

Minutes



ORDINARY MEETING OF COUNCIL

MINUTES

11 SEPTEMBER 2019

TABLE OF CONTENTS

Item	Subject	Page No.
1.0	Meeting Opened.....	4
2.0	Leave of Absence.....	4
3.0	Condolences/Get Well Wishes	5
3.1	Condolences/Get Well Wishes.....	5
4.0	Declaration of any Material personal interests/conflicts of interest by councillors and senior council officers	6
5.0	Mayoral Minute	6
6.0	Confirmation of Minutes.....	7
6.1	Confirmation of Ordinary Meeting Minutes 28 August 2019.....	7
7.0	Business Arising from Minutes	8
8.0	Committee Reports	8
9.0	Deputations/Presentations	8
10.0	Executive Office Reports	9
10.1	Chief Executive Officer's Monthly Update - August 2019.....	9
11.0	Organisational Development and Planning services Reports	20
11.1	Request to Name a New Road and Continuation of an Existing Road - Pamela Court Withcott	20
11.2	Executive Manager Organisational Development and Planning Monthly Report - August 2019	23
12.0	Corporate and Community Services Reports.....	32
12.1	Rate Remission - Community Grants Policy.....	32
12.2	Gatton Showgrounds Master Plan.....	35
12.3	Executive Manager Corporate and Community Services Monthly Report - August 2019	74
13.0	Infrastructure Works and Services Reports	89
13.1	Executive Manager Infrastructure Works and Services Monthly Report - August 2019	89
14.0	Items for information	99
14.1	Councillor Portfolio Report - August 2019.....	99
15.0	Confidential Items	112
	Closed Session	112
15.1	Laidley Drainage Study.....	113
16.0	Meeting Closed.....	113

ATTENDANCE:

Councillors Present

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

Officers Present

- **Ian Church, Chief Executive Officer**
- **David Lewis, Executive Manager Corporate and Community Services**
- **Angelo Casagrande, Executive Manager Infrastructure Works and Services**
- **Amanda Pugh, Manager Planning and Development**
- **Corrin Bischoff, Coordinator Governance and Strategy**
- **Lacee Buzza, Media and Communications Officer**
- **Caitlan Natalier, Legal Services and Property Coordinator (part of meeting)**
- **Susan Boland, Governance and Strategy Officer**
- **Tyana Boon, Governance and Strategy Trainee (Minute Secretariat)**

Apologies

- **Dan McPherson, Executive Manager Organisational Development and Planning Services**

Media Present

- **Ebony Graveur, Gatton Star**

1.0 MEETING OPENED

The meeting commenced at 10:01am.

The Mayor, Cr Milligan as the Chairperson opened the meeting and welcomed all present. Pastor Marshall Muller led the meeting in prayer, following a minute's silence for those persons recently deceased.

RESOLUTION

THAT Council authorise media outlets to record open session proceedings of Council's Ordinary Meetings until the expiration of the current electoral term.

Moved By: Cr McLean

Seconded By:

Cr Holstein

Resolution Number: 16-20/1495

CARRIED

7/0

2.0 LEAVE OF ABSENCE

No Leave Of Absence

3.0 CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 04 September 2019
Author: Kerri MacMahon, Executive Coordinator, Mayor and Deputy Mayor
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

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

RESOLUTION

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

Moved By: **Cr Holstein** **Seconded By:** **Cr Hagan**
Resolution Number: 16-20/1496

CARRIED
7/0

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

4.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to section 175C 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 a local government, or any of its committees must:

- (a) inform the meeting of the material personal interest in the matter, including the following particulars about the interest –
 - i. the name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - ii. how the person or other entity stands to gain the benefit or suffer the loss
 - iii. if the person or other entity who stands to gain the benefit or suffer the loss if the person or other entity is not the councillor or senior council officer—the nature of the relationship to the person or entity; 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 175E 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 personal interest in the matter, including the following particulars about the interests:

- a) the nature of the interests
- b) if the personal interests arise because of the relationship with, or receipt of a gift from, another person:
 - i. the name of the other person; and
 - ii. the nature of the relationship or value and date of receipt of the gift; and
 - iii. the nature of the other person's interests in the matter.
- c) how the councillor or senior council officer intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

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

5.0 MAYORAL MINUTE

No Mayoral Minute

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes

8.0 COMMITTEE REPORTS

No Receival of Committee Reports as Minutes

9.0 DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations

3. Report

Governance and Strategy

Integrity Functions

Public Interest Disclosures

Implementation of changes to the Public Interest Disclosure standards continue, in particular regarding the identification of support officers for disclosers, subject officers and witnesses, and training for Council staff.

Complaints

The following table provides details of the complaints managed for the 2019-20 period to date and those that are currently under consideration:

Type of complaint	Comparison of total No. received for		Currently under investigation	Received during the month 2019-20	Completed in the month 2019-20
	2018-19	2017-18			
Staff	3	3	1	0	0
Administrative Action	10	9	4	0	0
Privacy	0	1	0	0	0
TOTAL	13	13	5	0	0

Audit and Risk Management

Internal Audit

With the adoption of the 2019-20 Internal Audit Plan, work has commenced on the project management audit to identify compliance issues and areas of improvement in the process for the delivery of projects by Council.

Risk Management

Approval of the individual risk registers for each business unit, including treatment plans, is now in progress. Reporting against the risk register, in line with the Framework and prescribed treatments, is also being progressed.

Insurance Management

The following table provides details of the insurance claims managed for 2019-20:

Type of claim	Current	Claims received in period (2019-20)	Claims resolved in the period (2019-20) (settled/denied/notified)
Public liability	2	0	0
Professional Indemnity (above excess)	2	0	0
Professional Indemnity (below excess)	0	0	0
Council motor vehicle (above excess)	3	3	5
Council property	2	1	0
Third party property	0	0	0
TOTAL	9	4	5

Legislative Framework

Delegations

Statutory delegations from Council to the Chief Executive Officer were presented to Council for adoption on 14 August 2019, incorporating all recent legislative changes. Statutory delegations from the Chief Executive Officer to Officers are currently under review to reflect the Council to Chief Executive Officer updates.

Policies

From 1 January 2020, Council is required to comply with the *Human Rights Act 2019*. A review of the requirements relevant to Council has been undertaken with a view to implement necessary changes and conduct awareness training for staff by the end of the year.

New Legislation

The Local Government Electoral (Implementing Stage 2 of Belcarra) and Other Legislation Amendment Bill was tabled for consideration by State Parliament on 22 August 2019, however the Bill was delayed and is scheduled to be considered by Parliament on 17 September 2019.

Marketing, Communications and Engagement (MCE)

Queensland Transport Museum Statistics

August 2019

Museum Ticket Sales	Museum Merchandise Sales	VIC Merchandise Sales	Adult Entries	Concession Entries	Children Under 15
\$1,995	\$362	\$2,545	127	134	21

Unfortunately, we are unable to provide the 2018 comparative data this month.

Events

Australia Day Ambassador Program

An Expression of Interest was submitted on 27 August 2019 for an Australia Day Ambassador to be allocated to Lockyer Valley Regional Council for the 2020 Australia Day Ceremony. Under this program, the Commonwealth Government provides Ambassadors from a pool of prominent Australians to be keynote speakers at Australia Day Celebrations. For example, Council was allocated Olympic Weightlifter, Alyce Stephenson who competed at the Commonwealth Games (held on the Gold Coast) for the 2019 Australia Day event. We will be advised in due course if we are to be allocated an Ambassador for 2020.

Laidley Spring Festival

The Festival is due to be held over three days beginning on Thursday 12 September and ending on Saturday 14 September. The following preparations have been undertaken:

- Distribution of Festival programs commenced on Wednesday 28 August
- Advertising is being undertaken on radio (4KQ) and television (WIN stations)
- The [Festival](#) website is live and being updated as required
- A dedicated social media campaign has reached 13,500 people in the last week
- Promotional information and road closure details have been distributed to Laidley businesses
- The Australian Eagles Tribute Show is receiving strong interest
- The Colour Run has received over 60 registrations to date

- We are awaiting confirmation as to whether University of Queensland Gatton students will manage the “Attendee Satisfaction” survey on Saturday. The survey will give Council an indication of base statistics for future years as well as a measure of success.

Seniors Week

Attendance was strong at all the Seniors Week main events this year. The Government House Bus Tour was sold out and the Mystery Movies at Lockyer Libraries were very popular. Many people from community groups and local schools were involved in the various events run during the week, including:

- Performers and Hospitality students from the Lockyer District High School, Laidley District State School and Hatton Vale and Gatton State Schools
- Volunteers from the Lockyer Valley Community Activities Shed; Gatton Table Tennis Association; Spirit of the Valley Events Inc; Lockyer Community Centre; Laidley Community Centre; Taoist Tai Chi; Laidley Pioneer Village and Museum; Gatton Church of Christ; Let’s Enjoy Dancing; Line Dancing is Fun and Gatton Council of the Aging (COTA) Seniors.
- Sponsors this year were Burstows and Pohlmanns and COTA Queensland with the \$1,000 subsidy for the Laidley Luncheon.

I take this opportunity to thank all those who assisted with Seniors Week events this year.

Lights on the Hill Memorial Convoy

Work has begun with the organisers of the annual Lights on the Hill memorial convoy and event, with a new departure point near Wellcamp airport, Toowoomba, chosen. Further updates will be provided to Council as the event organisation progresses.

General Community Event Liaison

- Gatton Street Feast – staff worked directly with event organisers on traffic management requirements and the Temporary Entertainment Event permit application. The event was held on Sunday 1 September.
- Mulgowie Fun Run – staff met with organisers to discuss traffic management options. Note that the *Step into Life* Group has now taken the Fun Run over to assist with insurance and costs. The Fun Run is proposed to be held on Saturday 7 September 2019.
- Fossil Downs Rodeo – was held on the 31 August and Council staff assisted with road preparation and marketing.
- Relay for Life – is due to be held on 7 and 8 September 2019 at the Gatton Show Grounds and staff are assisting with event planning and venue preparation.

Destination Q Events Conference

Events staff attended a one-day Destination Q conference in Cloncurry during August. A separate report on the outcomes of the conference will be prepared for Council later this month.

Community Development and Engagement

Council Response to the Drought

Council hosted a “Minutes with the Masters” drought response forum on 19 August which was attended by 26 people. Each attendee was provided with a short appointment with a service provider who was qualified to provide drought related assistance. Service providers included a Rural Financial Counsellor; the Department of Human Services (Centrelink); the Department of Agriculture; Mental Health Navigators; AgAssist Farm Financial Management and other financial advisers.

Feedback from the day was very positive from both participants and service providers and it is expected that if the drought continues the forum will be offered again later during 2019. This may also depend on the outcome of the Livestock Drought Forum to be held on 22 September.

General Projects

The Community Group Networking Workshop was held during July and staff are finalising feedback from the day. Once the feedback has been collated a report will be prepared for Council.

Sport and Recreation

General

The combined LVRC and Toowoomba Regional Council Escarpment Trails Strategy is currently underway and community consultation is due to start in September 2019.

Cahill Park Sporting Complex

Councils Sport, Recreation and Community Grants Officer is preparing a facility development plan for the Cahill Park Sports Complex. This plan will run in parallel with the Strategic Plan which has been completed for the Cahill Park Complex. This document will be presented to Councillors for feedback once data has been collected from all sporting users of the complex.

The construction of the new amenities/change room is currently on track to finish by the end of September 2019 and the LED lighting projects for the rugby fields, netball courts and cricket/training field are to be completed by the end of October 2019

Media

Council's media staff are working with the South East Queensland Council of Mayors to coordinate a media opportunity with the Lockyer Valley Mayor and the Brisbane Lord Mayor on Resilient Rivers. Staff are also working with Somerset Regional Council to coordinate a joint media opportunity for the popular Garage Sale Trail.

The following media releases were issued during the month:

- Promotion of Council's stand at the Ekka
- Promotion of ticket sales for the Lockyer Valley Business Luncheon
- Register now for fRETfEST @ fORRIE at the Forest Hill School of Arts on 12 and 13 September, 2019. The event will be showcased at the Laidley Spring Festival on 14 September
- Rural Producers enjoy Ten Minutes with a Master
- Claire Madden to put spotlight on Gen Z at the Lockyer Valley Business Luncheon
- Livestock Farming Drought Support Forum
- Nominations for Lockyer Valley Business, Training and Apprenticeship Awards
- Nominate your best Lockyer Valley experience
- The "Unbreakable Farmer" to headline Livestock Farming Drought Support Forum
- Lots on across Laidley over Spring Festival
- Story Path coming to the Lockyer Valley
- Celebrate Book Week across the Lockyer Valley
- New events to headline this year's Spring Festival

Graphic Design

This has been a busy time for in-house design projects ranging from designing a new temporary library card, banners, programs and posters for Laidley Spring Festival, a redesign of the "What's On"

brochures, the Equal Employment Opportunity contact officer poster and Jessie's Cottage trifold brochure.

Video Projects

With the Business, Training and Apprenticeship Awards approaching next month, planning for the videos for the night have begun. There will be a five-minute video to start the evening and videos of the 2018 winners before each 2019 category winner is announced.

At the time of writing a six-minute video has been developed and finalised for the 2019 Business Luncheon focusing on the level of development within the Lockyer Valley over the past twelve months.

