



**REGIONAL COUNCIL**

# **ORDINARY MEETING OF COUNCIL**

## **MINUTES**

**16 MAY 2018**

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

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## **ATTENDANCE:**

### **Councillors Present**

- **Cr Tanya Milligan (Mayor) (Chairperson)**
- **Cr Jason Cook (Deputy Mayor)**
- **Cr Kathy McLean**
- **Cr Chris Wilson**
- **Cr Michael Hagan**
- **Cr Rick Vela**

### **Officers Present**

- **Ian Church, Chief Executive Officer**
- **Dan McPherson, Executive Manager Organisational Development & Planning**
- **David Lewis, Executive Manager Corporate & Community Services**
- **Seren McKenzie, Acting Executive Manager Infrastructure Works & Services**
- **Rick Machin, Manager Marketing, Communication & Engagement**
- **Erin Carkeet, Governance & Strategy Officer**
- **Caitlan Natalier, Solicitor & Legal Services Coordinator**
- **Nicholas Cooper, Acting Manager Planning & Development**
- **Corrin Bischoff, Coordinator Governance & Strategy**
- **Elizabeth Jones, Community Development and Engagement Officer**
- **Tanya O'Brien, Planning Officer**
- **Martin Bennett, Environment Officer**

### **Apologies**

- **Cr Janice Holstein**



## **1.0 MEETING OPENED**

*The meeting commenced at 10:03am*

*The Mayor, Cr Milligan as the Chairperson opened the meeting and welcomed all present. The Mayor, Cr Milligan led the meeting in prayer, following a minutes silence for those persons recently deceased.*



# ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

## 2.0 LEAVE OF ABSENCE

## 2.1 Leave of Absence

**Date:** 08 May 2018  
**Author:** Ian Church, Chief Executive Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

## RESOLUTION

**THAT Leave of Absence is granted to Cr Janice Holstein for the Ordinary Meeting to be held on 16 May 2018.**

**Moved By: Cr Hagan** **Seconded By: Cr Wilson**

**Resolution Number: 16-20/0939**

**CARRIED**

**6/0**

## 2.2 Leave of Absence

**Date:** 08 May 2018  
**Author:** Ian Church, Chief Executive Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

## RESOLUTION

**THAT Leave of Absence is granted to Cr Jason Cook for the Ordinary Meeting to be held on 13 June 2018.**

**Moved By: Cr Vela** **Seconded By: Cr McLean**

**Resolution Number: 16-20/0940****CARRIED**

**6/0**



### 3.1 Condolences/Get Well Wishes

**RESOLUTION**  
**THAT letters of condolence be forwarded to the families of recently deceased persons from within, or associated with, the Lockyer Valley region.**

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

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

**4.1 4.1 Declaration of Material Personal Interest on any Item of Business**

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

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

**4.2 Declaration of Conflict of Interest on any Item of Business**

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

*No declarations were made by Councillors or Senior Council Officers at this time.*

**5.0 MAYORAL MINUTE**

*No Mayoral Minute.*



## 6.1 Confirmation of Ordinary Meeting Minutes of 24 April 2018

## RESOLUTION

**Moved By:** Cr Cook                      **Seconded By:** Cr Vela  
**Resolution Number:** 16-20/0942

## 6.2 Confirmation of Special Meeting Minutes of 8 May 2018

## RESOLUTION

**Moved By:** Cr Hagan                      **Seconded By:** Cr Wilson  
**Resolution Number:** 16-20/0943

## 7.0 BUSINESS ARISING FROM MINUTES

## 8.0 COMMITTEE REPORTS

## 9.0 DEPUTATIONS/PRESENTATIONS

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## 10.0 EXECUTIVE OFFICE REPORTS

## 10.1 Chief Executive Officer's Report - April 2018

**Date:** 08 May 2018  
**Author:** Ian Church, Chief Executive Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

### Summary:

The purpose of this report is to update Council on key issues currently being actioned by Council's Executive Office as well as information relevant to Councillors and the organisation.

**Officer's Recommendation:**

**THAT Council receive and note the Chief Executive Officer's Monthly Report for April 2018.**

## RESOLUTION

**THAT Council receive and note the Chief Executive Officer's Monthly Report for April 2018.**

**Moved By:** Cr Hagan                      **Seconded By:** Cr Cook  
**Resolution Number:** 16-20/0944

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

## Report

## 1. Introduction

This report is prepared to ensure Council is well informed on the business being undertaken by the Executive Office of Council

## 2. Background

This report covers actions and information relevant to Councillors and the Executive Office, and includes the key areas of Strategic Planning, Governance, Regional Development, Marketing, Communication and Engagement and Council Business. Legal and Property Services are subject to separate reports to Council

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### 3. Report Governance:

#### Audit & Risk Management

The Internal Audit Plan for 2018/19 was adopted by Council on 25 April 2018 along with the final report for the Internal Review into Council's Capital Project Planning (Asset Management).

#### Complaints

The following table provides details of complaints currently under consideration:

Type of complaint	No. received year to date		Currently under investigation 2017-18	Received during the month 2017-18	Completed in the month 2017-18
	2017-18	2016-17			
Staff	3	7	0	0	0
Administrative Action	8	11	2	1	2
Privacy	1	0	0	0	0
<b>TOTAL</b>	<b>12</b>	<b>18</b>	<b>2</b>	<b>1</b>	<b>2</b>

The review of the Complaints Management System will be completed during May 2018.

#### Local Laws

The State interest check for the Waste local law and subordinate local law is in progress. The public notification process concluded on 2 May 2018 with no submissions received.

#### Insurance

The preparation of Council's asset insurance renewal for 2018/19 was completed 9 April 2018. The preparation included a comprehensive review of Council's facilities, motor vehicles, marine hull and cyber security.

The following table provides details of the insurance claims currently under consideration:

Claim Type	Received during month	Current/ongoing	Finalised during month
Public Liability – personal injury (above excess)	0	4	1
Professional Liability (above excess)	0	2	1
Professional indemnity (below excess)	1	1	0
Council Motor Vehicle (above excess)	0	1	1
Property	0	2	0
Third party property	1	2	1
<b>TOTAL</b>	<b>2</b>	<b>12</b>	<b>4</b>

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### Strategy:

#### 2018/19 Operational Plan

Drafting of the 2018/19 Operational Plan commenced in March 2018. A draft of the plan will be discussed with Council at the 15 May 2018 Councillor Workshop.

### Marketing, Communications & Engagement (MCE)

#### Queensland Transport Museum (QTM)

##### Statistics

Description	2016/17 (\$)	2017/18 (\$)
Museum tickets sales	2,289	1,564
Merchandise sales	1,327	1,092

Description	2016/17 Attendees	2017/18 Attendees
Adult tickets	151	109
Concession tickets	177	99
Children under 15	38	53
Children under 6 free entry	38	44
Adults/Concession free entry	98	48
Children 6 to 15 free entry	78	17

An open day has been scheduled for Saturday 14 July as a means to promote the QTM and everything it has to offer.

Approximately 12 months ago an old fire engine was donated to the QTM, however the cost of restoring the vehicle to a standard where it could be used for display purposes couldn't be justified. It was decided to take a different approach and use the vehicle as the canvas for an art project. After discussions with the Community Engagement Team, it seems likely the QTM will be able to secure funding to see the project come to fruition. It is intended to sand blast the vehicle and engage artists to depict the history of emergency services on the vehicle. Once completed, it will be used as a permanent display.

A Facebook promotion has been developed encouraging non-Lockyer Valley residents to like the QTM Facebook page and tag a friend to win an annual membership.

#### Visitor Information Centre (VIC)

New video content is now on display including tourism video and Around the Region episodes. Sub-titles will be included. New tourist drive maps are being developed and final preparations have been completed for the National Volunteers Week function being held at Pohlman's Nursery (23 May).

Key VIC staff as well as selected volunteers will attend a storytelling workshop in Ipswich on Tuesday 15 May 2018. The workshop will teach the art of storytelling to help better promote the region.



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### Events

Planning is currently underway for Seniors Week, the Laidley Spring Festival, Council Race Day and the Business Awards. The revamp of the Garden Competition is in progress with the aim of transitioning into an online competition.

Queensland Urban Utilities have agreed to sponsor the Laidley Spring Festival.

Staff are also providing support to other community events including the Chrome & Clutter Retro Festival, Helidon Heritage Weekend and the Lights on the Hill Memorial Convoy.

### Youth Development & Engagement

Eleven free or low-cost programs were run during the Easter school holidays in partnership with Council's Libraries, Anglicare Southern Queensland, Laidley District State School and Council's Youth Development Program. Two scooter riding workshops drew a total of 70 participants, and the two family movie nights drew approximately 400 people and raised \$450 for the School Chaplaincy. Other events included an adventure-based high ropes course, and activities in the libraries.

Council hosted a Bachelor of Education student from the Queensland University of Technology over two weeks on a service learning placement, to show how we engage with children, young people and families outside the formal education environment.

### Community Development & Engagement

The recent passing of State legislation regarding Labour Hire Registration, will provide authorities with stronger grounds to identify and prosecute contractors who are operating illegally and/or inappropriately with farm workers in our region. Once fully implemented it is hoped that the reputation of the Lockyer Valley as a destination of choice for backpackers to undertake their 88 days of regional farm work will be enhanced and protected.

Community Engagement support is being provided for the Waste Management Strategy, projects in the Parks Work Group, Parklea Estate Parklands, Gatton Administration Customer Service Centre refurbishment, the conduct of welfare checks within regulatory enforcement processes, and various other projects. Planning is underway for future engagement processes to prepare the Events Strategic Plan and the Laidley and Gatton Shows in July. Capacity building training is being provided to the Alex Geddes Hall Committee and others to ensure good governance processes are in place and Council's assets are managed properly.

### Multicultural Development & Engagement

The Lockyer Multicultural Festival is to be held on Sunday 27 May 2018. Liaison is currently underway with relevant community groups and stall holders.

### Media

A total of twelve media releases or statements were issued during April 2018, including the announcement of the new Chair of the Lockyer and Somerset Water Collaborative, Lockyer Legends nominations, recycled concrete used in the region for road base, Alastair McLeod cooking school and new sediment control laws.

### Communications

The Lockyer Valley Regional Council was featured in the April edition of the Council Leader magazine. This publication is produced the Australian Local Government Association and features one Council each month. The LVRC was chosen for the April feature due to the good

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work being done by the Mayor and Councillors. The article highlighted the direction and priorities of the organisation and is available for Councillors to read on the Hub.

### Regional Development

#### Grantham Premium Farm Workers Resort

The Project Enhancement Group met last Tuesday 8 May with the intent of working through any pending restraints with process or design. The project is moving along at a steady pace with up to 10 locals now employed on the job and a significant percentage of supplies being sourced locally. Some enhancements to the building design have included gable roofs, and two colour cladding. Officers met on Monday 30 April with the developer's private building certifier and town planner to finalize any design amendments.

An application for a minor amendment to the Development Approval is being assessed for presentation to the 16 May Council meeting.

#### Lockyer Valley & Somerset Water Collaborative

Members of the Lockyer Valley & Somerset Water Collaborative met on Thursday 3 May. Stephen Robertson commenced his duties as Chair of the group and items of business discussed included:

- Confirmation of minutes of the previous meeting
- Chairs activity report
- Confirmation of representatives and proxies
- Financial commitment by members
- An update on the Maturing the Infrastructure Pipeline Program funding application submitted by Council for the preparation of the detailed business case.

Minutes will be available on the Hub for Councillors information.

#### Economic Development and Tourism Destination Plans

The Lockyer Valley Economic Development and Tourism Destination Plans are currently being developed. Stakeholder reviews and feedback on the draft plans will be conducted through June for a planned adoption during July.

#### Lockyer Chamber of Commerce and Industry

The Economic Development Co-ordinator attended the Chamber of Commerce and Industry committee meeting on 2 May. The Committee were advised that the process of the change of name has now been completed and a new ABN issued. The next "Business Afterhours" function will be hosted by Elf Realty at the redeveloped Gatton Drive In site. Plans are well advanced for the Business Recognition Dinner to be held on 22 June and tickets are now available via Eventbrite.

#### Neilsen's Place – Laidley Business Incubator

Council's agent is currently completing a lease with a tenant for the front shop which should be completed this month. The Digital Work Space has two new clients using the space for "hot desking" and there are two new community support services operating from the space.

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Shop Local During Queensland Week

The annual “Shop Local” promotion will run from 2 to 10 June and residents will be encouraged to shop locally by being eligible to win two tickets to the State of Origin at Suncorp Stadium on 11 July. Advertising will commence in the week leading up to the promotion.

University of Queensland (UQ) Sunflower Competition

Council has committed to sponsorship of this event and to working collaboratively with UQ to showcase the Lockyer Valley region to students, teachers and parents of over 80 participating schools. Tourism promotion will be included in the workbook, on Facebook and at weigh-in and presentation day.

Lockyer Valley Horticultural Research Project

The aim of this project is to quantify local agricultural production/output to assist with grant funding applications and lobbying activities. Council received a grant from the Building Better Regions Fund which partially funded the project. A draft report has been completed and will be presented to Council in the near future.

Ipswich and West Moreton Jobs Board

The jobs board continues to grow with an additional 27 new members joining during the month, taking the total to 824. There were a total of 211 local jobs advertised during the month with 11 of these being within the Lockyer Valley region.

Lockyer Legends

The nomination period for the Lockyer Legends project closes on Wednesday 30 May 2018. A number of requests have been received from the public with nomination forms and information packs being provided.

Autumn Cooking School

Twenty participants joined Lockyer Valley Food Ambassador Alastair McLeod at Council's second cooking school on Sunday April 29. The cooking school was delivered thanks to Bendigo Bank sponsorship and in partnership with Faith Lutheran College at Plainland. Lunch guests included school delegates, local producers, media, and the Mayor and Councillors. Feedback strongly endorsed Council's commitment to showcasing the region's produce, with praise for the venue, organisation and produce, along with Council's vision to mentor the chefs and hospitality professionals of the future.

Regional Flavours

Stallholder applications have now closed with all 2017 stallholders re-applying for the 2018 event, including Schulte's, Seatonfire, Mormor Food, Emmo's Fine Foods, Dunlop Apiaries, Bauer's Organic Farm and 9Dorf Farms. There are on-going discussions occurring regarding the Picnic Patch activation and “meet the maker moments” with Alastair McLeod. Due to Alfresco's unavailability, the Staging Post will run the Menu Hub in 2018, also promoting the venue for events and conferences. Prizes for the major competition are valued at \$2,224 and include an Awassi Queensland cheese-making experience, fly/drive from Pterodactyl Helicopters, accommodation at Room Motels Gatton, and an exclusively-designed dinner menu at Sage on Hickey featuring Lockyer Valley produce.

Destination Guide

Work is progressing on the new destination guide. Print quotes have been received, a design brief provided to Brio and advertisements refreshed. A photo shoot was conducted over two

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days with photographer Robyn Hills to source images for the new guide and other marketing collateral for the region.

### Chevrolet National Rally

The Tourism and Marketing Coordinator met with the Organising Committee of the Chevrolet Nationals Rally on Friday 13 April to discuss accommodation, sponsorship, media opportunities, community partnerships and the itinerary for the rally. Members of the committee again stayed in the region to follow up on leads and contacts, to progress the delegate program.

### Lockyer Valley Tourism (LVT)

The Tourism and Marketing Coordinator attended the April meeting of Lockyer Valley Tourism to provide a Council update. LVT will hold a networking evening on 15 May to meet with representatives from the Australian Rail Track Corporation regarding the proposed Inland Rail.

### South East Queensland (SEQ) Food Trail Web Site



Information was distributed via the Lockyer Valley Tourism e-newsletter and Council's newspaper columns, inviting local businesses/attractions with a food focus to register online for the SEQ Food Trail web site. The onus is now on operators to upload content, via a form on the website. Council will be required to approve content, qualifying operators' eligibility via key criteria such as food licensing, regular opening hours and location. All listings are ultimately at the discretion of the site editor.

### Social Media Insight

The Visit Lockyer Valley Facebook site saw just over 1,500 page likes to 1 May. Reach for the month (people who saw posts) was 15,599, (17,061 during March), post engagement (likes, comments, shares) was 3,360, (2,746), and video views totalled 1,119, (1,571). The free Recreational Vehicle parking at William Kemp Park post on the Facebook site had very strong reach and engagement, whilst Glen Rock State Forest, the Cooking School and the Chrome & Clutter Festival also performed well.

### Single Point of Entry - Business Support

The following table highlights areas of enquiry from prospective developers and business operators that have been dealt with by the Regional Development Team. The purpose of the Team being the first point of contact in these instances is to assist potential developers and operators by "walking them through" Council processes and providing them with a single point of contact rather than multiple staff contacts. No details are provided as they are potentially commercial in confidence, however should any Councillor wish to ascertain further detail please do not hesitate to contact me or the Manager Regional Development.

Industry Sector	Level of interest	Notes:
Accommodation and Food Services		Additional short term accommodation facilities, incorporating a tourism venue.
Tourism		Potential new tourism experience operation - both enquiries will take time to bring to fruition. New facilities for tourists to visit locally. Re-activation of accommodation and tourism site.

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Manufacturing	☆☆	Enquiry for an interstate fertilizing company to expand into the region. New processing and packaging facility seeking industrial land in the region.
Electricity, Gas, water & waste services	☆	Early stage discussions with project proponents.
Transport, Postal, Warehousing	☆☆	New business establishment – potential bus transport. Enquiry in relation to a transport depot.
Wholesale Land Development	☆☆	Support provided to potential and existing land developments.
Retail Trade	☆	Information in relation to establishing new business and or expanding existing business.
Health Services	☆	Enquiry in relation to development of a dementia clinic.

Strategic Document Coordination (Policy, Legislation, Motions, Green/White Papers etc)

The Senate Economics Reference Committee is holding an Inquiry into Regional Inequality. Council responded to a request from the Chair of that Committee and provided a submission that highlighted real inequalities that have been identified and gave examples from this region. An information report on this submission is provided in the 16 May Council meeting agenda.

The Council of Mayors South East Queensland (COMSEQ) held a Board Meeting on 27 April 2018. The Resilient Rivers Taskforce also met on that day. An information report on matters considered at those meetings is also provided in the 16 May Council meeting agenda.

Advocacy and Special Projects

A number of letters of support were provided to parties making submissions to the Regional Growth Fund. This fund will provide matching funds of \$10M or more for major transformational projects targeting economic growth and job creation. The Fund is open to public and private sector entities.

Council will be aware of my concerns regarding the Works for Queensland Program administered by the Queensland Government. That Program currently deems Council ineligible for funding based on our location in South East Queensland, despite the fact that our region displays the socio-economic disadvantages that the funding program is designed to address. Further advocacy work has been undertaken with other disadvantaged Councils in South east Queensland to broaden the program to include LVRC, Somerset Regional Council and Noosa Shire Council. The issue was also raised in the Submission made to the Senate Inquiry into Regional Inequality.

A further meeting of the Lockyer Valley Regional Council/Australian Rail Track Corporation (ARTC) Technical Working Group was also held in April. This meeting flagged a busy period of community consultation planned by ARTC for May 2018.



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## 10.2 Operational Plan 2017-18 Quarterly Performance Report, March 2018

**Date:** 08 May 2018  
**Author:** Madonna Brennan, Governance and Strategy Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

### Summary:

This report provides a summary of the performance against the 2017-18 Operational Plan for the period 1 January 2018 to 31 March 2018 (third quarter).

**Officer's Recommendation:**

**THAT Council receive the third quarter performance update on the 2017-18 Operational Plan for the period 1 January 2018 to 31 March 2018 as attached to this report.**

## RESOLUTION

**THAT Council receive the third quarter performance update on the 2017-18 Operational Plan for the period 1 January 2018 to 31 March 2018, as attached to these Minutes.**

**Moved By:** Cr McLean                      **Seconded By:** Cr Wilson  
**Resolution Number:** 16-20/0945

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

## Report

## 1. Introduction

Council adopted its 2017-18 Operational Plan with its Annual Budget for the 2017-18 financial year on 27 June 2017 and has a statutory obligation to report on the progress of the Operational Plan on at least a quarterly basis. The Operational Plan captures key projects and priorities for the 2017-18 financial year to ensure Council delivers the outcomes and commitments of the Corporate Plan 2017-2022.

## 2. Background

The 2017-18 Operational Plan was prepared in response to achieving the outcomes of the Corporate Plan 2017-2022. The development process was undertaken in conjunction with the 2017-18 budget process in consultation with key Council staff responsible for the delivery of the strategies. This report outlines activities that have been completed or progressed during the financial year to date.



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### 3. Report

Included with this report is the third quarter performance update, which reports on the progress to 31 March 2018 on each of the strategies, identified in the 2017-18 Operational Plan. Each strategy has a key performance indicator, the progress of which is measured against budget, timing, scope and risk. A summary of performance to 31 March 2018 against each key Operational Plan theme is as follows.

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	6	8	16	27
Timing of Delivery					
On Time	12	6	5	11	17
Re-scheduling Expected	2	0	2	4	5
At Risk of Deferral	0	0	0	1	2
Deferred to 2018/19 or beyond	0	0	1	0	3
Benefits to be achieved	13	6	8	13	20
Benefits @ Risk	1	0	0	2	5
Benefits in Doubt		0	0	1	2
No Concerns	11	6	4	10	16
Concerns being addressed	3	0	4	6	11
Significant Risk Experienced	0	0	0	0	0

### 4. Policy and Legal Implications

Section 174(3) of the *Local Government Regulation 2012* requires the Chief Executive Officer to present a written assessment of local government's progress towards implementing the annual Operational Plan at meetings of the local government. These reports are required to be made at regular intervals of not more than three months. This report presents the third Quarterly Performance Report on the 2017-18 Operational Plan.

### 5. Financial and Resource Implications

The financial performance of each key Operational Plan Theme provides an indication on the progress of initiatives or of constraints in delivering outcomes for the 2017-18 Operational Plan. Overall, financial performance is within budget tolerances and aligns to the delivery of outcomes. An additional progress indicator (within operational allocation) has been included this quarter for budget reporting. This option has been included for strategies that are delivered as part of the general operating budget.

A summary of financial performance against key Operational Plan themes is set out in the following tables:

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	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	6	8	16	27
Within Operational Allocation	4	2	1	6	14
Budget on Track	9	4	3	8	9
Budget Underspent	1	0	4	2	4
Budget Overspent	0	0	0	0	0

Theme	Operating Revenue		Operating Expense		Capital Revenue		Capital Expense	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Lockyer Community	1,017,750	644,827	4,067,389	2,945,419	4,500	4,222	290,000	78,404
Lockyer Bus, Farm & Live	2,092,155	1,499,829	4,403,037	3,082,963		14,814	217,000	41,366
Lockyer Nature	330,200	311,055	1,307,808	753,412			100,000	24,883
Lockyer Planned	15,917,715	14,059,803	26,658,516	19,698,777	4,740,000	245,394	15,910,932	9,788,894
Lockyer Lead & Council	39,611,156	34,816,378	20,875,927	14,352,943	399,000	67,612	3,609,000	2,367,569
Total	58,968,976	51,331,892	57,312,677	40,833,514	5,143,500	332,042	20,126,932	12,301,116

## 6. Delegations/Authorisations

No delegations are required for this report and existing authorities are appropriate for the delivery of the 2017-18 Operational Plan outcomes.



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**7. Communication and Engagement**

The significant achievements of the 2017-18 Operational Plan are regularly reported through Corporate Communications and media channels. The third quarter performance report on the 2017-18 Operational Plan will be published on Council's website.

**8. Conclusion**

Quarterly reporting against the 2017-18 Operational Plan is a statutory requirement and informs Council and the community on the performance of Council against yearly programs and activities in line with the Corporate Plan 2017-2022.

**9. Action/s**

1. Publish on Council's website.

*Please note: A hard copy of the third quarter performance report is available on request (loaded onto iPads separately).*

**Attachments**

- 1 [View](#) Third Quarter Performance Report 14 Pages

**Lookyer Community:** Our healthy community welcomes the spirited diversity found within our region. Times of hardship highlight our resilience. Our high standards support our quality of life and vibrancy while providing a dynamic and safe place full of opportunity. We strive to build on who we are and all that our region has to offer by connecting business, the community and government.

1.1 A Community with fair and reasonable access to services														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Source of Validation Data	Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Score of Validation Data					Time	Budget	Scope			
1.1.1	Provision and use of Council child care centres	Enrolment numbers at child care centres	Centres operating at a minimum of 75% capacity	Enrolment numbers at child care centres	Corporate and community services	EC1 - Business Continuity and Systems	2017/18	On Time	Within Operational Allocation	Benefits at risk	Enrolment not addressed	The average occupancy of the centre has been at or below the target for the quarter with a target of 75.2% occupancy. The average occupancy for the quarter was 75.2% occupancy		

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*Lockyer Business*  
*Our business community is a thriving and inclusive network where it is easy to do business. We create opportunities and encourage innovation that inspires business confidence and collaborative partnerships.*

*Lockyer Farming*  
*As custodians we manage our water and land assets to ensure our farming future. We pride ourselves on our innovation and clean, green reputation. We work together to support our farmers of current and future generations.*

*Lockyer Livelihood*  
*We are a community where lifelong learning opportunities exist. Our quality education facilities are highly regarded and provide diverse career pathways. We look to develop skills and generate job opportunities for all.*

2.1 Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.

Reference	Operational Plan Strategy for 2017/18	Key Performance Indicator	Performance Measurement		Responsibility	Key Risk Category	Target	Program Indicators				First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
			Description of Measure	Source of Validation Data				Time	Budget	Scope	Risk			
2.1.1	Partnership opportunities for business/industry to seek further information for regional economic statements	Partnership business and industry opportunities	Number of opportunities identified	Formal documentation monthly reporting	Executive Office	P1 - Political R1 - Regulation and Governance	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concern	Information and support has been provided to 37 individual business and developers.	Information and support has been provided to 36 individual business and developers.	Support and information has been provided to 32 individual business and developers. Introduction of a new business development opportunity including a water pump and local supply chain. Assistance with various planning in doing business locally including working with Council, Council & Health.
2.1.2	Advocate for improved and connected infrastructure networks for the region including transport, water, energy and other services	Quality of infrastructure opportunities to provide improved and connected infrastructure	Number of industry opportunities engaged in	Monthly reporting	Executive Office	P1 - Political R1 - Regulation and Governance	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concern	Transportation - representation from NBN Co to Council and drop-in sessions held for staff on advice from the region. A number of business and industry representatives have been engaged in a meeting with the Department of Industry, Innovation and Infrastructure. A meeting group has been established with the first meeting held on 22 March 2018. A meeting group has been established with the first meeting held on 22 March 2018. A meeting group has been established with the first meeting held on 22 March 2018.	Transportation - representation from NBN Co to Council and drop-in sessions held for staff on advice from the region. A number of business and industry representatives have been engaged in a meeting with the Department of Industry, Innovation and Infrastructure. A meeting group has been established with the first meeting held on 22 March 2018. A meeting group has been established with the first meeting held on 22 March 2018. A meeting group has been established with the first meeting held on 22 March 2018.	The water infrastructure continues to meet and make progress. The independent Chair has been appointed and the Terms of Reference has been agreed. The water infrastructure continues to meet and make progress. The independent Chair has been appointed and the Terms of Reference has been agreed. The water infrastructure continues to meet and make progress. The independent Chair has been appointed and the Terms of Reference has been agreed.

2.2 Maximise opportunities through engagement and partnership with stakeholders to achieve a strong resilient economy.

Reference	Operational Plan Strategy for 2017/18	Key Performance Indicator	Description of Measure	Source of Validation Data	Responsibility	Key Risk Category	Target	Program Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
								Time	Budget	Scope			
2.2.1	Provision of support to the Region's business and industry groups including: - Industry Connects Group - Skills Connects Group - Industry Value Network	Participation in and with business and industry groups	12 business and industry groups	Monthly reporting	Executive Office	P1 - Political R1 - Regulation and Governance	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concern	A meeting was attended with the CEO and Executive Director of the Department of Industry, Innovation and Infrastructure. The meeting was attended by the CEO and Executive Director of the Department of Industry, Innovation and Infrastructure. The meeting was attended by the CEO and Executive Director of the Department of Industry, Innovation and Infrastructure. The meeting was attended by the CEO and Executive Director of the Department of Industry, Innovation and Infrastructure. The meeting was attended by the CEO and Executive Director of the Department of Industry, Innovation and Infrastructure. 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2.3 Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments	
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope				Risk
2.3.1	Using marketing channels to successfully promote and market the region as a destination for commerce, tourism and lifestyle	The region is a successful destination	A marketing strategy is implemented	Social media, advertising, website, CVI, business projects	Executive Office	R1 - Reputation and Destination	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Increased social media presence and engagement	Increased social media presence and engagement	Increased social media presence and engagement
2.4 Attract and support Education and Employment Opportunities for the Community														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments	
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope				Risk
2.4.1	Facilitate partnership opportunities between employers, education and training providers	Facilitate and participate in education and training activities supported by employers and education and training providers	10 education and training activities supported by employers and education and training providers	Meeting Business papers	Executive Office	R1 - Reputation and Destination	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Increased social media presence and engagement	Increased social media presence and engagement	Increased social media presence and engagement
2.5 Foster a flexible, supportive and inclusive business environment.														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments	
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope				Risk
2.5.1	Facilitate support to enable business and industry investment in the region	Outcomes of the Lockyer Business Incubator	50% occupancy of the Lockyer Business Incubator	Business Incubator records	Executive Office	R1 - Reputation and Destination	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Increased social media presence and engagement	Increased social media presence and engagement	Increased social media presence and engagement

Lockyer Nature													
Our natural assets are valued and protected to sustain our unique rural lifestyle.													
Lockyer Valley's natural assets are managed, maintained and protected.													
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Disruption of Measure	Source of Validation Data				Time	Budget	Risk			
1.1.1	Implement an initiative of the Lockyer Catchment Action Plan including Riparian Restoration Project	Implementation of identified projects	Identified projects completed within time and budget	Project Plan, Budget	Operational Development and Planning Services	E21: Environmental and Community (42): Infrastructure and Assets	2017/18	On Time	Budget Underspent	Low	Progress made on the Riparian Restoration Project. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Riparian Restoration Project. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Riparian Restoration Project. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.
1.1.2	Develop a riparian management program that ensures that the riparian assets are valued and protected including Riparian Management Plan (RMP) for Lockyer Management Plan	Plans developed	Plans developed and implemented with statutory requirements	Plan, meeting business plans (including the RMP) (42): Infrastructure and Assets	Operational Development and Planning Services	E21: Environmental and Community (42): Infrastructure and Assets	2018/20	Backtracking Expected	Budget Underspent	Medium	Progress made on the Riparian Management Plan. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Riparian Management Plan. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Riparian Management Plan. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.
Lockyer Council's policies and plans support environmentally sustainable development.													
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators			First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Disruption of Measure	Source of Validation Data				Time	Budget	Risk			
1.1.2	The Lockyer Valley Planning Scheme includes provisions that ensure development in the Lockyer Valley is environmentally sustainable.	Scheme provisions require development to be environmentally sustainable	Provisions of the Planning Scheme	Validation Data	Operational Development and Planning Services	E21: Environmental and Community (42): Infrastructure and Assets	2018/19	Backtracking Expected	Budget On Track	Medium	Progress made on the Lockyer Valley Planning Scheme. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Lockyer Valley Planning Scheme. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.	Progress made on the Lockyer Valley Planning Scheme. The project is currently in the planning phase. The project is currently in the planning phase. The project is currently in the planning phase.



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4.3 A development assessment process that delivers quality development that is consistent with legislation, best practice and community expectations.														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators				First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope	Risk			
4.3.1	Operational Development Team undertakes the assessment of development applications to manage community expectations and ensure that are reflected in the delivery of the Planning System	DAI completion and customer service	DAI final area and process review	Timeline and reporting	Operational Development and Planning Services	FD2 - Financial and Economic FD1 - Legal Compliance and Liability	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concerns	The Development Assessment Team has implemented internal processes to ensure efficient management of development applications and to ensure that the new planning system is being implemented in a timely manner.	The Development Assessment Team has achieved the first 12 months of the new planning system and is continuing to work on the remaining 12 months.	The development assessment team continues to implement the new planning system and to ensure that the new planning system is being implemented in a timely manner.
4.3.2	Implement Development Assessment Service Improvement Plan	Implementation of current financial and actions	Current financial and actions completed	Plan	Operational Development and Planning Services	FD1 - Legal Compliance and Liability FD2 - Financial and Economic	2018/19	Re-scheduling Operational	Within Budget	Benefits to be Achieved	No Concerns	The improvement plan has been implemented in a timely manner and the new planning system is being implemented in a timely manner.	Further progress has been made in the improvement plan with the successful completion of the majority of the actions. The team is continuing to work on the remaining actions.	The development assessment service improvement plan has been implemented in a timely manner and the new planning system is being implemented in a timely manner.
4.4 Regional collaboration and targeted advocacy that drives external funding for timely delivery of key infrastructure and enhanced community outcomes.														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators				First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope	Risk			
4.4.1	Transport and Heavy Engineering - construction of construction projects in the Sydney Metro Region	Opening of new roads and projects in the Sydney Metro Region	Key activities at transport and heavy engineering projects in the Sydney Metro Region	TIC2 - Transport and heavy engineering projects in the Sydney Metro Region	Infrastructure Works and Services	FD1 - Infrastructure and Assets	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concerns	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.
4.5 An integrated approach to the planning of all communities that strengthens local identity and lifestyle.														
Reference	Operational Plan Strategy for 2017/18	Performance Measurement			Responsibility	Key Risk Category	Target	Progress Indicators				First Quarter Progress Comments	Second Quarter Progress Comments	Third Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Source of Validation Data				Time	Budget	Scope	Risk			
4.5.1	Transport and Heavy Engineering - construction of construction projects in the Sydney Metro Region	Completion of new roads and projects in the Sydney Metro Region	Key activities at transport and heavy engineering projects in the Sydney Metro Region	TIC2 - Transport and heavy engineering projects in the Sydney Metro Region	Infrastructure Works and Services	FD1 - Infrastructure and Assets	2017/18	On Time	Within Budget	Benefits to be Achieved	No Concerns	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.	Continuing to work closely with Metro and Transport Infrastructure Works and Services to ensure that the new planning system is being implemented in a timely manner.

*A well-managed, transparent and accountable organisation that gives the community confidence, demonstrates financial sustainability, where customers are satisfied with our services and our employees are proud to work*

5.1 Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.

[illegible]

5.3 Activity engage with the community to inform council decision making processes.												
Performance Measurement												
Reference	Operational Plan Strategy for 2017/18	Key Performance Indicator	Description of Measure	Source of Validation Data	Responsibility	Key Risk Category	Target	Time	Budget	Scope	Risk	
5.3.1	Provide workplace engagement advice and support in response to Council needs	Regarded as relevant by the community	Number of projects supported	Monthly Reports	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.4 Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values.												
Performance Measurement												
Reference	Operational Plan Strategy for 2017/18	Key Performance Indicator	Description of Measure	Source of Validation Data	Responsibility	Key Risk Category	Target	Time	Budget	Scope	Risk	
5.4.1	Provide Council decision making through various channels, including public development and information reporting	Working with the community	Engaged with the community	Council Business papers	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.4.2	Engage a community to make Council decisions making effective and transparent	Engaged with the community	Engaged with the community	Council Business papers	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.4.3	Understand a comprehensive review of the new Corporate Plan and its strategic implications for the Council's public, private and community stakeholders	100% of the new Corporate Plan approved	100% of the new Corporate Plan approved	Monthly Reports	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.4.4	Understand a comprehensive review of the new Corporate Plan and its strategic implications for the Council's public, private and community stakeholders	100% of the new Corporate Plan approved	100% of the new Corporate Plan approved	Monthly Reports	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.5 Promote a values based culture that appreciates and empowers its workforce.												
Performance Measurement												
Reference	Operational Plan Strategy for 2017/18	Key Performance Indicator	Description of Measure	Source of Validation Data	Responsibility	Key Risk Category	Target	Time	Budget	Scope	Risk	
5.5.1	Engage Council's new vision, mission and values through a range of communication and engagement activities	Engaged with the community	Engaged with the community	Council Business papers	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.5.2	Establish a working group to implement communication and engagement activities	Engaged with the community	Engaged with the community	Council Business papers	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	
5.5.3	Develop and implement a new Employee Engagement Agreement (EEA)	Engaged with the community	Engaged with the community	Council Business papers	Executive Office	FE2 - Finance and Economic Development & External	2017/18	On Time	Budget On Track	Benefits to be Achieved	No Concerns	

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[illegible]





## ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

### 2. Background

The current Charter for the Audit and Risk Management Advisory Committee sets the membership of the Committee comprising of the Mayor (ex officio & non-voting), the Deputy Mayor, the Councillor holding the Portfolio responsibility for Corporate and Community Services and a Proxy being a Councillor nominated by Council to attend in the absence of an appointed Councillor member.

The Committee membership also includes three (3) independent external members, an Independent Chairperson, an Independent Professional Member and an Independent Community Member.

### 3. Report

This report seeks Council approval to call for nominations by expression of interest for the positions of Independent Chairperson and Independent Community Member to enable the Audit and Risk Management Committee to meet its requirements in accordance with the Committee's Charter and Council's legislative compliance.

#### **Independent Chairperson**

The second term for the current Independent Chairperson as the Audit and Risk Management Committee Chairperson concludes on 30 June 2018. As outlined in the Committee's Charter this is the maximum number of terms the Chairperson can be a member of the Committee without the need to call for further nominations. The current Chairperson is eligible to re-nominate for the position of Independent Chairperson through the nomination process.

The current Chairperson has provided a significant contribution to the Committee, supported by their experience and extensive knowledge of local government in Queensland. The Chairperson has provided the Committee with a solid foundation through the significant transition in 2016 with the appointment of new Councillors and a new Independent Community and Professional Member to the Committee.

#### **Independent Community and Professional Members**

The first term for the current Independent Community and Professional Members concludes on 25 August 2018. The appointment of the Members can be extended for a further two year term at the discretion of Council and following a review of their performance.

The current Independent Community Member has advised that he does not wish to extend his tenure for another term and therefore the position will become vacant on 26 August 2018 and a nomination is required to be called. The Independent Professional Member has requested to be re-appointed for another term; as such a review of her performance is required to be conducted. This process is yet to be finalised, but is proposed to conduct the review prior to the end of the financial year to enable the process to be conducted in a timely manner.

It is proposed to call for expressions of interest for the position of the Independent Chairperson and Independent Community Member in May 2018.

The appointment/re-appointment of the Independent positions on the Audit and Risk Management Committee will be presented to a future meeting of Council for adoption.

**ORDINARY COUNCIL  
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**4. Policy and Legal Implications**

Section 105 of the *Local Government Act 2009* requires Council to establish an Audit Committee and *Section 210* of the *Local Government Regulation 2012* sets out the required framework for the operation of the Audit Committee. The Committee Charter has been developed in accordance with the legislative framework and outlines the role, responsibilities, composition and operating guidelines of the committee.

**5. Financial and Resource Implications**

The determination of the Independent Membership for the Audit and Risk Management Committee will be managed through existing budget allocations.

**6. Delegations/Authorisations**

The Committee remains an advisory committee to Council and has no delegated authority to make decisions, but can make recommendations to the Council. The Committee will report to the Council after each meeting and the Chair will initiate any review of the performance of the Committee. A code of conduct has been implemented for the independent members of the Committee. The Chief Executive Officer will manage requirements in line with existing delegations.

**7. Communication and Engagement**

On adoption of the recommendation, expressions of interest will be called for the positions of Independent Chairperson and Independent Community Member on the Council website and in the local and regional newspapers.

**8. Conclusion**

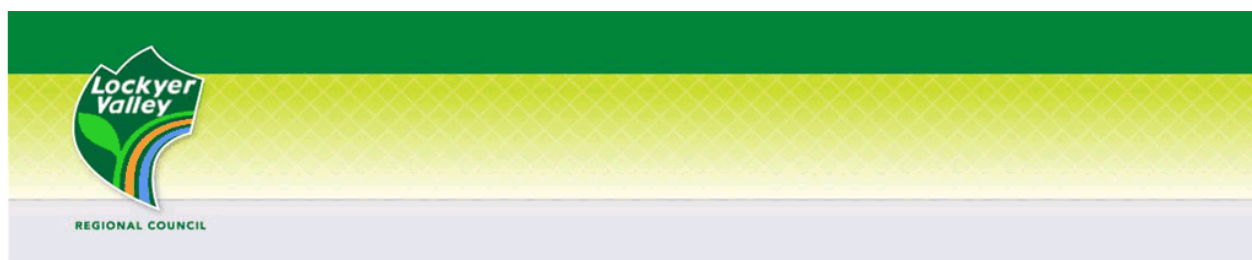
That Council ensures that the membership requirements of the Audit and Risk Management Committee's Charter are met by calling for nominations by expression of interest for the position of Independent Chairperson and Independent Community member and a review of the performance of the Independent Professional Member be conducted.

**9. Action/s**

1. Call for nominations by expression of interest for the positions of Independent Professional and Community Members through identified communication channels.

**Attachments**

1 [View](#) ARMC Charter 8 Pages



## LOCKYER VALLEY REGIONAL COUNCIL

### AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER

#### 1. THE CHARTER

- 1.1 This document, the Audit and Risk Management Committee Charter of the Lockyer Valley Regional Council, outlines the role, responsibilities, composition and operating guidelines of the Audit and Risk Management Committee (the Committee) in accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

#### 2. AUTHORITY AND INDEPENDENCE

- 2.1 The Committee has no executive powers, unless delegated to it by the Council.
- 2.2 The Committee is a committee of the Council and is directly responsible to the Council. In discharging its responsibilities the committee has the authority to:
- 2.2.1 Conduct or authorise investigations into matters within its scope of responsibility.
  - 2.2.2 Access information, records and personnel of the Council for such purpose.
  - 2.2.3 Request the attendance of any employee of the Council at Committee meetings.
  - 2.2.4 Conduct meetings with the Council's internal and external auditors, as necessary.
  - 2.2.5 Seek advice from external parties, as necessary.

#### 3. ROLE

- 3.1 The role of the Committee is to provide independent assurance and assistance to the Council on:
- 3.1.1 The risk, control and compliance frameworks.
  - 3.1.2 The Council's external accountability responsibilities as prescribed in the Local Government Act and its Regulations.
- 3.2 The Committee does not replace or replicate established management responsibilities and delegations, the responsibilities of other executive management groups within the Council, or the reporting lines and responsibilities of either internal audit or external audit functions.

#### 4. DUTIES AND RESPONSIBILITIES

- 4.1 The committee's duties and responsibilities are to:
- 4.1.1 Financial Statements
    - 4.1.1.1 Review significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial statements.

- 4.1.1.2 Review with management and the external auditors the results of the audit, including any significant issues arising.
- 4.1.1.3 Review the financial statements, and consider whether they are complete, consistent with information known to the committee members, and reflect appropriate accounting policies and principles.
- 4.1.1.4 Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.
- 4.1.2 Risk Management
  - 4.1.2.1 Monitor the systems and processes to ensure that material risks to Council are appropriately identified, assessed, managed and monitored.
  - 4.1.2.2 Monitor the process for review of Council's risk profile.
  - 4.1.2.3 Monitor processes and practices of the Council that support effective business continuity.
- 4.1.3 Internal Control
  - 4.1.3.1 Review, through management, internal and external audit functions, whether management's approach to maintaining an effective internal control framework (including policies, procedures and delegations) is sound and effective.
  - 4.1.3.2 Consider how management identifies any required changes to the design or implementation of internal controls.
  - 4.1.3.3 Review steps taken by management to embed a culture which is committed to ethical and lawful behaviour.
- 4.1.4 Internal Audit
  - 4.1.4.1 Provide advice on the appointment or replacement of the Internal Auditor, and budget, staffing and skills of the internal audit function.
  - 4.1.4.2 Review and approve the internal audit plan, its coverage, scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
  - 4.1.4.3 Review the findings and recommendations of internal audit and the response to them by management.
  - 4.1.4.4 Review the implementation of internal audit recommendations accepted by management.
  - 4.1.4.5 Ensure that there is no material overlap between the internal and external audit functions.
  - 4.1.4.6 The Chair and an independent member will hold executive sessions with internal audit at least twice per year, if required.
- 4.1.5 External Audit
  - 4.1.5.1 Consult with external audit on the function's proposed audit strategy, audit plan and audit fees for the year.
  - 4.1.5.2 Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.

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- 4.1.5.3 Review responses provided by management to ensure they are in line with the agency's risk management framework.
- 4.1.5.4 Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
- 4.1.5.5 The Chair and an independent member will hold executive sessions with external audit at least twice per year, if required.
- 4.1.6 Compliance
  - 4.1.6.1 Determine whether management has considered legal and compliance risks as part of the Council's risk assessment and management arrangements.
  - 4.1.6.2 Review the effectiveness of the system for monitoring the agency's compliance with relevant laws, regulations and government policies.
  - 4.1.6.3 Review the findings of any examinations by regulatory agencies, and any auditor observations.
- 4.1.7 Reporting
  - 4.1.7.1 Submit quarterly reports to the Council outlining relevant matters that have been considered by it as well as the committee's opinions, decisions and recommendations.
  - 4.1.7.2 Circulate minutes of the committee meetings to the Council, committee members and invited guests as appropriate.
  - 4.1.7.3 Prepare an annual report to the Council summarising the performance and achievements for the previous year. An interim program of the planned activities for the coming year is also to be provided.
  - 4.1.7.4 Submit a summary of its activities for inclusion in the Council's Annual Report.

## 5 MEMBERSHIP AND MEETINGS

### 5.1 Membership

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

### 5.2 The Committee shall consist of:

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

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

5.2.1.4 Proxy - Councillor nominated by Council to attend in the absence of a Councillor member.

5.2.2 Independent External Members (voting)

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

5.2.2.2 The three external members shall be selected as set out in Appendix A.

5.2.3 Attendees (non - voting)

5.2.3.1 CEO.

5.2.3.2 Executive Manager Corporate and Community Services

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

5.2.3.4 Representative of the External Auditor.

5.2.4 Invitees (non - voting) for specific Agenda Items

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

5.3 Term of Office

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

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

5.4 Vacancy

5.4.1 In the case of vacancy of an independent external member, the Council is to appoint another independent external member as soon as is practicably possible in accordance with the process set out in Appendix A.

5.5 Remuneration

5.5.1 The independent Chair and independent members of the Committee will be entitled to fees for preparation and attendance at meetings as determined by Council from time to time with a review at least once during the term of each Council . This will cover all preparation time and meeting attendance as well as expenses for travel and reasonable out of pocket disbursements.

5.6 Chair

5.6.1 In accordance with the Local Government Regulation 2012 the Council will appoint an independent member of the Audit and Risk Management Committee to be Chair of the Committee.

5.6.2 In the absence of the appointed Chair, the members of the Committee will appoint one of their number to be Acting Chair.

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#### 5.7 Code of Conduct

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

#### 5.8 Quorum

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

#### 5.9 Proceedings

##### 5.9.1 Meetings

- 5.9.1.1 The Committee shall meet at least four times per year (or more often as decided by the Chair).
- 5.9.1.2 A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit and Risk Management Committee Charter.

##### 5.9.2 Decision Making

- 5.9.2.1 The Committee will decisions by consensus but if voting becomes necessary then the details of the vote are to be recorded in the minutes.
- 5.9.2.2 Each member of the Committee shall be entitled to one vote only. In the case of an equality of votes on any issue the Chair shall have the casting vote.
- 5.9.2.3 Between meetings the Chair may circulate to members by email specific proposals for adoption by the Committee.
- 5.9.2.4 Any decision taken by the Committee by email is to be noted and minuted at the next meeting.

##### 5.9.3 Minutes

- 5.9.3.1 Secretariat support will be provided to the Committee by the Governance and Strategy Team.
- 5.9.3.2 The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained.
- 5.9.3.3 Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

5.9.4 Induction

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

**6 RELATIONSHIPS**

6.1 Other Executive Management Committees

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

**7 EVALUATION OF COMMITTEE ACTIVITIES**

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

**8 REVIEW OF THE CHARTER**

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

**9 APPROVAL OF THE CHARTER**

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

Name	Ian Church, Chief Executive Office	Council Resolution: 16-20/0647
Chair	Mayor Tanya Milligan	Date 13 September 2017
Audit and Risk Management Committee		Updated 17 August 2017
Committee Resolution: ARMC/0036		Review Date: June 2018.



#### **APPENDIX A - SELECTION OF INDEPENDENT MEMBERS**

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

- A.1 The Council shall seek nominations from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this charter shall be eligible for appointment.
- A.2 The eligible persons will be interviewed by a Panel comprising the Mayor or delegate, the Independent Chair of the Committee (except where the candidate is seeking position of Chair of the Committee), Corporate Services Portfolio Councillor and the Council's Chief Executive Officer who shall make recommendations to the Council.
- A.3 Following receipt of recommendations from the Panel, the Council may appoint the independent external member by resolution.
- A.4 In the event that no nominations are received, the Committee will make a recommendation to Council regarding appropriate interim arrangements as circumstances prevail.
- A.4 Independent Members will be drawn from the following:

##### **Independent Community Member**

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

##### **An Independent Professional Member**

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

##### **Independent Chairperson**

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

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

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willing to subscribe to any Code of Conduct of the committee that may be established from time to time.



## Council Agenda Action Items Review

### Summary:

**Officer's Recommendation:**

**THAT Council receive and note the Council Agenda Action Items Review report providing an analysis of the action items arising from council agenda reports for the current term of Council.**

## RESOLUTION

**THAT Council receive and note the Agenda Action Items Review report providing an analysis of the action items arising from Council agenda reports for the current term of Council.**

**Moved By:** Cr McLean                      **Seconded By:** Cr Hagan  
**Resolution Number:** 16-20/0947

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

## Report

## 1. Introduction

This report provides Council with an update on the actions items arising from resolutions at Ordinary and Special Council meetings from 1 May 2016 to 31 March 2018. Additional detail on resolutions that have not been completed is highlighted in this report.

This report aligns with the Corporate Plan 2017-2022 outcome 5.4

## 2. Background

In the 2012 – 2016 term of Council it was determined that an update on actions arising from Council meeting resolutions be reported to Council on a quarterly basis by exception.

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### 3. Report

A total of 855 resolutions were recorded from the Ordinary and Special Council Meetings from 1 May 2016 to 31 March 2018. Of these resolutions 55 are procedural motions which do not require an action (e.g. confirmation of minutes of ordinary meeting and other committee meetings etc.). Of the remaining actions, 779 have been completed and 21 actions are incomplete. The 21 incomplete items are listed in the attachment to this report. All incomplete items in the attachment contain notes outlining the status of each item and are updated on a regular basis.

This table shows an analysis of the actions from 1 May 2016 to 31 March 2018:

Groups	Total Action Items	Incomplete Actions	Procedural Motions (no action required)
Executive Office	387	13	55
Organisational Development & Planning	193	3	
Corporate & Community Services	147	4	
Infrastructure Works & Services	73	1	
<b>TOTAL</b>	<b>855</b>	<b>21</b>	

### 4. Policy and Legal Implications

There are no policy and legal implications which arise as a result of this report.

### 5. Financial and Resource Implications

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

### 6. Delegations/Authorisations

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

### 7. Communication and Engagement

The following officers were consulted in the review of the actions:

- The Chief Executive Officer
- Executive Manager Corporate & Community Services

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- Executive Manager Infrastructure Works & Services
- Executive Manager Organisational Development & Planning

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

**8. Conclusion**

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

**9. Action/s**

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

**Attachments**

1 <a href="#">View</a>	Executive	6 Pages
2 <a href="#">View</a>	Organisational Development & Planning	4 Pages
3 <a href="#">View</a>	Corporate & Community Services	2 Pages
4 <a href="#">View</a>	Infrastructure Works & Services	1 Page



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken
16-20/0283	23 November 2016	Application of Section 236 Local Government Regulation 2012 Exception - Lease to Gatlton Squash Racquets Association Incorporated - Part of Lot 1 on SP284975	<p><b>THAT with respect to the future use of part of Lot 1 on SP 284975, Council resolve to:-</b></p> <p>a) apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 in order for a lease to be entered into with the Gatlton Squash Racquets Association Incorporated; and</p> <p>b) authorise the Chief Executive Officer to negotiate a lease with the Association on terms satisfactory to Council, subject to satisfactory resolution of any issues, particularly relating to asbestos;</p> <p>c) present the terms of the negotiated lease to a future Council Meeting for consideration.</p>	Stephen Hart Executive Office	<p>14 Sep 2017 - 11:37 AM - Susan Boland Advised by Manager Facilities - Squash Club are seeking grant funding to assist with works. Lease cannot be finalised until additional external funding has been identified.</p> <p>05 Sep 2017 - 3:43 PM - Vickie Weiland Facilities matter - Manager Community Facilities &amp; Services actioning</p> <p>07 Mar 2017 - 4:55 PM - Susan Boland Advised by Manager Executive Operations that this matter is to be workshopped again, and after this the Manager Facilities is to bring a report to a future Council Meeting.</p> <p>06 Jan 2017 - 3:26 PM - Vickie Weiland The lease has been unable to proceed as Facilities have advised of significant costs relating to asbestos removal which will need to be considered in the 2017/18 budget process.</p>
16-20/0395	08 March 2017	Lease - Heildon Community Shed Association Incorporated - 6 Plant Street, Heildon	<p><b>THAT with respect to the future use of part of Lot 19 on CP 903641, Council resolve to:-</b></p> <p>a) apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 in order for a Trustee Lease to be entered into with the Heildon Community Shed Association Incorporated on the following conditions:-</p> <p>(i) The lease will be for a term of 20 years;</p> <p>(ii) The Heildon Community Shed Association Incorporated will be responsible for all costs incurred in preparation and registration of the Trustee Lease, including survey costs if any;</p> <p>(iii) The Heildon Community Shed Association Incorporated will be responsible for all outgoings, including but not limited to insurance and utility expenses, incurred in respect of the leased premises; and</p> <p>b) delegate authority to the Chief Executive Officer to negotiate a Trustee Lease on terms satisfactory to Council.</p>	Julie Millard Executive Office	<p>22 Nov 2017 - 4:54 PM - Vickie Weiland Awaiting private certification to respond to customer re: use and fees.</p> <p>Customer response 11/10/17</p> <p>Advice from Building &amp; Facilities team received 7/11/17</p> <p>11 Oct 2017 - 3:22 PM - Vickie Weiland Lease sent to Lessee for signature on 17/11/17. ECM # 3192882</p> <p>14 Sep 2017 - 11:55 AM - Susan Boland Advised by Property Officer - Lease sent to Lessee for signature on 17/11/17. ECM 3192882. Not yet returned by Lessee.</p> <p>07 Jun 2017 - 3:59 PM - Vickie Weiland Advised by Property Officer that the Lease is drafted and is with Council's Solicitor for review.</p> <p>24 Mar 2017 - 12:18 PM - Susan Boland Lease being drafted by Property Officer</p>

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## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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16-20/04/45	12 April 2017	Proposal for the interim Management of the Council Land at the Gattion Race Course - Lot 1 on RP161623 & Lot 1 on SP228066	THAT with respect to the proposals in relation to access to and disposal of Council land described as Lot 1 on RP161623 and Lot 1 on SP228066, Council resolve to:	Caillan Natallier Executive Office	08 May 2018 - 9:26 AM - Susan Boland No further action taken since last update.  22 Nov 2017 - 4:55 PM - Vickie Wieland No change. Have met with parties and arrangement in place. No issues - to be formalised  14 Sep 2017 - 11:57 AM - Susan Boland Docs being prepared., Racing EOI was unsuccessful.
16-20/04/45	24 May 2017	Potential Uses within area to be Leased by Cahill Park	THAT with respect to the future use and disposal of Lot 57 on SP223271 located at Princess Street, Gattion, Council resolve to delegate authority to the Chief Executive Officer to liaise with the Cahill Park Management Committee to further investigate the potential use of part of the land for a recreational vehicle park.  Further: THAT Council resolve to: <ul style="list-style-type: none"> <li>• apply the exception from tendering in Section 236(1)(b)(ii) of the Local Government Regulation as the lease is to a Community Organisation; and</li> <li>• authorise the Chief Executive Officer to do all things necessary to negotiate and finalise the Lease and associated Management Agreement.</li> </ul>	Stephen Hart Executive Office	08 May 2018 - 9:42 AM - Susan Boland Correspondence has been received from Cahill Park that RV use not required. Meeting held 10/4/18 with Cahill Park representatives to discuss outgoings. Further correspondence is anticipated on money to be requested.  23 Oct 2017 - 10:49 AM - Vickie Wieland CEO met with representatives from Cahill Park who advised that differing views within the club on RV Use. Correspondence has been sent seeking the Club's official view. ECM # 3472740  14 Sep 2017 - 12:00 PM - Susan Boland Advised by Coordinator Council Business - Lease sent to Cahill Park for consideration. Officers have met with reps from Cahill Park & Camper van motorhome club. Next meeting with Cahill Park scheduled for 20/9/17  04 Sep 2017 - 10:36 AM - Vickie Wieland Officers have met with representatives of the Camper Van Motorhome Club and Cahill Park. Draft Lease & Management Agreement sent to CPSC for review and signing  08 May 2018 - 9:28 AM - Susan Boland amended lease & easement documents provided by McCullough Robertson. to be reviewed & finalised.
16-20/05/34	14 June 2017	LVRC-17-22 - Evaluation Report - Request for Tenders for the Grazing Lease of Various Lots at	THAT with respect to the Request for Tenders LVRC-17-22 seeking interest for the grazing lease of various lots on Tyrnorn Street and Bowells Road, Grantham, Council resolve to endorse the	Caillan Natallier Executive Office	

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## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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16-20/0664	27 September 2017	Granttham	<p>recommendation of the Evaluation Panel to award the tender to Bickle Investments Pty Ltd as the Successful Tenderer;</p> <p>And further:</p> <p>THAT Council delegate authority to the Chief Executive Officer to enter into lease negotiations with Bickle Investments Pty Ltd on the basis of its alternative tender proposal.</p>	Julie Millard Executive Office	<p>22 Nov 2017 - 4:58 PM - Vickie Weiland Awaiting lease documents from McCullough Robertson - Will involve land reconfiguration workshop - focus on getting water and power easements in place - final amendments to easements being made</p> <p>23 Oct 2017 - 1:05 PM - Vickie Weiland Manager Regional Development &amp; Legal Services &amp; Property coordinator have notified successful Tender and the formal process is still a work in progress.</p> <p>14 Sep 2017 - 12:25 PM - Susan Boland Advised by Coordinator Legal Services that lease being finalised with external solicitor</p>
16-20/0664	27 September 2017	Optus Mobile Pty Ltd - Application of Section 236 Local Government Regulation 2012	<p>THAT with respect to the request for the renewal of the lease over part of Lot 2 on SP 270096 to Optus Mobile Pty Ltd, Council resolve to:</p> <p>a) apply the exception contained in Section 236(1)(c)(iii) of the Local Government Regulation 2012; and</p> <p>b) authorise the Chief Executive Officer to negotiate a new lease with Optus Mobile Pty Ltd as existing Lessee, on terms satisfactory to Council, including:-</p> <p>(i) 20 year term;</p> <p>(ii) rental of \$14,000.00 plus GST per annum; and</p> <p>(iii) 3% increase annually.</p>	Julie Millard Executive Office	<p>22 Nov 2017 - 4:59 PM - Vickie Weiland Heads of Agreement signed by Council and sent back to Optus. Wailing for Optus to issue draft lease for review 13/11/17</p> <p>23 Oct 2017 - 9:47 AM - Vickie Weiland Resolution forwarded to Optus - ECM # 3463755 - Lease currently being negotiated</p>
16-20/0665	27 September 2017	Application of Section 236 Local Government Regulation 2012	<p>THAT with respect to the request for the renewal of the lease over Lot 7 on RP3373 to the Laidley &amp; Districts Community Organisation Inc., Council resolve to:</p> <p>a) apply the exception contained in Section 236(1)(c)(iii) of the Local Government Regulation 2012; and</p> <p>b) authorise the Chief Executive Officer to negotiate a new lease with the Laidley &amp; Districts Community Organisation Inc. as existing Lessee, on terms satisfactory to Council.</p>	Julie Millard Executive Office	<p>23 Nov 2017 - 4:07 PM - Vickie Weiland Amendments made at Lessee's request on 11/9/17 and sent for Lessee's review</p> <p>23 Nov 2017 - 4:06 PM - Vickie Weiland Lease renewed and sent to Lessee on 9/11/17 ECM # 3482151</p> <p>22 Nov 2017 - 5:00 PM - Vickie Weiland Have met with applicant and talked through lease costs and requirements</p> <p>23 Oct 2017 - 9:48 AM - Vickie Weiland Lease has been drafted. Awaiting confirmation from Legal Services &amp; Property Coordinator that lease can be sent out</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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16-20/0694	25 October 2017	National Water Infrastructure Development Fund	<p>THAT Council receive and note the Pre-feasibility Report undertaken by Cardno as attached to these minutes;</p> <p>Further:</p> <p>THAT Council endorse the Recommendations contained in the Report that</p> <ul style="list-style-type: none"> <li>the service need across the region be further defined</li> <li>the identified short-listed water supply options be further progressed</li> <li>this work be progressed utilising the Business Queensland Preliminary Business Case and Detailed Business Case frameworks;</li> </ul> <p>And further:</p> <p>THAT Council authorise the Chief Executive Officer to apply for further funding under the National Water Infrastructure Development Fund to complete a Preliminary Business Case and a Detailed Business Case.</p>	Jason Hamm Executive Office	<p>09 May 2018 - 8:37 AM - Susan Boland</p> <p>Advice received is all allocated funding for studies in the National Water Infrastructure Fund, had been allocated and no further funding rounds are expected.</p> <p>An application has been prepared for MIPPS (Maturing Infrastructure Pipeline Program) for funds to undertake a full business case.</p> <p>09 Jan 2018 - 4:23 PM - Vickie Weiland</p> <p>Final report to the Department will be lodged by February 10 2018</p> <p>From Cardno - preliminary meetings were held during December with regard to feedback on the final report</p> <p>The DWIDF has been fully allocated at this stage and other funding opportunities are being sought</p>
16-20/0767	13 December 2017	Disposal of Lot 20 on SP192308 - 33 Victoria Street, Forest Hill Shops	<p>THAT Council resolve to approve the disposal of property situated at 33 Victoria Street, Forest Hill and described as Lot 20 on SP192308 in accordance with Chapter 6, Part 3, Division 4 of the Local Government Regulation 2012;</p> <p>And further:</p> <p>THAT Council resolve to delegate authority to the Chief Executive Officer to take all steps necessary, including meeting any procurement obligations, to effect the disposal.</p>	Caillan Natalier Executive Office	<p>08 May 2018 - 9:34 AM - Susan Boland</p> <p>Auction held 5/5/18. Property passed in. Negotiations being undertaken &amp; report to be provided by Elders Real Estate.</p>
16-20/0768	13 December 2017	Lockyer Valley Fruit and Vegetable Processing Company	<p>THAT Council resolve to continue to support in principle the Lockyer Valley Fruit and Vegetable Processing Company's proposed development concept.</p> <p>And further:</p> <p>THAT Council delegate authority to the Chief Executive Officer to further investigate the suitability of a site for the development within Stage 1 of the Gatton West Industrial Zone (GWIZ).</p>	Jason Hamm Executive Office	<p>09 May 2018 - 8:35 AM - Susan Boland</p> <p>Council officers have provided details of the site to the Lockyer Valley Processing Company and currently awaiting a response.</p>
16-20/0839	28 March 2018	Proposed Community Art Space Request	<p>THAT with respect to a request from local artists and art groups for Council's involvement in the development of a community art space at the Gatton Mercury Theatre, Council endorse Option 1, to facilitate a lease directly between the owner of</p>	Rick Machin Executive Office	<p>03 May 2018 - 2:57 PM - Vickie Weiland</p> <p>Representatives from the community arts groups and of Gatton Mercury Theatre have been notified of Council's decision. A community development officer offered assistance to both groups to facilitate ongoing discussions leading to an eventual lease. A representative of the</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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		<p>the Theatre and the community art groups:</p> <p>Further: THAT Council approve in principle the future allocation of up to \$25,000 of in kind and financial contributions to the Lessee, where the Lessee is an incorporated not-for-profit entity, following execution of the lease and subject to additional funding being obtained by the Lessee from their members or other non-Council grant sources.</p>	<p>community art groups has advised that they will undertake discussions directly with Gatton Mercury Theatre representatives. Any further action will depend on the outcome of the discussion above and requests for support from Council.</p>
16-20/08/43 2018	28 March Lockyer Legends - Extension of Program	<p>THAT Council endorse the process to consider nominations by the community for additions to the Lockyer Legends Wall.</p> <p>Further, THAT Council approve the establishment of a selection committee to be comprised of the:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer – Lockyer Valley Regional Council</li> <li>• Director, University of Queensland Gatton Campus</li> <li>• Manager, Regional Development – Lockyer Valley Regional Council</li> <li>• Contributing Editor History of Gatton Book and former editor of the Gatton Star</li> </ul>	<p>Jason Harm Executive Office</p> <p>09 May 2018 - 8:54 AM - Susan Boland Selection committee has been confirmed and a date has been scheduled for the group to review the applications.</p>
16-20/08/55 2018	28 March Lockyer Valley & Somerset Water Collaborative	<p>THAT with respect to the Steering Group for the Lockyer Valley and Somerset Water Collaborative, Council resolve to:</p> <ul style="list-style-type: none"> <li>• Support involvement in the Lockyer Valley and Somerset Water Collaborative.</li> <li>• Endorse Cr Milligan and the Chief Executive Officer to be representatives on the Steering Group;</li> <li>• Endorse Cr Hagan and the Manager Regional Development to be the respective proxies for those representatives;</li> <li>• Support the recommendation of the Steering Group to appoint Kooroomba Consulting as Independent Chair of the Steering Group for a period up until 30 June 2019;</li> <li>• Note the anticipated cost contribution</li> </ul>	<p>Jason Harm Executive Office</p> <p>09 May 2018 - 8:57 AM - Susan Boland Independent Chair has been appointed commencing on 16 April 2018 and chaired the meeting held 3 May 2018</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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- from Lockyer Valley Regional Council for the operation of the Steering Group until 30 June 2019 is approximately \$60,000, which will be committed from the existing 2017/18 budget;
- Note that if a project is identified to go to full business case it is anticipated that Lockyer Valley Regional Council's funding contribution would be approximately \$164,000; and
  - Approve that the commitment for the business case be included in the 2018/19 budget consideration process;
- Further:
- THAT Council resolve to enter into a medium-sized or large-sized contract under Section 235(b) of the *Local Government Regulation 2012* without first inviting written quotes or tenders as, because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders for:
- delivery of water specialist and advocacy services by Kooroomba Consulting.



## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken
16-20/0072	08 June 2016	Compliance and Flood Operation Issues - Residential Development, Laidley	THAT Council receive and notes the Compliance and Flood Operation Issues – Residential Development, Laidley report. Further: THAT Council authorises the Chief Executive Officer to issue a Default Notice to the developer of the residential estate regarding failure to comply with the obligations of the Infrastructure Agreement. And further: THAT Council authorise the Chief Executive Officer to establish a working group comprising of Cr McDonald, Cr Wilson, relevant officers and residents to work collaboratively to: <ul style="list-style-type: none"> <li>o further investigate the background to the development</li> <li>o investigate options for Council to seek contributions from the developer to offset costs to Council</li> <li>o identify options to remedy drainage issues in this location; and</li> <li>o to engage with stakeholders and affected residents in the area.</li> </ul>	Trevor Boehm  Organisational Development and Planning	08 May 2018 - 11:03 AM - Susan Boland Item 1 = completed Item 2 - sort legal advice and no further action required at this time. Item 3 - working group established. Meetings have occurred. 08 May 2018 - 11:02 AM - Trevor Boehm Action reassigned to Trevor Boehm by: Susan Boland 03 May 2018 - 11:40 AM - Trevor Boehm Action reassigned to Corrin Bischoff by: Teigan Dippel 03 Apr 2018 - 11:37 AM - Teigan Dippel Advised by Manager Planning and Development, 3/4/18 - Cairno engaged by Council to undertake flood modelling to identify possible options to mitigate the impacts flooding in the Cooper Street area. Briefing on this work provided at the 3 April 2018 Councilor Workshop as basis for further discussions with the local community. 22 Nov 2017 - 4:45 PM - Vickie Wheeland On-site meeting scheduled for 28/11/17 10 Oct 2017 - 10:23 AM - Teigan Dippel Advised by Manager Planning and Environment that the draft of preliminary advice was received from Council's Solicitor (Connor O'Meara) on 13 September 2017. Further discussions required between Manager Planning & Development, Legal Services Coordinator and Council's Solicitor to allow finalisation of the advice. 12 Sep 2017 - 2:39 PM - Teigan Dippel Action is ongoing. Legal Services Coordinator is obtaining legal advice. 20 Mar 2017 - 1:06 PM - Susan Boland (part 2) Advised by Manager Planning & Environment that default notice not issued on legal advice. Council Officers working with developer and their consultant to achieve compliance with the requirements of the Infrastructure Agreement. Ongoing (part 3) working group has been established by Executive Manager Infrastructure Works & Services with Councilors McDonald & Wilson and the working group continues to meet
16-20/0356	08 February 2017	Investigation into the Causes of Turbidity of Lake Apex and Lake Freeman	THAT Council delegate authority to the Chief Executive Officer to engage a suitably qualified consultant to undertake water quality assessment of Lake Apex and Lake Freeman.	Belinda Wheelband  Organisational Development and Planning	11 Jan 2018 - 4:48 PM - Belinda Wheelband Action reassigned to Belinda Wheelband by: Teigan Dippel 12 Sep 2017 - 2:57 PM - Teigan Dippel Matter ongoing. Draft report is currently under review.

