in early November. The revised CoC also incorporates new sections specific to the governance area of Council such as Fraud, Corruption and Public Interest Disclosure (PID’s).

General Organisational Development Update

- Managing Business Unit portfolio management.
- Updating HR Officer Module in OneCouncil - adding new employees/job details/extension of contract dates etc.
- Update employee and position indexes in ECM.
- Registration of documents into ECM (including terminated employee files and recruitment folders for archiving).
- Collation of performance review data.
- Implementing Wellbeing Committee Initiatives.
- Assisting with the reformatting, consultation and approval requirements of Work Health and Safety procedures.
- Assisting with collating audit evidence for Work Health and Safety.
- Undertaking recruitment requirements.
- Implement new Code of Conduct.
- Implementation of new Drug and Alcohol Policy.

Learning and Development

Courses held since last report:

- Working Safely at Heights
- Confined Space – 9, 10, 17 and 18 September
- Handling Difficult Customers – 8 and 24 September
- Authorised Persons – 9 and 23 September
- Drug and Alcohol Awareness – 29 and 30 September

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Upcoming Training:

- Handling Difficult Customers – October
- OD for Non OD Officers – Supervisors, Coordinators etc. – October
- OD for Non OD Officers – ELT and Managers – October
- Confined Space – October
- Procurement Training – October
- Minute Takers Course – October
- Corporate Induction – 27 October
- ACDC Chemical Accreditation Course – 28 October
- Recruitment and Selection Training – To be confirmed

Currently Scheduling:

- Difficult Conversations Training for Field Staff
- Operate and Maintain Chainsaws
- Health and Safety Representative Training
- Snake and Insect Awareness Course
- Workplace Bullying, Harassment and Discrimination
- Asbestos Awareness
- Adult Numeracy and Literacy
- Code of Conduct
- Fire Warden Training
- Microsoft Office Suite
- Youth Council Training

Work Health & Safety

Local Government Workcare (LGW) Safety Audit

Work is continuing on from the interim WHS Audit report supplied by LGW. Current work includes the implementation of Recommended Action Plans (RAPs) for the issues identified in this process. This will serve to provide a formal record of actions undertaken by Council to remedy the issues identified in the report. The final audit is expected to take place in November 2015.

Safe Week

On 29 October Safety week presentations will be made to all staff at the Gatton Shire hall. Directly after the safety program, Council in conjunction with unions will address staff on proposed salary increases.

Injuries:

- There have been three (3) injuries reported during this reporting period.

Incidents:

- There have been two (2) incident reports received during this reporting period.

Near Miss Incidents:

- There have been nil (0) near miss incidents reported during this reporting period.

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Hazards:

- There have been nil (0) hazards reported during this reporting period.

Workers Compensation Claims / Injury Management LTI:

- There is one (1) accepted workers compensation claim.
- There are two (2) pending workers compensation claims.
- There is one (1) pending Common Law claim.
- There have been nil lost time injuries

PLANNING AND ENVIRONMENT

Development Assessment

The following development applications have been lodged during the past month:

- Material Change of Use for Catering Shop at 47 Railway Street, Gatton
- Material Change of Use for an Apartment at 3 Fielding Road, College View
- Material Change of Use for an Apartment at 17 Tarantall Road, Forest Hill
- Reconfiguring a Lot for a boundary realignment at Palm Tree Road, Buaraba South
- Operational Works for Vegetation Clearing at 40 Jamieson Road, Churchable
- Material Change of Use for a Dual Occupancy at 40 Allan Cunningham Drive, Gatton
- Material Change of Use for a Dual Occupancy at 42 Allan Cunningham Drive, Gatton
- Reconfiguring a Lot for a boundary realignment at Market Drive, Gatton
- Reconfiguring a Lot for a 1 into 3 lot subdivision at 9 Taylors Road, Withcott
- Operational Works for Vegetation Clearing at 60 Staatz Quarry Road, Regency Downs
- Operational Works for Civil Works (stormwater) at 44 Vaux Street, Laidley

The following requests have been received during the past month:

- Extend period of approval for subdivision at 59 Paynters Road, Postmans Ridge
- Change development approval for a Building Envelope at 4 Elliott Close, Preston
- Change conditions for a subdivision approval at 7 Jacklin Drive, Glenore Grove

The following development applications have been approved in the past month:

- Material Change of Use for Accommodation Units at 1 Hickey Street, Gatton
- Reconfiguring a Lot for a 1 into 2 lot subdivision at Hickey Street, Gatton
- Material Change of Use for Multiple Units at 6 Beryl Place & Golf Links Drive, Gatton
- Material Change of Use for a Dual Occupancy at 39 Allan Cunningham Drive, Gatton
- Reconfiguring a Lot for a 1 into 2 lot subdivision at 47 Thallon Road, Regency Downs
- Reconfiguring a Lot for a 1 into 2 lot subdivision at 16 Sandpiper Drive, Regency Downs
- Reconfiguring a Lot for a 1 into 3 lot subdivision at 9 Raymont Drive, Glenore Grove
- Reconfiguring a Lot for a 2 into 6 lot subdivision at 26 Wagtail Drive, Regency Downs
- Reconfiguring a Lot for a boundary realignment at Palm Tree Road, Buaraba South
- Reconfiguring a Lot for a boundary realignment at 7-9 Seibel Road, Lockrose
- Operational Works for Subdivision Works at 17-19 Meadows Drive, Withcott

The following requests have been determine during the past month:

- Change development approval for a retirement village at 22 Dawson Drive, Gatton
- Negotiated decision for a 1 into 17 lot subdivision at Kimdon Drive, Withcott
- Extend currency of development approval for an Aviation Facility at Moreton Vale.

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Environmental Planning

- The Coordinator Environmental Planning and Senior Environmental Planner have completed the first stage of the 'Conversations with the Catchment Champions'. Over 31 'conversations' have been undertaken and the output from these will help to inform Catchment Action Plan for the Lockyer Valley.
- The Student Placement Officer with the University of Queensland (UQ) visited Council and met with the Coordinator Environmental Planning and present Industry Placement Student Elizabeth Reed. Elizabeth is the fourth student to have worked with LVRC on the management of the Helidon Hills-Alice Creek Nature Refuge. LVRC and UQ have established an excellent working relationship and UQ is very keen for Council to take another student for the summer semester in 2016.
- The Coordinator Environmental Planning visited the Balaam Hills offset site to look at the perimeter firebreak that had been slashed by IWS in the previous week and the regeneration work carried out by Ecosure in September 2015. The regeneration of the site is progressing well and, despite the dry understory, it is considered that risk of fire has been greatly reduced.
- The Coordinator Environmental Planning visited the Council owned property at Seven Mile Lagoon to determine if the present lessee has overgrazed or damaged revegetation projects. Stocking rates appeared to be very low at present and there was no damage observed.
- The September round of dog, pig and fox baiting has been completed. 1299 baits were distributed to 51 participants. The next baiting round is scheduled for February 2016. Efforts to source cost -effective meat have resulted in a saving of approximately \$2600, compared to the previous round of baiting, despite a wider uptake of landholders this round.
- In addition, two Land for Wildlife field days were facilitated by the LVRC Environmental Officer on 13 September 2015 and 10 October 2015.
- Council's Senior Environmental Planner has worked closely with Will Dobbie from Darling Downs-Moreton Rabbit Board, Peter Elsworth from DAF and Luke Leung from UQ to prepare a presentation on rabbit risks in SEQ, for presentation to the Council of Mayors SEQ.
- Work on the construction of the secure Community Pest Management Compound at Council's Gatton Depot is now effectively complete. The compound will enable the secure storage of equipment and chemicals as well as providing a preparation area for dog, pig and fox baiting.
- Of thirteen compliance notices issued in recent weeks for pest weeds, twelve of these are still complying with the requirements of the notices on an ongoing basis, and the thirteenth has met the compliance requirements for water hyacinth.
- Two design options for the Withcott entry statement on the Warrego Highway have been completed in accordance with the draft Road Reserve Street Tree and landscaping Guidelines.
- Council's Senior Environmental Planner met with Associate Professor Jacky Croke from UQ (lead Chief Investigator on ARC Linkage project 'The Big Flood: Will it happen again?') to discuss findings from the conversations with Catchment Champions as part of the development.

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Update on ETrack - Development Application Tracking project

Comparison of Sunshine Coast, Ipswich, Somerset, Brisbane, Toowoomba and Noosa Councils has been undertaken to compare format and information that each display. Parameters have been finalised and provided to Corporate Applications in order to make amendments. Corporate Applications is investigating options on how documents will be displayed on line. Expecting outcome by 30 October, then documents will be loaded ready for testing phase to commence mid to end of November. Building and Plumbing are also going live at the same time.

Strategic Planning

- Interactive mapping for the current Gatton and Laidley Shire planning schemes (including flood information) has now been made available on the website.
- The State Government released the draft planning bills for consultation through to 23 October 2015.
- Meeting with representatives of the Department of Local Government and Planning to discuss the way forward for the progression of draft Lockyer Valley Planning Scheme and the extension for a further 12 months of Temporary Local Planning Instrument 01/2015 which expires on 31 December 2015.
- Review of draft new planning legislation.

SPORTS, RECREATION AND COMMUNITY

- Round One of the Community Grants Program has closed with 19 applications received. These applications will be assessed and reports provided to Council meeting in a separate report.
- Three Sporting Ambassador donations were given to attend the State Athletics Carnival in Townsville.
- Council in partnership with the Withcott Soccer Club has doubled the water tank capacity for irrigation purposes of the sporting fields at Springbrook Park.

THE STAGING POST

- The Staging Post had a great turnout for Father's Day with over 100 guests served in each of the meal periods (breakfast and lunch) with sales up 9.1% on the previous year.

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13.0 CORPORATE AND COMMUNITY SERVICES REPORTS

13.1 Summary of Council Actual Financial Performance vs Budget - 30 September 2015

Date: 19 October 2015
Author: Tony Brett, Manager Finance and Customer Service
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budgeted performance is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 30 September 2015.

Officer's Recommendation:

THAT Council resolve to receive the Summary of Council Actual Financial Performance versus Budget to 30 September 2015.

RESOLUTION

THAT Council resolve to receive the Summary of Council Actual Financial Performance versus Budget to 30 September 2015.

Moved By: Cr Pingel

Seconded By: Cr McDonald

Resolution Number: 4335

CARRIED

7/0

Report

1. Introduction

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

2. Background

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation.

**ORDINARY COUNCIL
MEETING MINUTES
28 OCTOBER 2015**

3. Report

The following report provides a summary of Council's financial performance against budget to 30 September 2015.

Operating Revenue - Target \$21.78 million Actual \$21.76 million or 99.90%

At 30 September 2015, overall operating revenue is on target for the budgeted amount.

Operating grants and subsidies received equal \$3.96 million or 100.33% of the year to date budgeted revenue amount. The majority of these grants relate to the Commonwealth's Federal Assistance Grants which has been paid in advance. The final acquittal documentation for the 2013 flood event has now been submitted to the QRA for assessment. While some of the final acquittal funds have been received, the remaining amounts are expected to be finalised in October 2015.

The first levy for the 2016 rates has been processed and is slightly under target due to the changes made to some of the properties in the Non-Principal Place of Residence Category. The remaining revenue items are slightly above target as a result of the timing of recoverable works invoices and operating contributions.

Operating Expenditure - Target \$14.18 million Actual \$11.70 million or 82.47%

At 30 September 2015, overall operating expenditure for the year is under target against the budgeted target. This is because depreciation has not been applied for the year to date pending the rollover of the opening balances on completion of the audit. Excluding depreciation, expenditure remains slightly under target.

Employee costs are slightly over target for the month, with goods and services costs 6.01% under the budgeted target. At 30 September, goods and services for the rest of Council was \$0.32 million less than budget mainly due to the timing of contractor costs.

Once the 2014/15 audit is finalised, depreciation costs will be calculated using the One Council asset system and will reflect the actual amount of depreciation to be charged on the revalued amount of Council's assets.

Capital Revenue - Target \$1.11 million Actual \$0.87 million or 127.59%

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

Capital Expenditure – Target \$16.33 million Actual \$2.31 million or 14.14%

To 30 September 2015, Council has expended \$2.31 million on its capital works program with a further \$1.64 million in committed costs for works currently in progress.

The main expenditures are \$1.76 million within Infrastructure Services and \$0.46 million in Corporate and Community Services.

**ORDINARY COUNCIL
MEETING MINUTES
28 OCTOBER 2015**

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 September, Council had \$32.94 million in current assets compared to \$10.78 million in current liabilities with a ratio of 3.05:1. This means that for every dollar of current liability, there is \$3.05 in assets to cover it.

Opening balances for the year will change once the 2015 audit is finalised.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out of Council. As at 30 September, there has been a net cash inflow of \$7.18 million with \$8.58 million generated from operating activities, \$1.05 million spent on capital works and \$0.35M spent on repaying Council's borrowings. The positive cash inflow was mainly a result of the first instalment of rates being due on 11 September.

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. In order to maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time, at 30 September, the cash balance was \$28.30 million.

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

With the 2013 flood recovery works completed, Council is returning to a "business as usual" situation and will have a much greater degree of control over its financial results. Looking forward, post October 2015, the significant ups and downs in Council's cashflows due to the timing of NDRRA expenditure and grant payments will no longer be experienced with the final payments of the 2013 recovery grants expected through to October 2015.

Monitoring of budgets and actuals remains important if Council is to achieve the financial results adopted as part of the 2015-2016 budget, and any variations or anomalies will need to be investigated and action taken as appropriate. A formal budget review will be prepared at the end of the September quarter to take into consideration any significant variances and to reset Council's long term financial forecast to reflect the 2015 actual results.

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 September, Council's overall revenues are on target, and overall expenditure is under target. Any variations are a result of timing differences and at this stage of the financial year are not of concern.

The amounts shown in the report relating to the Statement of Financial Position are subject to change as the end of year processes are finalised and the audit completed.

9. Action/s

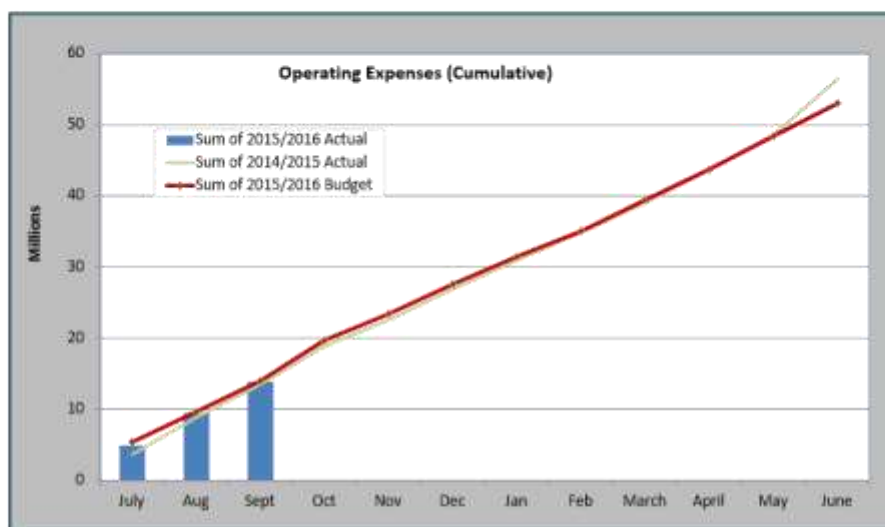
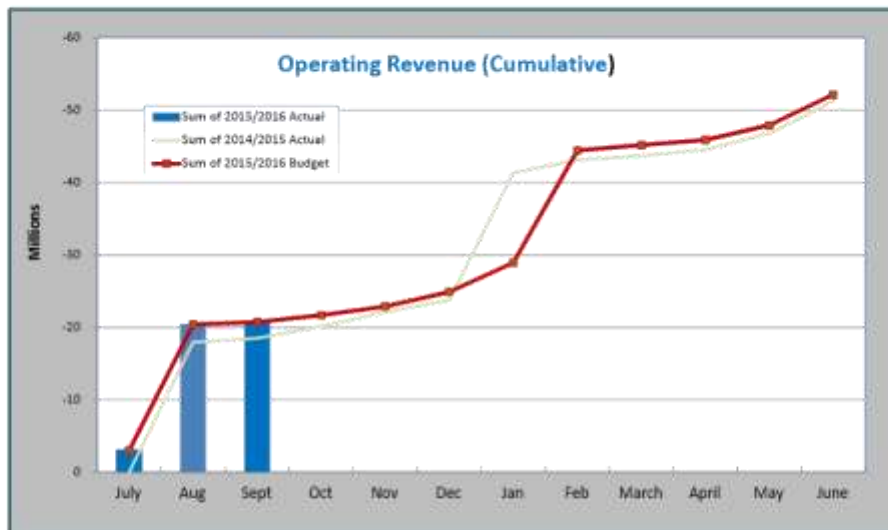
1. Nil.