Regional Development

Lockyer Valley and Somerset Water Collaborative (LVSWC)

The LVSWC met on 23 August and approved specifications and a scope of works to be used to call for tenders for the Detailed Business Case for the augmentation of the Lockyer and Somerset regions water supply. The scope of works was based on the preferred options identified in the Strategic Business Case. The tender process will proceed as soon as the final Deed of Agreement for the Detailed Business Case funding is received from the State Government. The critical first stage of the Detailed Business Case will be the demand assessment which is planned to commence prior to the end of calendar 2019.

Investment Attraction

- Gatton West Industrial Zone (GWIZ) - no further action during August
- A property in the main street of Gatton has recently been sold and Regional Development staff have met with the investor to discuss potential opportunities for the development of the site
- Lockyer Valley Business Luncheon – at the time of writing, the business luncheon is scheduled for Wednesday 4 September at the Lockyer Valley Cultural centre. Key note presenters for this year include Graham Quirk, former Lord Mayor of Brisbane and COMSEQ Chair, who will speak on some of his initiatives during his time in those positions. Claire Madden will be the Master of Ceremonies and provide a key note address on how to engage with post millennials as a future workforce.

Equine Collaborative

At the last meeting of the Lockyer Valley Racing and Equine Collaborative consultants were appointed to provide options for the redevelopment of the Gatton racing club facility. It is envisaged the work will commence during September and will take up to 4 months to complete.

Strategic Alliances and Partnerships

The Manager Regional Development and the Tourism and Marketing Coordinator met with Brisbane Marketing to discuss opportunities for our region's industry development program and provide further input into the Brisbane Region Visitor Economy 2031 draft document.

Trade and Investment

A meeting was held with representatives from Trade and Investment Queensland (TIQ) and the Manager Regional Development to discuss the assistance TIQ are providing to small and medium enterprises. Opportunities to promote TIQ programs throughout our region were also discussed.

Support Local Business

No Plainland networking meetings were held this month.

Advocacy

Stakeholder Relations

Input was provided into several Council of Mayors South East Queensland (COMSEQ) engagements. These included a meeting of the Olympics Taskforce and the joint Lockyer Valley Toowoomba Regional Council Escarpment Opportunities Working Group. The COMSEQ Board and the Resilient Rivers Taskforce are due to meet in September.

The SEQ City Deal is currently under development and it will require a planning and infrastructure agreement to be endorsed by all three levels of government in the future. Several groups have been established to enable Council input and evaluation.

Inland Rail

Officers attended a workshop organised by the Commonwealth Department of Infrastructure, Transport, Cities and Regional Development to identify potential benefits for the region from the Inland Rail Project.

A Lockyer Valley ARTC Interface meeting was held to update Council. Technical Working Group meetings were also held for both the Gowrie to Helidon Project and the Helidon to Calvert Project. These considered the 70% and 100% concept designs respectively.

ARTC held further consultation sessions at Withcott and Helidon on the 70% Design for the Gowrie to Helidon Project. Officers also attended the Community Consultative Committee Meeting held at Grantham on 13 August 2019. A visualisation workshop was also attended by a number of officers and community representatives to consider the visual impacts that the project will have on the region.

The Project Specification Technical Requirement (PSTR) documentation is also being developed by ARTC in consultation with Council and a further version of that document was received for evaluation to ensure Council's feedback has been incorporated into this document. Interface agreements are also being drafted and Council has sought specialist legal advice on these and the Public Private Partnership (PPP) component of the project to ensure Councils future requirements will be addressed.

The 2019 Inland Rail Conference was held in Toowoomba and Councillors and Officers attended given the significance of this project to our communities.

Association Linkages

The Mayor is on the Policy Executive of the Local Government Association of Queensland representing the Western Subdistrict of SEQ. The Policy Executive met during August and considered a range of matters impacting on the Lockyer Valley and local government more generally. These matters were reviewed, and briefing material provided to the Mayor.






Passenger Rail

The Commonwealth's business case for the Toowoomba to Brisbane Passenger Rail has been delayed until further clarity is provided on the Inter-Government Agreement on Inland Rail. This concern was raised at the recent Inland Rail Conference in Toowoomba.

Economic Development

Industry Attraction

Officers have engaged with and provided information and economic data in support of 13 new business enquiries during the month.

Industry Sector	Level of interest	Notes:
Accommodation and Food Services		Potential student accommodation; additional farm worker accommodation & potential B&B
Tourism		Long term plans for development of new tourism experiences for the Lockyer Valley from new and existing operators
Construction		Enquiries from new business looking to expand in the region, looking for suitable premises/land
Home Based Business		Enquiries about potential establishment of new home-based businesses
Manufacturing		Food manufacturing & on farm processing

Stimulate the Local Economy

Delivery of the Lockyer Valley Business, Training and Apprenticeship Awards is progressing in line with the project plan time frames and within budget. Sponsorships have been secured and exceed set targets. Nominations for all categories closed on 2 September and judging will be undertaken during the month, with finalists announced on 25 September. Marketing for the People's Choice Award voting has commenced, and there were a number of early enquiries from businesses wishing to be involved.

Support Local Business

Capacity building workshops run in partnership with Regional Development Australia (RDA) Small Business Assistance Support Services have recently struggled to attract numbers. The workshop planned for August was cancelled due to lack of take up. The next scheduled workshop in September is about "Building a Strong Brand". RDA have advised that they are committed to working with Council to continue to deliver the Digital Workshops.

The front shop at Neilsen's Place has been leased to a new tenant who operates a bookkeeping business. The business has been steadily growing and has reached the stage where a move from homebased to shopfront was required. The tenant of the small office has taken up the option and renewed their lease for a further six months. Recent marketing has generated some new enquiries for incubator spaces. At this stage these have not progressed to the application stage.

Jobs and Skills Development

The Regional Skills Investment Strategy Project Coordinator continues to engage with local businesses identifying skills shortages and trends across industries in the Lockyer Valley. To date, sixty-eight businesses have been engaged and relationships continue to grow as training solutions are developed. Trends will be presented to the Project Reference Group members to provide advice on industry training solutions. The Department of Small Business, Employment and Training have been providing support and advice on the delivery of the project and how best to progress some of the emerging issues that have been identified.

Gaps have been identified in management and leadership skills and formal qualifications for shed builders. Non-accredited training courses are being considered as potential solutions. In addition, it has been identified that compliance training is in high demand for the Agricultural and Construction industries.

Tourism

Food Trails/Tours

Discussions were held during August with Brisbane Marketing and local tour operators, seeking to develop new food tours into the Lockyer Valley region.

Partnerships (Brisbane Marketing, Tourism Events Queensland and Regional Tourism Organisations)

Staff participated in a range of partnership opportunities during the month, including:

- Tourism and Marketing Coordinator attended Tourism Events Queensland Conversations with Industry Forum, Brisbane.
- Tourism and Marketing Coordinator attended Destination Q Events Conference, Cloncurry.
- Tourism and Marketing Coordinator and Manager Regional Development met with Brisbane Marketing re 2019/20 Lockyer Valley Industry Development Program and Australian Tourism Data Warehouse uptake.
- Tourism and Marketing Coordinator and Manager Regional Development attendance at Team Brisbane Partners and Members event – reviewing the past 12 months and sharing future insights – reel here https://www.youtube.com/watch?v=C_hOjh3sQDc&feature=youtu.be

Destination Marketing

The Visit Lockyer Valley Facebook monthly insight to 28 August had 2,130 page likes. Reach for the month (people who saw posts) was 5,448, (9,047 last month), post engagement (likes, comments, shares) were at 1,920 (1,877) and video views totalled 1,486 (821). The strongest performing posts for the month included Father's Day, Ekka and Mulgowie Markets.

The "Great Day Out" floral story aired on Channel 7 on 25 August featuring Pohlman's Nursery, Just Geraniums and Holmwood Lavender Farm.

Tourism trailer activations scheduled – Opening Second Range Crossing Toowoomba on 7 September and Learning and Growing Expo at Gatton Showgrounds 10 September.

LVRC Councillors and staff participated at the Ekka from 9 to 18 August. The stand underwent layout and graphic changes to accommodate the incorporation of virtual reality facilities. There was very strong demand for the tractor experience on board the Fergie tractor, as well as the vegetable truck

and food trail experiences, (over 200 per day). Producers of the region generously donated produce for display; operators assisted on stand and donated prizes for the major competition with over 1000 entries.

Visitor Centre Customer Interactions

Local	282
Within 200km	454
Remainder of Qld	75
NSW	31
VIC	34
SA	4
WA	10
NT	0
ACT	0
TAS	16
OS	33
Total	939

Volunteer Management

- A Volunteer Familiarisation Tour is scheduled for 5 September 2019. This tour will take the QTM Volunteers to the Cobb & Co and Heritage Museums in Toowoomba.
- Recognition of Service function is scheduled for 8 October 2019. This is to recognize all volunteers for significant milestones of volunteering service and will be held in the Council Chambers in Gatton.
- End of year Recognition function (Christmas Party) is scheduled for 5 December 2019. This is to recognize all volunteers that have worked throughout the year.

Visitor Information Centre Collateral

The Visitor Information Centre (VIC) is liaising with the community group at Jessie's Cottage in Murphys Creek to update their current tourism brochure. The design work is being conducted by the Marketing, Communication and Engagement team and the VIC will provide the community group with a refreshed brochure ready for their approval and sign off.

After a customer request was received regarding the creation of a tourist brochure for the Forest Hill area, the VIC is liaising with the community group for content and have provided them with our Laidley Heritage Trails brochure as a reference point to the group to be used as a starting point.

The Lockyer Valley Market Brochure needs a reprint and the VIC are taking this opportunity to redesign/refresh the feel of this popular brochure.

Queensland Transport Museum (QTM)

The QTM displays often feature in the foyer of the LVCC and last weekend (31 August) we had eight Elfin Sports Cars on display in the hallway and foyer as part of a collaboration display/event they were having in the function rooms. They certainly drew the attention of the crowds on the day as each vehicle was unique.

Lockyer Valley Function and Cultural Centre

The long-term display from Nexus has been removed from display in the foyer of the Lockyer Valley Cultural Centre for the official opening of the new road which is scheduled for 7 September.

Business Development Lockyer Valley Function and Cultural Centre

Two officers attended the “Brisbane Marketing Pop Up” expo at Brisbane City Hall, alongside some 70 exhibitors, showcasing venues and accommodation to approximately 300 function and conference organisers. New conference information was presented to attendees and the LVFCC stand was awarded best stand for a venue. Seventeen new contacts were established and follow up contact made for opportunities to quote.



Lockyer Valley Function and Cultural Centre Stand at the Expo

Attachments

11.0 ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS

11.1 Request to Name a New Road and Continuation of an Existing Road - Pamela Court Withcott

Date: 22 August 2019
Author: Tammie Davidson, Development Support Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report seeks Council’s approval to name one new road and the continuation of one road within the urban residential subdivision located at Pamela Court, Withcott.

Officer’s Recommendation:

THAT Council approve the following road names as shown on Details Plan Proposed 18 Lot Subdivision at Lot 100 Pamela Court Withcott – Cover Sheet Rev A dated 15 January 2019:

- Road 1 – Pamela Court
- Road 2 – Jodie Court

RESOLUTION

THAT Council approve the following road names as shown on “Details Plan Proposed 18 Lot Subdivision at Lot 100 Pamela Court Withcott – Cover Sheet Rev A”, dated 15 January 2019:

- Road 1 – Pamela Court
- Road 2 – Jodie Court

Moved By: Cr Cook

Seconded By: Cr Hagan
Resolution Number: 16-20/1499

CARRIED
7/0

Report

1. Introduction

This report refers to a request made by JKAD Developments Pty Ltd as the developers of an urban residential subdivision located at Pamela Court, Withcott.

2. Background

Council is responsible for assigning an official name to every gazetted road that is used to access properties. Council accepts requests from the public to name roads. All requests are considered in accordance with Council’s Naming of Roads, Park, Landmarks & Facilities Policy and ASNZ Standard 4819:2011.

3. Report

The request to name one new road and continuation of Pamela Court was received on 8 August 2019. The applicant is requesting to name one new road and the continuation of one road. The applicant provided three preferences to name proposed road 2. The theme of the adjoining road names are long-term land holders, and this has been continued in the newly proposed names.

Existing Road 1	
Pamela Court	Continuation of existing road
Proposed Road 2	
1. Jodie Court	No other instances of this name in the Lockyer Valley
2. Talina Court	No other instances of this name in the Lockyer Valley
3. Demi Court	No other instances of this name in the Lockyer Valley

A search of roads and streets within the Lockyer Valley Regional Council area provides that the preferences are not pre-existing.

4. Policy and Legal Implications

The suggested names provide a clear identification for the roads and do not contravene the Australian standard. Where there is conflict with Council's Naming of Roads, Park, Landmarks and Facilities Policy, alternate name preferences will be utilised.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

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

7. Communication and Engagement

Council will notify the applicant of the outcome of their request for road naming.