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## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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<p><b>Further:</b> THAT a report on the water quality assessment of Lake Apex and Lake Freeman be presented to a future Council meeting:</p>	<p><i>07 Jun 2017 - 4:11 PM - Vickie Wieland</i> The project has been awarded to BMT WBM. They are presently preparing to attend the inception meeting and hold an open discussion forum with representatives of the Friends of Lake Apex (FOLA). A revised schedule will be discussed at the inception meeting and that will indicate when the project will conclude and the report presented to Council.</p> <p><i>31 Mar 2017 - 12:50 PM - Lauren Smith</i> 1. The information required to develop the request for quote documentation was approved by Trevor Boehm and forwarded to Sarah Lees on 17 February 2017. I anticipate that the documentation will be sent to the market imminently. 2.</p> <p><i>20 Mar 2017 - 2:05 PM - Susan Boland</i> Advised by Manager Planning &amp; Environment that the process of selecting a consultant to undertake the water quality assessment has commenced. A report will be brought to a future meeting of Council when the consultant has concluded the work and provided a report.</p> <p><i>16 Feb 2017 - 2:44 PM - Belinda Wheeland</i> Action reassigned to Trevor Boehm by: Lauren Smith</p>
<p>16-20/03/73    08 February 2017    Grantham Quarry Operational Rehabilitation Project - Status Update</p>	<p><b>That Council receive and note the Grantham Quarry Operational Rehabilitation Project – Status Update Report.</b> <b>Further:</b> THAT Council authorise the Chief Executive Officer to continue the assessment process for the Grantham Quarry rehabilitation works and undertake any additional requirements to inform and review the proposed Grantham Quarry Rehabilitation Works Plan which will be submitted to Council for consideration and approval at a future meeting: <b>And Further:</b> THAT Council consult on this matter with the authors of the "Big Flood Study" to promote best practice outcomes for the Lockyer Valley community.</p> <p><i>03 May 2018 - 11:48 AM - Teigan Dippel</i> Advised by Manager Planning and Development, the owner of the property where the former Grantham Quarry is located undertook the rehabilitation works in early 2018. There are a number of matters that need to be addressed as part of the provided rehabilitation plans before this works can be accepted by Council.</p> <p><i>03 Apr 2018 - 11:38 AM - Teigan Dippel</i> Advised by Manager Planning and Development, 3/4/18 - " Owners of the Grantham Quarry have undertaken works to remove stockpiles. A rehabilitation plan has not yet been submitted to Council for approval.</p> <p><i>10 Oct 2017 - 10:33 AM - Teigan Dippel</i> Advised by Manager Planning &amp; Environment the assessment is in finalisation stage and is to go to Council for approval in the coming months.</p> <p><i>12 Sep 2017 - 2:57 PM - Teigan Dippel</i> The assessment is in finalisation stage, to go to Council for approval in the coming months.</p> <p><i>28 Jul 2017 - 11:59 AM - Dan McPherson</i> Action reassigned to Dan McPherson by: Cheryl Douyere</p> <p><i>28 Jul 2017 - 11:59 AM - Cheryl Douyere</i> Myles recommended refer to Planning</p>

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## LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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16-20/0585	26 July 2017	<p>Item Number: 5.1</p> <p>Councillor: Cr Tanya Milligan</p> <p><b>SUBJECT: HATTON VALE PARKS AND RECREATIONAL FACILITIES</b></p> <p>Hatton Vale residents have raised their concerns with Councillors and the Chief Executive Officer over the lack of open space, parks and recreational facilities in the Hatton Vale area. It would be beneficial for ratepayers in this location if planning could be undertaken in order that such facilities could be considered in future budget deliberations.</p> <p><b>RESOLUTION</b></p> <p>THAT Council resolve to investigate and plan for the provision of a park in the Hatton Vale area and consider this in the development of the 2018/19 budget.</p> <p><b>Moved By: Cr Milligan</b></p> <p><b>Resolution Number: 16-20/0585</b></p> <p><b>CARRIED 7/0</b></p>
	Dan McPherson	<p>08 Jun 2017 - 8:31 AM - Vickie Wieland Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>18 Apr 2017 - 3:59 PM - Susan Boland Update on the Grantham Quarry Project and the "Big Flood"</p> <ol style="list-style-type: none"> <li>1. Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</li> <li>2. Council Officers have held discussions recently with Prof. Jacky Croke about the "Big Flood Study". With particular regard to the Grantham Quarry Project no undue concerns with the proposed project were raised. On the broader question of the application of the "Big Flood" for the implementation of the Catchment Action Plan, any project work on the Lockyer Creek likely require input from the "Big Flood" Study group.</li> </ol> <p>08 May 2018 - 1:42 PM - Teigan Dippe Advised by Acting Manager Planning and Development, Draft heads of agreement are currently with Legal Services Coordinator. Concept plan is being prepared with Infrastructure Works and Services and should be received by end of May. GenEng are preparing preliminary costings. They concur the 11ha is too small. It appears the location of the park does not reflect Council's Sport and Recreation Plan, however it is shown on the Draft LGIP as a Recreation District under the Future Parks and Land for Community Facilities. Email sent to DNRME at Warwick with respect to any potential issues with regulated vegetation.</p> <p>We should be able to initiate discussions with QM in the next month when the above matters are clarified.</p> <p>03 May 2018 - 1:50 AM - Teigan Dippe Advised by Manager Planning and Development, GenEng are still identifying the size and dimensions of the land required.</p> <p>03 Apr 2018 - 11:40 AM - Teigan Dippe Advised by Manager Planning and Development, 3/4/18 - "The potential location for future parkland in Hatton Vale was workshopped with Council on 28 February 2018 and the land within the QM Properties development in Fairway Drive was identified as the preferred location. Thomson Geer engaged by Council to prepare and provide advice on infrastructure agreement under which the parkland would be secured. Teleconference with Thomson Geer occurred on 3 March 2018. Meeting held with QM Properties to confirm that Council was keen to work with them to secure parkland. Need to work with QM Properties to confirm the location and configuration of the land for future parkland.</p>

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RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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22 Nov 2017 - 4:46 PM - Vickie Wieland Manager Planning to workshop land proposed as part of development (identify all potential locations)	
10 Oct 2017 - 10:35 AM - Teigan Dipple Advised by Manager Planning & Environment Initial commercial in confidence discussions have taken place between Council Officers and a developer regarding the potential to secure suitable land for park purposes as part of a future residential development.	
28 Jul 2017 - 8:58 AM - Dan McPherson Action reassigned to Dan McPherson by: Susan Boland	
28 Jul 2017 - 8:56 AM - Susan Boland Advised by the Executive Manager Infrastructure Works & Services that this matter is to be investigated by the Planning Department in conjunction with the new planning scheme.	



# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken
16-20/0338	18 January 2017	Community and Crisis Care Housing	<p><b>THAT with respect to the future management of Council's community and crisis care housing assets, Council resolve to:</b></p> <p>a) confirm their intent to transition out of Community Housing and seek a meeting with the Department of Housing and Public Works representatives to discuss the transfer of the management of housing assets located at 11 North Street and 44 Cochrane Street Gattion back to that Department;</p> <p>b) authorise the Chief Executive Officer to negotiate satisfactory arrangements with The Uniting Church in Australia Property Trust (U) to provide for the continued tenure of 27 Frome Street, Laidley until 30 June 2018;</p> <p>c) take no further action in relation to the arrangements for the use of 48 Cochrane Street, Gattion by The Uniting Church in Australia Property Trust (U) pending a decision by Queensland Urban Utilities in relation to accepting trusteeship of the reserve; and</p> <p>d) investigate future options to demolish the building located at 369 Smithfield Road, Gattion.</p>	Hiedi Hope Corporate & Community Services	<p>08 Mar 2018 - 10:42 AM - <i>Hiedi Hope</i> This item will now be presented at a workshop in April 2018 - due to waiting on information back from the State Government - advised by Legal Dept.</p> <p>22 Nov 2017 - 4:50 PM - <i>Vickie Weiland</i> Update 17/11/17 DHPW starting to make progress meeting with DNR this week to progress further.</p> <p>22 Nov 2017 - 4:47 PM - <i>Vickie Weiland</i> Update: 1/11/17 Legal Services &amp; Property Co-ordinator. * spoke with DNR contact * DNR regions want to work with simple solution (done work) * DNR Brisbane - sticking point * DHPW having further high level meetings * Expect further update by 15/11/17 - may be possible to report to Council to progress on 22/11/17 depending on DHPW advice * State caretaker arrangements may have an impact</p> <p>14 Sep 2017 - 8:11 AM - <i>Hiedi Hope</i> Legal Department will be contacting the relevant officer in DHPW and put them in direct contact with our DNR contact for a simple creative solution to move the land to the state. If this is unsuccessful then we will look to negotiate with DNR to relinquish trusteeship of the two reserves with the expectation that DNR will then issue leases to a registered community housing provider.</p> <p>We don't have a timeframe on this at this point, however we will review the progress in the week commencing 2nd October to determine the two departments are engaging in positive communication to progress the issue.</p> <p>09 May 2017 - 2:01 PM - <i>Hiedi Hope</i> Manager to follow up with department - as no reply has been received from the department</p> <p>27 Mar 2017 - 10:34 AM - <i>Hiedi Hope</i> Currently waiting for the Department to supply procurement process for future management of the properties.</p> <p>02 Mar 2017 - 3:20 PM - <i>Hiedi Hope</i> ECM document 3089445 - Communications from Department of Housing &amp; Public Works</p>

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# LOCKYER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018

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16-20/06/75	27 September 2017	Business Unit Review - Lake Dyer Camping and Caravan Ground	<b>RESOLUTION</b> THAT Council authorise the Chief Executive Officer to take all necessary steps to maximise the potential business model for operating the Lake Dyer Caravan Park and Camping Ground and further workshop with Council.	Hiedi Hope Corporate & Community Services	<p>02 Mar 2017 - 3:14 PM - Susan Boland Communication received from Housing &amp; Homelessness Services in relation to Anunas request in line with the departments proposed procurement process for future management of the properties.</p> <p>08 Mar 2018 - 12:01 PM - Heidi Hope Report was prepared and presented to Council for outcomes for the Lake Dyer Business Review</p> <p>02 Nov 2017 - 7:08 AM - Heidi Hope Monthly meetings have been set with both areas until 30/12/17. Fortnightly meetings have been organised from 1/1/18 - 30/4/18</p> <p>Cr Hagan, Cr Wilson, Craig Drew, David Lewis, Tony Brett, Mike Lisle and officers of both areas have been invited to attend these working group meetings.</p> <p>9 Oct 2017 - 12:03 PM - Heidi Hope Estimated Completion Date changed by: Tony Brett From: 11 Oct 2017 To: 30 June 2018</p> <p>09 Oct 2017 - 12:01 PM - Tony Brett Meeting held between affected Staff, CEO and AEMC&amp;CS. Advice provided that the management model would be changing and a working party would be formed to move the action forward.</p> <p>Next steps - set up working group and arrange timeframes.</p> <p>19 Mar 2018 - 10:11 AM - Heidi Hope Tasked to Manager Facilities for action.</p>
16-20/08/28	14 March 2018	Laidley Cultural Centre - Upgrade	<b>RESOLUTION</b> THAT Council resolve to allocate \$20,000 from the existing 2017/18 Facilities Capital Works Budget to a project to upgrade the existing sound system at the Laidley Cultural Centre; Further: THAT Council consider projects for further improvements to audio, acoustics, lighting and air handling systems at the Laidley Cultural Centre in the development of Council's 2018/19 Budget.	Hiedi Hope Corporate & Community Services	

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**LOCKYER VALLEY REGIONAL COUNCIL**  
**RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 31/03/2018**

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken
16-20/0741	22 November 2017	Lockyer Valley Bridge Management	<p><b>THAT Council resolve to note the contents of this Report and authorise the Chief Executive Officer to:</b></p> <p><b>(i) Prepare designs for remedial works based upon a prioritised programme of works into the future to address some of the noted defects at:</b></p> <ul style="list-style-type: none"> <li>• Mahon Bridge, Carpendale Road</li> <li>• Steinke Bridge, Lake Clarendon Road</li> <li>• Frankie Steinhardt Bridge, Lower Tenthill Creek Road</li> <li>• McGarrigal Bridge, McGarrigal Road</li> <li>• Kirsop Bridge, McCormack Drive</li> <li>• Sheep Station Bridge, Turner Street</li> <li>• Peters Bridge, Peters Road</li> <li>• Hogers Bridge, Hogers Road</li> </ul> <p><b>(ii) Seek funding assistance from State and Commonwealth funding programs.</b></p>	Cheryl Douyere Infrastructure Works & Services	<p><i>08 May 2018 - 9:14 AM - Sara Rozyński</i> Funding application submitted for Mahon Bridge replacement. Awaiting outcome. Allocation of some funding in 2018-19 to tend to some defects.</p> <p><i>09 Jan 2018 - 12:32 PM - Vioke Wieland</i> Funding application for Mahon Bridge and Amos Road was submitted on 19/12/2018 by Myles Fairbairn</p> <p><i>21 Dec 2017 - 8:17 AM - Cheryl Douyere</i> Funding application for the replacement of Mahon Bridge submitted 19 December 2017 under the Australian Government's Building Better Regions Fund (50:50 basis).</p>



**Date:** 09 May 2018  
**Author:** Julie Millard, Property Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

The Department of Natural Resources, Mines and Energy have received an application to allocate or purchase the floating road reservation within Lot 2 on RP 117061. The purpose of this report is to consider this application and any views or requirements that the Department of Natural Resources, Mines and Energy should consider when assessing the application.

- (a) no requirement for use of the road reservation in the immediate future; and
- (b) no other views or requirements, including in relation to local non-indigenous cultural heritage, that should be considered when assessing the application to allocate or purchase of the floating road reservation being made by the landowner.

- (a) no requirement for use of the road reservation in the immediate future; and
- (b) no other views or requirements, including in relation to local non-indigenous cultural heritage, that should be considered when assessing the application to allocate or purchase of the floating road reservation being made by the landowner.

**Moved By:** Cr Hagan                      **Seconded By:** Cr Cook  
**Resolution Number:** 16-20/0948

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

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

The purpose of this report is to consider whether Council has any requirement for the use of the road reservation in the immediate future. If not, then in accordance with Departmental policy, the Department of Natural Resources, Mines and Energy is of the view that the road reservation area should be purchased by the applicant.

## **2. Background**

On 16 April 2018 Council received email correspondence from the Department of Natural Resources, Mines and Energy advising of an application received by them to allocate or purchase the floating road reservation within Lot 2 on RP 117061, situated at 86 Walkers Road, Rockmount.

Lot 2 on RP 117061 is a Deed of Grant and the applicant has applied to allocate or purchase the floating road reservation for inclusion into their Deed of Grant. The **attached** Survey Plan shows the subject land.

Council has been requested to advise the Department of Natural Resources, Mines and Energy of any views or requirements including any local non-indigenous cultural heritage that they should consider when assessing the application.

If Council require all or part of the road reservation in the immediate future, Council will need to provide the following to the Department of Natural Resources, Mines and Energy:-

- An application requesting resumption of possession of the required road reservation pursuant to Section 229 of the *Land Act 1994*;
- Statements of reasons as to why the road is required on this particular route and comment on the rejection of any alternative route;
- Written agreement with the owner regarding fencing of the boundary and severance areas (if required);
- An undertaking that Council agrees to meet all costs in the matter, including any compensation for improvements and development works (if any) to be agreed upon or determined and surveyed. A survey plan of the required area will be necessary to enable a Notice of Resumption to be served upon the owner and the subsequent issue of a Proclamation resuming the required area. The plan allows for the issue of a new Title over the balance area of the Lot;
- An undertaking that Council will not be involved with negotiations relating to the quantum of compensation (improvements and development works if any) to be agreed upon or determined. (This matter is an issue between the State and the owner).

Should the registered owner (applicant) be agreeable to any proposed road opening, the written concurrence of the registered owner is to be obtained and lodged with the Department of Natural Resources, Mines and Energy. This alleviates the need to serve a Notice of Resumption on the registered owner allowing thirty (30) days for lodgement of objection/comment on the proposal.

## **3. Report**

A reservation in title is an area excluded from a title for a public purpose. It may be contained on either freehold or leased land. Floating road reservations are not defined and can be allocated where required within the lot.

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

If freehold land contains a reservation, the owner can apply to the Department of Natural Resources, Mines and Energy to purchase it any time. If the application is successful the floating road reservation is extinguished and the area becomes part of the owner's freehold land.

The floating road reservation has been identified on the Deed of Grant as comprising 0.1720 hectares (0.425 acres).

A search of Council's land mapping data base identifies that Lot 2 on RP 117061 is a rural lot comprising 63.37 hectares, has legal access from Walkers Road and has two unconstructed roads running through the property as shown on the **attached** Aerial Map and Survey Plan.

Adjoining property, Lot 26 on CP CC99 is landlocked; however the landlock issue is not to be considered by Council as part of this application. If Council wishes to correct the landlock issue a separate application for a road opening through State Land would be required. The floating road reservation within Lot 2 on RP 117061 cannot be used to provide access to the landlocked property (Lot 26).

The Executive Manager Infrastructure Works and Services had advised that there is no immediate need for roadworks in this area and that the floating road reservation could be extinguished.

The Acting Manager Planning & Development Services has not raised any other views or requirements that should be considered by the Department of Natural Resources, Mines and Energy in processing this application.

The recommendation made in this report is that Council has no requirement for use of the floating road reservation in the immediate future and there are no other views and requirements that should be considered in processing this application.

**4. Policy and Legal Implications**

If an application to purchase the floating road reservation is successful the applicant will be required to pay the market value of the area of land within the reservation. The value is determined by the Department of Natural Resources, Mines and Energy.

**5. Financial and Resource Implications**

No financial and resource implications for Council have been identified.

**6. Delegations/Authorisations**

No delegations or authorisations are required.

**7. Communication and Engagement**

The Chief Executive Officer, through Council's Property Officer, is authorised to advise the Department of Natural Resources, Mines and Energy of Council's resolution by close of business on the 15<sup>th</sup> June 2018.

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**8. Conclusion**

The Recommendation made in this Report will enable the Department of Natural Resources, Mines and Energy to consider and progress the application.

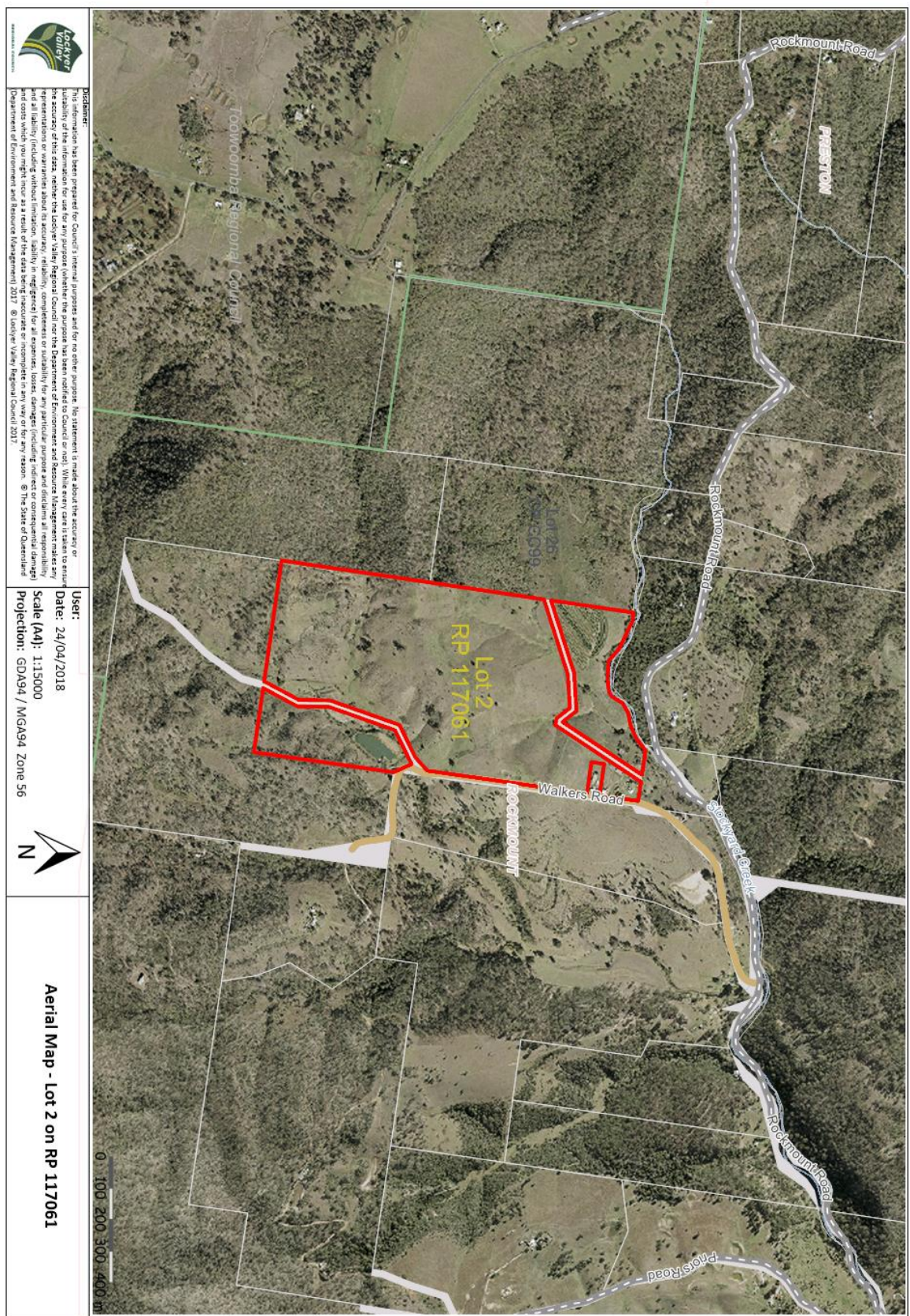
**9. Action/s**

1. Provide written notification of Council's resolution to the Department of Natural Resources, Mines and Energy by the 15<sup>th</sup> June 2018.

**Attachments**

- 1 [View](#) Aerial Plan 1 Page  
2 [View](#) Survey Plan 2 Pages











This plan MUST NOT BE FOLDED but may be rolled.

<p><b>ROBERT ANDREW BYRNE</b> of <b>TOOWOOMBA</b>          Authorised Surveyor, do hereby solemnly and sincerely declare that I have faithfully and truly surveyed, measured and marked on the ground the parcel of land herein referred to, and that the measurements and boundaries given in this plan are correct, and do not to the best of my belief in any way interfere with the rights or property of any persons, owners or occupiers of the land adjoining the above land, and described in the said plan; and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the "Oaths Acts, 1867-1960"</p> <p style="text-align: right;"><i>R.A. Byrne</i>          Authorised Surveyor</p> <p>Made and Signed at <u>Toowoomba</u> this <u>27<sup>th</sup></u> day of <u>March</u> 19<u>68</u> before me.</p> <p style="text-align: right;"><i>[Signature]</i>          Signature of Registrar of Titles or of a Magistrate</p>	<p style="text-align: center;">- FOR SURVEYOR'S USE ONLY -</p> <p><b>SURVEY OF LOTS 1 and 2</b></p> <p>County of <u>Churchill</u> Parish of <u>COLIN</u></p> <p>Town of _____ To the Depth of _____</p> <p>Cancelling <u>Portion 11V on S.O. plan Ch.31.2398</u></p> <p>Orig. Grant <u>941-178</u> Orig. Portion <u>11V</u></p>																																	
<p>The Council of the <u>Shire</u> of <u>Gatton</u> certifies that all the requirements of this Council, the Local Government Acts of 1936 to 1967 and all By-Laws have been complied with and approves this Plan of Subdivision subject to _____</p> <p>Dated this <u>9th</u> day of <u>April</u> 19<u>68</u></p> <p style="text-align: right;"><i>E.A. [Signature]</i> Chairman  <i>[Signature]</i> Mayor          Town or Shire Clerk</p>	<p style="text-align: center;">- FOR OFFICE USE ONLY -</p> <p>Previous Title <u>D.G. 941-178</u> <u>Port 11V</u></p> <p style="text-align: center;"><u>no sales</u></p> <p style="text-align: center; font-size: 1.2em;">941-178          alexander walker          NIL</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;">             For Additional Plan &amp;              Document Notings              Refer to CISP         </div>																																	
<p>As Proprietor of this land, I agree to this Plan of subdivision, and dedicate the new roads shown hereon to public use</p> <p>Signature of Proprietor <u>Alex. Walker</u>  <u>Alexander Walker</u></p> <p style="text-align: center;">"1 New C.T. Ref."</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 33%;">(Ref) Sub.</th> <th style="width: 33%;">Vol.</th> <th style="width: 33%;">Fol.</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">2170</td> <td style="text-align: center;">40</td> </tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	(Ref) Sub.	Vol.	Fol.	1	2170	40																												<div style="margin-top: 20px;"> <p style="text-align: right;">F.N. 17-4-68.</p> <p style="text-align: right;">2-00</p> <p style="text-align: right;">2-00</p> <p style="text-align: right;">1-75</p> <p style="text-align: right;">\$11.75 at 12-4-68</p> <p style="text-align: right;">As paid \$11-90</p> <p style="text-align: right;">4818</p> <p style="text-align: right;">11-90</p> </div> <div style="margin-top: 20px;"> <p style="text-align: right;">68/10237</p> <p style="text-align: right;">68/10237</p> <p style="text-align: right;">68/10237</p> </div>
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<p>Particulars entered in Register-Book          Vol. <u>941</u> Folio <u>178</u></p> <p>the <u>13</u> day of <u>May</u> 19<u>68</u> at <u>TOOWOOMBA</u></p> <p style="text-align: right;"><i>[Signature]</i>          ACTING REGISTRAR OF TITLES</p>	<p>Lodged by: <u>Bervie Noel</u> <u>68/10237</u></p>																																	

Calc. Bk. No. 230/171  
 Examined 8/5/68  
 Passed 8/5/68  
 Charted 27/5/68  
 Located 27/5/68  
 Located 27/5/68

REGISTERED PLAN 117061



# ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

## 10.6

## Councillor Portfolio Update - April 2018

**Date:** 08 May 2018

**Author:** Kayla Bunn, Executive Support Officer - CEO & Councillors

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

### Summary:

This report informs Council of the key portfolio focus areas identified during these meetings.

**Officer's Recommendation:**

**THAT Council receive and note the Councillor Portfolio Update report.**

## RESOLUTION

**THAT Council receive and note the Councillor Portfolio Update report for the month of April 2018.**

**Moved By: Cr Vela**

**Seconded By: Cr Hagan**

**Resolution Number: 16-20/0949**

**CARRIED**

**6/0**

## Report

## 1. Introduction

This report is to provide an update from Portfolio Councillors.

## 2. Background

Council determined the portfolio responsibility areas in order for Councillors to focus on their particular areas.

### 3. Report

**Portfolio:**

**Mayor Cr Milligan:** Communication; Promotion and Advocacy; Intergovernmental and Media Relations; Economic Development; Agribusiness; Tourism and Events; Community; Engagement and Disaster Management.

- Attend Councillor workshop
- Meeting to discuss sandbagging strategy for the region
- Participate as panel member for Community Grants assessment
- Meet with the CEO and community member regarding concern of littering

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- Meet with business owner regarding Lockyer Chamber of Commerce and Industry
- Meet with Laidley and Gatton Chaplaincy groups regarding planning for Mayoral Gala Dinner
- Meeting with Event and Marketing Officer regarding ANZAC centenary overview
- Catch up with the CEO
- Agenda briefing
- Attend the Lockyer Valley and Somerset Water Collaborative meeting
- Site visit with Cr Holstein, and Executive Manager Infrastructure Works and Services to Mt Whitestone
- Attend and officially launch "Respect All" at the Sharon Davson Exhibition opening
- Attend and speak at the 20th Anniversary dinner for the Lockyer Valley Taoist Tai Chi Society
- Attend the Murphys Creek Neighbourhood Centre AGM
- Attend Lockyer Valley Crime Stoppers
- Attend the Ministers Association meeting
- Attend funeral service at Apostolic Church of community member
- Meeting with local community member
- Meeting with representative from Heavy Horse event
- Meeting with resident and Kambu representative
- Meeting with Manager Regional Development and Tourism and Marketing Coordinator regarding Regional Flavours and Ekka
- Chair Ordinary Council meeting 11 April
- Attend Councillor workshop
- Meeting with Growers Group representatives, CEO and Manager Regional Development regarding water collaborative
- Meeting with Manager Disaster Coordination
- Attend Laidley Uniting Church for community member funeral
- Attend Laidley RSL Citizen Auxiliary meeting
- Attend the Harmony and Healing festival at the Lockyer Valley Cultural Centre
- Attend RSPCA workshop
- Meeting with Manager Marketing and Communications and Event and Marketing Officer regarding Gatton Anzac Day Service
- Attend site visit to Hidden Vale Wildlife Facility
- Attend Councillor Workshop
- Attend Lockyer Chamber of Commerce and Industry breakfast
- Meet with community member, Cr Holstein and Vela regarding concerns of works carried out at Ingoldsby
- Portfolio catch up
- Meet with staff and Quinbrook Infrastructure
- Meeting with Cr Cook and Holstein and Executive Manager Corporate and Community Services regarding amenities, bond and chairs at Helidon
- Agenda catch up with officers
- Meeting with representative from WMHHS and Community Development & Engagement Officer
- Meeting with Parks Advisor regarding Laidley cemetery and 'ash garden'
- Welcome and greet members of RDAIWM prior to their committee meeting
- Guest speaker at Lockyer High for year 7 Humanities students
- Meeting with Manager Disaster Coordination

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- Meeting with officers and Cr Cook, Cr McLean regarding a planning issue
- Meeting with community person and Cr Cook, Cr McLean and officers regarding a planning issue
- Sell Anzac Day badges with Laidley RSL at Woolworths, Plainland
- Visit Kentville State School
- Meeting with Cr Cook and members of Gatton RSL regarding MC arrangements
- Meeting with CEO
- Attend the Lockyer Quilters opening night at the LVCC
- Visit local business to celebrate 3rd Birthday
- Meeting with ELT
- Meeting regarding Infrastructure Charges
- Chair Ordinary Council meeting
- Attend Council workshop
- Lay wreath at Laidley Anzac Dawn Service
- Attend Laidley breakfast
- Speak at Withcott Anzac Day Service
- MC the Gatton Anzac Day Service for the Gatton RSL
- Attend and lay wreath at Helidon Anzac Day Service
- Attend Helidon lunch and the RSL community hall
- Guest Speaker at Ma Ma Creek Anzac Day Service
- Present portraits to Former Laidley Shire Council Mayors and their families
- Meeting with the State Member and Acting CEO
- Meeting with the Manager Disaster Coordination
- Meeting with Tourism and Marketing Coordinator prior to meeting at Parliament House with Shadow Minister for Environment, Science and Great Barrier Reef & Shadow Minister for Tourism and State Member for Buderim
- Attend the COMSEQ Board meeting
- Attend Resilient Rivers Taskforce
- Attend the Commonwealth Games celebration at City Hall
- Officially open the Lucas Family Fun Day
- Attend the Cooking School luncheon at Faith College
- Attend the Laidley RSL thank you afternoon tea

**Deputy Mayor Cr Cook:** *Recreation/Amenity Facilities: Sport and Recreation, Community Facilities, Health and Waste Management, Animal Management.*

- Attended Councillor workshop
- Attended 'Andrew Dodt Charity Golf Day'
- Attended Grantham Backpackers Project Enhancement Group meeting
- Met with developer at the Lockyer Valley Cultural Centre
- Met with the leasee of the Laidley pool to look at improvements
- Attended the Commonwealth Games Swimming Event with Optus Australia
- Attended the Ordinary Council Meeting
- Attended the Councillor tour to Hiddenvale Wildlife Sanctuary
- Attended the Laidley Recreation Committee Meeting
- Attended the Lockyer Chamber of Commerce and Industry breakfast
- Met with the Mayor, Councillor Holstein to discuss Helidon amenities
- Met with the Mayor and RSL GATTON Sub-Branch members to discuss Anzac Day

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- Met with Placid Hills residents regarding building issues
- Attended the Grantham Backpackers Project Enhancement Group meeting
- Met with local growers and labour hire companies to tour the Backpackers Resort
- Attended the Councillor workshop
- Attended the Ordinary Council meeting
- Attended the Showgrounds User Group meeting
- Attended Anzac Day services in the local area
- Attended the Laidley Shire Council Mayoral Portrait presentation
- Attended the 'Bowls for Brook' fundraiser at Laidley Bowls Club

**Cr Wilson:** *Business Systems and Processes; Corporate Plans and Performance; Finance; Information, Communication and Technology (ICT).*

- 8/4 - Away on holidays from 1st to 7th April 2018
- 9/4 - Grantham Backpackers project Enhancement Group Meeting
- 10/4 - Lockyer Chamber of Commerce & Industry Sub Committee Meeting
- 11/4 - Council Meeting
- 11/4 - Council Workshop
- 12/4 – Thank you morning tea for the Queens Baton Relay volunteers
- 17/4 - Lockyer Chamber of Commerce & Industry Sub Committee meeting
- 17/4 - Council Tour
- 17/4 - Portfolio Budget meeting
- 18/4 - Lockyer Chamber of Commerce & Industry Business Breakfast
- 21/4 - Opened the Laidley Bowls Carnival on behalf of Cr Vela who was unable to attend
- 21/4 - Attended Laidley Heritage weekend at Laidley Pioneer Village
- 22/4 - Attended Laidley Heritage weekend at Das Neumann Haus
- 23/4 - Grantham Backpackers project Enhancement Group meeting
- 24/4 - Lockyer Chamber of Commerce & Industry Sub Committee meeting
- 24/4 - Council Meeting
- 25/4 - Attended Laidley's dawn Anzac Day Service
- 25/4 - Attended Hatton Vale's Anzac Day Service
- 25/4 - Attended Gatton's 11am Anzac Day Service
- 26/4 - Attended Laidley Shire Council Mayoral portrait presentation and morning tea
- 26/4 - Visited award winning local businesses on behalf of the Lockyer Chamber of Commerce & Industry
- 28/4 - Attended the Laidley District Cricket Club's presentation dinner
- 29/4 - Attended Laidley Rugby League Old Boys & Laidley Touch Football lawn bowls fundraiser
- 29/4 - Attended Alastair McLeod's cooking school

**Cr Holstein:** *Roads and Drainage, Parks and Gardens, Transport and Active Transport, Asset Management and Disaster Management.*

- Attend Flood workshop
- Attend Council workshop
- Attend meeting to discuss sandbagging
- Attend meeting with Gatton Star regarding Regional Development Fund Ipswich and West Moreton committee

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- Attend Portfolio meeting
- Attend site visit at Lake Apex regarding footpath
- Attend site meeting at Mt Whitestone with Mayor and Myles regarding slope stability
- Attend and assist with Bunnings sausage sizzle for Withcott-Helidon Lions Club
- Attend Murphys Creek Neighbourhood Centre AGM
- Attend Crime Stoppers meeting
- Attend catch up meeting with Mayor
- Attend Council Ordinary meeting
- Attend Murphys Creek Progress Association
- Attend Thank you morning tea for Queens Baton Relay volunteers
- Attend resident funeral
- Attend Withcott Fire Brigade meeting
- Attend site meeting in Laidley with Disaster Manager regarding resident fire risk concerns
- Attend Physic Bazaar Expo at Lockyer Valley Cultural Centre
- Fill out survey re employees on Rabbit Board
- Attend Council site tour
- Attend Lockyer Valley Tourism Association committee meeting
- Put together art work for Lockyer Valley Foothills Art Show
- Attend Lockyer Chamber of Commerce and Industry breakfast
- Attend site meeting with Mayor, Cr Vela at Ingoldsby Road, Upper Tenthill
- Attend staff office morning tea event
- Attend meeting with Mayor, Cr Cook and David Lewis regarding amenities & bond system for Council facilities
- Attend and Chair Regional Development Australia Ipswich & West Moreton meeting held in Lockyer Valley
- Attend Spring Bluff Railway Station Trust committee meeting at Spring Bluff
- Attend meeting with RDA CEO in Ipswich
- Attend meeting in Beaudesert re RDA membership
- Attend meeting with State Member Jennifer Howard in Ipswich re RDA
- Attend Art Gallery opening night for Fabric, Thread & Stitch Exhibition
- Attend Withcott-Helidon Lions Club sausage sizzle in Withcott
- Attend Laidley Heritage weekend at Pioneer Village and Das Neumann Haus
- Attend Withcott State School and present them with a new Crime Stoppers sign and talk about the role of Crime Stoppers to students
- Attend Lake Apex Community Advisory Committee meeting
- Attend meeting regarding Council Infrastructure charges
- Attend Council Ordinary meeting
- Attend Anzac Services at Helidon, Murphys Creek and Helidon
- Attend Mayoral Portrait presentation morning tea at Laidley Library
- Attend Portfolio meeting
- Attend site meeting with QN owner in Laidley and Seren McKenzie
- Attend Twilight Open Night at The Old Dairy, Flagstone Creek
- Attend LVCC and set up Crime Stoppers display stand
- Attend Alastair McLeod Cooking School lunch at Plainland
- Purchase items for Crime Stoppers fundraiser



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**Cr McLean:** *Planning and Building Services, Planning Scheme, Townships and Villages, Cultural Heritage and Streetscape, Regional Planning.*

- Councillor Workshop
- Councillor Meeting to discuss Sandbagging
- Planning Scheme Steering Group Meeting
- Meeting with CEO re Planning Portfolio
- Meeting with CEO and Planners to discuss flooding Issue
- Davison Gallery Celebration
- Pioneer Village Meeting
- Ordinary Council Meeting
- Thank you Morning Tea to Queens Baton Relay Volunteers
- Spring Bluff Stocktake for the Committee
- Gatton Historical Village Meeting
- Councillor Tour
- Planning Scheme Update
- Lockyer Valley Tourism Meeting
- Lockyer Chamber of Commerce and Industry Breakfast
- Spring Bluff Committee Meeting
- Meeting with Planning Officers and Councillors
- Meeting with Resident to discuss flooding issues
- Fabric Thread and Stitch Exhibition Opening
- Opening Heritage Weekend on Behalf of the Mayor
- Visit Both the Laidley Historical Village and Das Neumann Haus for Heritage Weekend
- RSL Cent Auction
- Planning Scheme Update
- Discussion of Report on Council Infrastructure Charges
- Ordinary Council Meeting
- Attend the Laidley Dawn Service
- Attend the Gunfire Breakfast
- Attend the Forest Hill Anzac Day Service and lay a wreath
- Attend the Gatton Anzac Day Service
- Attend the Gatton RSL Luncheon on behalf of the Mayor
- Laidley Council Mayoral Portraits Presentation Morning Tea

**Cr Hagan:** *Community Development: Arts and Culture, Youth and Disability/Multicultural, Public Safety, Customer Service and Community Services.*

**Youth and Disability / Multicultural**

I attended the 'BEST' (Bringing Employers & Schools together) meeting in Gatton.

- Students have almost completed their training in this years' GenR8 programme. Both Schools and Businesses have reported that several students have been employed as trainees and apprentices after completing last years' programme.
- Toowoomba host 'Aspire to Health' day and UQ Rural Clinical School has been contacted to gage their support for a similar day in the Lockyer Valley.

I attended the Backpackers welcome BBQ in Centenary Park.

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- There was only a small attendance this month due the summer season finishing and the winter crops are not quite ready.
- Unfortunately it has come to our attention that some unscrupulous labour hire contractors are operating in the Lockyer Valley. This should be addressed as the new licencing laws come into effect from June.
- It appears that this season there will probably be a significant shortage in short term accommodation for transient farm labourers. Fortunately this is currently being addressed by the Grantham Backpacker hostel due to be completed in the next few months and the revamping of the Caravan Parks at Gatton and Helidon Spa.

I attended a meeting with local residents and four transient workers with regard to concerns around safety, accommodation and working conditions. A further meeting with the Community Development officer and contact with the Fair Work Ombudsman's office has resulted in the issue now being attended to by the relevant agencies.

### **Arts and Culture**

I attended the Sharon Davson Exhibition opening of 'Respect all' in the Davson Gallery, Lockyer Valley Art Gallery.

I attended the opening of 'Fabric, Thread & Stitch' at the Lockyer Valley Art Gallery.

### **Organisations and Committees Representation:**

- Attended the Forest hill Community Development Association meeting.
- Attendance at the workshop to discuss sandbagging issues and policy.
- Attend the Lockyer Chamber of Commerce and Industry Meeting on behalf of Cr Wilson.
- Assist Sharon Davson with moving cabinets from Mercury Theatre to LVCC.
- Visit to the Mulgowie markets.
- Visit to Grantham Backpackers resort with Manager for Regional Development.
- Attended the Rural Fire Brigades Local Area Finance Committee meeting.
- Attend the Thank you morning tea for the Queens Baton Relay Volunteers.
- Attend Peak Services training – Financial Reports and Budgets.
- Meeting with Local Business owner and the Manager of Regional Development with regard to possible business expansion.
- Attended the Lockyer Valley Tourism Committee meeting.
- Attended the Lockyer Chamber of Commerce & Industry Breakfast at the LVCC.
- Attended the Laidley Heritage Weekend at the Pioneer Village.
- Meeting with the Cahill Park Cluster Committee.
- Attend Peak Services training – Land Use Planning.
- Attend the Discussion of Council Report relating to Adopted Infrastructure Charges.
- Meeting with the Gatton Showground Users Group.
- Attendance at the Helidon Progress Association meeting.
- Participated in various Anzac Day Services across the Region.
- Attended the 'Laidley Shire Council Mayoral Portrait Presentation' at the Laidley Library.
- Attended with the Community Development Officer the Alex Geddes Hall Committee's 'Special General Meeting' at Lockyer Waters.



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- I attended the Alastair McLeod Cooking School Lunch at Faith Lutheran College.
- Attended Council meetings, workshops and tours.

**Cr Vela:** *Environment: Environmental Management, Weed/Pest Management, Waterways, And Natural Resource Management.*

- 03/04 Attended Councillor workshop
- 07/04 Site meeting Upper Tenthill re: Roadside drainage works
- 11/04 Attended Ordinary Council meeting
- 11/04 Site Visit Lockrose re: Illegal dumping
- 12/04 Attended thank you morning tea for QBR volunteers
- 12/04 Attended funeral of local resident
- 14/04 Attended Glenore Grove Roos presentation night representing the Mayor
- 17/04 Participated in Councillor Tour
- 18/04 Attended Lockyer Chamber of Commerce breakfast
- 18/04 Site meeting Upper Tenthill re: Roadside drainage works
- 18/04 Attended SEQPAM (Pest Advisory) meeting in Gatton
- 19/04 Attended Press conference re: New LVRC sediment penalties
- 19/04 Site inspection Laidley re: Tree clearing
- 23/04 Attended Lake Apex Advisory Committee meeting
- 24/04 Attended Ordinary Council meeting
- 25/04 Attended Laidley ANZAC day dawn service
- 25/04 Attended Murphy's Creek ANZAC day service
- 25/04 Attended Helidon ANZAC day service
- 26/04 Attended Laidley Shire Mayoral Portrait presentation
- 26/04 Site meeting Glenore Grove re: Tree clearing
- 28/04 Attended "Operation Archer" scouting event at Wivenhoe representing the Mayor
- 29/04 Attended Laidley Old Boys fundraiser bowls event
- 29/04 Attended Alastair McLeod cooking school lunch event

### **Attachments**

There are no attachments for this report.

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**10.7 Laidley Pioneer Village**

**Date:** 17 April 2018  
**Author:** Rick Machin, Manager Marketing, Communications & Engagement  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Summary:**

The purpose of this report is to provide Council with an update on action to be taken in regard to the management of the Pioneer Village Museum by the Laidley District Historical Society and seek to enter into a lease agreement for the operation of the Museum.

**Officer's Recommendation:**

**THAT with respect to the proposal for a lease of Laidley Pioneer Village Museum with Laidley District Historical Society, Council resolve to:-**

- a) apply the exception contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*; and**
- b) authorise the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.**

**RESOLUTION**

**THAT with respect to the proposal for a lease of Laidley Pioneer Village Museum with the Laidley District Historical Society, Council resolve to:**

- a) apply the exception contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*; and**
- b) authorise the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.**

**Moved By: Cr McLean**

**Seconded By: Cr Cook**

**Resolution Number: 16-20/0950**

**CARRIED**

**6/0**

**Report**

**1. Introduction**

The Laidley District Historical Society currently operates the Laidley Pioneer Village Museum. The Museum is owned by Council. This report seeks to outline actions to ensure the operation of the Museum is conducted in the required manner to meet safety and good governance requirements. The report also seeks to discharge Council's statutory obligations and apply the exception from tendering contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* to enable a lease to be offered to the Laidley District Historical Society

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The report aligns Council's Corporate Plan 2017-2022 outcomes:

- 1.3 Enhance wellbeing and safety of the community
- 1.4 Council seek to understand community needs, resulting in partnerships that realise long-term benefits for the community in a timely manner.

### 2. Background

On 24 July 1985 the Laidley District Historical Society requested Council accept trusteeship for the land. The former Laidley Shire Council agreed to accept trusteeship for the land and lease the land back to the Laidley District Historical Society. The lease was to be for 99 years and the Laidley District Historical Society agreed to pay all building and public liability insurance in respect of the property.

Council became the owner of the land and fixed improvements on 15 April 1987 but no lease back to the Laidley District Historical Society was ever prepared. This appears to be due to later advice given to the former Laidley Shire Council to the effect that any lease back arrangement would contravene the *Local Government Act* where the purpose of the transfer was to remove or substantially reduce rates liability.

There is currently no formal tenure in place.

More recently, there have been a number of issues which have arisen with respect to insurance liability, management of safety risks and responsibility for volunteers and Council has had to take on a more supervisory role of the Museum operations.

The volunteers that work at the Laidley Pioneer Village Museum as a part of the Laidley District Historical Society had been covered as volunteers under Council insurance. In 2017, the Laidley District Historical Society experienced significant difficulty with governance and safety arrangements in the operational of the Laidley Pioneer Village Museum. As of 1 April 2017, it was decided to remove these volunteers from the umbrella of Council's insurance due to the Society's lack of consideration and implementation of safety requirements. This decision was made to mitigate the risk posed to Council in the event that claims of inappropriate behaviour were made against, or by, volunteers with regard to governance, safety and management of the Laidley Pioneer Village Museum.

Council's Community Development and Engagement Officer has worked with the Laidley District Historical Society to develop relevant safety and governance practices to fall in to line with the expectations of Council.

This matter was raised with Council at the Councillor Workshop on 28 February 2018.

### 3. Report

As Council has now owned the land for a significant period of time during which it has not been rated, and it has been identified that formal tenure is necessary to clarify responsibilities for the continued operation of the Laidley Pioneer Village Museum, it is proposed that a lease be drafted covering, but not limited to, the following matters:

- Regular safety inspections
- Approval for improvements to assets

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- Responsibility for repairs and maintenance
- Payment of expenses
- Insurance
- Annual review of arrangements

To enable Council to enter into a lease with the Laidley District Historical Society for the operation of the Laidley Pioneer Village Museum and discharge Council's statutory obligations, Council is required to apply the exception from tendering contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*.

The preparation of lease will occur in the second half of 2018. In the interim, until a lease arrangement can be entered into, the Laidley District Historical Society has the necessary insurances in place to cover volunteers and has indicated that they will manage volunteers of the Pioneer Village Museum. In addition, Council's Community Development and Engagement Officer will continue to work with Laidley District Historical Society and management of the Laidley Pioneer Village Museum to ensure governance and safety standards are upheld.

If the recommendation made in this report is accepted, a letter will be provided from the Chief Executive Officer to the Laidley District Historical Society outlining Council's intention to enter into a lease for the operation of the Laidley Pioneer Village Museum. This correspondence will outline the matters to be covered in the lease.

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

The exception in section 236(1)(b)(ii) of the *Local Government Regulation 2012* enables Council to enter into a lease of land or a building without first calling for tenders where the lease is entered into with a community organisation whose primary object is not directed at making a profit. Council is required to apply this exception by resolution before the new lease is entered into.

Given the effluxion of time since the transfer of land occurred, and the fact that the property has not been rated since, it is considered that there is no legislative prohibition that would prevent a lease being offered to the Laidley District Historical Society at this time to ensure the Laidley Pioneer Village Museum continues to be operated for the benefit of the community.

As the land is freehold, the term of the lease and any options offered will be for 9 years (3 x 3 years) in total. This will avoid any additional requirements that would apply for a term of 10 years or longer including potential subdivision of the lease and planning approval and will allow Council regular opportunity to consider any changes to operational requirements.

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

The matters raised in this report do not alter current budgetary requirements. The lease will be prepared in late 2018 by the Legal Services & Property Coordinator. The Community Development and Engagement Officer will continue to work with Laidley District Historical Society and management of the Laidley Pioneer Village Museum to ensure governance and safety standards are upheld.

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**6. Delegations/Authorisations**

Authorisation is sought for the Chief Executive Officer to negotiate a lease on terms satisfactory to Council. No further delegations are required to manage the issues raised in this report. The Chief Executive Officer will manage requirements in line with existing delegations.

The management of the Laidley District Historical Society and the Laidley Pioneer Village Museum will continue to be undertaken by the Manager Marketing, Communication & Engagement.

**7. Communication and Engagement**

The following councillors and officers were engaged in the review and drafting of the policies addressed in this report:

- Mayor
- Councillors
- Manager Marketing, Communication & Engagement
- Legal Services & Property Coordinator
- Community Development & Engagement Officer

Correspondence will be provided to the Laidley District Historical Society regarding the drafting of a lease.

**8. Conclusion**

This report provides Council with an update on action to be taken in regard to the management of the Pioneer Village Museum by the Laidley District Historical Society and seeks to enter into a lease agreement utilising the an exemption under the *Local Government Regulation 2012* for the operation of the Museum.

**9. Action/s**

- 1) Draft correspondence to the Laidley District Historical Society outlining Council's intention to draft a lease for the management of the Museum considering the matters raised in this report.
- 2) Marketing, Communication and Engagement Team will continue to support and guide the Laidley District Historical Society in management of the Pioneer Village and its volunteers.

**Attachments**

There are no attachments for this report.

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## **11.0 ORGANISATIONAL DEVELOPMENT AND PLANNING REPORTS**

### **11.1 Executive Manager Organisational Development and Planning Monthly Report**

**Date:** 03 May 2018

**Author:** Teigan Dippel, Personal Assistant to Executive Manager Organisational Development & Planning

**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Planning

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#### **Summary:**

This report is to update council on key issues currently being actioned within the Organisational Development and Planning group.

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

**THAT Council receive and note the Executive Manager Organisational Development and Planning's Monthly Report for April 2018.**

#### **RESOLUTION**

**THAT Council receive and note the Executive Manager Organisational Development and Planning's Monthly Report for April 2018.**

**Moved By: Cr Vela**

**Seconded By: Cr Hagan**

**Resolution Number: 16-20/0951**

**CARRIED**

**6/0**

#### **Report**

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

This report provides an update on key matters arising and being addressed since the last report

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

The previous reports provide the background information to date and only progress is being reported during April 2018.

### 3. Report

#### *ORGANISATIONAL DEVELOPMENT*

##### Enterprise Bargaining

We have reached an in-principle agreement with the Combined Unions for the Field Staff EBA. The agreement is currently sitting on the table for review as is legislated and will then be put to a vote. Organisational Development staff are conducting drop in sessions for staff to ask questions. With everything going well we hope to hold the vote on 17 May and then certify the agreement in the Queensland Industrial Relations Commission (QIRC). We hope to have an in-principle agreement with The Services Union (TSU) for the Officers' EBA in the not too distant future.

##### *Workforce*

Council's establishment full time equivalent (FTE) number for April 2018 is 325.58. This figure includes six trainees who are partially funded by the State Government on a fixed term contract for a maximum of 12 months. These figures also reflect casual hours calculated as FTE's.

##### *Learning & Development*

Training Held Since the Last Report:

- Corporate Induction (Work Health & Safety / Drug & Alcohol Training Inclusive)
- TAFE Signup completed for the 6 trainees.
- Leadership Development Program (Paul Hegerty)

One on one Emotional Intelligence feedback sessions held between Paul Hegerty and members of the 3 learning groups.

Upcoming Training:

- Corporate Induction (Work Health & Safety / Drug & Alcohol Training Inclusive)
- Code of Conduct
- Enter a Confined Space
- Working Safely at Heights
- Drug and Alcohol Awareness (All Staff)
- Rescue Systems Operator
- Asbestos Awareness
- Provide First Aid (Catch Up)
- Provide Cardiopulmonary Resuscitation (Catch Up)

Currently Planning/On Hold:

- Negotiation Skills/Assertiveness Training
- Adult Language, Literacy and Numeracy –TBC
- Workplace Mediation Skills (Managers & ELT)
- Difficult Conversations Training for Field Staff
- Workplace Bullying, Harassment and Discrimination
- Financial Management (Supervisors/Management)
- Best Recruitment Practice

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Disciplinary Matters / Investigations:

- 4 x Disciplinary Matters – 1 x Resolved and 3 on-going

*Work Health & Safety*

*Injuries/ Incidents*

There have been four (4) injuries/incidents reported during this period:

- An employee sustained a knee injury when ramming a delineator into the ground.
- An employee scratched their finger on barbed wire when closing a gate.
- An employee sustained a dog bite injury when parking a grader next to a private property.
- An employee sustained a shoulder injury when freeing a jammed truck tailgate; the tailgate has sprung open hitting the employee on the shoulder.

*Plant Vehicle/Property incidents*

There have been four (4) plant vehicle / property damage incidents reported during this period:

- During an excavation an asbestos conduit carrying Telstra cables sustained damage.
- A Council vehicle sustained damage while parking in the Council carpark; there was impact with another parked vehicle.
- A stone thrown from a mower caused damage to the window of a parked private vehicle.
- The door of a grader was left unlatched and sustained damage when it hit the wheel going through a drain.

*Near Miss Incidents*

There has been nil (0) near miss incident reported during this period:

*Workers Compensation Claims*

There are five (5) approved, active workers compensation claims.

There are nil (0) workers compensation applications pending

There is one damages claim.

**SPORTS, RECREATION AND COMMUNITY GRANTS**

Community Grants Program

The Community Grants Program has now been awarded and all groups notified of the outcome of their application. 35% of applicants have already received their funding to date.

Grant Writing Workshop

Council in partnership with the Department of Housing and Public Works will be holding a grant writing workshop in July. The workshop will be targeted towards the funding that is on offer for Sporting Clubs through Sport and Recreation Services.

Local Club Meetings

The Laidley Recreation Reserve Committee meeting was held on 17 April 2018 and the Cahill Park Committee Meeting was held 23 April 2018.



## ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

### *PLANNING & ENVIRONMENT*

#### New Lockyer Valley Planning Scheme

The Strategic Planning team continues to review and finalise elements of the new planning scheme in accordance with the program agreed by the project steering group. In this reporting period, the majority of use codes and overlays were moved to final draft status. The next group of codes to review are the zone codes and development codes. The project remains on track to commence councillor workshops in August.

#### Local Government Infrastructure Plan (LGIP)

The LGIP completed the public notification stage on 3 May 2018 with no submissions received. On 8 May 2018, Council resolved to endorse the LGIP with no changes and to refer the draft LGIP to the Minister for the second state review and approval to proceed to adoption. Early referral to the Minister provides as much time as possible for the State to consider the LGIP prior to the cut-off date, 30 June 2018. In the interim, Council officers intend to meet with the Department Officers to brief on LVRC LGIP. Council may not charge or impose conditions for trunk infrastructure after the cut-off date unless it has adopted a final LGIP for the Gatton and Laidley planning schemes.

Refer to the attached table and graphs indicating all development applications, decisions and requests as at 30 April 2018.

### *Environmental Planning*

#### Project Updates

#### NWIDF – Pre-Feasibility Study For Alternative Water Supplies For Irrigation

The final prefeasibility study was received in April from the State Government.

#### Alice Creek Nature refuge

LVRC are currently working on a collaborative access and weed management plan with QPWS.

#### Hidden Vale Wild Dog Project

The University has commenced recruitment for a research student.

#### Resilient Rivers Initiative Projects

Catchment Project Officer has commenced with Council, supported by seconded Environment Project Officer. Scoping of project works has begun.

#### Landholder Assistance Programme

Community environmental grants are currently being assessed.

#### Program Updates

Program	Activity	Monthly Statistics
Land for Wildlife	Property visits	4
	New properties signed up	4
Internal	Development Assessment – compliance/conditions/site inspections	2
Weeds	Property visits	23

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Program	Activity	Monthly Statistics
	New Property Pest Management Plans	11
	Herbicide Subsidy Scheme vouchers issued	4
	Community loan spray equipment	13
	Weed surveying – local roads	
	Weed surveying – DTMR roads	11
	Weed surveying – Council properties	1
	Weed spraying – local roads	
	Weed spraying – DTMR roads	11
	Weed spraying – Council properties	1
Feral Animals	Wild dog, fox and pig baiting	7
	Community loan traps	4
	Rabbit survey	
	Other trapping/Mosquito monitoring	5
Community Pest Groups	Scalps	7
	Glen Cairn/Forest Hill	1

**Requests**

Mayor / Councillor	New	3
	Completed	0
	Active	4
Customer	New	70
	Completed	33
	Active	85

**PLUMBING AND BUILDING SERVICES**

Grantham Backpackers Accommodation

Building and Plumbing have continued working with the developer of the Grantham Farm Workers' Accommodation and with other areas of Council over the last month to ensure compliance is achieved and that the project handover (which is approaching) is as smooth as possible. A site meeting was held late in April with a number of different Council departments as well as the Developer and his Construction Manager, Building Certifier and Planning Consultant in attendance to ensure that all parties were understanding of what is still required to finalise the project and that all parties were working towards the same end result. As a result of this meeting a number of small changes were made to design documentation with each Council area confirming their requirements due to the changes. This meeting was highly productive and will greatly assist in making sure the end stages of the project continue to progress smoothly. The appropriate applications to document these changes have either been lodged already or are nearly ready to be lodged by the Developer/Consultants. Building and Plumbing will continue to meet/advise the developer and his consultants in order to provide the best possible outcomes for Council with the handover of the site and the opening of the Accommodation Complex.

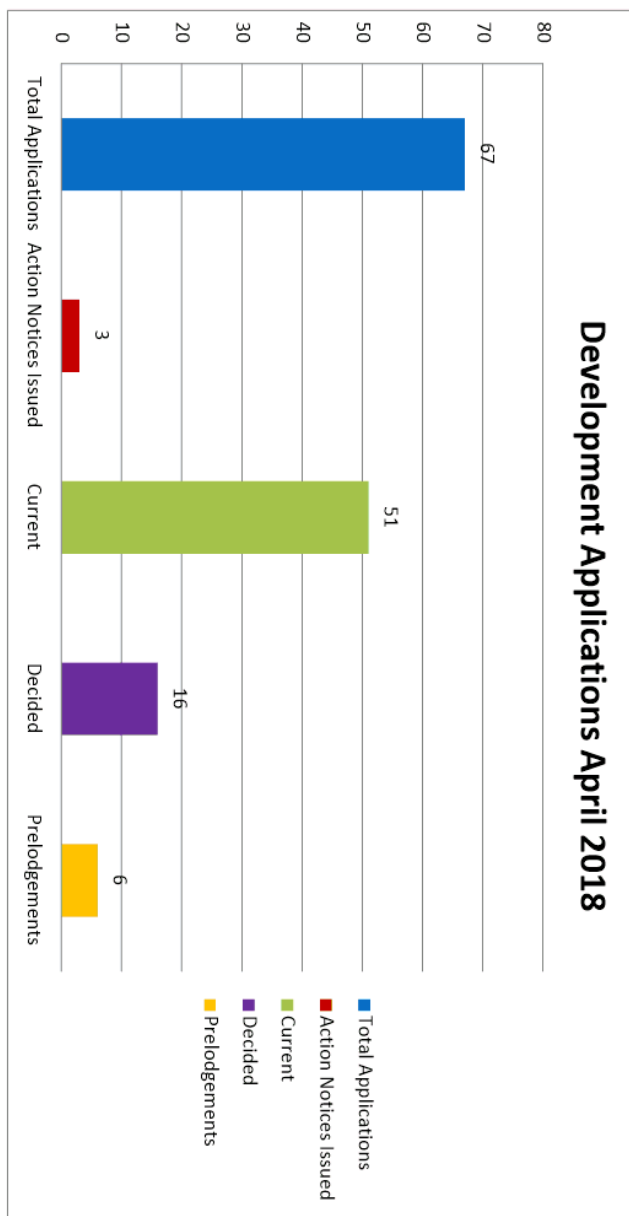
Please refer to the attached table indicating statistics from April 2018.

**Attachments**

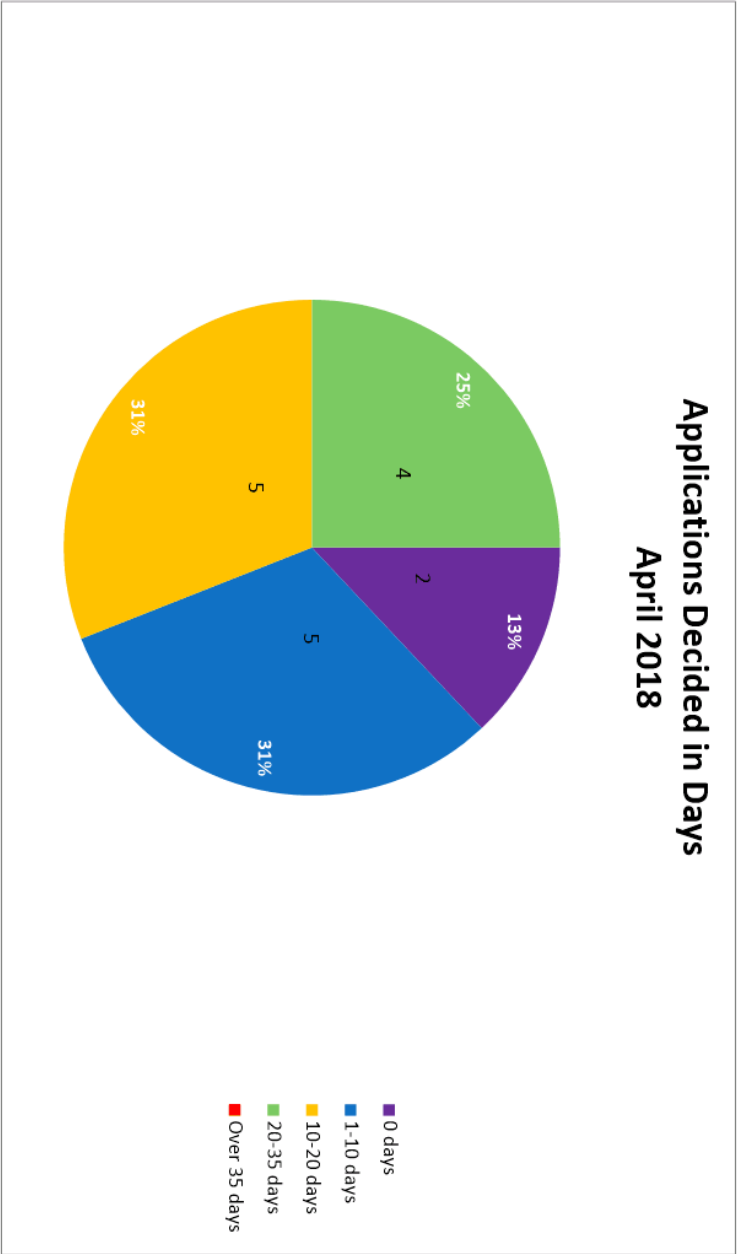
- 1 [View](#) Development Applications Monthly Summary April 2018 2 Pages
- 2 [View](#) Development Assessment Graph's April 2018 2 Pages
- 3 [View](#) Plumbing and Building Statistics - April 2018 4 Pages

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MC2018/0031	Justified Use (Non-resident Worker's Accommodation for 120 persons), Changes to Internal Layout and Extension to Caravan Park (33 additional caravan sites) & Outdoor Entertainment (Water Park)	Impact: Change/Mix	291 Eastern Drive, GATTON QLD 4343	ML Gatton Operations Pty Ltd	Short Term Accommodation & Recreable Home Park
MC2018/0032	Change to Development Approval (MCU2017/0014 & MC2017/0043)	Code	75 Philip Road, GROMITAM QLD 4347	Biddle Investments Pty Ltd	
CV2018/0013	Landscaping	Code	127 Lamell Creek Road, GATTON QLD 4343	Birtwhistles Pty Ltd	
CV2018/0014	Stormwater, Earthworks & Landscaping	Code	640 Lawless Road, GROMITAM QLD 4347	5SP Australia Pty Ltd	
RL2018/0014	Subdivision (1 lot into 3 lots)	Code	7 Railway Street, HELTON QLD 4340	Clark Town Planning	
<b>Decided Development Applications - 1 April 2018 to 30 April 2018</b>					
MC2018/0006	Health Care Premises	Impact:	39 William Street, GATTON QLD 4343	Anell Pty Ltd	
MC2018/0009	Dual Occupancy	Impact:	12 Kopp Crescent, GATTON QLD 4343	Impact Homes	
MC2018/0010	Leisure	Impact:	14 Fern Creek, GATTON QLD 4343	W/ Mitchell	
MC2018/0011	Leisure	Code	118 Main Greenway Road, CHURCHILL QLD 4311	S.W. Scott	
MC2018/0012	Sport & Recreation (Fencing and associated keeping of horses)	Code	31 Jamison Road, CHURCHILL QLD 4311	Looney Valley Riding For The Disabled LYDIA	
MC2018/0013	Change to Development Approval (MCU2016/0057)	Code	Geddie Road, BEECHYDOWNS QLD 4341	Azure Properties Pty Ltd Azure Property Trust	
MC2018/0020	Dwelling House Triggered by An Overlay (Ecological Significance)	Code	131 Spencer Street, GATTON QLD 4343	Hallmark Homes	Health Care Premises
MC2018/0021	Dwelling House Triggered by an Overlay	Code	14 Albert Street, GATTON QLD 4343	M & M (Units)	
MC2018/0027	Dwelling House - Triggered by an Overlay - Bushfire	Code	18 Bentley Drive, BEECHYDOWNS QLD 4341	Hallmark Homes	
MC2018/0025	Road Work, Drainage Work, Stormwater	Code	13 Eufrates Place, BEECHYDOWNS QLD 4341	Madison Ridge Pty Ltd	
CV2018/0010	Design Overlay - Street Lighting Plans and Cabling	Code	3 Burdett Street, 2 ANNAND QLD 4341	Madison Ridge Pty Ltd	
CV2018/0011	Extension to Curbing (Paved) - Clearing of Vegetation	Code	Banger Road, ADARE QLD 4343	Capital Partners Australia Pty Ltd	
CV2018/0012	Extension to Curbing (Paved) - Clearing of Vegetation	Code	68 Thorne Road, UPPER LOCKER QLD 4352	M & M Federal Design Consultants	
RL2018/0011	Change to Development Approval (MCU2017/0015)	Code	23 Forest Avenue, GLENORE GROVE QLD 4342	O & Turner Ltd	
RL2018/0015	Change to Development Approval (MCU2016/0011)	Code	10 Bowen Street, HELTON QLD 4340	Bell Pty Ltd	Subdivision (1 lot into 3 lots)
<b>Problems - 1 April 2018 to 30 April 2018</b>					
CV2018/0015	Subdivision (MCU2017/0015)	Problems	23 Edwards Way, 2 ANNAND QLD 4341	Clark Town Planning	
RL2018/0016	Subdivision (MCU2017/0015)	Problems	Eastern Drive, GATTON QLD 4343	Clark Town Planning	
RL2018/0017	Subdivision (MCU2017/0015)	Problems	43 Ono Road, GLENORE GROVE QLD 4342	S.W. Scott	
RL2018/0018	Subdivision (MCU2017/0015)	Problems	7 Rose Street, LAUREL HILLS QLD 4341	J & J Reid	
RL2018/0019	Subdivision (MCU2017/0015)	Problems	14 Albert Street, HELTON QLD 4340	M.P. Maloney	
RL2018/0020	Subdivision (MCU2017/0015)	Problems	12 Berry Way, GATTON HILLS QLD 4342	M.P. Maloney	



Applications Decided in Days  
April 2018



MC2018/0011 – (31 days) - Delayed due to waiting for conditions from Animal Control and Engineering Officer workload.

MC2018/0012 – (31 days) - Delayed due to waiting for conditions from Animal Control and Engineering Officer workload.

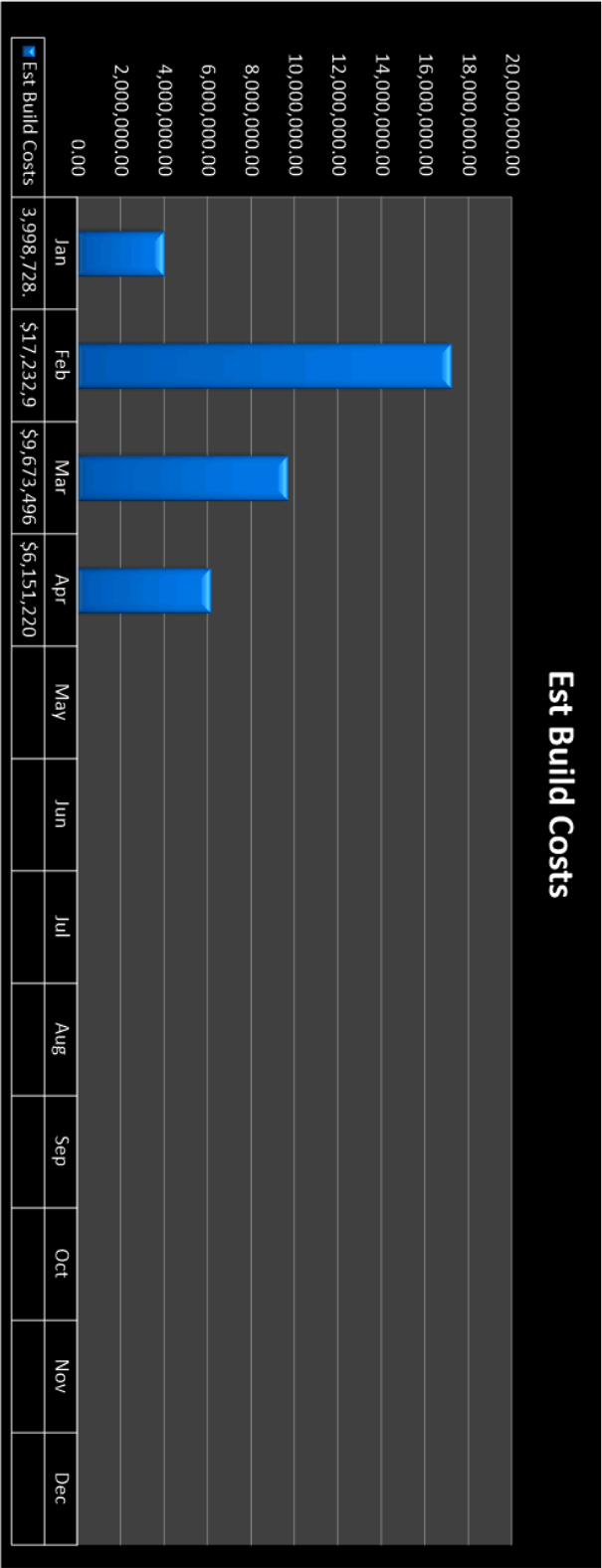
RL2018/0011 – (24 days) - Officer work load and time waiting for confirmation from SARA that the application was a minor change not an 'other' change.

MC2018/0013 – (22 days) - Engineering Officer workload.