Attachments

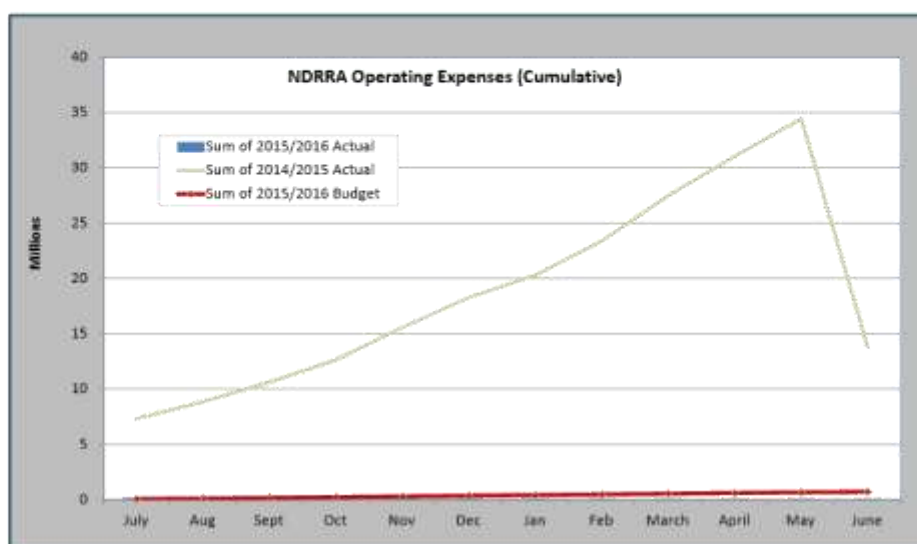
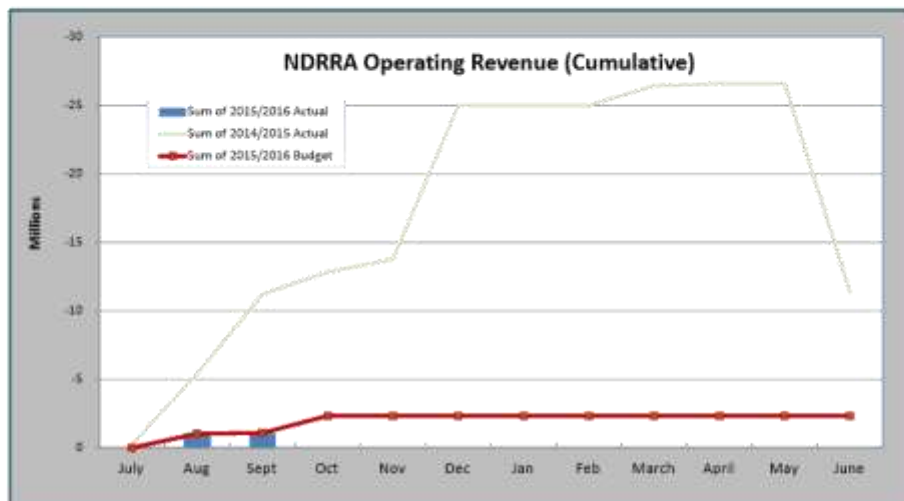
1 [View](#) Monthly Financial Report - September 2015 18 Pages

LOCKYER VALLEY REGIONAL COUNCIL

Total Council (excluding NDRRA) Operating Revenue and Expenses
For the Period Ended 30th September, 2015



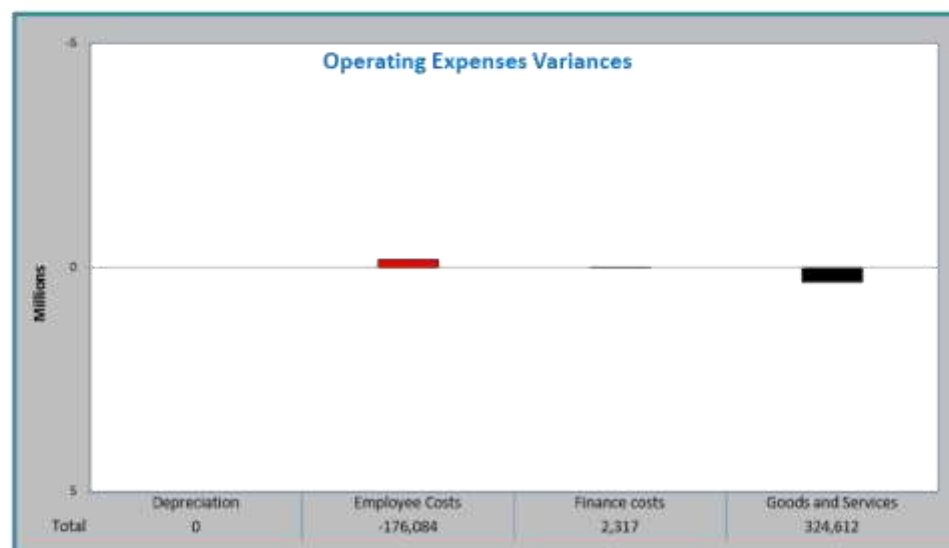
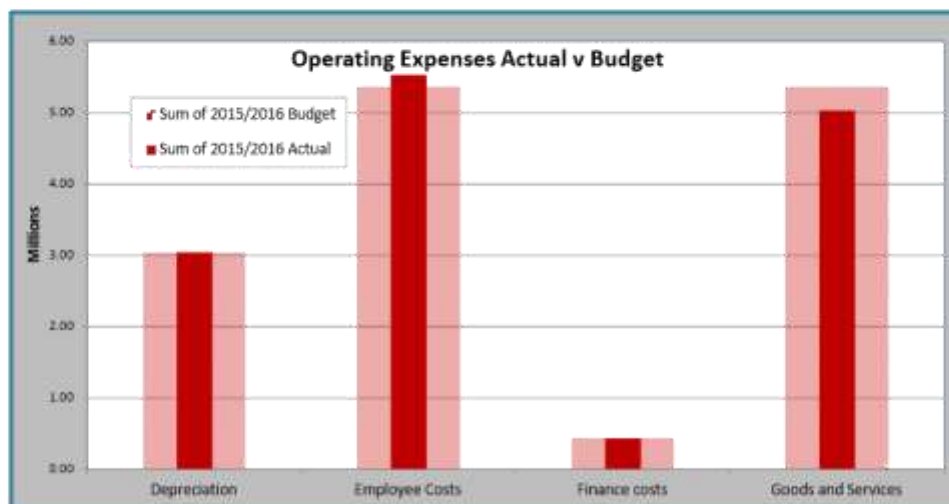
LOCKYER VALLEY REGIONAL COUNCIL
NDRRA Operating Revenue and Expenses
For the Period Ended 30th September, 2015



LOCKYER VALLEY REGIONAL COUNCIL

Operating Expenses

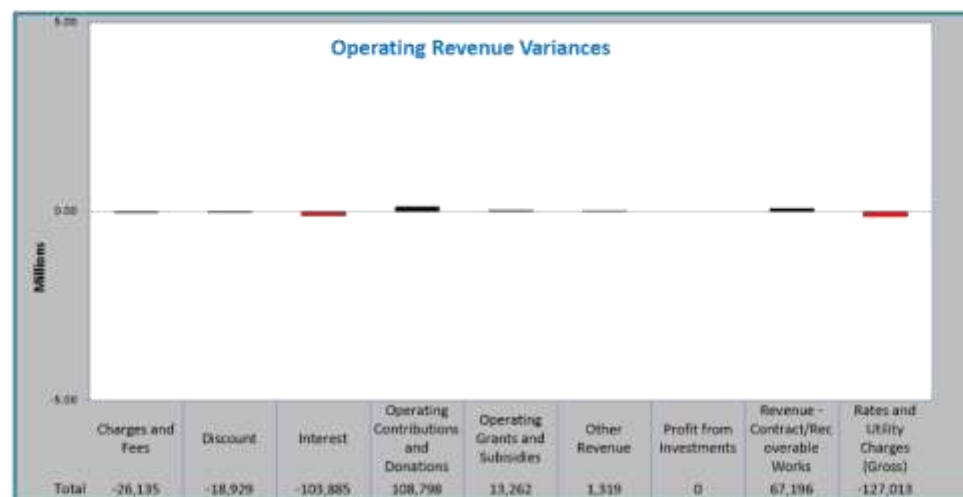
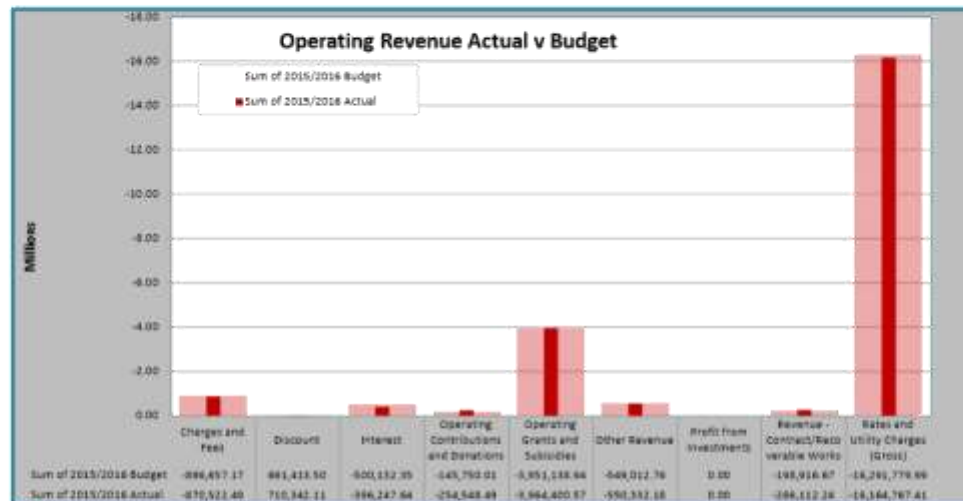
For the Period Ended 30th September, 2015



LOCKYER VALLEY REGIONAL COUNCIL

Operating Revenue

For the Period Ended 30th September, 2015



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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	36,378,000	16,164,767	16,291,780	127,013	0.78
Discount	(1,382,827)	(710,342)	(691,414)	18,929	(2.74)
Charges and Fees	3,699,500	870,522	896,657	26,135	2.91
Interest	1,986,500	396,248	437,722	41,475	9.48
Operating Grants and Subsidies	7,641,980	3,964,401	3,951,139	(13,262)	(0.34)
Operating Contributions and Donations	1,483,000	254,548	145,750	(108,798)	(74.65)
Revenue - Contract/Recoverable Works	1,577,000	266,112	198,917	(67,196)	(33.78)
Other Revenue	2,200,650	550,332	549,013	(1,319)	(0.24)
Profit from Investments	916,000	0	0	0	0.00
Total Operating Revenue	54,499,803	21,756,589	21,779,564	22,975	0.11
<u>Operating Expenses:</u>					
Employee Costs	20,939,674	5,531,862	5,355,553	(176,309)	(3.29)
Goods and Services	18,893,992	5,033,162	5,354,851	321,689	6.01
Finance costs	1,735,400	431,494	433,810	2,317	0.53
Depreciation	12,165,326	702,790	3,041,331	2,338,542	76.89
Total Operating Expenses	53,734,392	11,699,307	14,185,546	2,486,238	17.53
Operating Surplus/(Deficit)	765,411	10,057,282	7,594,019	(2,463,263)	(32.44)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	3,991,750	1,112,411	823,937	(288,474)	(35.01)
Profit (Loss) on Disposal of Non Current Assets	880,000	0	45,000	45,000	100.00
Total Capital Revenue	4,871,750	1,112,411	868,937	(243,474)	(28.02)
Operating Surplus/(Deficit) After Capital Items	5,637,161	11,169,693	8,462,956	(2,706,737)	(31.98)

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	30,248,500	13,103,680	13,226,250	122,570	0.93
Discount	(1,229,527)	(633,691)	(614,764)	18,928	(3.08)
Charges and Fees	2,671,600	643,213	641,865	(1,349)	(0.21)
Interest	1,955,000	387,388	429,973	42,585	9.90
Operating Grants and Subsidies	4,677,450	2,711,771	2,704,920	(6,852)	(0.25)
Operating Contributions and Donations	1,463,000	254,548	140,750	(113,798)	(80.85)
Revenue - Contract/Recoverable Works	135,000	158,369	33,750	(124,619)	(369.24)
Other Revenue	2,107,150	529,469	525,648	(3,821)	(0.73)
Profit from Investments	916,000	0	0	0	0.00
Total Operating Revenue	42,944,173	17,154,748	17,088,392	(66,356)	(0.39)
<u>Operating Expenses:</u>					
Employee Costs	19,107,635	5,130,852	4,930,362	(200,490)	(4.07)
Goods and Services	12,479,592	3,684,785	3,766,977	82,192	2.18
Finance costs	1,614,900	398,944	403,700	4,756	1.18
Depreciation	11,842,326	675,226	2,960,582	2,285,355	77.19
Total Operating Expenses	45,044,453	9,889,808	12,061,622	2,171,814	18.01
Operating Surplus/(Deficit)	(2,100,280)	7,264,941	5,026,770	(2,238,170)	(44.53)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	3,991,750	736,761	823,937	87,177	10.58
Profit (Loss) on Disposal of Non Current Assets	880,000	0	45,000	45,000	100.00
Total Capital Revenue	4,871,750	736,761	868,937	132,177	15.21
Operating Surplus/(Deficit) After Capital Items	2,771,470	8,001,701	5,895,708	(2,105,993)	(35.72)

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	2,333,530	1,088,481	1,088,481	(0)	(0.00)
Total Operating Revenue	2,333,530	1,088,481	1,088,481	(0)	(0.00)
<u>Operating Expenses:</u>					
Employee Costs	123,500	99	30,875	30,776	99.68
Goods and Services	595,000	136,673	152,500	15,827	10.38
Depreciation	0	0	0	0	0.00
Total Operating Expenses	718,500	136,772	183,375	46,603	25.41
Operating Surplus/(Deficit)	1,615,030	951,709	905,106	(46,603)	(5.15)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	0	375,651	0	(375,651)	0.00
Total Capital Revenue	0	375,651	0	(375,651)	0.00
Operating Surplus/(Deficit) After Capital Items	1,615,030	1,327,360	905,106	(422,254)	(46.65)

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	6,129,500	3,061,087	3,065,530	4,443	0.14
Discount	(153,300)	(76,651)	(76,650)	1	(0.00)
Charges and Fees	1,027,900	227,309	254,792	27,483	10.79
Interest	31,500	8,859	7,749	(1,110)	(14.33)
Operating Grants and Subsidies	631,000	164,148	157,738	(6,410)	(4.06)
Operating Contributions and Donations	20,000	0	5,000	5,000	100.00
Revenue - Contract/Recoverable Works	1,442,000	107,743	165,167	57,423	34.77
Other Revenue	93,500	20,863	23,365	2,502	10.71
Total Operating Revenue	9,222,100	3,513,359	3,602,691	89,332	2.48
<u>Operating Expenses:</u>					
Employee Costs	1,708,539	400,911	394,316	(6,596)	(1.67)
Goods and Services	5,819,400	1,211,703	1,435,373	223,670	15.58
Finance costs	120,500	32,549	30,110	(2,439)	(8.10)
Depreciation	323,000	27,563	80,750	53,187	65.87
Total Operating Expenses	7,971,439	1,672,727	1,940,549	267,822	13.80
Operating Surplus/(Deficit) before Capital	1,250,661	1,840,632	1,662,142	(178,490)	(10.74)
<u>Capital Revenue and Expenses:</u>					
	0	0	0	0	0.00
Total Capital Revenue	0	0	0	0	0.00
Operating Surplus/(Deficit) After Capital Items	1,250,661	1,840,632	1,662,142	(178,490)	(10.74)

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 30 September, 2015

	2015-2016 Full Year Budget	2015-2016 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	15,340,000	19,505,035
Cash investments	0	8,800,000
Trade and other receivables	2,770,000	4,281,825
Inventories	620,000	349,144
Total Current Assets	18,720,000	32,936,004
<u>Non Current Assets</u>		
Trade and other receivables	16,240,000	16,234,969
Equity investments	26,160,000	27,422,759
Investment properties	3,550,000	3,180,000
Property, plant and equipment	513,170,000	541,720,538
Intangible assets	4,820,000	5,021,653
Total Non Current Assets	563,930,000	593,579,920
TOTAL ASSETS	582,650,000	626,515,924
<u>Current Liabilities</u>		
Trade and other payables	3,910,000	5,543,108
Provisions	480,000	4,160,301
Borrowings	1,580,000	1,077,149
Total Current Liabilities	5,980,000	10,780,559
<u>Non Current Liabilities</u>		
Provisions	14,630,000	16,249,672
Borrowings	32,970,000	33,673,008
Total Non Current Liabilities	47,590,000	49,922,680
TOTAL LIABILITIES	53,570,000	60,703,239
NET COMMUNITY ASSETS	529,080,000	565,812,685
<u>Community Equity</u>		
Retained surplus (deficiency)	340,710,000	349,605,916
Asset revaluation surplus	181,950,000	200,315,793
Reserves	0	7,056,676
Current Surplus/(Deficit)	6,420,000	8,834,299
TOTAL COMMUNITY EQUITY	529,080,000	565,812,685

LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the period ended 30 September, 2015

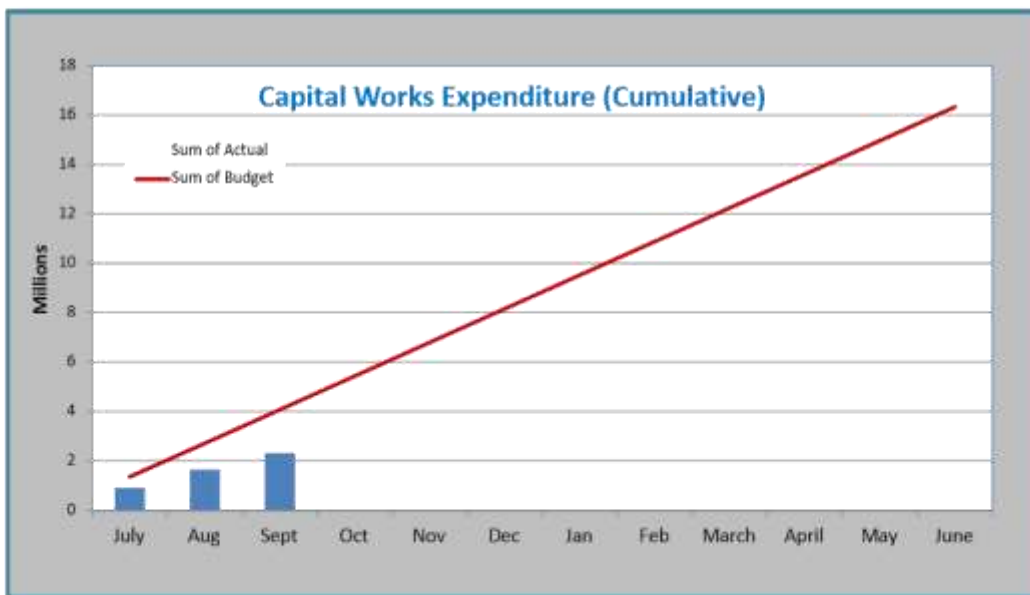
	2015-2016 Full Year Budget	2015-2016 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	51,480,000	21,772,354
Divident received	-	0
Interest received	1,990,000	396,248
<u>Payments</u>		
Payments to suppliers and employees	(47,020,000)	(13,179,533)
Interest expense	(1,640,000)	(411,803)
Net cash inflow (outflow) from operating activities	4,810,000	8,577,266
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	3,990,000	1,112,411
Payments for property, plant and equipment	(16,340,000)	(2,310,048)
Payments for investment property	-	-
Net transfer (to) from cash investments	460,000	-
Proceeds from sale of property plant and equipment	1,870,000	151,199
Net cash inflow (outflow) from investing activities	(10,010,000)	(1,046,438)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(1,490,000)	(352,176)
Proceeds from borrowings	900,000	0
Net cash inflow (outflow) from financing activities	(600,000)	(352,176)
Net increase (decrease) in cash and cash equivalents held	(5,800,000)	7,178,653
Cash and cash equivalents at beginning of the financial year	21,140,000	21,126,382
Cash and cash equivalents at end of the financial year	15,340,000	28,305,035