8. Conclusion

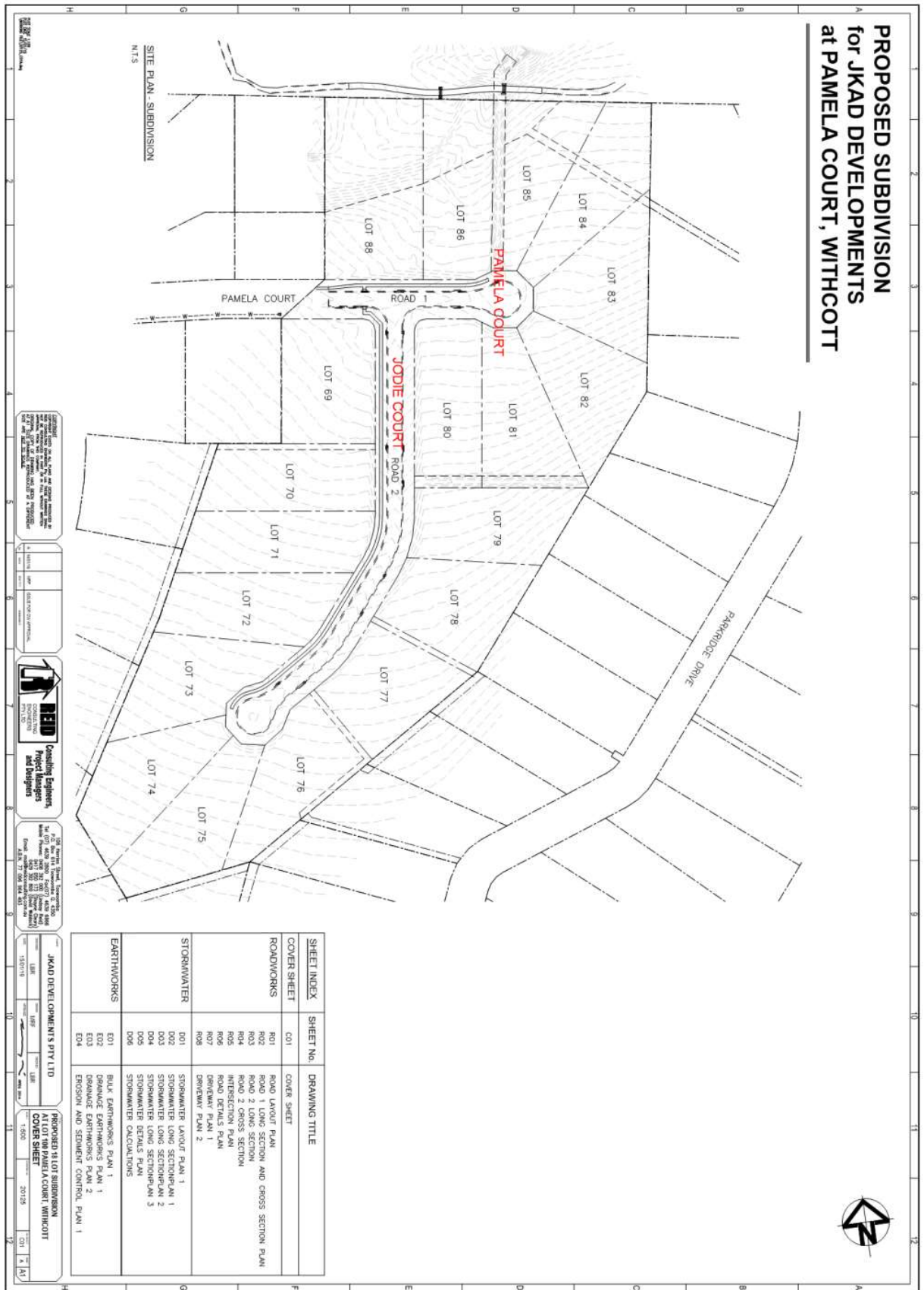
Council officers have assessed the request for naming and conclude that the suggested names are in keeping with the policy pertaining to road naming with the Lockyer Valley Regional Council.

9. Action/s

1. Applicant will be notified of the outcome of their request.
2. Council's records will be updated to reflect the approved names.

Attachments

1. [Proposed 18 Lot Subdivision at Lot 100 Pamela Court Withcott Cover Sheet Rev A](#)



SHEET INDEX	SHEET NO.	DRAWING TITLE
COVER SHEET	C01	COVER SHEET
ROADWORKS	R01	ROAD LAYOUT PLAN
	R02	ROAD 1 LONG SECTION AND CROSS SECTION PLAN
	R03	ROAD 2 LONG SECTION
	R04	ROAD 2 CROSS SECTION
	R05	INTERSECTION PLAN
	R06	ROADWAY PLAN 1
	R07	ROADWAY PLAN 2
	R08	ROADWAY PLAN 3
STORMWATER	D01	STORMWATER LAYOUT PLAN 1
	D02	STORMWATER LONG SECTION PLAN 1
	D03	STORMWATER LONG SECTION PLAN 2
	D04	STORMWATER LONG SECTION PLAN 3
	D05	STORMWATER DETAILS PLAN
	D06	STORMWATER CALCULATIONS
EARTHWORKS	E01	BULK EARTHWORKS PLAN 1
	E02	BULK EARTHWORKS PLAN 2
	E03	BRANCHED EARTHWORKS PLAN 1
	E04	BRANCHED EARTHWORKS PLAN 2
	E05	EROSION AND SEDIMENT CONTROL PLAN 1

JKAD DEVELOPMENT'S PTY LTD
15/15/19

PROPOSED 18 LOT SUBDIVISION AT LOT 100 PAMELA COURT WITHCOTT COVER SHEET
1:500
20/19

Consulting Engineers, Project Managers and Designers

JKAD DEVELOPMENT'S PTY LTD
15/15/19

PROPOSED 18 LOT SUBDIVISION AT LOT 100 PAMELA COURT WITHCOTT COVER SHEET
1:500
20/19

3. Report

ORGANISATIONAL DEVELOPMENT

Workforce

Council's established FTE number for August 2019 is 312.2047.

Learning and Development

Training held since the last report:

- Corporate Induction (Code of Conduct / Work Health & Safety / Drug & Alcohol Training inclusive)

Work Health and Safety

Refer to the attached statistics indicating any injuries, asset incidents and environmental incidents for the month of August 2019. WHS will report on Lost Time Injury (LTI) quarterly.

Faith Lutheran College Careers Expo

On 7 August 2019, Councillor Rick Vela and Council's Organisational Development Advisor and Electrical Maintenance Lead attended the annual Faith Lutheran College Careers Expo. The purpose of attending this event was to provide information about post school training and employment options as well as the support services available to students of the Lockyer Valley and the broader community.

The event attracted over 500 students from Faith Lutheran College alone and had over 50 exhibitors participating. Capturing the interest of students, Council officers assisted students to plot out their career goals and toy with subject selection for their senior years. This event is a fantastic opportunity to educate students on the diverse range of services that Council delivers to the community while providing valuable information on career paths within Council.

PLANNING & DEVELOPMENT

Development Assessment

In the month of August 2019, 31 development applications were received, 18 development applications were decided, and 5 pre-lodgement meeting were held.

On 21 August 2019, the Development Assessment team hosted the first Planning Masterclass which had a focus on navigating the complex world of Development Assessment triggers. Development Assessment triggers are utilised to determine which applications require referral to State Government agencies for either Concurrence or Advice as part of the Development Application process. Twenty-six people attended the Masterclass, which was facilitated by the Ipswich Office of the State Assessment Referral Agency (SARA) and Lockyer Valley Regional Council staff. The Masterclass was an opportunity to learn collaboratively with the region's consultants and also Council's internal referral content experts. This is the first Masterclass of many to be facilitated in our region by the Planning and Development team.

On 14 August 2019, Gihan Saparamadu commenced in the role of Senior Development Engineer. Gihan is an RPEQ accredited engineer and brings to the role vast experience as a Local Government Development Engineer.

Regional and Strategic Planning

Strategic Planning are continuing ongoing liaison with the Department of State Development, Manufacturing, Infrastructure and Planning in relation to the Lockyer Valley Planning Scheme. The Department has provided a list of mandatory comments and issues to be addressed by Council prior to completion of the State interest review. Strategic Planning are preparing a work program to address the comments and issues to be addressed. Structure Planning projects for Plainland and the Gatton North Major Employment and Industry Area are to be sent out for estimates from consultants before the end of September.

Council officers have been attending Regional planning events including ongoing work with the State government on growth management strategies. Work on these projects is ongoing and takes time to co-ordinate with internal and external stakeholders. Officers have been liaising with the State government agencies and internal stakeholders regarding proposed Koala legislation and other internal policy matters.

ENVIRONMENTAL PLANNING

Customer Requests

The Environment and Pest unit received 32 customer requests during the month of August and completed 31 customer requests.

Planning Scheme

Geographic Information System (GIS) specialists have provided a draft report on vegetation mapping for review. The intended purpose of the GIS product is to improve the quality, accuracy and community confidence in waterway and vegetation/habitat overlay amendments of the planning scheme and the NRM and Biosecurity Plans. Additionally, a draft Ecological Assessment Report guideline to assist developers in their ecological field surveys and assessments, is under review.

Natural Resource Management (NRM) Plan

The content of the second NRM plan workshop is being collated for a sub-group to develop aims for the NRM Strategy. A newsletter of the workshop discussions has been circulated to the participants and shared to public and private websites. The information is used to assist participants in sharing information within their communities.

Resilient Rivers Initiative

Planting sites at Cahill Park and Beavan Street are receiving regular watering as part of maintenance works. The site is dry due to prolonged dry and windy conditions. Project planning for the next stage of works in the Tenthill Catchment has been completed and is awaiting feedback from the Council of Mayors. This will update the Tenthill Resilience Project Management Plan, providing clear objectives, scope, timelines and costing analysis.

Environmental

Opportunities for koala habitat restoration in the Lockyer Valley will be discussed at a meeting in early September with Queensland Trust for Nature (QTFN). QTFN is engaged by State Department of Environment as the regional partner to deliver koala habitat restoration projects.

Invasive Weed Management

Dry conditions continue to inhibit the growth of invasive restricted matter, however winter active species including Mother of Millions, Harrisia Cactus and Fireweed have been surveyed and treated by

Pest Officers and members of the community. Extensive Fireweed monitoring and treatments on government and private properties are currently being conducted in the Lake Clarendon area.

Pest Animal Management

The September 1080 baiting activity is being prepared with public awareness and notification of bait provided to eligible landholders. There is currently a surge in rabbit sightings. Pest Officers are conducting field surveys and working with Darling Downs Moreton Rabbit Board (DDMRB) and landholders to manage rabbit populations.

Helidon Hills Alice Creek Nature Refuge

Council are coordinating pest management activities at the Nature Refuge, targeting feral pigs and wild dogs. This is planned to commence in September.

PLUMBING AND BUILDING SERVICES

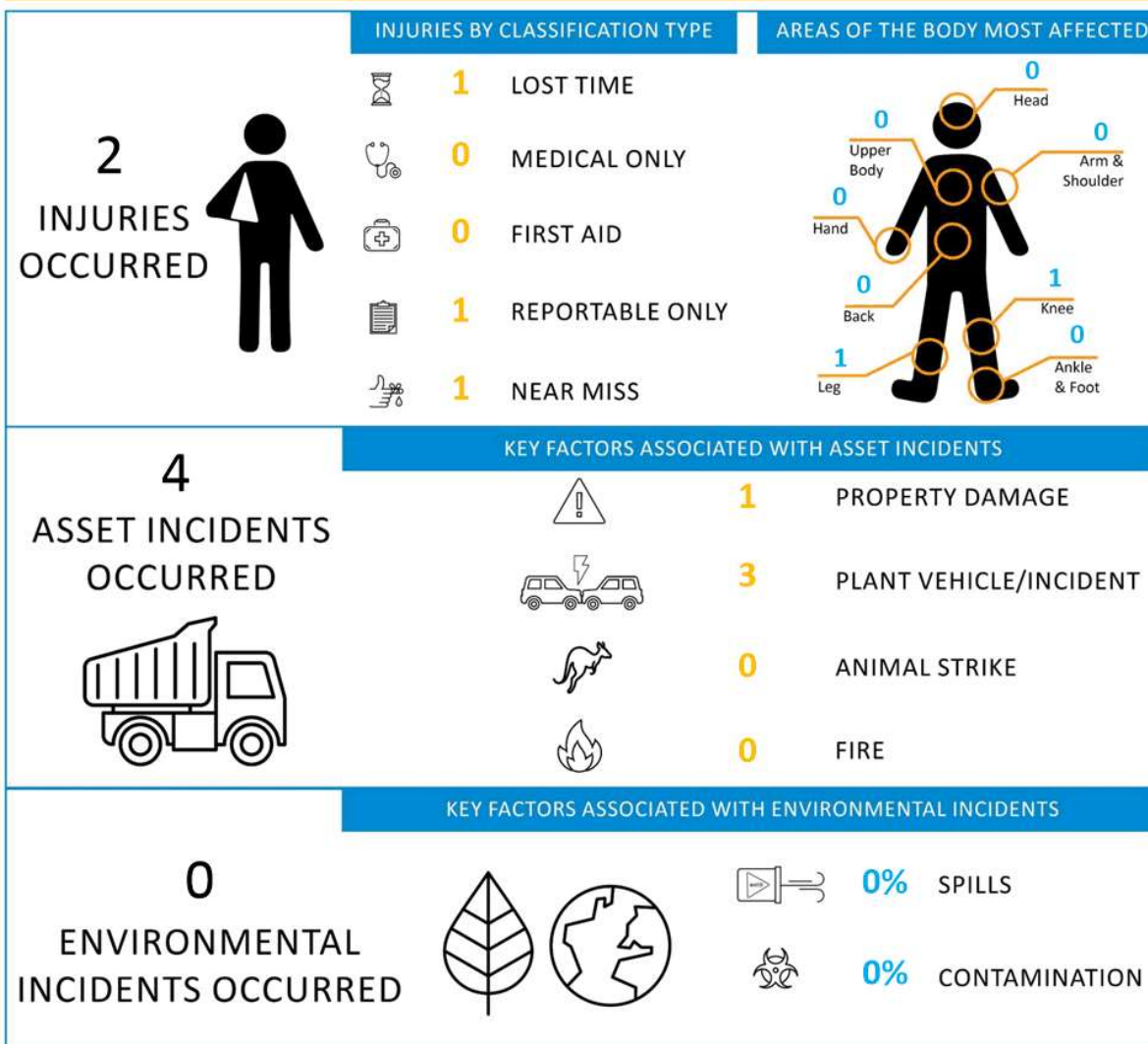
Refer to the attached table and graphs indicating statistics for the month of August 2019.