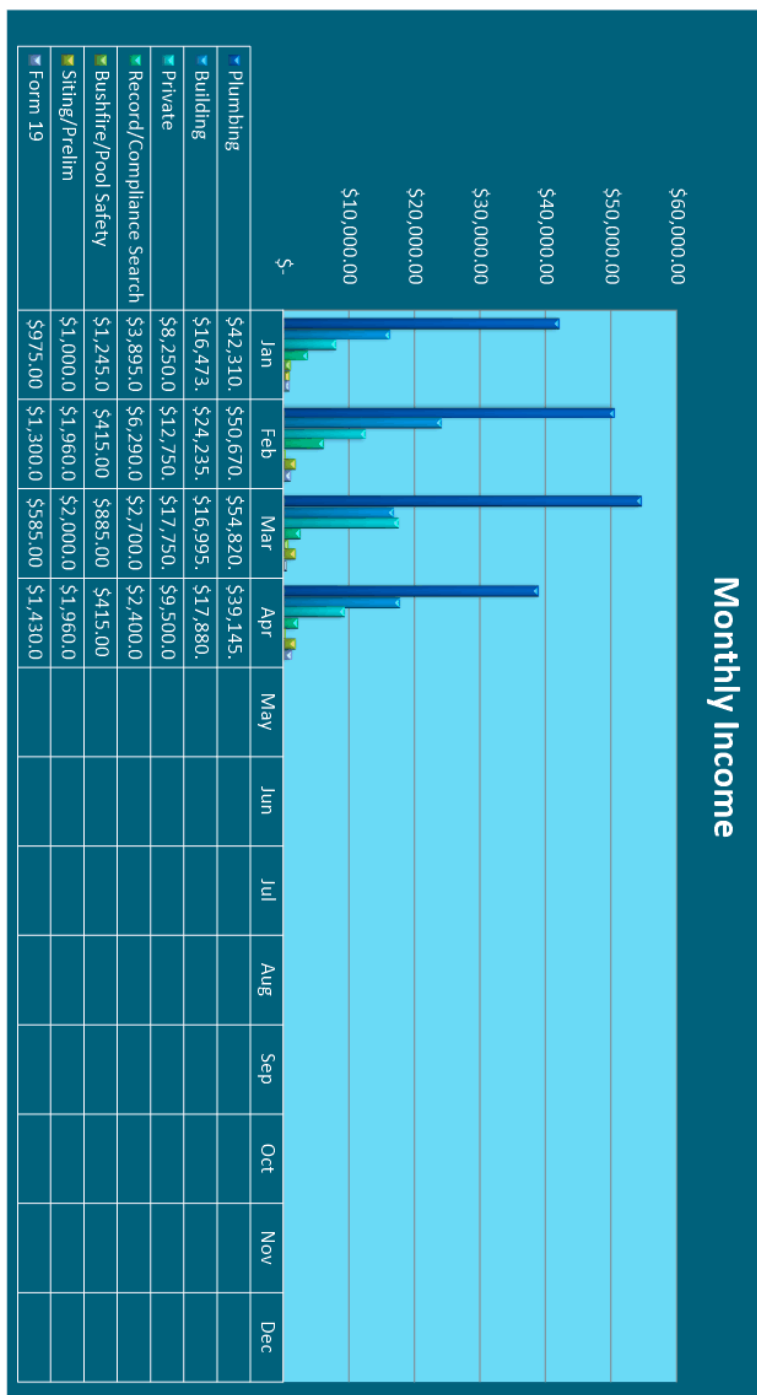


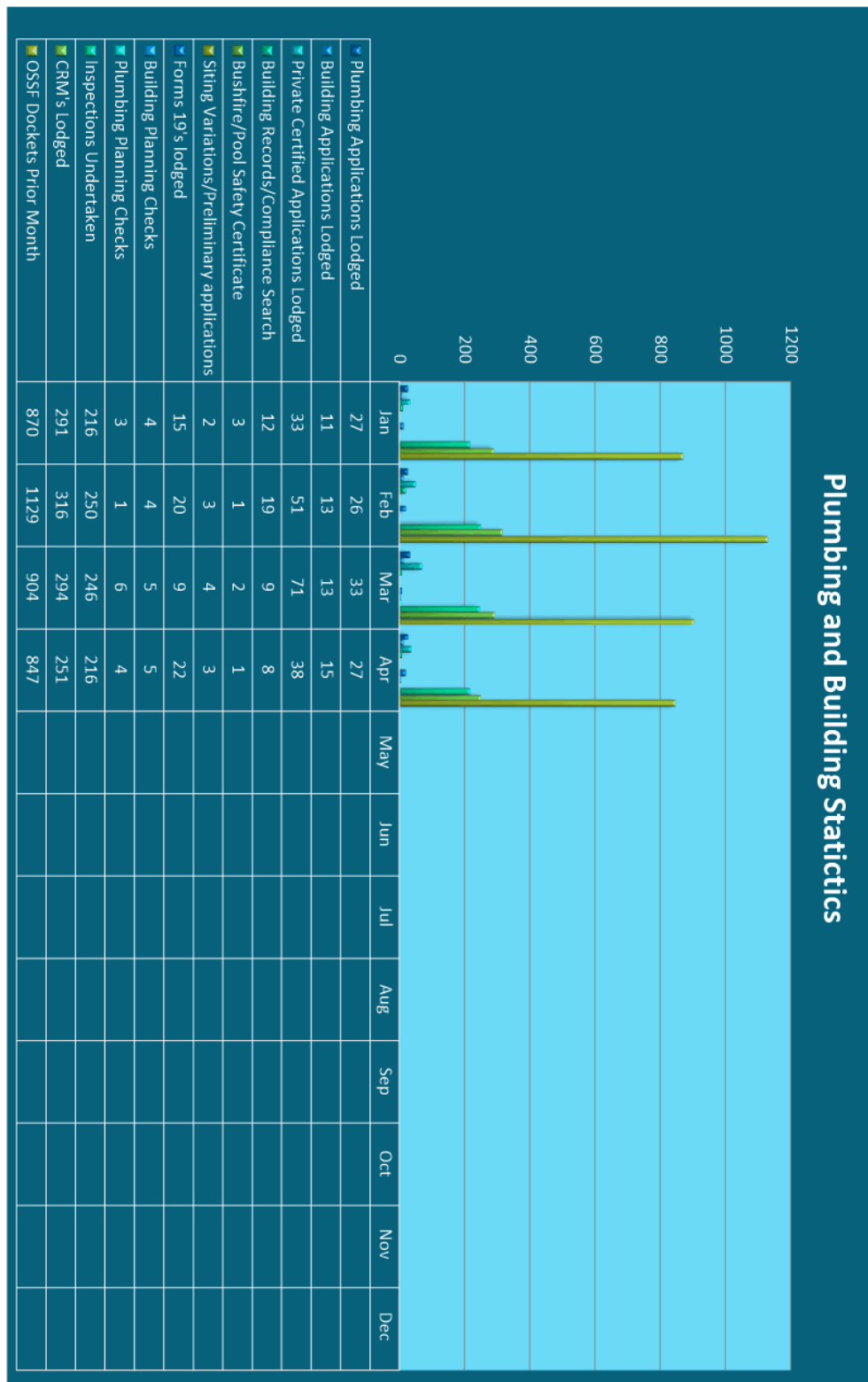


ITEM	DESCRIPTION	TOTAL	APPLICATION FEES	RESPONSIBLE OFFICERS
1.0	Plumbing Applications Lodged	27	\$39,145.00	Plumbing
2.0	Building Applications Lodged	15	\$17,880.00	Building
3.0	Private Certified Applications Lodged	38	\$9,500.00	Admin Team
4.0	Building Record/Compliance Search Lodged	8	\$2,400.00	Admin Team
5.0	Bushfire/Pool Safety Certificates Lodged	1	\$415.00	Building
6.0	Siting Variations Lodged/Preliminary Applications	3	\$1,960.00	Building
7.0	Form 19's Lodged	22	\$1430.00	Admin Team
8.0	Building Planning Checks	5	N/A	Building
9.0	Plumbing Planning Checks	4	N/A	Plumbing
10.0	Inspections Undertaken	216	N/A	Plumbing and Building
11.0	CRM's Lodged (inc. phone calls for inspections)	251	N/A	Plumbing and Building
12.0	OSSF Dockets Updated for February	847	N/A	Admin Team
	<b>TOTAL</b>		<b>\$72,730.00</b>	
<b>CONSTRUCTION VALUE OF BUILDING WORKS</b>				
1.0	Building Applications 01-04-18 to 30-04-18	Domestic	\$5,984,470.30	
	Building Applications 01-04-18 to 30-04-18	Commercial	\$166,750.00	
	<b>Year to Date</b>	<b>Total</b>	<b>\$33,057,650.61</b>	











**Application for Development Permit for Material Change of Use for Undefined Use (Workers' Accommodation) on Lot 1 SP292003 at 168 Woodlands Road, Gatton**

**Date:** 09 May 2018  
**Author:** Tanya O'Brien, Planning Officer  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Planning

The application has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended that the proposal be approved in accordance with the Officer's Recommendation.

**THAT the application for a Development Permit for Material Change of Use for Undefined Use (Workers' Accommodation) on Lot 1 SP292003 at 168 Woodlands Road, Gatton be approved subject to the following conditions:**

1. The development shall be undertaken generally in accordance with the following plans and drawings:
  - (a) Proposed Site Plan Drawing No. BP881/DA/1.04 Issue E prepared by Jared Poole Design and dated 28 March 2018
  - (b) Floor Plan and Elevation Plan for Cabin Type 'E' Details Drawing No. BP881/DA/1.05 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (c) Proposed Pool House Floor Plan Drawing No. BP881/DA/1.06 Issue D prepared Jared Poole Design and dated 28.11.2017
  - (d) Proposed Pool House Elevations Drawing No. BP881/FA/1.07 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (e) Development Staging Plan Drawing No. BP881/DA/1.08 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (f) Development – Landscape Buffer Drawing No. BP881/DA/1.09 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (g) Entry Statement Drawing No. BP881/DA/1.10 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (h) Stage 1 - Common Facilities Plan Drawing No. BP881/DA/1.12 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (i) Stage 1 – Common Facilities Elevation Drawing No. BP881/DA/1.13 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (j) Floor and Elevation Plans - Cabin Type 'A' Details Drawing No. BP881/DA/1.14 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (k) Floor and Elevation Plans - Cabin Type 'B1' Details Drawing No. BP881/DA/1.15 Issue D prepared by Jared Poole Design and dated

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- 28.11.2017
- (l) Floor and Elevation Plans – Cabin Type ‘B2’ Details Drawing No. BP881/DA/1.16 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (m) Floor and Elevation Plans – Cabin Type ‘C’ Details Drawing No. BP881/DA/1.17 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (n) Floor and Elevation Plans – Cabin Type ‘D’ Details Drawing No. BP881/DA/1.18 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (o) Bin Store Drawing No. BP881/DA/1.19 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (p) Landscaping Plan Project No. 1801011871 Issue A Sheet 1 and 2 prepared Scenetics dated January 2018
- This condition shall be met at all times.
2. The development is to cater for non-resident work force accommodation only.
3. The common laundry room, common room, communal kitchen, nineteen (19) car parking spaces, six (6) bus parking bays, gazebo and BBQ area shall be provided as part of Stage One (1). This condition shall be met prior to the commencement of the use of any of the cabins comprising Stage One (1).
4. Development Approval for Building Work is required prior to the commencement of any building work including Entry Statement and a Certificate of Classification (Form 11) must be issued prior to the occupation/use of any new or existing unapproved buildings or structures.
5. Pay Infrastructure Charges for the proposed development in accordance with the Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution at the time. These charges are required to be paid prior to commencement of use.
6. All air conditioning units or other mechanical equipment must be located at ground level, or otherwise fully enclosed or screened such that they are not visible from the street frontages or adjoining properties.
7. General  
At all times:
- (a) Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.
  - (b) Replace existing Council infrastructure (including but not limited to any

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street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.

**8. Waste and Wastewater**

The development shall be connected to reticulated water and wastewater/sewerage networks. The developer must gain approvals from Queensland Urban Utilities prior to the commencement of use.

**9. Stormwater**

Prior to the issuing of a development approval for operational works for Stage One (1), and to be maintained thereafter.

- (a) All stormwater drainage must be designed in accordance with the Queensland Urban Drainage Manual 2017 (QUDM 2017). The design storms must be the 63% AEP (minor) and 1% AEP (major).
- (b) Provide stormwater drainage to the lawful point of discharge for the major and minor storm events.
- (c) Any stormwater drainage necessary to discharge the runoff from the development outside of the proposed development footprint must be fully contained within a stormwater drainage easement.
- (d) Provide a minimum Level IV roof and allotment drainage system for all roofed and hardstand areas.

**10. Stormwater Management**

Prior to the submission of the development application for operational works for Stage Two (2):

- (a) Engage a suitably experienced Registered Professional Engineer Queensland (RPEQ) to prepare and submit a Site Based Stormwater Management Plan (SBSMP) for the proposed development for the approval of the assessment manager. The SBSMP must investigate and detail the stormwater quantity mitigation strategy required for the development to demonstrate and ensure that the development can be undertaken without impact to surrounding and/or downstream properties or infrastructure. This strategy must consider the development as a greenfield development and include all storm events ranging from the 63% AEP up to and including the 1% AEP.

Prior to the commencement of use of Stage Two (2), and to be maintained thereafter.

- (b) Design and construct the stormwater quantity management infrastructure in accordance with the approved Site Based Stormwater Management Plan.

**11. Frontage Roadworks**

Prior to the commencement of use of Stage One (1).

- (a) Design and construct a sealed basic left turn (BAL) treatment on Woodlands

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Road at the proposed site access in accordance with Austroads' Guide to Road Design Part 4A Unsignalised and Signalised Intersections. The design speed for the BAL treatment must be taken as the operational speed of Woodlands Road on the approach to the proposed driveway location. The BAL treatment must have an imperviously sealed surface and be constructed with a minimum 150mm depth compacted gravel.

- (b) Install an advisory sign on the northbound approach to the development access to raise awareness of turning traffic in accordance with the Manual of Uniform Traffic Control Devices.

**12. Vehicular Access**

Vehicular access to the development must be limited as follows:

- (a) A temporary all turns access from Woodlands Road in accordance with condition 13 below.
- (b) Permanent access to/from the development must be obtained from 'Hibiscus Street' to the south, via the street/driveway network that is to be provided by the ultimate development of the subject land. A 'left in' access to this development from Woodlands Road may be considered as part of the permanent access strategy for this development. This must be addressed by the Traffic Impact Assessment for the ultimate development of this land

**13. Internal Access, Parking & Manoeuvring**

Prior to the commencement of use of Stage One (1), and to be maintained thereafter.

- (a) Design and construct all internal access, parking and manoeuvring areas generally in accordance with the approved site plan and Condition 3 of this approval. All access, parking and manoeuvring areas must have an imperviously sealed surface and in accordance with:
- Australian/New Zealand standard AS2890.1 Parking facilities Part 1: Off-street car parking;
  - AS2890.2 Parking facilities Part 2: Off-street commercial vehicle facilities;
  - AS2890.6 Parking facilities Part 6: Off-street parking for people with disabilities; and
  - Council's Engineering Policy Property Access & Access Crossings Design, Construction & Maintenance.
- (b) Install signage and line marking in accordance with:
- Australian Standard AS1742 series Manual of uniform control traffic devices; and
  - Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices (MUTCD).
- (c) Construct a driveway crossover to the development in accordance with the Institute of Public Works Engineering Australasia's standard drawing number RS-051 vehicle crossings heavy duty vehicle crossings heavy duty (general wide configuration).

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**14. Requirements for Operational Works Applications**  
Prior to the commencement of works associated with this development.

Submit as part of an Operational Works application that includes as a minimum the following:

- (a) Development application form/s;
- (b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule;
- (c) Detailed design drawings addressing the requirements of this development approval (driveway crossover, car parking, roadworks and stormwater drainage);
- (d) Certification by a Registered Professional Engineer Queensland (RPEQ);
- (e) Roadworks drawings must detail existing infrastructure, proposed new infrastructure as well as any rectification/tie in works;
- (f) Stormwater drainage design must include (but not limited to):
  - Location and details, including hydraulic design, of all proposed drainage;
  - Stormwater catchment plan/s;
  - Stormwater calculation table/s.
- (g) Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region.

**15. Engineering Certification**

In conjunction with the lodgement of a development application for operational works.

Engage a Registered Professional Engineer Queensland (RPEQ) to prepare and submit engineering certification for the proposed design. The engineering certification must include the following as a minimum:

- (a) the development application number, type of works, location, name/stage(s) of development (where applicable);
- (b) date of certification;
- (c) name of certifying individual, the name of engineering consultancy that the certifying individual works for, and the name of developer;
- (d) a full schedule of the latest set of detailed design drawings;
- (e) state applicable Planning Scheme that design is compliant with, including the relevant Codes/Schedules/Specifications;
- (f) state applicable design standards/guides that it has been designed and checked to be compliant with;
- (g) state that the design is compliant with the development permit - include relevant preceding development permit number;
- (h) State that there are appropriate procedures for supervising, inspection, testing in place to deliver the infrastructure to assure the quality of works



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and will actively ensure that these procedures will be followed during the construction of the works;

- (i) Signature, name and RPEQ number of certifying individual.

**Landscaping**

16. Landscaping shall be undertaken in accordance with Landscaping Plan Project No. 1801011871 Issue A Sheet 1 and 2 prepared by Scenetics dated Jan 2018.
17. All exposed soil surfaces must be protected from soil erosion. This includes a minimum mulching depth of 75mm and providing garden bed edging.
18. A grade turf is to be used for turfing and be free of pests and/or viruses.
19. Topsoil should have a minimum depth of 450mm. Topsoil used in landscaping must comply with the current Australian standards, which includes being free of pests and be free of soil borne viruses, diseases and weeds.
20. Planting media is to include water saving devices such as water crystals applied to the manufacture's recommendations. Water saving crystals or equivalent must be used.
21. No plants within the Queensland Herbarium's 200 most invasive plants list are to be utilised within any landscaping works
22. All landscaping must have edging with suitable longevity (treated soft and hard wood is not acceptable).
23. Landscaping shall be maintained in perpetuity and any plants that die shall be replaced with a like species within three months. This condition is required to be met on an ongoing basis.
24. Install a manual irrigation system off the taps that can be turned on manually. The system shall have the ability for a tap timer to be supplied.
25. Plant stock 100 litres or greater are to be staked with 4 stakes.
26. Landscaping shall be maintained in perpetuity and any plants that die shall be replaced with a like species. This condition is required to be met at all times for the life of the development.

**Lighting**

27. Lighting for the proposed development must be designed and installed in accordance with the requirements of Australian Standard AS1158:2005 for road lighting and Australian Standard AS4282 Control of the obtrusive effects of outdoor lighting for internal areas. The lighting design must be certified by an RPEQ competent in electrical reticulation design. This condition shall be met

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prior to the commencement of the use.

28. All outdoor lighting shall be directed inwards from the lighting source and be hooded to ensure no spillage to adjoining property.

**Environmental Health**

29. Provision of suitable waste removal services and suitable number and type of waste containers, in accordance with the Environmental Protection Regulation 2008 and to the satisfaction of Council's Waste Reduction and Recycling Plan, for the storage of:
- (a) papers, plastics, cardboard, food scraps, used food containers and like wastes generated by workers on the site; and
  - (b) building construction and/or demolition wastes.
30. All waste collected/stored on site during construction shall be taken to an approved Waste Disposal Facility for disposal in accordance with current acceptance criteria and relevant fees and charges.

**Note:** In Lockyer Valley Regional Council local government area Gatton Landfill and Laidley Transfer Station are approved to accept building construction and demolition waste.

31. All things, materials, disused equipment at the premises shall be stored in a way that does not:
- (a) Afford or form a potential shelter or harbourage or attraction for vermin;
  - (b) Hold water which may allow the breeding or harbourage of mosquitos; and
  - (c) Seriously detract from the visual amenity of the land by causing visual pollution.

**ADVICE**

32. Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
33. In carrying out the construction activity all reasonable and practicable measures must be taken to ensure that it does not harm Aboriginal Cultural Heritage (the "cultural heritage duty of care"). Compliance with the cultural heritage duty of care will occur if the contractor is acting in accordance with gazetted cultural heritage duty of care guidelines and the *Cultural Heritage Act 2003*.
34. The *Workplace Health and Safety Act 1995* and Australian Standard - AS 1742 Manual of Uniform Traffic Control Devices must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road
35. In accordance with the *Plant Protection Act 1989* and the *Plant Protection Regulation 1990*, a quarantine notice has been issued for the State of

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Queensland to prevent the spread of the Red Imported Fire Ant (ant species *Solenopsis invicta*) and to eradicate it from the State.

36. Under Queensland legislation, fire ants are a notifiable pest and suspected sightings must be reported to Biosecurity Queensland. To report suspect fire ants please complete the online form or contact Biosecurity Queensland on 13 25 23.
37. It should be noted that the movement of Fire Ants is prohibited, unless under the conditions of an Inspectors Approval. More information can be obtained from the Department of Agriculture, Fisheries & Forestry
38. Hours of construction work shall be strictly in accordance with all relevant State legislation and policies in force at the time of the construction work.
39. Any noise or air pollution during construction shall be strictly in accordance with all relevant State legislation and policies in force at the time of the construction work.
40. Provision of suitable waste removal services and suitable number and type of waste containers, in accordance with the *Environmental Protection Regulation 2008* and to the satisfaction of Council's Waste Reduction and Recycling Plan, for the storage of papers, plastics, cardboard, food scraps, used food containers and like wastes generated by workers on the site and Building construction and/or demolition wastes.
41. All waste collected/stored on site during construction shall be taken to an approved Waste Disposal Facility for disposal in accordance with current acceptance criteria and relevant fees and charges. Note: In Lockyer Valley Regional Council Local Government area Gatton Landfill and Laidley Transfer Station are approved to accept building construction and demolition waste.
42. The land owner must comply with *Local Law No. 1 (Administration)* and *Subordinate Local Law 1.4 (Installation of Advertising Devices)*.
43. Drinking water on the land provided to persons must comply with the Australian Drinking Water Guidelines 2011. Any water tanks must be constructed in accordance with Chapter 2 Part 1 and Part 8 of the *Public Health Act 2005* (i.e. Constructed in a way that prevents the breeding of mosquitos).

**RESOLUTION**

**THAT the application for a Development Permit for Material Change of Use for Undefined Use (Workers' Accommodation) on Lot 1 SP292003 at 168 Woodlands Road, Gatton be approved subject to the following conditions:**

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1. The development shall be undertaken generally in accordance with the following plans and drawings:
  - (a) Proposed Site Plan Drawing No. BP881/DA/1.04 Issue E prepared by Jared Poole Design and dated 28 March 2018
  - (b) Floor Plan and Elevation Plan for Cabin Type 'E' Details Drawing No. BP881/DA/1.05 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (c) Proposed Pool House Floor Plan Drawing No. BP881/DA/1.06 Issue D prepared Jared Poole Design and dated 28.11.2017
  - (d) Proposed Pool House Elevations Drawing No. BP881/FA/1.07 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (e) Development Staging Plan Drawing No. BP881/DA/1.08 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (f) Development – Landscape Buffer Drawing No. BP881/DA/1.09 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (g) Entry Statement Drawing No. BP881/DA/1.10 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (h) Stage 1 - Common Facilities Plan Drawing No. BP881/DA/1.12 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (i) Stage 1 – Common Facilities Elevation Drawing No. BP881/DA/1.13 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (j) Floor and Elevation Plans - Cabin Type 'A' Details Drawing No. BP881/DA/1.14 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (k) Floor and Elevation Plans - Cabin Type 'B1' Details Drawing No. BP881/DA/1.15 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (l) Floor and Elevation Plans – Cabin Type 'B2' Details Drawing No. BP881/DA/1.16 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (m) Floor and Elevation Plans – Cabin Type 'C' Details Drawing No. BP881/DA/1.17 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (n) Floor and Elevation Plans – Cabin Type 'D' Details Drawing No. BP881/DA/1.18 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (o) Bin Store Drawing No. BP881/DA/1.19 Issue D prepared by Jared Poole Design and dated 28.11.2017
  - (p) Landscaping Plan Project No. 1801011871 Issue A Sheet 1 and 2 prepared Scenetics dated January 2018

This condition shall be met at all times.
2. The development is to cater for non-resident work force accommodation only.
3. The common laundry room, common room, communal kitchen, nineteen (19) car parking spaces, six (6) bus parking bays, gazebo and BBQ area shall be

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provided as part of Stage One (1). This condition shall be met prior to the commencement of the use of any of the cabins comprising Stage One (1).

4. Development Approval for Building Work is required prior to the commencement of any building work including Entry Statement and a Certificate of Classification (Form 11) must be issued prior to the occupation/use of any new or existing unapproved buildings or structures.
5. Pay Infrastructure Charges for the proposed development in accordance with the Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution at the time. These charges are required to be paid prior to commencement of use.
6. All air conditioning units or other mechanical equipment must be located at ground level, or otherwise fully enclosed or screened such that they are not visible from the street frontages or adjoining properties.
7. General  
At all times:
  - (a) Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.
  - (b) Replace existing Council infrastructure (including but not limited to any street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.
8. Waste and Wastewater  
The development shall be connected to reticulated water and wastewater/sewerage networks. The developer must gain approvals from Queensland Urban Utilities prior to the commencement of use.
9. Stormwater  
Prior to the issuing of a development approval for operational works for Stage One (1), and to be maintained thereafter.
  - (a) All stormwater drainage must be designed in accordance with the Queensland Urban Drainage Manual 2017 (QUDM 2017). The design storms must be the 63% AEP (minor) and 1% AEP (major).
  - (b) Provide stormwater drainage to the lawful point of discharge for the major and minor storm events.
  - (c) Any stormwater drainage necessary to discharge the runoff from the development outside of the proposed development footprint must be fully contained within a stormwater drainage easement.

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- (d) Provide a minimum Level IV roof and allotment drainage system for all roofed and hardstand areas.

**10. Stormwater Management**

Prior to the submission of the development application for operational works for Stage Two (2):

- (a) Engage a suitably experienced Registered Professional Engineer Queensland (RPEQ) to prepare and submit a Site Based Stormwater Management Plan (SBSMP) for the proposed development for the approval of the assessment manager. The SBSMP must investigate and detail the stormwater quantity mitigation strategy required for the development to demonstrate and ensure that the development can be undertaken without impact to surrounding and/or downstream properties or infrastructure. This strategy must consider the development as a greenfield development and include all storm events ranging from the 63% AEP up to and including the 1% AEP.

Prior to the commencement of use of Stage Two (2), and to be maintained thereafter.

- (b) Design and construct the stormwater quantity management infrastructure in accordance with the approved Site Based Stormwater Management Plan.

**11. Frontage Roadworks**

Prior to the commencement of use of Stage One (1).

- (a) Design and construct a sealed basic left turn (BAL) treatment on Woodlands Road at the proposed site access in accordance with Austroads' Guide to Road Design Part 4A Unsignalised and Signalised Intersections. The design speed for the BAL treatment must be taken as the operational speed of Woodlands Road on the approach to the proposed driveway location. The BAL treatment must have an imperviously sealed surface and be constructed with a minimum 150mm depth compacted gravel.
- (b) Install an advisory sign on the northbound approach to the development access to raise awareness of turning traffic in accordance with the Manual of Uniform Traffic Control Devices.

**12. Vehicular Access**

Vehicular access to the development must be limited as follows:

- (a) A temporary all turns access from Woodlands Road in accordance with condition 13 below.
- (b) Permanent access to/from the development must be obtained from 'Hibiscus Street' to the south, via the street/driveway network that is to be provided by the ultimate development of the subject land. A 'left in' access to this development from Woodlands Road may be considered as part of the permanent access strategy for this development. This must be addressed by the Traffic Impact Assessment for the ultimate development of this land



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**13. Internal Access, Parking & Manoeuvring**

Prior to the commencement of use of Stage One (1), and to be maintained thereafter.

- (a) Design and construct all internal access, parking and manoeuvring areas generally in accordance with the approved site plan and Condition 3 of this approval. All access, parking and manoeuvring areas must have an imperviously sealed surface and in accordance with:
  - Australian/New Zealand standard AS2890.1 Parking facilities Part 1: Off-street car parking;
  - AS2890.2 Parking facilities Part 2: Off-street commercial vehicle facilities;
  - AS2890.6 Parking facilities Part 6: Off-street parking for people with disabilities; and
  - Council's Engineering Policy Property Access & Access Crossings Design, Construction & Maintenance.
- (b) Install signage and line marking in accordance with:
  - Australian Standard AS1742 series Manual of uniform control traffic devices; and
  - Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices (MUTCD).
- (c) Construct a driveway crossover to the development in accordance with the Institute of Public Works Engineering Australasia's standard drawing number RS-051 vehicle crossings heavy duty vehicle crossings heavy duty (general wide configuration).

**14. Requirements for Operational Works Applications**

Prior to the commencement of works associated with this development.

Submit as part of an Operational Works application that includes as a minimum the following:

- (a) Development application form/s;
- (b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule;
- (c) Detailed design drawings addressing the requirements of this development approval (driveway crossover, car parking, roadworks and stormwater drainage);
- (d) Certification by a Registered Professional Engineer Queensland (RPEQ);
- (e) Roadworks drawings must detail existing infrastructure, proposed new infrastructure as well as any rectification/tie in works;
- (f) Stormwater drainage design must include (but not limited to):
  - Location and details, including hydraulic design, of all proposed drainage;
  - Stormwater catchment plan/s;
  - Stormwater calculation table/s.
- (g) Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion



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Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region.

**15. Engineering Certification**

In conjunction with the lodgement of a development application for operational works.

Engage a Registered Professional Engineer Queensland (RPEQ) to prepare and submit engineering certification for the proposed design. The engineering certification must include the following as a minimum:

- (a) the development application number, type of works, location, name/stage(s) of development (where applicable);
- (b) date of certification;
- (c) name of certifying individual, the name of engineering consultancy that the certifying individual works for, and the name of developer;
- (d) a full schedule of the latest set of detailed design drawings;
- (e) state applicable Planning Scheme that design is compliant with, including the relevant Codes/Schedules/Specifications;
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- (g) state that the design is compliant with the development permit - include relevant preceding development permit number;
- (h) State that there are appropriate procedures for supervising, inspection, testing in place to deliver the infrastructure to assure the quality of works and will actively ensure that these procedures will be followed during the construction of the works;
- (i) Signature, name and RPEQ number of certifying individual.

**Landscaping**

- 16. Landscaping shall be undertaken in accordance with Landscaping Plan Project No. 1801011871 Issue A Sheet 1 and 2 prepared by Scenetics dated Jan 2018.
- 17. All exposed soil surfaces must be protected from soil erosion. This includes a minimum mulching depth of 75mm and providing garden bed edging.
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21. No plants within the Queensland Herbarium's 200 most invasive plants list are to be utilised within any landscaping works
22. All landscaping must have edging with suitable longevity (treated soft and hard wood is not acceptable).
23. Landscaping shall be maintained in perpetuity and any plants that die shall be replaced with a like species within three months. This condition is required to be met on an ongoing basis.
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27. Lighting for the proposed development must be designed and installed in accordance with the requirements of Australian Standard AS1158:2005 for road lighting and Australian Standard AS4282 Control of the obtrusive effects of outdoor lighting for internal areas. The lighting design must be certified by an RPEQ competent in electrical reticulation design. This condition shall be met prior to the commencement of the use.
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43. Drinking water on the land provided to persons must comply with the Australian Drinking Water Guidelines 2011. Any water tanks must be constructed in accordance with Chapter 2 Part 1 and Part 8 of the *Public Health Act 2005* (i.e. Constructed in a way that prevents the breeding of mosquitos).

**Moved By: Cr Wilson**

**Seconded By: Cr Cook**

**Resolution Number: 16-20/0952**

**CARRIED**

**6/0**

## **Report**

### **1. Introduction**

The applicant seeks a Development Permit for Material Change of Use of premise for an Undefined Use (Workers' Accommodation) at 168 Woodlands Road, Gatton. An application for a Undefined Use (Workers' Accommodation) within the Urban Residential Zone requires impact assessment against the planning scheme.

### **2. Background**

Officers have assessed the application on the basis that the site has no current planning approvals for a residential use. Even though the site was previously used for temporary accommodation associated with flood restoration works, the current application is an emergent use.

An Information Request was issued on 31 October 2017 requesting additional information for a number of items including landscaping, communal open space, signage, access and parking, stormwater quality, traffic movements, waste management and amenity. The applicant responded on 29 January 2018. A review of the information provided required further

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clarification from the applicant relating to stormwater quality, traffic and communal open space. Officers have had subsequent discussions with the applicant and his consultants on 23 February 2018, 12 March 2018 and 22 March 2018 relating to these items. Officers provided the applicant and his consultants with a draft set of conditions on 17 April 2018 which reflect the discussions between officers and applicant. These conditions have been agreed to in principle by the applicant and further detail relating to the conditions is provided within the report.

### **3. Report**

The proposed development includes the reuse and expansion of a former temporary Workers' Accommodation use on the subject land. The non-resident workforce accommodation will be developed within the north western corner of the subject land fronting Woodlands Road and comprising a development area of 1.74 hectares. A total of 31 rooms will be provided within the accommodation facility over two (2) stages. Stage 1 of the development includes the existing 18 x one (1) bedroom cabins, one (1) x two bedroom cabin, a laundry, kitchen and common room. The existing buildings have a total gross floor area (GFA) of 696m<sup>2</sup>. Stage 2 of the proposal will include 12 additional one (1) bedroom cabins (GFA 20m<sup>2</sup> each), a pool house (32m<sup>2</sup> GFA) and a pool. Accordingly, the development will involve an additional GFA of 272m<sup>2</sup> at Stage 2. The development will have a total combined gross floor area (GFA) of 968m<sup>2</sup> which translates to total site coverage of approximately 0.5%.

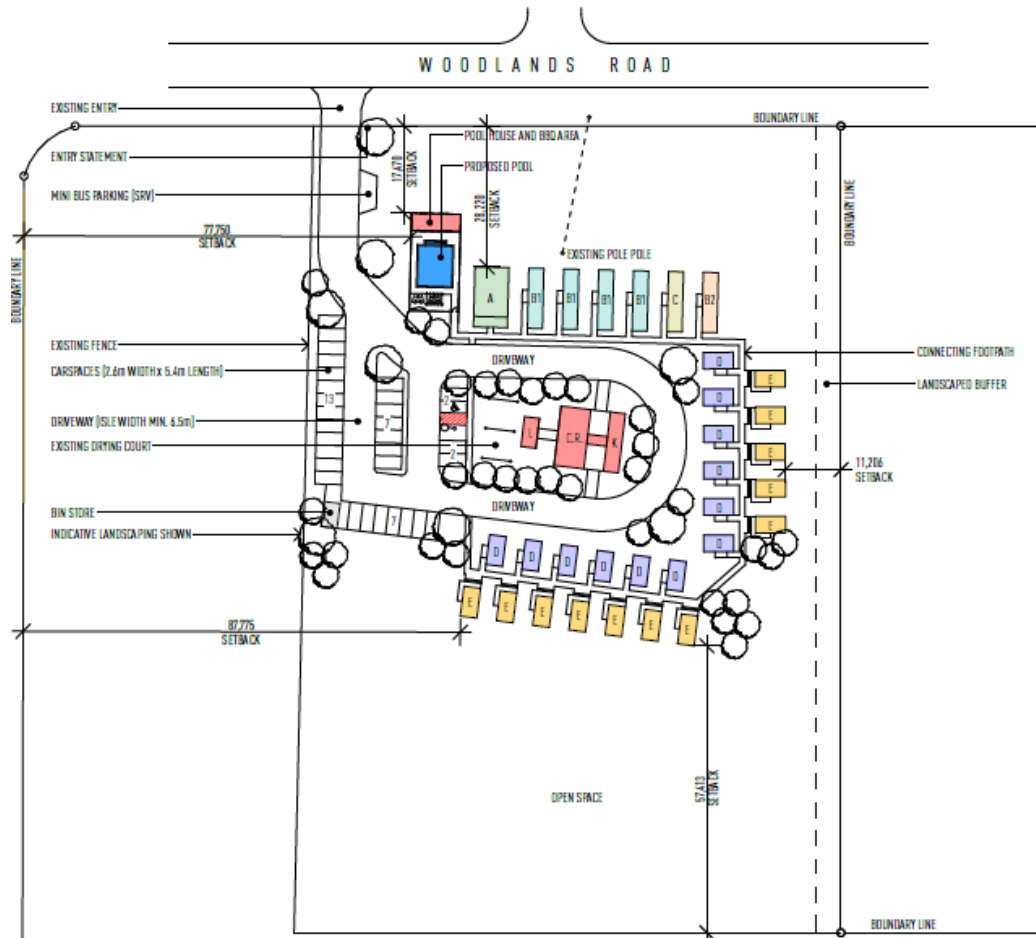
The internal layout and external façade of the existing buildings comprising of 18 x one (1) bedroom cabins, one (1) x two (2) bedroom cabin, a laundry, kitchen and common room will not be altered as part of the development. The existing buildings are low set on steel supports and are constructed of painted weatherboard cladding, sliding aluminium framed windows and doors, and colorbond sheet metal roof.

The internal layout of the new cabins will comprise a studio bedroom with kitchenette and dining area, an ensuite and deck/porch. The internal layout of the pool house will comprise a pool pavilion, bathroom and equipment storage room. The buildings will be low set on steel supports with a maximum building height of approximately 3.35m. The buildings will be constructed with painted weatherboard cladding, sliding aluminium framed windows and doors, and a colorbond sheet metal roof. The appearance of the cabins will be improved by incorporating a deck and porch including handrails and balustrades and pool house will include painted feature posts.

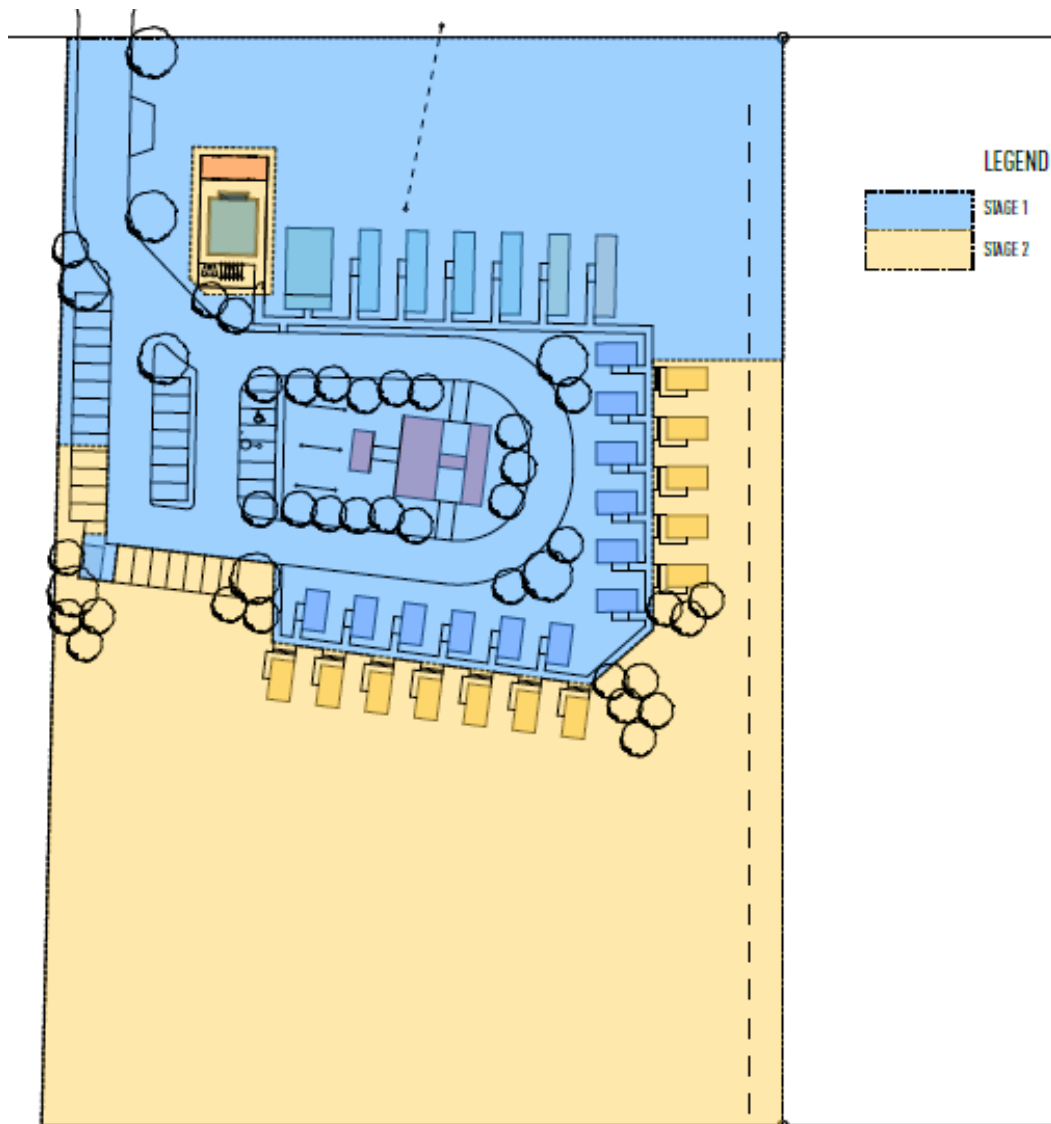
The main entrance of the development will be via the existing gravel access from Woodlands Road. The internal layout of the development includes a 6.5m wide gravel ring road and a total of 31 gravel carparks for use by occupants of the development. Nineteen carparks will be provided in Stage 1, and 12 carparks will be provided in Stage 2. The development will be connected to electricity and telephone services and the adjacent reticulated water and sewerage services provided by Queensland Urban Utilities.

The development will maintain the existing mature vegetation along the Woodlands Road frontage and around the periphery of the development site area to ensure the existing amenity of the area and streetscape is preserved.

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**Figure 1 – Proposed Site Plan**

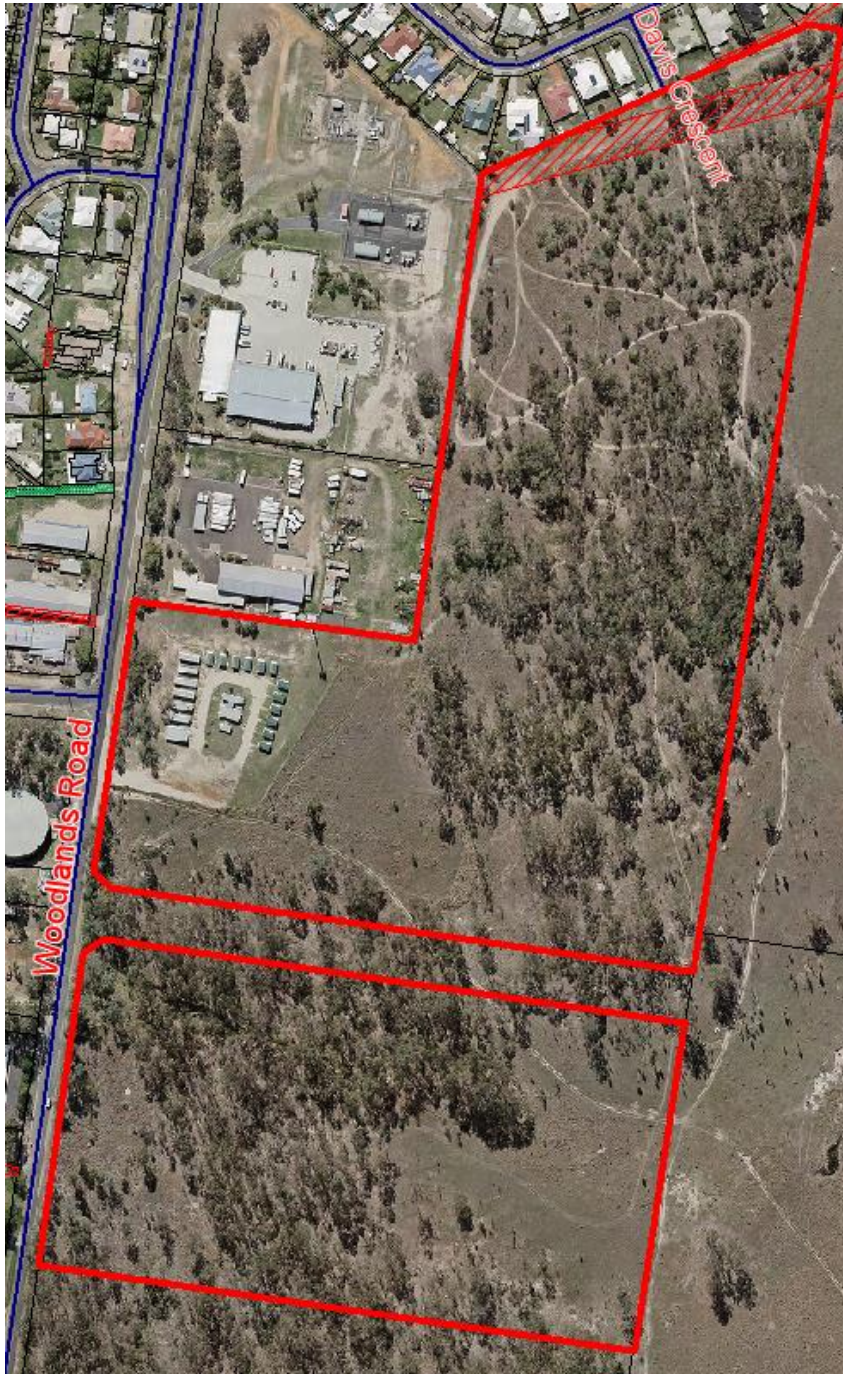


**Figure 2 – Proposed Staging Plan**

### 3.1 Subject Land

The subject site is of irregular configuration, comprises a single title and has a total area of 18.42 hectares. A 20m wide Energex easement traverses the northern portion of the subject site. The property has primary frontage to Woodlands Road and secondary frontage to Davis Crescent. Hibiscus Road, which is comprised of an unformed road reserve, traverses the central portion of the subject land. The site comprises of several buildings which are nineteen cabins and common facilities located on the north western boundary of the site which were previously utilized for temporary workers' accommodation by Council during flood repair works. This use has since ceased on site and the existing structures comprise stage one of this development application. The balance of the subject site comprises of vegetated vacant land zoned for residential purposes.





**Figure 3 - Aerial photo of subject site**

#### **4. Assessment**

##### **4.1 Legislative Requirements**

Assessment of the development is required under the *Planning Act 2016*. As such, the application must be assessed against each of the following statutory planning instruments to the extent they are relevant to the development:

- (a) a matter prescribed under *Planning Act Regulation*
- (b) a State planning regulatory provision.
- (c) a State planning policy.
- (d) a planning scheme.
- (e) a temporary local planning instrument.

It is noted that the applicant submitted the application on 19 October 2017 and it was 'properly made' on 19 October 2017. Assessment of this application against the relevant planning instruments is provided in the following sections.

#### **4.2 Referral Agencies**

The application was referred to Energex for development within 100m of a substation site. Energex provided their response on 7 November 2017 which included that the development be constructed in accordance with the overall site plan and workers accommodation – part site plan.

#### **4.3 State Planning Regulatory Provisions**

##### South East Queensland Regional Plan 2009-2031 (SEQRP)

The subject site is located within the Urban Footprint of the SEQRP and is consistent with the overarching intent of this Plan as the proposed use is for residential development as defined under the Regional Plan.

#### **4.4 State Planning Policy 2017 (SPP)**

The State Planning Policy 2017 is yet to be incorporated within Councils planning scheme. While there are some elements that align with the SPP there are others to be considered. The SPP interactive mapping system identifies the subject site as being located within:

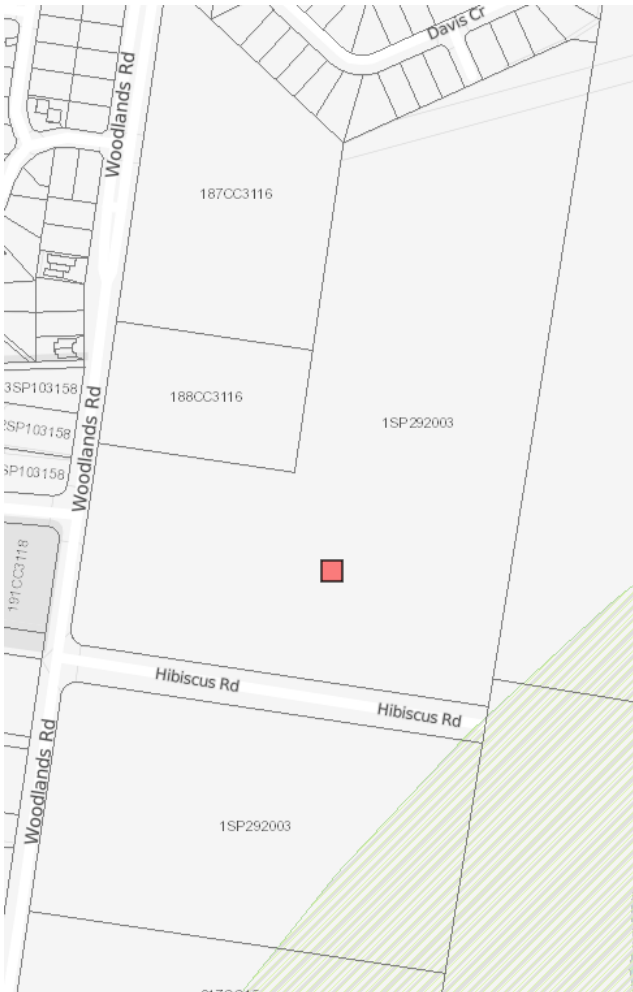
- Important agricultural areas
- Water resource catchment
- Flood hazard area \* - Level 1 – Local Government flood mapping area
- Bushfire prone area – High Potential Bushfire Intensity, Medium Potential Bushfire Intensity and Potential Impact Buffer

##### *State Interest – Agriculture*

The south western corner of the site is mapped as an important agricultural area. The assessment benchmark for Agriculture states:

*Agriculture and agricultural development opportunities are promoted and enhanced in Important agricultural areas (IAA's).*

The proposed development location, in the north east corner of the site, adjacent to Woodlands Road is not identified as an important agricultural area as identified by the map below from State Planning Policy (SPP) Interactive Mapping System. No further assessment against the benchmark has been undertaken on that basis.



**Figure 4 - Important agricultural areas extract from SPP Interactive Mapping System**

#### *State Interest – Water Quality*

The site is mapped within a water resource catchment. The assessment benchmarks for Water Quality state:

- (1) *Development is located, designed, constructed and operated to avoid or minimise adverse impacts on environmental values arising from:*
  - (a) *altered stormwater quality and hydrology*
  - (b) *waste water*
  - (c) *the creation or expansion of non-tidal artificial waterways*
  - (d) *the release and mobilisation of nutrients and sediments.*
- (2) *Development achieves the applicable stormwater management design objectives outlined in tables A and B (appendix 2)*
- (3) *Development in a water supply buffer area avoids adverse impacts on drinking water supply environmental values.*

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Council sought clarification from the Department of State Development, Manufacturing, Infrastructure and Planning regarding whether the proposed use required assessment against the State Planning Policy for Water Quality. The trigger for assessment against the SPP is identified below:

- (1) *a material change of use for an urban purpose that involves premises 2500 metres<sup>2</sup> or greater in size and;*
- (a) will result in six or more dwellings; or*
  - (b) will result in an impervious area greater than 25 per cent of the net developable area*

The Department identified that

*‘An urban purpose under the regulation is defined as –*

**urban purpose** *means a purpose for which land is used in cities or towns—*

- a. including residential, industrial, sporting, recreation and commercial purposes; but*
- b. not including rural residential, environmental, conservation, rural, natural or wilderness area purposes.*

*The regulation provides a definition for residential development, being –*

- a. means the use of premises for a residential purpose, including, for example, a relocatable home park or retirement facility; but*
- b. does not include*
  - (i) a community residence; or*
  - (ii) a detention facility; or*
  - (iii) a residential care facility; or*
  - (iv) a supervised accommodation service; or*
  - (v) tourist accommodation; or*
  - (vi) accommodation for employees, including rural*
  - (vii) workers’ accommodation.***

*Given the above, the proposed development is not considered to be a residential, industrial, sport, recreation or commercial purpose, as a result is not considered to fall within the definition of an urban purpose under the regulation’.*

No further assessment occurred for water quality.

*State Interest – Natural Hazards, Risk and Resilience*

The western part of the site, where the development is proposed, is mapped within the Bushfire Potential Impact Buffer. The southern part of the site below the development location including Hibiscus Road is mapped within the High Potential Bushfire Intensity and Medium Potential Bushfire Intensity Areas. The eastern part of the site is mapped as Medium Potential Bushfire Intensity and High Potential Bushfire Intensity with the balance of the site identified within the Potential Impact Buffer.



The site is also mapped under the Flood Hazard Area – local government flood mapping area. The SPP assessment benchmarks apply to any development application for a material change of use within bushfire and flood prone areas as defined by the SPP mapping.

The relevant assessment benchmarks for this application are as follows:

***Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district:***

*(3) Development other than that assessed against (1) above [coastal management districts], avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.*

***All natural hazard areas:***

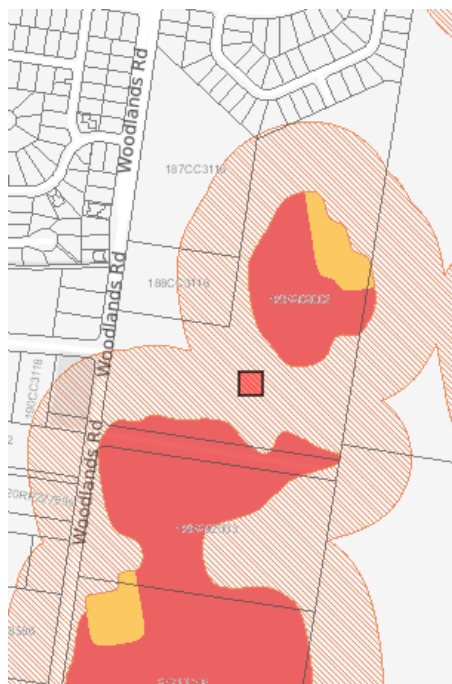
*(4) Development supports and does not hinder disaster management response or recovery capacity and capabilities.*

*(5) Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.*

*(6) Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.*

*(7) The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.*

The development is located within the Potential Impact Buffer which is cleared of vegetation except for existing trees between Woodlands Road and the existing cabins. Mature vegetation is located on the balance of the subject site and continues onto adjacent properties. As the development site is located outside of Medium and High Potential Bushfire Intensity and the site is connected to a reticulated water supply within a cleared area, it is considered that the use will not increase risk to persons or public safety.



**Figure 5** - High Potential Bushfire Intensity, Medium Potential Bushfire Intensity and Potential Impact Buffer extract from SPP Interactive Mapping System

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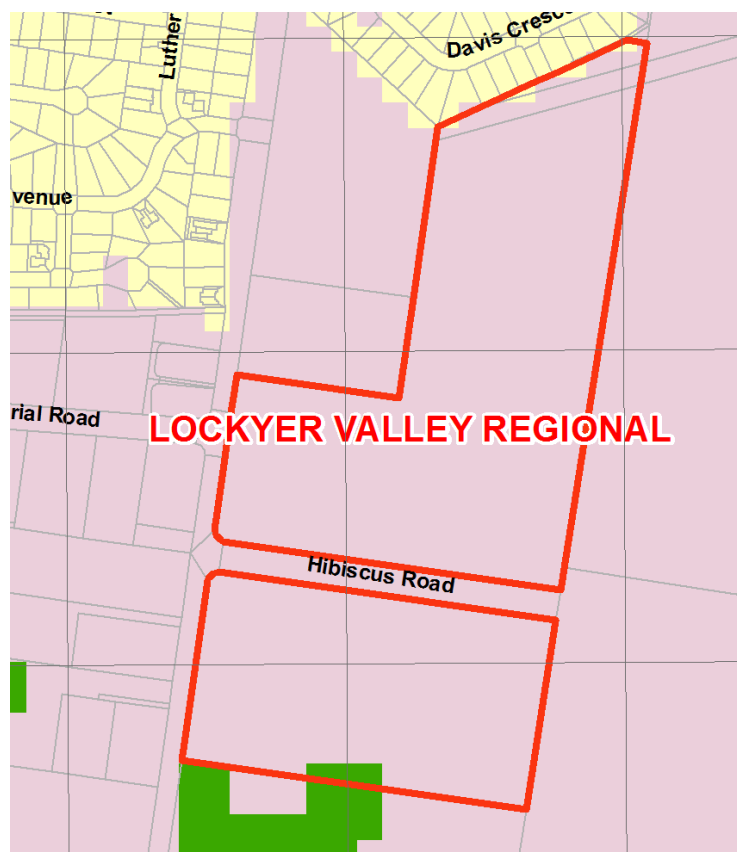
The site is also mapped within the flood hazard area as per the SPP mapping, however as the development site is not included in Council's *Temporary Local Planning Instrument 01/2017 - Flood Regulation* no further assessment regarding flooding is considered necessary.

Of the above-identified state planning policy areas 'Natural Hazards Risk and Resilience - is the most relevant. As the development site triggers these requirements under the *Gatton Shire Council Planning Scheme 2007*, further detailed assessment is provided below.

#### Koala Habitat Area

As per the *Koala Habitat in South East Queensland* mapping, the development area is designated as "Suitable for Rehabilitation." The development is assessable against Schedule 11 of the *Planning Regulation 2017* however the assessment benchmarks in Part 2 of Schedule 11 are not applicable as the site is not located within:

- A koala broad-hectare area;
- An assessable development area;
- A priority koala assessable development area; or
- A koala assessable development area.



**Figure 6 - Koala Habitat Areas extract from MSES and SPP**

#### **4.5 Gatton Shire Planning Scheme 2007**

##### Desired Environmental Outcomes (DEO's)

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*Environment*

- (a) Gatton Shire's natural environment is protected, so that biodiversity, ecological processes and air, land and water quality are maintained,*
- (b) The disposal of wastes is effectively and sustainability managed,*
- (c) Sustainable land management practices are promoted,*
- (d) Places, areas or sites identified as being susceptible to land degradation, including erosion, landslip and contamination are protected and further degradation minimized.*

The development complies with the Environmental DEO's as the scale and nature of the proposed development is such that it is unlikely to generate any adverse effect on the receiving environment. The proposed construction methods will not adversely impact on the surrounding environment and the residential nature of the development indicates it would be unlikely to not generate any ongoing air quality issues. Waste will be effectively and sustainably managed from the development site area. The subject land does not contain any areas identified as being susceptible to land degradation, such as erosion, landslip or contamination.

*Character and Landscape Quality*

- (e) The rural character, significant natural features, cultural heritage and landscape values of the Shire are protected and enhanced.*

The development is urban and therefore will not impact on the rural character, significant natural features, cultural heritage or landscape values of the planning scheme area. It is noted that the development will reuse existing buildings previously utilized for workers' accommodation and new buildings have been sensitively designed to reflect and maintain the existing character of the surrounding locality. Therefore the development meets this DEO.

*Settlement Pattern, Amenity and Safety*

- (f) The town of Gatton retains its role as the primary centre in the Shire for retail services, employment opportunities and higher order community services and facilities, with Helidon, Withcott and Grantham serving as secondary centres.*
- (g) Urban and rural residential development in Gatton Shire occurs in discrete centres or localities that provide a sense of place and community identity, and process a high level of safety, convenience and amenity for residents,*
- (h) Housing options to meet the needs of community members throughout life are encouraged,*
- (i) Planning and design takes into account the potential adverse effects from natural hazards such as bushfire, landslip and flooding.*

The development complies with these DEO's as the proposed workers accommodation facility is located in a residential area of Gatton, close to the Town Centre and will positively contribute to a diversification of housing options for the town whilst augmenting Gatton's role as the primary centre for the planning scheme area. The proposed development mitigates potential natural hazards including flooding noting that the development site is suitably separated from identified flood areas.

*Access to Services, Facilities and Employment Opportunities*

- (j) Convenient and efficient access to services, facilities and employment opportunities is promoted.*



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The proposed development will facilitate residential development with safe and efficient access to local services, facilities and employment opportunities in the Gatton Town Centre with the commercial precinct approximately 1.7km from the development site. The subject site is located on a road that is constructed to a standard which is sufficient for the nature of volume of traffic generated by the development. It is considered that the development does not compromise this DEO.

*Cultural Heritage*

*(k) Gatton Shire's areas or places of cultural heritage significance such as those of indigenous cultural significance, or aesthetic, architectural, historical, scientific, social or technological significant, to the present generation of future generations are managed and their ongoing significance for the community is maintained or enhanced.*

The subject site is not located on the Register of Heritage Places and Precincts under Schedule 2 of the Scheme.

*Economic Development and Natural Resource Management*

- (l) A strong and diverse economic base is promoted that builds upon the Shire's established rural strengths, its natural resources, its landscape character, and its location on strategic transport routes; and provides a broad range of employment opportunities.*
- (m) Sustainable industrial development is promoted with the concentration of industry activities encouraged in the centres of Gatton and Withcott achieving benefits of colocation, infrastructure availability and protection from inappropriate development.*
- (n) Low impact tourism activities based on the scenic and rural values of the Shire are encouraged to contribute to the economic growth of the Shire.*
- (o) Development is encouraged to have regard to the function and effects of existing infrastructure.*

The proposed development makes provision for greater housing/accommodation choice (within the workers accommodation segment) and availability on a site in close proximity to the Gatton Town Centre and will accommodate future employees for the area.

Applicable Planning Scheme Codes

The codes contained in the *Gatton Shire Planning Scheme 2007* that are relevant to assessment of the application are as follows:

- Urban Residential Zone Code
- Temporary Local Planning Instrument 01/2017 – Flood Regulation
- Biodiversity Overlay
- Caravan Park and Relocatable Home Park Code
- Advertising Devices Code
- Building Works Code
- Landscaping Code
- Services and Infrastructure Code
- Lighting Code
- Vehicle Access, Parking and On Site Movement Code

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Urban Residential Zone Code

The subject site is located within the Urban Residential zone of the *Gatton Shire Planning Scheme 2007*. The intent of the zone is to provide new development for residential purposes at urban densities and a range of housing types in the Shire's main towns of Gatton. The development is occurring on site in an orderly way and provides for safe and convenient movement for pedestrians and cyclists. Residential amenity is being maintained in areas where new residential development abuts or adjoins land uses for non-residential purposes. This is occurring through buffering to protect the amenity for future residents. The proposed development meets the overall outcomes of the code.

Temporary Local Planning Instrument 01/2017 – Flood Regulation

Parts of the subject site trigger the *Temporary Local Planning Instrument 01/2017 – Flood Regulation* for Investigation Area. However, the location of the development site is located outside of the area identified as Investigation Area under the TLPI therefore no further assessment has been undertaken.



**Figure 7 - Temporary Local Planning Instrument 01/2017 – Flood Regulation**

Accommodation Unit and Dual Occupancy Code

The subject land has an area of 18.74ha and the development site area has an area of 1.74ha. The development is located on an existing urban residential allotment which is surrounded by a mix of Industrial, Community and Residential uses. The development site is located within an existing urban residential allotment and as such is expected to be developed for residential development. While the lot is not located within 500m of the Gatton commercial

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precinct, the site has previously been utilised for temporary accommodation and is located within 1.3km of the Cultural Centre at Lake Apex, 1.2km of Freemans Store and 1.7km of Gatton Central. Other higher density development such as dual occupancies exist on Woodlands Road within 68m of the development site therefore the proposed cabins are not isolated by expanses of undeveloped land. While the Industrial uses and Community facilities are located in close proximity, the use is considered to be adequately buffered to minimise impacts both from and to these existing uses. Overall, the proposed location is considered appropriate.

The cabins will be setback 17.4m from the Woodlands Road front property boundary and a setback to Hibiscus Road of 77.5m. Cabins proposed to be constructed as part of Stage 2 will be setback approximately 11.2m from the northern boundary and 243m from the eastern side boundary.

The height, scale and bulk of the development does not significantly impact on adjacent dwellings as the building height is 3.5m from natural ground level. The development is single storey and is consistent with surrounding residential development with new buildings being designed to integrate with the existing buildings.

However, the proposed pool building is located in front of the existing building line. This building will be located 17.4m from the front boundary with an overall building height of 2.8m and comprises over 50% of open walls. It is considered that the scale, height and bulk of the building is such that there is no significant loss of amenity to adjacent dwellings and land uses. The pool house does not take up more than 50% of the street frontage and the location of the building will contribute to casual surveillance of the streetscape. The building bulk will be reduced through variations in building materials and roof design to ensure that the new buildings will complement the existing built form and character of the street scape. The development will also utilise existing and new landscaping to provide buffering and adequate screening between the development and the streetscape. Recreational areas have been provided in the form of pool, gazebo, BBQ area, common laundry room, common room and communal kitchen for the development. All of these uses will be provided as part of stage 1 except for the pool house. The site also contains sufficient area for recreational space to be utilized by occupants for other outdoor activities.

The development has been designed to ensure active recreational space area and service equipment are generally located away from bedrooms. Parking and access areas generally have a line of sight separation of at least 3m from bedroom windows. The site is not in close proximity to uses that emit high levels of noise and mechanical plant/equipment will not be positioned at locations that will cause an environmental nuisance.

The development will utilize the existing mature vegetation in addition to new landscaping which will enhance the appearance of the development to the street. The landscaping will provide privacy to the occupiers of the cabins from passing traffic and neighbouring properties as well as providing casual surveillance from buildings to the street.

The development will maintain the existing chainwire security fencing around the perimeter of the development site area. The development has sufficient area to provide onsite facilities including refuse bins, clothes drying areas, mail boxes and storage facilities for the occupants to utilize. The proposed development complies with the outcomes of the code.

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### Advertising Devices Code

The proposal includes an entry statement identifying 'Woodlands Accommodation' and '168' which have a surface area of 5.58m<sup>2</sup> (1.8m x 3.1m) and 1.8m<sup>2</sup> (1m x 1.8m). The proposed sign complies with the code as the signage only identifies the name and location of the use. The proposed signs are located, designed and constructed to attribute to the streetscape appearance of the locality.

### Building Works Code

The proposed buildings have a maximum height of approximately 3.35m above natural ground level which complies with the code. The proposed pool house and BBQ area will be setback approximately 17.4m from Woodlands Road and approximately 77.5m from Hibiscus Road. Cabins proposed to be constructed as part of Stage 2 will be setback approximately 11.2m from the northern boundary and 243m from the eastern side boundary. The setbacks distances proposed comply with the requirements of the code.

### Landscaping Code

A landscaping plan has been provided which identifies a landscaped buffer between the development site and Woodlands Road of 10m which complies with the code. A landscape buffer of 5m has been provided between the development site and adjoining boundary of Lot 188 CC3116 which complies with the code. A landscape buffer of 2 – 3m has been provided between the development site and the balance of the property which complies with the code. Further details have been provided regarding the proposed number of plants and species which will be planted within the landscaping buffer to provide privacy. Amenity of the adjoining use will be maintained and a sensitive interface provided in accordance with the code. Details relating to the planting schedule and maintenance have been provided and assessed to be in accordance with Council's Planning Scheme Policy No.11 therefore the landscaping plans provided will form part of the approved plans for the development. As there are no planned footpaths around the frontage of the development site, there will be no requirement for footpaths to be constructed as part of the development.

### Lighting Code

Outdoor lighting will be designed and operated in accordance with *Australian Standard AS1158.1.1 1997 – Road Lighting* and *AS4282-1997 – Control of the Obtrusive Effects of Outdoor Lighting*. A condition is recommended for this requirement.

### Services and Infrastructure Code

The development will be connected to reticulated water and sewer. The development will have access to an approved electricity supply. Buildings within the development are recommended to be conditioned to be designed to manage stormwater in accordance with the relevant standards and Council requirements. The development is recommended to be conditioned that any alterations or repairs to public utility main, services or installations, and drainage works required as a result of development will be undertaken by the developer. Stormwater Quantity Management (detention basin or equivalent), to be provided prior to the commencement of use of Stage 2, has been conditioned to address the specific outcome of the code relating to stormwater. A minimum Level IV roof and allotment drainage system (pit and pipe system) has been conditioned to be constructed prior to the commencement of use of

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Stage 1 to capture and convey the stormwater from the car parking and roofed areas to a single lawful point of discharge. Roadworks and signage are required to facilitate safe access to and from Woodlands Road to address the specific outcome of the code.

Vehicle Access, Parking and On Site Movement Code

As the proposed use is undefined under the Planning Scheme, in this instance the car parking rate nominated for a Motel use is considered appropriate. Under the planning scheme, a Motel use requires one space for each unit, plus 1 space for a resident manager, plus space per 30m<sup>2</sup> gross floor areas of dining area that the motel might have. In addition, 1 bus parking space is required on site. The application has identified one car parking spaces per cabin and one mini bus parking space. The proposed car parking numbers comply with the requirements of the planning scheme for a motel use. An additional six mini bus parking spaces have been conditioned to be provided as part of stage 1 as the applicant has identified that the workers will be transported from the development site to their place of work by bus only.

Access to the development via Woodlands Road is envisioned to be temporarily only. The permanent access is to be via the internal road/driveway network, which must be provided upon future development of the subject land. The ultimate development of this land will be provided with vehicular access from 'Hibiscus Street' further south only.

Further discussions were held with the applicant, where the applicant presented the use of buses to transport workers' from the development site to their place of work. The updated turn warrant assessment provided by RMA Engineers still caters for passenger vehicle access to the proposed development, likely to account for private vehicles that some of the users of the development may own. A condition has been provided address safe turning movements to and from Woodlands Road. This condition requires the construction of a sealed basic left turn (BAL) treatment, an agreed outcome with the applicant, developer and the engineering consultants. This was a negotiated outcome in lieu of the requested Traffic Impact Assessment (TIA) on the basis that the developer the TIA was to be provided with the subsequent application on this land for ultimate development. This negotiated outcome considered the wider northbound lane width and the presence of kerb and channel and stormwater drainage along the western side of Woodland Road – the construction of a BAR treatment to achieve the Austria's' Guide to Road Design Part 4A recommended lane width ("C") of 6m would require the widening of the northbound lane of approximately 0.5m requiring the realignment of kerb and channel and potentially stormwater drainage. This would be at substantial cost. Additionally, the BAR treatment would be temporary in nature only, with the requirement of the development's permanent access to be obtained from the ultimate development of the land (via 'Hibiscus Street' to the south). Therefore there is no conditional requirement for construction of a BAR as recommended.

#### **4.6 Public Notification**

The application was subject to public notification from 2 February 2018 to 2 March 2018 being a total of 17 business days. There was one properly made submission which was received during the notification period. The concerns raised within the submission are provided below.

*ISSUE – We draw Council's attention to the potential for 'shift workers' to be accommodated in the proposed development and therefore workers who need to sleep during normal business hours. The lack of an adequate sound, attenuated barrier (in addition to landscaping) as part*



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*of the proposed 10m wide barrier (ref drawing no. BP881/DA/1.04) will leave such workers exposed to the noise generated by our business activity at 146 Woodlands Road during normal business hours and therefore, potentially, cause conflict between zones.*

Applicant Response - The submission raises concerns that shift workers will reside at the premises which may cause potential land use conflicts as a consequence of noise generated by existing industrial activities during business hours. The applicant has recently confirmed that the facility will be used to provide accommodation for seasonal farm workers registered with local rural employment agencies. The nature of the work undertaken by the seasonal workers will only occur during daylight hours and is not expected to result in shift workers residing at these premises. Consequently, a land use conflict is not expected to be generated by surrounding industrial activities. Reference is also made to the buffering proposed by this application along the Woodlands Road frontage that will assist in attenuating any potential off-site noise impacts on the proposed development.

Council Response – The development will be conditioned to provide and maintain a landscaping buffer around the perimeter of development site in accordance with the *Gatton Planning Scheme 2007* Landscaping Code. The purpose of the buffer is to provide privacy and amenity to incompatible and/or sensitive land uses. In addition, if complaints are received from residents of the worker's accommodation, they will be investigated in accordance with the *Environmental Protection Act 1994*.

#### **4.7 Further Approvals Required**

The proposed development is subject to further permits:

- Operational Works (Roads, Carparking and Drainage)
- Plumbing and Drainage
- Building Works

#### **4.8 Adopted Infrastructure Charges Resolution No.1/2016**

The proposed use is for non-resident workers' accommodation, on that basis it is determined that the charge for Short Term Non Permanent accommodation as defined under Schedule 3 of Council's current Adopted Infrastructure Charges Resolution No. 1 is applicable. As the previous use did not have planning approval for the existing 19 cabins, no credit has been applied other than that of a vacant allotment.

Charge Type	Description	Demand Units	Rate	TOTAL
<b>PROPOSED DEMAND</b>				
charge	ShortTerm Non Permanent Accommodation Stage 1	19	\$5,400.00	\$102,600.00
	Impervious sealed area Stage 1	3113m <sup>2</sup>	\$10.00	\$31,130.00
	Short Term Non Permanent Accommodation Stage 2	12	\$5,400.00	\$64,800.00
	Impervious sealed area	734m <sup>2</sup>	\$10.00	\$7,340.00

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	Stage 2			
TOTAL PROPOSED DEMAND				\$205,870.00
<b>EXISTING DEMAND</b>				
credit	Existing allotment	1	\$12,500.00	\$12,500.00
TOTAL EXISTING DEMAND CREDIT				\$12,500.00
<b>TOTAL PAYABLE STAGE 1</b>				<b>\$121,230.00</b>
<b>TOTAL PAYABLE STAGE 2</b>				<b>\$72,140.00</b>

Council's current *Development Incentives – Infrastructure Charges Policy* point 13 identifies that development within all localities that has its sole or primary function of accommodation for itinerant workers engaged in the agricultural industry of the Lockyer Valley, including but not limited to the packaging and processing of agricultural products, irrespective of its Charge Category as provided in Schedule 3 of the Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015, the discount is 50%. This discount would be applied if the use has commenced within two years of the date of the development approval otherwise the full amount identified above would be applicable.

**5. Policy and Legal Implications**

There are no policy or legal implications arising from the recommendation provided in this report.

**6. Financial and Resource Implications**

The development approval is subject to a 50% reduction in Infrastructure Charges if the use commences within two years from the development permit being issued in accordance with Council's *Development Incentives – Infrastructure Charges Policy*.

**7. Delegations/Authorisations**

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

**8. Communication and Engagement**

The decision of Council will be formally communicated to the applicant and all persons who lodged a properly made submission in accordance with the requirements of the *Planning Act 2016*.

**9. Conclusion**

The proposed development is recommended for approval subject to conditions provided in the Officer's Recommendations.

**10. Action/s**

That the request be approved in accordance with the Officer's Recommendation.