LOCKYER VALLEY REGIONAL COUNCIL

CAPITAL WORKS BY GROUP

For the Period Ended 30th September, 2015

Group	Budget	YTD Expenditure	Percent Spent
Corporate & Community Services	3,268,000	458,484	14.03%
Executive Office	212,000	2,132	1.01%
Infrastructure Works & Services	11,088,500	1,761,001	15.88%
Organisational Development & Planning	87,500	73,304	83.78%
Governance Engagement & Regional Development	1,679,000	15,128	0.90%
Grand Total	16,335,000	2,310,048	14.14%



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

	2015-2016 Amended Budget	2015-2016 Expenditure	Committed	2015-2016 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Community Facilities Management	50,000	0	0	0	50,000
Facilities	1,573,000	149,235	241,224	390,459	1,182,541
GIS	0	0	0	0	0
Information Management	0	0	0	0	0
Information Technology	580,000	164,844	197,508	362,352	217,648
Public Order & Safety	20,000	0	0	0	20,000
Transfer Stations	895,000	135,427	4,000	139,427	755,573
Waste Disposal	0	0	0	0	0
Gallton Child Care Centre	50,000	8,977	0	8,977	41,023
Kensington Grove Child Care Centre	0	0	0	0	0
Local Laws Compliance	0	0	0	0	0
Waste Collection	30,000	0	0	0	30,000
Cemetery	70,000	0	0	0	70,000
Corporate & Community Services Total	3,268,000	458,484	442,732	901,216	2,366,784
Executive Office					
Disaster Management	152,000	0	0	0	152,000
Executive Office	0	0	0	0	0
Major Projects	0	0	0	0	0
SES	60,000	2,132	0	2,132	57,868
Executive Office Total	212,000	2,132	0	2,132	209,868
Infrastructure Works & Services					
Capital Program Delivery	7,491,000	637,249	300,670	937,919	6,553,082
Depot	0	0	0	0	0
Fleet	471,000	80,285	513,762	594,046	-123,046
NDRRA Program	0	1,343	0	1,343	-1,343
Parks & Open Spaces	669,500	94,151	18,055	112,206	557,294
Roads & Drainage	2,380,000	815,080	349,887	1,164,967	1,215,033
Infrastructure Planning	77,000	126,564	0	126,564	-49,564
Drainage Planning	0	6,330	0	6,330	-6,330
Development Assessment	0	0	0	0	0
Infrastructure Works & Services Total	11,088,500	1,761,001	1,182,374	2,943,374	8,145,126
(blank)					
(blank)	0	0	0	0	0
(blank) Total	0	0	0	0	0
Governance Engagement & Regional Development					
Regional Development Management	1,723,000	12,434	0	12,434	1,710,566
Tourism Initiatives	16,000	0	0	0	16,000
Legal Services	0	2,694	1,050	3,744	-3,744
Governance Engagement & Regional Development T	1,739,000	15,128	1,050	16,178	1,722,822
Organisational Development & Planning					
Environment Resilience & Recovery	0	0	0	0	0
Staging Post Café	27,500	0	0	0	27,500
Planning & Environmental Management	0	73,304	18,843	92,146	-92,146
Organisational Development & Planning Total	27,500	73,304	18,843	92,146	-64,646
Grand Total	16,335,000	2,310,048	1,644,999	3,955,047	12,379,953

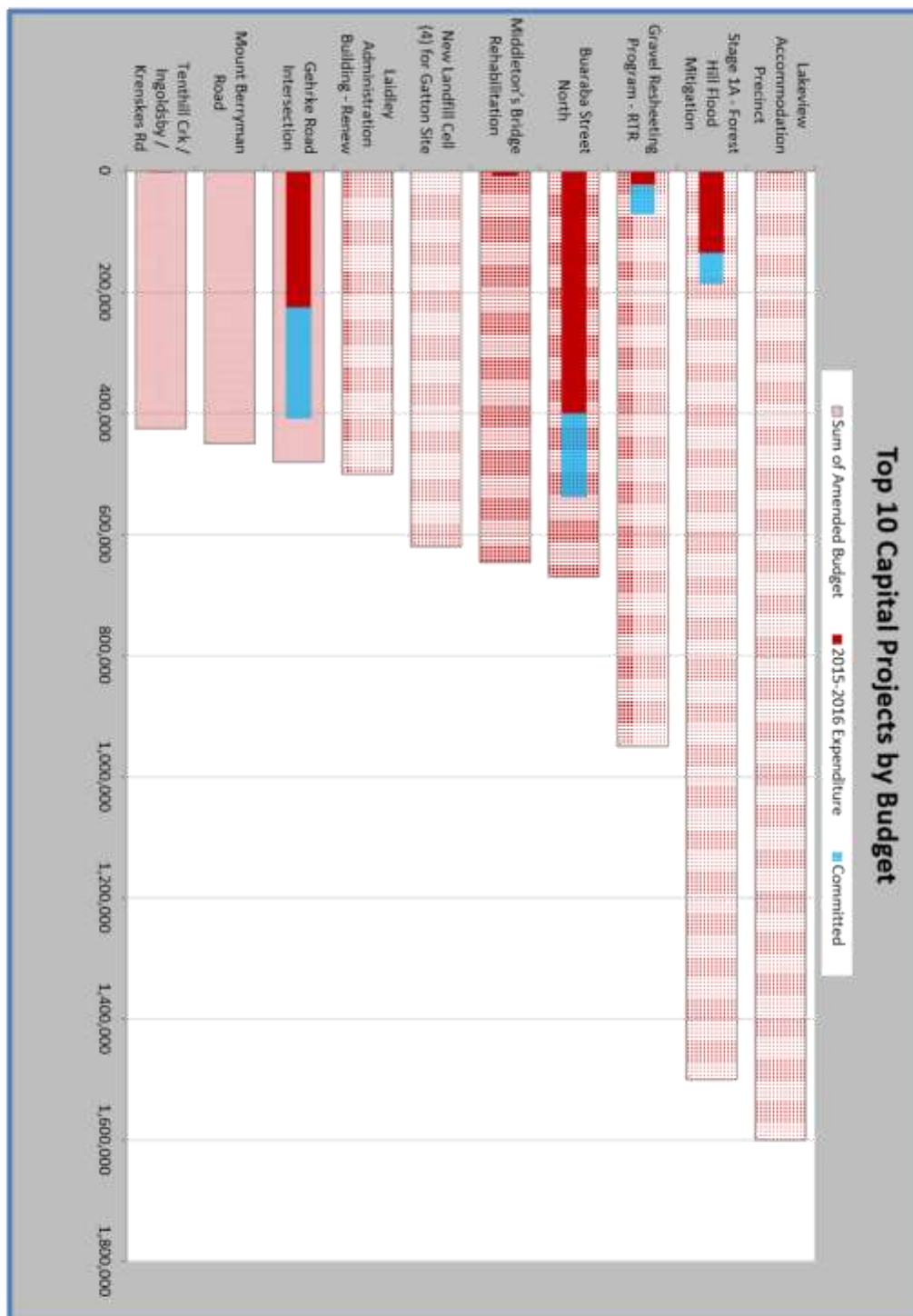
LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
September 2015

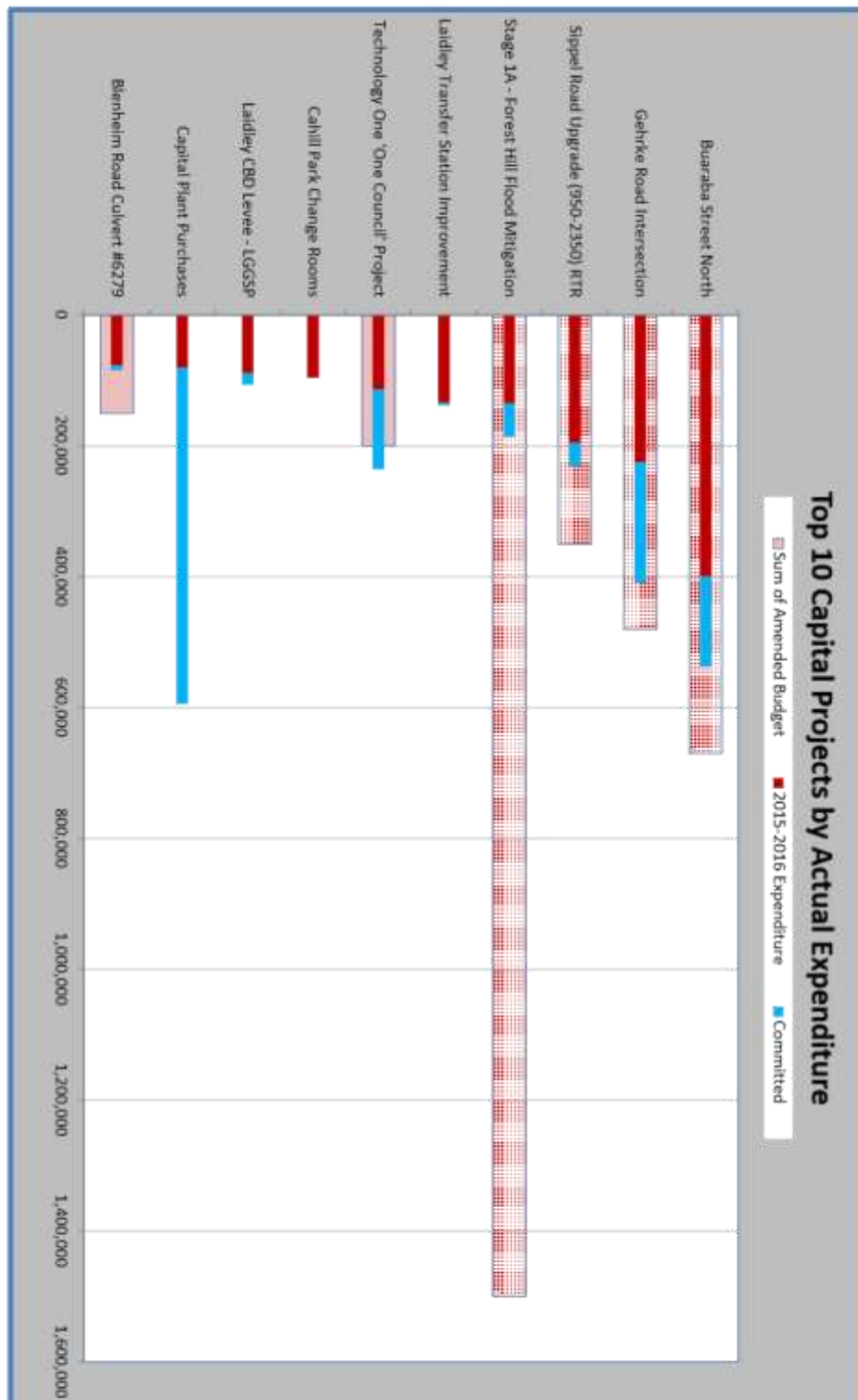
	Amounts				
	2015-2016 Budget	2015-2016 Expenditure	Committed	2015-2016 Expenditure (including Committed)	Remaining Budget (including Committed)
Row Labels					
Corporate & Community Services					
Community Facilities Management					
Implementation Sport & Recreation Report	50,000	0	0	0	50,000
Community Facilities Management Total	50,000	0	0	0	50,000
Facilities					
Cahill Park Change Rooms	0	95,666	0	95,666	-95,666
Cahill Park Netball courts Refurbishment	0	29,594	0	29,594	-29,594
Gatton Administration Centre	0	10,115	5,355	15,470	-15,470
Gatton Aquatic Centre Complex	0	6,754	9,986	16,740	-16,740
Laidley Admin Building Refurbishment	0	0	63,636	63,636	-63,636
Laidley Multipurpose Centre	0	4,456	4,712	9,167	-9,167
Laidley Saleyards	140,000	0	33,500	33,500	106,500
Lockyer Valley Cultural Centre	150,000	0	0	0	150,000
Laidley Administration Building - Renew	500,000	0	0	0	500,000
Mining Camp Toilets for Events	100,000	0	99,660	99,660	340
Gatton Squash Courts Refurbishment	100,000	0	0	0	100,000
Forest Hill shops	70,000	0	0	0	70,000
Decommission Old Gatton Pool	250,000	0	0	0	250,000
Static safety lines - various facilitie	50,000	0	0	0	50,000
Lake Dyer Caravan Park Caretaker Residen	15,000	0	0	0	15,000
Donga Sales & Relocation	150,000	0	0	0	150,000
Pioneer Village Improvements	28,000	0	0	0	28,000
Replace chairs and tables at various hal	20,000	0	24,375	24,375	-4,375
Decommission Buildings	0	2,650	0	2,650	-2,650
Facilities Total	1,573,000	149,235	241,224	390,459	1,182,541
Information Technology					
Data Centre Monitoring	30,000	0	0	0	30,000
Technology One 'One Council' Project	200,000	113,234	122,252	235,487	-35,487
Technology One 'ECM Upgrade'	100,000	16,750	25,000	41,750	58,250
Unified Communications	110,000	0	0	0	110,000
Website Upgrade	0	12,500	0	12,500	-12,500
Windows 7	0	3,374	50,256	53,630	-53,630
Wireless Network Secured	30,000	18,986	0	18,986	11,014
Gatton Hall Access Control	10,000	0	0	0	10,000
Laidley Culture Centre Access Control	20,000	0	0	0	20,000
Performance Management Software	80,000	0	0	0	80,000
Information Technology Total	580,000	164,844	197,508	362,352	217,648
Public Order & Safety					
LVCC CCTV upgrade	20,000	0	0	0	20,000
Public Order & Safety Total	20,000	0	0	0	20,000
Transfer Stations					
Laidley Transfer Station Improvement	0	133,651	4,000	137,651	-137,651
Supply IT Equipment	0	1,777	0	1,777	-1,777
Survey and Fencing of Transfer Stations	15,000	0	0	0	15,000
Waste Disposal Sites Survey and Fencing	50,000	0	0	0	50,000
Electricity to Withcott Transfer Station	100,000	0	0	0	100,000
New Landfill Cell (4) for Gatton Site	620,000	0	0	0	620,000
Gatton Landfill Capping - Western End	60,000	0	0	0	60,000
Digital Camera Replacement for 3 sites	30,000	0	0	0	30,000
Wheeler Bin Lifters (Electrical)	20,000	0	0	0	20,000
Transfer Stations Total	895,000	135,427	4,000	139,427	755,573
Gatton Child Care Centre					
Gatton Child Care Centre	0	8,977	0	8,977	-8,977
Child Care Centres	50,000	0	0	0	50,000
Gatton Child Care Centre Total	50,000	8,977	0	8,977	41,023
Waste Collection					
Garbage Truck Turnarounds	30,000	0	0	0	30,000
Waste Collection Total	30,000	0	0	0	30,000

Row Labels	Amounts			2015-2016 Expenditure (including Committed)	Remaining Budget (including Committed)
	2015-2016 Budget	2015-2016 Expenditure	Committed		
Cemetery					
Gallton Cemetery Extension	50,000	0	0	0	50,000
Gallton Cemetery Seating	20,000	0	0	0	20,000
Cemetery Total	70,000	0	0	0	70,000
Corporate & Community Services Total	3,268,000	458,484	442,732	901,216	2,366,784
Executive Office					
Disaster Management					
Mount Sylvia Warning System	45,000	0	0	0	45,000
Glenore Grove Camera System	55,000	0	0	0	55,000
Emergency Shed - Office Fitout	15,000	0	0	0	15,000
Emergency Shed Security	15,000	0	0	0	15,000
Portable Communications Kit	22,000	0	0	0	22,000
Disaster Management Total	152,000	0	0	0	152,000
SES					
Block/Concrete Sand Bays x 3	9,000	0	0	0	9,000
Evacuation Trailer	0	0	0	0	0
Forest Hill S.E.S. Headquarter	15,000	2,132	0	2,132	12,868
Forest Hill SES Office Refurbishment	9,000	0	0	0	9,000
Technology & Communications Improvements	27,000	0	0	0	27,000
SES Total	60,000	2,132	0	2,132	57,868
Executive Office Total	212,000	2,132	0	2,132	209,868
Infrastructure Works & Services					
Capital Program Delivery					
Lakes Drive Drainage Upgrade	0	12,209	975	13,184	-13,184
Narda Leves LGGSP	0	51,358	0	51,358	-51,358
Storr Street Drain - LGGSP	0	14,168	0	14,168	-14,168
Translink Bus Stop - Mary St, Laidley	0	90	0	90	-90
Translink Bus Stop - Victoria St - North	0	90	0	90	-90
Translink Bus Stop - Victoria St - South	0	-12,014	0	-12,014	12,014
Translink Bus Stop - William St, Laidley	0	5,700	300	6,000	-6,000
Laidley CBD Levee - LGGSP	0	89,481	16,931	106,412	-106,412
Stage 1A - Forest Hill Flood Mitigation	1,500,000	135,111	50,773	185,884	1,314,116
Sippel Road Upgrade (950-2350) RTR	350,000	195,602	35,564	231,166	118,834
Salt Springs Road - Emergency Access	225,000	2,486	0	2,486	222,514
Middleton's Bridge Rehabilitation	646,000	7,576	0	7,576	638,424
14 Anzac Ave Grantham	60,000	1,273	0	1,273	58,727
Murphy's Creek Cycleway	125,000	3,015	0	3,015	121,985
1956 Flagstone Creek Road Flood Protection	85,000	2,129	0	2,129	82,871
13 Wilson Court, Laidley	25,000	0	0	0	25,000
Paynters Road Floodway Crossing	325,000	0	0	0	325,000
Jones Road Footpath	70,000	0	0	0	70,000
Gravel Resheeting Program - RTR	950,000	22,205	48,675	70,880	879,120
Tenthill Crk / Ingoldsby / Krenskes Rd	425,000	1,865	0	1,865	423,135
Old College Road / Allan Street	160,000	224	0	224	159,776
Flagstone Creek Road Rehabilitation	200,000	0	0	0	200,000
Moroney Road Rehabilitation	215,000	976	2,273	3,249	211,751
Neimeyer Road Rehabilitation	110,000	0	0	0	110,000
Kentville Road Rehabilitation	70,000	0	0	0	70,000
Silver Pinch Road Upgrade	280,000	0	40,364	40,364	239,636
Mountain Road Upgrade	150,000	0	0	0	150,000
Crescent Street, Gallton Replace Kerb	150,000	0	0	0	150,000
Poolers Road Upgrade	110,000	30,028	5,343	35,371	74,629
Dolleys Road Upgrade	150,000	0	0	0	150,000
Wallaces Road Upgrade	115,000	0	8,409	8,409	106,591
Summerholm Road Upgrade	355,000	0	0	0	355,000
Murphy's Creek State School Parking	300,000	3,187	0	3,187	296,813
Laidley Crk West Rd Culvert Replacement	80,000	77	0	77	79,923
Kentville Road Culvert Replacement	120,000	103	0	103	119,897
Lakeview Drive - Road Extension	30,000	27,681	3,151	30,832	-832
Spencer Street Car Park	0	811	1,417	2,228	-2,228
Harm Drive Culvert Replacement	0	103	0	103	-103
Gehrke Road Culvert Replacement	0	469	0	469	-469
East Egypt Road, Seal	110,000	41,245	29,818	71,063	38,937