Attachments

- 1 [↓](#) Safety Performance August 2019 1 Page
- 2 [↓](#) Plumbing and Building Statistics August 2019 4 Pages

OUR GOAL
ZERO HARM MEASURING OUR SAFETY PERFORMANCE

AUGUST 2019

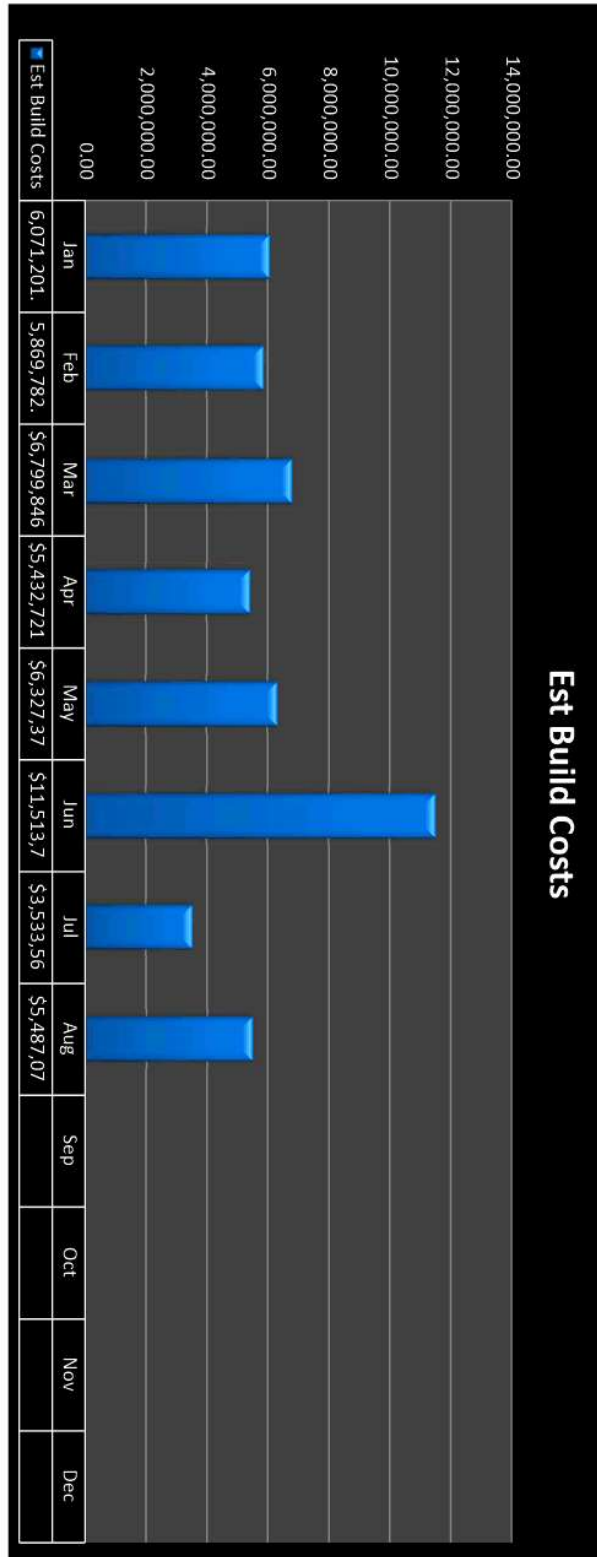


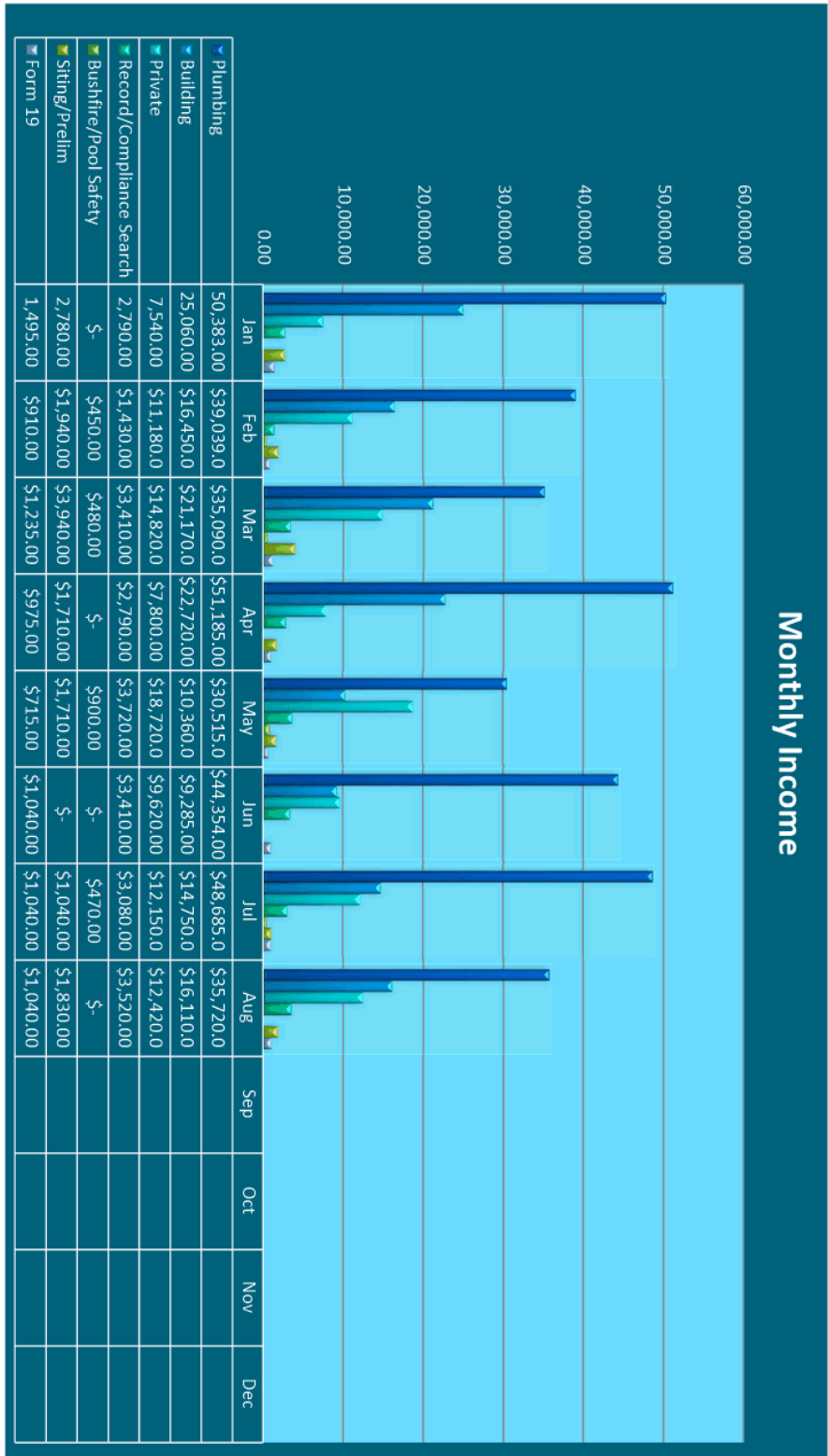
	August 2019	August 2018
Injury related incidents	2	4
Asset related incidents	4	4
Environment related incidents	0	0
Lost Time Injuries	1	0
Total days lost due to ongoing injuries	33	0

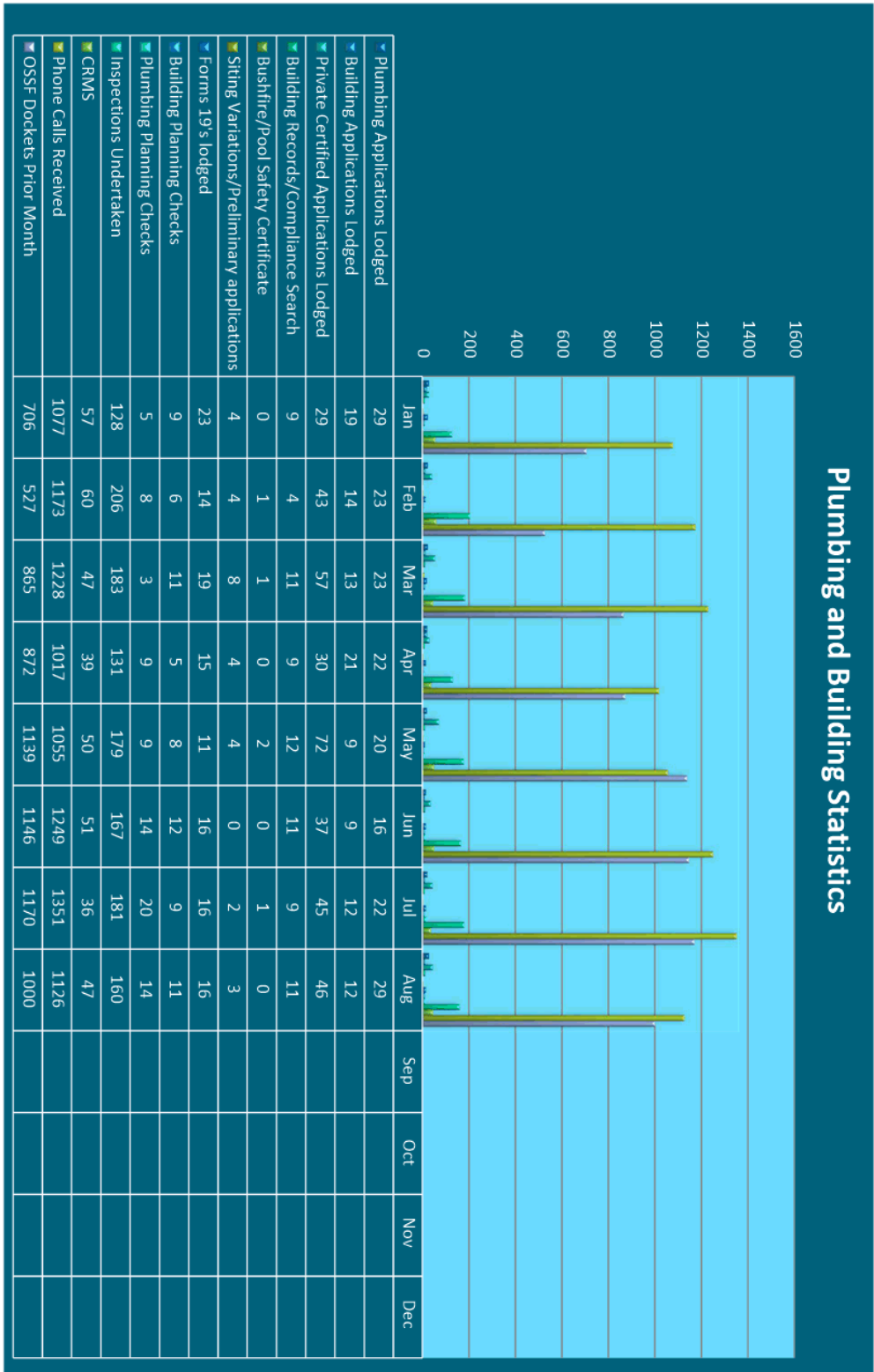


ITEM	DESCRIPTION	TOTAL	APPLICATION FEES	Average Days to Approve	RESPONSIBLE OFFICERS
1.0	Plumbing Applications Lodged	29	\$35,720.00	2.4	Plumbing
2.0	Building Applications Lodged	12	\$16,110.00	7.9	Building
3.0	Private Certified Applications Lodged	46	\$12,420.00		Admin Team
4.0	Building Records Search	11	\$3,520.00		Admin Team
5.0	Pool Safety Certificates Lodged	0	\$0.00		Building
6.0	Siting Variations Lodged/Preliminary Applications	3	\$1830.00		Building
7.0	Form 19's Lodged	16	\$1,040.00		Admin Team
8.0	Building Planning Checks	11	N/A		Building
9.0	Plumbing Planning Checks	14	N/A		Plumbing
10.0	Inspections Undertaken	160	N/A		Plumbing and Building
11.0	CRM's Lodged (Includes 7 Compliant CRMS)	47	N/A		Plumbing and Building
11.1	Phone Calls Received	1126	N/A		Plumbing and Building
12.0	OSSF Dockets Updated for July	1000	N/A		Admin Team
	TOTAL		\$70,640.00		
CONSTRUCTION VALUE OF BUILDING WORKS					
1.0	Building Applications 01-08-19 to 31-08-19	Domestic	\$5,337,074.00		
	Building Applications 01-08-19 to 31-08-19	Commercial	\$150,000.00		
	Year to Date	Total	\$51,035,298.71		









2. Background

The *Local Government Act 2009* and *Local Government Regulation 2012* make provision for the granting of concessions with regard to rates or charges to a ratepayer or class of ratepayers, subject to certain criteria. It has been Council's practice to invite applications and to assess those received against those criteria.