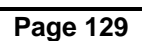


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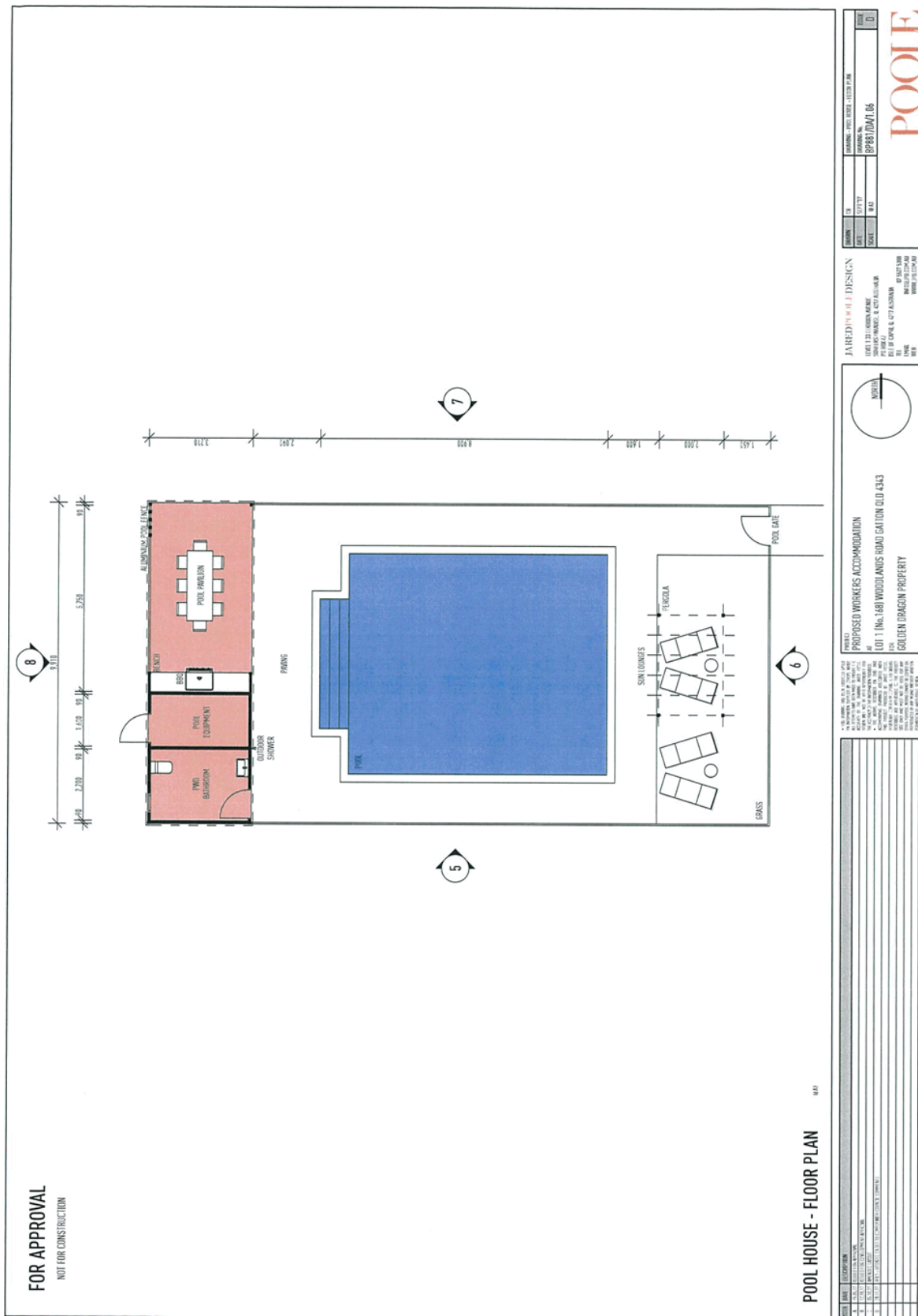
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**Attachments**

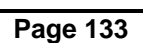
1 [View](#) Proposal Plans 17 Pages

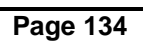






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**FOR APPROVAL**  
NOT FOR CONSTRUCTION

FLOOR PLAN

**ELEVATION 13**

ELEVATION 13

NOTE:  
ALL ELEVATIONS SHOWN IN CONFORM WITH THE PLANNING SCHEME

**KEY PLAN**

**ENTRY STATEMENT**

1. The site is located at 168 Woodlands Road, Gatton, QLD 4343.

2. The site is currently zoned as 'Rural Land Use' (R1).

3. The proposed development is a 'Workers Accommodation' (W1).

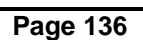
4. The proposed development is a 'Material Change of Use' (MCU).

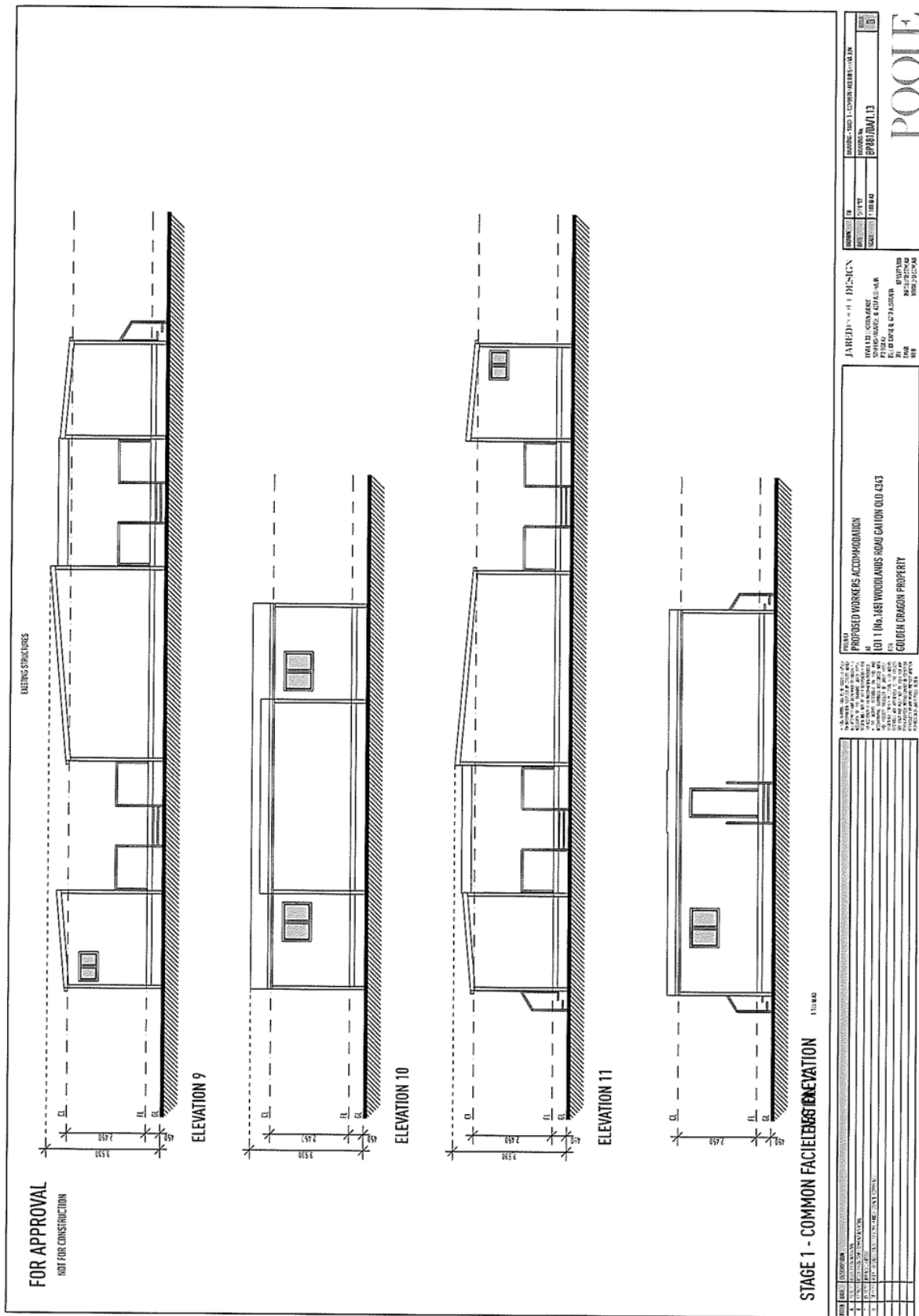
5. The proposed development is a 'Development' (D).

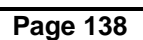
**PROPOSED WORKERS ACCOMMODATION**  
(LOT 1) 168 WOODLANDS ROAD GATTON QLD 4343  
GOLDEN BRAGON PROPERTY

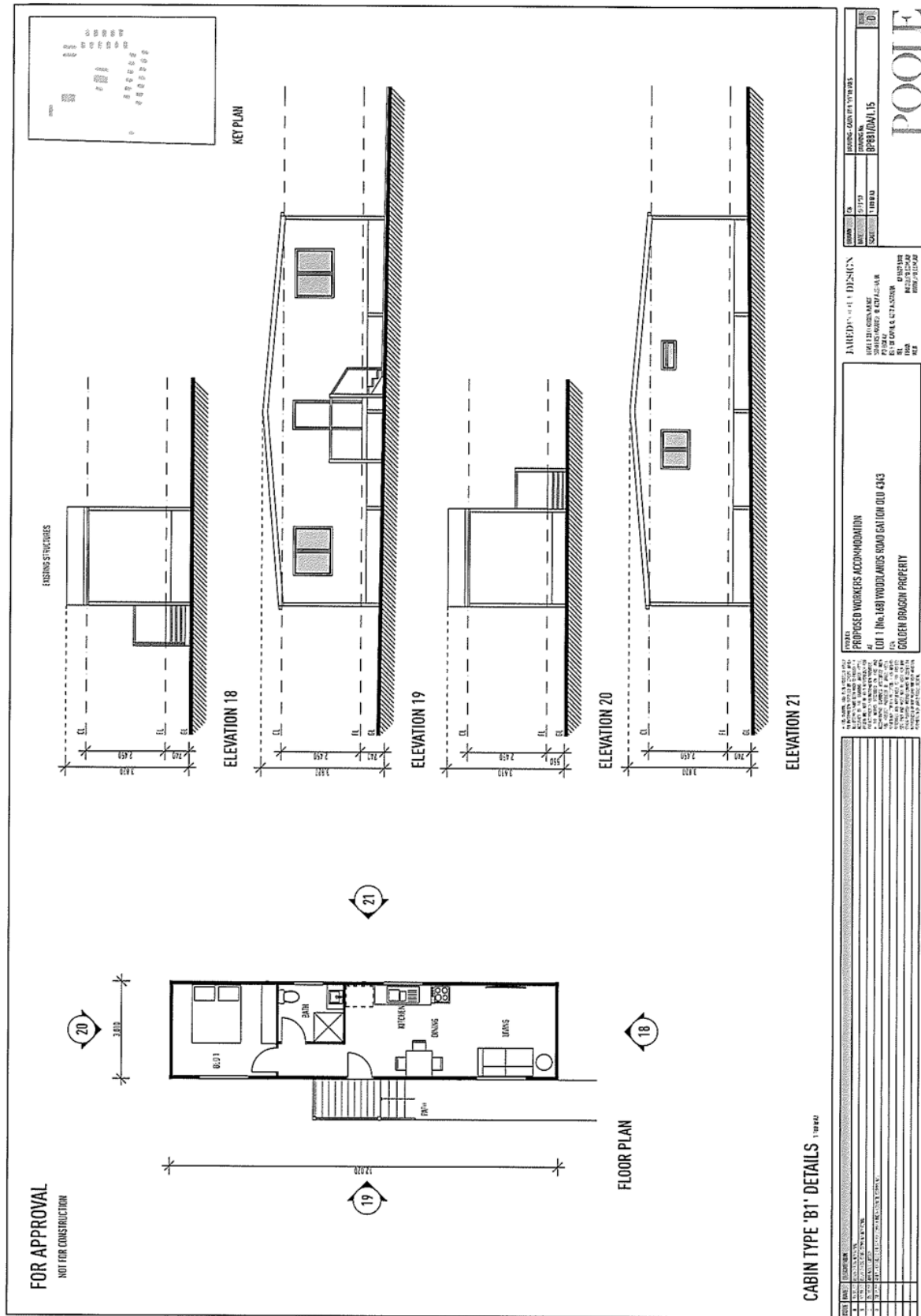
**POOLE**

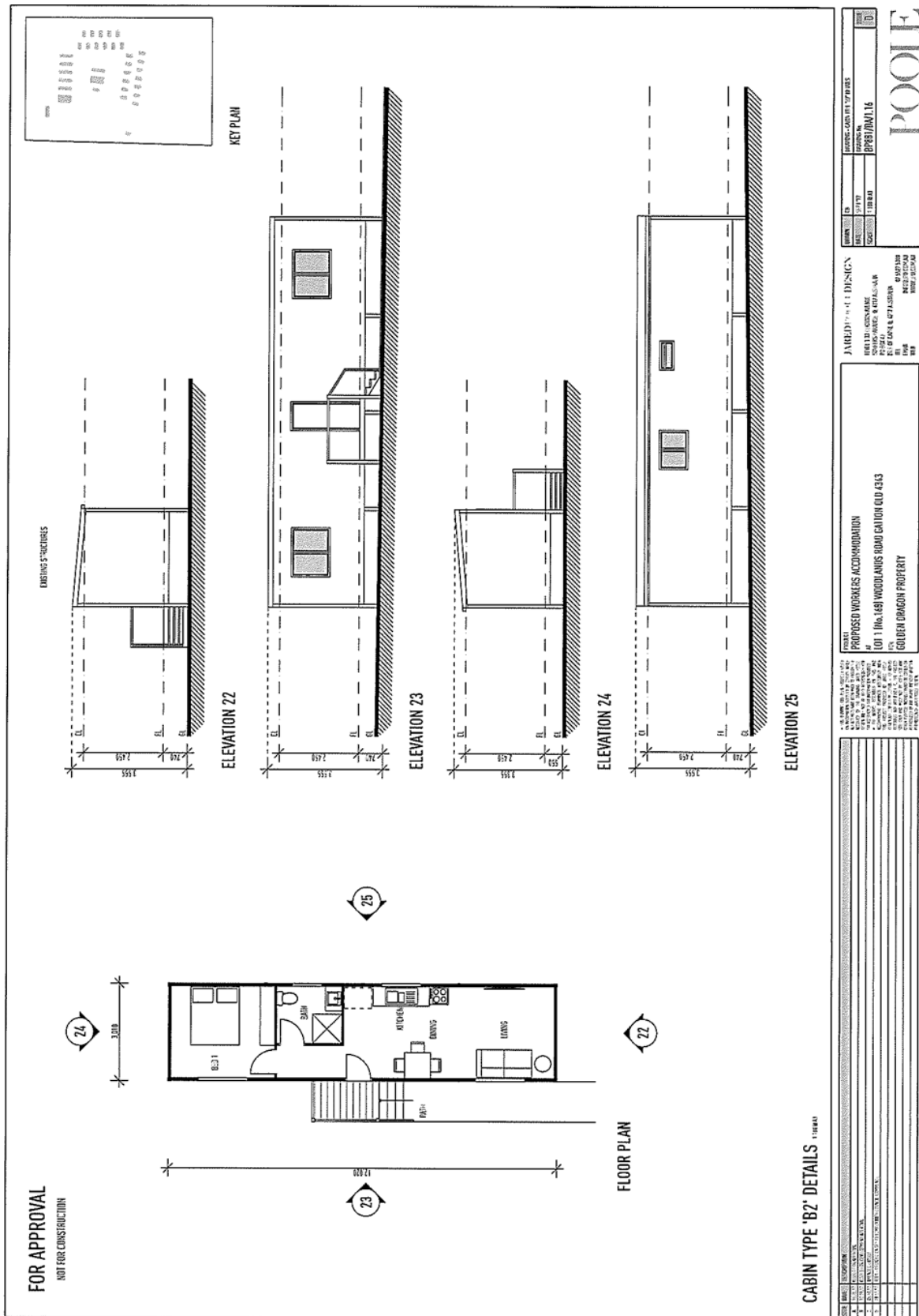
168 WOODLANDS ROAD GATTON QLD 4343  
GOLDEN BRAGON PROPERTY

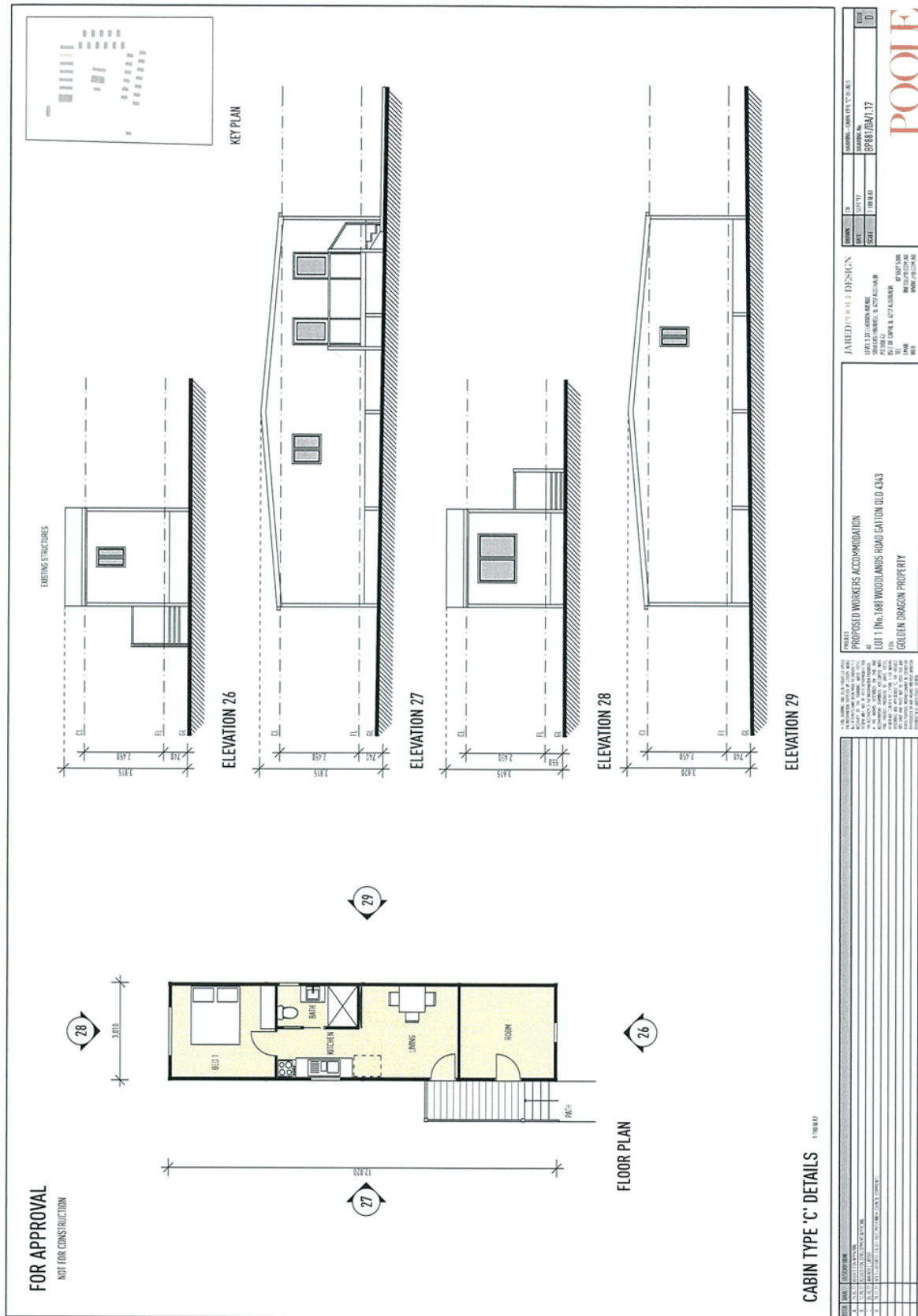




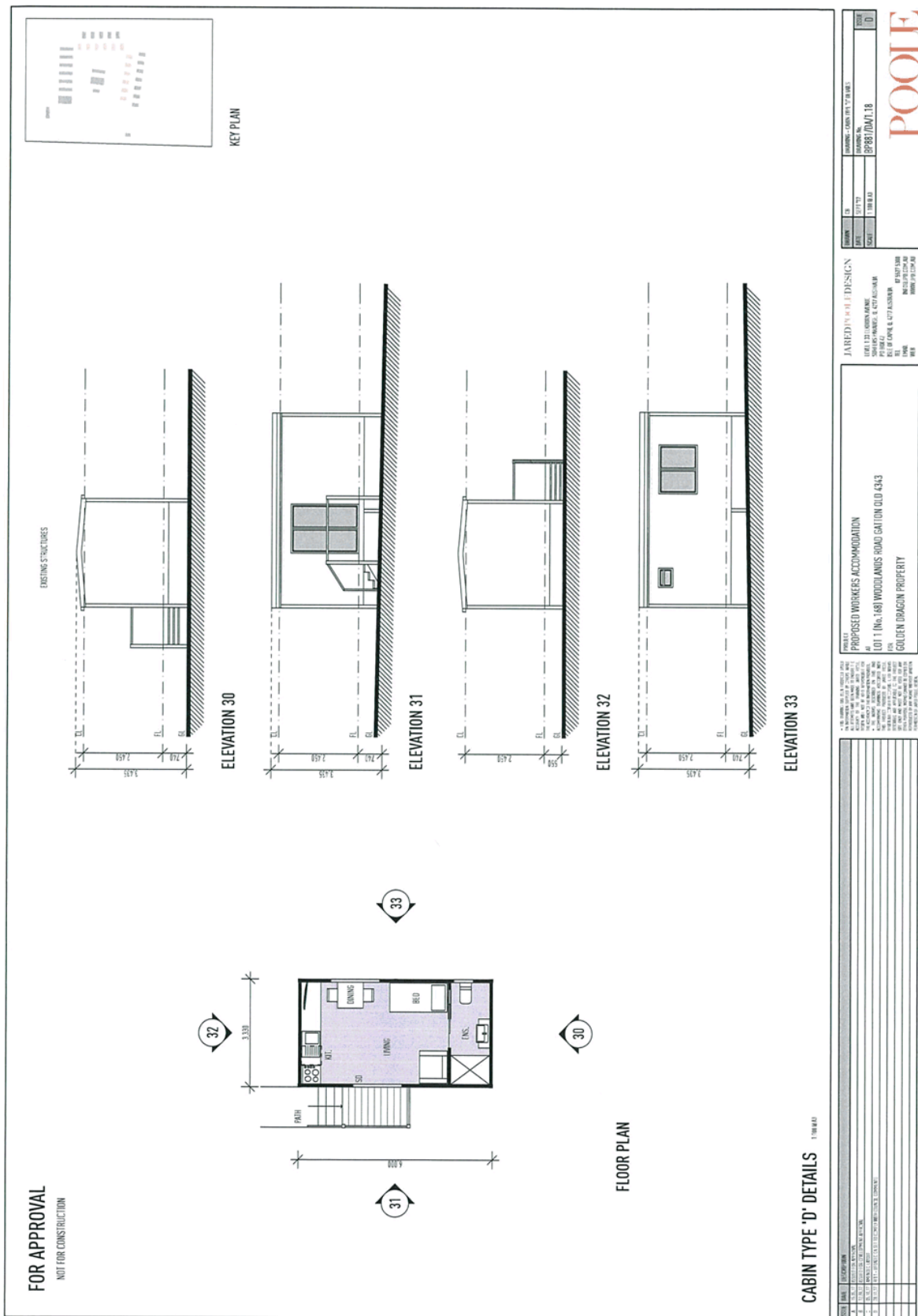




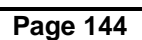




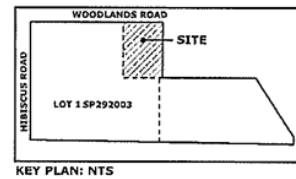








PLANT SCHEDULE				
Key	Botanical name:	Common name:	Pot size	No.
Aca con	Acacia concurrens	Late-flowering Hickory Wattle	140mm	141
Aca dis	Acacia disarrima	Brush Ironbark	140mm	164
Aca mai	Acacia maidenii	Maidens Wattle	140mm	104
Alp exc	Alphitonia excelsa	Red Ash	200mm	8
Bur spi	Bursaria spinosa	Black Thorn	200mm	120
Cal cap	Callistemon 'Captain Cook'	Dwarf Bottlebrush	200mm	37
Cal daw	Callistemon 'Dawson River'	Dwarf Bottlebrush	200mm	97
Cor tes	Corymbia tessellaris	Carbeen	200mm	6
Euc Mol	Eucalypts moluccana	Gum Topped Box	200mm	3
Euc ter	Eucalypts tereticornis	Grey Gum	200mm	3
Lop con	Lophostemon confertus	Brushbox	200mm	9
Lop sua	Lophostemon suaveolens	Swamp Box	200mm	3
Lep bra	Leptospermum brachyandrum	Weeping Tea Tree	200mm	10
Mel vim	Melaleuca viminalis	Weeping Bottlebrush	200mm	170
Lom lon	Lomandra longifolia	Mat Rush	140mm	332



#### LANDSCAPE NOTES

##### EARTHWORKS

- 1.1 Services. Confirm location of all services prior to planting. Adjust plantings on site where required to avoid conflict with services, structures or pavements.  
1.2 Protection of trees: All existing trees to be retained, as shown on these plans, are to be protected at all times during the landscape construction.

##### WEED MANAGEMENT & CONTROL

- 2.1 Weed control methodology generally will be in the form of a combination of hand-pulling and spot spray of non-residual Glyphosate® at 100ml/10litres of water for grasses, and soft weeds. Cut and paste method shall be utilised for woody weeds and climbing weeds using non-residual Glyphosate®. Weed control methods shall also be consistent with DPI weed management methodologies. All removed weed matter shall be disposed of at an appropriate disposal site.

##### SOILS

- 3.1 Topsoil. Where imported topsoil is required it shall comply with AS 4419 (2003) (Soils for Landscaping and Garden Use) and shall:  
(a) be of a friable and porous nature  
(b) be free from weeds and weed propagules  
(c) contain no refuse, deleterious material, or materials toxic to plant growth  
(d) contain no stumps, roots, clay lumps or stones  
(e) have a pH neither less than 6.5 nor more than 7.0  
(f) be sourced from a reputable supplier with regard to the use of sustainable ingredients and produced with no environmental harm  
Storage of imported topsoil shall be at the direction of the Site Supervisor.

##### ACCEPTABLE PLANT SPECIES

- 4.1 Only plant species listed in the Planting Schedule are to be used. To allow for seasonal variation in plant availability, various species options are available. Therefore, ensure the maximum diversity of plant species at the time of planting. An appropriate amount of long-term slow release fertiliser (Osmocote or similar) should be applied to each planting hole. Final soil level should be shaped to provide for a small well to assist in water retention. All work adjacent to the existing trees shall be carried out without causing damage to the vegetation and there shall be minimal disturbance within the drip line of trees. All planting is to incorporate the naturally regenerating species of suitable maturity which are presently evident.

##### PLANTING

- 5.1 Plants shall be of good quality nursery stock, grown according to latest 'best practice' and the principles of NATSPEC specifications.

##### MULCH

- 6.1 Mulch shall comply with AS4454 'Composts, Soil Conditioners and Mulches' and shall be 'Forest Mulch' applied to all planting areas, at 75mm depth taking care not to pile-up mulch against stems of plants. Mulch shall be free from debris, foreign objects, and weed propagules. Planted areas are to be watered in as soon as practicable after planting.

##### GARDEN EDGE

- 7.1 To be spade edge or timber where planting is not surrounded by hardstand. No edge required to existing vegetation areas.

##### GRASS SEEDING

- 8.1 Sparse grassed areas shall have grass seeding applied, where necessary, using a mixture of unhulled Green or Blue Couch, Japanese Millet, Rye Grass, & Carpet Grass at manufacturer's recommended rates.

##### GRAVEL

- 9.1 Gravel to path areas, and under buildings where required, shall be 5-10mm selected gravel at 50mm depth.

##### WATERING

- 10.1 Watering of the Landscape Works after installation shall allow for sufficient penetration to all the plant roots. Watering shall be twice-weekly during the Establishment Period unless there has been sufficient rainfall (e.g. greater than 25mm in a 24hr period) within the previous 48 hours. Recycled water should be utilised in the watering regime.

##### STORMWATER MANAGEMENT

- 11.1 Refer to Engineer's drawings for all Stormwater details.

##### DRIVEWAY/HARDSTAND

- 12.1 Refer to Engineer's drawings for all driveway/hardstand areas.

##### FIRE ANTS

- 13.1 All landscape materials including but not limited to: soils, mulches, potted or ex-ground plants, timber, etc., to be used in landscape treatments shall be free of 'Fire Ants' and Fire Ant contaminants including eggs. All landscape material being sourced from areas currently identified as potential Fire Ant risk areas shall be checked by a suitably qualified professional and certify that no risk of transportation of Fire Ants exists and that all materials are free from Fire Ant contamination.

##### NUT GRASS

- 14.1 All landscape materials, including but not limited to: soils, mulch, and potted or ex-ground plants shall be free from *Cyperus esculentus* and/or *Cyperus rotundus* (Nut Grass). Any existing Nut Grass present shall be fully controlled and show no signs of active growth prior to the final Landscape Inspection.

##### MYRTLE RUST

- 15.1 Plant species in the Myrtaceae family shall be sourced from nurseries presently known to be free from Myrtle Rust (*Uredo myrsinae*). All plants infected with Myrtle Rust must be removed using Myrtle Rust Hygiene Protocol and disposed of appropriately.

##### PERSONNEL

- 16.1 Of critical importance to the success of rehabilitation and planting works is the engagement of personnel who are appropriately trained and experienced in local plant and weed identification and bush regeneration techniques specific to local conditions.

##### CLEAN UP

- 17.1 At the completion of each day's work the site area shall be left in a clean, tidy, and safe state. All equipment shall be returned to the site storage area, unused plants shall be watered and stored appropriately, any rubbish including empty plant containers shall be collected and disposed of in a suitable receptacle. If necessary, safety fences shall be erected and any security gates locked.

##### ESTABLISHMENT

###### 18.1 General

- The planting establishment work includes, but is not limited to: watering, maintenance of plants, replacement of failed plants, weeding, pest and disease control, upholding the works against any defect caused by failure and/or inferior quality materials and/or workmanship, and retaining the site in a tidy condition.

###### 18.2 Period

- The Establishment Period shall commence at the date of Practical Completion and shall be for a period of thirteen (13) weeks.

##### MAINTENANCE

###### 19.1 General

- The Maintenance Period work includes, but is not limited to: watering, maintenance of plants, replacement of failed plants, weeding, pest and disease control, upholding the works against any defect caused by failure and/or inferior quality materials and/or workmanship, and retaining the site in a tidy condition.

###### 19.2 Period

- The Maintenance Period shall commence at the end of the Establishment Period and shall be for a period of thirteen (13) weeks.

##### DEFECTS & LIABILITY

- 20.1 The landscape contractor is to allow for a 12 month maintenance and handovers defects period from the date of Practical Completion to be included in the landscape contract. Only industry accepted horticultural and maintenance practices and codes are to be used during these periods.

##### ASSOCIATED WORKS

- 21.1 Refer to Civil, Structural, Hydraulic, & Electrical Engineers' drawings and specifications for all information shown on these plans as relating to those disciplines. Engineering works information shown herein is indicative only and is not for the purpose of construction or certification.



LANDSCAPE PLANNERS & CONSULTANTS

PROPOSED WORKERS ACCOMMODATION  
168 WOODLANDS ROAD  
GATTON

LANDSCAPE PLAN  
Project No: 1801011871  
Sheet: 2 of 2  
Issue: 'A'  
Scale: 1:200 (A1)  
Date: Jan 2018

ABN 16 007 233 693

Mob: 0448 463 510

Tel: (07) 5539 1048

email: john@scenetics.com.au

PO Box 5761 Gold Coast Mail Centre Qld 9726



## Community Environmental Grants Program

**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Planning

Applications for the Council's Community Environmental Grants program were called for on 12 March 2018 and closed on 9 April 2018. In total four (4) applications were received, requesting a total of \$18,154.26.

**THAT Council approve funding for all four grant applications 2017/18 under Category 1 of the Community Grants Program be allocated to the following applicants totalling \$18,154.26:**

- Lockyer Uplands Catchments Inc. (LUCI)
- Lockyer Community Action Inc. (LCAI)
- Wildlife Rescue Rehabilitation and Education Association (WRREA)
- Friends of Lake Apex (FOLA)

**THAT Council approve funding for four grant applications under Category 1 of the Community Grants Program 2017/18, and funds totalling \$18,154.26 be allocated to the following applicants:**

<b>Lockyer Uplands Catchments Inc.</b>	<b>\$3,402.93</b>
<b>Lockyer Community Action Inc.</b>	<b>\$4,817.00</b>
<b>Wildlife Rescue Rehabilitation and Education Association</b>	<b>\$4,934.34</b>
<b>Friends of Lake Apex</b>	<b>\$4,999.99</b>

**Moved By: Cr Vela**

**Seconded By: Cr Hagan**

**Resolution Number: 16-20/0953**

**CARRIED**

**6/0**

## Report

## 1. Introduction

For the 2017-2018 financial year, Council allocated \$20,000 for the Community Environmental Grants Program. Council received four (4) applications seeking a total of \$18, 154.26 in

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funding. This report outlines the evaluation process undertaken by Council and makes a recommendation for distributing the available funding to eligible organisations.

## 2. Background

The Community Grants and Assistance Policy and Procedure were approved by Council on 13<sup>th</sup> December 2017. 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 Environmental Grants Program is available once a year with a budget of \$20,000 in the 2017/18 financial year to community organisations who undertake projects which benefit the wider environment and educational values to the community.

## 3. Report

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

In 2017/18 four applications for funding were received. These applications were assessed by a panel which consisted of Councillor Rick Vela, Executive Manager Organisational Development and Planning, Coordinator Environment and Pest and Environment Officer against the assessment criteria, funding requirements and the community group's own capacity to finance their project.

Of the four applications received, all four applicants are recommended to receive all of their requested funding.

The applicants recommended to received funding are:

Organisation	Project Description	Amount Requested (incl. GST)	Total Project Cost	Amount approved
Lockyer Uplands Catchments Inc. (LUCI)	Lockyer Uplands Glossy Black Cockatoo Project: Phase 2 - LUCI's landscape approach to native habitat conservation has focused on the Glossy Black Cockatoo (GBC), as an indicator species for conservation outcomes. This five-year project extends LUCI's work on GBCs' habitat needs through a detailed investigation of feed tree ecology by surveying (a) GBC feed tree characteristics (e.g. age, flowering and fruiting cycle, cone abundance, male pollen presence) and (b) patterns of GBC feeding through evidence of their feeding (e.g. chewing's).	\$3,402.93	\$5850.00	\$3,402.93
Lockyer Community Action Inc. (LCAI)	LCA Wildlife Survey - Equipment, Training, and Mapping - We are not seeking funding to implement a new project. The funding will allow us to obtain much needed equipment, as well as training and data processing services which will support our	\$4,817.00	\$74,423.09	\$4,817.00

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Organisation	Project Description	Amount Requested (incl. GST)	Total Project Cost	Amount approved
	existing activities i.e.: Koala Program, Glossy Black Cockatoo Program and 'Other Wildlife' Program.			
Wildlife Rescue Rehabilitation and Education Association (WRREA)	Waterbird Habitat Revegetation & Koala plantation – Restoration of existing waterbird habitat and plantation Koala food trees. Works involve removal of existing weeds and debris on dam verges, and replanting of native grasses and shrubs, and planting Koala food trees.	\$4,934.34	\$8,574.34	\$4,934.34
Friends of Lake Apex (FOLA)	Lake Apex Parklands – Project is for an on-site storage unit, 2.3m x 2.3m x 2.3m, Mini Cube Shipping Container, on a concrete slab. For the on-site storage of FOLA equipment to support monthly working bees and revegetation activities.	\$4,999.99	\$5818.50	\$4999.99

#### 4. Policy and Legal Implications

The applications received under 2017/18 of the Community Environmental Grants Program has been assessed in accordance with the Community Grants and 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 Environmental Grants Program – Category 1 is allocated a budget for 2017-18 of \$20,000.

The recommendations for provision of financial assistance are \$18,154.26. This is within budget for the Community Environmental Grants Program.

#### 6. Delegations/Authorisations

There are no delegation implications associated with this report. The Executive Manager Organisational Development & Planning Services will manage any future requirements in line with existing delegations.



**7. Communication and Engagement**

The Community Environmental Grant Program announcement will be published in the Gatton Star, the Lockyer Valley Regional Council's website and Council's Facebook page.

All applicants (successful or not), will be advised in writing of the outcome of their application. 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 the Community Environmental Grants Program 2017/18, four applications were received and evaluated against the criteria. Four (4) applicants are recommended to receive funding as outlined in this report.

**9. Action/s**

Notify all applicants of the outcome of their application.

**Attachments**

There are no attachments for this report.



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## 11.4

## Request for Fee Waiver: Data Sharing Agreement – Placid Drive, Gatton

Date:

10 May 2018

**Author:**

Xiao Pitts, Senior Civil Engineer

**Responsible Officer:**

Dan McPherson, Executive Manager Organisational Development & Planning

### Summary:

The developer of the 'Placid Rise Estate', Pardev Pty Ltd, is seeking a waiver of fees normally applicable to the execution of a Data Sharing Agreement for the provision of flood modelling and associated information. The current developed extent of the 'Placid Rise Estate' is detailed in Figure 1 below.

**Officer's Recommendation:**

**THAT Council declines the request to waive the minimum \$1,500.00 fee for the execution of a Data Sharing Agreement for the *Placid Hills, Gatton / Flood Study* by Cardno (QLD) Pty Ltd.**

## RESOLUTION

**THAT Council decline the request to waive the minimum \$1,500.00 fee for the execution of a Data Sharing Agreement for the *Placid Hills, Gatton / Flood Study* by Cardno (QLD) Pty Ltd.**

**Moved By: Cr Hagan**

**Seconded By: Cr McLean**

**Resolution Number: 16-20/0954**

**CARRIED**

**5/1**

## Voting

**For the Motion:** Crs Milligan, McLean, Wilson, Hagan and Vela.

### Against the Motion: Cr Cook.

## Report

## 1. Introduction

Cardno (QLD) Pty Ltd was recently engaged by Council to undertake a flood study for the Placid Drive local catchment (refer to Figure 2 for extent of study).

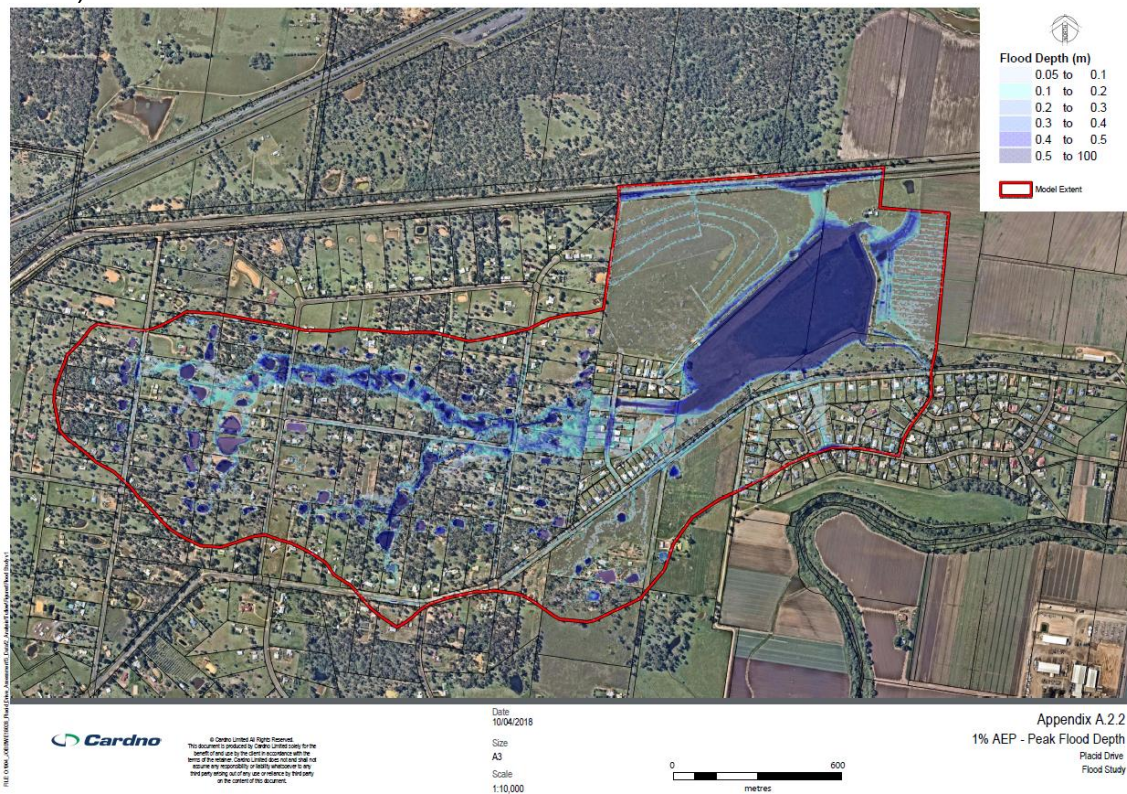
The assessment was commissioned to facilitate a decision with respect to a proposed dwelling on 21 Placid Drive, Gatton. Council's Temporary Local Planning Instrument 01/2018 *Flood Regulation* identifies the land as being within the 'flood investigation area'. Council's resident

survey several years ago along with 2013 post event flood photos indicated flood operations in the area in the 2013 event.



**Figure 2 – Catchment for Placid Hills, Gatton | Flood Study**

Cardno's flood assessment confirmed the flood impacts on this subdivision (refer to Figure 3 below).



**Figure 3 – Maximum 1% AEP Flood Depth**



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## **2. Background**

The Placid Drive subdivision was undertaken by Pardev Pty Ltd (the developer) before the flood events of 2010-11. A meeting was held on 19 April 2018 between the developer, the owner of 21 Placid Drive, the builder of 21 Placid Drive, Mayor, Deputy Mayor, Portfolio Councillor McLean and Council's Legal and Planning & Development officers to discuss the 1% AEP impacts at this locality.

At this meeting, the developer raised concerns of reported flood impact on the subdivision, how this could be managed for the development, and indicated that he would be amenable to co-fund with Council the construction of a levee along the western boundary of this subdivision to relieve flood impacts on this development. The developer was advised that Council needed to see the outcomes of an investigation into a suitable strategy (configuration and implementation) and costs before being able to consider such a project.

The basis of such work would be that the developer would, at his cost, engage a suitably experienced Registered Professional Engineer (RPEQ) to address the Queensland Government's Guidelines for the construction or modification of levees. Including the following steps:

- a. Undertake flood modelling of the proposed levee;
- b. Undertake preliminary design of the proposed levee;
- c. Undertake consultation as necessary; and
- d. Prepare a cost estimate for all necessary works.

## **3. Report**

The developer has been advised that Cardno's *Placid Hills, Gatton / Flood Study* (Reference WE18028 and dated 18 April 2018) supporting flood modelling could be provided to facilitate this body of work, subject to the execution of a Data Sharing Agreement. He was advised that the minimum cost associated with the execution of a Data Sharing Agreement is \$1,500.00. He requests that the fee be waived.

The assessment and reporting undertaken by Cardno (QLD) Pty Ltd has cost \$16,412.00 (incl. GST), excluding internal costs. The study was commissioned to investigate flood impacts and possible mitigation actions at this locality and on the Placid Drive development.

The minimum fee for a Data Sharing Agreement is \$1,500.00 for the partial cost recovery of the flood modelling and extraction of data undertaken by third party consultants. This is a fee that has consistently been applied to requests for the execution of a Data Sharing Agreement for many years.

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

The Data Sharing Agreement is a contract between the nominated parties detailing the exchange, sharing and permitted use of data/information. Contracts require consideration, or monetary payment.

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**5. Financial and Resource Implications**

If Council agrees to waive the fee for the execution of the data sharing agreement, it will forgo revenue of \$1,500.00. Consideration should also be given to the risk of setting a precedence which may also apply to similar agreements in the future.

**6. Delegations/Authorisations**

In line with current financial delegation, the Acting Manager Planning and Development can waive the fee.

**7. Communication and Engagement**

Officers are available to continue to assist the developer with future questions that may arise.

**8. Conclusion**

In the absence of any justification provided by the developer, and to ensure consistency and prevent precedence, it is recommended that the minimum fee be applied.

The developer has been provided with the outcomes of the Council funded flood investigation for the Placid Drive development. The minimum \$1,500.00 fee for the execution of Data Sharing Agreements has been applied to recover third party consulting costs for some years.

To date, officers have not received any compelling reasons for Council to waive the fee.

**9. Action/s**

1. Advise the developer of Council's decision.

**Attachments**

There are no attachments for this report.

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- 11.5**                      **Application to Change the Development Approval for the Backpacker Development at Philps Road, Grantham) on Lot 2 RP204243 and Lot 1 SP270097 at 75 Philps Road, Grantham**

**Date:** 14 May 2018  
**Author:** Mark Westaway, Contract - Senior Planner  
**Responsible Officer:** Dan McPherson, Executive Manager Organisational Development & Planning

**Summary:**

The application seeks approval for a Minor Change to Approval for Material Change of Use for Short Term Accommodation and Relocatable Home Park (MCU2017/0014) at 75 Philps Road, Grantham.

The change involves the substitution of a new set of plans and elevations to reflect how the developer now wishes to proceed with the development. It is recommended that the application to change the development approval be approved.

**Officer's Recommendation:**

**THAT Council approve the application to change the development permit for material change of use for Short Term Accommodation and Relocatable Home Park (MCU2017/0014) over land located at 75 Philps Road, Grantham, being Lot 2 RP204243 and Lot 1 SP270097 in accordance with the following:**

- A. Amending Conditions 1 and 5 to read as follows:**
- 1. The development shall be undertaken generally in accordance with the following plans and drawings:**
    - (a) Drawing No. 005 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (b) Drawing No. 006 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (c) Drawing No. 007 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (d) Drawing No. 008 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (e) Drawing No. 009 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (f) Drawing No. 010 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (g) Drawing No. 011 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**
    - (h) Drawing No. 012 Revision DA05 prepared by wallacebrice architecture and dated March 2018;**
    - (i) Drawing No. 013 Revision DA04 prepared by wallacebrice architecture and dated January 2018;**

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- (j) Drawing No. 014 Revision DA05 prepared by wallacebrice architecture and dated March 2018;

This condition shall be met at all times.

“5. Lot 1 SP270097 and Lot 2 RP204243 are to be amalgamated. This condition shall be met prior to the commencement of the use of Stage 1.

Alternatively, a statutory covenant must be entered into over Lot 1 SP270097 and Lot 2 RP204243 prior to the commencement of the use of Stage 1 to ensure both lots remain in the same ownership, binding the owner and successors in title to retain the lots in one ownership. The owner is to prepare, lodge and register a covenant under Section 97(3) of the Land Titles Act 1994 over both lots. Council is to review the covenant prior to lodgement of the Covenant.”

- B. Issuing an amended Infrastructure Charges Notice.

**RESOLUTION**

THAT Council approve the application to change the development permit for material change of use for Short Term Accommodation and Relocatable Home Park (MCU2017/0014) over land located at 75 Philps Road, Grantham, being Lot 2 RP204243 and Lot 1 SP270097 in accordance with the following:

- A. Amending Conditions 1 and 5 to read as follows:

1. The development shall be undertaken generally in accordance with the following plans and drawings:

- (a) Drawing No. 005 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (b) Drawing No. 006 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (c) Drawing No. 007 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (d) Drawing No. 008 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (e) Drawing No. 009 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (f) Drawing No. 010 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (g) Drawing No. 011 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (h) Drawing No. 012 Revision DA05 prepared by wallacebrice architecture and dated March 2018;
- (i) Drawing No. 013 Revision DA04 prepared by wallacebrice architecture and dated January 2018;
- (j) Drawing No. 014 Revision DA05 prepared by wallacebrice architecture and dated





# ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

**March 2018;**

**This condition shall be met at all times.**

**“5. Lot 1 SP270097 and Lot 2 RP204243 are to be amalgamated. This condition shall be met prior to the commencement of the use of Stage 1.**

**Alternatively, a statutory covenant must be entered into over Lot 1 SP270097 and Lot 2 RP204243 prior to the commencement of the use of Stage 1 to ensure both lots remain in the same ownership, binding the owner and successors in title to retain the lots in one ownership. The owner is to prepare, lodge and register a covenant under Section 97(3) of the Land Titles Act 1994 over both lots. Council is to review the covenant prior to lodgement of the Covenant.”**

## B. Issuing an amended Infrastructure Charges Notice.

**Moved By:** Cr Cook                      **Seconded By:** Cr Hagan  
**Resolution Number:** 16-20/0955

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

## Report

## 1. Introduction

The application seeks approval for a Minor Change to Approval for Material Change of Use for Short Term Accommodation and Relocatable Home Park (MCU2017/0014). This application was lodged and properly made on 2 May 2018.

The developer of the backpacker development at 75 Philps Road, Grantham has made application for a change to the development approval by the substitution of a new set of plans and elevations for those attached to the approval. The application has been made under s.78 of the Planning Act 2016.

## 2. Background

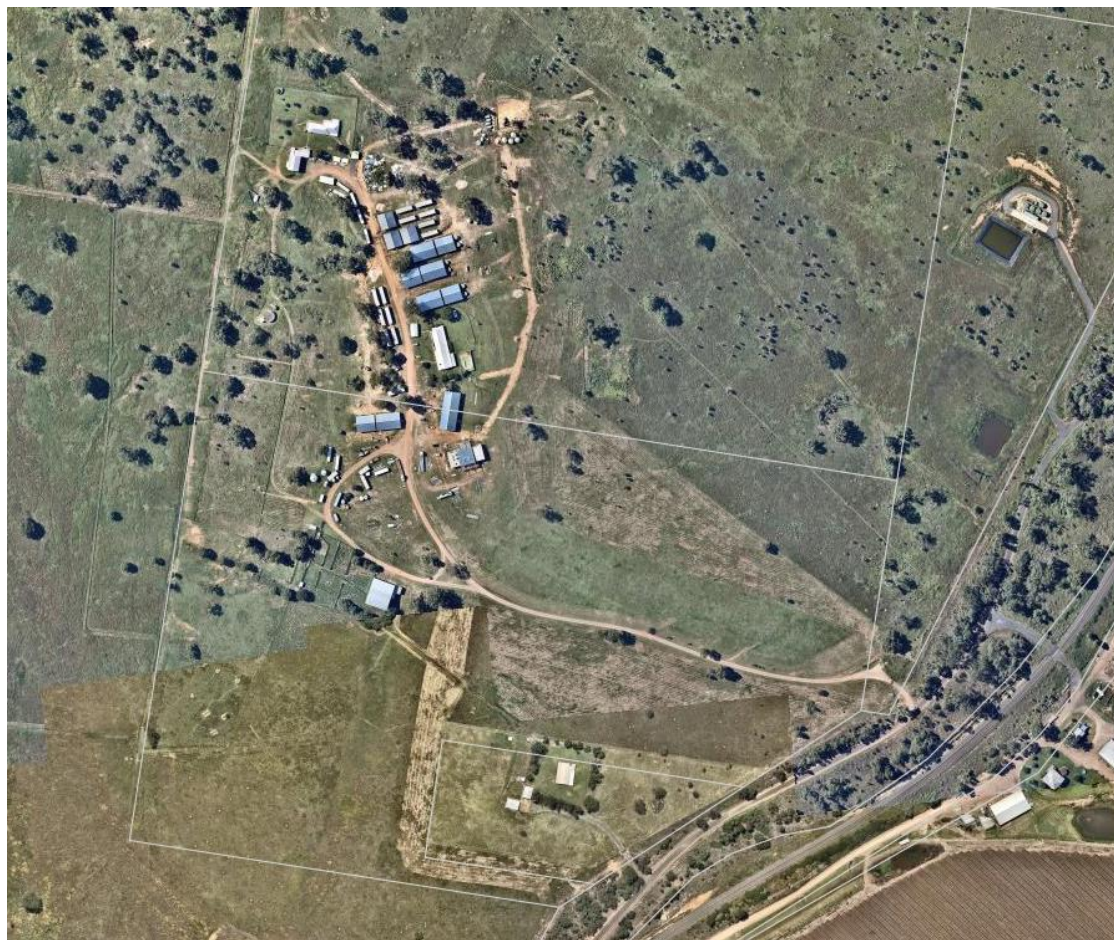
At its Ordinary Meeting on 14 June 2017 Council approved a development permit for material change of use for Short Term Accommodation and Relocatable Home Park (MCU2017/0014) over land located at 75 Philps Road, Grantham, being Lot 2 RP204243 and Lot 1 SP270097. At that meeting, Council agreed to a 100% waiver of infrastructure charges in accordance with Council's Development Incentives - infrastructure Charges Policy.

At its Ordinary Meeting on 28 June 2017 Council agreed to issue a Negotiated Decision Notice for the development which varied and removed a number of conditions.

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At its Ordinary Meeting on 8 November 2017 Council subsequently approved an application to Change the Development Application for Short Term Accommodation and Relocatable Home Park.

Works have commenced on site. As of 16 March 2018, being the latest aerial photography available, a number of buildings are located on site in accord with the following image below.



Source: Nearmap.com.

### **3. Report**

#### **3.1 Statutory Process**

The applicant has made an application for a minor change to a development approval under s78 and s81 of the *Planning Act 2016*. A request to make a minor change to a development approval can only be made in circumstances where that change meets the definition of a 'minor change' in the *Act*.

The proposed change to the development approval requested by the applicant is determined to constitute a minor change on the grounds that:

- The change would not result in a substantially different development as it only results in alterations to the staging of the development, and minimal changes [less than 1%] to the total numbers of beds proposed on site.

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- The change would not cause the inclusion of prohibited development.
- The change would not require the application to be referred to any referral agencies.
- The change would not require public notification to be undertaken.

On this basis, the application is considered to be a minor change to a development approval.

### **3.2 Assessment**

The application seeks to amend the approved plans and amend condition 5, which will not create any inconsistencies as the original planning scheme is still in force.

An assessment in relation to each of the submitted change requests is provided below.

#### **Condition 1 – Approved Plan**

The set of existing approved plans is provided as Attachment 1 and the changed plans for which approval is being sought are provided as Attachment 2.

Condition 1 reads as follows:

1. The development shall be undertaken generally in accordance with the following plans and drawings:
  - (a) Drawing No. 001 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (b) Drawing No. 002 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (c) Drawing No. 003 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (d) Drawing No. 004 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (e) Drawing No. 005 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (f) Drawing No. 006 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (g) Drawing No. 007 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (h) Drawing No. 008 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (i) Drawing No. 009 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (j) Drawing No. 010 Revision DA02 prepared by wallacebrice architecture and dated April 2017;
  - (k) Drawing No. 011 Revision DA02 prepared by wallacebrice architecture and dated April 2017; and
  - (l) Drawing No. 012 Revision DA02 prepared by wallacebrice architecture and dated April 2017.

This condition shall be met at all times.

## **Applicant's Request**

WallaceBrice Architecture has prepared fully inclusive Amended Design Plans which depict the new site layout and updated development data. The requested changes to the approved plans are as follows:

- Type 5 buildings removed (previously located in the north of the development – four Type 5's have been replaced by a Type 4 and four Type 2's);
- Increase of Type 4 buildings (additional 4 units = 96 beds);
- Addition of Stages 3 - 5 to establish Type 2 & Type 4 buildings;
- Layout of eastern manufactured housing area amended;
- Addition of Sewer Treatment Plan in the site's north;
- Designation of 4x Person with Disability units;
- Addition of Building G (Mud Room); and
- Slight relocation of Buildings B, E & F.

Therefore the applicant seeks to **delete** the Table of Approved Plans and have it **replaced** by the suite of new plans lodged with the request.

## **Assessment**

Agree

A summary of the differences between the development as it is currently approved and the changed development for which approval is being sought are as follows:

1. The applicant proposes to carry out the development in five (5) stages rather than the two (2) stages previously approved.
2. While the general footprint of the development remains unchanged, two Type 4 and two Type 2 buildings have been proposed closer to the carpark and communal facilities. Four Type 2 buildings are proposed to replace three Type 5 buildings at the north end of the site. As a result of this, the centre point of the residential development has moved slightly southwards. (This can be seen by comparing Plans 001 & 002 in Attachment 1 with Plans 005 & 006 in Attachment 2.)
3. The following changes have been proposed for the Accommodation Buildings:
  - (a) The floor template for Building Type 1 remains unchanged. The roof pitch has been increased from 5° to 14° and the building is shown with more pronounced eaves. This results in these buildings having a maximum height of approximately 5.2m, approximately 0.7m higher than the previously approved building. It is considered this is only a minor change to the building. (This can be seen by comparing Plan 003 in Attachment 1 with Plan 007 in Attachment 2.)
  - (b) The floor template for Building Type 2 remains unchanged. The roof pitch has been increased from 5° to 14° and the building is shown with more pronounced eaves. This results in these buildings having a maximum height of approximately 5.4m, approximately 0.9m higher than the previously approved building. It is considered this is only a minor change to the building. (This can



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be seen by comparing Plan 004 in Attachment 1 with Plan 008 in Attachment 2.)

- (c) The floor template for Building Type 3 remains unchanged,
- (d) The floor template for Building Type 4 remains generally unchanged, however an amended design has been provided that includes accessible accommodation for persons with a disability (PWD). The building is shown with more pronounced eaves at the ends of the building. (This can be seen by comparing Plan 006 in Attachment 1 with Plan 010 in Attachment 2.)

The PWD module includes 6 accessible accommodation units rather than the 4 mentioned by the applicant, but only one accessible bathroom, leaving the balance of the 42 beds in this cabin with 6 showers, 4 toilets and 4 basins. The roof pitch has been retained at 5°.

- (e) Building Type 5 is no longer included in the amended design.
- (f) The manufactured housing is proposed to be served by two internal driveways on either side of the proposed access driveway. The proposed access driveway that will service the entire development was approved as part of the original approval and connects to Philips Road at the southeast corner of the site. The manufactured housing to the east of the proposed access driveway has been realigned to generally address the existing driveway. (This can be seen by comparing Plan 002 in Attachment 1 with Plan 010 in Attachment 2.)

The existing driveway will be closed off from Philips Road as it currently gains access to Philips Road across another property.

4. The following changes have been proposed for the Communal facilities:

- (a) The footprint of Building B (Bar/Café/Social Space) has increased from 370m<sup>2</sup> to 491m<sup>2</sup>. The shape of the building changes as a part of the proposal. The new building proposes a rectangular form with decks on both sides, but does not include any Dance/Function Amenity component. The previous building proposed a deck on one side, with a Dance/Function/Amenities building. (This can be seen by comparing Plan 009 in Attachment 1 with Plan 012 in Attachment 2.)
- (b) The footprint of Building C (Dining/Self Cook) has decreased from 442m<sup>2</sup> to 405m<sup>2</sup>. (This can be seen by comparing Plans 001 and 011 in Attachment 1 with Plan 014 in Attachment 2.) This building is being constructed as part of Stage 1, and as a result will provide ablution facilities for Buildings B and C.
- (c) The footprint of Building E (Dance/Function/Amens) has changed slightly, being previously attached to Building B, and being constructed as part of Stage 2. Building E is now proposed to be a small standalone building. . (This can be seen by comparing Plan 009 in Attachment 1 with Plan 013 in Attachment 2.)
- (d) The footprint of Building F (Laundry) has changed slightly, being previously attached to Building C. Building F is now proposed to be a small standalone

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building, attached to the proposed Mud Room. (Refer Plan 013 in Attachment 2.)

- (e) Building G (Mud Room) is a new building, which will be attached to the Laundry. (Refer Plan 013 in Attachment 2.)

It is considered the development proposed within the new suite of plans provides an improved design solution for the site. It is therefore recommended the plans referred to in Condition 1 be replaced with the amended plans submitted with the application and the condition be worded as follows:

1. The development shall be undertaken generally in accordance with the following plans and drawings:
  - (a) ***Drawing No. 005 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (b) ***Drawing No. 006 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (c) ***Drawing No. 007 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (d) ***Drawing No. 008 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (e) ***Drawing No. 009 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (f) ***Drawing No. 010 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (g) ***Drawing No. 011 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (h) ***Drawing No. 012 Revision DA05 prepared by wallacebrice architecture and dated March 2018;***
  - (i) ***Drawing No. 013 Revision DA04 prepared by wallacebrice architecture and dated January 2018;***
  - (j) ***Drawing No. 014 Revision DA05 prepared by wallacebrice architecture and dated March 2018;***

***This condition shall be met at all times.***

#### **Condition 5 – Amalgamation of Lots**

Condition 5 reads as follows:

*“Lot 1 SP270097 and Lot 2 RP204243 are to be amalgamated. This condition shall be met prior to the commencement of the use of Stage 1.”*

#### **Applicant's Request**

The applicant has sought to delete Condition 5 for the following reason:

*“In relation to Condition 5, the applicant notes that keeping the lots as separate titles is crucial to the viability of the project. It is considered that amalgamating the lots is not necessary in realizing the appropriate outcome for the site, as the development has been strategically designed to avoid the common boundary intersecting any built form.*

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*It is also noted that both lots will be retained under the same ownership, so no conflicts will arise and the land use approval will be over (involve) the two (2) subject allotments.*

*As such, we request that Condition 5 be **deleted**."*

### **Assessment**

Agree in Part

Typically, Council would require a development comprising multiple residential tenancies to be contained on one lot. The applicant's request relates to the potential for a significant increase in infrastructure costs if the lots are amalgamated. While it is unlikely that one of the lots would be sold independently, Council's concern is that a sale to a separate owner would result in issues with respect to access, services and communal facilities. As an alternative, it is recommended that a covenant binding both lots in the same ownership is imposed.

It is considered the following wording would achieve the intent of the applicant's request by providing an alternative mechanism regarding the land tenure, and provide flexibility for Council while still referencing what Council would ideally require in this circumstance. The amended wording of this condition has been discussed with the applicant. The applicant is in agreement with the proposed amended wording of the condition as follows:

*"5. Lot 1 SP270097 and Lot 2 RP204243 are to be amalgamated. This condition shall be met prior to the commencement of the use of Stage 1.*

***Alternatively, a statutory covenant must be entered into over Lot 1 SP270097 and Lot 2 RP204243 prior to the commencement of the use of Stage 1 to ensure both lots remain in the same ownership, binding the owner and successors in title to retain the lots in one ownership. The owner is to prepare, lodge and register a covenant under Section 97(3) of the Land Titles Act 1994 over both lots. Council is to review the covenant prior to lodgement of the Covenant."***

### **Adopted Infrastructure Charges Resolution**

The proposed change to development increases the numbers of building proposed on site. Council has previously resolved to waive infrastructure charges in accordance with the Development Incentives Policy, however it is recommended that an amended Infrastructure Charges Notice be issued.

Charge Type	Description	Demand Units	Rate	TOTAL
<b>PROPOSED DEMAND – Stage 1</b>				
Charge	Short-term accommodation (3 or +)	15	\$6,250.00	\$93,750.00
Charge	Relocatable home park (1 or 2)	1	\$5,400.00	\$5,400.00
<b>TOTAL PROPOSED DEMAND</b>				<b>\$99,150.00</b>
<b>PROPOSED DEMAND – Stage 2</b>				
Charge	Short-term accommodation (3 or +)	3	\$6,250.00	\$18,750.00
Charge	Relocatable home park (1 or 2)	53	\$5,400.00	\$286,200.00



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TOTAL PROPOSED DEMAND				\$304,950.00
<b>PROPOSED DEMAND – Stage 3</b>				
Charge	Short-term accommodation (3 or +)	2	\$6,250.00	\$12,500.00
TOTAL PROPOSED DEMAND				\$12,500.00
<b>PROPOSED DEMAND – Stage 4</b>				
Charge	Short-term accommodation (3 or +)	3	\$6,250.00	\$18,750.00
TOTAL PROPOSED DEMAND				\$18,750.00
<b>PROPOSED DEMAND – Stage 5</b>				
Charge	Short-term accommodation (3 or +)	3	\$6,250.00	\$18,750.00
TOTAL PROPOSED DEMAND				\$18,750.00
TOTAL PROPOSED DEMAND FOR ALL STAGES				\$454,100.00
<b>EXISTING DEMAND</b>				
Credit	Vacant lots (to be calculated against Stage 1)	2	-\$12,500.00	-\$25,000.00
TOTAL EXISTING DEMAND CREDIT				-\$25,000.00
<b>TOTAL PAYABLE</b>				<b>\$429,100.00</b>

#### 4. Policy and Legal Implications

There is no policy or legal implications arising from the recommendation provided in this report.

#### 5. Financial and Resource Implications

There are no financial or resource implications arising from the recommendation in this report. Due to the increase in the number of buildings (but the number of beds generally remaining the same), the proposed change would result in an increase in infrastructure charges from \$372,850 to \$429,100, however with respect to this development, at the meeting of 14 June 2017, Council had previously resolved to apply a discount of 100% of Council's infrastructure charges in accordance with Development Incentives – Infrastructure Charges Policy pursuant to paragraph 16 on the basis that the development provides a substantial economic community benefit to the Lockyer Valley.

#### 6. Delegations/Authorisations

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

#### 7. Communication and Engagement

Council's decision on the change application will be given to the applicant and the State Assessment and Referral Agency in accordance with s.83 of the *Planning Act 2016*.

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**8. Conclusion**

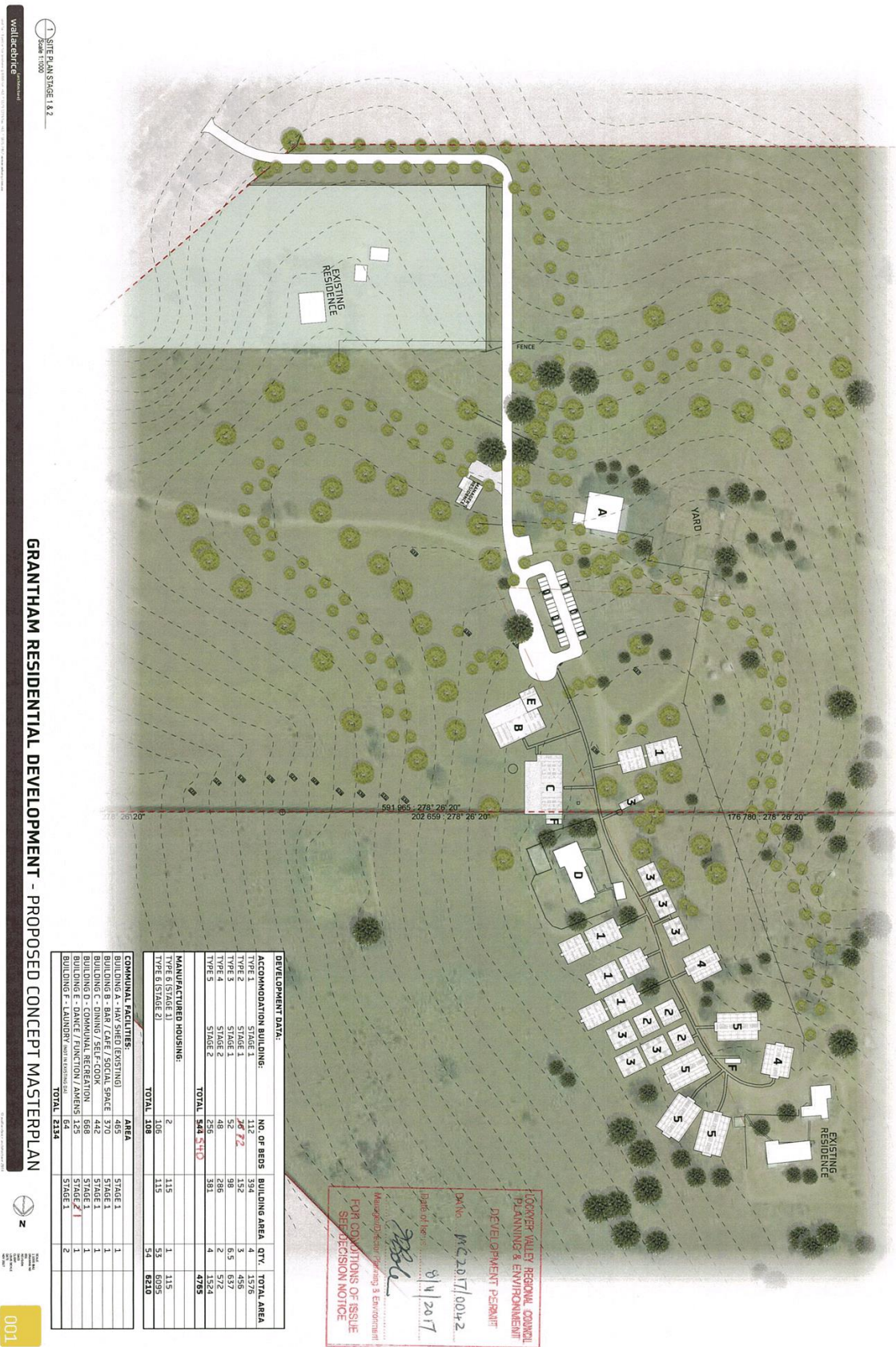
Despite the changes proposed the development remains one which provides accommodation for in the order of 550 backpackers which is supported by facilities including a Communal Recreation building, a Dining/Self Cook building, a Bar/Cafe/Social Space building with a Dining/Function/Amenities space and laundry facilities. The minor change application is considered acceptable and therefore a recommendation for approval is provided.

**9. Action/s**

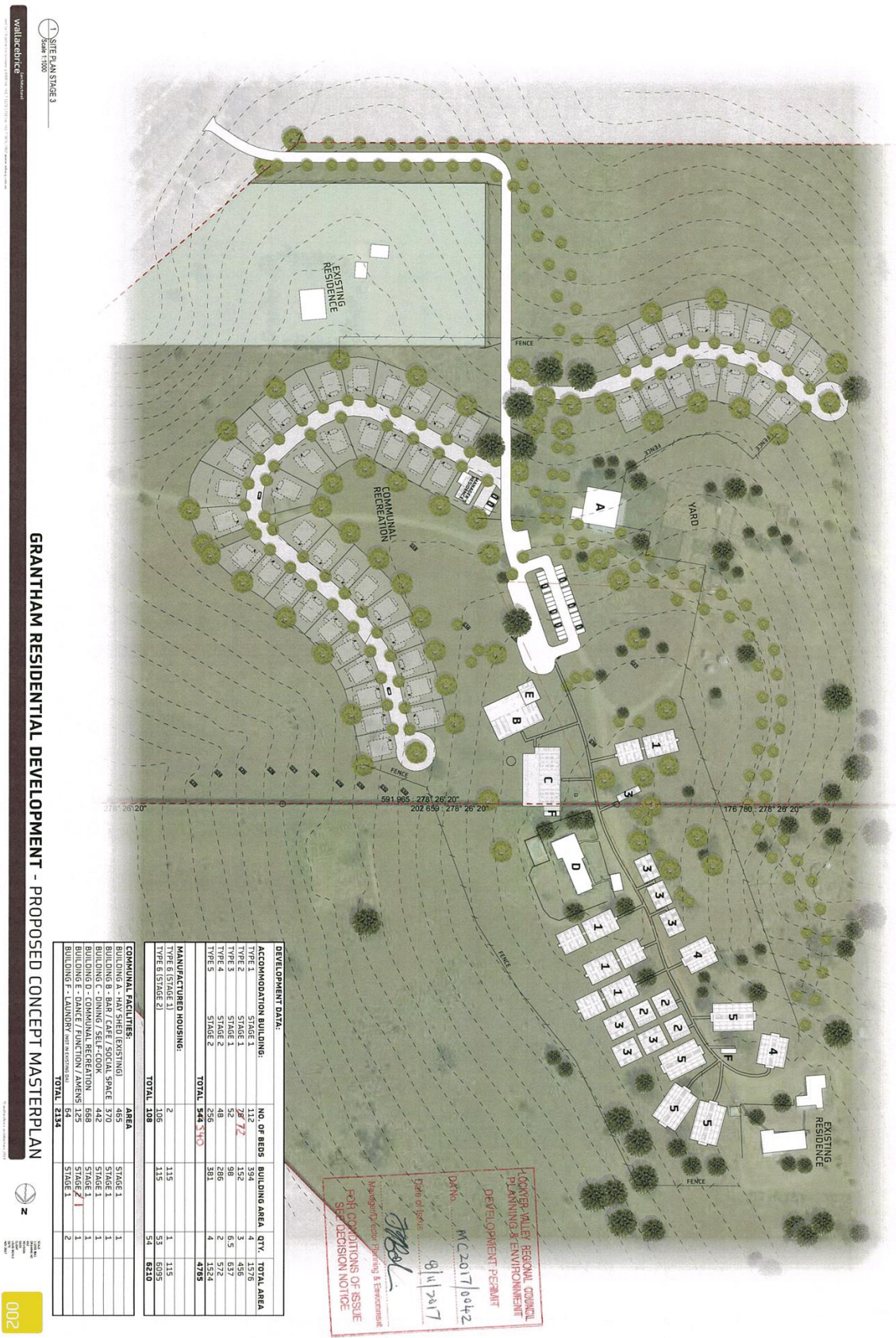
1. That Council agrees to the changes to conditions as set out in the Officer's Recommendation.
2. The Council's decision is communicated to the applicant in accordance with the requirements of the *Planning Act 2016*.