Row Labels	Amounts			2015-2016 Expenditure (including Committed)	Remaining Budget (including Committed)
	2015-2016 Budget	2015-2016 Expenditure	Committed		
Topps Road Upgrade	0	0	18,500	18,500	-18,500
Back Flagstone Road Upgrade	0	0	38,177	38,177	-38,177
Capital Program Delivery Total	7,491,000	637,249	300,670	937,919	6,553,082
Fleet					
Capital Plant Purchases	0	80,285	513,762	594,046	-594,046
EMOD&E New Vehicle	55,000	0	0	0	55,000
Wide Area Mowers	90,000	0	0	0	90,000
Trailers 1000 to 4000 GVM	12,000	0	0	0	12,000
Ride-On Mowers	270,000	0	0	0	270,000
Hustler Mower - Lake Dwyer	14,000	0	0	0	14,000
Slasher Mowers	30,000	0	0	0	30,000
Fleet Total	471,000	80,285	513,762	594,046	-123,046
NDRRA Program					
NDRRA Work - East Haldon Road-Betterment	0	1,343	0	1,343	-1,343
NDRRA Program Total	0	1,343	0	1,343	-1,343
Parks & Open Spaces					
Centenary Park - Upgrade	0	2,670	0	2,670	-2,670
Lake Apex Master Plan	175,000	34,173	0	34,173	140,827
Parks Infrastructure Replacement Program	20,000	19,243	0	19,243	757
Centenary Park, Gatton - Landscape	20,000	15,317	0	15,317	4,683
Gatton CBD Revitalisation	150,000	18,791	644	19,435	130,565
Laidley Recreation Reserve, Anzac Park	25,000	900	8,793	9,693	15,307
McNulty Park, Laidley	12,000	0	0	0	12,000
Littleton Park, Gatton	27,500	0	0	0	27,500
Gatton & Laidley Streetlight Replacement	30,000	0	0	0	30,000
Laidley Blins	40,000	0	0	0	40,000
Local Park Signage	25,000	0	0	0	25,000
Gatton Banner Poles	50,000	0	0	0	50,000
Lake Apex, Gatton	15,000	0	0	0	15,000
Lockrose Playground Equipment	50,000	3,056	8,619	11,675	38,325
Das Neumann Haus Park	30,000	0	0	0	30,000
Parks & Open Spaces Total	669,500	94,151	18,055	112,206	557,294
Roads & Drainage					
Blenheim Road Culvert #6279	150,000	77,027	7,118	84,145	65,855
Buaraba Street North	670,000	399,343	137,610	536,953	133,047
Church St, Forest Hill	0	17,110	1,654	18,763	-18,763
Flood Flow Management at Grantham	0	-73	0	-73	73
Forestry Road Bridge	150,000	0	0	0	150,000
Gehrke Road Intersection	480,000	225,243	183,526	408,769	71,231
Harch Street Gatton footpath	20,000	57	3,409	3,466	16,534
Halton Vale State School Parking	0	1,045	0	1,045	-1,045
Mount Berryman Road	450,000	0	0	0	450,000
Mount Sylvia School Bus Set Down Area	0	4,239	0	4,239	-4,239
Patrick Street - William Street Upgrade	0	406	0	406	-406
Spencer St, Gatton	100,000	172	0	172	99,828
Tenthill Creek Road Stormwater	0	0	1,300	1,300	-1,300
Translink Bus Stops	20,000	-10,959	1,300	-9,660	29,660
Western Drive Shared Path	130,000	785	0	785	129,215
Long Gully Road Culvert	40,000	27,070	591	27,661	12,339
6 Mountain Drive Drainage Improvements	50,000	694	0	694	49,306
Cummers Road	50,000	2,057	3,200	5,257	44,743
Summerholm Road Culvert	70,000	70,864	10,179	81,043	-11,043
Roads & Drainage Total	2,380,000	815,080	349,887	1,164,967	1,215,033
Infrastructure Planning					
7 Clive Crescent, Withcott	0	49,664	0	49,664	-49,664
Surveying Total Station	77,000	76,900	0	76,900	100
Infrastructure Planning Total	77,000	126,564	0	126,564	-49,564
Drainage Planning					
Laidley Township - Flood Warning System	0	373	0	373	-373
Forest Hill Township - Flood Warning Sys	0	5,957	0	5,957	-5,957
Drainage Planning Total	0	6,330	0	6,330	-6,330
Infrastructure Works & Services Total	11,088,500	1,761,001	1,182,374	2,943,374	8,145,126

	Amounts					
Row Labels	2015-2016 Budget	2015-2016 Expenditure	Committed	2015-2016 Expenditure (including Committed)	Remaining Budget (including Committed)	
Governance Engagement & Regional Development						
Regional Development Management						
Lakeview Accommodation Precinct	1,600,000	2,355	0	2,355		1,597,645
LOTH Infrastructure Upgrades	60,000	0	0	0		60,000
Water Station (Events)	3,000	0	0	0		3,000
GWIZ	60,000	10,080	0	10,080		49,920
Regional Development Management Total	1,723,000	12,434	0	12,434		1,710,566
Tourism Initiatives						
Billboards	16,000	0	0	0		16,000
Tourism Initiatives Total	16,000	0	0	0		16,000
Legal Services						
Laidley Township 2013 Flood Land Swap	0	2,694	1,050	3,744		-3,744
Legal Services Total	0	2,694	1,050	3,744		-3,744
Governance Engagement & Regional Development T	1,739,000	15,128	1,050	16,178		1,722,822
Organisational Development & Planning						
Staging Post Café						
WiFi	2,500	0	0	0		2,500
Mini Re-Model	25,000	0	0	0		25,000
Staging Post Café Total	27,500	0	0	0		27,500
Planning & Environmental Management						
Laidley Futures - Main Steet works	0	37,016	18,843	55,858		-55,858
Laidley Futures - Parkland Concepts	0	36,288	0	36,288		-36,288
Planning & Environmental Management Total	0	73,304	18,843	92,146		-92,146
Organisational Development & Planning Total	27,500	73,304	18,843	92,146		-64,646
Grand Total	16,335,000	2,310,048	1,644,999	3,955,047		12,379,953







Date: 20 October 2015
Author: Tony Brett, Manager Finance and Customer Service
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

ORDINARY COUNCIL MEETING MINUTES 28 OCTOBER 2015

2. Background

In order to maintain sound financial management practices, a periodic review of financial performance is required. Council's Management Team has carried out a review of major changes to income and expenditure for the three months to September, carry forward capital works and the audited opening balances. As a result of this review, it is recommended that Council now amend the 2015/16 budget and associated long term financial plan to better reflect the current budgeted position.

3. Report

At the end of the September quarter a review of the financial performance against the budget was conducted. As it is still early in the year, this review focussed on major variations where impacts are currently known. Further budget reviews will be conducted during the year to review ongoing budget variations as they arise.

Table 1 shows the operational income and expense items which require a budget amendment.

TABLE 1 – OPERATING BUDGET AMENDMENTS

Item	Income/ Expenditure	Description	Amount Increase/ (Decrease)	Comment
1	Income	General Rates	(\$230k)	Reduction in revenue due to changes to CAT 35 properties.
2	Income	Grant Funding	\$110K	Grant revenue adjustments: <ul style="list-style-type: none"> • \$110k – NDRRA confirmation of final acquittal of 2013 Flood event costs. • \$9k – NRMA "Get Ready Queensland" funding for Disaster Management. • (\$9k) – RADF – reduction in funding.
3	Income	Other Income	\$184K	Additional one off revenues – <ul style="list-style-type: none"> • \$90k – Legal costs recovered. • \$94k – Refund of carbon price charges on waste contract.
	Total Income		\$64k	Net Increase in Revenues.
4	Expenditure	Materials & Services	\$335k	Expenditure adjustments: <ul style="list-style-type: none"> • \$350k – one off additional legal fees for Commission of Enquiry representation. • \$10k – additional Elected Member travel costs. • \$9k – "Get Ready Queensland" expenditure from grant funding.

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				<ul style="list-style-type: none"> • (\$9k) – reduction in RADF costs to offset reduction in grant funding. • (\$25k) – reduction in Parks & Gardens operating costs transferred to capital.
	Total Expenditure		\$335k	Net increase in Expenditure.
	Net Total		\$271k	Overall net increase in Expenditure.

The changes to the operational budget will increase Council's projected deficit by \$271k. Apart from the reduction in rates revenue, most of the adjustments are one off changes and will not materially affect the long term financial plan. The reduction in rates revenue will have an ongoing impact unless compensating savings or ongoing revenue increases can be found in the December or March budget review. If savings cannot be found, an additional rate increase will be required in next year's budget to maintain long term financial plan projections.

Table 2 shows the changes to the capital income and expense items which require amending:

TABLE 2 – CAPITAL BUDGET AMENDMENTS

Item	Income/ Expenditure	Description	Amount Increase/ (Decrease)	Comment
1	Income	Capital Grants	\$765k	Grants applied for in previous year but not budgeted: <ul style="list-style-type: none"> • \$125k – Cahill Park change rooms and netball courts. • \$375k – NDRRA Betterment funding. • \$265k – LGGSP funds for projects completed.
2	Income	Developer Contributions	\$75k	Developer contributions for open spaces.
	Total Income		\$840k	Net increase in Revenues.
3	Expenditure	Disaster Management	\$20k	Purchase of mobile water tanker for use by RFS.
4	Expenditure	Queensland Transport Museum	\$12k	Purchase of International Acco prime mover.
5	Expenditure	Parks & Gardens	\$25k	Storage shed for mowers funded through operational savings.
	Total Expenditure		\$57k	Net increase in Expenditure.
	Net Total		\$783k	Overall net Increase in Revenues.

In addition to the amount above, carry forward capital works totalling \$3.37M approved at Council Ordinary Meeting on 7 October 2015 have been added to the budget with the funding

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for these items being cash on hand. The total capital works budget for 2015/16 is now \$19.76M.

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

The amendments contained in this budget review include the adjustments to the opening balance following the completion of the 2014/15 audit. The main impact of changing these opening balances is on Council's sustainability ratios. Updated Relevant Measures of Financial Sustainability which incorporate all amendments are set out in the following table.

	Target	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average
1 Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	(15.0)%	0.9%	(5.6)%	(3.3)%	(2.8)%	(2.0)%	(0.7)%	(0.9)%	1.8%	3.2%	3.6%	(2.4)%
2 Net Financial Asset / Liability Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)	<= 60%	60.2%	70.2%	69.5%	64.9%	59.1%	54.2%	49.7%	45.2%	40.0%	34.3%	27.1%	54.7%
3 Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	255.2%	123.9%	96.1%	94.0%	89.1%	93.3%	97.4%	96.3%	101.4%	100.7%	96.2%	114.7%

The key changes to the long term plan are:

Operating Service Ratio – The long term average reduces from -0.5% to -2.4% and operating deficits are now projected out an additional two years to 2022.

Net Financial Asset/Liability Ratio – The long term average increases from 45.6% to 54.7% and the ratio exceeds the recommended level for an additional year to 2018. For 2016 the ratio has now exceeded 70% which will impact upon Council's borrowing capacity.

Asset Sustainability Ratio – The long term average increases from 101.3% to 114.7%. The level of renewal works remains at or near the recommended ratio but is subject to change depending on approved capital works each year.

The amended long term financial plan shows a further deterioration in Council's financial position with additional operating deficits and a reduced capacity to borrow. The savings measures introduced in the current and previous budgets have been effective in controlling costs and reducing the level of deficit but without changes to service levels or ongoing increases in revenues the situation will continue to worsen.

As this budget review has been at a high level, there will be a further detailed review of the December quarter to make adjustments to the budget and to identify potential savings which in turn can be used to improve the operating result.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Service will manage 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 September Quarterly Review has identified the major changes that need to be made to Council's 2015/2016 budget and long term plan. These changes include the carry forward capital works and audited opening balances. More detailed budget reviews will be carried out later in the year to identify potential additional savings and address other impacts on the long term financial plan.

9. Action/s

1. Update the Long Term Financial Plan and publish it on Council's website.
2. Update the budgets in the One Council financial system.

Attachments

1 [View](#) September 2015 Quarterly Budget Review and updated Long Term Financial Plan 5 Pages

Lockyer Valley Regional Council
2015/2016 Budget and Long Term Financial Forecast 2016 to 2025
Statement of Income and Expenditure

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue										
Recurrent revenue:										
Rates & Utility Charges	36.15M	38.88M	41.05M	42.91M	44.90M	46.96M	49.11M	51.34M	53.68M	56.12M
Less Discounts	(1.38M)	(1.46M)	(1.54M)	(1.61M)	(1.68M)	(1.76M)	(1.84M)	(1.92M)	(2.01M)	(2.10M)
Net rates and utility charges	34.77M	37.42M	39.51M	41.30M	43.21M	45.20M	47.27M	49.42M	51.67M	54.01M
Fees and charges	3.69M	3.84M	3.96M	4.15M	4.32M	4.49M	4.67M	4.85M	5.05M	5.25M
Sales - contract and recoverable works	1.58M	1.62M	1.66M	1.70M	1.74M	1.78M	1.83M	1.87M	1.92M	1.97M
General purpose grants	9.24M	6.18M	6.24M	6.31M	6.20M	6.43M	6.50M	6.56M	6.59M	6.83M
Interest received	1.99M	1.85M	1.85M	1.92M	1.96M	2.07M	2.09M	2.11M	2.16M	2.24M
Other recurrent income	3.31M	3.21M	3.30M	3.40M	3.50M	3.60M	3.71M	3.82M	3.93M	4.05M
Total recurrent revenue	54.56M	54.12M	56.55M	58.77M	60.92M	63.59M	66.06M	68.64M	71.32M	74.36M
Capital revenue:										
Capital Grants, Contributions & Donations	4.83M	1.73M	1.87M	1.72M	1.73M	1.54M	1.54M	1.54M	1.04M	1.20M
Gain on sale of property, plant and equipment	0.88M	1.05M	0.29M	0.42M	0.38M	0.21M	0.35M	0.14M	0.14M	0.14M
Total capital revenue	5.71M	2.78M	2.16M	2.14M	2.11M	1.74M	1.88M	1.68M	1.18M	1.34M
Total income	60.27M	56.90M	58.71M	60.91M	63.03M	65.33M	67.94M	70.31M	72.50M	75.71M
Expenses										
Recurrent expenses:										
Employee benefits	20.94M	22.67M	23.12M	23.69M	24.52M	25.37M	26.55M	27.60M	28.69M	29.73M
Materials and services	19.23M	20.03M	20.59M	21.17M	21.81M	22.57M	23.36M	24.18M	25.02M	25.90M
Depreciation and amortisation	12.17M	12.77M	13.09M	14.00M	14.56M	14.72M	15.47M	14.43M	14.23M	15.07M
Finance costs	1.73M	1.68M	1.61M	1.53M	1.45M	1.37M	1.28M	1.18M	1.09M	0.98M
Total expenses	54.07M	57.15M	58.41M	60.35M	62.14M	64.02M	66.65M	67.39M	69.03M	71.69M
Result from ordinary activities	6.20M	(0.24M)	0.30M	0.52M	0.89M	1.31M	1.29M	2.92M	3.47M	4.02M
Operating Result										
Adj for Capital Income	0.49M	(3.03M)	(1.86M)	(1.63M)	(1.21M)	(0.43M)	(0.59M)	1.24M	2.29M	2.66M

Lockyer Valley Regional Council
2015/2016 Budget and Long Term Financial Forecast 2016 to 2025
Statement of Financial Position

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Current assets										
Cash assets and cash equivalents	16.33M	15.63M	15.06M	15.52M	15.61M	15.38M	15.37M	15.88M	16.92M	19.14M
Other inventory	0.38M	0.38M	0.38M	0.38M	0.38M	0.38M	0.38M	0.38M	0.38M	0.38M
Receivables	2.32M	2.48M	2.60M	2.72M	2.83M	2.97M	3.10M	3.24M	3.37M	3.53M
Prepayments	0.47M	0.47M	0.47M	0.47M	0.47M	0.47M	0.47M	0.47M	0.47M	0.47M
Total current assets	19.49M	18.95M	18.51M	19.08M	19.29M	19.20M	19.31M	19.95M	21.13M	23.51M
Non-current assets										
Land held for development or sale	3.18M	3.18M	3.18M	3.18M	3.18M	3.18M	3.18M	3.18M	3.18M	3.18M
Receivables	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M	1.50M
Investments	27.88M	29.34M	28.79M	29.25M	29.70M	30.16M	30.62M	31.07M	31.53M	31.98M
Property, plant and equipment	542.35M	541.48M	577.06M	575.55M	574.86M	610.75M	610.46M	611.19M	648.25M	654.44M
Intangible assets	5.61M	5.35M	4.83M	4.36M	3.82M	3.48M	2.85M	2.22M	1.30M	0.46M
Capital works in progress	6.06M	6.06M	6.06M	6.06M	6.06M	6.06M	6.06M	6.06M	6.06M	-
Other non-current assets	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M
Total non-current assets	601.52M	600.64M	636.16M	634.67M	633.87M	669.86M	669.40M	669.96M	706.55M	706.29M
Total assets	621.01M	619.58M	654.66M	653.75M	653.15M	689.05M	688.72M	689.91M	727.68M	729.80M
Current liabilities										
Overdraft	-	-	-	-	-	-	-	-	-	-
Trade and other payables	3.97M	4.17M	4.28M	4.40M	4.52M	4.69M	4.87M	5.04M	5.21M	5.41M
Borrowings	1.59M	1.66M	1.74M	1.82M	1.91M	2.00M	2.10M	2.19M	2.30M	2.41M
Employee payables/provisions	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M	0.45M
Other provisions	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M	0.03M
Total current liabilities	6.04M	6.32M	6.51M	6.70M	6.92M	7.18M	7.43M	7.72M	8.00M	8.30M
Non-current liabilities										
Borrowings	32.91M	31.25M	29.51M	27.66M	25.78M	23.78M	21.68M	19.48M	17.18M	14.77M
Employee payables/provisions	3.05M	3.25M	3.45M	3.65M	3.85M	4.05M	4.25M	4.45M	4.65M	4.85M
Other provisions	15.77M	15.77M	15.77M	15.77M	15.77M	15.77M	15.77M	15.77M	15.77M	15.77M
Total non-current liabilities	51.73M	50.27M	48.72M	47.10M	45.39M	43.59M	41.69M	39.70M	37.60M	35.39M
Total liabilities	57.77M	56.58M	55.23M	53.81M	52.31M	50.77M	49.14M	47.42M	45.59M	43.69M
Net community assets	563.24M	563.00M	599.43M	599.95M	600.84M	638.28M	639.57M	642.49M	682.09M	686.11M
Community equity										
Asset realisation reserve	200.32M	200.32M	236.45M	236.45M	236.45M	272.58M	272.58M	272.58M	308.71M	308.71M
Retained surplus (deficiency)	362.92M	362.68M	362.98M	363.50M	364.40M	365.70M	366.99M	369.91M	373.38M	377.39M
Total community equity	563.24M	563.00M	599.43M	599.95M	600.84M	638.28M	639.57M	642.49M	682.09M	686.11M