3. Report

Council's Community Grants Policy states that Council may consider an application for remission of rates under the *Local Government Act 2009* in the following circumstances:

- The organisation is a non-profit community-based organisation;
- The applicant organisation must be the owner or lessee of the land and must be able to demonstrate that they are required to pay the rates levied;
- The land or any part of the land must not be rented or leased to a third party on a commercial basis;
- A Liquor Licence (allowing trading on more than 3 days per week) must not be held by the organisation or any affiliate relating to the property subject to the application; and
- Where general rates do not apply to a property by virtue of a condition contained in a lease of a reserve from Council no further relief will be available.

The Lutheran Church of Australia Queensland District (Faith Lutheran College Campus) has submitted an application requesting an exemption of rates and charges for the financial year 2019-20. The total amount of Council rates and charges to be levied on this property for the year ending is \$5,330.56.

General Rates	\$4,751.56
Emergency Preparedness Levy	\$104.00
Environmental Levy	\$16.00
Resilient Rivers Initiative Levy	\$2.00
Rural Fire Brigade	\$27.00
Waste Management Facility Levy	\$147.00
Waste Collection Domestic Dual Bins	\$283.00
Total	\$5,330.56

Being a non-profit community organisation and meeting the other requirements under the policy, the Lutheran Church of Australia Queensland District (Faith Lutheran College Campus) qualifies for remission of the \$4,751.56 in general rates levied on their property at 3-5 Faith Avenue, Plainland.

4. Policy and Legal Implications

Ordinarily, Section 73 of the *Local Government Regulation 2012* exempts land less than 20Ha and owned by a religious entity for the provision of education services from rating. However due to the size of the land occupied by the Faith Lutheran College Campus being 23.96Ha, this exemption does not apply and an application for rates remission must be made.

Section 120 of the *Local Government Regulation 2012* gives Council the power to grant a ratepayer a concession for rates or charges for land subject to certain criteria. The concession granted may be a rebate of all or part of the rates; however, Council's policy only allows for remission of general rates and therefore other levies and charges will still apply.

The applicant has met the eligibility requirements set out in Council's adopted Community Grants Policy.

5. Financial and Resource Implications

Council currently has sufficient budgeted funds available to provide rating concessions in line with its 2019-20 Revenue Policy and 2019-20 Revenue Statement. By allowing this concession, revenue of \$4,751.56 for the financial year ended 30 June 2020 will be foregone.

6. Delegations/Authorisations

No additional or amended delegations are required to give action to Council's resolution.

7. Communication and Engagement

Ratepayers granted concessions are contacted in writing once approved by Council, and in this instance, the amount approved will be credited to the appropriate rate record.

Council should also note that a summary of concessions granted must be published in Council's Annual Report.

8. Conclusion

Councils Revenue Policy states that Council may consider applications for concessions on rates and charges from Not-For-Profit organisations. Council has also resolved to invite and consider applications for rating concession from non-profit community, cultural and sporting organisations within the region.

Being a non-profit community organisation and meeting the other requirements within Council's policy, the Lutheran Church of Australia Queensland District (Faith Lutheran College Campus) is deemed to qualify for remission under Council's Revenue Policy.

9. Action/s

1. Advise Faith Lutheran College of Council's decision.
2. Issue an amended assessment for the adjusted amount of rates.

Attachments

There are no attachments for this report.

12.2 Gatton Showgrounds Master Plan

Date: 03 September 2019
Author: Christopher Goddard, Senior Project Officer
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

The purpose of this report is to seek Council adoption of the recently developed Gatton Showgrounds Master Plan.

Officer's Recommendation:

THAT Council adopt the Gatton Showgrounds Master Plan including the Prioritised Implementation Plan, prepared by Connelly Project Resources Group, as attached.

And further;

THAT Council undertake a biennial review of the Gatton Showgrounds Master Plan and Prioritised Implementation Plan subject to asset management planning and future budget allocations.

RESOLUTION

THAT Council adopt the Gatton Showgrounds Master Plan including the Prioritised Implementation Plan, prepared by Connelly Project Resources Group, as attached to these Minutes.

And further;

THAT Council undertake a biennial review of the Gatton Showgrounds Master Plan and Prioritised Implementation Plan subject to asset management planning and future budget allocations.

Moved By: Cr Cook

Seconded By:

Cr Hagan

Resolution Number: 16-20/1502

CARRIED

7/0

Report

1. Introduction

The Gatton Showgrounds is a diverse, multi-use site that provides space for regular sporting and community activities, as well as facilitating annual events in particular the Gatton Show which is one of the last show events on the Queensland circuit ahead of the Brisbane Ekka show.

Like most multi-use sites, the Gatton Showgrounds needs to be well developed and managed to accommodate a wide range of uses while addressing the conflicting needs of diverse user groups.

In the 2018-19 financial year, the Lockyer Valley Regional Council (the Council) commissioned a Master Plan for the Gatton Showgrounds to identify opportunities and constraints, to improve functionality and to leverage the benefits of a coordinated approach to facility development and management.

2. Background

The Gatton Showgrounds comprises freehold land owned by Council, as well as state land held in trust by Council. The site consists of an indoor sports centre, an aquatic centre, main arena and show building, show pavilions, equestrian centre and stables, amenities, and camping areas.

The Gatton Show has operated from the showgrounds for over 100 years. The age and incremental development of the site has resulted in sub-standard and ageing infrastructure.

The Gatton Showgrounds Master Plan (the Plan) has been developed from consultation with user groups including the Gatton Show Society, the Lockyer Indoor Equestrian Centre, Lowood and Gatton Gymnastics, Lockyer Valley Speedway Association, Gatton Swim Club, the operator of the Lockyer Valley Sports and Aquatic Centre, the local community and Council on the respective group's views and ideas for determining a clear direction on the future development of the site.

3. Report

The Plan proposes a staged implementation of works to address ageing infrastructure and provide better activation opportunities at the site. If adopted by Council, the Plan facilitate user groups, Council and external funding agencies in investing in appropriate infrastructure at the Gatton Showgrounds thus providing a higher level of amenity and service availability for the local community.

The following are the key recommendations identified by the CPR Group in the Plan.

1. Endorse the Plan as a planning document to guide further detailed planning for the staged redevelopment of the Gatton Showgrounds over the next 10 to 20 years
2. Coordinate with user groups to actively pursue external funding for the implementation of the master plan, subject to sufficient community demand
3. Commission detailed infrastructure design and documentation for water and electricity upgrades in conjunction with service provider consultation to achieve identified outcomes
4. Implement the facility development and upgrades recommended in the Plan as resources, external funding opportunities and user group investments permit
5. Continue to meet regularly with showgrounds user groups to oversee the ongoing management of the Gatton Showgrounds. Regular meetings should:
 - strategise and promote user group initiatives for the site that will be mutually beneficial and support the broader community
 - assist with the management of bookings for the grounds and buildings and program maintenance of the facilities and equipment on the site
 - identify the ongoing management, operations, technology, marketing and governance needs of user groups and program support
 - assist in the delivery of the identified improvements to the site and the longer-term capital works.

The Plan identifies potential developments and upgrades at the Gatton Showgrounds over the short, medium and longer term that along with a well-managed maintenance program and governance system to ensure that the showgrounds remain a valued community asset in Gatton.

4. Policy and Legal Implications

Council is currently in negotiations with the State Government to increase the size of the area to be held in trust by Council; this will include the land currently occupied by the tennis courts, Scout building and Emergency Services building.

All future infrastructure developments must be in accordance with the regulations for holding State Government trust land, the *Planning Act 2016* and subordinate legislation and Council local laws.

5. Financial and Resource Implications

The implementation of the Plan is realistically planned to be implemented over a 10-20-year project lifecycle. Some of the potential developments will require significant investments from user groups, Council and external funding agencies.

Staging the implementation of the Plan will allow capital expenditure to be distributed across multiple budget years while enhancing opportunities to access external funding and facilitate the amortisation of costs over a longer period.

The inclusion of elements in the Plan does not represent a commitment from Council to fund the proposed improvements, works or upgrades. Rather, the elements identified in the implementation plan provide a logical sequence for future improvements or enhancements (subject to periodic review) and are not a guarantee of implementation.

All projects will be subject to user group financial contributions, normal budget prioritisation and considerations by Council. The implementation of construction projects recommended in the Plan is also subject to relevant approvals, including Council development and building and plumbing approvals.

6. Delegations/Authorisations

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

7. Communication and Engagement

Council's decision on this matter will be communicated to relevant stakeholders and the wider community and will be published on Council's website.

8. Conclusion

The Plan provides Council with a tangible foundation planning document for the future development of the Gatton Showgrounds by identifying specific capital improvement goals and capital projects.

9. Action/s

1. Engage with the Marketing, Communication and Engagement Team on the development of a communications plan for the Plan.
2. Publish the Plan on the Council website.

3. Commence with the Implementation Strategy and forward planning for future Capital Work program approval.

Attachments

[1](#)  Gatton Showgrounds Master Plan Report 35 Pages



Gatton Showgrounds Master Plan

Lockyer Valley Regional Council



Suite 6, Primary Central, 63 Primary School Court, Maroochydore, Q. 4558 | PO Box 2092 Sunshine Plaza, Maroochydore, Q. 4558 | (07) 5443 6247 | info@cprgroup.com.au | www.cprgroup.com.au

Contents:

1. EXECUTIVE SUMMARY	5
2. RECOMMENDATIONS	6
3. PURPOSE OF THE MASTER PLAN	8
4. SITE AND SITUATION.....	9
4.1. LOCALITY.....	9
4.2. GATTON SHOWGROUNDS HISTORY AND DESCRIPTION	11
4.3. SWOT ANALYSIS.....	13
5. STAKEHOLDER ENGAGEMENT.....	15
5.1. LOCKYER VALLEY REGIONAL COUNCIL	16
5.2. GATTON SHOW SOCIETY.....	17
5.3. INDOOR EQUESTRIAN CENTRE USERS	18
5.4. LOWOOD AND GATTON GYMNASTICS.....	19
5.5. LOCKYER VALLEY SPEEDWAY ASSOCIATION INC.....	19
5.6. GATTON SWIMMING CLUB	20
5.7. ADJACENT USERS.....	20
5.8. INITIAL PUBLIC STAKEHOLDER QUESTIONNAIRE	21
6. GATTON SHOWGROUNDS ZONING PLAN	25
7. GATTON SHOWGROUNDS FACILITY MASTER PLAN	27
8. IMPLEMENTATION	29
8.1. PRIORITISED IMPLEMENTATION PLAN	30
9. OPERATIONAL CONSIDERATIONS	33

Cover Image: Gatton Showgrounds main arena, indoor sports centre and aquatic centre. © CPR Group



Acknowledgements

The contributions and cooperation of Lockyer Valley Regional Council and the users of Gatton Showgrounds throughout the master planning process are gratefully acknowledged. Particular thanks are extended to Chris Goddard, Senior Project Officer, and Kerry Wicks, Community Facilities Business Coordinator, as well as the Lockyer Valley Regional Council Mayor and Councillors for their commitment to transforming Gatton Showgrounds.

Copyright and Disclaimer

This master plan has been prepared for the benefit of and use by Lockyer Valley Regional Council (the Client) in accordance with the terms of the engagement. This master plan must not be used for any other purpose, or by any other party, nor is the plan to be made available to any other party without the prior written consent of the Client. No part of this document may be reproduced in part or full without the prior, written permission of the Client.

All statements, projections and opinions expressed in this plan are given in good faith and have been prepared in reliance upon our own observations and consultation and upon information that has been provided to us throughout the planning process. Future projections are based upon the data, representations, assumptions and estimates provided to us. The Client indemnifies CPR Group (which includes its consultants) against any and all claims against the Client or CPR Group by reason of any information omitted or false information included in this plan.

The contents of this master plan have not been independently audited. As such, the Client assumes the entire risk related to its use of this plan. CPR Group does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of the contents of, or projections in this plan and disclaims any and all warranties, whether express or implied, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will CPR Group be liable to the Client or to any third party for any direct, indirect, incidental, consequential, special or exemplary damages or lost profit resulting from any use or misuse of this plan.

All intellectual property in the processes and methodology used to create this document, together with the design of graphics, symbols and definitions contained in this document is the property of CPR Group and is protected by Australian and international copyright laws. All rights reserved.

No part of the intellectual property of CPR Group may be used, reproduced, sold, transferred, modified, published or made available to any other party without the prior written permission of CPR Group.





Lockyer Indoor Equestrian Centre Arena

1. Executive Summary

The Lockyer Valley region, and the Gatton community in particular, is fortunate to have access to a large, well-used and developed showgrounds reserve in the heart of Gatton. As a diverse, multi-use site, Gatton Showgrounds provides space for regular sporting and community activities, as well as annual events, in particular the Gatton Show, one of the last shows on the Queensland circuit ahead of the Ekka in Brisbane.

Like most multi-use sites, Gatton Showgrounds needs to be well developed and managed to accommodate a wide range of uses and to properly address what can be conflicting needs of user groups. Popular, shared sites like the showgrounds are valuable assets to their communities when they are developed in a way that appropriately considers community needs. Lockyer Valley Regional Council therefore commissioned a master plan for Gatton Showgrounds to identify opportunities and constraints, improve functionality and leverage the benefits of a coordinated approach to facility development and management.

Gatton Showgrounds, located on Spencer Street, Gatton, comprises freehold land owned by Lockyer Valley Regional Council, as well as state land held in trust by Council. The site consists of an indoor sports and aquatic centre, main arena and show building, show pavilions, equestrian centre and stables, amenities, and camping areas for events. The site is located centrally in Gatton. The Gatton Show has operated from the showgrounds for over 100 years. The age and staggered development of the site has resulted in some inadequate and ageing infrastructure.