**Attachments**

- |                        |   |          |
|------------------------|---|----------|
| 1 <a href="#">View</a> | Grantham Backpackers Development - MC20180032 Previously Approved Plans | 10 Pages |
| 2 <a href="#">View</a> | Grantham Backpackers Development - MC20180032 Amended Plans             | 10 Pages |

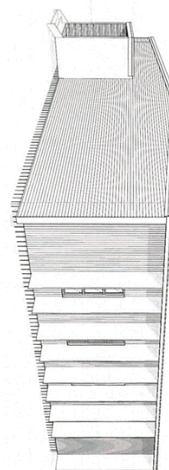






LEGEND	
DAL-01	DALUSTRADE TYPE 1
FC-01	FIBRE CEMENT TYPE 1
FC-02	FIBRE CEMENT TYPE 2
LWC-01	LIGHT WEIGHT CLADDING
MWC-01	METAL ROOF SHEETINGS
MWC-01	METAL WALL CLADDING
PVC-01	PVC SHEETING TYPE 1
TSB-01	SCHOTTING TYPE 1
TSB-01	SCHOTTING TYPE 2





**LEGEND**

BAL-01	BALUSTRADE TYPE
FC-01	FIGURE CEMENT TYPE
FC-02	FIGURE CEMENT TYPE
LWC-01	LIGHT WEIGHT CLAD
MRS-01	METAL ROOF SHEET
MWC-01	METAL WALL CLAD
PLY-01	PLY SHEETING TYPE 1
TBS-01	SCREENING TYPE 1
TBS-01	SCREENING TYPE 2

DEVELOPMENT DATA:		NO. OF BEOS		BUILDING AREA		TOTAL AREA	
ACCOMMODATION BUILDING:							
TYPE 1	STAGE 1	4	112	359	4	1576	
TYPE 2	STAGE 1	3	<del>76</del> 72	152	3	456	
TYPE 3	STAGE 1	6	98	517	6	637	
TYPE 4	STAGE 1	48	286	2	572		
TYPE 5	STAGE 2	259	383			1324	
TOTAL		345	510			4785	
MANUFACTURED HOUSING:							
TYPE B (STAGE 1)		2	115		1	115	
TYPE B (STAGE 2)		108	115		53	6095	
TOTAL		110			54	6210	
COMMUNAL FACILITIES:							
TYPE A (STAGE 1)	AREA						
BUILDING A - SPA / GAZE / SOCIAL SPACE	370	STAGE 1	1	370			
BUILDING B - DINING / SELF-COOK	342	STAGE 1	1	342			
BUILDING C - COMMUNAL RECREATION	668	STAGE 1	1	668			
BUILDING D - GAZE / FUNCTION / ARENS	154	STAGE 1	1	154			
BUILDING F - LAUNDRY	64	STAGE 1	2	128			
TOTAL		2134					

LOCKER VALLEY REGIONAL COUNCIL  
PLANNING & ENVIRONMENT  
DEVELOPMENT PERMIT

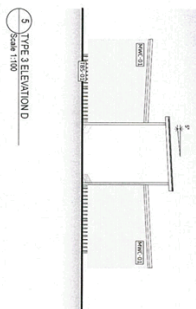
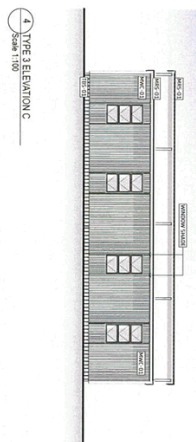
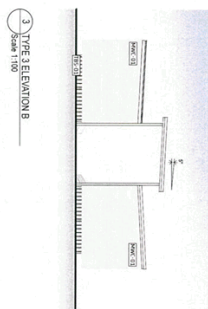
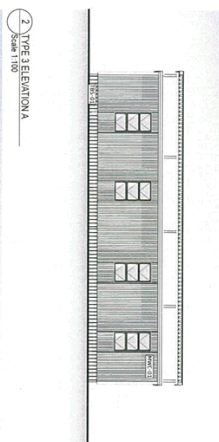
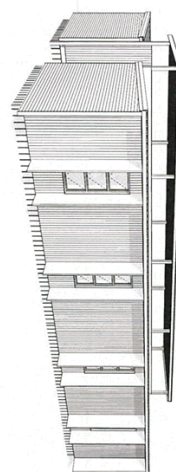
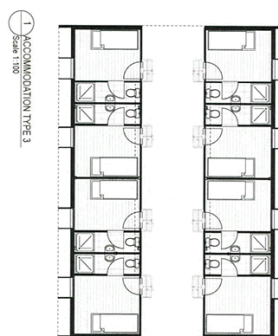
Date: MC2017/0042

Date of Issue: 8/1/2017

*[Signature]*

Manager/Deputy Planning & Environment

FOR CONDITIONS OF ISSUE  
SEE DECISION NOTICE



**LEGEND**  
 BUILDING TYPE 1  
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LOUGHER VALLEY REGIONAL COUNCIL  
 PLANNING & ENVIRONMENT  
 DEVELOPMENT PERMIT  
 DA No. MC2017/0042  
 Date of Issue 8/11/2017  
 Manager/Director Planning & Environment  
 FOR CONDITIONS OF ISSUE  
 SEE DECISION NOTICE

DEVELOPMENT DATA:				
ACCOMMODATION BUILDING:				
TYPE	STAGE	NO. OF BEDS	BUILDING AREA	QTY. TOTAL AREA
TYPE 1	STAGE 1	112	394	1576
TYPE 2	STAGE 1	78	152	456
TYPE 3	STAGE 1	98	152	456
TYPE 4	STAGE 1	98	152	456
TYPE 5	STAGE 1	98	152	456
TYPE 6	STAGE 1	98	152	456
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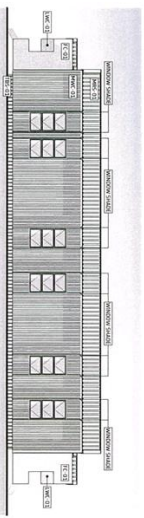


wellarchitect

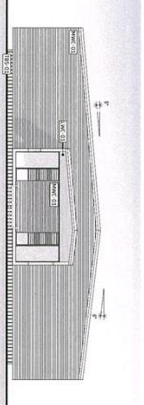


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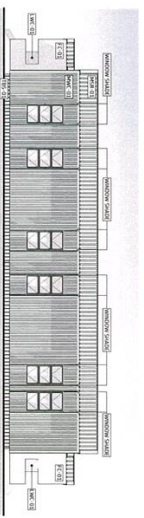
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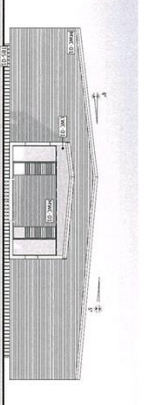
5 TYPE 4 ELEVATION D  
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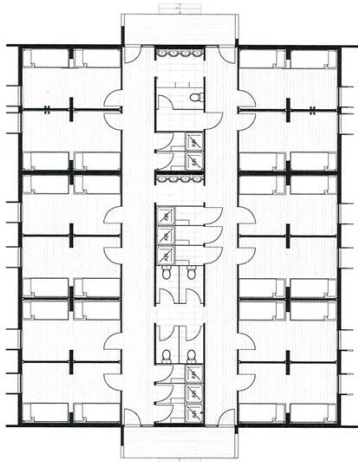
2 TYPE 4 ELEVATION A  
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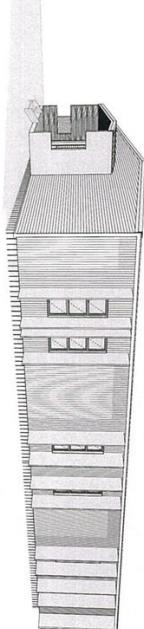
3 TYPE 4 ELEVATION B  
Scale 1:100



4 ACCOMMODATION TYPE 4  
Scale 1:100



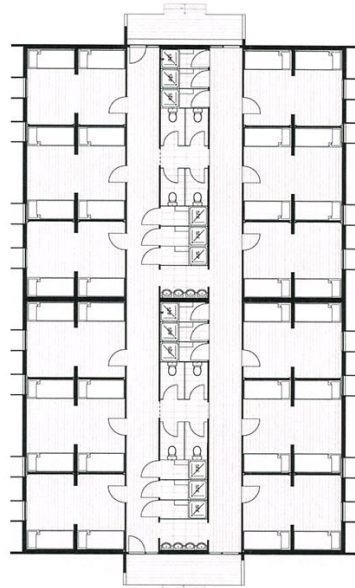
TYPE 4 3D VIEW



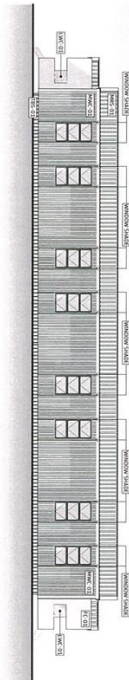
**LEGEND**  
 100-01: EXISTING BUILDING  
 100-02: EXISTING ROOF  
 100-03: EXISTING FENCE  
 100-04: EXISTING DRIVE  
 100-05: EXISTING PATH  
 100-06: EXISTING WALL  
 100-07: EXISTING GATE  
 100-08: EXISTING LIGHT  
 100-09: EXISTING SIGN  
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 100-36: EXISTING GRASS  
 100-37: EXISTING PAVEMENT  
 100-38: EXISTING DRIVEWAY  
 100-39: EXISTING FENCE  
 100-40: EXISTING GATE  
 100-41: EXISTING LIGHT  
 100-42: EXISTING SIGN  
 100-43: EXISTING FURNITURE  
 100-44: EXISTING PLANT  
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 100-69: EXISTING GRASS  
 100-70: EXISTING PAVEMENT  
 100-71: EXISTING DRIVEWAY  
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 100-73: EXISTING GATE  
 100-74: EXISTING LIGHT  
 100-75: EXISTING SIGN  
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 100-82: EXISTING DRIVEWAY  
 100-83: EXISTING FENCE  
 100-84: EXISTING GATE  
 100-85: EXISTING LIGHT  
 100-86: EXISTING SIGN  
 100-87: EXISTING FURNITURE  
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 100-91: EXISTING GRASS  
 100-92: EXISTING PAVEMENT  
 100-93: EXISTING DRIVEWAY  
 100-94: EXISTING FENCE  
 100-95: EXISTING GATE  
 100-96: EXISTING LIGHT  
 100-97: EXISTING SIGN  
 100-98: EXISTING FURNITURE  
 100-99: EXISTING PLANT  
 100-100: EXISTING TREE

LOCKER WILEY REGIONAL COUNCIL  
 PLANNING & ENVIRONMENT  
 DEVELOPMENT PERMIT  
 DA No. MC 2017 0042  
 Date of Issue 8/11/2017  
 Planning & Environment  
 FOR CONDITIONS OF ISSUE  
 SEE DECISION NOTICE

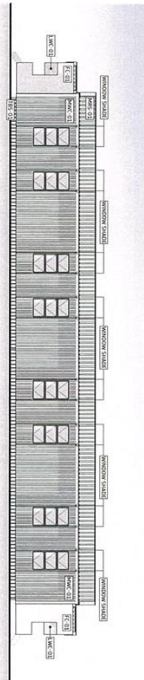
DEVELOPMENT DATA:				
ACCOMMODATION BUILDING:				
TYPE 1	STAGE 1	NO. OF BEDS	BUILDING AREA	QTY. TOTAL AREA
TYPE 2	STAGE 1	112	394	4
TYPE 3	STAGE 1	26 72	3	456
TYPE 4	STAGE 1	52	98	6
TYPE 5	STAGE 1	52	98	6
TYPE 5	STAGE 2	256	391	1
TOTAL		545	500	4795
MANUFACTURING HOUSING:				
TYPE 6 (STAGE 2)		2	115	1
		106	115	53
TOTAL		108		6210
COMMUNAL FACILITIES:				
	STAGE (SUSPENDING)	AREA		
BUILDING B - BAR / CAFE / SOCIAL SPACE	STAGE 1	370	STAGE 1	1
BUILDING C - DINING / SELF-COOK	STAGE 1	668	STAGE 1	1
BUILDING D - DINING / SELF-COOK	STAGE 1	642	STAGE 1	1
BUILDING E - DANCE / FUNCTION / ARENS	STAGE 1	125	STAGE 1	1
BUILDING F - LAUNDRY AND BATHROOMS	STAGE 1	2	STAGE 1	2
TOTAL		214		



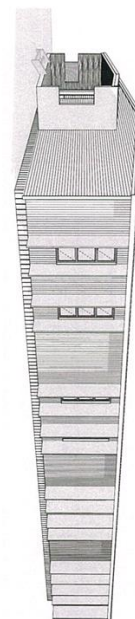
1 ACCOMMODATION TYPE 5  
Scale 1:100



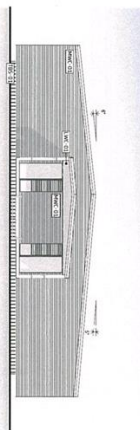
2 TYPE 5 ELEVATION A  
Scale 1:100



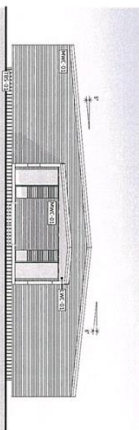
4 TYPE 5 ELEVATION C  
Scale 1:100



TYPE 5 3D VIEW



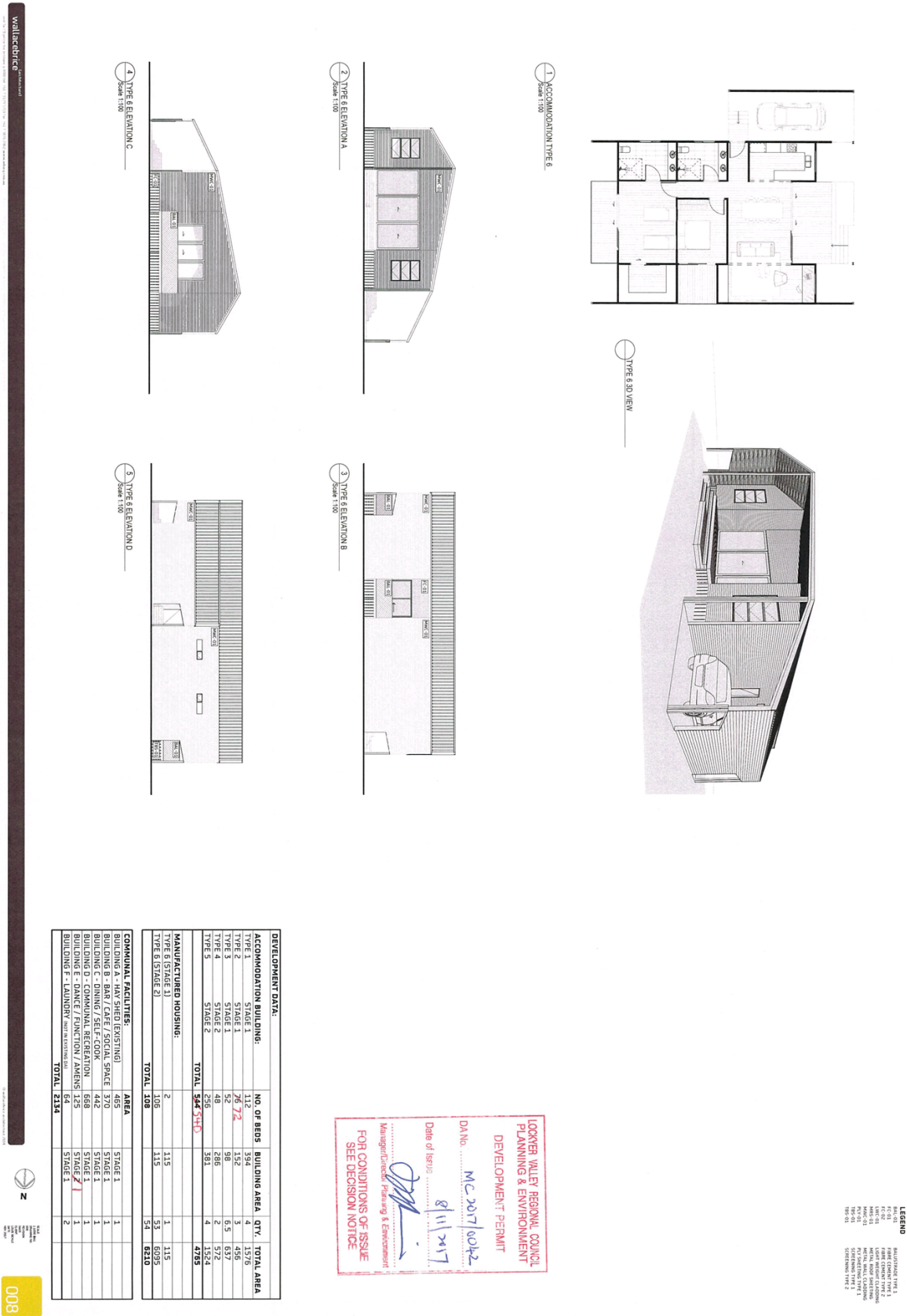
3 TYPE 5 ELEVATION B  
Scale 1:100



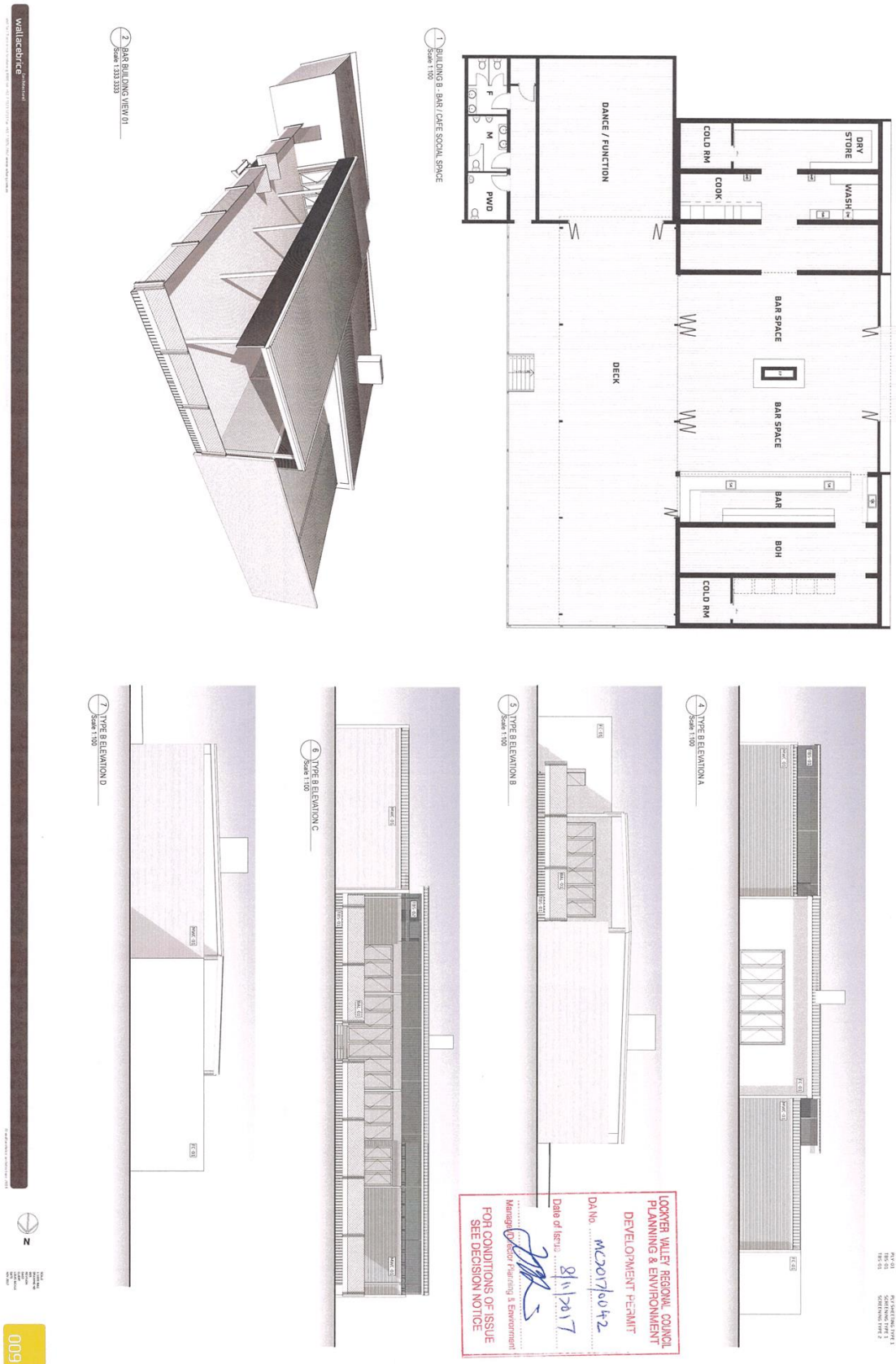
5 TYPE 5 ELEVATION D  
Scale 1:100

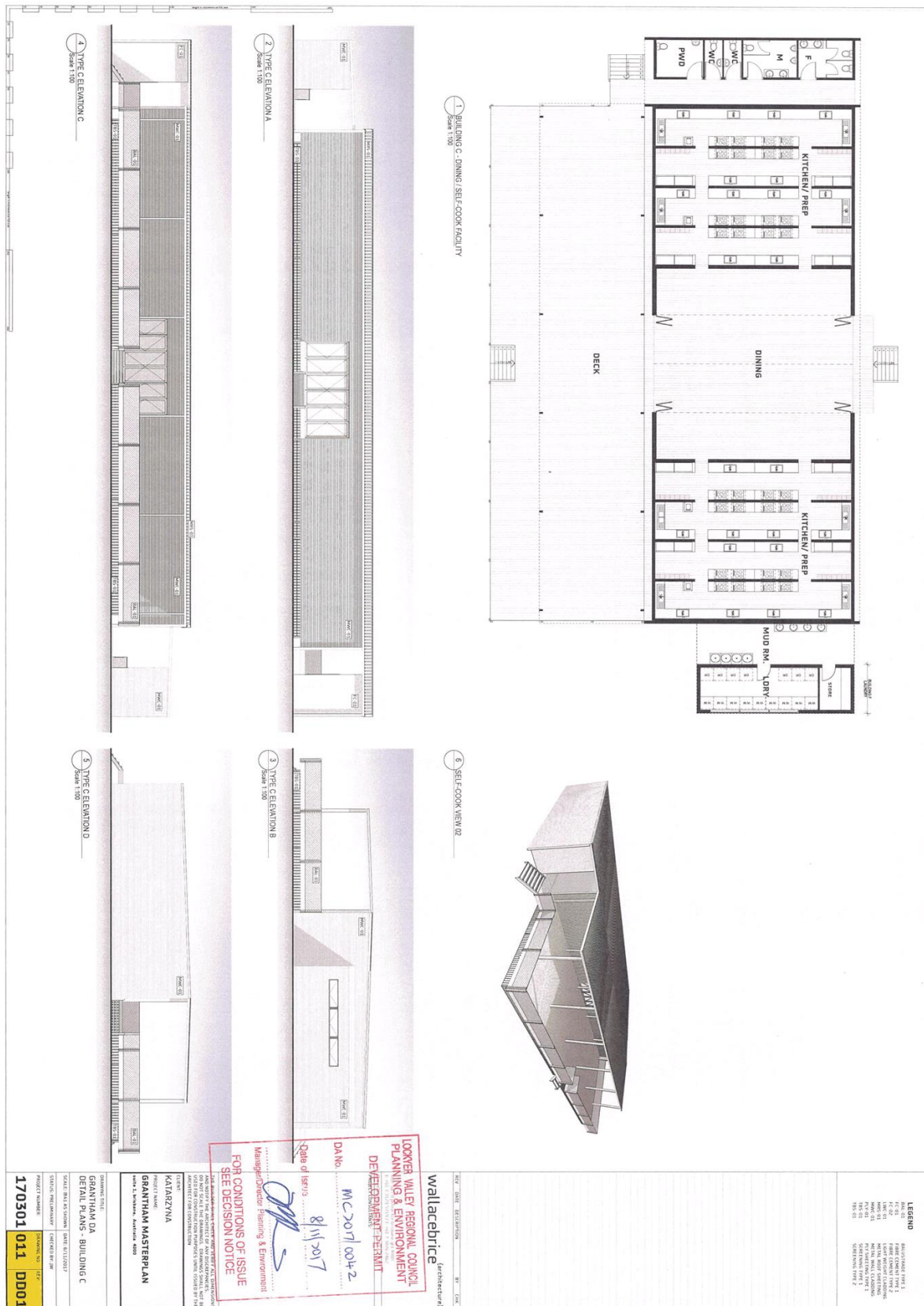
DEVELOPMENT DATA:			
ACCOMMODATION BUILDING:		NO. OF BEDS	TOTAL AREA
TYPE 1	STAGE 1	394	13.76
TYPE 2	STAGE 1	112	4.05
TYPE 2	STAGE 2	76	7.72
TYPE 2	STAGE 3	352	8.35
TYPE 4	STAGE 2	48	1.35
TYPE 4	STAGE 2	48	2.68
TYPE 3	STAGE 2	256	3.91
TOTAL		546	5.90
MANUFACTURED HOUSING:			
TYPE B (STAGE 1)		2	1.15
TYPE B (STAGE 2)		106	1.15
TOTAL		108	2.30
COMMUNAL FACILITIES:			
AREA		QTY.	TOTAL AREA
BUILDING A - VAN SHED (EXISTING)		465	5.94
BUILDING B - BAR / CAFE / SOCIAL SPACE	STAGE 1	1	1.1
BUILDING C - DINING / SEEL-POOD	STAGE 1	442	5.94
BUILDING D - DINING / SEEL-POOD	STAGE 1	1	1.1
BUILDING E - DINING / SEEL-POOD	STAGE 1	1	1.1
BUILDING E - DINING / FUNCTION / BARNS	STAGE 2	125	1.1
BUILDING F - LAUNDRY	STAGE 1	64	2
TOTAL		2134	21.34



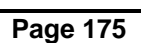




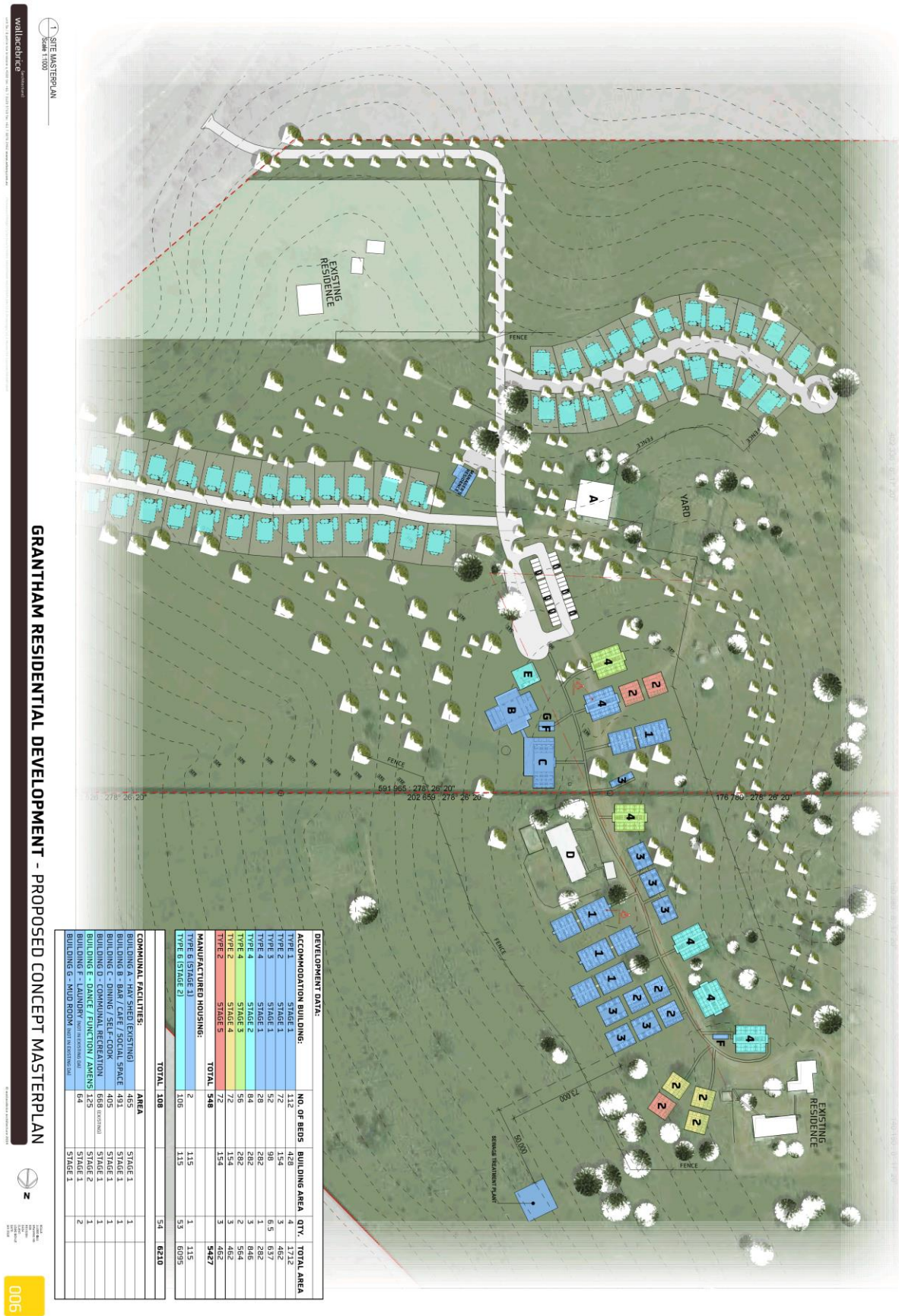


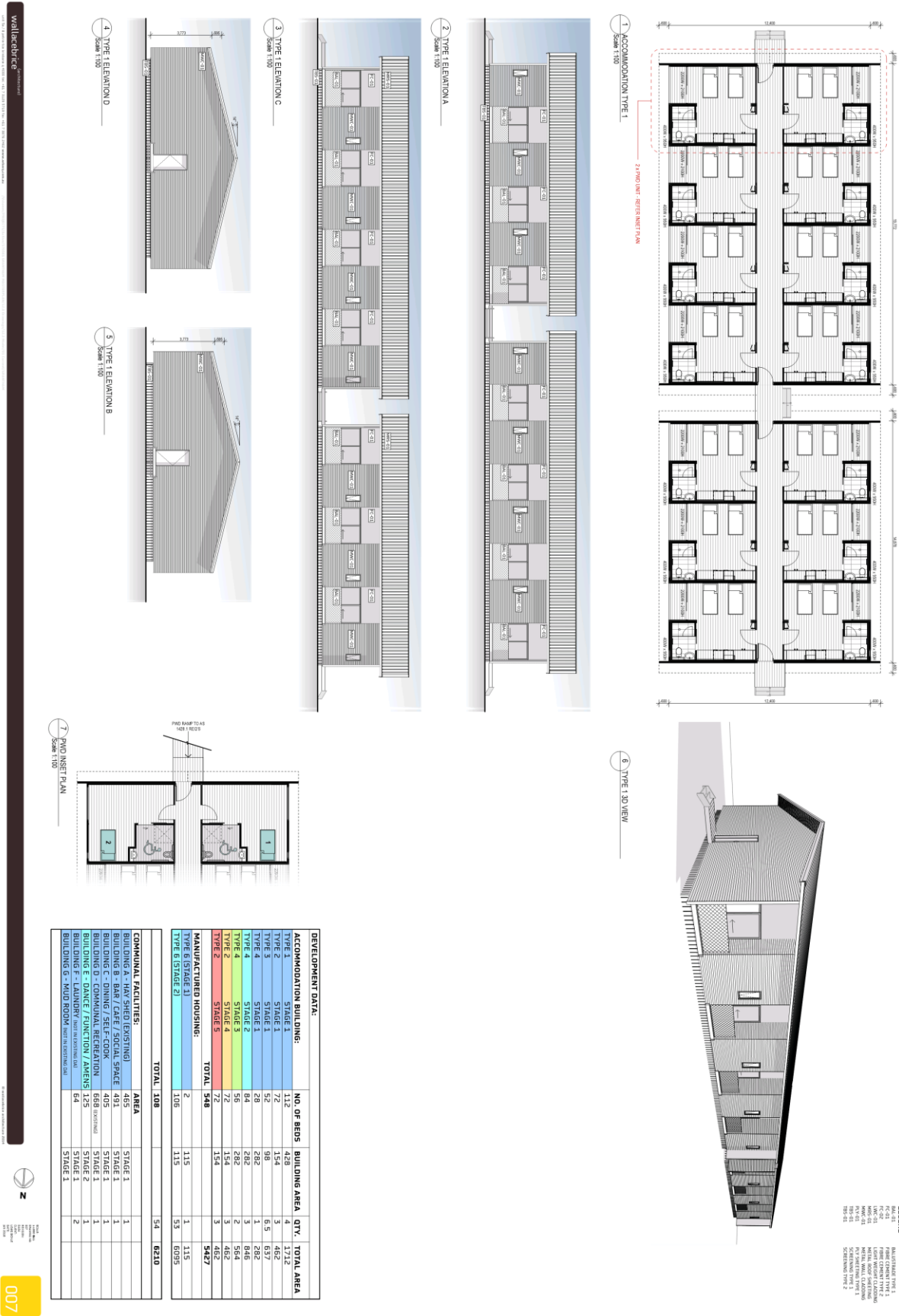






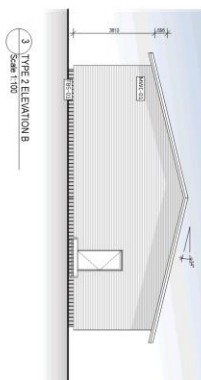




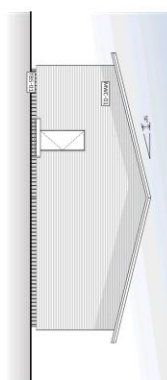




6 TYPE 2 3D VIEW



3 TYPE 2 ELEVATION B  
Scale 1:100



5 TYPE 2 ELEVATION D  
Scale 1:100

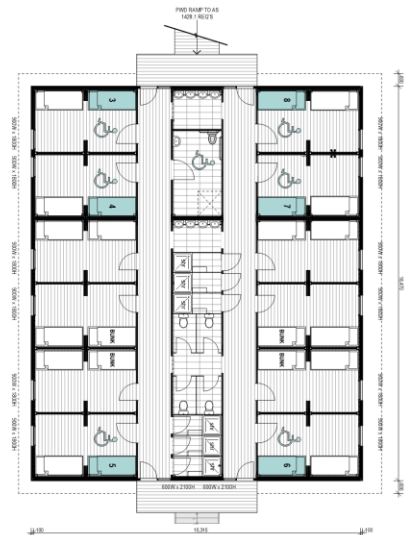
DEVELOPMENT DATA:		NO. OF BEDS		BUILDING AREA		QTY.		TOTAL AREA	
ACCOMMODATION BUILDING:									
TYPE 1	STAGE 1	112	428	4	1712				
TYPE 2	STAGE 1	72	154	3	462				
TYPE 3	STAGE 1	108	252	5	630				
TYPE 4	STAGE 1	26	58	1	146				
TYPE 4	STAGE 2	84	292	3	846				
TYPE 4	STAGE 3	56	262	2	564				
TYPE 2	STAGE 4	72	154	3	462				
TYPE 2	STAGE 5	72	154	3	462				
TOTAL		540		20	5462				
MANUFACTURED HOUSING:									
TYPE B (STAGE 1)		2	115	1	115				
TYPE B (STAGE 2)		106	115	53	6095				
TOTAL		108		54	6210				
COMMUNAL FACILITIES:									
AREA		STAGE 1		STAGE 1		STAGE 1		STAGE 1	
BUILDING A - HAIR SHEED (STAGE1)		455		1					
BUILDING B - BAR / CAFE / SOCIAL SPACE		491		1					
BUILDING C - DINING / SELF-COOK		405		1					
BUILDING D - KITCHEN / DINING		405		1					
BUILDING E - DANCE / FUNCTION / KITCHENS		125		1					
BUILDING F - LAUNDRY (WASH & DRYING UNIT)		64		1					
BUILDING G - MUD ROOM				2					

LEGEND	
DAI-01	DALSTRADO TYPE 1
FC-01	FIBRE CEMENT TYPE 1
FC-02	FIBRE CEMENT TYPE 2
LWC-01	LIGHT WEIGHT CLADDING
MCS-01	METAL ROOF SHEETING
MWC-01	METAL WALL CLADDING
PLV-01	PLV SHEETING TYPE 1
TDS-01	STRENGTHENING TYPE 1
TDS-02	STRENGTHENING TYPE 2

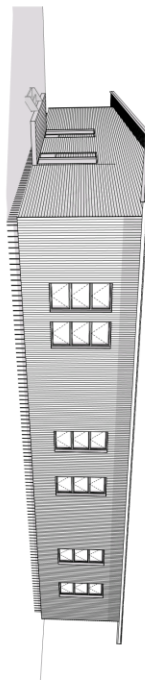




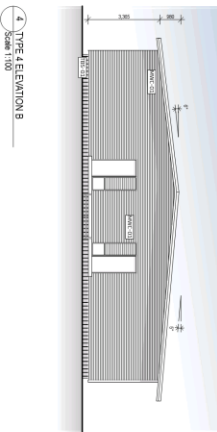
DEVELOPMENT DATA:						
ACCOMMODATION BUILDING:			NO. OF BEDS	BUILDING AREA	QTY.	TOTAL AREA
TYPE 1	STAGE 1	112	428	4	1,712	
TYPE 2	STAGE 1	72	154	3	462	
TYPE 3	STAGE 1	26	92	1	63	557
TYPE 4	STAGE 2	12	58	2	116	557
TYPE 5	STAGE 2	84	282	3	846	6
TYPE 4	STAGE 3	56	282	2	564	3
TYPE 2	STAGE 4	72	154	3	462	3
TYPE 2	STAGE 5	72	154	3	462	3
MANUFACTURED HOUSING:		548			5487	
TOTAL		548			5487	
TYPE 6 (STAGE 1)		2	115	1	115	
TYPE 6 (STAGE 2)		108	115	53	6095	
TOTAL		108		54	6210	
COMMUNAL FACILITIES:						
BUILDING A - HAIR SHEED (EXISTING)		AREAS				
BUILDING A - HAIR SHEED (EXISTING)	465	STAGE 1	1	1		
BUILDING B - BAR / CAFE / SOCIAL SPACE	491	STAGE 1	1	1		
BUILDING C - DINING / ZEL / ROOM	405	STAGE 1	1	1		
BUILDING D - KITCHEN / DINING	405	STAGE 1	1	1		
BUILDING E - LOBBY / FUNCTION / BARBERS	250	STAGE 2	1	1		
BUILDING F - LANDSCAPE / LAUNDRY / STORAGE	64	STAGE 1	2	2		
BUILDING G - AUTO ROOM		STAGE 1				



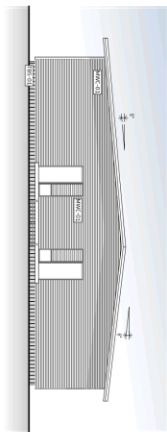
2 ACCOMMODATION TYPE 4 - PWD MODULE (STAGE 1)  
Scale 1:100



TYPE 4 3D VIEW



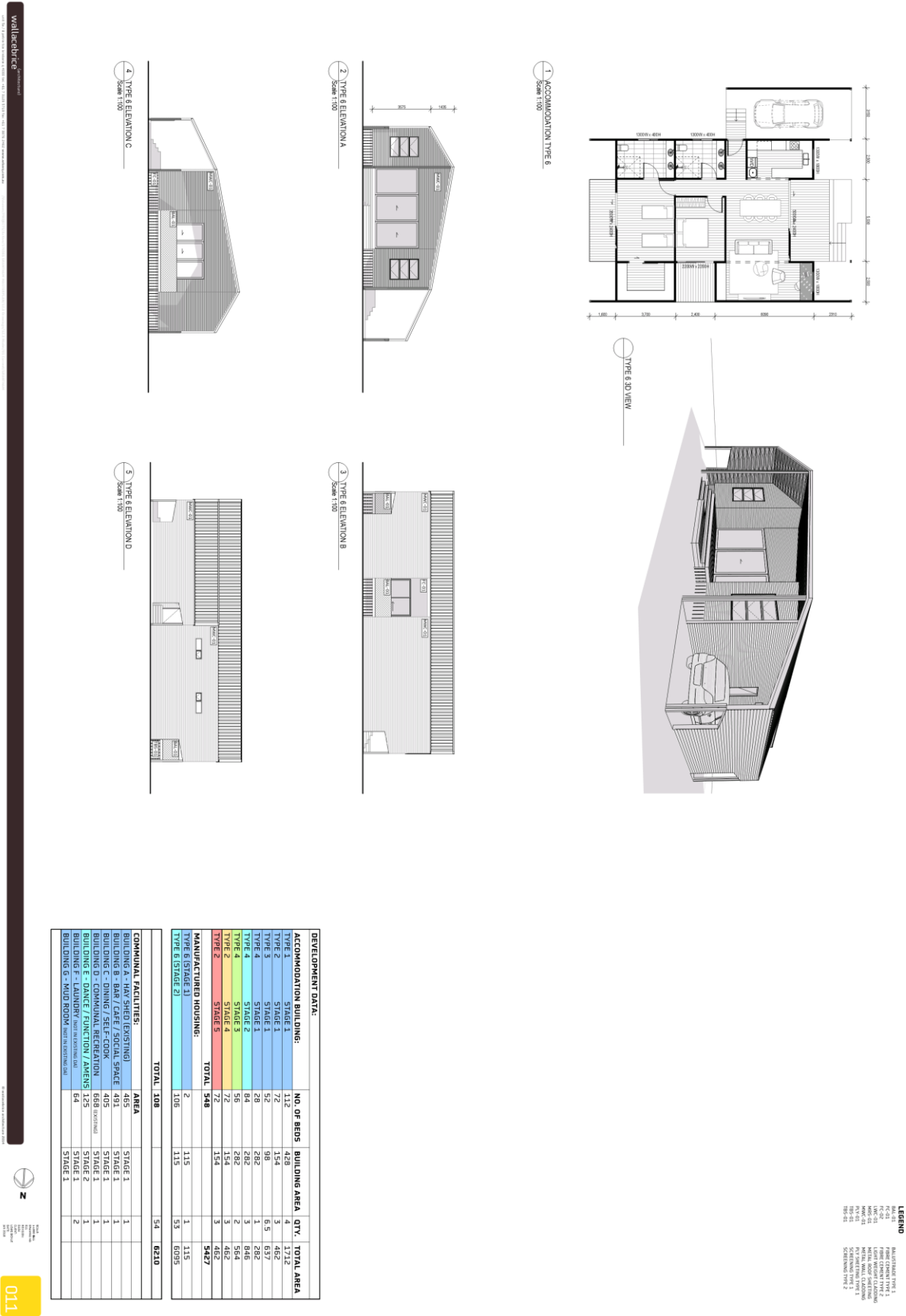
4 TYPE 4 ELEVATION B  
Scale 1:100



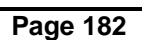
6 TYPE 4 ELEVATION D  
Scale 1:100

ACCOMMODATION DATA:		DEVELOPMENT DATA:				
ACCOMMODATION BUILDING:		NO. OF BEDS	BUILDING AREA	QTY.	TOTAL AREA	
TYPE 1	STAGE 1	112	428	4	1712	
TYPE 2	STAGE 1	72	154	3	462	
TYPE 3	STAGE 1	32	98	6	588	
TYPE 4	STAGE 2	84	182	3	546	
TYPE 4	STAGE 2	84	182	3	546	
TYPE 4	STAGE 3	56	282	2	564	
TYPE 4	STAGE 4	72	154	3	462	
TYPE 2	STAGE 5	72	154	3	462	
MANUFACTURED HOUSING:		548		9	942	
TOTAL		72	154	3	462	
TYPE 6 (STAGE 1)		2	115	1	115	
TYPE 6 (STAGE 2)		106	115	53	6095	
TOTAL		108		54	6210	
COMMUNAL FACILITIES:						
BUILDING A - HALL SHEED (EXISTING)		AREA				
BUILDING A - HALL SHEED (EXISTING)	455	STAGE 1	1			
BUILDING B - BAR / CAFE / SOCIAL SPACE	491	STAGE 1	1			
BUILDING C - DINING / SEAT - COOK	405	STAGE 1	1			
BUILDING D - CLOSET / FUNCTION / KITCHEN	125	STAGE 1	1			
BUILDING E - LAUNDRY / HALL / EXERCISE HALL	84	STAGE 2	1			
BUILDING F - MIXED ROOM	84	STAGE 1	2			
TOTAL						10

wallacebrice  
*(architecture)*







wallacefrance

100% COMPLETE

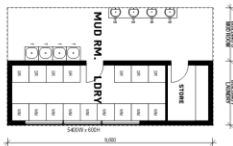
013

013

1 BUILDING D PLAN  
Scale 1:100

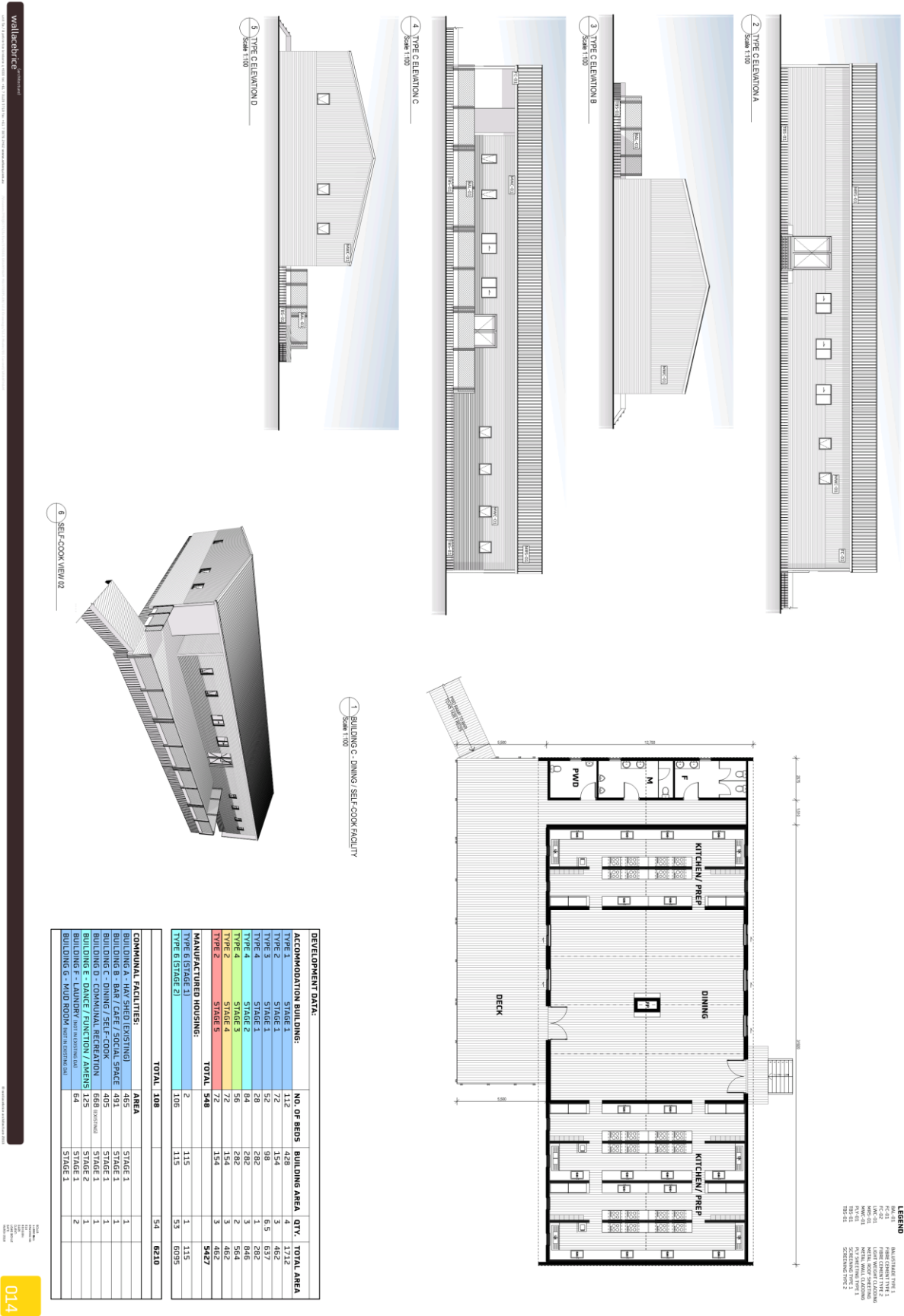


2 BUILDING F & G PLAN  
Scale 1:100



LEGEND  
MANUFACTURED TYPE 1  
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MANUFACTURED TYPE 99  
MANUFACTURED TYPE 100

DEVELOPMENT DATA				
ACCOMMODATION BUILDING:	NO. OF BEDS	BUILDING AREA	QTY.	TOTAL AREA
TYPE 1	1	115	1	115
TYPE 2	2	115	2	230
TYPE 3	3	115	3	345
TYPE 4	4	115	4	460
TYPE 5	5	115	5	575
TYPE 6	6	115	6	690
TYPE 7	7	115	7	805
TYPE 8	8	115	8	920
TYPE 9	9	115	9	1035
TYPE 10	10	115	10	1150
TYPE 11	11	115	11	1265
TYPE 12	12	115	12	1380
TYPE 13	13	115	13	1495
TYPE 14	14	115	14	1610
TYPE 15	15	115	15	1725
TYPE 16	16	115	16	1840
TYPE 17	17	115	17	1955
TYPE 18	18	115	18	2070
TYPE 19	19	115	19	2185
TYPE 20	20	115	20	2300
TYPE 21	21	115	21	2415
TYPE 22	22	115	22	2530
TYPE 23	23	115	23	2645
TYPE 24	24	115	24	2760
TYPE 25	25	115	25	2875
TYPE 26	26	115	26	2990
TYPE 27	27	115	27	3105
TYPE 28	28	115	28	3220
TYPE 29	29	115	29	3335
TYPE 30	30	115	30	3450
TYPE 31	31	115	31	3565
TYPE 32	32	115	32	3680
TYPE 33	33	115	33	3795
TYPE 34	34	115	34	3910
TYPE 35	35	115	35	4025
TYPE 36	36	115	36	4140
TYPE 37	37	115	37	4255
TYPE 38	38	115	38	4370
TYPE 39	39	115	39	4485
TYPE 40	40	115	40	4600
TYPE 41	41	115	41	4715
TYPE 42	42	115	42	4830
TYPE 43	43	115	43	4945
TYPE 44	44	115	44	5060
TYPE 45	45	115	45	5175
TYPE 46	46	115	46	5290
TYPE 47	47	115	47	5405
TYPE 48	48	115	48	5520
TYPE 49	49	115	49	5635
TYPE 50	50	115	50	5750
TYPE 51	51	115	51	5865
TYPE 52	52	115	52	5980
TYPE 53	53	115	53	6095
TYPE 54	54	115	54	6210
TYPE 55	55	115	55	6325
TYPE 56	56	115	56	6440
TYPE 57	57	115	57	6555
TYPE 58	58	115	58	6670
TYPE 59	59	115	59	6785
TYPE 60	60	115	60	6900
TYPE 61	61	115	61	7015
TYPE 62	62	115	62	7130
TYPE 63	63	115	63	7245
TYPE 64	64	115	64	7360
TYPE 65	65	115	65	7475
TYPE 66	66	115	66	7590
TYPE 67	67	115	67	7705
TYPE 68	68	115	68	7820
TYPE 69	69	115	69	7935
TYPE 70	70	115	70	8050
TYPE 71	71	115	71	8165
TYPE 72	72	115	72	8280
TYPE 73	73	115	73	8395
TYPE 74	74	115	74	8510
TYPE 75	75	115	75	8625
TYPE 76	76	115	76	8740
TYPE 77	77	115	77	8855
TYPE 78	78	115	78	8970
TYPE 79	79	115	79	9085
TYPE 80	80	115	80	9200
TYPE 81	81	115	81	9315
TYPE 82	82	115	82	9430
TYPE 83	83	115	83	9545
TYPE 84	84	115	84	9660
TYPE 85	85	115	85	9775
TYPE 86	86	115	86	9890
TYPE 87	87	115	87	10005
TYPE 88	88	115	88	10120
TYPE 89	89	115	89	10235
TYPE 90	90	115	90	10350
TYPE 91	91	115	91	10465
TYPE 92	92	115	92	10580
TYPE 93	93	115	93	10695
TYPE 94	94	115	94	10810
TYPE 95	95	115	95	10925
TYPE 96	96	115	96	11040
TYPE 97	97	115	97	11155
TYPE 98	98	115	98	11270
TYPE 99	99	115	99	11385
TYPE 100	100	115	100	11500
COMMUNAL FACILITIES:				
BUILDING A - HAV SHED (EXISTING)		485	1	485
BUILDING B - BAR / CAFE / SOCIAL SPACE		481	1	481
BUILDING C - COMMUNAL RECREATION		481	1	481
BUILDING D - COMMUNAL RECREATION		481	1	481
BUILDING E - DANCE / FUNCTION / ARENS		481	1	481
BUILDING F - LAUNDRY (HUT IN EXISTING SHED)		64	1	64
BUILDING G - MUD ROOM (HUT IN EXISTING SHED)		64	1	64
TOTAL 108		54	108	5410





**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

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Finance

As at 27 April, 91.14% of the second 2017/18 rates levy had been collected. This remains on par with the previous year. Recovery actions for those property owners who failed to pay by the due date are ongoing. The Sale of Land for Unpaid Rate auction is set for 4 May.

During the month, Council's external auditors sent through their interim report on the progress of the 2017/18 financial audit. No issues were identified by the audit team and they will return in June for the next phase of the audit.

Development of the 2018/19 Budget continues with the Executive Leadership Team completing their review and providing recommendations to Council for consideration during May. The budget process remains on track.

Customer Services

This section of the report breaks down April 2018 activity within the Customer Services Branch by service type.

*Service Requests*

Details of April customer service requests and recent trends in relation to same for the Customer Services Unit, Corporate and Community Services Group and Council are detailed in the attachments to this report.

*Councillor requests*

There were 15 new Councillor Requests in April 2018, with 44 Councillor requests remaining open at 30 April 2018.

*Telephones*

2,154 telephone calls attempted to connect with Council's telephone exchange in April 2018 with a service level 84.22% maintained.

During April Council's "call back" function had a significant decrease from 114 calls to 37. 31 live chats were also performed during the month.

*QGAP*

There were 549 QGAP transactions processed by Council during the month of April 2018.

**COMMUNITY FACILITIES AND SERVICES**

Facilities

*Gatton Administration Front Counter*

- Temporary counter installed and operational from Friday 4 May.
- Demolition of existing counter was completed on Saturday 5 May.

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

- Engineer assessment of the acoustic ceiling layout above the front counter on Tuesday 8 May.
- Upon receiving final engineer design, steel to be ordered for the suspended acoustic ceiling.
- All noisy works are scheduled for out of hours completion (drilling into concrete slab, etc.).
- Works are expected to go into early – mid June due to changes to the engineer's design of the suspended ceiling.

*Gatton Administration Fire Detection*

- Awaiting final completion by the Building Certifier.- this will require:
  - manual operating procedures for when the automatic door is switched off auto
  - Training procedures for after-hours staff in case of fire, because of door being on manual mode
  - Certification ID tags to be displayed on doors.

*Solar Planning*

- Roof safety system and caged ladder installed for the solar panels on Tuesday, 1 May.
- Solar panel installation started on Wednesday, 2 May to the roof area above the library.
- Works expected to take 10 days.

*Gatton Depot Facilities Shed*

- New shed is built and awaiting installation of fire extinguishers by 25 May.
- Building certifier inspection scheduled for 31 May

*Gatton Showground's Energy Reduction and Yellow Toilet Refurbishment*

- Peak Services have completed a lighting audit and currently investigating the potential to install solar on the curved structure of the roof.
- LED lighting retrofit throughout building on the Showgrounds/Sport Centre site and Solar installation is the focus of this project.
- Peak Services still on track to submit and review energy reduction report in June.

*Helidon Community Hall*

- External painting to all soffit and barge areas is complete.
- Bird nests (swallows & fairy martins) removed.
- Engaged a contractor – Proactive Solutions to install a 'bird slope' product to deter future bird nesting on this building.

*Withcott Toilet Block*

- Final design approved on 4 May.
- Contractor to meet with Council officers on Thursday, 10 May to review site levels.
- Install construction fence on or before 30 May with LVRC fence wrap
- Contractor to order toilet and shade structure with an 8 to 10 week lead time on toilet building.



**ORDINARY COUNCIL  
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- Site establishment and earthworks to start in June.

*Lockyer Valley Cultural Centre Tile Replacement*

- New cladding and building signage has been completed.
- Base flashing for the bottom of the panels to be installed by 18 May.
- Replace damaged floor tiles and Sikaflex gap between panels by 18 May.

*Lions Park Laidley Toilets*

- Estimate demolition to start at the end of May and construction to follow on from then.

Libraries

During April, 195 new members joined our service with 11,378 items being issued. Debt collection processes for outstanding items will commence in May 2018 in accordance with a previous Council resolution.

Childcare

Average occupancy rates for the month of April 2018 were Gatton 62% and Kensington Grove 56%.

**HEALTH, WASTE and REGULATORY SERVICES**

Waste

*Waste Reduction and Recycling Review*

- Contractor crushed concrete pile with crushed product being moved by IWS for use in rural roads.
- Legacy waste was identified outside of the licensed environmental authority at Laidley Waste Management site and a report has been prepared for the Department of Environment & Science.
- On 23 April 2018 a meeting was held between the Department of Environment & Science to discuss the draft legislated arrangements between the MRF operator & Local Government Sharing Arrangements for the Kerbside container refund scheme.
- Second meeting held with consultant regarding full cost pricing model development and community engagement strategy for the Waste Reduction and Recycling plan. The Otto Road site (disused Quarry) was inspected for use as a potential waste transfer station site in lieu of the Lockrose transfer Station.
- Preliminary discussions have commenced with a consultant and the Department of Environment and Science officers in respect to obtaining a single contemporary Environmental authority (licence) for Council.

Regulatory Services

A total of 315 Health, Waste and Regulatory Services related CRMs were received by Council during the month with 97 of these remaining open at month end.

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*Local Laws*

- Nine dog attacks were reported to Council during April 2018 with four (4) of these attacks being on people.
- During April there were zero (0) Proposed Regulated Dog Notices issued with a further 31 Warning Notices issued to animal owners by Local Laws Compliance Officers.
- The Dog Registration Survey was completed on 13 April 2018 with four (4) kennel permits approved, and four (4) Excess Animal (Dog) Permits applied for and approved. 7,472 dogs are now currently registered for the 2017/18 period. This is an increase of 977 dogs on the 2016/17 year.

**INFORMATION SERVICES**

Email Issues – 13 April 2018

In the early morning of Friday, 13 April, Council's Email servers suffered interruptions. The issue was determined to be our Cyber Security suite on Email servers. When the cyber security suite was disabled on the servers they stabilised. There were no logs or events from the security suite to indicate any issues.

Elements of the security suite have been enabled and we are continuing to work with the supplier to work through the issue. However, we are hesitant to re-enable the entire suite as we do not wish to impact email services again. Appropriate risk assessments have been made and considered as part of making this decision.

CCTV

- CTV signage for Gatton and Laidley CBD has been supplied to IWS for installation.

Skype For Business (SFB)

- On hold until telecommunications contract is awarded.

TechnologyOne

- CiA eRecruitment – Issue resolution from the last round of testing is complete. A new full test round is scheduled for 3 May 2018.
- CiA P&R Policy – Project required for public consultation of Council's Draft Planning Scheme. While this is part of CiA P&R, it is being implemented as a standalone module in order to achieve Planning Scheme consultation. Initial training and testing has commenced. This is an Early Adoption module so there is a higher risk in relation to software readiness.
- CiA Safety (including ESS) – Configuration complete and tested in Development environment. Additional development by BS required for electronic Hazard Inspection checklist, pending provision of information by WHS
- A TechnologyOne Project Manager has been assigned to the project. Meeting held to start work on a Project Strategy, Quality Plan and Project Plan. The Project Strategy and Quality Plan should be finalised and the Project Plan well underway by the end of May

ECM Upgrade

## ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

This project is now considered complete. The Business Process Automation element will be included in a future Technology One minor project when the opportunity arises.

### DISASTER MANAGEMENT

Disaster Management Officers and QFES EMC delivered QDMA training to Councillors and ELT. A presentation was also delivered on a major overseas disaster.

Recruitment will soon commence for the Lockyer Valley SES Local Controller position which is currently vacant and temporarily being filled by SES employee Michael Bauer. Honorary for the voluntary position has been increased.

#### Community Engagement

Disaster Management attended the Grantham Ladies' Group meeting and presented on Disaster Management, first-hand accounts of the 2011 flood were discussed.

Manager Disaster Management and Cr Holstein meet with a family in Laidley to discuss bushfire risk and mitigation. As a result, a meeting was held with Paul Storrs from RFSQ with the view to doing a multi-agency mitigation activity around the rail line in Laidley.

#### Planning

Three LDMP sub-plans have been drafted and will be tabled for endorsement at the May 3 LDMG meeting. The plans are; LDCC Operational Plan, Animal Management Plan and Environmental Health Plan.

The LDMG meeting agenda has been finalised – Cr Holstein will chair the meeting in Cr Milligan's absence.

### BUSINESS IMPROVEMENT COORDINATOR

#### Connected Council (progress groups focused on business unit-specific customer service process improvement)

- Waste; Parks, Gardens & Cemeteries; and Information Services have provided their first action plan report to the Executive Leadership Team.
- Local Laws (animal management) will commence action planning in May.
- Planning held a Form 19 process improvement workshop in mid-April and has formulated an action plan.
- Participant training in continuous improvement tools and techniques has been developed and will be scheduled for the second half of 2018.

#### Connected Council (whole-of-Council progress group focused on issues highlighted in the employee opinion survey)

- Second session was held on 2 May and focused on:
  - Finalising terms of reference
  - Ensuring every employee has a representative who will stay in contact with them, share information and seek their feedback
  - Prioritising issues to be addressed.

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PhoneFox (mystery shopper calls)

- The next PhoneFox survey has been held over until May 2018.

Voice of the Customer (in-depth customer survey)

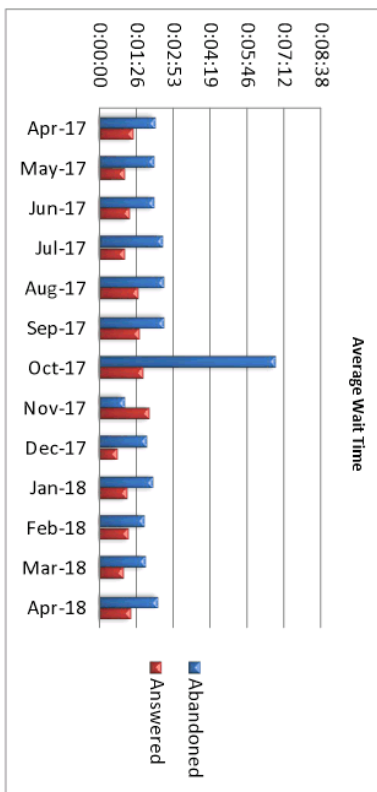
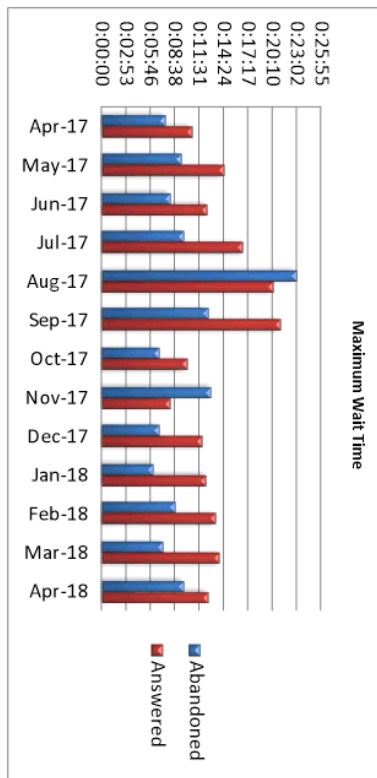
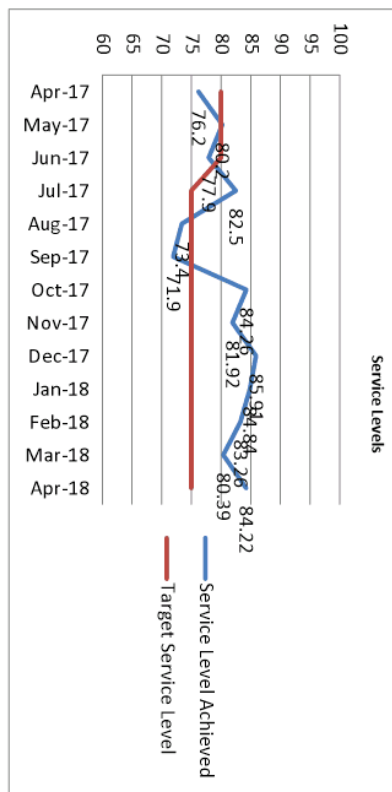
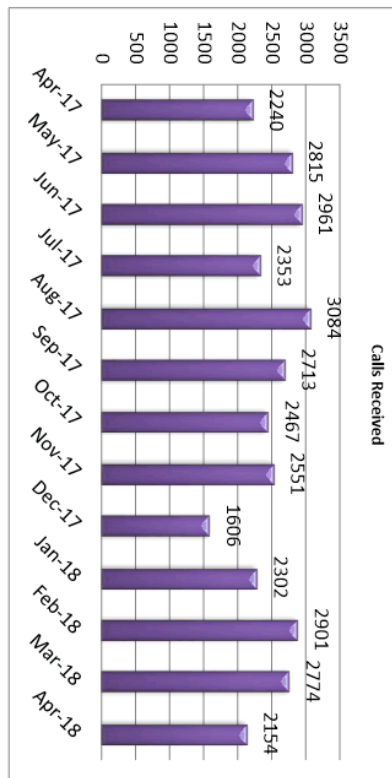
- The schedule up until June has been agreed.
- Building & Plumbing and Infrastructure Delivery/Infrastructure Planning & Design Voice of the Customer surveys have been completed. Action planning will commence in May.