Lockyer Valley Regional Council
2015/2016 Budget and Long Term Financial Forecast 2016 to 2025
Statement of Cash Flows

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Cash flows from operating activities:		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Receipts from customers		53.56M	51.20M	53.55M	55.52M	57.94M	60.47M	63.92M	65.47M	68.11M	71.05M
Payment to suppliers and employees		(44.05M)	(43.40M)	(43.50M)	(44.65M)	(46.11M)	(47.68M)	(49.65M)	(51.52M)	(53.47M)	(55.38M)
Interest received		1.99M	1.85M	1.85M	1.92M	1.96M	2.07M	2.09M	2.11M	2.16M	2.24M
Finance costs		(1.63M)	(1.58M)	(1.50M)	(1.43M)	(1.34M)	(1.25M)	(1.16M)	(1.07M)	(0.97M)	(0.86M)
Other		(1.45M)	-	-	-	-	-	-	-	-	-
Net cash inflow (outflow) from operating activities		8.41M	9.07M	10.40M	11.67M	12.44M	13.60M	14.20M	15.00M	15.84M	17.07M
Cash flows from investing activities:											
Payments for property, plant and equipment		(19.77M)	(11.98M)	(11.81M)	(11.99M)	(12.97M)	(13.83M)	(14.40M)	(14.17M)	(14.38M)	(14.50M)
Subsidies, donations and contributions for new capital expenditure		4.83M	1.23M	1.37M	1.22M	1.23M	1.04M	1.04M	1.04M	1.04M	1.20M
Proceeds from sale of property, plant and equipment		1.87M	2.11M	0.58M	0.84M	0.75M	0.41M	0.70M	0.28M	0.28M	0.28M
Net Movement In loans and advances		-	-	-	-	-	-	-	-	-	-
Net transfer (to) from cash investments		0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M	0.46M
Net cash inflow (outflow) from investing activities		(12.60M)	(8.19M)	(9.40M)	(9.47M)	(10.53M)	(11.92M)	(12.21M)	(12.30M)	(12.60M)	(12.56M)
Cash flows from financing activities:											
Proceeds from borrowings		0.90M	-	-	-	-	-	-	-	-	-
Repayment of borrowings		(1.50M)	(1.59M)	(1.66M)	(1.74M)	(1.82M)	(1.91M)	(2.00M)	(2.10M)	(2.19M)	(2.30M)
Net cash inflow (outflow) from financing activities		(0.60M)	(1.59M)	(1.66M)	(1.74M)	(1.82M)	(1.91M)	(2.00M)	(2.10M)	(2.19M)	(2.30M)
Net increase (decrease) in cash held		(4.80M)	(0.70M)	(0.57M)	0.46M	0.09M	(0.23M)	(0.01M)	0.51M	1.04M	2.21M
Cash at beginning of reporting period		21.13M	16.33M	15.63M	15.06M	15.22M	15.61M	15.38M	15.37M	15.88M	16.92M
Cash Balance		21.13M	16.33M	15.63M	15.06M	15.61M	15.38M	15.37M	15.88M	16.92M	19.14M

Lockyer Valley Regional Council
2015/2016 Budget and Long Term Financial Forecast 2016 to 2025
Statement of Changes in Equity

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset revaluation surplus										
Opening balance	200.32M	200.32M	200.32M	236.45M	236.45M	236.45M	236.45M	236.45M	236.45M	236.45M
Increase in asset revaluation surplus	-	-	36.13M	-	-	-	-	-	-	-
Closing balance	200.32M	200.32M	236.45M	236.45M	236.45M	236.45M	272.58M	272.58M	272.58M	272.58M
Retained surplus										
Opening balance	356.73M	362.93M	362.68M	362.99M	363.50M	364.40M	365.70M	366.99M	369.91M	373.38M
Net result	6.20M	(0.24M)	0.30M	0.52M	0.89M	1.31M	1.29M	2.92M	3.47M	4.02M
Closing balance	362.93M	362.68M	362.99M	363.50M	364.40M	365.70M	366.99M	369.91M	373.38M	377.39M
Total										
Opening balance	557.05M	563.24M	563.00M	599.43M	599.95M	600.84M	638.28M	639.57M	642.49M	682.09M
Net result	6.20M	(0.24M)	0.30M	0.52M	0.89M	1.31M	1.29M	2.92M	3.47M	4.02M
Increase in asset revaluation surplus	-	-	36.13M	-	-	-	-	-	-	-
Closing balance	563.24M	563.00M	599.43M	599.95M	600.84M	638.28M	639.57M	642.49M	682.09M	686.11M

Lockyer Valley Regional Council
2015/2016 Budget and long Term Financial Forecast 2016 to 2025
Relevant Measures of Financial Sustainability

	Target	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average
1 Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	(15.0)%	0.9%	(5.8)%	(3.2)%	(2.8)%	(2.0)%	(0.7)%	(0.9)%	1.8%	3.2%	3.6%	(2.4)%
2 Net Financial Asset / Liability Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)	<= 60%	60.2%	76.3%	69.5%	64.9%	59.1%	54.2%	49.7%	45.2%	40.0%	34.3%	27.1%	54.7%
3 Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	265.2%	123.9%	96.1%	94.0%	89.1%	93.3%	97.4%	96.3%	101.4%	100.7%	96.2%	114.7%



13.4 Regional Arts Development Fund (RADF)

Date: 20 October 2015
Author: Linda Canning, Regional Libraries Coordinator
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

The Regional Arts Development Fund (RADF) is a partnership between state and local governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities. This financial year, Council has received \$21,000 from the RADF Grants protocol.

THAT Council resolve to receive and note the Regional Arts Development Fund (RADF) report.

THAT Council resolve to receive and note the Regional Arts Development Fund (RADF) report.

Moved By: Cr Friend **Seconded By:** Cr Holstein
Resolution Number: 4337

CARRIED
7/0

1. Introduction

Funding for the RADF program has been made available to Council under the partnership between state and local governments which invests in quality arts and cultural experiences across Queensland based on locally determined priorities.

2. Background

RADF funding is requested from Arts Queensland each year and is topped up Council on a set ratio, based on previous local demands for grants and arts-related assistance.

Grant Funding rounds are then advertised locally with applications assessed by members of the community-based RADF Committee. Committee Recommendations are then submitted to Council for approval, prior to applicants being notified, and projects commencing.

3. Report

Successful applicants under RADF receive a Letter of Offer plus other documentation to complete prior to payment of RADF funding. Unsuccessful applicants receive a letter from Council outlining the reasons that their application was declined.

The RADF 2015/2016 objectives are to:

1. support local artists and arts and cultural activity to deliver value for local communities
2. provide opportunities for local communities to participate in arts and cultural activities
3. invest in locally-determined priorities delivered through arts and cultural activity
4. contribute towards current government priorities

All projects receiving RADF 2015/2016 funding are required to report on their contribution towards RADF Key Performance Outcomes (KPOs) with the key strategies being:

- **IMPACT**
 - RADF invests in a diversity of local arts and cultural projects
 - RADF engages local communities in arts and cultural activities
 - RADF supports local employment and strengthening of local arts sector
- **QUALITY**
 - RADF supports quality arts and cultural initiatives based on local priorities
 - Local communities value RADF
- **REACH**
 - RADF supports engagement with new and diverse artists, audiences and communities
 - RADF contributes to: diversity and inclusive communities; growing strong regions; and providing training, education and employment
- **VIABILITY**
 - RADF builds strong partnerships between arts and non-arts sectors
 - RADF leverages additional investment
 - RADF funding is used effectively and appropriately

RADF 2015/2016 funded activities must also acknowledge the Queensland Government and the local Council in all promotional material, publications and products by inclusion of the RADF 2015/2016 acknowledgment text and logos as provided by Arts Queensland.

Council recognises the importance of promoting arts and culture, as well as broadening the creative community and business sector for the enjoyment of residents and visitors alike and is committed to supporting the growth and diversity of cultural activities across the region.

The Arts and Cultural Plan 2014-2017 acknowledges the significant role that council already plays in the arts and culture in the region. Priorities identified include:

- Value our diverse arts and culture
- Encourage creative opportunities
- Create vibrant public places and spaces

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The following reports are required by Arts Queensland;

- Annual Report – due 30 September
- Funded Activity Reports – due November, February and June

RADF grant funding is expected to be made available to the community in a Funding Round to be announced in February 2016. Access to this funding has been delayed by new requirements from Arts Queensland for local Councils to design and develop their own new guidelines and application templates that then need to be approved by Arts Queensland. These guidelines and templates are currently under development by Council in consultation with Arts Queensland.

4. Policy and Legal Implications

The Corporate Plan 2012/2017 provides for a number of core organisational values including – “being creative and innovative in our approach”. Council achieves this objective by:

- Providing community events and festivals
- Funding grant opportunities
- Partnering with other business and tourism sectors
- Facilitating information sharing on arts and cultural matters
- Advocating on a greater arts and cultural emphasis in the region

5. Financial and Resource Implications

Council provided \$20,000 in the 2015/2016 Budget for RADF projects with an addition \$21,000 in RADF grants now confirmed.

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

Where funding is received and Council’s programs are enhanced, the community will be advised accordingly and promoted through Council’s corporate communication.

8. Conclusion

RADF grant funding is expected to be made available to the community in a Funding Round to be announced in February 2016. Applications will be assessed by members of the community-based RADF Committee. Committee Recommendations will then be submitted to Council for approval, prior to applicants being notified, and projects commencing.

9. Action/s

Applications to be called for from the arts community for RADF funding in early February 2016.

**ORDINARY COUNCIL
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Cr Friend left the meeting at 11:27am

Cr Friend returned to the meeting at 11:29am

13.5 Executive Manager Corporate and Community Services Monthly Update

Date: 20 October 2015

Author: David Lewis, Executive Manager Corporate & Community Services

Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

This report provides Council with a brief summary of key operational activities undertaken by Corporate and Community Services during September 2015.

Officer's Recommendation:

THAT the Executive Manager Corporate and Community Services Monthly Update be received and noted.

RESOLUTION

THAT the Executive Manager Corporate and Community Services Monthly Update be received and noted.

Moved By: Cr Pingel

Seconded By: Cr Friend

Resolution Number: 4338

CARRIED

7/0

Report

1. Introduction

This report provides Council with a brief summary of key operational activities undertaken by Corporate and Community Services during September 2015.

2. Background

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

3. Report

A brief summary of the key outcomes for Corporate and Community Services during September 2015 by functional grouping follows.

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FINANCE AND CUSTOMER SERVICES

Finance

The discount date for rate payments was 11 Sept with 69% of the rates collected. At the end of September 88% of the first rates issue had been collected which is slightly more than at the same time last year.

The external auditors completed the field work on the 2015 financial statements with no compliance issues being identified. The final statements have been prepared for sign off by the Mayor and Acting Chief Executive Officer.

Customer Services

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

Service Requests

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

Councillor requests

During September there were 24 new councillor requests with 55 councillor requests remaining open at 30 September 2015.

Telephones

2,912 telephone calls attempted to connect with Council's telephone exchange in September 2015. During the month, Council's service level increased to 85% against a service level target of 80%.

Council's "call back" function continued to be well used, with 73 calls logged in September 2015; 38 live chats were also performed during the month.

QGAP

There were 1035 QGAP transactions processed by Council during September 2015.

COMMUNITY FACILITIES AND SERVICES

Facilities

- Demolition of the Geoff Udy Building was completed by Burke Industries on 18 September. Works have now commenced on turning this area into car parking.

Libraries

- During September 2015, 134 new members joined our service with 10,238 items being issued.

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Childcare

- Average occupancy rates for the month of September were Gatton 75% and Kensington Grove 52%.

HEALTH, WASTE & REGULATORY SERVICES

Waste

- Officers have prepared a grant submission to the State Government under the Building Our Regions (BOR) grant for a 50% subsidy to construct a new landfill cell and sedimentation pond at the Gatton Landfill.

Regulatory Services

- Council Resolution - East Haldon Branch Road
Executive Manager Corporate and Community Services and Manager Health Waste & Regulatory Services will inspect fencing of properties along East Haldon Road and make contact with one of the known keepers of stock to inform of Council's intentions concerning wandering stock. Also, if inspected fences appear to be not effective in restraining stock then notification to rectify same will be issued to relevant stock owners.

The telephone contact details of the area Local Laws officer and the Senior Local Laws officer will be provided to property owners to enable direct contact to be made to address wandering or impounding issues of stray stock (cattle and horses) on private property or on the Council road during and after Council business hours.

Council's portable yards will also be provided to property owners to assist with impounding of stock that enter their land.

Where animals are impounded in the portable stock yards one of two options will be undertaken: Initially property owners will contact Local Laws officer and either:

- an officer will attend, seek the owner of the stock to enable the return of stock via the West Haldon road by the owner to their property and thereafter issue an infringement notice; or
- an officer will advise that the stock should be conveyed via a reputable carrier to the Gatton Animal Management Pound, Sewerage Treatment Road, Gatton. Council officers will then take possession/impound the stock. The Local Law impounding process will then be followed.

Where stock is unable to be impounded and a probable owner is identified that person will be contacted, advised of the situation and requested to attend. Where statements are obtained as to the ownership of the stock in this instance infringements will be issued. Infringements issued will be dependent on previous history and may range from "animals wandering at large" (\$235.00) to "Failure to comply with a Notice" (\$550.00).

Council will also converse with the Stock Squad on its proposed actions to ensure Council's Local Laws are adhered to and to ensure no breaches result from Council's course of action with other regulators.

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- In respect of the severe dog attack which occurred in Meadows Road Withcott, the owner of the two dogs signed them over for destruction. These dogs were euthanized on 7 September 2015. The bodies were returned to the owner as requested and victim has been informed of the outcome.
- A complaint was received from a cattle owner in Withcott that he had temporarily corralled three wandering cattle on his property. After an extensive door knock by both the cattle owner and Council local laws officers and contact with the Stock squad failed to turn up owners of these beasts, they have now been impounded at Gatton Animal Pound. An advertisement will be placed in the local paper seeking the owner to contact Council and recover the beasts.
- On 22 September 2015, dog declaration notices (1 x dangerous & 1 x menacing) were served on a property owner in Kensington Grove. These two (2) dogs been involved in the killing of a poodle, and more recently sheep. Registration of the two dogs is being pursued to ensure all conditions of the declarations are satisfied.

INFORMATION SERVICES

- times in the last two months. The interference has not been destructive; Investigations are continuing into finding alternative locations for Council's records that are currently located at the Laidley Administration Building in preparation for works to be conducted at that site.
- The CCTV cameras located at the Laidley Skate Park have been interfered with three however, as a result of the interference the wireless radio transceiver has been moved up the pole to a higher location and footage of the last two events provided to the Laidley Police Station (CCTV Request 2015-L40).