Consultation for the master plan included engagement with user groups and the local community to provide a clear direction on the future purpose of the site. A well-planned approach to the development of the site will enable it to better meet the needs of the community and support users to better manage and use space for show activities, horse sports, indoor sports, aquatic sports and community events.

Various community organisations are based on the site and use the arenas and facilities for scheduled events and activities throughout the year. The Lockyer Valley Sports and Aquatic Centre is leased to a commercial operator. The show society has a Memorandum of Understanding with Council for its use of the grounds while Lockyer Indoor Equestrian Centre Association Inc. leases the equestrian arena and stables buildings from Council. Other regular users of the site are Lockyer Valley Speedway Association and Gatton and Lowood Gymnastics. Lockyer Valley Regional Council coordinates bookings from other community organisations for use of the main arena, show building and some camping.

This plan proposes a staged implementation of works to address ageing infrastructure and provide better activation opportunities at the site. The report highlights the importance of rationalising spaces and infrastructure, given the high level of facility sharing that occurs at the site. The plan will support user groups, Council and external funding agencies to invest in appropriate infrastructure at Gatton Showgrounds to better provide for the local community.

The plan identifies potential developments and upgrades at Gatton Showgrounds over the short, medium and longer term. Diligent maintenance and quality management and governance systems will ensure the showgrounds remain a valued community hub in Gatton.



2. Recommendations

This master plan recommends that Lockyer Valley Regional Council:

1. Endorse the Gatton Showgrounds Master Plan as a planning document to guide further detailed planning for the staged redevelopment of Gatton Showgrounds over the next 10 to 20 years
2. Coordinate with user groups to actively pursue external funding for the implementation of the master plan, subject to sufficient community demand
3. Commission detailed infrastructure design and documentation for water and electricity upgrades in conjunction with service provider consultation to achieve identified outcomes
4. Implement the facility developments and upgrades recommended in this master plan as resources, external funding opportunities and user group investments permit
5. Continue to meet regularly with showgrounds user groups to oversee the ongoing management of the Gatton Showgrounds. Regular meetings should:
 - Strategise and promote user group initiatives for the site
 - Assist with the management of bookings for the grounds and buildings, and program maintenance of the facilities and equipment on the site as necessary
 - Identify ongoing management, operations, technology, marketing and governance needs of user groups and program support as required
 - Assist in the delivery of the identified improvements to the site and the longer-term capital works





Indoor Sports Centre

3. Purpose of the Master Plan

Gatton Showgrounds is currently a heavily-used site with some ageing infrastructure, prompting the need for a master plan to ensure publicly-funded improvements on the site are prioritised effectively. The purpose of the plan is to identify and plan for infrastructure and equipment assets required by community organisations and Council. As there is no option to extend the site, the focus of the master plan is on better utilisation of the current space and facilities.

Council's intent for the site is to maximise use of the current key areas (indoor sports and aquatic centre, main arena and show building, pavilions, equestrian centre and camping areas) to accommodate equestrian events, the annual show, speedway meets, large community group bookings for the main arena and the management of the indoor sports and aquatic centre, which is home to large school and community swimming meets.

The main functional challenges of the site are:

- Lack of equipment storage for multiple users
- Camp ground management and delivery
- Inadequate amenities to service user needs and camping areas
- Ad-hoc electrical infrastructure and associated services layouts
- Lack of bio-security management
- Inadequate water management and water harvesting opportunities
- Site drainage
- Vehicle and pedestrian access to the site, including safety issues and limited wayfinding and legible signage
- Lack of disability access (all areas)
- Ongoing facility maintenance and servicing of all assets

Lockyer Valley Regional Council identified a need for this plan to identify future solutions for current functional challenges to increase usability, ensuring the site is used to its potential. The master plan will guide investment and improve usage and opportunities over the next 20 years. As well as a strategic document, this master plan will better enable Council and user groups to apply for future government funding opportunities.

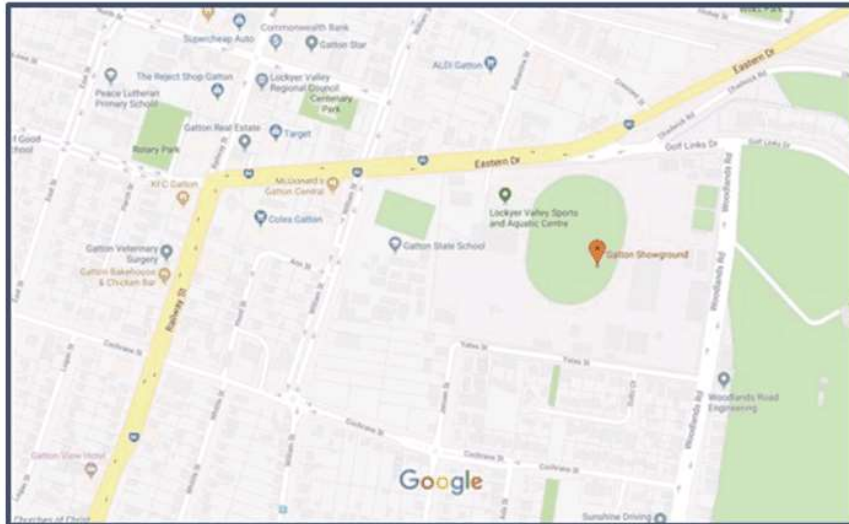


Indoor Sports Centre

4. Site and Situation

4.1. Locality

Gatton Showgrounds is located centrally in the township of Gatton. The site is made up of two different lots located at 130 and 136 Spencer Street. The site is bordered by Yates Street to the south, Woodlands Road to the east, Spencer Street (Eastern Drive) to the north and Gatton State School to the west. The total area of the site is approximately 11.46 hectares.



Gatton Showgrounds Locality Map

Image Credit: Google Maps 2019



Gatton Showgrounds Site Plan

Image Credit: CPR Group 2018



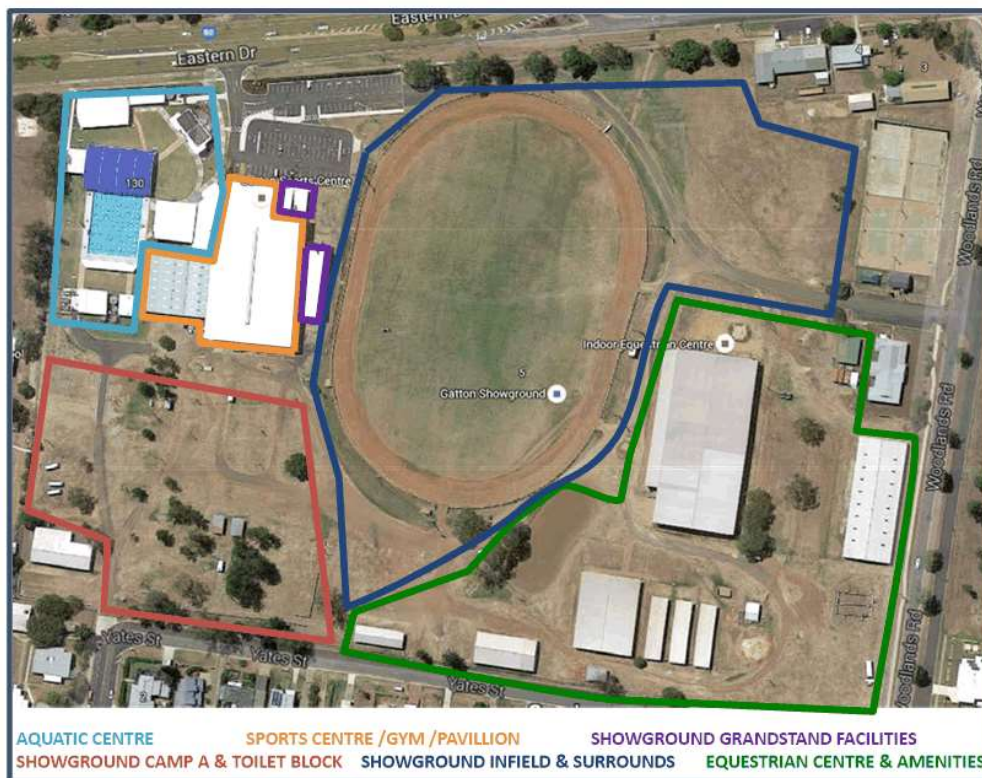
130 Spencer Street (Lot 166 on RP105598), the location of the Aquatic Centre, is freehold land, owned by Lockyer Valley Regional Council. The indoor sports and aquatic centre is commercially managed. The appointed managers operate the 50m swimming pool, swimming lessons, the hydrothermal pool, the indoor sports courts, the gym and the gymnastics area.

136 Spencer Street (Lot 1 on RP275169) is state deed of grant in trust land for, "Sports and showground purposes and for no other purpose whatsoever". Council has been trustee of the land since an Order in Council was issued on 25 October 1962. Prior to this time (and as far back as March 1930) the land was held in trust by individual trustees for sports and showgrounds purposes.

When it was built in 2014, part of the aquatic centre encroached on Lot 1 on RP275169. The indoor sports centre was constructed on the trust land and the hall now used for gymnastics sat on the boundary between the two lots. Therefore, at the time of compiling this report, Lockyer Valley Regional Council negotiated a realignment of the boundaries between the trust and freehold land with the Department of Natural Resources, Mines and Energy, as per the maps below. Lockyer Valley Regional Council were granted an exemption from Queensland Treasury from paying market value for the land to enable the boundary adjustment to address the building encroachments and tenure constraints.



Boundary Realignment Map Image Credit: Queensland Government 2019



Gatton Showgrounds Usage Map

Image Credit: Lockyer Valley Regional Council 2018

4.2. Gatton Showgrounds History and Description

There are a range of building types on the site with most the existing buildings in reasonable condition with the exception of a few older buildings. The remaining gymnastics hall was constructed in the 1960s. The Lockyer Indoor Equestrian Centre was constructed in 2000. An original show building and grandstand was demolished and replaced when the indoor sports centre was constructed. The indoor sports centre was opened in June 2002. The aquatic centre was constructed in 2014.

The planning scheme designation for the site is 'Public Purpose'. Any other uses would require development approval under the provisions of Lockyer Valley Regional Council's Planning Scheme. The primary purpose of the trust land is for showgrounds (exhibitions, funfairs, rodeo yards, showgrounds and travelling circuses). The Department of Natural Resources, Mines and Energy's policy for the secondary use of trust land provides for uses inconsistent with the purpose of the trust land in certain cases, however any proposed use must not diminish the purpose of the trust land.

A caretaker has contributed to the maintenance of Gatton Showgrounds. The caretaker does not reside onsite.

The annual Gatton Show is held onsite, as well as other community events. Details of the regular user groups and their buildings are provided below:

Group	Agreement	Buildings
Gatton Show Society (GSS)	MOU between GSS and LVRC (formerly Gatton Shire Council) 01/2004 – 31/12/2013 (New agreement in progress by LVRC)	Buildings (all year): <ul style="list-style-type: none"> ■ Gatton Sports Centre rooms – Secretary Office, Store 8, Meeting Room 1 ■ Old Pavilion Storeroom ■ Show society buildings including dairy and beef cattle pavilion, goat pavilion, poultry pavilion, nomination offices (x2) and spray facility ■ Show ring fence for paid advertising Buildings (show period): <ul style="list-style-type: none"> ■ Gatton Indoor Sports Centre (Sports Centre, gymnastics building, internal and external toilets, function room, old pavilion, canteen and dining area only) ■ Grounds, camping areas, toilets and showers ■ Indoor Equestrian Centre including stables
Lockyer Indoor Equestrian Centre (LIEC)	Leased from LVRC to LIEC from 01/12/2005 – 30/11/2025	<ul style="list-style-type: none"> ■ Indoor Equestrian Centre (3,919m² Lease C) ■ Stables – 3 Bays (896m² Lease D) ■ Stables (998m² Lease E)
Lockyer Valley Speedway Association	Hire agreement	<ul style="list-style-type: none"> ■ Track ■ Woodlands Rd ticket booth ■ Lighting/PA system building
Lockyer Valley Sports and Aquatic Centre (LVSAC)	Management Agreement for LVSAC from LVRC from 12/01/15 with variation dated 13/02/2017, expiring 30/06/19	<ul style="list-style-type: none"> ■ Lockyer Valley Sports and Aquatic Centre
Gatton and Lowood Gymnastics	Hire agreement	<ul style="list-style-type: none"> ■ Gymnastics building at Sports Centre



LIEC Stables

4.3. SWOT Analysis

A SWOT (strengths, weaknesses, opportunities and threats) analysis for the Gatton Showgrounds was conducted as part of the master planning process. The results of the analysis are presented in the following table:

Site Strengths	Site Weaknesses
<ul style="list-style-type: none"> ■ Well located in centre of town ■ Good road access from the north, west and south ■ Regular activity at the showgrounds provides natural surveillance ■ Well-developed covered equestrian facilities ■ The site caters for a variety of activities ■ New pool facility with toilets and showers ■ Significant formalised parking and extensive overflow parking areas ■ Funding secured for solar power system installation at indoor sports centre ■ Good sewerage network 	<ul style="list-style-type: none"> ■ Toilets in wrong locations ■ Poor drainage ■ Power upgrades needed, especially in camping areas ■ Some ageing built structures ■ Pool underutilised by local community ■ Equestrian building inspections/compliance and certifications pending ■ No biosecurity policy ■ Need for upgraded internal roads. Redesign may help manage biosecurity ■ Need <i>Disability Discrimination Act 1992</i> - complaint access to buildings and facilities ■ Organising bookings between LIEC and other community groups for use of the main fields
Opportunities	Threats/Constraints
<ul style="list-style-type: none"> ■ Grounds can accommodate more camping sites if set out well ■ Separate power metering ■ Sports centre can accommodate more users – 2 indoor playing courts, indoor cricket net, gym, administration space above, toilets and showers ■ Rainwater harvesting tanks could be installed to create dual purpose western wall of indoor equestrian centre ■ LVRC is currently installing solar panels and completing an LED lighting retrofit at the indoor sports centre to capture energy savings with the help of a successful grant application ■ LVRC is working with LIEC to develop an understanding of existing lease arrangements and capital budget works that can help improve equestrian centre operations and increase interest from external equestrian related events 	<ul style="list-style-type: none"> ■ Flood gates on 14 Yates Street watercourse – water builds up if not unlocked after events ■ The site cannot be extended ■ Time needed for the centre field to spell in between major events





5. Stakeholder Engagement

The consultation program for the Gatton Showgrounds Master Plan was designed to achieve maximum input from user groups and to encourage genuine collaboration between stakeholders.