**Attachments**

1 [View](#) Customer Service Monthly report - April 2018 5 Pages

Lockyer Valley Regional Council – Customer Service Monthly Statistics – April 2018

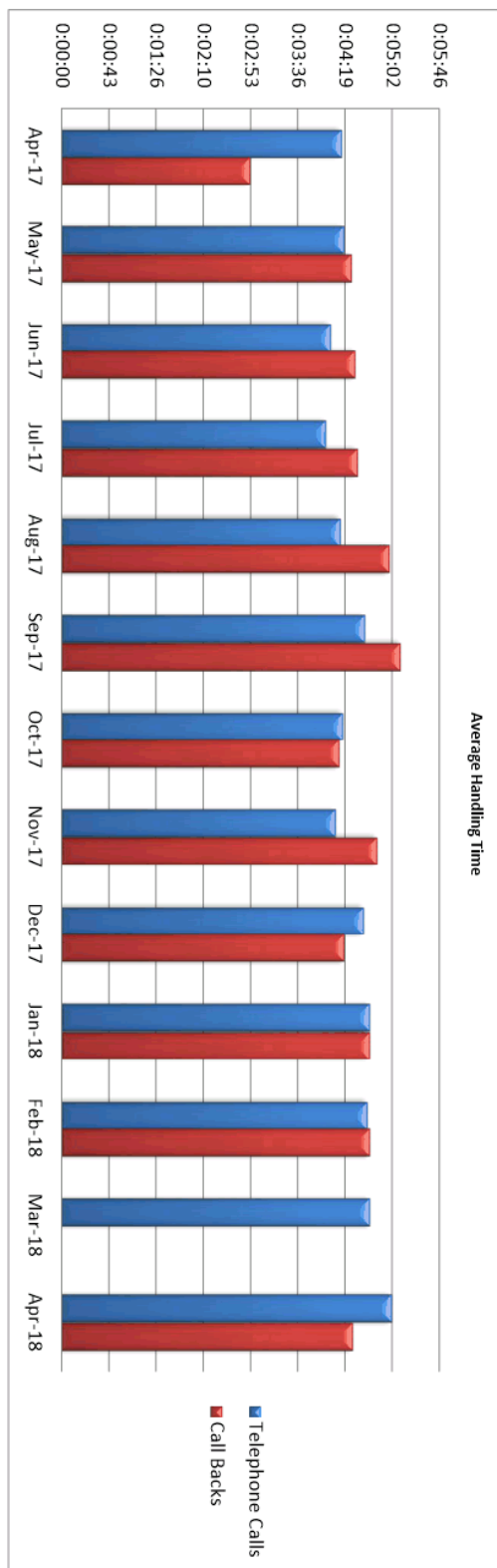
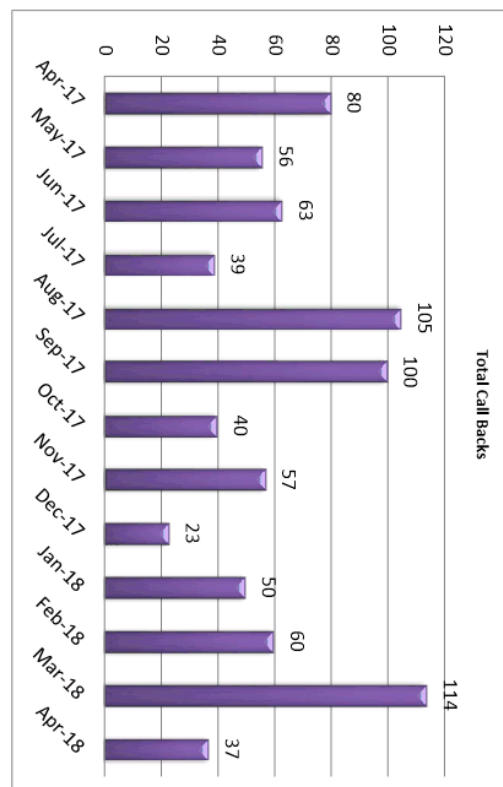
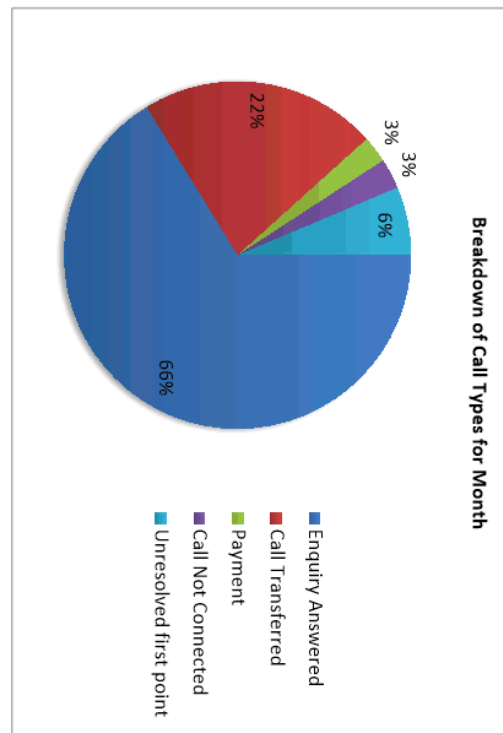
Telephone



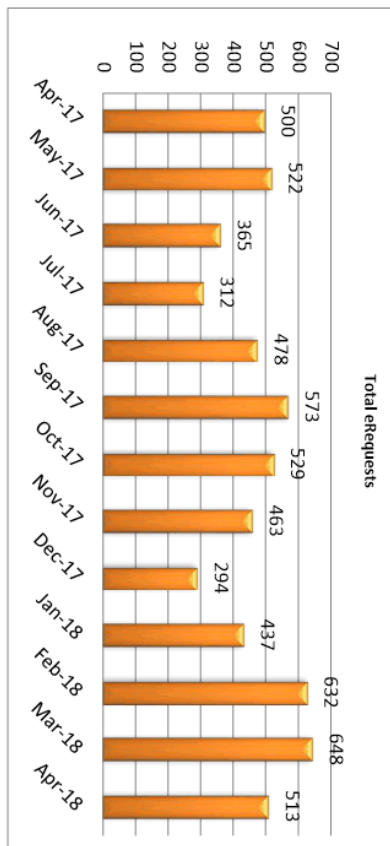
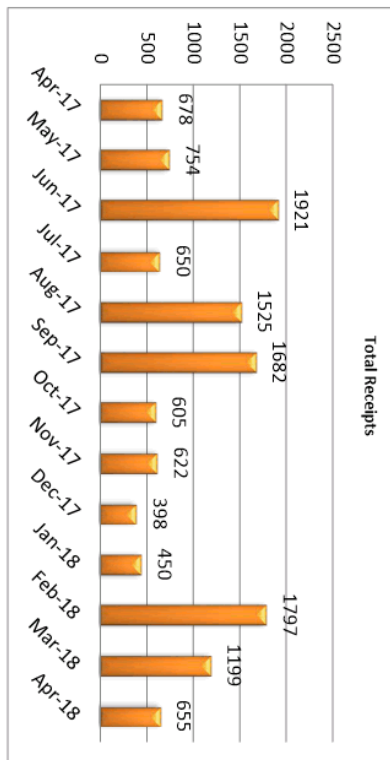
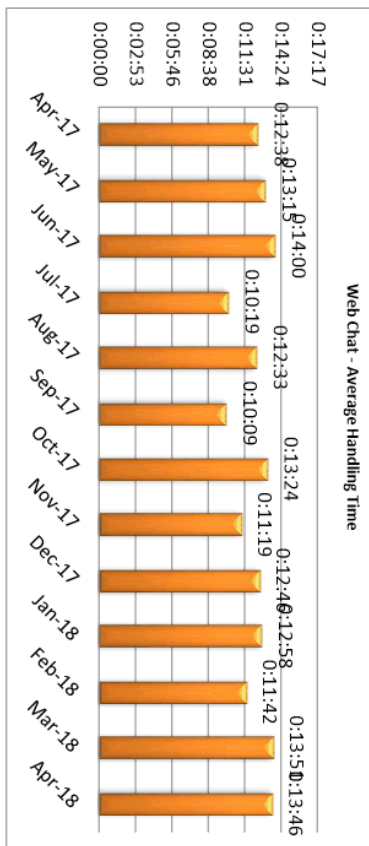
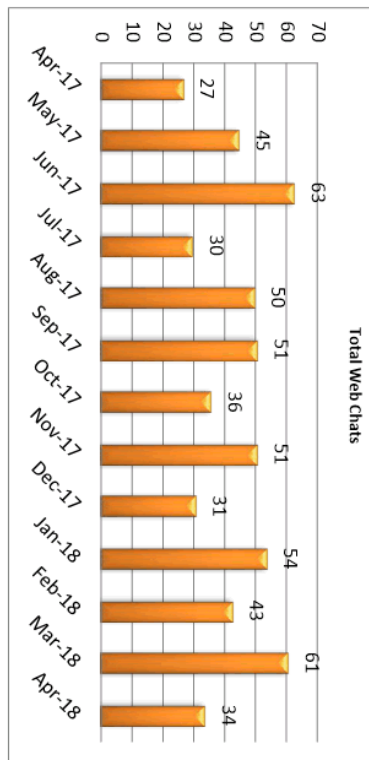
## QGAP Performance Report

Total time taken for all transactions	83.33hrs
Total number of transactions	549
Total average time for all transactions	9.11mins





## Live Chat, eRequests & Receipts

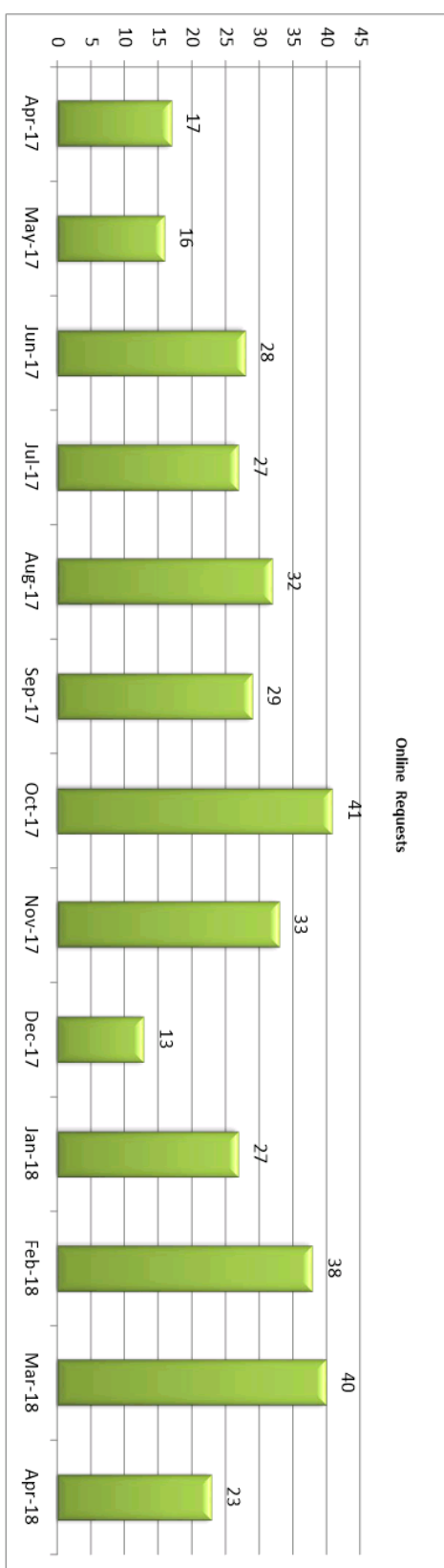


## Councillor Requests

Total Taken in March: 15

Total Requests Still Open: 44

## Online Requests





## Register of Cost Recovery & Commercial Fees & Charges 2018/19

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

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### 3. Report

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

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

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

Key items within the fees and charges for 2018/19 include:

- Child Care - Review undertaken to improve the revenue from the service with fees set as follows:
  - Gatton Child Care Centre
    - Daily rate has increased by \$10.00 per day to \$85.00.
    - Weekly rate increased by \$35.00 to \$400.00 per week.
    - Vacation care increase by \$12.00 to \$85.00 per day.
  - Kensington Grove Child Care Centre
    - Daily rate has increased by \$7.00 per day to \$80.00.
    - Weekly rate increased by \$10.00 to \$375.00 per week.
- Local Laws – most fees remain the same or with minor increases except for:
  - Overgrown Properties Compliance Notice has increased from \$160.00 to \$260.00.
  - Temporary Event Permit increased from \$50.00 to \$90.00 to reflect the cost of assessing the permit.
- Animal Control - Most animal related fees have increased in accordance with the adopted parameter to maintain their relativity to the costs incurred except for:
  - Regulated Dog – Declared Dangerous Dog/Menacing Dog increase from \$400.00 to \$440.00.
- Art Gallery – new fees for a split exhibition to allow for smaller artists to exhibit in conjunction with another artist or to allow for a more flexible use of the gallery space.
- Swimming pools – allowance of a pass out for the Lockyer Valley Sports and Aquatic Centre, introduction of a reduced fee for School Pupils attending the Laidley Pool as part of a school event which is \$1.25 per pupil. No other changes to 2018 fee levels at this time.
- Waste Charges – no change to domestic waste fixed fees for residents with other charges increasing by minor amounts to reflect changing costs. A full review of waste fees will be required following the completion of the full cost pricing project being undertaken in late 2018.

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- Planning & Development – fees have been comprehensively reviewed and benchmarked against other Councils with the majority of fees increasing by minor amounts to reflect changes in cost.
  - Due to changes in the legislation, terminology has been updated throughout, fees which are no longer applicable have been removed, and explanatory wording on similar fees have been updated to eliminate potential confusion over what charges are applicable.
  - Increases greater than the indicative parameter include:
    - Dwelling House (Code or Impact) – now consistent for the same type of applications across different components of the planning scheme with an increase of \$370.00 to \$1,640.00.
    - Dual Occupancy / Duplex – now consistent for the same type of application. Code application increased so it aligns with Multiple Dwelling and Accommodation Unit charges, while the Impact fee has decreased.
    - Gatton Telecommunications Facility (Code) & Laidley Public Infrastructure (Code) – Benchmarked and increased from \$3,185.00 to \$5,000.00
    - Extension to Relevant Period – Benchmarked and increased from \$795.00 to \$1,400.00.
    - Subdivision Base fee - Benchmarked and increased from \$2,120.00 to \$2,300.00.
- Cemeteries – minor increases to reflect the change in costs. Exemption provided for the application fee for modifications to War Graves.
- Pest Management – herbicide subsidy to remain at 50% of cost with new weed types added for Water Lettuce, Savinia and Honey Locust. New fees for loan equipment including:
  - Bonds for additional equipment types
  - Fees for loss or damage of items
  - Fees for non-show and after hours trouble shooting
  - Fees for delivery/collection of equipment
  - Fees for cleaning, refuelling, and flushing equipment

In the 2018/19 financial year, fees and charges are expected to produce approximately \$4.8 million in operating revenue. This is slightly more than the amount budgeted for the 2017/2018 financial year and reflects the expectations of the Managers responsible for setting fees and estimating associated revenue.

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

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

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

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



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

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

Council may change its fees and charges at any time by resolution.

**5. Financial and Resource Implications**

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

The parameter used is an indicative 3%; however, fees and charges in some instances have been set so as to achieve Council's requirement to have business units generate sufficient income during the year to cover their respective operating costs plus a return on capital. Other adjustments to the fee amount may be the result of changing costs or service levels or where fees have been combined or abolished.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The proposed fees and charges contained in the attachments have been reviewed by relevant Executive Managers and Unit Managers. Where appropriate they have also been benchmarked against other Local Governments and in some cases have been subject to consultation with external stakeholders.

Once adopted by Council, the revised fees and charges will be incorporated into the communication strategy associated with the 2018/19 Budget.

**8. Conclusion**

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

**9. Action/s**

1. Adoption of the attached fees and charges and inclusion in the Register.
2. Communication of the revised fees and charges to all relevant stakeholders, both internal and external, together with the date of effect.
3. Publication of the Register on Council's website from 1 July 2018.
4. Inclusion in the Budget Communication strategy.

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**Attachments**

1 [View](#) Register of Fees and Charges 2018/2019 88 Pages

DRAFT

Fees & Charges

Lockyer Valley Regional Council

Effective from 1 July 2018

DRAFT

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Name	Year 18/19 Fee (incl. GST)	GST
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## Lockyer Valley Regional Council

### 1 – Cost Recovery Fees & Charges

#### 1.1 – Animal Management – Impounding

Fees payable to effect the release of animals may include: Impound Fees, After-Hours Impounding Fee, Daily Maintenance Fee, Transport Fee, Advertising Costs, and NLIS tagging (National Livestock Identification Scheme) (as applicable).

A dog owner shall also be required to pay any applicable dog registration for a dog to be released.

An infringement notice (on-the-spot fine) may be issued in addition to the applicable fees. The recipient of an Infringement Notice has 28 days from the date of issue of the Notice to choose a response option as detailed on the rear of the Notice. Should no response be received by Council, the Infringement Notice will be referred to the State Penalties Enforcement Register (SPER) for their follow up as an unpaid infringement. Additional fees and charges will then be imposed by SPER against the recipient of the Notice should this occur.

##### 1.1.1 – Impounding Fees (Livestock & Poultry)

###### Large Animals

Horses (other than Stallions) & Cattle (other than Bulls)	\$155.00	N
Stallion or Bull	\$220.00	N

###### Small Animals

Sheep, Goats & Swine	\$44.00	N
Poultry	\$10.00	N

###### Transport Fees – Stock

Transport by Private Carrier	At cost	N
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###### Large Animals

Horses & Cattle – Minimum Charge (per load)	\$150.00	N
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###### Small Animals

Sheep, Goats & Swine – Minimum Charge (per load)	\$77.00	N
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###### NLIS Tagging (National Livestock Identification Scheme)

NLIS Tag and Administration Fee	\$67.00	Y
Per animal.		

###### After Hours Fee – Stock

After Hours Fee	\$145.00	N
In addition to other applicable fees.		

Name	Year 18/19 Fee (incl. GST)	GST
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#### Daily Maintenance Fee – Care and Upkeep of Impounded Stock

Where animals are hand fed, the actual cost of hand feeding shall be added.

Horses & Cattle	\$40.00	N
Sheep, Goats & Swine	\$20.00	N

#### Advertising Impounding Notice

Fee	At Cost	N
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### 1.1.2 – Impounding Fees (Dogs and Cats)

First & Second Impound (in Financial Year) Release Fee – Registered Dog	If all applicable conditions are met – Free	N
1st and 2nd Release of a currently registered impounded dog that during the current financial year has no history of being previously impounded or the owner has received an Infringement or Notice for any animal that they own, the dog will be released to the owner on payment of the applicable daily maintenance charges only (with no impounding fee or after-hours fee being applicable)		
Impound Release Fee for all impounded dogs (if the criteria above is not met), and all impounded cats	\$110.00	N
The owner shall also be required to pay any applicable registration fee and/or other fees before the dog or cat is able to be released.		

#### Sustenance Rates Per Day or Part Thereof

Dogs & Cats	\$25.00	N
The owner shall also be required to pay any applicable registration fee and/or other fees before a dog is able to be released.		

#### After Hours Fees – Cats & Dogs

After Hours Fees – Cats & Dogs	\$150.00	N
In addition to any other applicable fee.		

### 1.1.3 – Hire of Dog or Cat Traps

Trap Hire (max. 10 days) – Pick up / Returned by Resident	Free	N
Trap Hire (max. 10 days) – Delivered / Returned by Council	\$38.00	Y
Fee to be paid prior to delivery.		
Non Return of Trap after expiry of Hire Period	\$10.00	Y
Per day for 1 to > 30 days.		
Replacement Trap Fee	\$200.00	Y
30 days after the hire period has expired, the trap will be deemed lost & hirer will be responsible for replacement of trap.		



Name	Year 18/19 Fee (incl. GST)	GST
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### 1.1.4 – Surrender of Animal

Surrender of a Dog to Council by its owner for disposal	\$25.00	N
<p>Should the owner be unable / not wanting to keep the cat for any reason. The fee is per animal and the animal is to be delivered the Council Pound by its owner unless Council agrees otherwise</p> <p>The method of disposal will be in accordance with Councils Local Laws. Council may at its discretion AND should the acceptance of the animal be of the benefit to the community waive the surrender fee.</p>		
Surrender of a Cat to Council by its owner for disposal	\$25.00	N
<p>Should the owner be unable / not wanting to keep the cat for any reason. The fee is per animal and the animal is to be delivered the Council Pound by its owner unless Council agrees otherwise</p> <p>The method of disposal will be in accordance with Councils Local Laws. Council may at its discretion AND should the acceptance of the animal be of the benefit to the community waive the surrender fee.</p>		
Surrender of Livestock to Council by its owner for disposal	\$50.00	N
<p>Should the owner be unable / not wanting to keep the animal for any reason. The fee is per animal and the animal is to be delivered the Council Pound by its owner unless Council agrees otherwise</p> <p>The method of disposal will be in accordance with Councils Local Laws. Council may at its discretion AND should the acceptance of the animal be of the benefit to the community waive the surrender fee.</p>		
Surrender of Poultry to Council by its owner for disposal	\$10.00	N
<p>should the owner be unable / not wanting to keep the poultry for any reason. The fee is per animal and the poultry is to be delivered the Council Pound by its owner unless Council agrees otherwise</p> <p>The method of disposal will be in accordance with Councils Local Laws. Council may at its discretion AND should the acceptance of the poultry be of the benefit to the community waive the surrender fee</p>		

## 1.2 – Animal Management – Registration & Permits

All registrations are for a year or part thereof.

Registration/permit/licence period is 1 July to 30 June unless stated otherwise.

A Veterinarian's Certificate, Statutory Declaration and/or a tattooed ear symbol only will be accepted evidence that a dog has been desexed.

Pension rates only applicable to the holders of Old Age, 100% Disability, or War Veteran (Gold Card) Pension Cards.

### 1.2.1 – Dog Registration (New Registration & Registration Renewal)

Note 1 – Regulated Dogs (Declared Dangerous/Menacing Dogs) – Dogs that are declared Regulated Dogs are required to be registered as Regulated Dogs. If a currently registered dog is declared a Regulated Dog, for the balance of that registration period, the dog's owner will only be liable for the difference in fees between that already paid and the registration fee applicable for a Regulated Dog. No pro-rata fees are made available for Regulated Dogs.

Note 2 – An owner of a dog must register the dog within 14 days after starting to keep the dog.

Name	Year 18/19 Fee (incl. GST)	GST
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#### Dog Registration

Entire Dog	\$125.00	N
Dogs under 6 months of age & not desexed being registered for the first time with LVRC	\$50.00	N
Desexed Dog	\$45.00	N
Regulated Dog – Declared Dangerous Dog/Menacing Dog. Refer to Note 1	\$440.00	N
Each Dog at a Licensed Kennels	\$14.00	N
Registration Renewal Late Fee	\$25.00	N
Fee is applicable where a dogs registration is not renewed by the expiry of the Dog Registration Renewal Period.		
Pro-Rata for New Registration	1 April to 30 June – 25% of New Dog Registration	N
Does not include Regulated Dogs – Refer to Note 1, and does not apply if the owner has had the dog for more than 14 days – Refer to Note 2.		

#### Dog Registration – Pensioner Owners

Entire Dog	\$77.00	N
Dogs under 6 months of age & being registered for first time with LVRC	\$40.00	N
Desexed Dog	\$30.00	N
Registration Renewal Late Fee	\$25.00	N
Fee is applicable where a dogs registration is not renewed by the expiry of the Dog Registration Renewal Period.		
Regulated Dog – Declared Dangerous Dog/ Menacing Dog	No discount (refer to Regulated Dog – Note 1 above)	N
Pro-Rata for New Registration	1 April to 30 June – 25% of New Dog Registration	N
Does not include Regulated Dogs – Refer to Note 1, and does not apply if the owner has had the dog for more than 14 days – Refer to Note 2.		

#### Accredited Assistance Dogs

Includes Guide Dogs, Hearing Dogs and any other accredited Assistance Dogs.

Handler of dog must hold current "Handler's Identity Card" issued by the Department of Communities, Child Safety & Disability Services for an assistance dog; and the dog is certified as an assistance dog.

Dogs can be registered and issued with a registration tag.

First tag	Free	N
Replacement tags cost as per replacement tag price	\$12.00	N

#### Approved Farm Working Dogs

Farm working dogs meeting the criteria specified by the Animal Management (Cats & Dog) Act 2008, i.e. Dog kept on rural land by an owner who is a primary producer or a person engaged or employed by a primary producer.

Dog can be registered and issued with a registration tag.

First tag	Free	N
Replacement tags cost as per replacement tag price	\$12.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### Deceased Dogs – Registration Refund or Replacement Registration

**Proof of Deceased Dog** – The owner must provide adequate proof such as a euthanasia certificate, letter issued by a vet, or statutory declaration.

Replacement Dog Registration	Reduced Registration Fee for a replacement dog	N
The balance of remaining registration for a deceased dog may be transferred to a replacement dog for the remainder of the current registration period on 'Proof of the Deceased Dog' being provided to Council AND payment of the LVRC Tag Issue Fee. Registration transfer will not be given where registration has been refunded or owner no longer owns the dog or 'Proof of the Deceased Dog' is unable to be provided. Registration Transfer can only be effected to new animals owned by the original animal's owner.		
Registration Refund	Partial refund subject to meeting certain conditions	N
A refund of 25% of the Dog Registration may be given in the current financial year, if the owner of the dog submits the Refund Application to Council between 1 July and 31 March and 'Proof of a Deceased Dog' is provided. A refund is not available from 1 April to 30 June and not available if a Reduced Registration Fee is applied to a replacement dog.		

#### Reciprocal Registration

Where a dog is currently registered with another Local Government within Australia & proof of the currency of that registration is provided to LVRC, that dog will be registered at no charge (except for a tag issue charge) for the remainder of the current registration period.

A dog that is only registered on a Micro-Chip Database is not considered to be a registered animal & does not qualify for a Reciprocal Registration.

LVRC Reciprocal Registration	\$12.00	N
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#### Replacement Registration Tag

First Replacement (per registration year)	Free	N
LVRC Tag Issue Fee	\$12.00	N

### 1.2.2 – Animal Permits & Licences

#### Permit to Keep Excess Animals

Application Fee for a Permit to Keep Excess Animals	\$325.00	N
If permit approved then an initial Permit Fee is to be paid.		
Annual Renewal Permit Fee	\$115.00	N

#### Kennel/Cattery Licences

##### New Application for Design & Assessment

Application Fee for approval to establish/operate a Kennel/Cattery	\$565.00	N
The fee includes assessment, inspection and issue of licence. Application, plans & fee must be lodged, & plan approval given prior to any construction or prior to any business operations. Pre-lodgement meetings are recommended.		

##### Licence Renewal

Licence Renewal Fee	\$285.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
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### 1.2.3 – Internal Review Applications

Internal Review Application – Other Animal Matters	\$75.00	N
Fee to be refunded if the appeal is successful.		
Internal Review Applications – Regulated Dog Matters	\$101.00	N
Fee to be refunded if the appeal is successful.		

## 1.3 – Health & Regulatory Services

### 1.3.1 – Commercial Use of Local Government Controlled Areas & State/Local Roads

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

If the activity involves the selling of food then a separate Food Licence is also required.

In addition, separate fees are required to be paid for such permit/licence.

#### Design Assessment

Amendment of Commercial Use of Local Government Control Areas & Roads Permit	\$180.00	N
Transfer of Commercial Use of Local Government Control Areas & Roads Permit	\$180.00	N
Design Assessment	\$210.00	N

#### Permit Fee

Stationary Roadside Vending not associated with an adjoining commercial/rural operation (e.g. pie/seafood/fruit & vege sales at specific location)	\$1,600.00	N
Stationary Roadside Vending associated with adjoining commercial business (e.g. shop using footpath to display or sell goods/wares)	\$60.00	N
Stationary Roadside Vending – Farmers associated with growing & selling fruit & vegetables produced solely from the land adjoining the roadside location. Such operations require an initial assessment approval & a permit	Nil	N
Mobile Roadside Vending (e.g. mobile ice-cream van)	\$1,600.00	N
Footpath Dining	\$100.00	N
Markets (with the main purpose to sell goods/services for profit/gain which can involve having a number of stalls/rides/displays, operated by either single or multiple operators)	\$10.00	N
Markets/Fairs/Public activities with the main purpose to fund raise (not for profit) or promote, e.g. display of goods, street parade, ceremonies, fund raising, cake stalls, information booths, etc. includes when operated by a not for profit organisation having a number of stalls/rides/displays operated by either single or multiple operators as part of the event are administered under Subordinate Local Laws 1.12 or 1.14 (see 1.3.6 or 1.3.7 below).		
Per event in a 12 month period (e.g. weekly (52) or monthly (12)).		

### 1.3.2 – Signs & Advertisements

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Design Assessment of Sign & Advertising Device or Alteration to Existing Signs	\$210.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
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#### Permit Fee

Roadside Signs – 0 to 5m2	\$150.00	N
Roadside Signs – 5 to 20m2	\$290.00	N
Roadside Signs – Over 20m2	\$445.00	N
Signs advertising local businesses	\$82.00	N
Community Signs (application with documentation of community promotion with nil fee)	Nil	N

### 1.3.3 – Shared Facility Accommodation (e.g. Backpackers/Hostels)

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Amendment of Shared Facility Accommodation Permit	\$180.00	N
Design assessment of Accommodation with Shared Facilities for new premises or alteration to existing Accommodation with shared facilities includes shared bedroom/dormitory, bathroom, showers & toilets	\$360.00	N

#### Permit Fee

New/Annual Permit Fee for Shared Facility Accommodation 1-15 bedrooms	\$200.00	N
New/Annual Permit Fee for Shared Facility Accommodation 15-50 Bedrooms	\$390.00	N
New/Annual Permit Fee for Shared Facility Accommodation 50 & over bedrooms	\$520.00	N

#### Transfer

Transfer of Rental Accommodation With Shared Facilities Permit	\$180.00	N
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### 1.3.4 – Temporary Homes

Temporary Homes – Application Fees	\$300.00	N
Temporary Homes – Renewal 6 Months	\$180.00	N

### 1.3.5 – Caravan Parks & Camping Grounds

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Amendment of Caravan Parks & Camping Grounds Permit	\$180.00	N
Design Assessment – Caravan Parks & Camping Grounds	\$360.00	N

#### Permit Fee

New/Annual fee for Camping Ground Permit	\$8.00	N
Per approved developed camping site.		
New/Annual fee for Caravan Park Permit	\$10.00	N
Per approved developed caravan site.		



Name	Year 18/19 Fee (incl. GST)	GST
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#### Transfer

Transfer Caravan Park Permit or Camping Ground Permit	\$180.00	N
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### 1.3.6 – Temporary Entertainment Events (Subordinate Local Law No. 1.12)

Prior to the commencement of the event, an application for Temporary Entertainment Event Permit must be lodged & fee paid, at least 7 days prior to the event). Pre-lodgement meeting are recommended.

Amendment of Temporary Entertainment Events Permit	\$180.00	N
Transfer of Temporary Entertainment Events Permit	\$180.00	N
Temporary Entertainment Event – Assessment Fee	\$210.00	N
Temporary Entertainment Event – Permit	\$90.00	N
Per event (within 12 months) held on Local Government controlled areas; & State/Local Government controlled roads.		

### 1.3.7 – Regulated Activities on Local Government Controlled Areas and Roads (Subordinate Local Law No 1.14)

Assessment of Regulated Activities Permit – Prior to the commencement of the event, an application for Temporary Entertainment Event Permit must be lodged & fee paid, at least 7 days prior to the event. Pre-lodgement meeting are recommended.

#### Design Assessment & Permit Fee

Public activity not being used for profit, e.g. display of goods, street parade, ceremonies, etc	\$50.00	N
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### 1.3.8 – Food Act 2006

Amendment of Food Business Licence	\$180.00	N
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#### Fixed Food Premises

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Fixed Food Premises – Design Assessment Fee	\$360.00	N
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#### Licence Fee

#### Low Risk Premises

Bed & Breakfast or Home stay (that only serve to occupants) & Motels breakfast only.

New Licence Fee/Renewal	\$205.00	N
Bed & Breakfast or Home stay (that only serve to occupants) & Motels breakfast only.		



Name	Year 18/19 Fee (incl. GST)	GST
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#### Higher Risk Premises

Food manufacture, café/restaurant, takeaway food bar, caterer (on-site & off-site including childcare centre, hospital kitchen & nursing home).

New Licence Fee/Renewal -Category 1	\$390.00	N
Premises with a single customer service area & food preparation area.		
New Licence Fee/Renewal – Category 2	\$520.00	N
Premises with more than one customer service area or food preparation area and any food manufacturer.		

#### Mobile Food Premises

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Mobile Food Premises – Design Assessment Fee	\$360.00	N
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#### Licence Fee

New Licence Fee/Renewal – Mobile Food Vehicle	\$520.00	N
New Licence Fee/Renewal – Local Water Carrier	\$275.00	N

#### Temporary Food Business

1 day event	\$65.00	N
2-9 days (consecutive)	\$130.00	N
Annual Licence (e.g. monthly markets at nominated locations)	\$215.00	N

#### Food Safety Programs

Food Safety Program Accreditation with 3rd Party Advice	\$400.00	N
Food Safety Program Approval	\$520.00	N
First 5 hours (desk top audit inspection & report) then charged at hourly rate.		
Food Safety Audit	\$400.00	N
First 5 hours (audit & report) then charged at an hourly rate.		
Food Safety Program Amendment	\$260.00	N

### 1.3.9 – Public Health (Infection Control for Personal Appearance Services) Act 2003

Application, plans and fees must be lodged, and plan approval given prior to any construction (and permit issued prior to any business operations). Pre-lodgement meetings are recommended.

#### Design Assessment

Higher Risk Personal Appearance Service – Design Assessment Fee	\$400.00	N
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#### Licence Fee

New Licence Fee/Renewal – Higher Risk Personal Appearance Services	\$360.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
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#### Transfer

Transfer of Higher Risk Personal Appearance Service Licence	\$180.00	N
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#### Amendment

Amendment of a Higher Risk Personal Appearance Services Licence which involves refurbishment of the premises	\$180.00	N
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### 1.3.10 – Miscellaneous

#### Inspection Fee

Inspection Fee Per Hour (1 hour minimum) relating to Public Health (Infection Control for Personal Appearance Services) Act 2003; Food Act 2006; Environmental Protection Act 1994; Relevant Local Law.	\$180.00	N
Additional Fee Per Hour (1hr minimum) relating to design assessment meeting where plans require drafting by Council to meet compliance with legislation.	\$180.00	N

#### Health Searches

Compliance Search Compliance Search includes inspection & report for licences/permits etc pursuant to Public Health (Infection Control for Personal Appearance Services) Act 2003, Food Act 2006, Environmental Protection Act 2006 & relevant Local Laws.	\$400.00	N
Record (File) Search Only	\$180.00	N

#### Licensing/Permits Discounts/Pro-rata Fees

Registered charitable organisations, churches, non-profit organisations may receive 50% refund/discount from the prescribed fee subject to production of appropriate verification.

Pro-rata fees will apply upon a new application, relating to the annual licence/permit fee only, when the application is made within 6 months from the renewal date. This does not apply to the design assessment or other fees.

Within 6 months from the renewal date	25% Discount	N
Within 3 months from the renewal date	50% Discount	N
All Licenses/Permits not paid by due date will attract a late fee	\$100.00	N

#### Compliance Notices

Overgrown Properties Compliance Notice Administration costs for failure to comply with first compliance notice.	\$260.00	Y
Contracting Costs In addition to any Compliance Notices.	At Cost	Y

#### Seized & Impounded Items

Removal, Storage and Administration Costs Costs associated with the removal, storage & administration of such items as unregistered abandoned vehicles, shopping trolleys, abandoned goods, illegal other materials or things (relating to Local Laws or State Legislation).	At Cost	N
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Name	Year 18/19 Fee (incl. GST)	GST
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#### Refunds

If a Design Assessment & Licence/ Permit fees are paid & the approval is not given or the application is withdrawn prior to the approval, the applicable licence/permit fee only may be refunded Note design assessment fee is retained. All requests for refunds must be writing.	Applicable Fee with Conditions	N
If the activity only requires a licence/ permit & subsequently the approval is not given or the application withdrawn prior to approval 50% of the applicable fee paid may be refunded All requests for refunds must be writing.	Applicable Fee with Conditions	N

#### Water Testing

Water testing for drinking water (commercial business only)	\$180.00 plus lab costs	N
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### 1.4 – Finance & Administration

#### 1.4.1 – Right to Information

Application fees and processing charges are set by the State Government under the Right to Information Act 2009.

Fees apply where the application does not concern the applicants personal affairs.

##### Application Fee

Right To Information Application Fee	\$48.60	N
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##### Processing Charges

No processing charge applies where processing time is less than 5 hours.

Searching, Retrieving etc For each 15 mins or part of 15 mins.	\$7.50	N
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##### Access Charges

Copy of Released Material Per black and white printed A4 page.	\$0.25	N
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### 1.5 – Planning & Development

#### 1.5.1 – Planning Fees – Explanatory Notes

##### Fee Strategy

All Fees & Charges are imposed under Section 97 of the Local Government Act 2009.

All development applications are required to be accompanied by the relevant fee.

An application is not considered to be a properly made application until the relevant fee has been paid. Applicants are encouraged to discuss the calculation of the relevant fee with the Planning & Development staff prior to the lodgement of the development application.

Name	Year 18/19 Fee (incl. GST)	GST
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### Combined Applications or Applications Involving More Than One Type of Development &/Or Multiple Uses

Where an application involves more than one type of use, the fees shall be cumulative.

### Fees for Uses Not Defined in the Schedule

The fee for a development permit for a use not defined in the planning scheme shall be determined by the either the Executive Manager Organisational Development and Planning Services or the Manager Planning & Development.

Where necessary, the Manager Planning & Development, Executive Manager Organisational Development and Planning Services and Chief Executive Officer may determine the relevant fee, having regard to the fees in this section.

Pre-lodgement meetings are no charge.

### Bona-Fide Not For Profit Organisations

A 50% reduction in the fee is applicable to non-profit organisations (evidence to be supplied) including Australian Taxation Office certificate confirming a Not-For-Profit organisation.

### 1.5.2 – Additional Fees for Assessment of Technical Reports

Any development application which requires Council or an external consultant engaged by Council's Planning & Development Unit to assess/review technical/specialist reports submitted in support of an application or required by a condition of any approval, is to pay the applicable application fee plus a technical report assessment cost as detailed in Section 1.7.1 of this schedule. This cost must be paid prior to the delegates or Council's final determination of the application.

### 1.5.3 – Major Projects

For major projects not covered in the scope of these fees, the fee will be determined by the Manager Planning & Development &/or Council based on an estimated fee to cover the actual cost for the Council to cover the assessment & determination of the application. The Manager Planning & Development has the discretion to determine if a project is defined as a "major project" based on:

- the scale of the project;
- the potential impacts to be assessed as part of the project;
- the level of work anticipated by the nominated fee does not represent the level of assessment required;
- the fee is not covered in this schedule of fees & charges; and
- any other relevant consideration.

### 1.5.4 – Refund of Application Fees

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

- Application Part (prior to issues of Confirmation Notice) – 80%
- Information or Referral Part (prior to submission of information response) – 60%
- Notification Part (during notification Part) – 50%
- Decision Part (prior to Council decision) – 20%

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

### 1.5.5 – Definition of Terms

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

Name	Year 18/19 Fee (incl. GST)	GST
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### 1.5.6 – Infrastructure Agreements

Where an Infrastructure Agreement is required to be executed between Lockyer Valley Regional Council and development proponent/s.

The application fee is by quotation and must be paid prior to Council officers commencing assessments/review.

## 1.6 – Material Change of Use

### 1.6.1 – Residential & Residential Related

#### Gatton Planning Scheme Area

##### *Accommodation Unit (includes boarding houses, budget accommodation, rooming units)*

Code Assessment – Base fee	\$2,185.00	N
Code Assessment – Plus per unit	\$435.00	N
Impact Assessment – Base fee	\$2,730.00	N
Impact Assessment – Plus per unit	\$545.00	N

##### *Annexed Unit*

Annexed Unit	\$1,310.00	N
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##### *Bed & Breakfast Accommodation (Host Farm & Farm Stay)*

Code Assessment	\$2,185.00	N
Impact Assessment	\$3,280.00	N
Plus per room/cottage	\$545.00	N

##### *Caravan Park*

Base fee	\$2,185.00	N
Plus per site	\$280.00	N

##### *Caretaker's Residence*

Caretaker's Residence	\$1,310.00	N
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##### *Dual Occupancy (Duplex)*

Code Assessment	\$3,055.00	N
Impact Assessment	\$3,820.00	N

##### *Dwelling House*

Code or Impact	\$1,640.00	N
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##### *Farm Worker's Accommodation/Relative's Accommodation*

Farm Worker's Accommodation/Relative's Accommodation	\$1,310.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
<b>Home Based Business</b>		
Home Based Business	\$1,310.00	N
<b>Motel</b>		
Base Fee	\$3,825.00	N
Plus Per Room	\$280.00	N
<b>Multiple Dwelling</b>		
Code Assessment – Base fee	\$2,185.00	N
Code Assessment – Plus per unit	\$435.00	N
Impact Assessment – Base fee	\$2,730.00	N
Impact Assessment – Plus per unit	\$545.00	N
<b>Small Lot Development (less than 600sqm) on an Existing Lot</b>		
Small Lot Development (less than 600 sqm) on an Existing Lot	\$1,310.00	N
<b>Laidley Planning Scheme Area</b>		
<b>Accommodation Unit</b>		
Code Assessment – Base fee	\$2,185.00	N
Code Assessment – Plus per unit	\$435.00	N
Impact Assessment – Base fee	\$2,730.00	N
Impact Assessment – Plus per unit	\$545.00	N
<b>Apartment</b>		
Apartment	\$1,310.00	N
<b>Tourism Accommodation (Bed &amp; Breakfast, Host Farm)</b>		
Code Assessment	\$2,185.00	N
Impact Assessment	\$3,280.00	N
Plus per room/cottage	\$545.00	N
<b>Caravan Park</b>		
Base fee	\$2,185.00	N
Plus per site	\$280.00	N
<b>Caretaker Housing</b>		
Caretaker's Housing	\$1,310.00	N
<b>Dwelling House</b>		
Code or Impact	\$1,640.00	N



Name	Year 18/19 Fee (incl. GST)	GST
<b>Home Based Business</b>		
Home Based Business	\$1,310.00	N
<b>Home Occupation</b>		
Home Occupation	\$1,310.00	N
<b>Motel</b>		
Base Fee	\$3,825.00	N
Plus Per Room	\$280.00	N
<b>Multiple Dwelling</b>		
Code Assessment – Base fee	\$2,185.00	N
Code Assessment – Plus per unit	\$435.00	N
Impact Assessment – Base fee	\$2,730.00	N
Impact Assessment – Plus per unit	\$545.00	N
<b>Secondary Rural Dwelling</b>		
Secondary Rural Dwelling	\$1,310.00	N
<b>1.6.2 – Rural</b>		
<b>Gatton Planning Scheme Area</b>		
<b>Agriculture</b>		
Code or Impact	\$1,310.00	N
<b>Intensive Agriculture</b>		
Code or Impact	\$2,730.00	N
<b>Natural Timber Harvesting</b>		
Code or Impact	\$1,310.00	N
<b>Roadside Stall</b>		
Code or Impact	\$1,310.00	N
<b>Rural Service Industry</b>		
Code	\$2,730.00	N
Impact	\$5,465.00	N
<b>Laidley Planning Scheme Area</b>		
<b>Agriculture</b>		
Code or Impact	\$1,310.00	N

Name	Year 18/19 Fee (incl. GST)	GST
<i>Forestry</i>		
Code or Impact	\$1,310.00	N
<i>Roadside Stall</i>		
Code or Impact	\$1,310.00	N
<i>Rural Processing</i>		
Code	\$2,730.00	N
Impact	\$5,465.00	N
<b>1.6.3 – Animal Related</b>		
<b>Gatton Planning Scheme Area</b>		
<i>Animal Husbandry</i>		
Code	\$2,730.00	N
Impact	\$5,465.00	N
<i>Intensive Animal Industries</i>		
<i>Aquaculture</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Feedlot (Cattle)</i>		
<100 beasts	\$2,730.00	N
100 to 499 beasts	\$8,195.00	N
500 to 1000 beasts	\$16,390.00	N
>1000 beasts	\$32,780.00	N
<i>Kennels</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Intensive Animal Husbandry</i>		
<i>Cattery</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Piggery</i>		
<100 swine	\$2,730.00	N
100 to 199 swine	\$8,195.00	N
200-500 swine	\$16,390.00	N
>500 swine	\$32,780.00	N

Name	Year 18/19 Fee (incl. GST)	GST
<i>Poultry Farm (Traditional/Organic)</i>		
0 to 200,000 Birds	\$32,780.00	N
> 200,000	\$41,520.00	N
<i>Laidley Planning Scheme Area</i>		
<i>Animal Husbandry</i>		
Code	\$2,730.00	N
Impact	\$5,465.00	N
<i>Intensive Animal Industries</i>		
<i>Aquaculture</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Feedlot</i>		
<100 beasts	\$2,730.00	N
100 to 499 beasts	\$8,195.00	N
500 to 1000 beasts	\$16,390.00	N
>1000 beasts	\$32,780.00	N
<i>Kennels</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Intensive Animal Husbandry</i>		
<i>Cattery</i>		
Code	\$3,935.00	N
Impact	\$7,865.00	N
<i>Piggery</i>		
<100 swine	\$2,730.00	N
100 to 199 swine	\$8,195.00	N
200-500 swine	\$16,390.00	N
>500 swine	\$32,780.00	N
<i>Poultry Farm (Traditional/Organic)</i>		
0 to 200,000 Birds	\$32,780.00	N
> 200,000	\$41,520.00	N
<i>Bird Aviaries &amp; Pigeon Lofts</i>		
Code or Impact	\$3,825.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### *Dairy*

Code or Impact	\$1,310.00	N
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### **1.6.4 – Commercial**

#### **Gatton Planning Scheme Area**

#### *Arts, Crafts & Antiquities*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### *Catering Shop*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### *Commercial Premises*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### *Health Care Premises*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### *Hotel (Includes Tavern)*

Code Assessment – Base fee	\$5,150.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### *Indoor Entertainment*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### Off-Street Carparking

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$6.00	N

#### Service Station

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### Shop

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### Showroom

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### Transport Terminal

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### Warehouse

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

#### Laidley Planning Scheme Area

##### Bulk Retail

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

Name	Year 18/19 Fee (incl. GST)	GST
<b>Catering Room</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Commercial Premises</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Estate Sales Office</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Funeral Parlour</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>General Store</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Hotel</b>		
Code Assessment – Base fee	\$5,150.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Indoor Entertainment</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N



Name	Year 18/19 Fee (incl. GST)	GST
<b>Medical/Paramedical Centre</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Passenger Terminal</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Refreshment Service</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Service Station</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Shop</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Veterinary Hospital</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N
<b>Warehouse</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of gross floor area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of gross floor area	\$6.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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## 1.6.5 – Industry

### Gatton Planning Scheme Area

#### Animal Product Processing Industry

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### Extractive Industry

Extraction above ground level only (e.g. Bush rock, turf, existing stockpiles)	\$3,825.00	N
<5000 tonnes, per annum	\$4,370.00	N
5000 to 100,000 tonnes per annum	\$19,120.00	N
>100,000 tonnes per annum	\$32,780.00	N

### Industry

#### Low Impact

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### Medium Impact

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### High Impact

Code Assessment – Base fee	\$5,465.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### Service Trade

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

Name	Year 18/19 Fee (incl. GST)	GST
<b>Transport Depot</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N
<b>Laidley Planning Scheme Area</b>		
<b>Car Repair Station</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N
<b>Extractive Industry</b>		
Extraction above ground level only (e.g. Bush rock, turf, existing stockpiles)	\$3,825.00	N
1 to 5,000 tonnes per annum	\$4,370.00	N
5,001 to 50,000 tonnes per annum	\$19,120.00	N
50,001 to 100,000 tonnes per annum	\$32,780.00	N
100,001 tonnes or more per annum	\$43,710.00	N
<b>Industry</b>		
<b>Light</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N
<b>Medium</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N
<b>Noxious, Offensive &amp; Hazardous Industry</b>		
Code Assessment – Base fee	\$5,465.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### *Junk Yard*

Code Assessment – Base fee	\$5,465.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### *Liquid Fuel Depot*

Code Assessment – Base fee	\$5,465.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$6,555.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### *Road Freight Depot*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### *Transport Depot*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

#### *Truck Stop*

Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$4.35	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$5.00	N

### **1.6.6 – Community & Other Facilities**

#### **Gatton Planning Scheme Area**

##### *Eco-Tourism Facility*

Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N

##### *Educational Establishment*

Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N

##### *Outdoor Entertainment (Sports Fields, Rodeo Grounds, Outdoor Markets etc.)*

Outdoor Entertainment (Sports Fields, Rodeo Grounds, Outdoor Markets etc.)	\$5,465.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
<b>4WD Park (Where Including the Use of Motor Vehicles e.g Cars/Motorbikes)</b>		
Lots Up to 5Ha	\$8,195.00	N
Lots >5Ha	\$32,780.00	N
<b>Special Purpose</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Local Utility</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Telecommunications Facility</b>		
Code Assessment	\$5,000.00	N
Impact Assessment	\$6,555.00	N
<b>Laidley Planning Scheme Area</b>		
<b>Aviation</b>		
Code Assessment	\$5,465.00	N
Impact Assessment	\$10,930.00	N
<b>Child Care Facility</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Tourist Accommodation/Tourist Attraction/Eco-Tourism</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Educational Establishment</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Emergency Services Depot</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Hospital</b>		
Code Assessment – Base fee	\$2,730.00	N
Code Assessment – Plus per m2 of total use area	\$5.00	N
Impact Assessment – Base Fee	\$3,280.00	N
Impact Assessment – Plus per m2 of total use area	\$6.00	N

Name	Year 18/19 Fee (incl. GST)	GST
<b>Sport &amp; Recreation</b>		
Sport & Recreation	\$5,465.00	N
<b>Place of Assembly/Place of Worship</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Public Facility</b>		
Code Assessment	\$3,280.00	N
Impact Assessment	\$6,555.00	N
<b>Public Infrastructure</b>		
Code Assessment	\$5,000.00	N
Impact Assessment	\$6,555.00	N
<b>1.7 – Planning Other &amp; Copies</b>		
<b>1.7.1 – Other</b>		
Exemption Certificate	\$550.00	N
<b>Development Application Triggered by Overlay</b>		
<b>Fee per overlay.</b>		
Code Assessment	\$1,640.00	N
Impact Assessment	\$2,730.00	N
<b>Building Works Not Associated With a Material Change of Use</b>		
Building Works Not Associated With a Material Change of Use	\$545.00	N
<b>Concurrence Agency Referral to Council</b>		
Concurrence Agency Referral to Council	\$545.00	N
<b>Section 241 – Preliminary Development Approval</b>		
Preliminary Development Approval	125% of the relevant application fee for Development Permit	N

**Subsequent Application to Change Preliminary Development Approval (Section 241) to Development Permit**

Where a Preliminary Development Permit is sought, the fee paid is in addition to the standard development permit fee.

No Fees applicable



Name	Year 18/19 Fee (incl. GST)	GST
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#### Fees for Peer Reviews/Assessment of Technical/Specialist Reports

Additional fees apply for peer reviews/assessment of technical/specialist reports (e.g. economic impact assessment, contaminated land study, flood/hydraulics study, traffic study, acoustic study, geotechnical study); or other supporting documents lodged with application where Council staff or a specialist consultant is required to be engaged by the DA Team to assess reports.

These fees are required to be paid prior to the issue of the decision notice. In general, the applicant will be notified of the requirement for additional fees at acknowledgement stage.

Fees for Peer Reviews/Assessment of Technical/Specialist Reports	In house assessment: Simple reports are \$500.00 per report; Complex reports are \$1000.00 per report. External assessment: Actual cost as charged by the consultant	Y
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#### Administration Fee for Return of Bonds, Guarantees, Application Fees etc.

Administration Fee	\$135.00	N
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#### Engineering Reports & Data

Engineering Reports & Data	Price on application	N
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#### Minor Change/Extension to Existing Use

Minor Change associated with a Dwelling House	\$495.00	N
Minor Change to an approval (involving a change to or cancelling of one condition only and not involving a change to approved plans)	\$880.00	N
Minor Change to an approval (involving changes to approved plans only and not involving a change to or cancelling of conditions)	\$880.00	N
All other Minor Changes to an approval (involving a combination of changes to approved plans and/or a request to change an approval involving a change to or cancelling of any number of conditions)	Base Fee \$880.00 (includes either 1 condition or change to the approved plans) plus \$220.00 per additional condition.	N
Other Change	As per relevant application fee for full scope of development.	N

#### Extension to Relevant (Currency) Period

Fixed Fee	\$1,400.00	N
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Name	Year 18/19 Fee (incl. GST)	GST
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#### Request to Cancel Development Approval

Request to Cancel Development Approval	\$380.00	N
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#### Request to Consider Application Under a Superseded Planning Scheme

Additional to normal application fees.

Request to Consider Application Under a Superseded Planning Scheme	\$2,185.00	N
Plus the applicable Material Change of Use or ROL Fees.		

#### Request for Copy of Decision Notice/Negotiated Decision Notice or Other Documents Specified Under Section 723 of SPA

Request for Copy of Decision Notice/Negotiated Decision Notice or Other Documents Specified Under Section 723 of SPA	\$23.00	N
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#### Cash in Lieu of Car Parking Contribution

Cash in Lieu of Car Parking Contribution	\$19,235.00	N
Per Car Parking Space.		

#### 1.7.2 – Form 19

Charge/Fee applies per lot to which the request applies.

Form 19	\$65.00	N
Per Item.		
<b>A – Infrastructure/services information</b> A3 Plan of any storm water main or drain within or adjacent to the property, including approved connection point and any limitations on capacity A7 Location of mine subsidence areas <b>Development Information Part A</b> <b>C—Engineering information</b> C1 Details of any design standards/location requirements for vehicle crossings applicable to the land C2 Details of any limitations applicable to on-site driveway gradients or locations, for the property C3 Details of any water supply catchments that affects the property C4 Details of any sewerage surcharge area that affects the property C5 Details of any drainage problems that affect the property C6 Details of levels of proposed road or footway works that affect the property <b>Approval Information Part B</b> G7 Information relied on to decide the application in relation to the physical characteristics and location of infrastructure related to the application Design levels of proposed road or footway works Design or location of stormwater connections Design or location of vehicle crossings		
Form 19 – Flood Level information (Investigation area/Low Hazard area)	\$65.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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### 1.7.3 – Town Planning Certificates

Charge is per lot.

Limited Certificate	\$390.00	N
Limited Certificate – Urgent	\$520.00	N
2 Day Turnaround.		
Standard Certificate	\$785.00	N
Standard Certificate – Urgent	\$1,040.00	N
5 Day Turnaround.		
Full (Minimum Fee)	\$3,935.00	N

### 1.7.4 – Copies of Documents

#### Planning Scheme

Laidley Planning Scheme	\$190.00	N
Gatton Planning Scheme 2007	\$385.00	N

#### Planning Scheme CD

Laidley Planning Scheme, plus postage	\$33.00	N
Gatton Planning Scheme 2007, plus postage	\$33.00	N

#### Postage

Postage	\$13.00	N
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#### Copy of Previous Planning Scheme for the Relevant Area

Per scheme	\$190.00	N
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### 1.7.5 – Maps

Single A4 colour zoning maps	\$20.00	N
Single A3 colour zoning maps	\$27.00	N
Single A2 colour zoning maps	\$41.00	N
Single A1 colour zoning maps	\$47.00	N
Single A0 colour zoning maps	\$66.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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### 1.7.6 – Services Subject to N.C.P

Document Preparation Including Deeds of Agreement, etc	Deposit of \$120.00 with full cost to be reimbursed prior to handover of the document	Y
Legal Fees	Full reimbursement of Council Legal Fees	Y
Written Planning & Development Advice – Domestic Scale House, relatives apartment, home based businesses, rural boundary realignment etc.	\$81.00	Y
Written Planning & Development Advice – Development Dual occupancies, multiple units, non residential uses, subdivisions etc.	\$330.00	Y
Planning Assessment/Written Reports Which Will Cover the Costs Incurred By Council in Preparation of Reports Per Hour.	Nil Min. Fee: \$100.00	N
Assessment of Building Certifiers, Code Compliance, Certificate to Determine & Decide Development Permit for Building Work & Compliance With Planning Scheme	Nil Min. Fee: \$150.00	Y
Public Notification Advertising Notice Board & Search Includes rates search of adjoining owners names & addresses, standard forms & one notice board. Per Board.	\$135.00	Y

### 1.7.7 Flood Information Report

Flood Information Report	Price on Application	N
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## 1.8 – Reconfiguration of Lots & Operational Works

### 1.8.1 – Reconfigure a Lot

#### Boundary Realignment

Boundary Realignment Where no new lots are created e.g. Boundary re-alignment, up to 3 lots or Easement or Lease application.	\$1,910.00	N
Plus Fee per Lot Over 3 Lots Per Lot.	\$280.00	N

#### Subdivision

Base Fee	\$2,300.00	N
Plus Fee Per Additional Lot	\$435.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### Staged Subdivision (Reconfiguring a Lot in Stages)

Staged Subdivision	Fee for DA for Stage being applied for plus 20% of the full ROL fee applying for the number of lots in the subsequent staged area (the "preliminary approval area")	N
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#### Signing of Survey Plan

Plan Signing – Standard, Building & Volumetric Format Plan and Community Title Plan	\$900.00 minimum / \$380.00 per lot	N
Per Lot.		
Plus Easement or Other Document – Perusal & Signing per document	\$380.00	N
Per Document.		

#### Resigning of Plans

Resigning of Plans	\$450.00	N
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#### Request for Road Street Names

Request For Road/Street Names	\$1,090.00	N
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#### Advice on Proposed Road Closure

Advice on Proposed Road Closure	\$1,640.00	N
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#### Removal of Access Restriction Strip

Removal of Access Restriction Strip	\$1,640.00	N
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### 1.8.2 – Operational Work

The fee for any matter relating to a decision for a development application, or other matter not listed or defined in the Register

Name	Year 18/19 Fee (incl. GST)	GST
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#### Subdivision Works – Design Checking

Works relating to reconfiguring of a Lot (e.g. drainage, stormwater, roadworks & electrical reticulation, street lighting & landscaping works etc.). The fee must be paid with lodgement of application for application to be 'properly made'.

Where lodged as single integrated application Base Fee	\$1,044.00	N
Plus Per Lot	\$955.00	N
Where lodged not lodged as an integrated application the above fees shall be paid for each separate application, with the exception of the following:		
Landscaping Works	\$783.00	N
Electricity reticulation	\$391.00	N
Electricity reticulation – amended design (per plan)	\$100.00	N
Design Rechecking Fee (design amendments) per plan	\$100.00	N

#### Development (Except Advertising Signs)

Road works, stormwater drainage, landscaping, car parking and driveways within a development. The charge is based on the site area – this is defined as the development footprint area of the approved use. The fee must be paid with lodgement of application for application to be 'properly made'.

Where lodged as single integrated application

Up to 1000m <sup>2</sup>	\$1,210.00	Y
1001m <sup>2</sup> to 1200m <sup>2</sup>	\$1,513.00	Y
1201m <sup>2</sup> to 1400m <sup>2</sup>	\$1,891.00	Y
1401m <sup>2</sup> to 2000m <sup>2</sup>	\$2,364.00	Y
2001m <sup>2</sup> to 3000m <sup>2</sup>	\$2,955.00	Y
3001m <sup>2</sup> to 4000m <sup>2</sup>	\$3,693.00	Y
4001m <sup>2</sup> to 5000m <sup>2</sup>	\$4,617.00	Y
5001m <sup>2</sup> and greater	\$5,771.00	Y

Where lodged separately, the fees are as follows:

Electricity reticulation	\$391.00	Y
Electricity reticulation – amended design (per plan)	\$100.00	Y
Vehicle crossover	\$205.00	Y
Excavation/Filling/Earthworks on Land Not Affected by Temporary Local Planning Instrument for Flood Regulation (Up to 1,800m <sup>2</sup> )	\$1,282.00	Y
Excavation/Filling/Earthworks on Land Not Affected by Temporary Local Planning Instrument for Flood Regulation (>1,800m <sup>2</sup> )	\$2,348.00	Y
Excavation/Filling/Earthworks on Land Affected by Temporary Local Planning Instrument for Flood Regulation Base Fee	\$2,848.00	Y
Plus Technical Review Fee (stormwater/flood report)	Quote for Service	Y
Rear access/shared driveways	\$391.00	Y
Vegetation clearing – Code Assessable	\$1,640.00	Y

#### Advertising Device/Sign

Advertising device/signage that is not associated with a Material Change of Use application. The fee must be paid with lodgement of application for application to be 'properly made'.

Advertising Device/Sign <5m <sup>2</sup>	\$390.00	N
Advertising Device/Sign > 5m <sup>2</sup>	\$785.00	N
Billboards >6mx3m or 18m <sup>2</sup>	\$2,075.00	N



Name	Year 18/19 Fee (incl. GST)	GST
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#### Operation Works – Subdivision Works – Inspection

Inspections for works relating to subdivision works. The fee must be paid with lodgement of application for application to be 'properly made'.

Bonding of Incomplete Works	Quote for Service	N
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#### Operational Works – Construction or Modification of a Levee

Base Fee	\$2,848.00	N
Plus Cost of Technical Assessment to be Undertaken by Qualified External Consultant	Quote For Service	N

### 1.10 – Plumbing

#### 1.10.1 – Plumbing & Drainage Applications

All applications include a \$250.00 administration fee (non-refundable).

Fees include lodgement, scrutiny and inspections necessary to issue a compliance certificate for new buildings & additions/alterations to existing buildings with fixtures.

Commercial applications may incur additional fees.

N.B. Fire hydrants and/or fire reels are fixtures.

No Fees applicable

#### 1.10.2 – On-Site Sewerage Facilities

New installation, upgrade or alteration to existing facility including HSTP, septic tank, waterless toilet or grey water treatment facility.

No Fees applicable

#### 1.10.5 – Inspections

At Officer's discretion.

No Fees applicable

#### 1.10.7 – Refunds

No Fees applicable

#### 1.10.8 – Supply of Plans & Information to Consultants/Building Certifier/Owner

No refunds shall apply.

No Fees applicable

#### 1.10.11 – Consultants

Requested consultancy, site inspections, design and advice/assistance (at the discretion of the Manager Plumbing and Building)	By Quote	Y
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Name	Year 18/19 Fee (incl. GST)	GST
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## 1.11 – Engineering & Design

Application fee including inspection fee.

### 1.11.1 – Undertake Minor Works Within Road Dedication Not Associated With Reconfiguration of a Lot or Material Change of Use

Minor Works Less than \$20,000.

Construction of property access (driveway)	\$205.00	N
Construction of property access (driveway) – self assessable	\$110.00	N
Installation of cattle grid and/or gate	\$205.00	N
Installation of water main (specify purpose, size and materials), e.g., irrigation pipe	\$165.00	N
Undertaking clearing of vegetation (specify purpose, e.g., fire hazard reduction)	\$150.00	N
Undertake earthworks (specify purpose, e.g., access track)	\$150.00	N
Storm water connection to kerb or Council piped drainage system	\$150.00	N
Traffic management plan	\$150.00	N
Other (to be specified)	Price on application	N
Reinspection Fee (per reinspection)	\$75.00	N

### 1.11.2 – Undertake Major Works Within Road Dedication Not Associated With Reconfiguration of a Lot or Material Change of Use

Major Works Greater than \$20,000.

Application Fee, Including Inspection Fee	Price on application	N
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### 1.11.3 – Road Inspection Fee – Removal Dwelling

Inspection Fee	\$705.00	N
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### 1.11.4 – Infrastructure Reports & Data

Infrastructure Reports & Data	Price on application	N
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## 1.12 – Headworks – Infrastructure Contributions

Headworks Contributions indicating in Section 14 of the Planning & Development Fees are applicable for applications which have been approved prior to 1 July 2011 & are conditioned in accordance with Planning Scheme Policies from the Gattton Shire Council Planning Scheme 2007 & Laidley Shire Council Planning Scheme 2003.

Applications approved after 1 July 2011 will be conditioned in accordance with Council's Adopted Infrastructure Charges Resolution which is available on the Lockyer Valley Regional Council's website under the Planning information tab.

### 1.12.1 – Headworks Charges – Roads, Parks, Water & Sewerage

See separate policies for application of charges.

Name	Year 18/19 Fee (incl. GST)	GST
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### 1.12.2 – Roadworks Contribution Scale

Calculated per additional new lot created in a subdivision or as a development condition.

Former Gatton Shire Council Area Only.

#### Existing Road Standard

Bitumen sealed pavement 5.6m wide or more	\$1,915.00	N
Bitumen sealed pavement 3.8 m wide or more	\$2,395.00	N
Gravelled pavement	\$3,830.00	N
Formed only	\$4,830.00	N

### 1.12.3 – Public Open Space Contribution

Gatton & Laidley	\$4,560.00	N
Laidley Planning Scheme – approvals prior to 29/06/09	\$2,105.00	N

### 1.12.4 – Water – Gatton Planning Scheme Area

Gatton – full pressure	\$5,890.00	N
Gatton constant flow	\$5,615.00	N
Placid Hills	\$5,890.00	N
Grantham	\$5,890.00	N
Helidon	\$5,890.00	N
Postmans Ridge	\$5,890.00	N
Withcott	\$5,890.00	N
Table Top	\$5,890.00	N
Woodlands Rise development area	\$5,890.00	N
All areas – existing property contributing to infrastructure	\$2,390.00	N

### 1.12.5 – Water – Laidley Planning Scheme Area

Please reference Map 1 of the Laidley Planning Scheme Policy No. 9 – Contributions for water and sewerage headworks.

Glenore Grove East to Laidley-Esk Shire boundary	\$1,625.00	N
Glenore Grove West to Laidley-Gatton boundary	\$2,180.00	N
Glenore Grove to Laidley town – North of Warrego Highway	\$1,980.00	N
Glenore Grove to Laidley town – South of Warrego Highway	\$2,795.00	N
West Laidley region	\$3,545.00	N
QM Properties region	\$2,575.00	N
Laidley town	\$4,770.00	N
Forest Hill town	\$2,000.00	N

### 1.12.6 – Sewer – Gatton Planning Scheme Area

Gatton	\$2,450.00	N
Helidon	\$2,450.00	N
Woodlands Rise development area	\$3,790.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### 1.12.7 – Sewer – Laidley Planning Scheme Area

Please reference Map 1 of the Laidley Planning Scheme Policy No. 9 – Contributions for water and sewerage headworks.

Laidley town	\$1,625.00	N
Forest Hill town	\$1,625.00	N

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Name	Year 18/19 Fee (incl. GST)	GST
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## 2 – Commercial Fees & Charges

### 2.1 – Corporate Services

#### 2.1.1 – Rates Search Fees

Full Rates Search	\$180.00	N
Urgent Rates Search 3 to 5 day turnaround.	\$250.00	N
Counter Search	\$28.00	N
Ownership, Valuation, Rates and Charges only.		

#### 2.1.2 – Rate Refund Processing Fee

Processing Fee	\$27.00	N
After the first refund annually.		

#### 2.1.3 – Administration Fees

Copy of Prior Years Rate Notice	\$7.00 per notice for prior years. No Charge for the current financial year	N
Change of Ownership Fee	\$88.00	N
Administration Fee for Dishonoured Payments	\$40.00	N

#### 2.1.4 – Copy of Financial Statements

Hard Copy of Annual Report (including Financial Statements)	\$13.00	N
Soft Copy can be accessed from Council's Website for free.		

#### 2.1.5 – Copy of Council Policies, Local Laws & Public Interest Tests

Hard Copy of Council Policies, Local Laws & Public Interest Tests	\$0.65 per page, Max \$13.00 per Policy/Local Law/Public Interest Test	N
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#### 2.1.6 – Customer Services

Scanning	\$2.00 each page up to \$20.00 maximum Min. Fee: \$1.82	Y
Per page.		

Name	Year 18/19 Fee (incl. GST)	GST
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#### Photocopying Fees – Mono

A4	\$0.50	Y
A3 Sheet	\$1.00	Y

#### Photocopying Fees – Colour

A4	\$1.00	Y
A3 Sheet	\$2.00	Y

## 2.2 – Water

### 2.2.1 – Sale of Bore Water From Standpipe

Bore water standpipe sales (per KI)	\$3.70	N
Per KL.		
Bond for Bore Key	\$250.00	N

## 2.3 – GIS Mapping

### 2.3.1 – Large Format Printing/Scanning

#### Printing

A2	\$22.00	Y
A1	\$27.00	Y
A0	\$37.00	Y

#### Scanning

A2	\$27.00	N
A1	\$32.00	N
A0	\$42.00	N

### 2.3.2 – Road Map Booklet

Road Map Booklet	\$28.00	Y
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### 2.3.3 – Standard Mapping

For customised mapping requests the charge will be calculated on the standard maps charges plus preparation time based on service charges (below).

For requests relating to Planning Scheme information, please refer to Council's Cost Recovery Fees & Charges item 1.7.5.

A4 Size	\$20.00	N
A3 Size	\$26.00	N
A2 Size	\$40.00	N
A1 Size	\$48.00	N
A0 Size	\$66.00	N



Name	Year 18/19 Fee (incl. GST)	GST
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### 2.3.4 – Digital Spatial Data

Asset/Cadastral data per Sq KM Minimum 1km	\$80.00	N
Contour/LiDAR data per Sq KM Minimum 1km	\$125.00	N
Aerial Photography per Tile Minimum 1 Tile	\$115.00	N
Full Council Coverage of any single dataset	Price on application	Y

### 2.3.5 – Service Charges

GIS Operator Fee (per hr) Minimum 1 hour	\$165.00	N
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### 2.3.6 – Supply Charges

Data Supplied on CD/DVD Includes Postage/Delivery.	\$13.00	N
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## 2.4 – Library

### 2.4.1 – Library Membership

Membership is Free to:

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

### 2.4.2 – Library Membership – Security Deposits

A Refundable Security Deposit is payable by:

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

Non-Permanent Residents	\$50.00	N
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### 2.4.3 – Other Fees

Inter Library loans Per request from other institutions.	\$20.00	Y
Replacement Membership Card	\$2.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### 2.4.4 – Fees for Lost/Damaged Items

Processing Fee	\$10.00	Y
Minor Damage – Non-specific Resource	\$10.00	Y
Account Recovery Fee	\$21.00	Y
Charged when an invoice is generated for a Lost or Damaged Item.		
Adult Fiction	\$41.00	Y
Adult Non Fiction	\$41.00	Y
Young Adult and Junior Fiction	\$26.00	Y
Young Adult and Junior Non Fiction	\$26.00	Y
Large Type	\$41.00	Y
Reference	\$130.00	Y
Local History	\$130.00	Y
DVDs	\$35.00	Y
Audio Kits – Adult	\$25.00 per item in kit to maximum of \$125.00	Y
Audio Kits – Young Adult and Junior	\$25.00 per item in kit to maximum of \$125.00	Y
Music CDs	\$35.00	Y
Audio Books – Adult	\$130.00	Y
Audio Books – Young Adult and Junior	\$26.00	Y
Toys or Kits – Total Replacement Cost	\$62.00	Y
Where total replacement is required.		
Toys or Kits – Missing or Damaged Items	\$16.00	Y
Individual items where toy integrity isn't lost.		
Magazines	\$10.00	Y
Inter Library loans – from Qld Public Libraries	\$57.00	Y
Inter Library loans – from other Institutions	\$310.00	Y
Languages Other Than English (Community Languages)	\$57.00	Y
Literacy	\$57.00	Y
Booklets	Per Booklet	Y
Tablets – Acer – Total Replacement Cost	\$105.00	Y
Tablets, iPads and LaunchPads – Total Replacement Costs	Market Value of a New Tablet, iPad or LaunchPad	Y
Tablets, iPads and LaunchPads – Repair Cost	Current Costs to Repair	Y

Name	Year 18/19 Fee (incl. GST)	GST
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#### 2.4.5 – Library Items – Replacement Costs

Replacement Policy:

– Books, Videos, DVDs, CDs & Magazines may be replaced by the borrower with a new copy of the same title & format.

– For new non-fiction titles & magazines, the same year of publication and edition is also required. Second-hand copies are not acceptable.

#### 2.4.6 – Miscellaneous Charges

Library Bags	\$2.00	Y
Laminations – Wallet Size	\$1.00	Y
Laminations – A5	\$2.00	Y
Laminations – A4	\$4.00	Y
Laminations – A3	\$6.00	Y
USB Flash Drive	\$10.00	Y
Headphones	\$2.00	Y

#### 2.4.7 – Photocopying & Printing

Black & White (A4)	\$0.50	Y
Black & White (A3)	\$1.00	Y
Colour (A4)	\$1.00	Y
Colour (A3)	\$2.00	Y
Photographs	\$1.00	Y

#### 2.4.9 – Scanning

Scanning – Where Staff Assistance Is Given	\$2.00 each page up to \$20.00 maximum	Y
Per item/side scanned		

#### 2.4.10 – Events

Youth and Children's Services – Craft Activity	\$2.00	Y
Per Child		
Youth and Children's Services – Party	\$5.00	Y
Per Child		
Computer Training – Group Training	Free	Y
Computer Training – Library Resources	Free	Y
Computer Training – One on One per hour	\$20.00	Y
Seminars/Workshops/Special events	Per Event	Y
As per event costs.		
Room Hire Charge	\$25.00 per hour or part thereof	Y

Name	Year 18/19 Fee (incl. GST)	GST
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## 2.4.11 – Art Gallery

Staff Assistance provided to Unpack/Pack up an Exhibition	Minimum \$60.00 or hour or part thereof	Y
Commission on Sales from Exhibitions	20% of sales	Y
Invitations given to artist After first 20 free per exhibition.	\$1.00	Y
Invitations posted out After first 20 free per exhibition.	\$2.00	Y
One Artist exhibiting (no opening function)	\$200.00	Y
One Artist exhibiting (with opening function)	\$350.00 (includes catering and drinks)	N
Two Artists exhibiting with combined display (no opening function) Each to pay.	\$100.00	Y
Two artists exhibiting with combined display (with opening function)	\$200.00 single functions (includes catering and drinks)	N
Three Artists exhibiting Each to pay.	\$103.00	Y
Multiple Artists – Home Grown exhibition Each to pay.	\$30.00	Y
Split gallery – individual display (Foyer & % of gallery space)	\$150.00	N
Split gallery (% of gallery space)	\$75.00	N
Split gallery opening function	In addition to individual cost Combined function \$75.00 (each artist) Individual function \$100.00	N

## 2.5 – Swimming Pool

### 2.5.1 – Lockyer Valley Sports & Aquatic Centre

#### General Entry

Pass out 1 in 24 hour period only.	Free	N
Adult (16 yrs & over)	\$5.00	Y
Child/Concession/Student	\$4.00	Y
Spectators	\$3.00	Y

Name	Year 18/19 Fee (incl. GST)	GST
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#### Monthly Tickets

Child/Concession/Student Pass	\$26.00	Y
Adult (16 yrs & over)	\$32.00	Y
Family (2 adults + 2 children)	\$70.00	Y

#### Three Monthly Tickets

Child/Concession/Student Pass	\$70.00	Y
Adult (16 yrs & over)	\$90.00	Y
Family (2 adults + 2 children)	\$200.00	Y

#### 2.5.2 – Laidley Pool

Pass out	Free	Y
1 hour in 24 hour period only.		
Adult (16 yrs & over)	\$4.00	Y
Child/Concession/Student	\$3.50	Y
Spectators	\$3.00	Y

#### 2.5.3 – School Attendances

School Pupils (attending with schools, under their supervision) – Lockyer Valley Sports & Aquatic Centre	\$2.50	Y
School Pupils (attending with schools, under their supervision) – Laidley Pool	\$1.25	Y

#### 2.5.4 – Gatton Swim Club

This fee is paid to Council.

Swimming Club Rooms (per month) (Gatton)	\$20.00	Y
Hourly Rate	\$65.00	Y

#### 2.5.5 – School Hire for Carnivals

Hourly Rate	\$110.00	Y
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#### 2.6 – Saleyards – Gatton & Laidley

##### 2.6.1 – Yard Fees

Per Head.

Cattle	\$4.10	Y
Pigs & Calves	\$3.05	Y
Sheep	\$3.05	Y
Goats	\$2.15	Y
Horses	\$4.50	Y
Infrastructure Replacement Levy	\$0.20	Y

Name	Year 18/19 Fee (incl. GST)	GST
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## 2.6.2 – Other Fees

New Agents Application Fee	\$2,550.00	N
One off payment.		
Annual Saleyard Permit (Renewal)	\$975.00	N
Agents Fees	\$465.00	N
Per Sale.		
Registered Stud Sale Access Fee	\$590.00	Y
All cattle must have registration papers.		
Dipping Fees	\$2.55	Y
Minimum Charge	\$165.00	Y
Holding Fees	\$0.70	Y
Per Head, Per day or part thereof.		
Open & Closing of Saleyards	\$285.00	Y
Weekends or Public Holidays.		

## 2.7 – Waste Disposal

### 2.7.1 – All Regional Landfill & Transfer Stations

#### Domestic Waste

##### General Waste

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

##### Fixed Charges

Per Unit.

Up to 0.24m <sup>3</sup> (240 litres) per person and/or per vehicle each day	No Charge	Y
Sedan, SUV, Station Wagon, > 0.24m <sup>3</sup> (240 litres)	\$7.00	Y
Trailer (maximum size 6x4)	\$10.00	Y
Where a trailer 6X4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume moves into the trailer > 6 X 4 (non-commercial) category at which point the higher rate will apply.		
Ute	\$10.00	Y
Trailer >6x4 (non commercial)	\$20.00	Y
Where a trailer is > 6 X 4 carrying less waste that would fit into a 6 x 4 trailer, then the Trailer (maximum size 6 X 4) fee applies.		
Ute plus Trailer (maximum size 6x4)	\$20.00	Y

##### Variable Charges

Per tonne/per cubic metre

Truck or Trailer (greater than 6X4) – Commercial Qty	\$50.00	Y
Per cubic metre charge if weigh bridge not available. Commercial Quantity of Domestic Waste		
Truck or Trailer (greater than 6X4) – Commercial Qty	\$115.00	Y
Per tonne charge if weighbridge is available. Commercial Quantity of Domestic Waste		



Name	Year 18/19 Fee (incl. GST)	GST
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#### Green Waste – Uncontaminated

Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud, etc otherwise general waste fees apply.