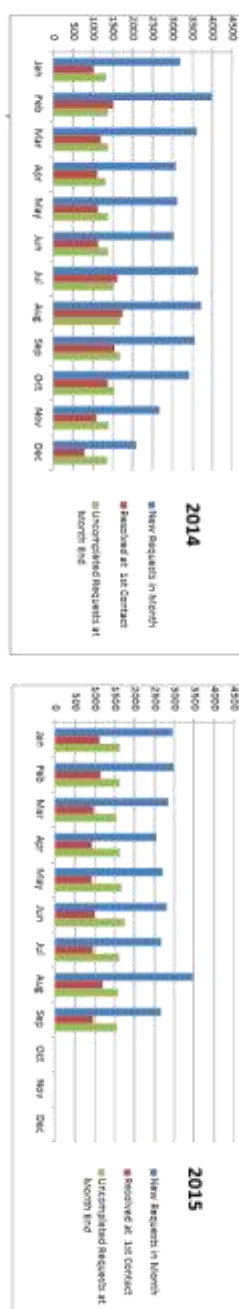
Attachments

- 1 [View](#) Attachment 1 - Whole of Council - Statistics - 201509 2 Pages
2 [View](#) Attachment 2 - Corporate & Community Services - Statistics - 201509 1 Page

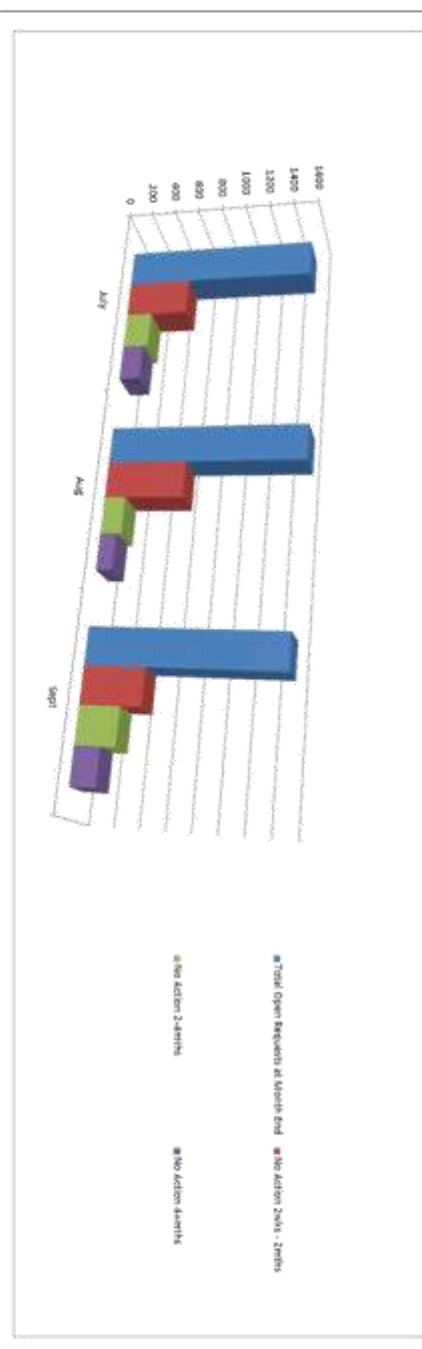
Request Management Statistics for Month Ending 30/09/2015

Whole of Council

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

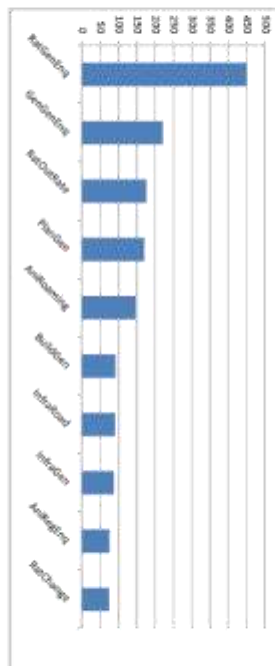


Aging of Last Recorded Action on Requests Open at Month End

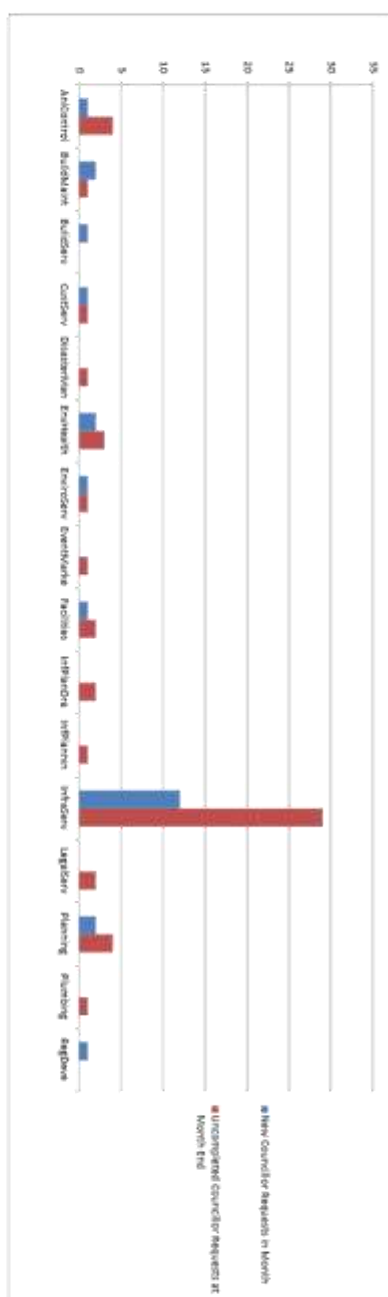


Whole of Council

Top 10 Request Categories in Month



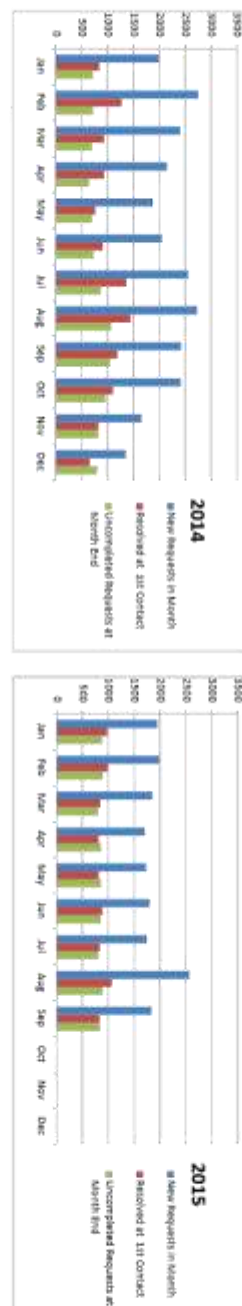
New Councilor Requests per Month vs Total Open Councilor Requests at Month End
per Request Group



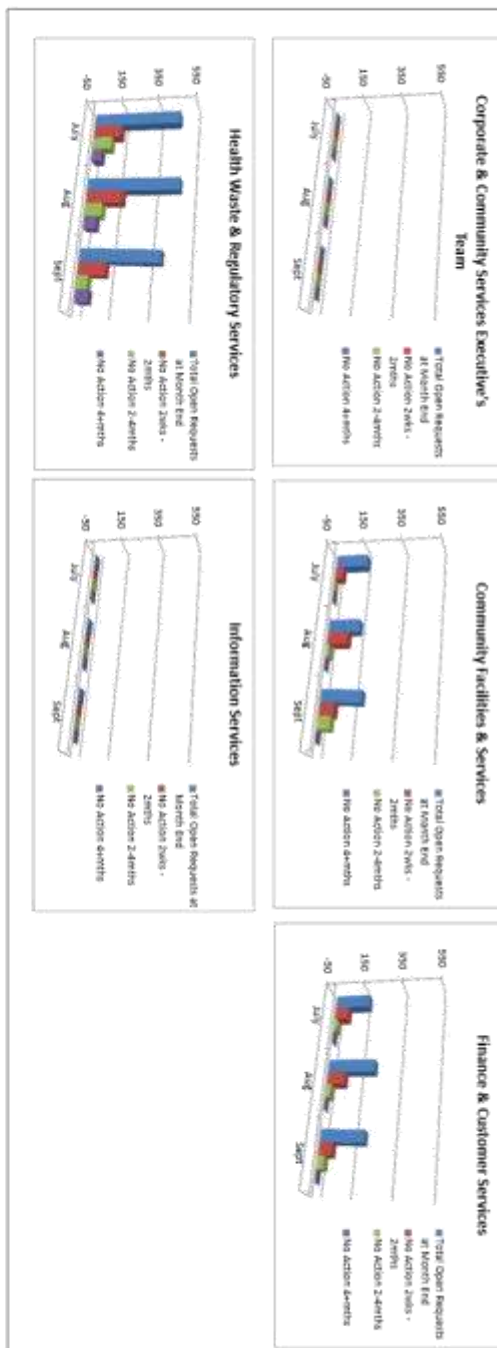
Request Management Statistics for Month Ending 30/09/2015

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





14.1 Review of South East Queensland Regional Plan

3 Report

The State Government has not formally called for submissions on the review of the South East Queensland Regional Plan. The review is however being addressed at the Regional Planning Committee and the Council of Mayors SEQ has recently convened the Senior Officers Group to provide coordinated input into the review.

Given the dominance of urban Councils in the Council of Mayors SEQ it is considered that Council should take the initiative and provide the Acting Director-General of the Department of Infrastructure, Local Government and Planning with its position on key matters that should be addressed in the review.

The matters that are to be raised and promoted during the review of the South East Queensland Regional Plan for the content of the letter and so are not repeated here.

4. Policy and Legal Implications

The letter to the Acting Director-General of the Department of Infrastructure, Local Government and Planning provides an endorsed policy position of the Lockyer Valley Regional Council on matters it considers need to be addressed in the current review of the South East Queensland Regional Plan.

5. Financial and Resource Implications

The letter requests that officers of the State work with senior officers of Council to progress the matters raised in the letter. This will have resource implications for the Planning and Environment Unit.

6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from the recommendation provided in this report.

7. Communication and Engagement

There are no implications for communications or engagement arising from the recommendation provided in this report.

8. Conclusion

The letter to the Acting Director-General of the Department of Infrastructure, Local Government and Planning articulates Council's formal position on matters that should be addressed in the current review of the South East Queensland Regional Plan.

9. Action/s

That Council endorses the content of the attached letter to the Acting Director-General of the Department of Infrastructure, Local Government and Planning which sets out Council's position on matters that should be addressed in the current review of the South East Queensland Regional Plan.



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Attachments

1 [View](#) SEQ Regional Plan 3 Pages

Our Ref: 2701700
Enquiries: 07 5462 0645

28 October 2015

Mr S Johnston
Acting Director-General
Department of Infrastructure, Local Government and Planning
PO Box 15009
CITY EAST QLD 4002

Dear Mr Johnston

REVIEW OF SOUTH EAST QUEENSLAND REGIONAL PLAN

As you would be aware, the SEQ Regional Plan has had a significant role in managing growth and regulating development across the Lockyer Valley since it first came into effect in October 2004.

The SEQ Regional Plan has over the past eleven years provided a valuable tool for State and Local Government to manage growth. This has resulted in a heavy focus of the SEQ Regional Plan on a range of complex largely metropolitan urban growth management issues.

It is the position of the Lockyer Valley Regional Council that the current review should to devote attention to the operation of the SEQ Regional Plan in rural areas and how it impacts on rural communities. The current review of the SEQ Regional Plan should as a result provide the opportunity to revisit how the policy and regulatory elements of this plan impact on rural communities, particularly those of the Lockyer Valley, and consider what changes can be made to ensure the viability of these rural communities.

It is the view of Council that the following matters must be addressed:

1. A review of policy for rural areas and the regulatory elements for the Regional Landscape and Rural Production Area so that the SEQ Regional Plan:
 - (a) ensures the ongoing protection of productive agricultural land;
 - (b) allows for contemporary approach to farm restructuring that allows productive agricultural land to remain in production;
 - (c) facilitates development that will ensure the long-term viability of rural villages and rural localities;
 - (d) provides opportunities for rural families to continue to reside in those parts of the region where they have resided for generations; and
 - (e) addresses the fact that rural villages, localities and areas in the western part of the Lockyer Valley are located in close proximity to a full range of urban services and employment opportunities in Toowoomba.
2. A review of the extent of the Rural Living Area to allow for infill development and rational consolidation of existing rural residential areas.

The position of the Lockyer Valley Regional Council on these matters is outlined in greater detail below.

Protection of productive agricultural land

Council is of the view that the SEQ Regional Plan should support the protection of productive agricultural land. The Lockyer Valley includes some of Australia's most valuable and productive agricultural land that is both the foundation of the local economy and a significant contributor to the state and national economies. The Lockyer Valley is very well placed to take advantage of the growing wealth of Asian consumers and attract value-adding industries, both of which are wholly dependent on ensuring the protection of the Lockyer Valley's valuable agricultural land.

Farm restructuring

It is Council's position that the SEQ Regional Plan needs to include flexibility to facilitate farm restructuring. Changes in farming practices in recent years, including the shift from the family farm to larger agribusiness enterprises, have created a need for farm restructuring. This is most apparent where an existing lot contains both productive agricultural land and less productive grazing land. In these cases the regulatory provisions of the SEQ Regional Plan currently prevent the separation of these lots into two parcels to facilitate the ongoing use of the agricultural land for production.

Viability and liveability of rural villages and rural localities

Council is concerned demographic and social change in rural areas of the Lockyer Valley is causing a sustained decline in the viability and liveability of rural villages and rural localities. The current provisions of the SEQ Regional Plan are exacerbating recent trends and challenging the survival of these communities by restricting the small-scale development in these rural villages and rural localities that could assist in mitigating these changes and arresting this decline. It is considered that greater flexibility is needed to allow limited subdivision and new development in existing rural villages and rural localities that are currently constrained by the Regional Landscape and Rural Production Area provisions of the SEQ Regional Plan.

Keeping rural families together

Council holds significant concerns that the SEQ Regional Plan is having the effect of driving rural families in the Lockyer Valley apart. Whilst the shift to agribusiness has altered the pattern of ownership of productive rural land, a large proportion of grazing land across the Lockyer Valley has been held in the ownership of the same families for many decades and in many instances for generations. For many years the ability for rural land to be subdivided to create a lot for a family member to construct a residence provided a means for rural families to stay together. Council is of the view that it is time the restrictions imposed by the SEQ Regional Plan on this type of subdivision are reviewed.

In the years since provisions that supported the subdivision of rural land were removed from planning schemes there has been considerable social, economic and technological

change that warrants a reconsideration of the position on this form of development. In particular the ageing of the population, the high cost of accessing aged persons accommodation, housing affordability are factors that impact rural families. Conversely the benefits of internet based technology overcome some of the challenges of living in rural areas that existed when the thinking that underpins the current stance of the SEQ Regional Plan was formed.

Sphere of influence of Toowoomba

It is the position of Council that the SEQ Regional Plan needs to have greater regard to the influence of Toowoomba on the nature of development that should be able to occur in the western parts of the Lockyer Valley. The communities and localities of Withcott, Murphys Creek, Ballard, Blanchview, Silver Ridge and Upper Flagstone are all located within close proximity to Toowoomba which provides the full range of urban services and employment opportunities. It is considered that the current review of the SEQ Regional Plan should examine this factor and provide greater opportunities for development in these parts of the Lockyer Valley.

Review of Rural Living Area

The current extent of the Rural Living Areas in the SEQ Regional Plan is almost wholly based on the extent of this form of development as it existed in October 2004. The effect is that the current pattern of this form of settlement remains effectively frozen in time. It is Council's view that the extent of the Rural Living Areas should be reviewed with the intention of allowing infill opportunities between areas of rural residential development and to facilitate the creation of a more rational extent of these areas.

Council is keen to work with the Department of Infrastructure, Local Government and Planning to identify and facilitate ways to address the matters raised. In this regard senior officers of the Lockyer Valley Regional Council are available to meet and work with officers undertaking the review of the SEQ Regional Plan to advance these matters.

To initiate this course of action, please contact Mr Trevor Boehm, Manager Planning and Environment, on 5462 0645.

Yours faithfully

Ian Flint
CHIEF EXECUTIVE OFFICER



**Application for Development Permit for Material Change of Use for
Indoor Entertainment (Community Centre) on Lots 3, 4 & 5
RP163994 located at 2-6 Jubilee Street, Gatton**

Summary:

Officer's Recommendation:

THAT the Application for Development Permit for Material Change of Use for Indoor Entertainment (Community Centre) on Lots 3, 4 & 5 RP1639941 at 2-6 Jubilee Street, Gatton be refused for the following reasons:

- 1. The proposed development does not satisfy Specific Outcome P10 of the Vehicle Access, Parking and On-Site Movement Code which requires sufficient parking spaces are provided to accommodate the amount and type of vehicle traffic expected to be generated by the development.**
- 2. The proposed development in supplying only 23 on-site car parking spaces and proposing seven on-street car parking spaces does not satisfy Specific Outcome P13 of the Industrial Development Code which requires that vehicle access, manoeuvring and on-site car parking areas are designed, constructed and maintained to ensure ... the type and volume of traffic generated can be accommodated and potential traffic conflicts are minimised.**
- 3. The proposed provision of on-street car parking spaces for the development will result in congestion in Jubilee Street and loss of amenity for residents of Jubilee Street. This is contrary to the Specific Outcome (VI)(a) of the Industry Zone Code for Precinct 6 which requires that no adverse impact is caused to residential development on the western side of Jubilee Street.**
- 4. The proposed development does not satisfy Specific Outcome P1 of the Building Work Code which requires building setbacks are compatible with those existing in the zone, which requires a setback of 15m from the front boundary.**
- 5. Concerns exist that the site may have been contaminated in the past due to uses associated with the adjoining sawmill use.**

THAT the Application for Development Permit for Material Change of Use for Indoor

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Entertainment (Community Centre) on Lots 3, 4 & 5 RP1639941 at 2-6 Jubilee Street, Gatton be refused for the following reasons:

1. The proposed development does not satisfy Specific Outcome P10 of the Vehicle Access, Parking and On-Site Movement Code which requires sufficient parking spaces are provided to accommodate the amount and type of vehicle traffic expected to be generated by the development.
2. The proposed development in supplying only 23 on-site car parking spaces and proposing seven on-street car parking spaces does not satisfy Specific Outcome P13 of the Industrial Development Code which requires that vehicle access, manoeuvring and on-site car parking areas are designed, constructed and maintained to ensure ... the type and volume of traffic generated can be accommodated and potential traffic conflicts are minimised.
3. The proposed provision of on-street car parking spaces for the development will result in congestion in Jubilee Street and loss of amenity for residents of Jubilee Street. This is contrary to the Specific Outcome (VI)(a) of the Industry Zone Code for Precinct 6 which requires that no adverse impact is caused to residential development on the western side of Jubilee Street.
4. The proposed development does not satisfy Specific Outcome P1 of the Building Work Code which requires building setbacks are compatible with those existing in the zone, which requires a setback of 15m from the front boundary.
5. Concerns exist that the site may have been contaminated in the past due to uses associated with the adjoining sawmill use.

Moved By: Cr Milligan

Seconded By: Cr Pingel

Resolution Number: 4340

CARRIED

7/0

Report

1. Introduction

The application, which was lodged on 20 May 2015, seeks Material Change of Use approval for Indoor Entertainment (Community Centre) for LVIC Pty Ltd.

2. Background

Representatives of the local Muslim community had a number of meetings with Council officers regarding their intention to develop a place of worship/community centre in Gatton. At these meetings the planning and development requirements for the proposed development were discussed.

3.0 Assessment

3.1 Subject Land

The subject land comprises three lots located on the eastern side of Jubilee Street adjacent to eastern approach to the Eastern Drive railway overpass. The total area of the three lots is 2 105.3m² and this land has a frontage to both Jubilee Street and Eastern Drive although there is no access to the latter road. The land is zoned Industrial by the Gatton Shire Planning Scheme. The adjoining land to the east is a former sawmill, to the north is a detached residence and on the opposite side of Jubilee Street are five detached residences. The land is generally level and is provided with all urban services. Jubilee Street is a cul-de-sac that terminates at the Eastern Drive railway overpass adjacent to the subject land.

3.2 Proposed Development

The application seeks Material Change of Use approval for Indoor Entertainment (Community Centre) to develop the subject land for a community centre for the local Muslim community. Information provided with the application and supplied since the application was lodged indicates that the larger of the two buildings in the proposed facility (418m²) is to be used as follows:

- Congregational prayers held five times per day – about 20 attendees
- Midday prayers on Fridays – about 50 attendees;
- Evening prayers in the month of Ramadan – about 50 attendees;
- Educational services for children, usually after school hours; and
- Educational and cookery classes and meetings for adults.