The consultation program was developed in compliance with the International Association for Public Participation (IAP2) Public Participation Spectrum which is used in the development and implementation of public participation processes. When adhered to, the core values of this spectrum assist in facilitating better decisions that reflect the concerns and interests of stakeholders. The consultation program was developed in direct alignment with the IAP2 'Consult' Level of Engagement.

The objective of the consultation program was to:

- Engage with the existing user groups on the site to identify their current and future needs. Consultation included details relating to each user group's:
 - Historical, current and forecasted uses of the site
 - Strategic direction
 - Ideas for the showgrounds
- Seek information, data and supporting evidence to support the need for new, refurbished or expanded facilities
- Determine realistic timeframes for recommended developments
- Engage with the local community
- Obtain public feedback on analysis, alternatives and/or decisions

Consultation with user groups and key stakeholders informed the recommendations of the master plan. This consultative approach should continue as the implementation of the plan progresses.

Stakeholders consulted included:

- Lockyer Valley Regional Council – Councillors and the Mayor
- Lockyer Valley Regional Council – Council officers
- User groups:
 - Gatton Show Society
 - Lockyer Indoor Equestrian Centre Association (LIEC)
 - Lowood and Gatton Gymnastics
 - Lockyer Valley Speedway Association
 - Gatton Swimming Club
- Broader community

The stakeholder engagement program involved:

- Inception meeting with Council (20 December 2018)
- In depth telephone discussions with key user groups (17 – 29 January 2019):
 - Gatton Show Society, LIEC, Lowood and Gatton Gymnastics, Lockyer Valley Speedway Association, Gatton Swimming Club, Gatton Scout Group
- Initial public questionnaire (17 January – 19 February 2019)
- Meeting with Council Officers, Mayor and Councillors (5 March 2019)
- Draft master plan distribution to Council (4 April 2019)
- Key user group draft master plan workshops (1 May 2019)
- Council feedback (May 2019)



- Draft master plan public feedback opportunity (3 June 2019 – 21 June 2019)
- Final master plan engagement with Council (July-August 2019)
- Final master plan circulated to main user groups and displayed publicly (August 2019)

During consultation, user groups were reminded that the Gatton Showgrounds is shared public infrastructure, and balancing priorities, needs and wants can sometimes be a challenge. Groups were encouraged to take into consideration that elements of the master plan would realistically require a timeframe of 10 to 20 years, as some of the potential developments would require significant investments from user groups and external funding agencies.

Lockyer Valley Regional Council delivered on its commitment through this consultation program to keep the public informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the project. The sections below provide a summary of the outcomes of consultation with each key stakeholder group.

5.1. Lockyer Valley Regional Council

Lockyer Valley Regional Council officers understood and supported the master planning process for the showgrounds. They acknowledged the following potential benefits to the community:

- Economic benefits
- Social benefits and community connectivity opportunities
- Recreational and physical health benefits
- Inclusive participation opportunities

Council has committed to the showgrounds site staying in its current location and is open to opportunities for community groups to also access nearby facilities such as the Lockyer Valley Racing Club site.

Overall, officers acknowledged the need for better management and organisation to enable efficient use of the site for more users, and a higher level of community access to facilities. Council is also aware of the following needs:

Services

- Need to identify the services coming into the site
- Electrical
 - Identification and redesign of powered and unpowered camping sites
 - Power for events, e.g. catering vehicles
 - Four different supply points for electricity. Council receives one large bill monthly and is currently investigating the installation of separate metering for the discrete areas of the showgrounds. LIEC pays electricity in arrears through Council; Council covers electricity costs for the sports and aquatic centre; with separate metering (possibly 13 different meters across the site) there is likely to be better accountability among users for efficient electricity consumption
- Water
 - Rainwater harvesting opportunities exist onsite

Gatton Show

- Improved event layout to accommodate more people
- Better designation of camping areas during events



Leases, Hiring and Management Agreements

- Leases and management agreements to be reviewed and made consistent and in line with Council policies and the *Land Act 1994* where relevant
- Buildings need to be inspected and made compliant e.g. fire safety management compliance, electrical safety compliance, emergency lighting, certificates of classification (needed in LIEC), and inspection of retrofitted works

Community Benefit

- Improved access to pool for community use, e.g. shared use of facilities where possible; balance between learn-to-swim classes and regular community access
- LIEC has the potential to support multi-use by the broader community
- The indoor sports centre is reportedly the most underutilised building on the site with playing courts as well as admin space available upstairs
- Council has indicated a need to improve campground signage to clearly delineate areas for this use on the site as a high priority

Amenities

- Toilets are positioned in poor locations around the site. This prohibits good density modelling around camping areas

Traffic

- Traffic planning around the site would be key to determining where to place internal roads and electrical infrastructure
- Review of internal roads and pathways is needed to address accessibility for people with mobility difficulties

Maintenance

- Maintenance regimes for all facilities need to be planned and monitored

Operations

- Arena spelling policy
- Bio-security management policy including the need for Council to develop a consistent biosecurity policy
- Options model for management (ensuring multi-use management)
- Lease/license policy

5.2. Gatton Show Society

The following points were raised during consultation with Gatton Show Society:

- The Gatton Show has accessed field space at the adjacent Gatton State School between 2015 and 2018 to provide show bag pavilions and car parking spaces to supplement the land used for the construction of the new aquatic centre. The society intends to limit the annual show to the showgrounds site from 2019
- More supporting infrastructure is needed at the showgrounds. E.g. toilets, change rooms, car parking, storage, and the quality of existing supporting infrastructure needs to be improved



- The demountable toilets near the Woodlands Road entry need to be upgraded
- Lighting around the grounds should be improved. Currently the show society hires generators and mobile lighting which is expensive
- Improved electrical infrastructure is required. Electricity supply points and lighting should be sited correctly for functionality and safety
- More shade would be valuable, particularly around the perimeter of the main arena
- Better and more organised camping facilities are needed. There are insufficient power and water points for campers. Currently horse owners staying at the site need to cart water across the grounds
- The Queensland Dairy Showcase is part of the show, but starts the Thursday before because there is no other local venue capable of accommodating it during the period of the show. The dairy showcase uses the beef cattle pavilion, as well as marquees in the cattle judging area, before the commencement of the main show. The showcase is reportedly the largest in Queensland and one of the largest in Australia, with around 200 head of dairy cattle at the 2018 event
- Biosecurity at the site needs to be addressed
- Roads are dusty and need sealing
- A borehole for irrigation would be worth investigating
- Level ground would improve the layout of the rides and sideshow alley at the show. The sloped land in the area used for sideshow alley causes the Showman's Guild to spread out over a larger portion of the site during the show, making these areas unavailable for other uses
- Animal waste (particularly cattle) is a problem. A good animal waste dump facility is needed as this presents a health and safety concern
- A permanent shed would enable the existing shipping containers near the Woodlands Road entrance to be removed to tidy this area up

5.3. Indoor Equestrian Centre Users

Representatives of the Lockyer Indoor Equestrian Centre Association listed the following points for consideration during consultation:

- There are four groups that use LIEC as their home ground. Each has activities at the showgrounds each month
- New administration and announcer's box for the indoor arena
- Indoor equestrian arena grandstand wall to be enclosed to ground level
- Indoor arena to be extended by three more bays
- New amenities to replace existing toilet block near the table tennis building for *Disability Discrimination Act 1992 (DDA)* compliance
- Internal roads to be constructed with bitumen
- Additional electricity and water supply points in camping areas
- Designated camp sites to accommodate increased numbers of campers during events
- Replacement of the older stables with new stables of a more suitable size (similar to the newer stables)
- Improved surface to an enlarged outdoor warm-up arena

LVRC commissioned a building condition audit of the equestrian centre. Elements identified for improvement to achieve DDA compliance include:

- Addition of a disabled access toilet
- Inclusion of a dedicated disabled car parking area
- Construction of a compliant path of travel from the equestrian centre to the toilet facility



5.4. Lowood and Gatton Gymnastics

Members of Lowood and Gatton Gymnastics provided a strong level of feedback throughout the project. The club started using the hall adjacent to the indoor sports centre at Gatton Showgrounds in 2010 and is reportedly growing quickly. The club does not wish to move to another venue, however there are safety concerns at the showgrounds, particularly relating to high temperatures inside the building in summer. A summary of the feedback provided by the gymnastics club is as follows:

- Heat and lack of insulation in the club's hired space pose health concerns. It can reportedly reach up to 45°C in the hall during summer, as there has been no insulation or fans in the building. Training and competitions have been cancelled due to the heat, and symptoms of heat exhaustion have been reported. Council installed cooling fans in the hall and the indoor sports centre in February 2019 which have already reportedly made a significant difference to the comfort levels in the hall
- There are holes in the floor of the hall from the removal of boxing equipment which was previously used in the hall
- The gymnastics club has reported child safety concerns over shared use of the toilets in the indoor sports centre, as these facilities have previously been used by backpackers at the same time as gymnastics activities. Improved management of external access to the toilets during gymnastics activities should be negotiated between the gymnastics club and the sports and aquatic centre lessees
- There are holes in the roof which can lead to damage of gymnastics equipment during heavy rain
- The old doors are heavy and faulty, and users often have trouble with them coming off their tracks preventing them being opened or closed
- A sealed car park behind the gym would be good, as parking in front of the sports and aquatic centre fills up quickly during activities at the pool, and the area behind the hall can get muddy
- The inside lights work intermittently. LED lights are scheduled for installation in the hall in the short term
- At show time, the club has previously hired removalists to move gymnastics equipment off site, which costs the club around \$2,000 per year. There is existing show society storage behind the roller doors in the hall. Ideally, the club could work with the show society to store gymnastics equipment in this area for the period of the show, when the displays usually stored here are being used. The club currently implements this process at the Lowood site under an agreement which works well. Discussions held during preparation of this master plan are expected to lead to improved storage solutions for gymnastics equipment during the annual show

5.5. Lockyer Valley Speedway Association Inc.

Members of Lockyer Valley Speedway Association were consulted throughout the project. A summary of the consultation feedback is as follows:

- The club has up to seven speedway meets per year, with an eighth date set aside as a rain date. Speedway events are held on Saturdays, with effectively two meets held on the one day. Go karts and vintage and historic class races are held throughout the day. Then the night-time program involves later model vehicles, juniors and sedans
- The camping areas to the south of the main arena are used as pit areas during speedway events. Now that speedway events are held on one day rather than over two days as they were previously, there are apparently only a few competitors who camp at the grounds the night before events
- There have been ongoing problems with light towers and floodlights to the main arena. The lights on the south-eastern tower reportedly do not work at all
- The association indicated a desire for the replacement of the old demountable amenities building near the Woodlands Road entry
- The association actively manages viewing areas during events for safety



- The association would like the northern end of the track to be widened to at least 12m. The track surface can be problematic for some race classes due to the drainage and stormwater grate. A combination of clay and granite may be better than the current 100% granite surface
- More organised and improved camping facilities would be helpful
- Not all of the gates to the main arena are used for speedway events. The gate near the sports centre isn't used due to the gradient of the land
- A storage shed or a fenced compound for the association's water truck and other vehicles would be beneficial due to problems with vandalism, theft of pumps and other items
- An equitable booking system for events is needed
- Management of the showgrounds is reportedly going well now; the association indicated all groups now work well together
- Members of the speedway association reportedly paint the inside of the fence of the main arena before the show each year

5.6. Gatton Swimming Club

Consultation with Gatton Swimming Club highlighted that the club rates the Gatton Sports and Aquatic Centre as excellent, and acknowledges that the community of Gatton is fortunate to have this facility. Club feedback from master plan consultation is summarised below:

- The pool facilities are run well and there are many children in lessons and training
- More car parking during events would be beneficial. Overflow parking signage to the east would be helpful. Most swim club meets have in the order of 300 swimmers, so the car park in front of the pool and indoor sports centre reportedly fills up quickly
- Improved shade provision is desired
- The club indicated a desire for a shaded grandstand to seat 600-800 people for swim club meets, schools, zone and district meets
- A storage shed near the existing clubhouse and a mezzanine level in the existing storage shed would be beneficial to the club. A storage area near the clubhouse would be helpful for the club's storage of turn pads, touch pads and chairs
- The club indicated a desire for a future water play area to be a shallow wading pool with water play elements. The area may need to be fenced and gated for access control during swim meets
- The club would like to install a concrete pad for the scoreboard near the back of the gymnastics hall so that the scoreboard is not in the garden

5.7. Adjacent Users

Gatton Scout Group was consulted via phone due to their proximity to the site. The scout group uses the kitchen in the show building to cater for events. The group is happy with the facilities and mentioned that some additional shade near the show building would be beneficial.