Truck or Trailer (greater than 6X4)	\$20.00	Y
Per cubic metre charge if weigh bridge not available. Commercial Rates Apply.		
Truck or Trailer (greater than 6X4)	\$32.00	Y
Per tonne charge if weighbridge is available. Commercial Rates Apply.		

#### Green Waste – Contaminated

i.e. Contains steel, plastic, concrete, building products, milled/treated timber.

Per cubic metre charge if weigh bridge not available	\$50.00	Y
(Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud, etc) general waste fees apply		
Per tonne charge/weigh charge if weighbridge is available	\$115.00	Y
(Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud, etc) general waste fees apply		

#### Waste From Out of Region

In addition to General Waste Fees.

Non LVRC resident – Sedan, SUV, Station Wagon, Trailer (maximum size 6x4), Ute	\$30.00	Y
Non LVRC resident. In addition to general waste fees.		

#### Recycling

Source separated & contaminate free. Cardboard, steel, glass, batteries, drummuster, T – tape etc placed into dedicated recycling facility	No Charge	Y
Gas cylinders	\$9.00	Y
Each.		

#### Replacement Bin

Replacement Bin	\$66.00	Y
Wheelie Bin Replacement (wilful damage, illegally removed by occupant etc.) validated by authorised person investigation		

#### Commercial/Industrial/Contract Household Cleanup Waste

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

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) a farm;
- (f) an office, shop or other premises where business or work, other than a manufacturing process, is carried out;
- (g) a person/operator &/or company that is carrying out work/business for fee or reward; or
- (h) Council waste. The relevant fee for the type of Council waste will commence from 1 July 2014. This charge will be applied through Work Order numbers.

"Industrial" includes a manufacturing process.

Name	Year 18/19 Fee (incl. GST)	GST
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#### Commercial & Business General Waste

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

#### Approved Charity Store Waste

When disposing of inappropriate material, Charity stores can receive a 50% discount on the general waste disposal fee where registered with Council.

Transactions must be by account or corporate credit card.

#### Fixed Charges

Per Unit.

Less than 0.12m3 (120 litres)	\$14.00	Y
Sedan, SUV, Station Wagon, > 0.12m3 (120 litres)	\$19.00	Y
Trailer (maximum size 6x4)	\$34.00	Y
Where a trailer 6x4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume is > 6x4 at which point the higher rate (Larger Vehicle) will apply.		
Ute	\$34.00	Y
Ute plus Trailer (maximum size 6x4)	\$64.00	Y
Ute + Trailer of waste to landfill – Where a trailer 6x4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume is > 6x4 at which point the higher rate (Larger Vehicle) will apply.		

#### Variable Charges

Per tonne/per cubic metre

Larger vehicles. Per cubic metre charge if weigh bridge not available	\$50.00	Y
Larger vehicles. Per tonne charge/weigh charge if weighbridge is available	\$115.00	Y

#### Cleanfill/Soil – Uncontaminated

Clean Fill/Soil Uncontaminated	No Charge	Y
i.e. Contains no timber/vegetation/steel/plastic/concrete (greater than 300mm dia) stone/bricks/contaminated soil/asbestos products etc. If material contains these contaminants then material is classified as general waste & general waste fees apply.		

#### Concrete – Uncontaminated

i.e. Contains no timber/vegetation/steel/ plastic/contaminated soil/asbestos products etc.

Per cubic metre charge if weigh bridge not available (i.e. contains no timber/vegetation/steel/plastic/builder waste/contaminated soil/asbestos products etc.)	\$170.00	Y
Per tonne charge/weigh charge if weighbridge is available (i.e. contains NO timber/vegetation/steel/plastics/builders waste/contaminated soil/asbestos products etc.)	\$71.00	Y

Name	Year 18/19 Fee (incl. GST)	GST
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#### Concrete – Contaminated

i.e. Contains timber/vegetation/steel/plastic / mixed building material etc.

Per cubic metre charge if weigh bridge not available (i.e contains timber/vegetation/steel/plastic/mixed building materials) General waste fee applies	\$276.00	Y
Per tonne charge/weigh charge if weighbridge is available (i.e contains timber/vegetation/steel/plastic/mixed building materials) General waste fee applies	\$115.00	Y

#### Concrete – Contaminated

i.e. Contains contaminated soil/asbestos products etc.

Per cubic metre charge if weigh bridge not available (i.e contains contaminated soil/asbestos products) special burial fees apply	\$444.00	Y
Per tonne charge/weigh charge if weighbridge is available (i.e contains contaminated soil/asbestos products) Special burial fee applies	\$185.00	Y
Weigh charge if weighbridge is available – minimum charge (i.e contains contaminated soil/asbestos products) Special Burial fee applies	\$50.00	Y

#### Green Waste – Uncontaminated

i.e. Contains no steel, plastic, concrete, building products, milled/treated timber.

Excludes Root Boles.

Trailer/Ute 6x4 (Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) otherwise general waste fees apply	\$15.00	Y
Per cubic metre charge if weigh bridge not available (Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) otherwise general waste fees apply	\$18.00	Y
Per tonne charge/weigh charge if weighbridge is available (Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) otherwise general waste fees apply. Minimum charge \$10.00 (inc. GST).	\$31.00	Y

#### Green Waste – Contaminated

i.e. Contains steel, plastic, concrete, building products, milled/treated timber.

Per cubic metre charge if weigh bridge not available (Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) general waste fees apply	\$50.00	Y
Per tonne charge/weigh charge if weighbridge is available (Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) general waste fees apply	\$115.00	Y

Name	Year 18/19 Fee (incl. GST)	GST
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#### Trickle Tape (T-Tape)

T-tape (uncontaminated) contains NO excessive mix of other plastics AND/OR soil remnants	No Charge	Y
T-tape (Contaminated) – per tonne charge/weight charge if weighbridge available Contains an excessive mix of other plastics AND / OR soil remnants. Material is then classified as general waste & general waste fees apply.	\$115.00	Y
T-tape (Contaminated) – per cubic metre if weighbridge not available Contains an excessive mix of other plastics AND / OR soil remnants. Material is then classified as general waste & general waste fees apply.	\$50.00	Y

#### Waste From Out of Region

In addition to Commercial & Businesses General Waste Fees.

Per cubic metre charge if weigh bridge not available Waste from out of region – Non LVRC Commercial/Industrial/Contract Household Cleanup Waste – Out of Region Fee in addition to general waste fee	\$50.00	Y
Per tonne charge/weight charge if weigh bridge is available Waste from out of region – Non LVRC Commercial/Industrial/Contract Household Cleanup Waste – Out of Region Fee in addition to general waste fee	\$115.00	Y

#### Recycling

Drop off of Commercial sourced recycling not permitted.

Commercial gas cylinders not permitted.

#### Special Burials

Available Gatton Only – By Appointment Only – Please Phone 1300 005 872

Asbestos or Contaminated Soil (EPA approved) cubic metre charge if weighbridge not available Gatton Landfill Only	\$75.00	Y
Asbestos or Contaminated Soil (EPA approved) weight charge if weighbridge is available Gatton Landfill Only	\$185.00	Y
Asbestos or Contaminated Soil (EPA approved) weight charge if weighbridge is available – Min Charge Gatton Landfill Only	\$50.00	Y
Small Animals (dogs, cats) each Gatton Landfill Only	\$16.00	Y
Medium (goat, sheep, large dog etc) each Gatton Landfill Only	\$28.00	Y
Large Animals (horse, cattle etc) each Gatton Landfill Only	\$123.00	Y

Name	Year 18/19 Fee (incl. GST)	GST
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### Tyres

Commercial Companies tyres not permitted.  
Large earthmoving/mining equipment tyres not permitted.

Domestic Passenger (Includes Motorcycle Tyre) – Each	\$8.00	Y
Light Truck/4x4 – each	\$15.00	Y
Heavy Truck – each	\$23.00	Y
Gatton Landfill Only		
Super single (wide) each	\$43.00	Y
Gatton Landfill Only		
Tractor/Grader – each	\$165.00	Y
Gatton Landfill Only		
With Rim attached	\$23.00	Y
Additional charge per tyre. Gatton Landfill Only		

### Greenwaste Mulch Sales

Domestic load less than 1m³. (i.e. approx one 6 x 4 trailer load) Limited to one load per vehicle each day.	\$15.00	Y
Commercial quantities > minimum 2m³	\$23.00	Y
Community Use	No Charge	Y
Approval must be obtained with Statutory Declaration.		

### Ozone Protection

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

Refrigeration/Freezer/Air Conditioning Units	\$10.00	Y
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### Concrete Sales

Sale of recycled and crushed concrete.

Gatton landfill only.

Aggregate 75mm minus Per tonne.	\$30.00	Y
Scalps (clean) 40mm minus Per tonne.	\$50.00	Y
Scalps (dirty) 40mm minus Per tonne.	\$25.00	Y
Scalps (dirty/clean) 40mm minus Per tonne.	\$36.00	Y
Bulk sale of any product > 5 tonne	Price on application.	Y

Name	Year 18/19 Fee (incl. GST)	GST
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## 2.8 – Cemeteries

### 2.8.1 – Gatton, Laidley, Caffey, Forest Hill & Murphys Creek

#### General Cemetery

Application for Burial	\$890.00	N
Unreserved Land – Double Depth.		
Application for Reservation of Plot	\$1,025.00	Y
Double Depth.		
Extra Depth	Price on application	Y
Additional Fee.		
Interment Fee – Monumental	\$1,455.00	Y
Interment Fee – Lawn	\$1,335.00	Y
Interment Fee for Child aged 12 and under	\$670.00	Y
Land for Child Grave (Smaller Plot)	\$446.00	Y
Breaking of Concrete on Graves	Price on application	Y
Additional Fee.		
Land for Burial of Ashes	\$512.00	Y
Half Plots.		
Burial of Cremation Ashes	\$195.00	Y
Re-Opening Grave / Exhumation	Price on application	Y
Hand Digging	\$515.00	Y
Additional Fee.		
Application for Monumental Work and Plaque Modifications	\$82.00	Y
Fee does not apply to Commonwealth War Graves.		

#### Overtime Rates

Additional overtime rates apply to funerals booked after 2.30pm on workdays, and anytime on weekends and public holidays.

Overtime Rates	\$175.00	Y
Per hour or part thereof to a maximum of \$450.00.		

#### Columbarium

Purchase of Columbarium Space – including Cost of Plaque (first inscription only).

Single	\$515.00	Y
Double	\$635.00	Y
Family	\$710.00	Y
Interment of Ashes	\$160.00	Y
Removal of Ashes	\$160.00	Y



Name	Year 18/19 Fee (incl. GST)	GST
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## 2.9 – Showgrounds

### 2.9.1 – Entire Showgrounds – In Field, Grandstand and Camping Ground A&B

The Manager Community Facilities & Services is authorised to use discretion in relation a reduction of fees for block bookings.

#### Bond

Bond Without Alcohol	\$250.00	N
Bond With Alcohol	\$500.00	N

#### In Field

Council further reserves the right to increase this hire charge if it considers that damage may occur to centre ring or track surface.

Hire Fees Per Hour	\$57.00	Y
Per hour up to a maximum of 12 hours per day.		
Light Fee per hour	\$57.00	Y
Speedway	\$625.00	Y
Per Meeting.		

#### Circus

Bond	\$600.00	N
Hire Fee	\$625.00	Y
Per day.		

#### Caravans & Campers

Stay must be in conjunction with an event.

Powered Site	\$26.00	Y
Per night.		
Unpowered Site	\$15.00	Y
Per night.		

#### Grandstand

##### First Floor Function Room

Includes Kitchenette, Disabled Access & Toilets.

Hire Fees Per Hour	\$26.00	Y
Per hour up to a maximum of 12 hours per day.		

#### Can Bar

Hire Fees Per Hour	\$26.00	Y
Per hour up to a maximum of 12 hours per day.		

Name	Year 18/19 Fee (incl. GST)	GST
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### *Kitchen & Dining*

Hire Fees Per Hour	\$26.00	Y
Per hour up to a maximum of 12 hours per day.		

## **2.10 – Public Halls & Function Rooms**

Should be read in conjunction with Terms & Conditions of General Conditions of Hire. Contact Council's Customer Service Centre to arrange bookings.

### **2.10.1 – Gatton Shire Hall**

Bond Without Alcohol	\$250.00	N
Bond With Alcohol	\$500.00	N

#### **Whole of Complex (Ground Floor)**

Hire Fees Per Hour	\$41.00	Y
Per hour up to a maximum of 12 hours per day.		

#### **Rooms at Gatton Shire Hall**

Pottery Club	\$370.00	Y
Per annum.		
Lapidary Club	\$370.00	Y
Per annum.		

### **2.10.2 – Laidley Cultural Centre**

Bond Without Alcohol	\$250.00	N
Bond With Alcohol	\$500.00	N

#### **Whole of Complex**

Auditorium, Function Room and hire of cutlery & crockery as requested.

Hire Fees per Hour	\$41.00	Y
Per hour up to a maximum of 12 hours per day.		

#### **Auditorium/Function Room**

Hire Fees Per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day.		

Name	Year 18/19 Fee (incl. GST)	GST
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### Squash Courts

- a) Hire of entire complex grants exclusive use to hirer of all squash court facilities for the period of hire.  
b) No casual hire permitted after 10.00pm Monday-Friday, OR weekends, OR public holidays.

Per Court	\$15.00	Y
Per hour.		
Entire Complex	\$31.00	Y
Per hour.		

### Prepayment

Type of Hire – per court.  
Unlimited use of squash court/per court.

Per Month	\$103.00	Y
Per Quarter	\$205.00	Y
Per Annum	\$515.00	Y

### 2.10.3 – Kensington Grove Hall

Bond	\$100.00	N
Hall Hire	\$6.00	Y
Per day.		

### 2.10.4 – Helidon Community Centre

Bond without Alcohol	\$250.00	N
Bond with Alcohol	\$500.00	N
Hire Fees Per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day.		
Helidon Tennis Court Casual Hire Fee	\$7.00	Y
Per hour.		

### 2.10.5 – Murphys Creek Community Hall

Bond without Alcohol	\$250.00	N
Bond with Alcohol	\$500.00	N
Hire Fees Per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day.		

### 2.10.6 – Grantham Butter Factory

As per Council's Community Grants & Assistance Procedure only the Larsens Room (previously known as the Community Room) is eligible for Fee Waivers, the Jamieson Room is not eligible for fee waivers.

Bond without Alcohol	\$250.00	N
Bond with Alcohol	\$500.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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### Whole of Complex

#### Jamieson & Larsen Rooms.

Hire Fees Per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day.		

### Jamieson Room

#### Commercial Kitchen, Mezzanine & Room Hire.

Hire Fees per Hour	\$15.00	Y
Per hour up to a maximum of 12 hours per day.		

### Event Hire Larsen Room

#### Community Area.

Hire Fees per Hour	\$10.00	Y
Per hour up to a maximum of 12 hours per day.		

### Grantham Butter Factory Commercial Kitchen – Independent Use Only

Hire Fees per Hour	\$15.00	Y
Per hour up to a maximum of 12 hours per day.		

### 2.10.7 – Withcott CWA Hall

Bond without Alcohol	\$100.00	N
Bond with Alcohol	\$200.00	N
Hire Fees Per Hour	\$6.00	Y
Per hour up to a maximum of 12 hours per day.		

### 2.10.8 – Withcott Sports Centre

#### Includes Hire of Kitchen / Kiosk / Meeting Room

Bond without Alcohol	\$250.00	N
Bond with Alcohol	\$500.00	N
Hire Fees Per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day.		

### 2.10.9 – Laidley Sports Complex

Sporting groups who are regular users of the Laidley Rec Grounds (Laidley Touch, Laidley Rugby League, Laidley Soccer, Laidley Little Athletics, Lockyer Little Athletics, Laidley Netball, Lockyer Softball) are able to use the facility at no cost for their normal season use (training, games, presentations etc.), however if they are wanting to have a fundraiser night, gala dinner, thank-you night, they need to pay the full bond and a flat fee of \$200. Any other non-profit group must pay the full fees as set in the fees and charges.

Bond without Alcohol	\$250.00	N
Bond with Alcohol	\$500.00	N

Name	Year 18/19 Fee (incl. GST)	GST
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#### Club Users

Annual Kitchen and Storage	No Charge	Y
Annual Storage Only	No Charge	Y
Meeting Rooms	No Charge	Y
Excluding Bar and Commercial Kitchen.		

#### Event Hire

Multipurpose Hall Hire (Bar, Storage, Airconditioning and Coldroom).

Hire Fees per Hour	\$31.00	Y
Per hour up to a maximum of 12 hours per day. As this facility is shared with sporting club users, all Event Hire bookings must be made a minimum of three months in advance. Bookings with less than three months notice will not be accepted.		

#### 2.10.10 – Library Meeting Rooms

Gatton Library – Hub and Local History Rooms	\$10.00	Y
Per hour. Effective from 1 March 2018.		
Laidley Library & Customer Service Centre – Wyman Room	\$21.00	Y
Per hour. Effective from 1 March 2018.		

#### 2.11 – Childcare Centres

All fees subject to Fee Relief Subsidies.

##### 2.11.1 – Gatton Child Care Centre

Afternoon session	\$26.00	N
Per Child.		
Daily Rate	\$85.00	N
Per Child.		
Weekly Rate	\$400.00	N
Per Child.		
Before School Care	\$24.00	N
Per Child.		
Vacation Care	\$85.00	N
Per child, per day.		

##### 2.11.2 – Kensington Grove Childcare Centre

Daily Rate	\$80.00	N
Per Child.		
Weekly Rate	\$375.00	N
Per Child.		

Name	Year 18/19 Fee (incl. GST)	GST
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## 2.12 – Building Services

### 2.12.1 – Building

Lodgement Fee is to be added to Base Fee for all Classes.

All fees are based on footing & slab inspections being undertaken by RPEQ.

Lodgement fee	\$260.00	Y
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#### Class 1A

Change of classification from class 1 to 10a	\$300.00	N
Change of classification from class 10a to 1a	\$850.00	N

### 2.12.3 – Special Structures/Temporary Buildings

Buildings that cannot be classified in any other class.

No Fees applicable

## 2.13 – Camping Grounds & Recreation Reserves

### 2.13.1 – Hire of Recreation Reserves or Council Lands

#### Laidley Sports & Recreation Reserve – Commercial Use

12 month fee for use of facility	\$435.00	Y
6 month fee for use of facility	\$260.00	Y
Use of Lights per Field	Electricity Supplier Costs plus 10%.	Y
Per Hour.		

#### Forest Hill Recreation Reserve

Subject to availability.

Hourly Rate	Price on application	Y
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Name	Year 18/19 Fee (incl. GST)	GST
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## 2.13.2 – Camping Fees – Council Owned Camping Grounds

On booking, one night's fee is required as a deposit. Refunds may be processed if at least two weeks notice of cancellation is given.

Powered Site – Centenary Park, Thornton	\$26.00	Y
Includes up to two adults and two children per site. Discount Fee (non-Pensioners) – Book seven nights and get one night free. Discount Fee (Pensioners) – Book four nights and get one free. Additional guests: Under 4yrs – no fee. 4yrs to 17 yrs – \$2.00 per night. Adults – \$5.00 per night.		
Unpowered Site – Centenary Park, Thornton	\$21.00	Y
Includes up to two adults and two children per site. Discount Fee (non-Pensioners) – Book seven nights and get one night free. Discount Fee (Pensioners) – Book four nights and get one free. Additional guests: Under 4yrs – no fee. 4yrs to 17 yrs – \$2.00 per night. Adults – \$5.00 per night.		
Powered Site – Lake Dyer	\$31.00	Y
Includes up to two adults and two children per site. Discount Fee (non-Pensioners) – Book seven nights and get one night free. Discount Fee (Pensioners) – Book four nights and get one free. Additional guests: Under 4yrs – no fee. 4yrs to 17 yrs – \$3.00 per night. Adults – \$8.00 per night.		
Unpowered Site – Lake Dyer	\$21.00	Y
Includes up to two adults and two children per site. Discount Fee (non-Pensioners) – Book seven nights and get one night free. Discount Fee (Pensioners) – Book four nights and get one free. Additional guests: Under 4yrs – no fee. 4yrs to 17 yrs – \$3.00 per night. Adults – \$8.00 per night.		
Bond for key for facilities at Lake Dyer	\$30.00	N

## 2.14 – Banners

### 2.14.1 – Installation of Banner

Installation Fee – Non Profit	\$115.00	N
Installation Fee – Commercial	\$450.00	N

## 2.15 – Engineering

### 2.15.1 – Rural Address Replacement Plate

Rural Address Replacement Number Plate	\$50.00	Y
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Name	Year 18/19 Fee (incl. GST)	GST
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## 2.15.2 – Installation of Pipes etc On or Under Road

### Road Reinstatement Fee

Bitumen	Price on application	N
Other than bitumen	Price on application	N

## 2.15.3 – Concrete Kerb

Alteration to existing layback kerb	Price on application	N
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## 2.15.4 – Vehicular Access

375 mm pipe crossing	Price on application	N
All other types of crossings	Price on application	N

## 2.16 – Pest Management

### 2.16.1 – Herbicide Spray Subsidy

Fireweed	50% of price charged by supplier.	Y
Groundsel	50% of price charged by supplier.	Y
Harissia Cactus	50% of price charged by supplier.	Y
Honey Locust	50% of price charged by supplier.	Y
Mother of Millions	50% of price charged by supplier.	Y
Salvinia	50% of price charged by supplier.	Y
Water Hyacinth	50% of price charged by supplier.	Y
Water Lettuce	50% of price charged by supplier.	Y
African Boxthorn	50% of price charged by supplier.	Y
Annual Ragweed	50% of price charged by supplier.	Y

continued on next page ..

Name	Year 18/19 Fee (incl. GST)	GST
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### 2.16.1 – Herbicide Spray Subsidy [continued]

Giant Rats Tail Grass	50% of price charged by supplier.	Y
Parthenium	50% of price charged by supplier.	Y

### 2.16.2 – Loan Equipment – Bonds

Loan equipment is available for use subject to acceptance of the terms and conditions of loan and the payment of the bond.

The use of loan equipment for commercial purposes or outside of the Council Region will result in forfeiture of the bond and exclusion from future use of loan equipment.

Where a borrower is found to have failed to adhere to Council procedures and safety requirements, or verbally abuses, harrasses or behaves in an unacceptable way towards a Council Officer, for a third time, the borrower will be excluded from further use of the loan equipment.

No Fees applicable

### 2.16.3 – Loan Equipment Other Charges

No Fees applicable

DRAFT

<b>Fee Name</b>	<b>Parent</b>	<b>Page</b>
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## Index of all fees

### Other

<100 beasts	[Feedlot (Cattle)]	24
<100 beasts	[Feedlot]	25
<100 swine	[Piggery]	24
<100 swine	[Piggery]	25
<5000 tonnes, per annum	[Extractive Industry]	30
> 200,000	[Poultry Farm (Traditional/Organic)]	25
> 200,000	[Poultry Farm (Traditional/Organic)]	25
>100,000 tonnes per annum	[Extractive Industry]	30
>1000 beasts	[Feedlot (Cattle)]	24
>1000 beasts	[Feedlot]	25
>500 swine	[Piggery]	24
>500 swine	[Piggery]	25

### 0

0 to 200,000 Birds	[Poultry Farm (Traditional/Organic)]	25
0 to 200,000 Birds	[Poultry Farm (Traditional/Organic)]	25

### 1

1 day event	[Temporary Food Business]	17
1 to 5,000 tonnes per annum	[Extractive Industry]	31
100 to 199 swine	[Piggery]	24
100 to 199 swine	[Piggery]	25
100 to 499 beasts	[Feedlot (Cattle)]	24
100 to 499 beasts	[Feedlot]	25
100,001 tonnes or more per annum	[Extractive Industry]	31
1001m2 to 1200m2	[Development (Except Advertising Signs)]	40
12 month fee for use of facility	[Laidley Sports & Recreation Reserve – Commercial Use]	64
1201m2 to 1400m2	[Development (Except Advertising Signs)]	40
1401m2 to 2000m2	[Development (Except Advertising Signs)]	40

### 2

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**Date:** 04 May 2018  
**Author:** Tony Brett, Manager Finance & Customer Services  
**Responsible Officer:** David Lewis, Executive Manager Corporate & Community Services

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

The following report provides a summary of Council's financial performance against budget to 30 April 2018.

**Statement of Income and Expenditure**

**Operating Revenue - Target \$51.86 million Actual \$52.26 million or 100.77%**

At 30 April 2018, overall operating revenue is on target for the budgeted amount. For the year to date, income from development applications has exceeded the annual budgeted amount by \$0.20 million, and waste disposal fees remain more than anticipated. Facilities hire and saleyard fees are also higher than budget, while childcare fees and building applications are less than expected.

Other revenue which includes Queensland Urban Utilities distributions and legal fee recoveries also remain higher than budget, as is Council's investment revenues due to higher cash balances.

**Operating Expenditure - Target \$46.11 million Actual \$44.66 million or 96.86%**

At 30 April 2018, overall operating expenditure for the year to date was under budget by \$1.45 million.

Employee costs are on target for the year to date with a 1.94% variance (\$0.40 million) pending the finalisation of the certified agreement negotiations.

At 30 April, goods and services were \$1.06 million less than budget due to the timing of materials, contractor, and project payments across a number of cost centres. Although some of the timing issues are being addressed, and adjustments made to offset increased costs in other areas, overall expenditure remains less than expected.

Depreciation costs are now calculated using the One Council asset system and are reflective of the actual amount of depreciation being charged on the estimated revalued amount of Council's assets.

**Capital Revenue - Target \$3.39 million Actual \$3.27 million or 96.46%**

Overall capital grants and subsidies revenue is on 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.

The loss on disposal of non-current assets relates to the write off of assets which have been replaced or renewed through the capital works program.

**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 April, Council had \$41.14 million in current assets compared to \$8.28 million in current liabilities with a ratio of 4.96:1. This means that for every dollar of current liability, there is \$4.96 in current assets to cover it.

**ORDINARY COUNCIL  
MEETING MINUTES  
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**Statement of Cash Flows**

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 30 April, there has been a net cash inflow of \$4.36 million with \$14.99 million received from operating activities and a net cash outflow for investing activities of \$9.46 million with the proceeds from sales of property and grants received partially offsetting the amount spent on capital works. For the year to date, \$1.17 million in repayments have been made on Council's loans.

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 April, Council's cash balance was \$31.60 million.

**Capital Expenditure – Target \$20.17 million Actual \$12.98 million or 64.35%**

To 30 April 2018, Council has expended \$12.98 million on its capital works program with a further \$3.42 million in committed costs for works currently in progress. With commitments included, the percentage spent is 81.31% which is on track for the year.

The main expenditures are \$9.93 million within Infrastructure, Works and Services and \$2.29 million within Corporate and Community Services. Major projects include the Laidley Flood Mitigation Project, Gravel Re-sheeting, Bitumen Resealing and the Plant Replacement program.

The cash flow of the capital works budget has been reviewed to take into account the proposed timing of the projects to provide a more accurate estimate of the progress of the works program. The timing of the cash flows will be adjusted as required to cater for changes in scheduling as advised by responsible officers.

**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**

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2017/18 Budget, with any variations or anomalies to be investigated and action taken as appropriate.

The results of the second budget review are incorporated into this report; however, expenditure remains under budget and a further review is required. Monitoring of operational projects has not yet started, the timing of contractor payments and any negotiated certified agreement pay increase on Council's employee costs remains ongoing.

The revised budget has been used as the basis for the development of the 2018/19 budget.

**6. Delegations/Authorisations**

**ORDINARY COUNCIL  
MEETING MINUTES  
16 MAY 2018**

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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 April, Council's revenues are on target, and overall expenditure is under target.

**9. Action/s**

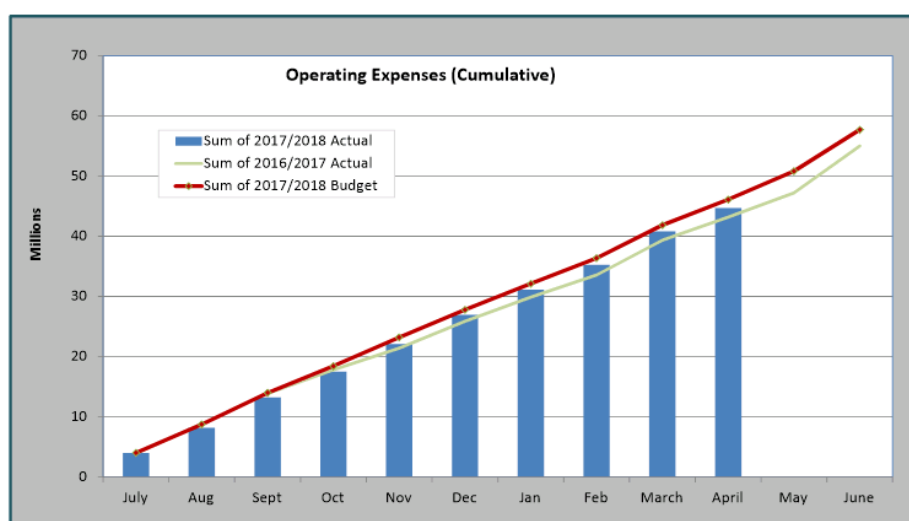
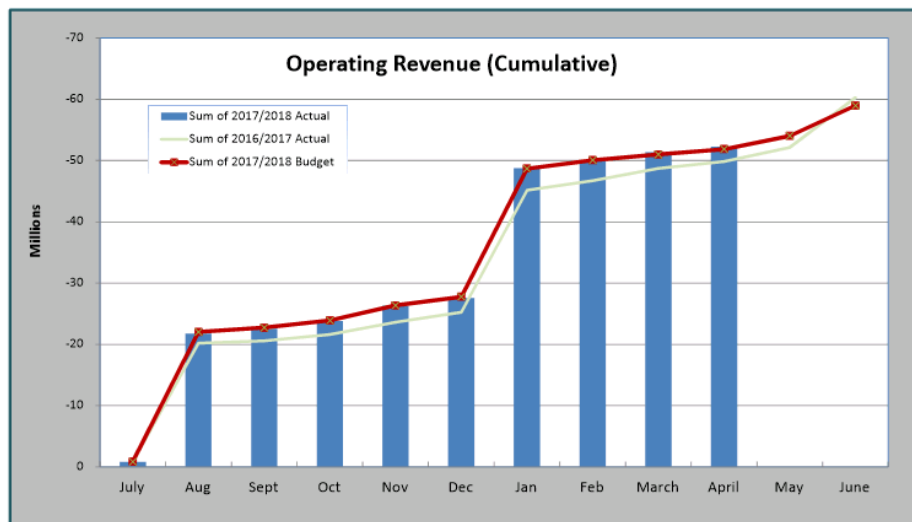
1. Nil

**Attachments**

1 [View](#) Council Financial Report 19 Pages

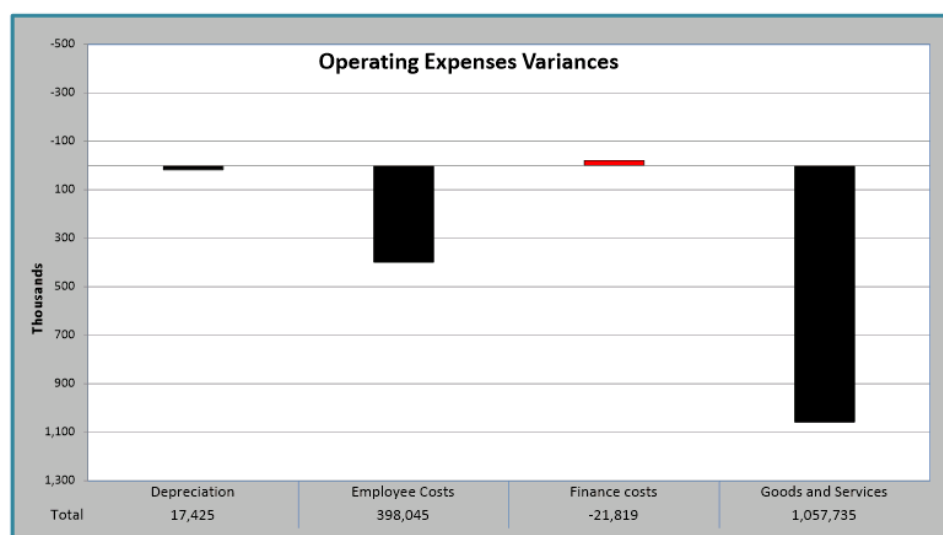
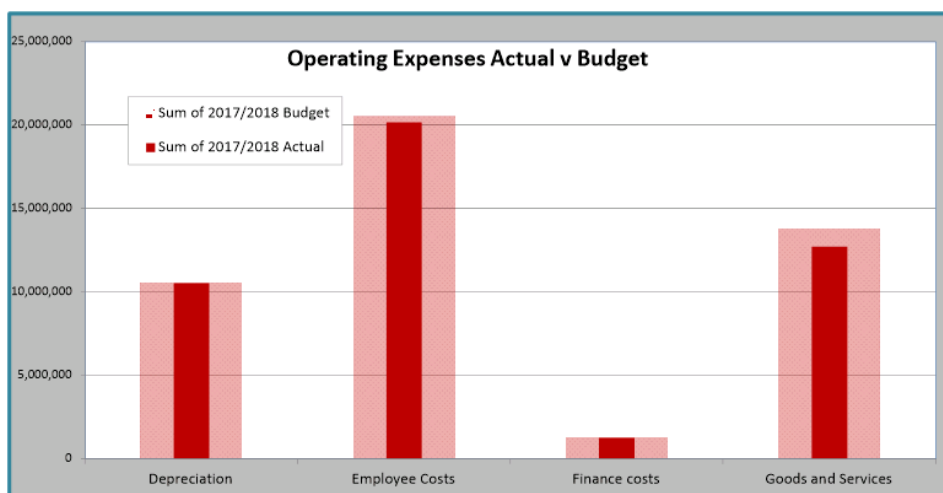
## LOCKYER VALLEY REGIONAL COUNCIL

Total Council Operating Revenue and Expenses  
For the Period Ended 30 April 2018



## LOCKYER VALLEY REGIONAL COUNCIL

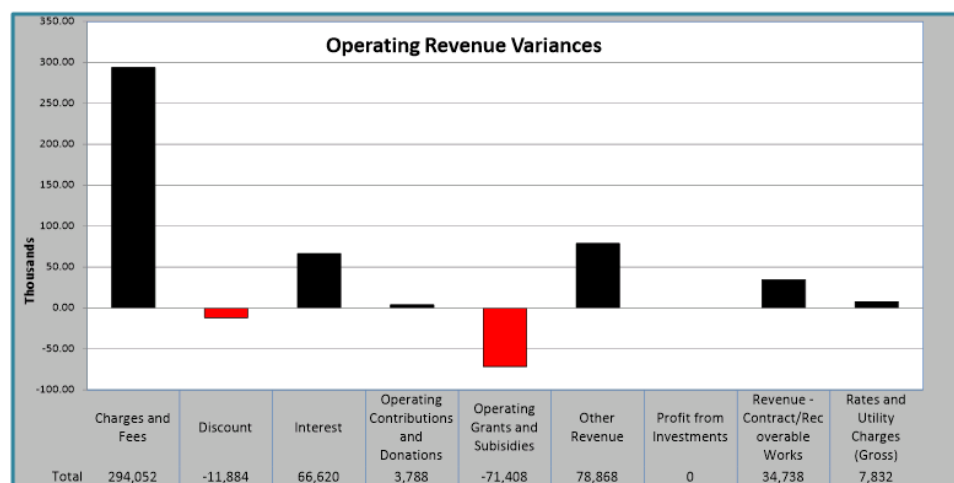
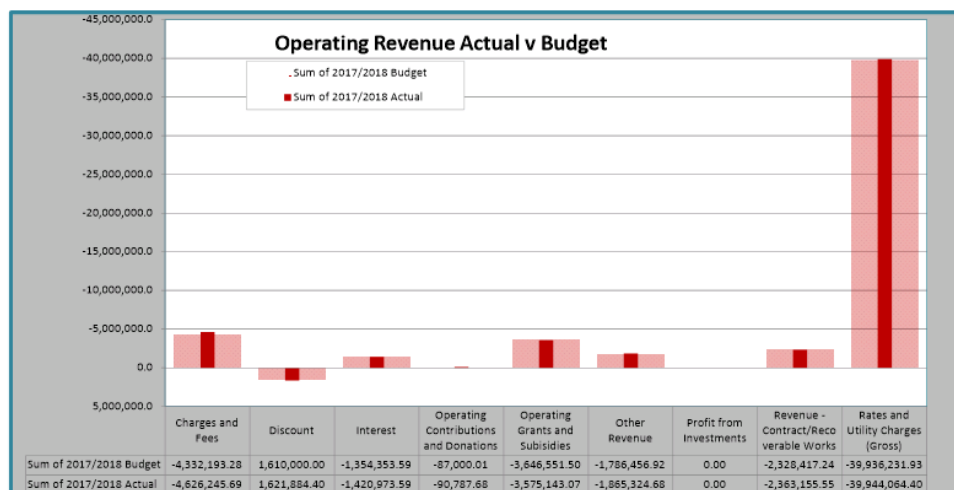
Operating Expenses  
For the Period Ended 30 April 2018





## LOCKYER VALLEY REGIONAL COUNCIL

Operating Revenue  
For the Period Ended 30 April 2018



Lockyer Valley Regional Council (Whole Council)  
Statement of Income and Expenditure  
For Period Ending April 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	40,057,990	39,944,064	39,936,232	(7,832)	(0.02)
Discount	(1,610,000)	(1,621,884)	(1,610,000)	11,884	(0.74)
Charges and Fees	5,284,500	4,626,246	4,332,193	(294,052)	(6.79)
Interest	1,682,880	1,420,974	1,354,354	(66,620)	(4.92)
Operating Grants and Subsidies	6,843,306	3,575,143	3,646,552	71,408	1.96
Operating Contributions and Donations	158,000	90,788	87,000	(3,788)	(4.35)
Revenue - Contract/Recoverable Works	2,630,300	2,363,156	2,328,417	(34,738)	(1.49)
Other Revenue	2,114,900	1,865,325	1,786,457	(78,868)	(4.41)
Profit from Investments	1,807,000	-	-	-	0.00
<b>Total Operating Revenue</b>	<b>58,968,876</b>	<b>52,263,810</b>	<b>51,861,204</b>	<b>(402,606)</b>	<b>(0.78)</b>
<u>Operating Expenses:</u>					
Employee Costs	24,705,635	20,168,752	20,566,822	398,071	1.94
Goods and Services	18,374,606	12,710,126	13,767,862	1,057,735	7.68
Finance costs	1,639,430	1,259,386	1,237,567	(21,819)	(1.76)
Depreciation	12,647,310	10,522,000	10,539,425	17,425	0.17
<b>Total Operating Expenses</b>	<b>57,366,981</b>	<b>44,660,264</b>	<b>46,111,676</b>	<b>1,451,412</b>	<b>3.15</b>
<b>Operating Surplus/(Deficit)</b>	<b>1,601,894</b>	<b>7,603,546</b>	<b>5,749,528</b>	<b>(1,854,018)</b>	<b>(32.25)</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	4,911,500	3,274,876	3,385,000	110,124	3.25
Profit (Loss) on Disposal of Non Current Assets	120,000	(2,878,707)	120,000	2,998,707	2,498.92
<b>Total Capital Revenue</b>	<b>5,031,500</b>	<b>396,169</b>	<b>3,505,000</b>	<b>3,108,831</b>	<b>88.70</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>6,633,394</b>	<b>7,999,715</b>	<b>9,254,528</b>	<b>1,254,813</b>	<b>13.56</b>

Lockyer Valley Regional Council (Executive Office)  
Statement of Income and Expenditure  
For Period Ending April 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Charges and Fees	-	3	-	(3)	0.00
Operating Grants and Subsidies	121,000	106,000	106,000	-	0.00
Operating Contributions and Donations	6,000	30,148	6,000	(24,148)	(402.46)
Revenue - Contract/Recoverable Works	-	(279)	-	279	0.00
Other Revenue	400,900	354,234	367,750	13,516	3.68
<b>Total Operating Revenue</b>	<b>527,900</b>	<b>490,106</b>	<b>479,750</b>	<b>(10,356)</b>	<b>(2.16)</b>
<u>Operating Expenses:</u>					
Employee Costs	3,704,540	3,222,696	3,134,504	(88,193)	(2.81)
Goods and Services	2,993,265	1,716,505	2,026,347	309,842	15.29
Finance costs	4,000	3,324	3,200	(124)	(3.88)
Depreciation	88,320	36,090	73,600	37,510	50.96
<b>Total Operating Expenses</b>	<b>6,790,125</b>	<b>4,978,615</b>	<b>5,237,650</b>	<b>259,035</b>	<b>4.95</b>
<b>Operating Surplus/(Deficit)</b>	<b>(6,262,225)</b>	<b>(4,488,510)</b>	<b>(4,757,900)</b>	<b>(269,391)</b>	<b>5.66</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	95,000	95,629	95,000	(629)	(0.66)
Profit (Loss) on Disposal of Non Current Assets	-	-	-	-	0.00
<b>Total Capital Revenue</b>	<b>95,000</b>	<b>95,629</b>	<b>95,000</b>	<b>(629)</b>	<b>(0.66)</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(6,167,225)</b>	<b>(4,392,881)</b>	<b>(4,662,900)</b>	<b>(270,019)</b>	<b>5.79</b>

Lockyer Valley Regional Council (Organisational Development and Planning)  
Statement of Income and Expenditure  
For Period Ending April 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	267,200	269,746	267,200	(2,546)	(0.95)
Charges and Fees	3,175,000	2,997,300	2,831,048	(166,252)	(5.87)
Interest	2,000	895	1,667	771	46.29
Operating Grants and Subsidies	85,000	76,364	85,000	8,636	10.16
Operating Contributions and Donations	56,000	36,000	56,000	20,000	35.71
Revenue - Contract/Recoverable Works	920,300	753,483	773,917	20,434	2.64
Other Revenue	5,000	4,880	1,200	(3,680)	(306.63)
<b>Total Operating Revenue</b>	<b>4,510,500</b>	<b>4,138,667</b>	<b>4,016,032</b>	<b>(122,635)</b>	<b>(3.05)</b>
<u>Operating Expenses:</u>					
Employee Costs	5,170,253	4,208,271	4,381,459	173,188	3.95
Goods and Services	1,908,590	1,235,585	1,333,820	98,235	7.36
Finance costs	900	962	750	(212)	(28.20)
Depreciation	20,040	19,868	16,700	(3,168)	(18.97)
<b>Total Operating Expenses</b>	<b>7,099,783</b>	<b>5,464,686</b>	<b>5,732,728</b>	<b>268,043</b>	<b>4.68</b>
<b>Operating Surplus/(Deficit)</b>	<b>(2,589,283)</b>	<b>(1,326,019)</b>	<b>(1,716,697)</b>	<b>(390,677)</b>	<b>22.76</b>
<u>Capital Revenue:</u>					
	-	-	-	-	0.00
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(2,589,283)</b>	<b>(1,326,019)</b>	<b>(1,716,697)</b>	<b>(390,677)</b>	<b>22.76</b>

Lockyer Valley Regional Council (Corporate and Community Services)  
Statement of Income and Expenditure  
For Period Ending April 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	38,881,589	38,765,117	38,759,831	(5,286)	(0.01)
Discount	(1,610,000)	(1,621,884)	(1,610,000)	11,884	(0.74)
Charges and Fees	2,081,500	1,606,455	1,477,812	(128,642)	(8.70)
Interest	1,680,880	1,420,049	1,352,687	(67,362)	(4.98)
Operating Grants and Subsidies	3,914,081	1,905,122	1,965,216	60,094	3.06
Operating Contributions and Donations	46,000	-	-	-	0.00
Revenue - Contract/Recoverable Works	-	110	-	(110)	0.00
Other Revenue	1,392,400	1,232,798	1,148,474	(84,325)	(7.34)
Profit from Investments	1,807,000	-	-	-	0.00
<b>Total Operating Revenue</b>	<b>48,193,450</b>	<b>43,307,766</b>	<b>43,094,019</b>	<b>(213,747)</b>	<b>(0.50)</b>
<u>Operating Expenses:</u>					
Employee Costs	9,310,404	7,213,358	7,324,336	110,978	1.52
Goods and Services	10,103,156	7,586,403	7,855,569	269,166	3.43
Finance costs	1,186,530	946,371	897,617	(48,754)	(5.43)
Depreciation	3,484,830	2,657,222	2,904,025	246,803	8.50
<b>Total Operating Expenses</b>	<b>24,084,920</b>	<b>18,403,354</b>	<b>18,981,547</b>	<b>578,192</b>	<b>3.05</b>
<b>Operating Surplus/(Deficit)</b>	<b>24,108,530</b>	<b>24,904,412</b>	<b>24,112,472</b>	<b>(791,939)</b>	<b>(3.28)</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	474,500	507,033	474,500	(32,533)	(6.86)
Profit (Loss) on Disposal of Non Current Assets	-	(437,325)	-	437,325	0.00
<b>Total Capital Revenue</b>	<b>474,500</b>	<b>69,709</b>	<b>474,500</b>	<b>404,791</b>	<b>85.31</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>24,583,030</b>	<b>24,974,120</b>	<b>24,586,972</b>	<b>(387,148)</b>	<b>(1.57)</b>

Lockyer Valley Regional Council (Infrastructure, Works and Services)  
Statement of Income and Expenditure  
For Period Ending April 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Operating Revenue:</b>					
Rates and Utility Charges (Gross)	909,201	909,202	909,201	(1)	(0.00)
Charges and Fees	28,000	22,489	23,333	845	3.62
Interest	-	29	-	(29)	0.00
Operating Grants and Subsidies	2,723,225	1,487,658	1,490,336	2,678	0.18
Operating Contributions and Donations	50,000	24,640	25,000	360	1.44
Revenue - Contract/Recoverable Works	1,710,000	1,609,842	1,554,500	(55,342)	(3.56)
Other Revenue	316,600	273,413	269,033	(4,379)	(1.63)
<b>Total Operating Revenue</b>	<b>5,737,026</b>	<b>4,327,272</b>	<b>4,271,404</b>	<b>(55,868)</b>	<b>(1.31)</b>
<b>Operating Expenses:</b>					
Employee Costs	6,520,438	5,524,427	5,726,524	202,097	3.53
Goods and Services	3,369,595	2,171,633	2,552,126	380,493	14.91
Finance costs	448,000	308,729	336,000	27,271	8.12
Depreciation	9,054,120	7,808,819	7,545,100	(263,719)	(3.50)
<b>Total Operating Expenses</b>	<b>19,392,153</b>	<b>15,813,608</b>	<b>16,159,750</b>	<b>346,142</b>	<b>2.14</b>
<b>Operating Surplus/(Deficit)</b>	<b>(13,655,127)</b>	<b>(11,486,336)</b>	<b>(11,888,347)</b>	<b>(402,011)</b>	<b>3.38</b>
<b>Capital Revenue:</b>					
Capital Grants, Subsidies and Contributions	4,342,000	2,672,214	2,815,500	143,286	5.09
Profit (Loss) on Disposal of Non Current Assets	120,000	(2,441,382)	120,000	2,561,382	2,134.49
<b>Total Capital Revenue</b>	<b>4,462,000</b>	<b>230,832</b>	<b>2,935,500</b>	<b>2,704,668</b>	<b>92.14</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(9,193,127)</b>	<b>(11,255,504)</b>	<b>(8,952,847)</b>	<b>2,302,657</b>	<b>(25.72)</b>



**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 30 April, 2018**

	2017-2018 Full Year Budget	2017-2018 YTD Actual
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	22,370,000	17,003,297
Cash investments	-	14,600,000
Trade and other receivables	3,540,000	6,782,760
Inventories	3,400,000	458,319
Non-current assets classified as held for sale	-	2,297,137
<b>Total Current Assets</b>	<b>29,310,000</b>	<b>41,141,513</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	30,780,000	28,762,947
Investment properties	1,850,000	1,847,000
Property, plant and equipment	619,140,000	562,344,437
Intangible assets	5,520,000	4,384,799
<b>Total Non Current Assets</b>	<b>672,020,000</b>	<b>612,084,440</b>
<b>TOTAL ASSETS</b>	<b>701,330,000</b>	<b>653,225,952</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	4,000,000	3,159,294
Provisions	4,680,000	4,678,139
Borrowings	1,770,000	446,436
<b>Total Current Liabilities</b>	<b>10,450,000</b>	<b>8,283,870</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	28,630,000	28,633,269
Borrowings	28,320,000	30,837,626
<b>Total Non Current Liabilities</b>	<b>56,950,000</b>	<b>59,470,895</b>
<b>TOTAL LIABILITIES</b>	<b>67,390,000</b>	<b>67,754,764</b>
<b>NET COMMUNITY ASSETS</b>	<b>633,940,000</b>	<b>585,471,188</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	377,380,000	367,465,610
Asset revaluation surplus	254,960,000	205,124,593
Reserves	-	4,881,295
Current Surplus/(Deficit)	1,600,000	7,999,690
<b>TOTAL COMMUNITY EQUITY</b>	<b>633,940,000</b>	<b>585,471,188</b>

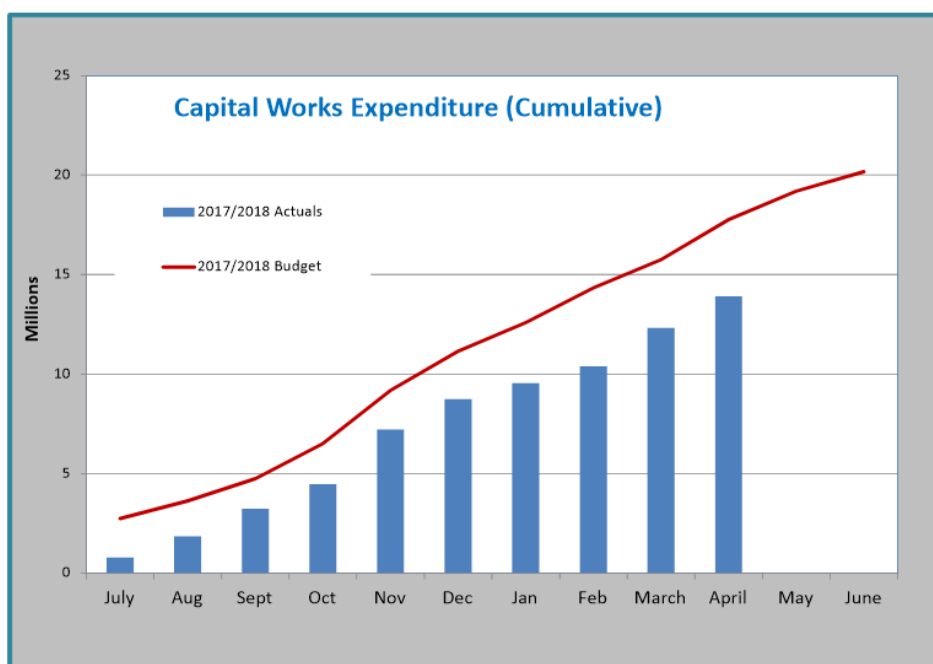
**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 30 April, 2018**

	<b>2017-2018 Full Year Budget</b>	<b>2017-2018 YTD Actuals</b>
<b><u>Cash flows from operating activities:</u></b>		
<b><u>Receipts</u></b>		
Receipts from customers	56,910,000	50,730,298
Interest received	1,680,000	1,420,974
<b><u>Payments</u></b>		
Payments to suppliers and employees	(45,390,000)	(36,011,508)
Interest expense	(1,470,000)	(1,151,363)
<b>Net cash inflow (outflow) from operating activities</b>	<b>11,740,000</b>	<b>14,988,401</b>
<b><u>Cash flows from investing activities:</u></b>		
Capital grants, subsidies and contributions	4,610,000	3,274,876
Payments for property, plant and equipment	(19,870,000)	(12,785,507)
Net transfer (to) from cash investments	770,000	-
Proceeds from sale of property plant and equipment	240,000	50,000
<b>Net cash inflow (outflow) from investing activities</b>	<b>(14,250,000)</b>	<b>(9,460,631)</b>
<b><u>Cash flows from financing activities:</u></b>		
Repayment of borrowings	(2,360,000)	(1,165,241)
Proceeds from borrowings	-	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>(2,360,000)</b>	<b>(1,165,241)</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(4,870,000)</b>	<b>4,362,529</b>
Cash and cash equivalents at beginning of the financial year	27,240,000	27,240,768
<b>Cash and cash equivalents at end of the financial year</b>	<b>22,370,000</b>	<b>31,603,297</b>

## LOCKYER VALLEY REGIONAL COUNCIL

### CAPITAL WORKS BY GROUP

Row Labels	Values		
	2017/2018 Budget	2017/2018 Actuals	Sum of PercentSpent
Corporate & Community Services	4,520,000	2,290,245	50.67%
Executive Office	444,000	233,969	52.70%
Infrastructure Works & Services	14,320,932	9,930,820	69.34%
Organisational Development & Planning	884,000	523,847	59.26%
<b>Grand Total</b>	<b>20,168,932</b>	<b>12,978,881</b>	<b>64.35%</b>



**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORK SUMMARY**  
April, 2018

	2017-2018 Amended Budget	2017-2018 Expenditure	Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Corporate &amp; Community Services</b>					
Community Facilities Management	80,000	2,772	19,400	22,172	57,828
Disaster Management	262,000	192,482	29,206	221,687	40,313
Facilities	2,090,000	1,130,393	618,762	1,749,155	340,845
Information Management	100,000	54,967	0	54,967	45,033
Information Technology	810,000	477,467	154,803	632,270	177,730
Public Order & Safety	70,000	18,393	0	18,393	51,607
SES	47,000	6,529	0	6,529	40,471
Transfer Stations	814,000	286,751	390,205	676,955	137,045
Gatton Child Care Centre	22,300	22,299	0	22,299	1
Waste Collection	25,000	25,032	0	25,032	-32
Gatton Library	12,000	373	0	373	11,627
Kensington Grove Community Childcare	17,700	15,409	0	15,409	2,291
Health and Regulatory Services	170,000	57,378	26,479	83,857	86,143
<b>Corporate &amp; Community Services Total</b>	<b>4,520,000</b>	<b>2,290,245</b>	<b>1,238,855</b>	<b>3,529,099</b>	<b>990,901</b>
<b>Executive Office</b>					
Old Transport Museum	30,000	0	0	0	30,000
Regional Development Management	224,000	154,067	0	154,067	69,933
Tourism Initiatives	65,000	7,326	0	7,326	57,674
Legal Services	20,000	3,207	5,395	8,603	11,397
Advocacy	105,000	69,369	35,544	104,913	87
<b>Executive Office Total</b>	<b>444,000</b>	<b>233,969</b>	<b>40,939</b>	<b>274,909</b>	<b>169,091</b>
<b>Infrastructure Works &amp; Services</b>					
Capital Program Delivery	10,632,892	7,790,094	921,253	8,711,347	1,921,545
Depot	75,000	200	79,500	79,700	-4,700
Fleet	2,372,000	1,647,442	668,596	2,316,037	55,963
Parks & Open Spaces	617,890	301,417	173,110	474,527	143,363
Roads & Drainage	0	-433	0	-433	433
Cemetery	60,650	4,456	9,492	13,948	46,702
NDRRA Program - Infrastructure Recovery	562,500	187,644	192,052	379,696	182,804
<b>Infrastructure Works &amp; Services Total</b>	<b>14,320,932</b>	<b>9,930,820</b>	<b>2,044,002</b>	<b>11,974,822</b>	<b>2,346,110</b>
<b>Organisational Development &amp; Planning</b>					
Staging Post Café	0	-3,667	0	-3,667	3,667
Planning Scheme	744,000	488,123	97,343	585,466	158,534
Environmental Planning	25,000	0	0	0	25,000
Sport Recreation and Community Grants	50,000	12,952	0	12,952	37,048
Pest Management	65,000	26,441	0	26,441	38,559
<b>Organisational Development &amp; Planning Total</b>	<b>884,000</b>	<b>523,847</b>	<b>97,343</b>	<b>621,190</b>	<b>262,810</b>
<b>Grand Total</b>	<b>20,168,932</b>	<b>12,978,881</b>	<b>3,421,139</b>	<b>16,400,021</b>	<b>3,768,911</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORKS DETAIL**  
April, 2018

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
<b>Corporate &amp; Community Services</b>					
<b>Community Facilities Management</b>					
Laidley Swimming Pool refurbishment	80,000	2,772	19,400	22,172	57,828
Community Facilities Management Total	80,000	2,772	19,400	22,172	57,828
<b>Disaster Management</b>					
Flood Mapping and Modelling L'yer Catchm	56,980	10,500	25,496	35,996	20,985
Floodway Manual Gauges	7,000	441	0	441	6,559
River Height Gauges Laidley & Thornton	90,000	90,171	0	90,171	-171
Upgrade Cameras for Night Vision	58,020	58,020	0	58,020	0
Waterride Flood Intelligence	50,000	33,350	3,710	37,060	12,940
Disaster Management Total	262,000	192,482	29,206	221,687	40,313
<b>Facilities</b>					
Admin Building Fire Detection/Counter	150,000	91,628	28,295	119,924	30,076
Das Neumann Haus Refurbish Ramp & Paint	5,000	4,537	0	4,537	463
Decommission Old Gatton Pool	2,261	2,261	0	2,261	-0
Forest Hill Rec Res Upgrade Toilet Block	0	291	0	291	-291
Gatton Depot Elec Switchboard Upgrade	40,000	4,733	1,200	5,933	34,067
Gatton Depot Facilities Shed	43,000	33,532	10,787	44,319	-1,319
Gatton North St Toilets Interior Refurb	97,000	84,751	14,148	98,899	-1,899
Gatton RV Park	84,000	83,772	0	83,772	228
Gatton Show Grounds Internal Roadworks	60,000	59,741	417	60,157	-157
Gatton Showgrounds Energy Reduction	0	1,532	46,950	48,482	-48,482
Gatton Showgrounds Separate Metering	70,000	9,468	4,700	14,168	55,832
Gatton Showgrounds Yellow Toilets Replac	50,000	0	0	0	50,000
Helidon Community Hall Painting & Repair	30,000	22,765	9,900	32,665	-2,665
Helidon Tennis Club Exterior Painting	10,000	9,938	0	9,938	62
Implementation of Sport & Rec Report	0	-3,182	0	-3,182	3,182
Indoor Sports Ctr LED Light & Cooling	169,000	68,054	22,068	90,121	78,879
Jessie's Cottage Repairs & Painting	10,000	7,905	0	7,905	2,095
Laidley Admin Building Refurbishment	80,000	14,238	30,527	44,765	35,235
Laidley DNH Toilet Block Repairs & Paint	10,000	0	0	0	10,000
Laidley Multipurpose Centre	0	75,750	0	75,750	-75,750
Laidley Pool Construct Disabled Toilet	40,000	40,441	0	40,441	-441
Laidley Pound Fencing Drainage & Repairs	5,000	3,131	0	3,131	1,869
Laidley Rec Res LED Lighting Replacement	202,000	219,698	0	219,698	-17,698
Laidley Recreation Reserve Toilet repair	10,000	0	0	0	10,000
Laidley Saleyards Undercover Walkway	20,000	725	4,350	5,075	14,925
LCC Replace Curtains & PA System	15,000	13,033	0	13,033	1,967
Lions Park Laidley Replace Toilet Block	133,000	71,197	65,886	137,082	-4,082
Lockyer Valley Cultural Centre Storage	10,000	6,247	0	6,247	3,753
LV Cultural Centre Tile Replacement	105,000	30,736	2,163	32,899	72,101
Murphys Ck Comm Centre Painting & Repair	3,000	1,458	0	1,458	1,542
New Temporary Laidley Library	0	18,081	0	18,081	-18,081
Replace Ageing Furniture at Prem Halls	10,000	113	0	113	9,887
Replace Shade Shelters-Laidley Pool	15,000	14,637	0	14,637	363
Shire Hall Basement Exit/Fire Detection	95,000	19,145	30,920	50,065	44,935
Solar planning for buildings	211,739	75,263	136,268	211,532	208
Static Safety Lines Various Facilities	45,000	16,489	0	16,489	28,511
Vets Support Laidley Disabled Carpark	15,000	654	0	654	14,346
Withcott Toilet Block	245,000	27,631	210,184	237,815	7,185
Facilities Total	2,090,000	1,130,393	618,762	1,749,155	340,845
<b>Information Management</b>					
Physical Records Relocation Project Ldly	100,000	54,967	0	54,967	45,033
Information Management Total	100,000	54,967	0	54,967	45,033
<b>Information Technology</b>					
Council Chambers Audio Visual System	9,000	8,291	0	8,291	709
Data Centre Upgrades	25,000	40,119	0	40,119	-15,119
Gatton Library Audio Visual Equipment	16,000	16,211	0	16,211	-211
GIS Enhancement	155,000	39,398	23,655	63,053	91,947
Implementation of Live Pro System	30,000	19,996	2,731	22,727	7,273
Laidley Cultural Centre Access Control	15,000	0	0	0	15,000
LVCC Audio Visual	0	18,683	0	18,683	-18,683

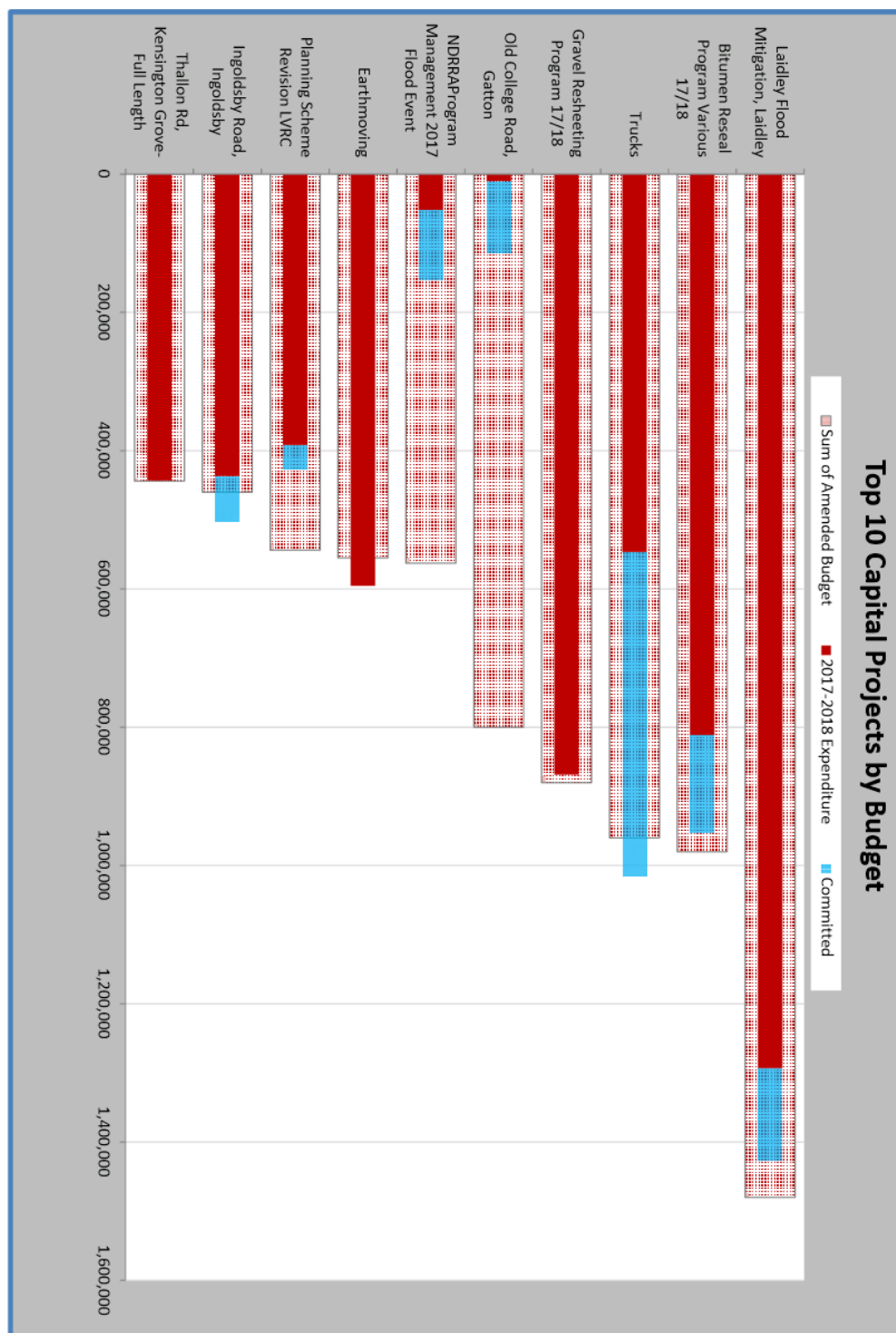
Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
Network Security	40,000	26,561	0	26,561	13,439
Network Upgrades & Replacements	20,000	2,000	0	2,000	18,000
Skype for Business	5,000	0	0	0	5,000
Technology One 'ECM Upgrade'	175,000	166,232	7,944	174,176	824
Technology One 'One Council' Project	230,000	134,978	120,473	255,451	-25,451
Upgrade MS Office	50,000	5,000	0	5,000	45,000
Upgrade Windows Desktop Operating System	10,000	0	0	0	10,000
Website Upgrade	30,000	0	0	0	30,000
Information Technology Total	810,000	477,467	154,803	632,270	177,730
<b>Public Order &amp; Safety</b>					
Depot CCTV	15,000	5,419	0	5,419	9,581
Gatton CCTV Project	10,000	0	0	0	10,000
Laidley Library CCTV	5,000	2,007	0	2,007	2,993
Mobile Body CCTV Cameras for Staff	25,000	6,134	0	6,134	18,866
Renewal of CCTV Equipment in Laidley	10,000	4,832	0	4,832	5,168
Unidentified CCTV Works	5,000	0	0	0	5,000
Public Order & Safety Total	70,000	18,393	0	18,393	51,607
<b>SES</b>					
SES Buildings Air-conditioning	15,000	5,438	0	5,438	9,562
SES Buildings Roller Door Auto Mechanism	10,000	0	0	0	10,000
SES Buildings Roof Ventilation	20,000	0	0	0	20,000
Technology & Communications Improvements	2,000	1,091	0	1,091	909
SES Total	47,000	6,529	0	6,529	40,471
<b>Transfer Stations</b>					
Bitumen Sealing at Transfer Stations	40,000	0	0	0	40,000
Bunded Sheds & Units Hazardous Material	95,000	48,774	17,082	65,856	29,144
Digital Camera Replacement for 3 sites	5,000	5,084	0	5,084	-84
Driveway Entrance Repairs to Lock Waters	36,000	3,856	591	4,447	31,553
Electricity to Withcott Transfer Station	108,000	117,102	0	117,102	-9,102
Gatton and Laidley Sites Landscaping	10,000	2,250	6,430	8,680	1,320
Gatton Landfill EHP Compliance	297,000	191	263,845	264,036	32,964
Gatton L'Fill Capping Design Western End	25,000	7,620	0	7,620	17,380
Laidley Landfill Capping Works	64,000	56,858	6,177	63,035	965
Laidley Transfer Station Improvement	0	0	80	80	-80
Lockrose Transfer Station Building & R/Wall	29,000	35,714	0	35,714	-6,714
New Landfill Cell (4) for Gatton Site	10,000	9,301	0	9,301	699
Superintendent Landfill Capping	30,000	0	0	0	30,000
Water Pump & Reticulation System Gatton	65,000	0	96,000	96,000	-31,000
Transfer Stations Total	814,000	286,751	390,205	676,955	137,045
<b>Gatton Child Care Centre</b>					
Gatton CC Centre Supply Furniture	4,164	4,163	0	4,163	1
GCCC Recover Exist Brick with Plaster	18,136	18,136	0	18,136	-0
Gatton Child Care Centre Total	22,300	22,299	0	22,299	1
<b>Waste Collection</b>					
Laidley Levy/Garbage Truck Turnarounds	25,000	25,032	0	25,032	-32
Waste Collection Total	25,000	25,032	0	25,032	-32
<b>Gatton Library</b>					
Gatton Library New Furniture	12,000	373	0	373	11,627
Gatton Library Total	12,000	373	0	373	11,627
<b>Kensington Grove Community Childcare</b>					
KGCC Replacement of Vinyl Flooring	17,700	15,409	0	15,409	2,291
Kensington Grove Community Childcare Total	17,700	15,409	0	15,409	2,291
<b>Health and Regulatory Services</b>					
Dog Off Leash Area(s)	50,000	104	7,412	7,516	42,484
LVR Animal Management Facility	100,000	57,274	6,560	63,834	36,166
Security Fencing	5,000	0	0	0	5,000
Shade Shelters for Cattle Yards	15,000	0	12,507	12,507	2,493
Health and Regulatory Services Total	170,000	57,378	26,479	83,857	86,143
<b>Corporate &amp; Community Services Total</b>	<b>4,520,000</b>	<b>2,290,245</b>	<b>1,238,855</b>	<b>3,529,099</b>	<b>990,901</b>
<b>Executive Office</b>					
<b>Qld Transport Museum</b>					
QTM Portable Fan for Museum	30,000	0	0	0	30,000
Qld Transport Museum Total	30,000	0	0	0	30,000
<b>Regional Development Management</b>					
GWIZ	0	261	0	261	-261
Lakeview Accommodation Precinct	40,000	42,003	0	42,003	-2,003
Lockyer Legends	20,000	0	0	0	20,000
Pre-sale Activities Grantham West	105,000	70,491	0	70,491	34,509