The second smaller building (360m²) is proposed to be used for office space being a component of the Indoor Entertainment (Community Centre) use.

Car parking for 23 vehicles is proposed on the land with a further seven spaces proposed on Jubilee Street. Access to the car parking area is to be from Jubilee Street via two crossovers that will accommodate two-way traffic.

3.3 Assessment – Legislative Requirements

The application required to be assessed and determined under the *Sustainable Planning Act 2009* (SPA). The subject land is included in the Industrial Zone. In accordance with the SPA and the *Gatton Shire Council Planning Scheme 2007*, a development application for Material Change of Use requires code assessment.

3.4 Referral Agencies

As required by the *Sustainable Planning Regulation 2009* the application was referred by the applicant to the State Assessment and Referral Agency (SARA) as a result of the land having a frontage to a State Controlled Road. SARA provided a response on 16 July 2015 which indicated that it had no requirements.

The land subject of the application is not identified as contaminated land; however concerns do exist that the land may have been used in the past for the storage of treated timber

products associated with the adjacent sawmill use. It would be appropriate that further investigation to address this matter should be undertaken given the proposed community use of the premises.

3.5 Public Notification

As code assessable development the application was not required to be notified.

3.6 Assessment – Gatton Shire Council Planning Scheme 2007

The application seeks approval for Indoor Entertainment which includes the use of premises as a place of worship. As a code assessable development, assessment of the application is restricted to the applicable codes, which are as follows:

- Industrial Development Code;
- Industry Zone Code;
- Commercial Premises and Shops Code;
- Building Work Code;
- Landscaping Code;
- Lighting Code;
- Services and Infrastructure Code; and
- Vehicle Access, Parking and On-Site Movement Code.

Industrial Development Code

The proposed development satisfies all relevant Specific Outcomes of this code with the exception of P13 which requires that “Vehicle access, manoeuvring and on-site car parking areas are designed, constructed and maintained to ensure ... the type and volume of traffic generated can be accommodated ... and ... potential traffic conflicts are minimised ...”. As indicated in more detail below, the proposed car parking arrangements are not considered appropriate for the type and volume of traffic generated and traffic conflicts will be created on Jubilee Street.

Industry Zone Code

The subject land is located in Precinct G6 – Gatton Jubilee Street Optional Use Precinct. Land in this zone is intended for “... small-scale low impact industries, provided no adverse impact is caused to residential properties on the western side of Jubilee Street.” As indicated in greater detail below, the proposed car parking arrangements will have an adverse impact on the residential properties on the western side of Jubilee Street.

Commercial Premises and Shops Code

While this code is identified as an applicable code for Indoor Entertainment, it has no particular relevance to the assessment of the proposed development.

Building Work Code

The proposed development does not satisfy the setback distances provided in this code which requires a 15m setback from the front boundary of the property. The proposed buildings are to be only 5.0m and 7.94m from the front boundary of the property.

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Landscaping Code

The plans submitted with the application and provided during its assessment demonstrate an ability to comply with the relevant requirements of this code.

Lighting Code

No information has been provided in the application material about proposed lighting. It is a concern that security lighting required for protection of the development would have the potential to "... not be consistent with the character of the local area ...and ... cause unreasonable disturbance or nuisance because of the emission of light" which is contrary to the Specific Outcome P2 of this code.

Services and Infrastructure Code

The proposed development satisfies all relevant requirements of this code.

Vehicle Access, Parking and On-Site Movement Code

It is proposed in the application to provide a total of 30 car spaces of which 23 are to be provided on the subject land and seven are to be provided on the eastern side of Jubilee Street in front of the proposed development. The code requires that for Indoor Entertainment use car parking is required to be provided at the rate of one space per 20m² of gross floor area or one space per four users or visitors whichever is greater. Based on the total proposed floor area of 778m² a total of 39 spaces are required to be provided on-site. A calculation based on the number of attendees indicated, being a maximum of 50, results in 13 spaces being required.

Estimated parking demand

A review of 2011 census information indicates that at the time of the 2011 census the Lockyer Valley Regional Council had a total of 268 persons who identified Islam as their religion with 230 of these persons residing in Gatton. As a comparison, in 2006 a total of 139 persons in the Lockyer Valley identified their religion as Islam with 107 of these persons residing in Gatton. This indicates that substantial growth is occurring in the local Muslim community.

Given the fact that high percentage of people who identify as Muslim are likely to regularly attend formal places of worship, the estimates of 20 to 50 persons attending the proposed facility provided with in the application material cannot be taken as an accurate estimation given there in 2011 there were 268 persons of the Islamic faith in the Lockyer Valley and 230 in Gatton. Furthermore the growth in the local Muslim population from 139 in 2006 to 268 in 2011 means that if this growth has been sustained since 2011 the current size of the Muslim community in the Lockyer Valley could now be in the order of 400 persons.

Of the 230 persons of the Islamic faith in Gatton in 2011, a total of 206 resided in the North Gatton area so the statement in the application material that "most attendees are local residents who will walk to the facility" is likely to be to some degree to be correct. The same material also describes the local Muslim community as a "fledgling one" and so, as evident in the growth between 2006 and 2011, it is expected to increase in size over time.

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Proposed parking arrangements

The proposal to provide 23 on-site spaces is already 16 spaces less than the number required by the planning scheme. It is proposed to provide a further seven spaces on the eastern side of Jubilee Street.

This is a concern given that the road is only 8m wide and with parking on the eastern side for the proposed development and the likelihood that cars will also be parked on the street outside residences on the western side of the road the result will be that two-way traffic will be impeded and congestion will occur. For this reason it is considered that the proposal to provide part of the parking on the eastern side of Jubilee Street cannot be supported. It should be noted that the planning scheme actually requires parking to be provided on-site.

Without the parking on the eastern side of Jubilee Street the proposed development is 16 spaces short of that required by the code. This shortfall will be exacerbated by what must be an underestimation of usage of the facility and the likelihood that attendance at the facility will grow substantially into the future. It is considered that this is a significant shortfall in parking provision and the adverse impacts of this on local amenity provides a sound basis for concluding that the application be refused.

4. Policy and Legal Implications

There is a likelihood that the applicant will appeal to the Planning and Environment Court against a decision of Council to refuse the development application.

5. Financial and Resource Implications

In the event the decision of Council is subject of an appeal to the Planning and Environment Court there will be costs incurred in defending the appeal.

6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from the recommendation provided in this report.

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 proposed development, whilst being code assessable, is recommended for refusal on the basis that inadequate car parking provision will result in adverse amenity impacts on residents of Jubilee Street.

9. Action/s

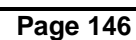
That the application be refused on the grounds that are set out in the Officer's Recommendation.

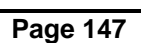


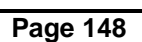
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Attachments

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The development designer provided correspondence to Council on 24 August 2015 requesting to assign a name to the subdivision.

3. Report

The developer of the subdivision at Tallaringa Drive, Adare is progressing through the operational works phase of development with completion and subsequent residential development due to commence by the end of the year.

The developer of the subdivision wishes to continue with the existing theme of road names being birds. The proposed Jacana Drive will intersect with Brolga Way which has a junction with Cockatoo Drive. The comb-crested jacana (*Irediparra gallinacean*) is a locally prevalent water bird.

The developer seeks Councils' approval to name road one within the subdivision as *Jacana Drive*.

4. Policy and Legal Implications

The suggested road name provides a clear separation of roads in the area and does not contravene either the standard or Councils Road Naming Policies.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

Council officers do not have delegated authority to rename roads.

7. Communication

Council will notify the applicant by post of the outcome.

8. Conclusion

Council officers have assessed the request and believe it to be accurate and in keeping with the existing theme of road names in the locality.

9. Action/s

That Council adopts the resolution set out in the officer's recommendation.



15.1 Executive Manager Infrastructure Works and Services Monthly Update

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

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- Dawson Phipps Playground repair – Retaining wall construction completed during week ending 23 October
- Lockyer Valley Business Awards – Parks staff have been investing time into enhancement of the gardens around the Shire Hall at Gatton
- 'Welcome to Withcott' sign relocation – Sign footing design has been completed, garden design completed; relocation of existing sign to follow
- Former cattle dip site at Lockrose – further site testing has been done. Options being assessed to determine if remedial actions are required and what they might be.
- Monthly fire ant monitoring is being carried out by the business unit

ROADS AND DRAINAGE WORKS

- Harch Street, Gatton, footpath construction immediately adjacent to aged care facility complete
- Buaraba Street / Cahill Park carparks and road upgrade now complete
- Gehrke Road / Mountain View Drive / Otto Road intersection upgrade at Plainland – asphalt surfacing , street lighting and linemarking now complete. Hydromulching and turf completed. Speed signage and 'changed traffic conditions' signage installed.
- Forest Hill flood mitigation
 - (i) Gill Street drain upgrade
 - Construction of table drain at southern end underway
 - (ii) Blacks Bridge to Gatton-Laidley Road channel construction
 - Construction of channel is now largely complete. Slight delays in mid-October due to rain.
 - (iii) Laidley Creek / Sandy Creek confluence works
 - Clearing of Chinese Celtis (non-native) by Council has continued in Laidley Creek and has progressed well
 - Ongoing discussions with DNRM about scope of permissible works
 - Application for a *Riverine Protection Permit* for de-silting and removal of flood debris and removal of non-native vegetation has been approved to DNRM. Further permit for widening of the creeks has been submitted – awaiting decision.
- Cumners Road, Gatton – Pavement rehabilitation works carried out during October 2015 from chainage 0 to 500, plus extension northwards of bitumen by 100m.
- Construction of property access across creek on Lefthand Branch underway – taking advantage of dryer weather.
- Wallaces Road – sealing of gravel road underway
- Gravel re-sheeting of McGarves Road complete
- Road maintenance:
 - Laidley Creek West – overhanging tree removal.
 - Various gravel roads in the Summerholm area
 - Various gravel roads in the Blenheim and Mt Berrymann areas
 - Rudducks , Bonells, Higgins, Howmans and Rossiters Roads
 - Road maintenance patching – pothole repairs, sealing, surface corrections in Zones 3, 4, 5, 11, 15 and 17.
 - Repairing defects on Flagstone creek Road and Carpenters Road.
- Drainage maintenance
 - Various locations in the Forest Hill and Summerholm areas
- Spencer Street, Gatton, carpark construction underway
- East Egypt Road sealing of gravel road complete (1200m)

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- Flagstone Creek – vegetation and gravel removal adjacent to Flagstone Creek Road between floodways is underway

2013 NDRRA PROGRAMME

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) for Restoration projects = \$42.0 million (includes 2013 approved NDRRA Betterment projects)
- Final Cost for Emergent Works = \$14.8 million
- 2013 emergent works deemed ineligible by QRA = \$0.5 million
- Submissions for 2013 works forwarded to QRA awaiting acquittal = all of the EFC
- Final acquittal packages submitted to the QRA in mid-August 2015. LVRC has responded to various queries from the QRA (as they have been reviewing the packages). No certainty at this stage on finalisation of the acquittal process.
- The remaining acquittal status summary is:
 - LVRC.96.13 (Zone 6) – LVRC has responded to multiple rounds of queries. Compliance review complete, LVRC yet to provide response to latest VfM queries. LVRC.125.14 (Landslips) – Assessment is complete and awaiting QRA CEO signature
 - Submission LVRC.126.14 (Zone 9) – Compliance and VfM assessments complete, QRA undertaking final review.

INVESTIGATION, PLANNING AND DESIGN UNIT

Regional and local flood studies

- 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 has obtained clarification/feedback from Jacobs on some of the queries raised through the review.
- Information is being utilised to assist the development industry in our Region.
- A 'status and use' report on the regional flood modelling went to Council as an update on Wednesday 19 August 2015. Work to be done on identifying significant flood risk infrastructure in our Region and further flood mitigation measures required.

Design of Capital Works

- Salt Springs Road emergency access – preliminary design is complete
- Jones Road, Withcott (partial footway construction) – design is complete
- Murphys Creek School TIDS project – design is complete
- Tenthill Creek Road / Ingolsby Road intersection upgrade – design for this project to commence during October 2015 (external consultant due to resourcing)
- Old College Road / Allan Street – design for this project is underway.
- Lake Apex BBQ and Dry Creek Bed Foreshore (Stage 1) – design has commenced
- Middletons Bridge timber bridge strengthening
 - Design awarded mid-October 2015.
- Park area adjacent to Das Neumann Haus – concept design is complete (not yet adopted by Council)
- Funding applications (awaiting decision in December 2015):

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- Application submitted in September for Community Resilience Fund – Laidley Flood Mitigation Works – drainage channel and associated levee construction.
- Application submitted in September for Building Our Regions – Patrick Street bridge upgrade.

Challenge Avenue flood modelling investigation and works

- Presented at Council Workshop in August and September 2014. Requested to undertake technical review of modelling prior to any construction works.
- EoT granted by the Department of Infrastructure, Local Government and Planning for completion by 28 December 2016. Unlikely to be granted a further extension.
- Works on hold awaiting direction from Council. Need to commence in early November to complete by funding deadline.

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). Design contract awarded mid-October 2015
 - 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.

Toowoomba Second Range Crossing

- Preferred consortia *Nexus* has been selected by the State in August 2015
- Discussions with the *Nexus* design team and construction team are underway.

'Business as usual' activities

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

ASSET MANAGEMENT UNIT

- Lifecycle Management Plan submitted to Council in August 2015.
- OneCouncil asset inspection mobility solution now operating

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- Mobility solution for **defect** collection is being refined and field tested. Tablets rolled out to two staff to help with RMPC and traffic signs.
- Asset **condition** inspections are underway. Council now has a system to inspect every infrastructure asset on a four-year cycle.
- 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.
- Updated/reviewed Asset Management Plans for *Transport Infrastructure* and *Buildings and Facilities* complete

PLANT AND FLEET UNIT

- Internal plant hire recoveries have been budgeted for at a level that will not be achieved.
- Undertaking ongoing fleet maintenance as required.
- Tenders received for LVRC 15-63 supply of utes, awarded October 2015
- Tenders received for LVRC 15-56 supply of new tyres and tyre repairs, awarded October 2015
- Disaster management tanker trailer procurement – Enquiries continuing

16.0 ITEMS FOR INFORMATION

GENERAL BUSINESS

It was **RESOLVED** that Council receive and note the following reports for Council's information only.

(Refer 16.1- 16.4)

- Queensland Urban Utilities (QUU) Progress Report
- External Funding Update July – September 2015
- Investment Report – September Quarter 2015
- Proposed Recreational Vehicle Park Gatton

16.1 Queensland Urban Utilities (QUU) Progress Report

Date: 21 October 2015
Author: Dan McPherson, Acting Chief Executive Officer
Responsible Officer: Dan McPherson, Acting Chief Executive Officer

Summary:

Council has received an update in September from the Queensland Urban Utilities (QUU) Board which provided highlights from their Board Meeting.

This document is for Council's information only.

RESOLUTION

This document is for Council's information only.

Report

1. Introduction

Lockyer Valley Regional Council maintains an ongoing working relationship with QUU on both operational and strategic aspects of water and sewerage provision. This report is an update on matters of significance with respect to QUU for Council's attention.

2. Background

Queensland Urban Utilities is:

- A statutory body, created on 1 July 2010 as a result of Queensland Government changes to the way water is managed in South East Queensland.
- Owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils and governed by an independent Board.
- Tasked to deliver drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.

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- Responsible for delivering water to customers, collecting, transporting and treating sewage, as well as charging and billing for water and waste water services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.

3. Report

The Queensland Urban Utilities (QUU) Board met for its ordinary meeting on 21 September. This month, the Board also held its fifth Special General Meeting with shareholders, which provided an opportunity to present QUU's 2014/15 organisational achievements, and to discuss QUU's strategic priorities for the coming year. It also allowed the Board to interact and engage with QUU's shareholders on a broad range of water and sewerage issues. At the September meeting, the Board considered the following matters.

Operational Excellence

Oxley Creek Sewage Treatment Plant Master Plan

Following consideration by the Strategic Asset Management Committee, the Board received the infrastructure Master Plan for future development and enhancements at the Oxley Creek Sewage Treatment Plant (STP). At present, this STP plays a critical role in servicing over 300,000 people; however, with the population in this catchment expected to reach over 430,000 in the coming years, there is a requirement to upgrade the plant's capacity. The Master Plan will not only support population and economic growth, but will improve the safety of the site, increase the operational efficiency of the plant, and allow QUU to realise the future benefits of waste to resource technology. Following a diligent review, the Board supported - subject to normal procurement and governance arrangements - to invest \$31m in treatment upgrades and \$47m in network projects over the next six years at this STP. The Board also noted that this Master Plan has seen QUU optimise the network and defer works at surrounding STPs, resulting in a saving of \$40m.

Lowood/Fernvale STP Master Plan

The Strategic Asset Management Committee also recently considered the upgrade of the STPs at Lowood and Fernvale to support increased population growth in these regions. Over the next 15 years, QUU will invest over \$57m in STPs and associated biosolids infrastructure and network assets. The Board supported that management progress these two infrastructure proposals through QUU's asset creation governance framework.

Credit rating

This month, the Board was advised that QUU has maintained a "sound" credit rating by Queensland Treasury Corporate, with an equivalent Standard and Poor's entity rating of A-. This rating reflects QUU's solid financial performance over the past 12 months, including their stable debt servicing capacity and realised savings. It also reflects that QUU's assets are in a reasonable condition.

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Geographical Information Management System (GIS)

The Board received a demonstration of QHub, which has been recently introduced into the business as part of QUU's ICT Transformation Program. QHub uses smart technology to present real-time GIS information of QUU's network within an interactive environment, allowing QUU to better respond to interruptions across their service region. QHub will also enable QUU's engineers to model network outages and undertake scenario planning on re-zoning when a burst occurs, which will help QUU to minimise, or avoid, service interruptions.

Strategic Master Plan

The Board received a presentation on QUU's strategic Master Plan, which includes the outcomes, plans and actions that will enable the Board to achieve their strategic direction. This is the second year that QUU has applied this strategic planning and deployment framework, which, last year, was recognised by the Australian Institute of Company Directors as being best practice. This methodology has seen increased integration across the business to deliver the Board's strategy, increased focus on leadership driving team culture, and increased engagement with all employees on QUU's corporate strategy.

Innovation partnerships

This month, the Board learnt that management is considering formalising and entering into information-sharing arrangements with Scottish Water and the Singapore Public Water Utility Board. These arrangements will allow for collaboration on water supply and sewerage planning and innovation.

Unaccounted for water

Over the past three years, QUU has had a number of programs running to reduce unaccounted for water across their network. Water loss across the network can be attributed to firefighting, water main flushing, theft, bursts and leakage. This month, the Board received an update on TaKaDu, an advanced software system that collects and analyses data, which has allowed QUU to significantly reduce water leakage in their network. As a result of TaKaDu, the Unaccounted for Water project performed exceptionally well in 2014/15. Since the project's formation, QUU have reduced their water loss from 12% to 10.8%, which is one of the lowest water loss percentages within the industry. This equates to a saving of 1,235ML of water and \$2.8m in lost revenue. Following a successful one-year pilot, QUU are now rolling TaKaDu out across other service regions and expect to have it covering over 4,450kms of QUU's water network by the end of 2015/16.

Customer

Brand strategy update

The QUU brand has continued to mature over the past five years to be comparable with well-established water and sewerage utilities. To ensure that QUU's brand continues to strengthen and gain resilience, QUU have a number of programs and campaigns in place to promote their brand across the communities that they service. One such example is QUU's 'Turn to Tap' program, which encourages people to carry a reusable water bottle. This campaign underscores QUU's commitment to improving the health of the environment and delivering value to QUU's customers, and is being used as part of their association with the Tangelooma



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Eco-marines and their schools' program. The Board also noted that, over the past year, QUU invested \$115,000 in community sponsorships and partnered with shareholders, community and environmental groups to sponsor 30 events.



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16.2 External Funding Update July - September 2015

Date: 23 October 2015
Author: Corrin Bischoff, Major Projects Officer
Responsible Officer: Jason Bradshaw, Executive Manager Governance & Performance

Summary:

The purpose of this report is to provide an update on the status of external funding applications submitted by Lockyer Valley Regional Council for the period July to September 2015.

This document is for Council's information only.

RESOLUTION

This document is for Council's information only.

Report

1. Introduction

This report provides an update and analysis of funding sought by Council over the past three months from competitive grant programs.

Council's external funding policy supports the Lockyer Valley Community Plan 2012 - 2022 strategic priority to uphold principles of good governance and transparency in decision making.

2. Background

A centralised grant application process is utilised to optimise funding secured by Council to support its projects and activities. A key part of the coordinated approach to seeking and managing external grants is to provide a regular update to Council on all funding applications submitted.

3. Report

Since the beginning of July 2015, ten external funding applications have been submitted. In this period Council has been advised that one application was not successful.

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

STATUS as at: 30 September 2015	Source	Funding Program	Project Name	Total Cost of Project	Amount Applied For	LVRC cash contribution	Partner Contribution
Pending	Department of Infrastructure and Regional Development	Stronger Communities Programme	Lake Apex Park	\$41 000	\$20 000	\$21 000	0

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STATUS as at: 30 September 2015	Source	Funding Program	Project Name	Total Cost of Project	Amount Applied For	LVRC cash contribution	Partner Contribution
Pending	Department of State Development	Building Our Regions - Regional Capital Fund	Gatton Landfill Site - New Cell and Sediment Pond	\$1 521 886	\$760 943	0	0
Pending	Department of State Development	Building Our Regions - Regional Capital Fund	Gatton West Industrial Zone (GWIZ)	\$4 555 265	\$2 277 632	\$2 277 632	0
Pending	Department of State Development	Building Our Regions - Regional Capital Fund	Patrick Street Bridge	\$3 600 000	\$1 800 000	\$100 000	\$1 700 000 DTMR
Pending	Department of Infrastructure, Local Government and Planning	Community Resilience Fund	Laidley Flood Mitigation Works	\$1 600 000	\$640 000	\$960 000	0
Pending	Department of Infrastructure, Local Government and Planning	Local Government Grants and Subsidies Program	Park Upgrades	\$256 000	\$102 400	\$153 600	0
Pending	Department of Infrastructure, Local Government and Planning	Local Government Grants and Subsidies Program	Laidley Library Upgrade	\$660 000	\$264 000	\$396 000	0
Pending	Department of Infrastructure, Local Government and Planning	Local Government Grants and Subsidies Program	Disaster Management Regional Capacity Building	\$161 150	\$60 860	\$91 290	0
Pending	Department of Infrastructure and Regional Development	Bridges Renewal Programme Round Two	Reconstruction of Cran Bridge	\$253 000	\$126 500	\$126 500	0
Pending	Department of Infrastructure and Regional Development	National Stronger Regions Fund	National Food & Innovation Centre	\$7 026 156	\$3 200 000	0	\$600 000
UNSUCCESSFUL	Department of Agriculture	Package Assisting Small Exporters	Building Relationships in Export Markets	\$100 781	\$25 781	0	\$20 000



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16.3 Investment Report - September Quarter 2015

Date: 19 October 2015
Author: Tony Brett, Manager Finance and Customer Service
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

As outlined in Council's 2015/2016 Investment Policy, a quarterly report is required to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of the Statutory Bodies Financial Arrangements Act 1982 as well as Council's Investment Policy. As at 30 September 2015, Council had a total investment holding of \$28.07 million.

Overall our investments continued to perform well in comparison with targeted benchmarks with Council's investments exceeding these benchmarks. However, year to date interest revenue is slightly less than budget due to lower than anticipated interest rates.

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RESOLUTION

This document is for Council's information only.

Report

1. Introduction

As per the policy statement in Council's 2015/2016 Investment Policy, a quarterly report is required to be submitted, updating Council on the performance of its investment portfolio.

2. Background

As at 30 September 2015, Council had a total investment holding of \$28.07 million.

3. Report

Council's 2015/2016 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 our investment portfolio at 30 September 2015:

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Table 1			
Institution	Amount \$	Percentage Holding	Credit Rating
QTC	14,240,889	50.72%	AA
AMP Bank	4,300,000	15.32%	A+
Bank of Qld	2,035,610	7.25%	A-
ME Bank	1,000,000	3.56%	BBB+
IMB Bank	500,000	1.78%	BBB
NAB	6,000,000	21.37%	AA-
Total	28,076,499	100.00%	

Table 2		
Product Type	Amount \$	Percentage Holding
Cash Fund - QTC	14,240,889	50.72%
Term Deposit	13,835,610	49.28%
Total	\$28,076,499	100.00%

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 September 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 below the 3.0% mark.

Table 3			
Cash Fund Performance Against RBA Cash Rate & UBS Bank Bill Index	QTC	RBA Cash Rate	AUSBOND Index
Cash Fund Performance	2.79%	2.00%	2.07%

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Table 4

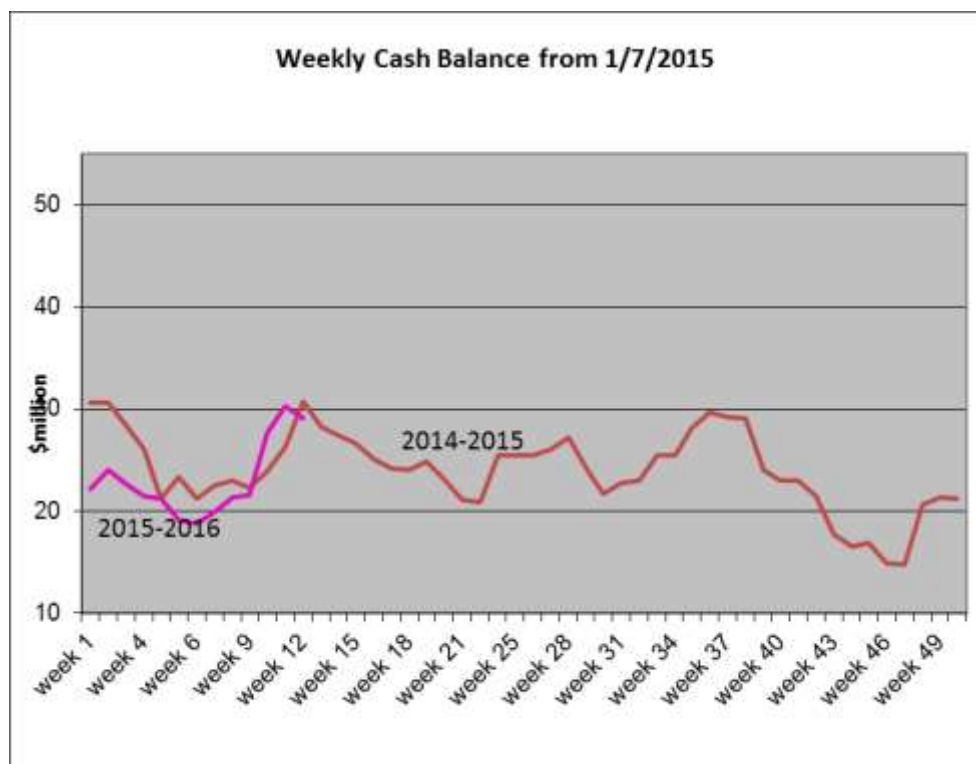
Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.93%	2.05%	2.07%

TABLE 5

Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$218,970	\$261,633	16.00%

As reflected in table 5, interest revenue is 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 3.20%. This will be monitored and adjusted at a future budget review if interest rates remain lower than expected.

During the first quarter, cash at bank increased to just under \$30M, which is due to rates revenue being received. The graph below shows a comparison over time between the cash balances for the 2014/2015 and 2015/2016 financial years.



Interest rates have continued to fall for rates of less than twelve months. The QTC cash fund rate has now fallen slightly below other term deposit rates making them a more attractive

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investment option once again. The best rates on offer at present are 2.75% to 2.90% for investment periods from three to twelve months.

The following table shows that Council's investments at 30 September 2015 complied with the 2015/2016 Investment Policy.

TABLE 6			
Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Cash Funds			
QTC Cash Funds	50.72%	100%	49.28%
Term Deposits			
AAA to A+	36.69%	80%	43.31%
A to BBB+	10.81%	35%	24.19%
BBB to BBB	1.78%	25%	23.22%

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16.4 Proposed Recreational Vehicle Park Gatton

Date: 20 October 2015
Author: Mike Lisle, Manager Community Facilities and Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

This purpose of this report is to provide Council with an update on the progress of the project to establish a Recreational Vehicle (RV) Park on the old swimming pool site located in East Street Gatton.

This document is for Council's information only.

RESOLUTION

This document is for Council's information only.

Report

1. Introduction

Following the completion of the Lockyer Valley Indoor Sports and Aquatic Centre in February 2015, the old Gatton Pool located in East Street Gatton was decommissioned but not demolished.

2. Background

As the site of the old Gatton Pool is on a reserve, the closure and decommissioning of the old Gatton Pool provides Council with an opportunity to use the site for an alternative community purpose.

3. Report

In its 2015/2016 Budget, Council has provided \$250,000 for the demolition of the existing swimming pool and the establishment of a self-managed RV Park to cater for the growing tourist and RV trade within the region.

As part of its budget deliberations, Council considered alternative uses for the site at a series of Council Workshops with a final decision being made to use the site for the growing RV trade.

With more people retiring and traveling the RV Park industry has seen a tremendous amount of growth. In order to compete for increased tourism, the Lockyer Valley Region needs a range of overnight accommodations in order to meet the diverse needs of the travelling public, including the RV trade.

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The existing site offers access to water, power and amenities such as the existing toilets, showers and change rooms. Also the site is well positioned with direct street access in a convenient central location beside the Lockyer Creek and adjacent to William Kemp Park.

Council has engaged Fulton Trotter Architects to prepare a design layout that would suit the existing location. The Architects have inspected the site and have had preliminary discussions with relevant Council officers.

Council has requested that the development proposal consider aspects such as the facilities to be provided, direct site access, site sizes and the method of management. Where possible, Council has requested that existing facilities be reused.

The Architects are now preparing a design which will be further developed and workshopped with Council along with the resolution of any potential development/operational issues to achieve a fully considered design, which will then move to construction before the end of the 2015/2016 financial year. In preparation for construction works, existing facilities that can be reused are currently being relocated. These include the old grandstands to the Gatton Showgrounds and the lean to swim cover to the Gatton Works Depot.

It is envisaged that physical works will commence early in the 2016 calendar year.

GENERAL BUSINESS

THAT the following item “Refugee situation” not included in the agenda, be brought forward for discussion and subsequent consideration, as it is considered to be an urgent matter which needs to be addressed at this meeting of Council and that the item be included in the meeting agenda:

Moved By: Cr Friend

Seconded By: Cr Holstein

Resolution Number: 4343

CARRIED

7/0



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17.0 CONFIDENTIAL ITEMS

CLOSED SESSION

THAT Council move into Closed Session at 11.55 am to the exclusion of the press and public, in accordance with Section 275 (1) (e) of the Local Government Regulation, 2012.

Moved By: Cr Pingel

Seconded By: Cr McDonald

Resolution Number: 4344

CARRIED

7/0

The meeting adjourned for a short recess at 11.55 am and resumed at 12.10 pm.

OPEN SESSION

THAT Council move into Open Session, the time being 12.58 pm.

Moved By: Cr Milligan

Seconded By: Cr Pingel

Resolution Number: 4345

CARRIED

7/0

Item Number: 17.3

Councillor: Cr Steve Jones

SUBJECT: GATTON GOLF CLUB - DRAINAGE ISSUES

RESOLUTION

THAT Council authorise the Chief Executive Officer to immediately undertake works, at cost of Council, to rectify the siltation problems involving the drain and silt trap at the Gatton Golf Club;

Further;

THAT Council authorise the Chief Executive Officer to undertake negotiations with the Gatton Golf Club for the future maintenance of the drains and silt trap;

And further;

THAT Council authorise the Chief Executive Officer to investigate and report back to Council on the costs associated with the cleaning out of the main Golf Club dam due to siltation.

Moved By: Cr Holstein

Seconded By: Cr Milligan

Resolution Number: 4346

CARRIED

7/0





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13.3 **Report Exemptions from Obtaining Competitive Offers for the September 2015 Quarter**
Date: 19 October 2015
Author: Sarah Lees, Procurement Coordinator
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

To comply with existing legislative requirements, Council is required to make a resolution in relation to Section 235 of the *Local Government Regulation 2012* in relation to certain contractual obligations.

Officer's Recommendation:

THAT Council resolves to enter into medium-sized contracts under Section 235 (a) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, as it is satisfied that there is only 1 supplier who is reasonably available:

- a) for the supply of 2 no ramp trailers from No Ramp Trailers; *and*
- b) for the hire of specialised equipment for mega mulching from SESI Pty Ltd; *and*
- c) for continued provision of MacroGIS from Spatial Innovations Pty Ltd; *and*
- d) the supply of chemicals for Lockyer Valley Sports & Aquatic Centre from Aquatic Elements; *and*
- e) the engagement of an architect designer from Fulton Trotter Architects; *and*
- f) the supply and fit of an Allison transmission by Penske Power Systems; *and*
- g) the supply of consultant services from BTS Consulting Services.

And Further;

THAT Council resolves to enter into medium-sized contracts under Section 235 (b) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders:

- a) for the supply of a Trimble R10 RTK Kit from UPG Solutions; *and*
- b) for further reviews on specific flood modelling on multiple areas by Cardno Pty Ltd.

RESOLUTION

THAT Council resolves to enter into medium-sized contracts under Section 235 (a) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, as it is satisfied that there is only 1 supplier who is reasonably available:

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- a) for the supply of 2 no ramp trailers from No Ramp Trailers; *and*
- b) for the hire of specialised equipment for mega mulching from SESI Pty Ltd; *and*
- c) for continued provision of MacroGIS from Spatial Innovations Pty Ltd; *and*
- d) the supply of chemicals for Lockyer Valley Sports & Aquatic Centre from Aquatic Elements; *and*
- e) the engagement of an architect designer from Fulton Trotter Architects; *and*
- f) the supply and fit of an Allison transmission by Penske Power Systems; *and*
- g) the supply of consultant services from BTS Consulting Services.

And Further;

THAT Council resolves to enter into medium-sized contracts under Section 235 (b) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders:

- a) for the supply of a Trimble R10 RTK Kit from UPG Solutions; *and*
- b) for further reviews on specific flood modelling on multiple areas by Cardno Pty Ltd.

Moved By: Cr Pingel

Seconded By: Cr Milligan

Resolution Number: : 4349

CARRIED

6/1

Voting

For the Motion: Crs PF Friend, JH Holstein, SJ Jones, JM McDonald, TM Milligan and DP Pingel.

Against the Motion: Cr K McLean.

Report

1. Introduction

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

2. Background

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

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

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- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

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

3. Report

Over recent months, Council has entered into contracts with a number of suppliers under the approval of the Chief Executive Officer. These contracts exclude contracts under alternative legislative procurement exceptions under Sections 231 to 234 of the Regulation.

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

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

Section 235	Unit	Supplier	Service(s)	GST Inclusive	Comments
a	Asset & Fleet	No Ramp Trailers	Purchase of 2 x no ramp trailers	\$35,200	Single supplier available to meet delivery requirements
a	Infrastructure Delivery	SESI Pty Ltd	Hire of specialised machine	\$40,000	Single supplier available with necessary machine
a	Information Services – ICT	Spatial Innovations Pty Ltd	Continued provision of MacroGIS	\$42,000 over 3 years	Single supplier for service
a	Community Facilities & Services	Aquatic Elements	Supply of chemicals	\$25,000 per year	Due to warranties, single supplier only available to meet restriction
a	Community Facilities & Services	Fulton Trotter Architects	Engagement for services for architect design for future redevelopment of Laidley Library	\$69,399	Briefing Note to ELT 05/11/2014 and Resolution Number:3898
a	Asset & Fleet Management	Penske Power Systems	Supply and fit of Allison transmission	\$29,150	Single supplier for the product
a	Executive Office	BTS Consulting Services	Specialised project and consulting	\$200,000	Extension of existing Contract until 30

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Section 235	Unit	Supplier	Service(s)	GST Inclusive	Comments
			services for Council		April 2016
b	Infrastructure Planning Services	UPG Solutions	Purchase of Trimble R10 RTK kit	\$84,590	Necessary equipment for upgrading of existing equipment
b	Infrastructure Planning Services	Cardno Pty Ltd	Additional work on flood modelling for specific areas	\$40,260	Review works related to LVRC-14-54 for Flood Modelling PEER Reviews

4. Policy and Legal Implications

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

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or
- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

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

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

8. Conclusion

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

9. Action/s

No further actions are required in relation to this report.

18.0 MEETING CLOSED

There being no further business the meeting closed at 1.06 pm.