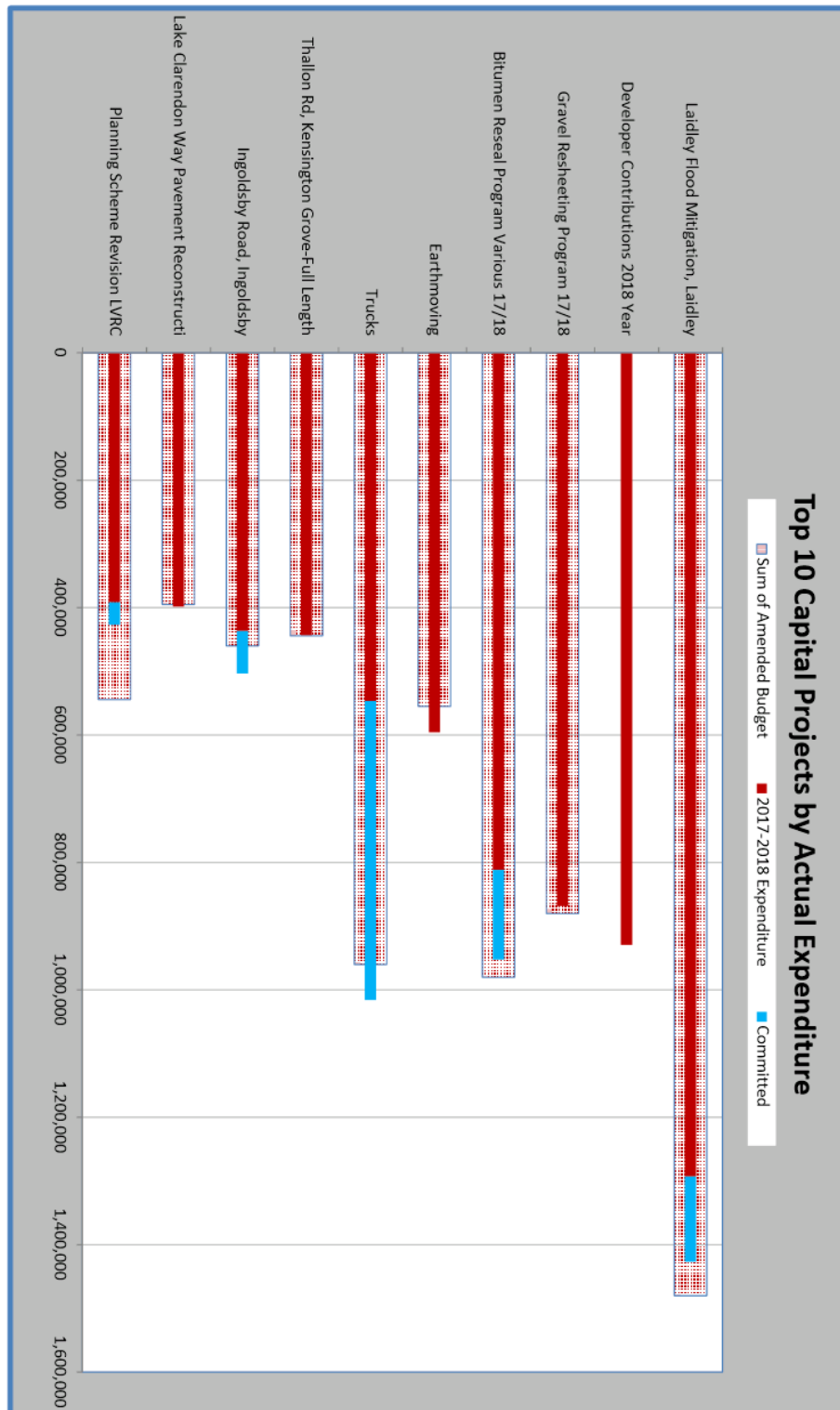


Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
Pre-sale activities Lakeview remain lots	20,000	0	0	0	20,000
Upgrade to Water Infrastructure Hawck St	39,000	41,312	0	41,312	-2,312
Regional Development Management Total	224,000	154,067	0	154,067	69,933
<b>Tourism Initiatives</b>					
Entrance Statement Plainland	25,000	7,326	0	7,326	17,674
Pioneer Village Shed Upgrade	30,000	0	0	0	30,000
Pioneer Village Upgrades	10,000	0	0	0	10,000
Tourism Initiatives Total	65,000	7,326	0	7,326	57,674
<b>Legal Services</b>					
Land disposal costs	20,000	3,207	0	3,207	16,793
Sale of Council Owned Land	0	0	5,395	5,395	-5,395
Legal Services Total	20,000	3,207	5,395	8,603	11,397
<b>Advocacy</b>					
Lockyer Valley Pre-Feasibility Study	105,000	69,369	35,544	104,913	87
Advocacy Total	105,000	69,369	35,544	104,913	87
<b>Executive Office Total</b>	<b>444,000</b>	<b>233,969</b>	<b>40,939</b>	<b>274,909</b>	<b>169,091</b>
<b>Infrastructure Works &amp; Services</b>					
<b>Capital Program Delivery</b>					
Airforce Road, Helidon	30,000	2,273	0	2,273	27,727
Ambrose Street, Laidley	25,000	22,620	0	22,620	2,380
Amos Road, Withcott - CH 0-840	0	-3,500	0	-3,500	3,500
Australia II Drive, Kensington Grove	60,000	58,996	0	58,996	1,004
Bitumen Reseal Program - Various 16/17	170,000	151,190	0	151,190	18,811
Bitumen Reseal Program Various 17/18	980,000	811,627	140,953	952,580	27,420
Blanchview Road, Blanchview	30,000	7,368	2,507	9,874	20,126
Brightview Road, Glenore Grove	20,000	17,618	2,145	19,763	237
Church Street, Forest Hill	16,000	14,580	0	14,580	1,420
Crowley Vale Road, Crowley Vale	0	382	0	382	-382
Culvert Renewals - Various	286,000	935	108,277	109,212	176,788
Cycle Network Gatton	28,000	27,215	5,620	32,835	-4,835
East/Crescent Streets Gatton	160,000	156,250	0	156,250	3,750
Fairway Drive	20,000	19,086	0	19,086	914
Feldhahn Street, Gatton	290,000	126,382	54,505	180,888	109,112
Flagstone Creek Road, Flagstone	60,000	4,762	2,840	7,601	52,399
Flagstone Creek State School	80,000	4,631	3,071	7,701	72,299
Forest Hill Flood Mitigation Stage 1B	0	262	0	262	-262
Gehrke Road Culvert Replacement	10,000	6,448	0	6,448	3,552
Gehrke Road, Regency Downs	0	415	0	415	-415
Gravel Resheeting Program - Various	55,000	55,163	0	55,163	-163
Gravel Resheeting Program 17/18	880,000	868,366	0	868,366	11,634
Harm Dr/Lake Clarendon Rd Black Spot Pro	56,500	3,341	0	3,341	53,159
Hickey Street Kerb Ramps	15,000	10,964	0	10,964	4,036
Hickey Street, Gatton	250,000	239,922	13,703	253,626	-3,626
Ingoldsby Road, Ingoldsby	460,000	436,526	66,744	503,270	-43,270
Jones Road, Withcott	94,000	94,092	0	94,092	-92
Kensington Grove Speed Review	10,000	2,947	0	2,947	7,053
Kerb and channel rehabilitation program	60,000	58,872	0	58,872	1,128
Laidley Flood Mitigation, Laidley	1,480,000	1,293,033	133,803	1,426,837	53,163
Lake Clarendon Rd (LCS School), Lake Cla	5,000	4,434	0	4,434	566
Lake Clarendon Way	0	1,632	0	1,632	-1,632
Lake Clarendon Way Pavement Reconstructi	395,000	398,224	0	398,224	-3,224
Lake Clarendon Way/Main Greenswamp Rd	225,000	222,560	0	222,560	2,440
Liftin Bridge-Black Spot Project 17/18	41,500	9,035	0	9,035	32,465
Long Gully Rd (CH 0-1.4) Upgrade gravel	300,000	215,933	34,906	250,840	49,160
Mahon Bridge strengthening	18,000	17,526	0	17,526	474
Meadows Road, Withcott	5,000	4,450	0	4,450	550
Naomi Road, Lockyer Waters	371,000	368,900	33,291	402,191	-31,191
North St/William Street Gatton	315,000	278,315	0	278,315	36,685
Old College Road, Gatton	800,000	9,797	105,409	115,206	684,794
O'Neil's Road, Withcott	0	6,908	34,911	41,818	-41,818
Operational Works Application Fees	0	20,635	0	20,635	-20,635
Patrick Street, Laidley	26,000	25,350	0	25,350	650
Queens Baton Relay	40,000	23,745	0	23,745	16,255
Railway St, Laidley - CH 125 - 365 - Her	60,000	50,439	2,045	52,485	7,515
Railway Street Laidley	97,000	95,229	0	95,229	1,771
Road Closure Signs	30,000	0	0	0	30,000
Rons Road, Glenore Grove	15,000	3,973	3,664	7,636	7,364
Seventeen Mile Rd (Ch. 0.0-0.9)	298,000	153,320	82,632	235,953	62,047

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
Spencer Street Gatton	36,000	35,600	0	35,600	400
Spencer Street, Gatton	132,000	18,671	0	18,671	113,329
Spencer/William Street, Gatton	22,000	7,804	1,009	8,813	13,187
Stormwater culvert replacements, Gatton	100,000	0	0	0	100,000
Strong Street, Gatton	270,000	307,099	30,051	337,150	-67,150
Summerholm Road - Black Spot Project	66,000	54,408	2,579	56,987	9,013
Tallaringa Drive Adare Shoulder widening	115,000	91,724	13,510	105,234	9,766
Tarantall Road, Forest Hill	390,000	381,887	0	381,887	8,113
Tenthill Crk Rd/Winwill Connection Rd	0	419	0	419	-419
Thallon Rd, Kensington Grove-Full Length	444,000	443,104	0	443,104	896
Vehicle Activated Signs Road Safety PJ	25,000	0	23,333	23,333	1,667
Wandin Road, Withcott - CH 170 -300	55,000	10,965	0	10,965	44,035
William Street and Lake Apex Drive PCNP	25,000	3,989	0	3,989	21,011
Woodlands Road	15,000	0	0	0	15,000
Woodlands Road 17/18	270,892	31,252	19,745	50,997	219,895
<b>Capital Program Delivery Total</b>	<b>10,632,892</b>	<b>7,790,094</b>	<b>921,253</b>	<b>8,711,347</b>	<b>1,921,545</b>
<b>Depot</b>					
New Emulsion Tank at Gatton Depot	75,000	200	79,500	79,700	-4,700
<b>Depot Total</b>	<b>75,000</b>	<b>200</b>	<b>79,500</b>	<b>79,700</b>	<b>-4,700</b>
<b>Fleet</b>					
Capital Plant Purchases - 2016/2017	180,000	177,694	0	177,694	2,306
Earthmoving	555,000	595,475	0	595,475	-40,475
Light Commercial Vehicles	441,000	248,370	71,884	320,255	120,745
Mowers	57,000	33,960	67,029	100,989	-43,989
New Trencher for Parks	6,000	0	0	0	6,000
Passenger Vehicles	135,000	36,818	60,188	97,005	37,995
SES Vehicles and Plant	23,000	0	0	0	23,000
Trailers	15,000	8,802	0	8,802	6,198
Trucks	960,000	546,322	469,495	1,015,817	-55,817
<b>Fleet Total</b>	<b>2,372,000</b>	<b>1,647,442</b>	<b>668,596</b>	<b>2,316,037</b>	<b>55,963</b>
<b>Parks &amp; Open Spaces</b>					
Dawson Phipps Park Garden Edging	1,500	1,400	0	1,400	100
Dawson Phipps Pk Renewal Shade Shelter	10,000	10,754	0	10,754	-754
Gatton CBD Revitalisation	15,000	5,997	0	5,997	9,003
Hatton Vale Park Concept and Design	20,000	0	7,500	7,500	12,500
Laidley CC Bichel Oval Earth Drain Const	14,000	895	0	895	13,105
Laidley Rec Res Renewal PA001460	8,680	0	0	0	8,680
Laidley Rec Res Renewal of PA001454	30,000	1,087	0	1,087	28,913
Laidley Rec Res Renewal PA001365	1,300	1,130	0	1,130	170
Lake Apex Park Gatton Shade Shelter	14,300	9,745	0	9,745	4,555
Lake Apex Pk Handrail & Steps BBQ Area	26,500	26,279	0	26,279	221
Lake Apex Pk Irrigation & Landscaping	15,000	14,372	6,458	20,830	-5,830
Lake Apex Skate Bowl Carpark	50,000	1,778	4,545	6,323	43,677
Lake Clarendon Rec Res Renewal of BBQ	13,800	11,250	0	11,250	2,550
Littleton Park Renewal Playground Equip	4,400	4,113	0	4,113	287
M/Creek Cricket Grnd Renewal of Seating	5,000	5,782	0	5,782	-782
McNulty Park Laidley Refurbishment	17,000	11,464	0	11,464	5,536
Parks and Gardens Deficiencies Review	25,000	0	0	0	25,000
Removal of Poor Condition & Obsol Assets	5,500	2,460	0	2,460	3,040
Schultz Lookout Bin and Fencing Renewal	3,230	1,285	0	1,285	1,945
Springbrook Pk Renewal of PA000725	3,300	2,224	0	2,224	1,076
Wilks Park Renewal of Garden Edging	880	476	0	476	404
William Kemp Pk Replace Existing Bollard	15,000	12,497	0	12,497	2,503
Zabel Road Lockrose Dip Site Rehabilitat	318,500	176,429	154,606	331,036	-12,536
<b>Parks &amp; Open Spaces Total</b>	<b>617,890</b>	<b>301,417</b>	<b>173,110</b>	<b>474,527</b>	<b>143,363</b>
<b>Roads &amp; Drainage</b>					
Western Drive Shared Path	0	-433	0	-433	433
<b>Roads &amp; Drainage Total</b>	<b>0</b>	<b>-433</b>	<b>0</b>	<b>-433</b>	<b>433</b>
<b>Cemetery</b>					
Forest Hill Cemetery Erect a Columbarium	18,650	2,640	9,492	12,132	6,518
Gatton Cemetery Garden Edging	9,000	0	0	0	9,000
Laidley Cemetery Concrete Strips	15,000	0	0	0	15,000
Laidley Cemetery Garden & Fence Removal	8,000	1,816	0	1,816	6,184
Master Plan for all LVRG Cemeteries	10,000	0	0	0	10,000
<b>Cemetery Total</b>	<b>60,650</b>	<b>4,456</b>	<b>9,492</b>	<b>13,948</b>	<b>46,702</b>

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
<b>NDRRA Program - Infrastructure Recovery</b>					
NDRRA Works 2017 - Submission 1	0	136,033	10,954	146,987	-146,987
NDRRA Works 2017 - Submission 4	0	0	79,503	79,503	-79,503
NDRRAProgram Management 2017 Flood Event	562,500	51,611	101,595	153,206	409,294
NDRRA Program - Infrastructure Recovery Total	562,500	187,644	192,052	379,696	182,804
<b>Infrastructure Works &amp; Services Total</b>	<b>14,320,932</b>	<b>9,930,820</b>	<b>2,044,002</b>	<b>11,974,822</b>	<b>2,346,110</b>
<b>Organisational Development &amp; Planning</b>					
<b>Staging Post Café</b>					
Staging Post Mini Re-Model	0	-3,667	0	-3,667	3,667
Staging Post Café Total	0	-3,667	0	-3,667	3,667
<b>Planning Scheme</b>					
LGIP Prepare Infrastructure Plan	200,000	96,536	61,961	158,497	41,503
Planning Scheme Revision LVRC	544,000	391,587	35,382	426,969	117,031
Planning Scheme Total	744,000	488,123	97,343	585,466	158,534
<b>Environmental Planning</b>					
Lake Apex Water Quality Improvements	25,000	0	0	0	25,000
Environmental Planning Total	25,000	0	0	0	25,000
<b>Sport Recreation and Community Grants</b>					
Master Plans R'Hill, Springbrook & AFL	50,000	12,952	0	12,952	37,048
Sport Recreation and Community Grants Total	50,000	12,952	0	12,952	37,048
<b>Pest Management</b>					
Freezer and electricity supply/lighting	25,000	21,177	0	21,177	3,823
Spray Unit Collection Shed	40,000	0	0	0	40,000
Upgrade Animal Traps	0	5,264	0	5,264	-5,264
Pest Management Total	65,000	26,441	0	26,441	38,559
<b>Organisational Development &amp; Planning Total</b>	<b>884,000</b>	<b>523,847</b>	<b>97,343</b>	<b>621,190</b>	<b>262,810</b>
<b>Grand Total</b>	<b>20,168,932</b>	<b>12,978,881</b>	<b>3,421,139</b>	<b>16,400,021</b>	<b>3,768,911</b>





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## 13.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS

### 13.1 Infrastructure Works and Services Executive Managers Monthly Update - April 2018

**Date:** 24 April 2018

**Author:** Sara Rozynski, Personal Assistant to the Executive Manager  
Infrastructure Works and Services

**Responsible Officer:** Seren McKenzie, Acting Executive Manager Infrastructure Works & Services

#### Summary:

This report is to update Council on the emerging matters arising in regards to the Infrastructure Works and Services Group for April 2018.

#### Officer's Recommendation:

**THAT Council receive and note the Acting Executive Manager Infrastructure Works and Services Monthly report for April 2018.**

#### RESOLUTION

**THAT Council receive and note the Acting Executive Manager Infrastructure Works and Services Monthly report for April 2018.**

**Moved By: Cr Cook**

**Seconded By: Cr Vela**

**Resolution Number: 16-20/0959**

**CARRIED**

**6/0**

#### Report

##### 1. Introduction

#### ROADS SAFETY BLACK SPOT PROGRAMME

In June 2017 Lockyer Valley Regional Council was awarded funding for 3 projects through the Federal Government's Black Spot road safety programme for 2017-18.

Project	Australian Government Funding	Status	Comments
Summerholm Road, SUMMERHOLM Review and install signage	\$66,000	Completed	Completed



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Project	Australian Government Funding	Status	Comments
<b>Harm Drive / Lake Clarendon Road intersection upgrade, CROWLEY VALE</b> Change of route priority	\$56,500	In design	Change of scope has been sent to TMR for comment and advice, and follow up comments sent back following queries received regarding the changed scope.
<b>Litfin Bridge, GATTON</b> Improve signage and delineation on approaches to bridge and replace damaged guardrail	\$41,500	Amendments required to increase sight distance through bridge	Some works complete, issues with services that will prevent widening of the road, options being investigated
<b>Total for 2017-18</b>	<b>\$164,000</b>		

In late March 2018, the Australian Government has released the outcome of the 2018-19 road safety Black Spot Program funding round:

[http://minister.infrastructure.gov.au/mccormack/releases/2018/march/mm021\\_2018.aspx](http://minister.infrastructure.gov.au/mccormack/releases/2018/march/mm021_2018.aspx).

Lockyer Valley Regional Council's unsuccessful funding submissions were:

1. Brightview Road / Village Road intersection upgrade, Lockrose
2. Jones Road Bridge, Withcott
3. Woodlands Road / Rangeview Crescent intersection, Gatton
4. Adare Road / Fords Road / Redbank Creek Road intersection, Adare
5. Costellos Road shoulder widening, Lockyer
6. Manteuffel Road shoulder widening, Ropeley (Section 1)
7. Manteuffel Road shoulder widening, Ropeley (Section 2)
8. Mountain Road / Range Crescent intersection upgrade, Laidley
9. Mountain Road / Summerholm Road intersection upgrade, Laidley
10. Norfolk Road signage and geometric upgrade, Summerholm
11. Otto Road geometry improvements, Glenore Grove (Geometry)
12. Otto Road upgrade and sealing works, Glenore Grove
13. Railway Street / Summer Street intersection upgrade, Laidley
14. Robinsons Road / Hoods Road intersection upgrade, Gatton
15. Spa Water Road / Herrons Road intersection upgrade, Iredale
16. Summerholm Road shoulder widening, Summerholm

The 12 successful funding submissions, totalling \$600,500, were:

Project Name	Treatment	Australian Govt Funding
Gehrke Road / Rons Road intersection, GLENORE GROVE	Widen road to allow basic auxiliary right-turn, relocate power pole, install raised reflective pavement markers through intersection and refresh line markings and install hazard marker on pole near intersection	\$167,000
Blanchview Road / O'Neills Road, WITHCOTT	Widen pavement to facilitate installation of median for lane delineation, install pavement delineation including CAMs, raised reflective pavement markers and guideposts, install	\$82,000

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Project Name	Treatment	Australian Govt Funding
	speed signs and street lighting	
Rockmount Road / Walkers Road, ROCKMOUNT	Install pavement delineation, install warning signs and regulatory sign, provide road edge delineation, remove hazards in clear zone and cut back and stabilise batter	\$67,500
Blanchview Road / Nuttals Road, BLANCHVIEW	Install intersection warning signs on approaches to the intersection, install raised retroreflective pavement markers and guide posts and remove existing batter	\$67,300
Woodlands Road, from Rangeview Drive to Manteuffel Road, WOODLANDS	Install chevron alignment markers and warning signs and reduce speed limit from 100-90kmh	\$58,200
Woodlands Road, Pitt Road and Forest Hill Blenheim Road, BLENHEIM	Install intersection warning signs on all approaches, install raised reflective pavement markers, guideposts and linemarking and install chevron alignment markers	\$35,000
Dolleys Road, From Knitters Road to 2.0km north, BLANCHVIEW	Install warning signs and guide posts	\$27,500
Lake Clarendon Way / Lake Clarendon Road, LAKE CLARENDON	Upgrade delineation, signage and lighting	\$24,000
William Street / Smith Street, GATTON	Install pedestrian refuge island, kerb extension, pram ramps and additional regulatory sign along western approach	\$20,000
Old Toowoomba Road, from Lachlan Way to Parklea Drive, PLACID HILLS	Install edge lines and repaint centreline, install raised reflective pavement markers to edge lines and centreline and remove mature trees from clear zone	\$19,000
Rockmount Road / Sawpit Gully Road and Stockyard Creek Road, ROCKMOUNT	Install signs and delineation and install raised reflective pavement markers and guideposts	\$18,500
Mountain View Drive, 900m section from western junction with Warrego Highway, HATTON VALE	Reconstruct the roadway, install intersection warning signs, install raised reflective pavement markers and install guideposts from intersection to LGA boundary	\$14,500

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**TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME (TIDS)**

The Transport Infrastructure Development Scheme (TIDS) is administered by the Scenic Valleys Regional Roads and Transport Group. TIDS is funded on a 50:50 basis (as a maximum) by the Department of Transport and Main Roads, ostensibly to provide funding for local government road and transport-related initiatives that support state government objectives.

The following table provides an update on the TIDS program for 2017-18:

Project Description	Total Project Costs	% of project completed to date	Status / Comments
Airforce Road – widening of culvert and approaches	\$300,000	5%	Project deferred due to potential conflict with Inland Rail project.
Flagstone Creek State School – parking improvements	\$80,000	5%	Works in progress
Blanchview Road – new culvert	\$30,000	5%	Design complete. Works being programmed.
Woodlands Road – geometry improvements	\$270,892	25%	Under construction. Road widening and geometric improvements.
Long Gully Road – upgrade gravel road to a sealed standard (approx. 3km)	\$260,000	55%	Under construction
Seventeen Mile Road - rehabilitation	\$300,000	70%	Project replaces Airforce Road culverts. Works in progress
Flagstone Creek Road – bridge/culvert safety improvements and signage improvements	\$60,000	70%	Signage works complete. Culvert replacement being programmed
Lake Clarendon Way – pavement rehabilitation	\$360,000	100%	Project complete
Spencer Street footpath – replace pavers near Maitland Street	\$20,000	100%	Project complete
Spencer Street footpath – replace pavers East Street to Wilsons Lane	\$30,000	100%	Project complete
<b>Total TIDS funding programme</b>	<b>\$1,410,892</b>		

**FUNDING APPLICATIONS**

An update on funding applications is provided below:

- *Building Better Regions* (Australian Govt), submitted December 2017. Awaiting funding decision for both applications.
  - Amos Road upgrade, Withcott. This would upgrade the eastern road access into Jubilee Park.
  - Replacement of Mahon Bridge, Carpendale
- *2018-19 Cycle Network Local Government Grants Program*. Two applications were submitted 20 December 2017. Awaiting funding decision.
  - Construction of Spencer Street upgrade of shared pathway, Gatton

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- Construction of Lake Apex Drive on-road cycle facility and off-road facility along part of William Street, Gatton.
- 2017-18 *Cycle Network Local Government Grants Program*.
  - Concept design for Lake Apex Drive and William Street cycle facility (combination of on-road and off-road), Gatton. Construction not funded as yet. TMR has provided comments on the concept design, discussing these comments with the consultant.
- Laidley Flood Mitigation Project (*Community Resilience Fund* (State Government, DILGP)).
  - Project essentially complete. Final report and final claim has been submitted.
- Department of Infrastructure, Local Government and Planning 2016-17 Grants and Subsidies Programs
  - Stormwater Catchment Modelling, Planning and Design for Gatton Sub-catchments.
    - 60% DILGP subsidy of \$150,000 approved to complement \$100,000 from LVRC
    - Project complete, funding paid.
- Safer Communities Fund – Round 2 (Department of Industry, Innovation and Science – Australian Government) submitted 14 November 2017. Total application of \$296,863. Awaiting funding decision.
  - Railway Street lighting improvements, Gatton \$105,000
  - Centenary Park lighting improvements, Gatton \$83,000
  - Laidley Recreation Reserve bollard installation, Laidley \$103,883
  - Das Neumann Haus – park CCTV installation, Laidley \$4,980
- *Black Spot* road safety submissions for design and construction in 2018-19
  - See the separate *Roads Safety Black Spot programme* section above for the successful project announcement, whereby LVRC has received funding for 12 projects to the value of \$600,500.

### PARKS, GARDENS AND CEMETERIES (PGC) UNIT

The Parks, Gardens and Cemeteries Unit has undertaken the following activities during April 2018:

#### Capital Works

Strategy / Activity / Project / Program	Update	Next step
Laidley Recreation Reserve bollards	Quotes have been received for new bollards	Bollards have arrived, works to be executed soon.
Forest Hill Columbarium Wall	Columbarium wall installed	Set up niches in Council cemetery module and make available to public
Rehabilitation of former livestock dip site at Lockrose	All contaminated soil has been removed, site backfilled with clean soil and levelled	Turfing of drain, hydro mulch site.
Lake Clarendon BBQ	Removal of existing BBQ and pouring of new slab scheduled for 29/03/2018	Installation of BBQ
Forest Hill cemetery seam strips	Installation of concrete seam strips in the new lawn area of the Forest Hill cemetery	Seam strips have been installed

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**Maintenance Works**

- Mowing
  - Mowing of parks and streets in Gatton, Laidley, Forest Hill, Helidon, Withcott, Grantham, Murphys Creek, Kensington Grove and Hatton Vale.
  - Mowing of Laidley, Gatton, Forest Hill, Murphys Creek and Caffey cemeteries
  - Mowing of sport fields across the region
- Playgrounds
  - Repairs continuing from recent playground safety audit
  - Painting of Littleton Park, Gatton, playground has been completed
  - Vandalism repairs to swings at Rotary Park
  - Quotes have been evaluated for Ropehill playground, awaiting insurance claim outcome
- Furniture maintenance
  - Painting of graffiti at Dawson Phipps Park and Littleton Park
  - Repairs of vandalised pergola at Cunningham Crest, Laidley Lookout
  - Refurbishment of Laidley main street seats preparation
  - Removal of old shelter at Narda Lagoon
- Landscaping
  - Littleton Park for ANZAC day
  - Tree removal Jessie Cottage Murphys Creek
  - Dead tree removal at Lake Apex Park and Smith Street, Gatton
  - Irrigation repairs Centenary Park Gatton
  - Irrigation repairs ANZAC Park Laidley
- Event assistance
  - Heritage Weekend
  - Anzac Day
  - Event sign change over
  - General event request for assistance
  - Gatton Showground arena aeration for Show Jump World Cup
- Funerals – 3 held during April 2018
- General maintenance and business
  - Resolution of customer requests across the region
  - Rubbish run continuing across the region
  - Cemetery backfilling of graves that have sunk
  - Hatton Vale park investigation, site meeting for concept design

**ROADS AND DRAINAGE UNIT**

The Roads and Drainage Unit has undertaken the following activities during April 2018:

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**Capital Works**

Strategy / Activity / Project / Program	Update	Next step
Hickey Street, Gatton - Pavement reconstruction and seal	Final seal now to be completed in May.	
Railway Street, Laidley - footpath construction (Between Herbert and Winston Street)	Issue with Telstra pit.	Waiting on Telstra.
Bitumen reseal programme	Clarkes Lane, Gatton	Work completed
	Waratah Drive, Morton Vale	Work completed
	Banksia Court, Morton Vale	Work completed
	Spicer St, Laidley	Asphalt quotes in progress
	Australia II Drive, Kensington Grove	Works programmed
Litfin Bridge, Gatton	Minor safety improvement works.	Design team assessing. Revaluation/RFI.
NDRRA Program	East Haldon Road, resheet.	Work completed.
	Cole Gully Road, Lefthand Branch - Reinstatement works.	Rock protection pending.
	Black Duck Creek, resheet.	Work completed.
	Heise Road, Hatton Vale – resheet.	Work completed.
	Old Laidley Forest Hill Road.	Work completed.
Feldhahn Street, Gatton – Pavement reconstruction and seal	Kerb works in progress	Pavement base works
Long Gully Road upgrade	Subgrade and drainage works in progress.	Pavement base works.
Woodlands Road – Shoulder widening near Manteuffel Road, Woodlands	Works in progress.	
Seventeen Mile Rd, Helidon - Pavement repairs/reconstruction between Laidley Street to the Transfer Station	Pavement works complete. Asphalt works programmed.	Asphalt works booked for 14 May.
Rons Road – New Access Track	Works Complete.	



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Strategy / Activity / Project / Program	Update	Next step
TMR prior reseals (preparatory works)	Works completed.	
Construction of internal road at Gatton Showgrounds	Work completed.	Final seal to be completed.
Strong Street, Gatton - Pavement reconstruction and seal	Work completed.	

**Maintenance Works**

- Gravel road grading works being done at:
  - Kentville
  - Ringwood
  - Withcott
- Roadside spraying
  - Helidon
  - Ma Ma Creek
  - RMPC - all state controlled Roads within LVRC
- Road pavement repairs
  - Adare
  - Crowley Vale
  - Gatton
  - Kentville
  - Ma Ma Creek
- Vegetation control and slashing
  - Blenheim
  - Caffey
  - College View
  - Crowley Vale
  - Gatton
  - Ingoldsby
  - Junction View
  - Lake Clarendon
  - Lower Tenthill
  - Ma Ma Creek
  - Morton Vale
  - Mount Sylvia
  - Mulgowie
  - Plainland
  - RMPC - all state controlled Roads within LVRC
  - Veradilla
  - Winwill
  - Woodbine
  - Woodlands

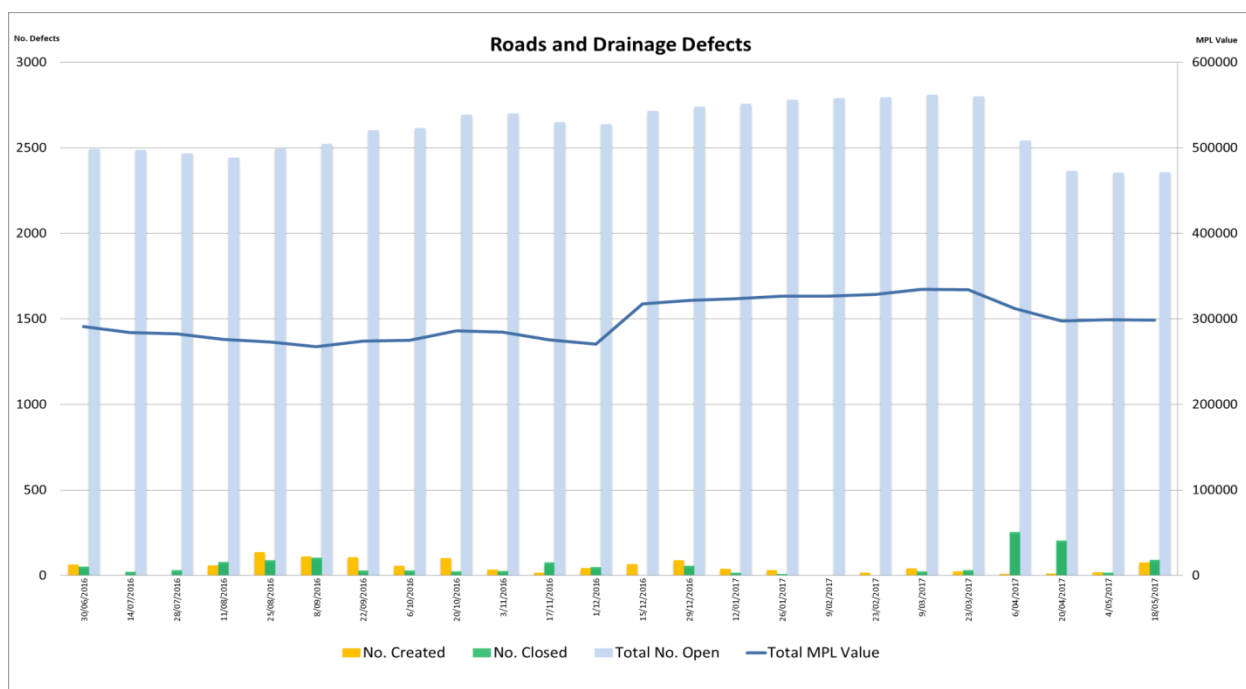
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- Drainage works
    - Forest Hill
    - Heildon
    - Upper Lockyer
    - Withcott
  - Road patching works
    - Gatton
    - Grantham
    - Helidon
    - Helidon Spa
    - Spring Creek
  - Traffic signs and linemarking work
    - Adare
    - Blanchveiw
    - Churchable
    - Kensington Grove
    - Laidley
    - Laidley Heights
    - Lockrose
    - Murphys Creek
    - Murphys Creek
    - Withcott

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### Road and Drainage Defects

The total 'maintenance priority level' (MPL) score reduced over the last month to sit just under 300,000. The MPL essentially translates to a risk score for the network. It is down from 312,000 in early March 2018, i.e., the quantum of risk (through defects) has decreased slightly.



### PLANNING AND DESIGN UNIT

In addition to the Black Spot and TIDS projects lists previously, the Planning and Design Unit has undertaken the following work:

Strategy / Activity / Project / Program	Update	Next step
Toowoomba Second Range Crossing	<p>Ongoing meeting with various teams from Nexus.</p> <p>Monitoring impact on local roads and community.</p> <p>IFC sent to Council for Postmans Ridge Road.</p> <p>B-Double routes approved for Roches/Little Oakey/Gittins/McNamaras route for asphalt batching plant.</p> <p>New Postmans Ridge Road and Brookside Place opened.</p>	<p>Postmans Ridge Road/Warrego Highway intersection to remain open until alternative solution is constructed and in use.</p> <p>Gittins Road realignment expected to be opened late May.</p> <p>Some maintenance works undertaken by Nexus on Roches Road and Jones Road.</p>

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Strategy / Activity / Project / Program	Update	Next step
Buaraba St outfall	Outfall works on hold and monitoring levels monthly. Also monitoring internal drain for further movement. Considering alternative design for outfall which doesn't involve removing gabions and is easier to construct. Original design sourced, which is in line with alternative proposed design.	Latest survey results show some movement over time, detailed analysis of results to be undertaken.
Footpath projects on TMR roads	Lake Apex Drive planning and design of cycle route improvements. Point8 consultants undertaking concept design.	Meeting held with TMR and comments passed back to Point8 for finalisation of concept design.
Gatton Revitalisation	Footpath colour trial – Brick n Pave CBD street lighting – GHD Treescape rubber bases trial complete	Detailed design of CBD street lighting project with Council for review.
Laidley Flood Mitigation	Community consultation undertaken in January 2017, good feedback received. Further projects identified from this consultation, and downstream bat area and creek has been checked as tree clearing and tidying up requested here. Notice of intent for construction issued to SEDL on 26/9/17. Operational Works application approved at Council meeting on 27/9/17. Spoil being used as capping for old cell at Laidley landfill. Project has reached Practical Completion. Some minor landscaping works and fitting of gates to be finalised.	Final report and final claim have been submitted. Although practical completion has been reached, some minor reworks are occurring over the next few weeks.

**INFRASTRUCTURE SUPPORT UNIT**

**Asset Management Unit activities:**

- Working with Program Manager for the NDRRA works on putting out a package of works to be delivered by contract
- Long term capital renewal programming underway
- Supporting Environment and Pest business unit with IT support, training and use of mobility solutions
- Preparation and submission of assignments for level 2 bridge inspector qualification completed this week
- Asset valuations underway working with Pickles Valuers

**Plant and Fleet Unit activities:**

***Fleet Capital 2017-18:***

- Quotations have been called for 8,000 Kg RGVM Crew Cab truck for the Parks, Gardens and Cemeteries unit. This will replace FL000106 – 2005 Isuzu NPR 400 crew cab job truck. Replaced due to age and kilometres. Quotes have been received

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and evaluated. (LVRC 18 – 10) An order has been placed with Black Truck Sales for the purchase of an Isuzu NQR 80/190 Crew Cab truck.

- Quotations were called for a remote controlled 4 wheel drive, 4 wheel steer slope mower including transportation trailer. The quotations have been received and evaluated. (LVRC 18 – 08) An order has been placed with The Mower Supastore for the purchase of an ILD02 Spider mower with Belco transportation trailer.

The following vehicles are currently being replaced:

- FL000024 – 2010 Toyota Kluger 2 WD large SUV Wagon – CEO Quotes have been received and evaluated. (LVRC 18 – 16) An order has been placed with Gatton Auto Pty Ltd for the purchase of a Holden Trailblazer LTZ AWD Diesel SUV wagon.
- FL000059 – 2011 Toyota Hilux 4x4 Dual Cab Utility – Plumbing and Building Pool Vehicle. Quotes have been received and evaluated. (LVRC 18 – 15) An order has been placed with Gatton Auto Pty Ltd for the purchase of a Holden Colorado LS 4x4 Cab/chassis fitted with a heavy duty alloy tray.
- FL000065 – 2011 Mitsubishi ASX AWD small SUV Wagon – Manager IWS Planning and Design. Quotes have been received and evaluated. (LVRC 18 -18) An order has been placed with Gatton Auto Pty Ltd for the purchase of a Nissan Qashqai ST-L 2WD ULP SUV wagon.
- FL000083 – 2012 Nissan X-Trail AWD medium SUV Wagon – Manager Health, Waste and Regulatory Services. Quotes have been received and evaluated. (LVRC 18 -17) An order has been placed with Gatton Auto Pty Ltd for the purchase of a Nissan X-Trail TS AWD Diesel SUV Wagon.

*Fleet Disposals:*

The following fleet items were sent to auction for disposal. Note - they were listed on Council's website.

- FL000093 – 2002 Isuzu NPR 300 Single Cab truck with 6m3 Russ Equipment mini compactor body fitted. Sold \$5,500 gross Inc GST. Note: This was passed in at first auction.
- FL000116 – 2000 Isuzu FVZ 1400 Medium 6x4 Tipper. Sold \$32,000 gross Inc GST
- FL000143 – 2007 Komatsu WA250PT-5 Wheel Loader. Sold 94,000 gross Inc GST.
- FL000166 – 2004 Hamm 3414 Smooth drum Roller. Sold \$38,000 gross Inc GST
- FL000239 – 2010 Kubota 12-5 KVA Generator. Sold \$6,500 gross Inc GST

*Fleet Insurance:*

FL000548 – Isuzu 80-190 Crew Cab job truck received damage to its electrical system due to a lightning strike while parked at the depot over the Christmas closedown period. This truck has been written off by our insurer. The truck will be replaced under the new for old component of our fleet insurance policy. The replacement truck has been ordered through Black Truck Sales, Toowoomba. Delivery is 8-10 weeks. Dealer has received cab/chassis and this has been sent to body builder. Council expects delivery in approximately four weeks.

**EXECUTIVE MANAGER ACTIVITIES**

During the month of April 2018, the Executive Manager attended:

- Council Workshops, Council meetings and Councillor Tours

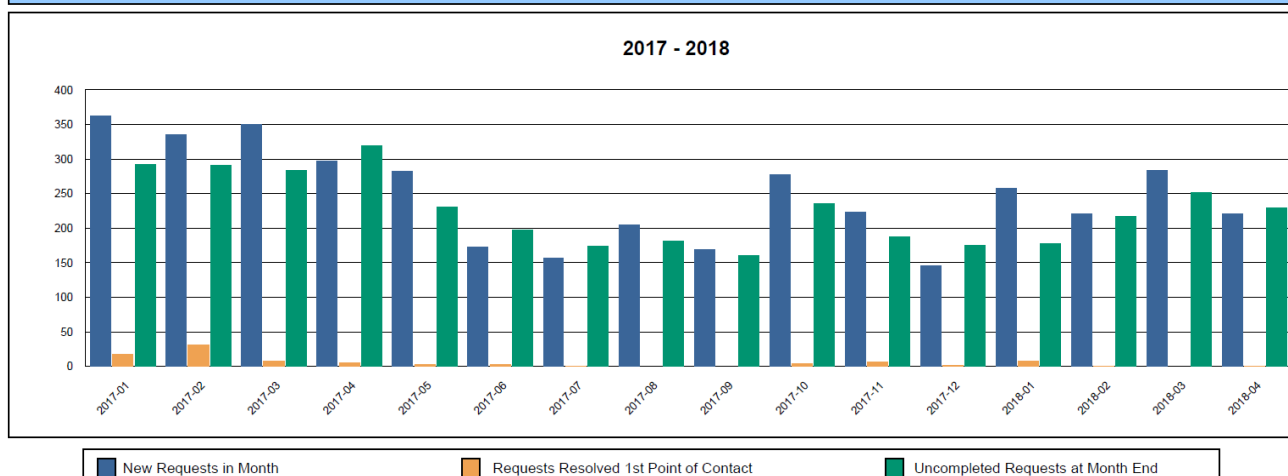
## ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

- Local Disaster Coordination Centre Training
- Executive Leadership Team meetings, including budget meetings
- Withcott area transport study project network planning
- TMLG Monthly Meeting
- Leadership Forum
- Staff meetings – various locations
- IWS Councillor portfolio meeting
- IWS Management Team meeting
- Toolbox talk meeting
- Road safety audits
- Workplace / IWS site visits at:
  - Mount Whitestone
  - Kensington Grove
- Toowoomba Second Range Crossing meeting
- Lockyer Chamber of Commerce Business breakfast
- LVRC-ARTC Technical Working Group

### CUSTOMER SERVICE REQUESTS – MONTHLY MONITORING

The tables below provide a summary of customer request activity to the end of April 2018.

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



### Attachments





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### 13.2 Ashes Memorial Garden at the Laidley Cemetery

**Date:** 30 April 2018  
**Author:** Brendan Sippel, Parks Advisor  
**Responsible Officer:** Seren McKenzie, Acting Executive Manager Infrastructure Works & Services

### Summary:

The purpose of this report is to seek endorsement for the construction of an ashes memorial garden at the Laidley Cemetery for the community to inter ashes.

**Officer's Recommendation:**

**THAT Council endorse the planning, design and construction of an ashes memorial garden at the Laidley Cemetery.**

## RESOLUTION

**THAT Council endorse the planning, design and construction of an ashes memorial garden at the Laidley Cemetery.**

**Moved By:** Cr McLean                      **Seconded By:** Cr Cook  
**Resolution Number:** 16-20/0960

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

## Report

## 1. Introduction

Lockyer Valley Regional Council (Council) has been approached by a local resident enquiring about the establishment of an ashes memorial garden at the Laidley Cemetery. The establishment of an ashes memorial garden will provide an alternative for the interment of ashes (other than the traditional columbarium wall, which some community members find unappealing). Currently, Council does not have an ashes memorial garden in any Council-controlled cemeteries, but such gardens are not uncommon in other regions.

## 2. Background

After the recent passing of his wife, a local resident with a well-established gardening background contacted Council, volunteering to help design and establish an ashes memorial garden at the Laidley cemetery. This matter was raised with Councillors at the 17 April 2018 Councillor Workshop.

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### **3. Report**

An ashes interment garden is a garden specially designed for families to inter ashes of a loved one in a garden setting, thereby providing a different option to a columbarium wall. This method of interring ashes is becoming more popular, with Council previously receiving requests. Most councils operate these types of gardens, with plots established and a fee charged to purchase an area for this form of interment. The initial outlay to establish the garden could be recouped by the plot fees for purchasing a location in the garden.

It is expected that it will take several months to plan, design and establish an appropriate fee structure. The construction of the gardens would follow thereafter.

These types of gardens have been identified in Council's future expansion of cemeteries to cater for an increase in demand from the public with cremations becoming more popular than burials.

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

An ashes memorial garden procedure framework will need to be created to ensure consistency and good governance within the ashes memorial garden regarding plaque sizes, ornamentation and fee structure. Once completed, the framework can be linked to Council's cemetery policy.

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

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

At this early stage in the project planning, the capital and ongoing garden maintenance costs have not been determined. However, it should be noted that other councils charge several thousand dollars per interment.

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

The Chief Executive Officer and Executive Manager of Infrastructure Works and Services will manage requirements in line with existing delegations.

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

A communication plan will be created regarding the construction of the ashes memorial garden, and information regarding the future governance of the garden will be broadcast in the form of fact sheets, updates to cemetery policies and on Council cemetery use forms.

### **8. Conclusion**

The establishment of an ashes memorial garden at Laidley would provide a solution to a current gap in Council's cemetery services for the community, whilst providing another funding source to fund further cemetery operations and use land that is currently being underutilised.

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**9. Action/s**

1. Council officers to engage with the subject local resident regarding design and works.
2. Develop a procedure for the ashes memorial garden to cover both ornamentation and fee structure.

**Attachments**

There are no attachments for this report.

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**13.3 Passenger Transport Infrastructure Investment Program**

**Date:** 04 May 2018

**Author:** Sara Rozynski, Personal Assistant to the Executive Manager  
Infrastructure Works and Services

**Responsible Officer:** Seren McKenzie, Acting Executive Manager Infrastructure Works &  
Services

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**Summary:**

The purpose of this report is to seek approval from Council for the submission of Relocation of Gatton CBD Long Distance Coach stops to Gatton Station project under the Passenger Transport Infrastructure Investment Program.

**Officer's Recommendation:**

**THAT Council approve the submission of a funding application for the Relocation of Gatton CBD Long Distance Coach stops to Gatton Station project under the Passenger Transport Infrastructure Investment Program.**

**RESOLUTION**

**THAT Council approve the submission of a funding application for the "Relocation of Gatton CBD Long Distance Coach stops to Gatton Station" project, under the Passenger Transport Infrastructure Investment Program.**

**Moved By: Cr Wilson**

**Seconded By: Cr Cook**

**Resolution Number: 16-20/0961**

**CARRIED**

**6/0**

**Report**

**1. Introduction**

Under the Passenger Transport Infrastructure Investment Program ('the program'), the Queensland Department of Transport and Main Roads is seeking applications from eligible local governments to fund accessibility upgrade projects for long distance coach stops.

Council officers have identified the relocation of the Gatton CBD Long Distance Coach stops as a potential project, with the new location nominated at the Gatton train station on Crescent Street. This project aligns with the eligibility criteria, Council's Corporate Plan and is able to be funded and delivered by Council in the required timeframes.

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**2. Background**

The program provides the objectives of a reliable, safe, accessible and attractive public/passenger transport network. The program delivers projects which are planned and prioritised to align with Transport and Main Roads' wider transport planning drivers of network efficiency, sustainability, growth and modal choice.

The program ensures long distance coach stops meet the appropriate layout and design for proper Disability Discrimination Act (DDA) Compliance and accessibility. This includes consideration of various coach wheel chair lift deployment locations, unhindered luggage compartment access, passenger waiting areas, and general unhindered footpath access.

**3. Report**

Though Council's Gatton Revitalisation Committee, it has been identified that in order to meet DDA compliance and to ensure the ongoing safe use of Railway Street, a more suitable location for the long distance coach stops is the Gatton train station on Crescent Street.

This location has the room to safely accommodate coaches and passengers, and to construct the bus stop in a manner that meets DDA requirements.

The upgraded long distance coach stop would include the construction of a number of new elements, including a hardstand, seats, signage, pavement works, access pathways to the boarding points, handrail and associated linemarking and tactile markers.

It is noted this project is on Queensland Rail (QR) land, and Council is currently in negotiations with QR for the use of the land and the construction of the long distance coach stop. If agreement for this project is unable to be reached at this location, an alternative location will be investigated and proposed.

The project is estimated to cost approximately \$46,000. This requires a contribution of \$23,000 from Council in the 2018-19 financial year.

**4. Policy and Legal Implications**

This funding application has been considered in line with Council's External Funding Policy. Any future policy and legal implications will be addressed as matters arise before Council.

**5. Financial and Resource Implications**

Relocation of Gatton CBD Long Distance Coach stops to Gatton Station project requires a cash contribution of \$23,000 from the 2018-19 budget. This amount is currently not identified in the draft budget and would need to be realized through the identification of efficiencies (or scope changes) elsewhere in the capital budget.

**6. Delegations/Authorisations**

The Chief Executive Officer will manage requirements in line with existing delegations.

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**7. Communication and Engagement**

This project has been identified through the Gatton Revitalisation Committee, consisting of Councillors and Council officers.

**8. Conclusion**

The Relocation of Gatton CBD Long Distance Coach stops to Gatton train station project proposed for funding in this report meets the funding eligibility criteria and is able to be funded and delivered by Council in the required timeframe.

**9. Action/s**

The approved project is submitted to the Passenger Transport Infrastructure Investment Program for funding consideration by 31 May 2018.

**Attachments**

There are no attachments for this report.





# ORDINARY COUNCIL MEETING MINUTES 16 MAY 2018

## 14.0 ITEMS FOR INFORMATION

## GENERAL BUSINESS

**THAT Council receive and note the following reports for Council's information only.**

#### 14.1 “Queensland Urban Utilities Board Update - April 2018”

#### 14.2 *“Submission to Senate Inquiry into Regional Inequality”*

### 14.3 “Council of Mayors South East Queensland Update”

**Moved By: Cr Wilson**

**Seconded By: Cr Hagan**

**Resolution Number: 16-20/0962**

**CARRIED**

**6/0**

## 14.1

## Queensland Urban Utilities Board Update - April 2018

Date:

01 May 2018

**Author:**

Vickie Wieland, EA to Chief Executive Officer

**Responsible Officer:**

Ian Church, Chief Executive Officer

### Summary:

Council has received an update from Queensland Urban Utilities (QUU) Board which provided highlights from their Board Meeting for the month of April 2018.

**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 information.

## 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.

- 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**

#### **OPERATIONAL EXCELLENCE**

##### ***Capital Works Program***

This month, as part of the annual budget review process, the Board considered and approved the 2018/19 Capital Works Program.

This program, which has been carefully reviewed by the Board's Strategic Asset Management Committee, focuses on four key areas: satisfying future growth demands; renewing assets in a timely manner; meeting legislative requirements; and fulfilling customer service standards.

The program has been optimised by management to ensure prudent and efficient investment occurs across all five service territories. Region wide, QUU will invest \$315M in capital in 2018/19.

QUU will continue to invest in managing the risk, safety and compliance of their assets, as well as protecting the health and wellbeing of their employees and the community. They will also continue to enhance their ICT platforms, with the majority of the \$59M investment being spent on their Enterprise Asset Management, SCADA and Customer Relationship Management Systems.

QUU's investment in water transport (\$90M), wastewater treatment (\$85M) and wastewater transport (\$72M) will include the new Lowood Sewage Treatment Plant and Rochedale water infrastructure upgrade. The program will also see enhancements to the Bundamba and Luggage Point Sewage Treatment Plants.

##### ***Program Development and Delivery Partner Development Program***

Following Board approval, QUU will soon partner with a third party service provider who will support them in the delivery of our future capital works programs. This partnership will assist them to implement best practice program management, including optimising how they deliver up to 300 individual capital projects each year. In addition, it will strengthen their ability to manage internal and commercial projects.

##### ***Bundamba Sewage Treatment Plant enhancements***

The Board received a procurement status update on the upgrade of inlet screens at the Bundamba Sewage Treatment Plant. These screens will be upgraded to cater for forecast population growth. Other planned initiatives include the replacement of a number of switchboards to improve the plant's flood resilience, the construction of a new septage receival facility and improvements to sludge dewatering facilities.

Management will issue a best and final offer to the preferred contractor in the coming weeks.

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***Network Selective Inspection Program***

Management updated the Board on QUU's Network Selective Inspection Program, the purpose of which is to maintain the integrity of their water and wastewater network.

The program will assist them to identify and minimise storm water infiltration into the wastewater network, which is known to cause overflows. It will also support them to identify and minimise prohibited substances entering their wastewater network, which can adversely impact our treatment processes, the environment and their employees operating the plants. In addition, the program will ensure that illegal connections to the QUU network are actively removed.

The Board supported the proposed Network Selective Inspection Program.

***Drought update***

The Board received an update from management on planning arrangements for a possible drought. Management advised that recent rainfall has increased dam storage levels to approximately 82%, moving them further away from the Drought Readiness Plan trigger of 70%. Regardless, QUU continues to work closely with all stakeholders to ensure they are in a strong position to manage drought impacts, should combined storage levels fall to 70%.

***Innovative commercial customer-based solutions***

Management provided an update on our negotiations with a large commercial customer who plans to construct an onsite sewage treatment solution to treat their high-strength waste at the source.

This innovative solution will allow the customer to intensify and expand their operations, while reducing their operational risks and environmental footprint.

In return, it will reduce demand on their network, and help them to secure long-term contracts with high-value customers, thereby reducing the risk of revenue loss to possible new entrants.

**SHAREHOLDERS AND STRATEGIC STAKEHOLDERS**

***Student Accommodation Program***

The Board has supported economic stimulus through their Student Accommodation Policy, which applies to the Brisbane and Lockyer Valley local government areas. This policy, which reduces infrastructure charges for eligible developments, supports the councils' respective policies in relation to supporting the student accommodation sector by reducing infrastructure charges.

The current QUU policy expires on 30 June 2018; however, recognising that both Brisbane and Lockyer Valley have extended their policies to 30 June 2019, the Board agreed to extend the QUU Student Accommodation Policy to the same date.

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***Quarterly Report***

The Board approved the Quarterly Report for the reporting period 1 January to 31 March 2018. A copy of the report will be issued to council Chief Executive Officers and uploaded to the Shareholder Portal in late April.

**PEOPLE**

***Enterprise Agreements***

QUU has now implemented two of our three enterprise agreements: the Scientific Analytical Service and Administration and Technical agreements.

The Field Services agreement remains outstanding, with management, employee representatives and unions continuing to negotiate. QUU's position is that the new agreement needs to provide the flexibility and agility required to operate a 24x7 essential service. While a small number of staff have recently taken protected industrial action, there has been no disruption to service standards.

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**14.2 Submission to Senate Inquiry into Regional Inequality**

**Date:** 01 May 2018  
**Author:** Stephen Hart, Coordinator Council Business  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

This report is to advise Council of the submission that has been made to the Senate Economics Reference Committee's Inquiry into Regional Inequality.

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

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**Report**

**1. Introduction**

The matter of Regional Inequality in Australia was referred to the Economic References Committee of the Australian Senate. The indicators of, and impact of, regional inequality in Australia is to be considered with reference to government policies and programs in a range of areas.

The purpose of this report is to advise Council of the submission that has been lodged with the Senate Standing Committee on Economics.

**2. Background**

The Economic References Committee invited submissions to the Inquiry. Senator Chris Ketter (Chair of the Senate Economics References Committee) corresponded directly with Council by email dated 20 April 2018, advising of the Inquiry and inviting a Submission. He noted a range of regional issues to be considered by the Committee. The Terms of Reference for the Inquiry are attached to this Report (Attachment 1).

**3. Report**

In discussion with the Acting Chief Executive Officer and the Mayor it was determined that a submission to the Inquiry would be beneficial given a number of concerns held by Council about issues within the Lockyer Valley.

These included:

- Health and the need for a regional hospital
- Education and planning for schools
- Regional development programs
- Regional unemployment and the Works for Queensland Program
- Impact of Infrastructure

It was recognised that many of these issues may be considered State issues. However, given both National and State governments are involved in funding and this was within the scope of

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the Terms of Reference, it was considered that these matter should be raised in a submission to the Senate Inquiry.

Attachment 2 is the submission made to the Inquiry on 30 April 2018.

**Attachments**

- |   |                      |                                 |         |
|---|----------------------|---------------------------------|---------|
| 1 | <a href="#">View</a> | Attachment 1 Terms of Reference | 1 Page  |
| 2 | <a href="#">View</a> | Attachment 2, Submission        | 5 Pages |



## Terms of Reference

The indicators of, and impact of, regional inequality in Australia, with particular reference to government policies and programs in the following areas:

- a) fiscal policies at federal, state and local government levels;
- b) improved co-ordination of federal, state and local government policies;
- c) regional development policies;
- d) infrastructure;
- e) education;
- f) building human capital;
- g) enhancing local workforce skills;
- h) employment arrangements;
- i) decentralisation policies;
- j) innovation;
- k) manufacturing; and
- l) any other related matters.

### **Committee Secretariat contact:**

Senate Standing Committees on Economics  
PO Box 6100  
Parliament House  
Canberra ACT 2600

Phone: +61 2 6277 3540  
Fax: +61 2 6277 5719  
[economics.sen@aph.gov.au](mailto:economics.sen@aph.gov.au)

Lockyer Valley Regional Council



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## Submission to the Senate Economics References Committee Inquiry into Regional Inequality

30 April 2018

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### Introduction

This Submission has been made by the Lockyer Valley Regional Council to the Senate Economics References Committee (the Committee) to:

- highlight the very real inequalities that have been identified
- give examples from our regional context, and to
- demonstrate the at times seemingly ad hoc approach to policies.

These policies are failing to address these inequalities and are therefore failing regional communities.

It is beyond doubt that regional inequality exists. The Socio-Economic Indexes for Areas (SEIFA) developed by the Australian Bureau of Statistics clearly demonstrates this inequality. Regional and remote Australia has very real imbalances. What is less clear is whether or not there is a genuine desire by Commonwealth and State governments to address this imbalance and whether strategies can be identified and implemented in any meaningful way.

The SEIFA statistics demonstrate that regional inequality increases outside our capital cities. The statistics also reveal a common misconception - that the further you proceed from the coast or our capital cities, inequality increases. Again the SEIFA statistics are revealing and demonstrate a variety of advantage and disadvantage across States and Territories. For example, the administrative centre of the Lockyer Valley is situated at Gatton which is located in South East Queensland (SEQ) less than 100 km from the Brisbane GPO. Yet this local government area clearly demonstrates regional inequality in a range of areas including health, education, regional unemployment, regional development and infrastructure delivery.

In the past our Mayor has referred to Lockyer Valley as "outer regional" as, while located in SEQ, she feels our region is very much "on the outer" when it comes to decision making at a National and State level – particularly in those areas of inequality listed above. This submission seeks redress to the long standing gaps in regional inequality for regions such as the Lockyer Valley - gaps that seem to be created at least in part by overlaps, or underlaps, in government responsibility, funding or programs of implementation.

### Lockyer Valley Region

For the Committee's benefit and by way of context, the Lockyer Valley is a modestly sized local government area in South East Queensland. The region is a key agricultural area for the State and country growing produce for domestic and international markets. The region also has significant manufacturing, construction and transport industries. Some relevant statistics include:

- A population of just over 40,000 people and growing at about 1.8% per year
- An expected population by 2036 approaching 60 000 people
- A workforce with strong ties to agriculture, manufacturing, construction and transport
- Unemployment at 7.0 % (State average 6.1%)



## Lockyer Valley Regional Council

- 18.7% of families have children under 15 and no parent employed (State 13.8%)
- Significantly lower median family income than the State and National averages
- Tertiary education to a Bachelor level is 9.5% compared to the State average of 18.3%
- Significant health issues exist with all social determinants of health and all health indicators worse than State averages.

These statistics demonstrate clear levels of regional inequality. Many issues are at play in this context. Perhaps some are not within the capacity of government to address. However, one broad issue that the Committee may be able to address is the lack of clarity over funding and responsibility between Commonwealth and State levels of government for a range of policy areas.

Once clarified, perhaps the overlaps and underlaps can start to be addressed. The responsibility distinctions are not well understood by the community – they just suffer the consequences. These responsibilities impact on communities in areas such as health, education, infrastructure and regional development and unemployment. These matters are discussed briefly below.

### Health

The towns of Gatton and Laidley are both served by local hospitals. However, these hospitals do not conduct surgery and are only serviced by a small number and range of visiting specialists. All surgery, maternity services, most specialist consultations, and medical emergencies need to be dealt with through regional hospitals based at Toowoomba, Ipswich or Brisbane. These hospitals are considerable distances away and accordingly service levels are low. This situation is compounded by the absence of any meaningful public transport option. Combined with high unemployment, low wages, and ageing population this situation often renders services inaccessible, unattainable or unaffordable. This in turn leads to poor health outcomes for residents of this region.

This assertion is supported by Medicare data indicating that residents of Gatton and Laidley report the costs of medical services and the difficulty of accessing services as barriers to obtaining health care at significantly higher rates than Queensland residents generally.

For some time Council has been seeking government consideration of a regional hospital in the Plainland / Hatton Vale area (which has been, and will be, the fastest growing part of the region). Clearly smaller regions such as the Lockyer Valley cannot expect the full suite of specialist services and it is recognised that some services are likely to be only available at Brisbane hospitals for the foreseeable future. However, a regional hospital with basic specialties such as surgery and obstetrics should be achievable in a Lockyer Valley regional facility.

This example of regional inequality is raised to highlight the lack of government planning, lack of funding assessment, and the lack of understanding/acknowledgment that this regional problem exists. This is despite apparent record spending in the Health portfolios of both National and State governments.

### Education

Delivery of schools is largely a State matter – though again funding is a mix of National and State expenditure. It is not clear if this divide contributes again to the lack of cohesive planning and the poor outcomes found in regional educational facilities.

As an example the Hatton Vale State School was relocated some years ago from its previous location on the Warrego Highway to a location with safer access. Unfortunately the school is

Lockyer Valley Regional Council



already outgrowing its location and capacity and will soon need an upgrade or another new school. This is despite clearly anticipated population growth.

The Public High Schools in Laidley and Gatton are both catchment capped and at capacity, with significant waiting lists, yet little is known of plans for additional facilities or schools in the region. With crowding at schools and limited access, it is not surprising that the region has school completion levels lower than the State average and significant underrepresentation in tertiary education. Again this example is to highlight the apparent lack of coordination between State and National Governments.

### Regional Development

The Committee will no doubt be aware of the recent Productivity Commission Study Report entitled *Transitioning Regional Economies*. The Productivity Commission findings and recommendations in this report are relevant in understanding regional inequality.

A number of findings and recommendations are pertinent:

- Finding 3.1 Many regions with low rates of employment growth have a large agricultural base.
- Finding 3.6 Efficiencies and technological innovation are generating higher levels of agricultural production using less labour. This is driving a long term trend of lower employment in agricultural regions. There is also a pattern of consolidation from smaller towns to larger regional centres which affects the social fabric of these communities.
- Finding 5.1 Significant benefits would arise from expediting regulatory reforms in land use planning and development, environmental, agriculture related regulation and occupational licensing.
- Finding 5.2 (In part and relating to regional program funding) Failure to set out clear objectives, build capacity and adequately plan for new spending risks regional communities missing out on opportunities and taxpayers' funds being squandered.
- Finding 5.3 Strong and effective local leadership is critical in developing and implementing regional development plans. There is a case for State governments to build capacity in leadership in regional institutions and community groups to ensure the groups can attract skilled leaders.
- Finding 5.4 (in part) Although all tiers of government have a shared interest in regional development, central responsibility for regional development best resides with State and Territory governments, supported by local governments.
- Recommendation 5.2 (in part) Current discretionary funding allocated by the Australian Government specifically to regional development (such as funding for regional grant programs, City Deals and the Northern Australia Infrastructure Facility) should be subject to independent, rigorous and transparent evaluation.
- Finding 5.5 (in part) As a regional development strategy, decentralisation is unlikely to make a long-term, systematic difference to regional growth and resilience.



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- Finding 5.6 (in part) Past assistance to industries and regions has often been costly, ineffective, counterproductive, wasteful, poorly targeted and inequitable.

These findings and recommendations appear to have a theme. There is no easy solution to regional inequality particularly for regions dependent on agriculture and other industries that are evolving. But, clearly, spending on programs needs to be carefully evaluated, equitable and targeted and carried out in consultation with the level of government closest to the communities.

### Regional Unemployment

As indicated above the Productivity Commission identifies poor targeting across government programs ostensibly for regional development.

One clear example of such a program is the Works For Queensland Program (W4Q). The W4Q Program was established to provide economic stimulus and to create employment in rural and regional Queensland - a laudable ambition. In the 2017/19 W4Q program of \$200M, eligible Councils received a minimum amount of \$1M, five Councils received more than \$10M with an average for eligible local governments of more than \$3M.

Given the objectives of the program it would be considered logical and equitable that such a program target areas of high unemployment in rural and regional areas. However eligibility was not on the basis of unemployment or the regional nature of the regions but was simply made eligible to all local governments outside South East Queensland.

This resulted in modestly sized regional local governments, of an unmistakably rural nature, being deemed ineligible. Local governments such as Lockyer Valley, Somerset and Scenic Rim Regional Councils were ruled out despite having a combined unemployment rate of 6.9% - higher than the State average of 6.1% and higher in turn than the average unemployment rate of similarly sized local governments currently receiving the funding under the W4Q program (5.5%).

The 2017 LGAQ conference noted this inequity and called on the State Government to redefine eligibility criteria. To date the criteria have not changed and this flawed and inequitable program continues to contribute to further regional inequality. This reinforces the finding of the Productivity Commission of the need for better targeted regional development programs and the need for proper engagement with local government.

### Infrastructure – Benefits and Costs

The provision of large scale infrastructure creates winners and losers across States, Regions and local communities. South East Queensland is fortunate to have the Toowoomba Second Range Crossing which when completed will provide transport users (national, regional and local) and the City of Toowoomba with considerable benefits. It also has significant costs for land owners directly and indirectly impacted by the route and for communities disrupted by the construction and ultimate operation of the road.

However these impacts will pale in comparison to the impacts of the proposed Inland Rail Project. There will no doubt be National level benefits and freight transport will be boosted (provided there is also significantly improved connection to the Port of Brisbane). However, some regions including the Lockyer Valley will pay an enormous price for the net benefits to the Nation.

There have been no substantial benefits of the Inland rail project identified for the Locker Valley. No intermodal facilities or stations are proposed in this region and our producers and

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manufacturers generally will not utilise the inland rail service and will therefore not accrue benefit. No public transport is proposed.

The corridor runs directly through the entire region from west to east dividing communities along the route. Trains 1.8 km long (with potential to increase to 3.6 km) of double stacked containers or coal wagons will be in operation 24/7. Our community's amenity will be seriously compromised (noise, light, dust, vibration). Community severance will be a serious issue. Increased flood risk, a reduced rates base and reduced property values have been identified as key concerns. This is on top of hundreds of directly impacted landholders and businesses.

Even with significant mitigation and potential compensation for communities this is an impact that will create further regional inequality. This is difficult for communities to comprehend, understand and accept. In some way governments and the winners from such projects need to be able to compensate the communities who have suffered loss from such projects.

### Concluding Remarks

It is clear that regional inequality exists. While correlations may exist with a region's level of remoteness, it can also be demonstrated that this inequality exists in close proximity to capital cities. This problem may increase as housing stress forces more people to urban fringes.

One contributing factor to regional inequality may be poorly integrated government policy across all levels of government. The Productivity Commission report indicates that local communities may suffer through poorly targeted regional development programs. Perhaps such programs at times can be influenced by political imperatives rather than the need, and capacity, for real change.

Regions should not be "outer regional" in terms of consultation and decision making. Programs need to be motivated by genuine need, equity and potential for success.

There also appears to be a compounding effect at work that the Committee may wish to examine. On their own perhaps some disadvantages can be overcome - but where disadvantage is found in some combination (or all of) income, health, education and access to services, then substantial dis-benefit and a cycle of disadvantage seems to be encountered.

It is hoped that the Senate Committee can further examine these issues and provide bipartisan recommendations and genuine leadership to tackle regional inequality.



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**14.3 Council of Mayors South East Queensland Update**

**Date:** 03 May 2018  
**Author:** Stephen Hart, Coordinator Council Business  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

Council of Mayors South East Queensland (COMSEQ) held its board meeting on 27 April 2018. This report provides Council with an update of COMSEQ activities and progress on the work being undertaken by COMSEQ Working Groups and the Resilient Rivers Taskforce.

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

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**Report**

**1. Introduction**

Lockyer Valley Regional Council is an active member of Council of Mayors South East Queensland (COMSEQ) and this report is intended to provide Council with an update of recent activity and key matters that have been considered by the COMSEQ Board and Committees.

**2. Background**

COMSEQ was established in September 2005 as an independent political advocacy organisation to represent the interests of one of the nation's fastest growing regions – South East Queensland (SEQ).

COMSEQ is Australia's largest regional local government advocacy organisation, representing one in seven Australians who call SEQ home. The membership of COMSEQ consists of the 11 Mayors representing the Councils of SEQ: Brisbane, Ipswich, Logan, Redland, and Gold Coast City Councils as well as Lockyer Valley, Scenic Rim, Somerset, Toowoomba, Moreton Bay and Sunshine Coast Regional Councils. (It is noted that Gold Coast City Council has resolved to withdraw from participation in COMSEQ from 1 July 2018).

The COMSEQ mission is to consistently deliver better regional funding, policy and collaborative outcomes for the mayors, councils and communities of South East Queensland. Their role is to:

- Advocate for a better resourced SEQ region with world standard infrastructure to support economic development;
- Influence other levels of government to ensure that their policy and legislative positions support SEQ regional growth; and to
- Collaborate in effective and innovative cooperative programs across the SEQ region.

COMSEQ is governed by a Board which is comprised of the respective Councils Mayors as Directors. Cr Milligan is the LVRC Board Member and Cr Cook is the Alternate Director. The COMSEQ Board is currently supported by a number of Working Groups including the Economic Development Working Group and the Advocacy Working Group.

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The Resilient Rivers Taskforce is also a key entity which includes COMSEQ Directors as well as key State government and agencies with water resource and environmental responsibilities. The Olympic Bid Feasibility Taskforce is also administered under the auspices of COMSEQ.

### 3. Report

A COMSEQ Board Meeting was held on 27 April 2018. A Resilient Rivers Taskforce meeting was also held on that day. This report provides an update on key matters of relevance to Council considered at those meetings.

#### LGAQ Update

An LGAQ Update was tabled at the meeting which covered:

- Operation Belcarra
- Review of State Government grants to local government
- LG Sherlock
- China waste restrictions
- Waste levy
- Trade and Investment Queensland & LGAQ Memorandum of Understanding
- LGAQ Tourism Roundtable
- Disaster recovery funding arrangements
- Chain of Responsibility – heavy vehicles update
- Industrial relations update
- LGAQ Future Cities, Smart Communities Summit 2018

#### Advocacy Update

The Advocacy Working Group met in March and it was noted that four mayors went to Canberra as a delegation on 28 March 2018 where a range of meetings were undertaken with senior members of both sides of government. A delegation from Vancouver also visited SEQ in late March.

The Digital Map was demonstrated. This is a new mapping tool that COMSEQ are working on to assist Councils. The mapping is able to display a range of layers across SEQ showing transport infrastructure, federal and state electoral boundaries, destinations, key projects etc. Additional layers can be incorporated as it is developed. An example may be a layer showing river catchments across local government boundaries.

It was noted that the SEQ City Deals work is to be brought under the auspices of the Advocacy Working Group given the membership of the Group.

#### SEQ City Deal

COMSEQ had been looking to commence a City Deal in 2018. However there have been substantial delays particularly with federal government engagement. The State is actively involved and has established the Cities Transformation Taskforce (which has now moved to Treasury under the Deputy Premier).

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Engagement from a federal level has been slow. A meeting with Minister Fletcher was held on 18 April and it is understood he intended to discuss with the Prime Minister to determine if there was the appetite for a large scale SEQ City Deal. Alternate models for a City Deal will need to be considered along with the scope of potential projects.

COMSEQ Strategic Plan

The Board approved the COMSEQ Strategic Plan for 2018 -2021. (Copy attached). This is a high level plan identifying strategies. Detail will be included in an operational plan which is yet to be developed.

Annual Budget

The annual budget for COMSEQ was approved. The budget has been reduced by the withdrawal of Gold Coast City Council. However, Member levies will not increase for 2018/19. The Lockyer Valley Regional Council Member Levy for 2018/19 is proposed to be \$27 675.

Smart Regions Project Update

The Smart Region Project is examining a range of innovative ideas and proposals that relate to new and improved approaches to urban and regional planning and the operation of local government. Many are based on the introduction of new technology.

COMSEQ at the last Board meeting advised that there is an opportunity for Councils to engage with a LPWAN network provider (Thinextra) who is intending to build a network in SEQ that would be accessible for any licensed user. This would be at no (or limited) cost to Council.

Thinextra require a network of Base Stations to be deployed. Coverage in the Lockyer was estimated to require 5 - 7 Base Station sites which would generally be on towers or building rooftops. Access to power is also required -although actual power usage is limited.

COMSEQ is supporting the proposal and has recommended it to all councils as an opportunity that has mutual benefits and will support a SEQ network. Moreton Bay Regional Council (MBRC) has already introduced the technology and has overcome a number of hurdles with its introduction. MBRC recommend the technology and has offered to assist Councils with agreement documentation and solutions to issues that may arise.

The network establishment will enable the community to gain licensed access to the technology if advantageous. Council will have licence credits based on the number of base stations.

General Business

The issue of recycled waste was raised in General Business. Given the extent of the long term implications of this matter, it was resolved to form a COMSEQ Working Group to be chaired by Mayor Christensen.

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Presentation from the Port of Brisbane Corporation

A presentation was delivered by the Chief Operating Officer Port of Brisbane Corporation on connectivity and the port of Brisbane.

A number of key issues included:

- Significant investment is proposed over 2018/22
- A dedicated freight rail connection is key issue with limited container transport to and from the port by rail.
- Inland rail is to Acacia Ridge not the Port which limits effectiveness
- Rail access is of concern as congestion on roads will render road transport less efficient.
- A study is underway to consider options for such a connection

Resilient Rivers Taskforce

The Resilient Rivers Taskforce meeting considered a number of issues that are significant for the Lockyer Valley including an update on the Catchment Investment Program that covers the Catchment Action Plans (CAPs) for a number of waterways including Lockyer Creek.

The Taskforce is also considering the best governance arrangements for the region's catchments and waterways. An options paper is to be developed to identify the preferred option to ensure delivery of resilient rivers measures and with the means to ensure compliance where necessary.

The Taskforce also considered a coordinated approach to LiDAR in SEQ.

**Attachments**

There are no attachments for this report.

**15.0 CONFIDENTIAL ITEMS**

*No Confidential Items*

**16.0 MEETING CLOSED**

*There being no further business, the meeting closed at 11:27am.*