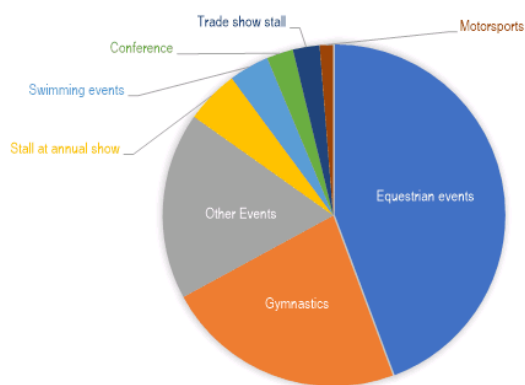
5.8. Public Stakeholder Questionnaire

An online community and stakeholder questionnaire was opened to local community members from 17 January 2019. Community members were notified via key user group representatives, Council's webpage and newspaper advertising by Council. A summary of stakeholder questionnaires is outlined below.

93 responses were received from a total of 18 clubs and the local community. 50 respondents were from members of clubs and associations that use the site, as per the following table:

Organisation	Number of Responses
Lockyer Equestrian Group	15
Gatton Lowood Gymnastics	14
Gatton Show Society	2
Lockyer Valley Relay For Life (Cancer Council)	2
Arabian Valley Horse Club	2
Gatton Quarter Horse & Performance Association	2
Lockyer Valley Speedway Association	1
Green Pastures	1
Historic Commercial vehicle Association (Qld)	1
Equestrian Queensland	1
Interschool Equestrian	1
Lockyer Valley Orchid Society	1
Lockyer Valley Kennel Club	1
Flying Fletches Inc. Qld Branch mounted archery club	1
SQRHA	1
Gatton Swimming Club	1
Lights on The Hill	1
The South East Queensland Paint Horse Club	1
Lockyer Indoor Equestrian Centre Association Inc.	1
Total responses from organisations	50

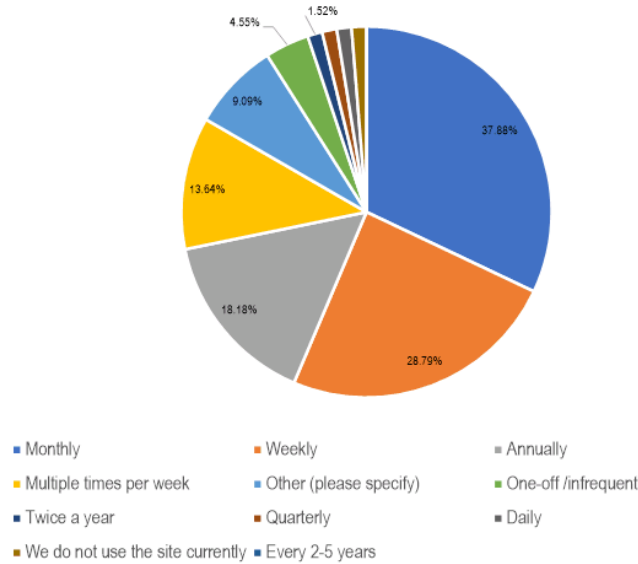
Just over 55% of respondents were showgrounds users (organisational users and occasional hirers), which provides a balanced mix in concert with feedback received from the general public. As per the chart below, the majority of hirers and organisational user respondents to the questionnaire have held equestrian activities, followed by gymnastics.



Questionnaire Response Chart 1: Usage Type

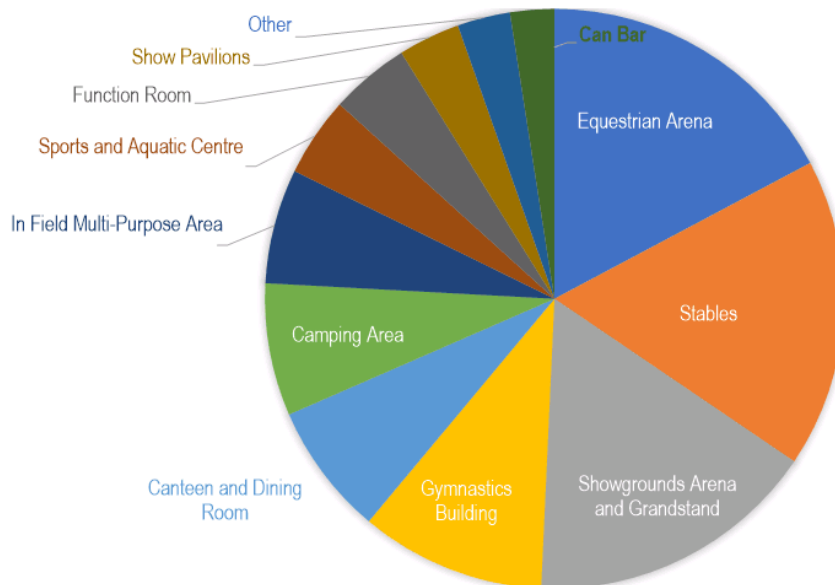
The frequency of use of the showgrounds by questionnaire respondents varied between regular and one-off, with the majority of users attending the grounds weekly or monthly, as per the following chart.

Questionnaire Response Chart 2: Usage Frequency

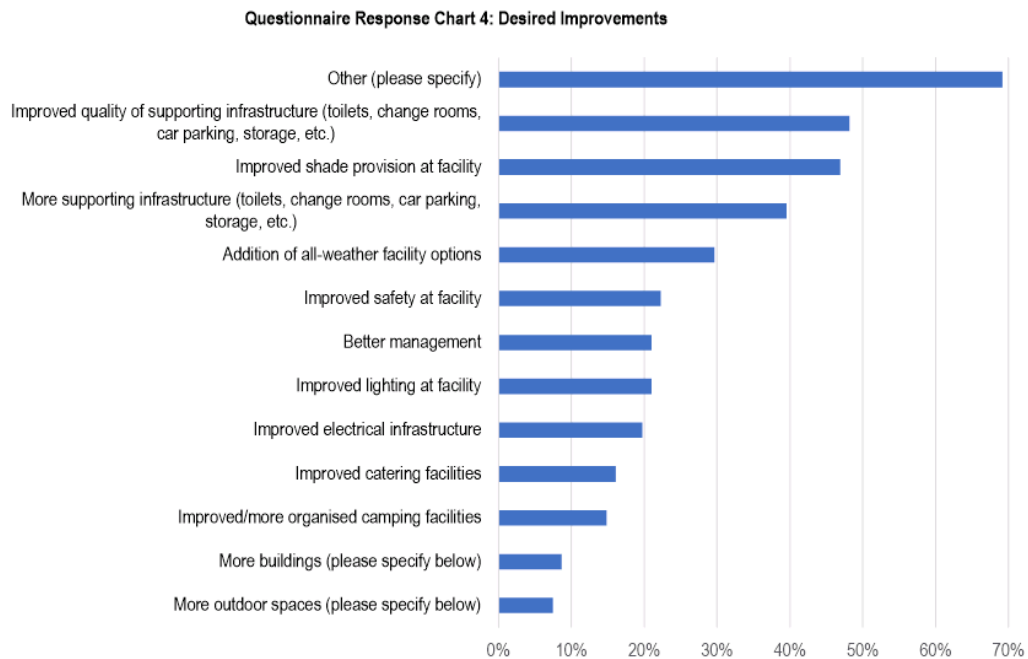


Respondents provided the following feedback on which facilities their organisation has used at the site. Feedback is displayed below showing that equestrian facilities, stables and showgrounds buildings are the most-used facilities, followed closely by the gymnastics building:

Questionnaire Response Chart 3: Facilities Used



The following chart details respondents' suggested improvements to the facilities.



'Other' responses received in questionnaire responses largely reflect the items mentioned by stakeholders during consultation, as noted above. Significant 'other' points raised are summarised below, noting that not all suggestions made by questionnaire respondents are reflected on the master plan:

- Improved water access around the grounds, including drinking fountains
- Improved equestrian surfaces
- Improved way-finding signage
- Improved aesthetics
- 60 x 20m outdoor sand arena
- Indoor equestrian arena upgrades (e.g. administration area, PA system, permanent wall behind the seating area, lighting, grandstand seating)
- DDA accessibility (arenas, amenities, function room)
- Showgrounds entries
- Water play area at the aquatic centre
- Upgraded seating near main arena
- Improved shade
- Improved camping
- Improved internal roads

78% of questionnaire respondents had been to the Gatton Show, with 85% stating they would go again. Horse events, rides, animals, Saturday night entertainment and fireworks were reportedly the most enjoyable elements of the show for respondents, followed by craft, fruit and vegetable and flower displays. Suggested improvements for the show focused on:

- Shade, seating, car parking, amenities and sealed roads and walkways



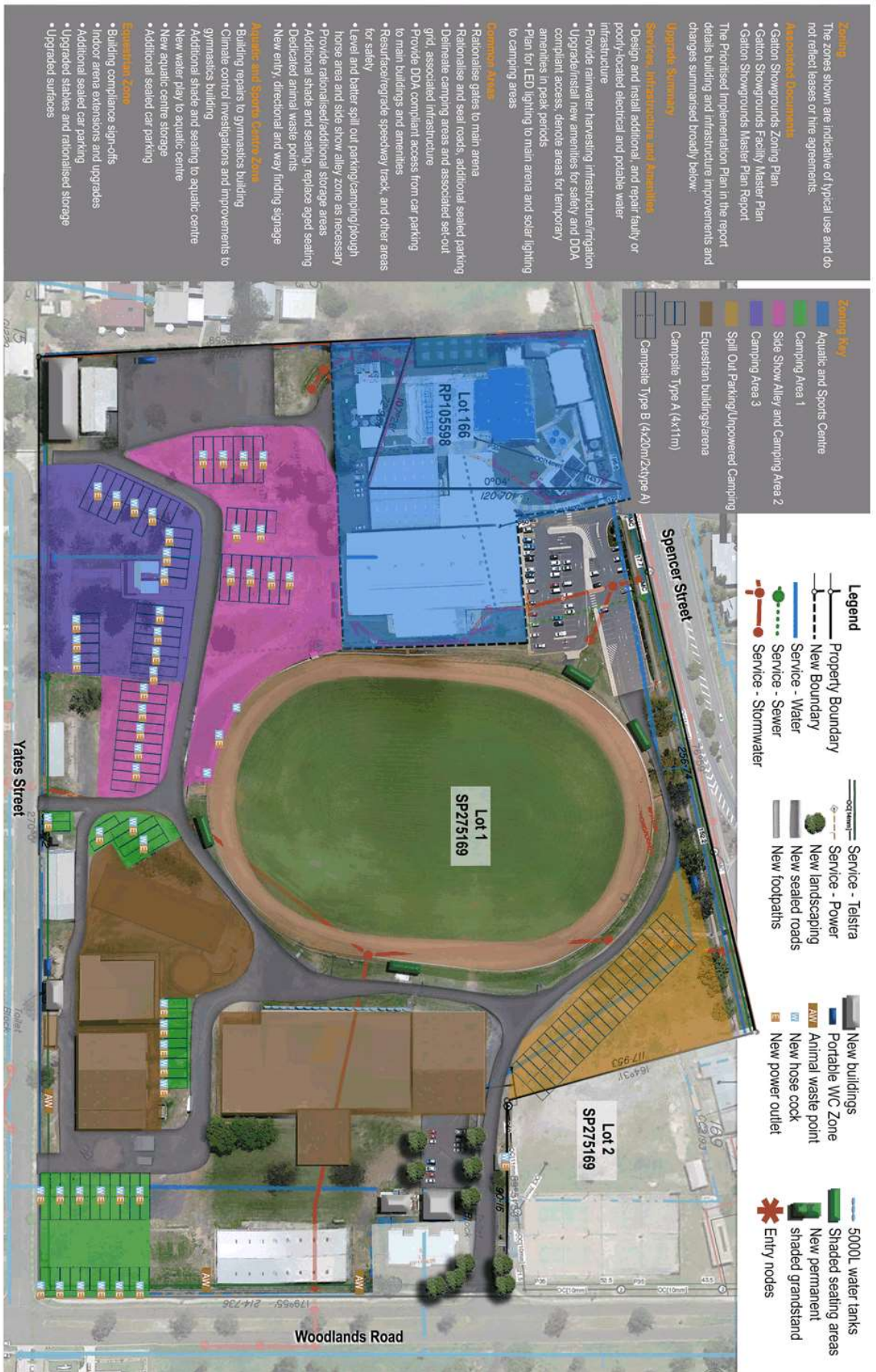
- Segregating stalls, rides and animals to ensure safety
- A grand parade of animals
- Trade displays
- More publicity
- Change in program each year
- Timing and running of events to ensure they run on time

The draft master plan public feedback opportunity was opened to local community members from 3 June 2019. Community members were notified via key user group representatives, Council's webpage and newspaper advertising by Council. Two responses were received; neither included negative feedback regarding the plan.



6. Gatton Showgrounds Zoning Plan





Client: Lockyer Valley Regional Council
 Date: 09.08.19 Scale: 1:1500@A3 Issue: E

Gatton Showgrounds
Zoning Plan



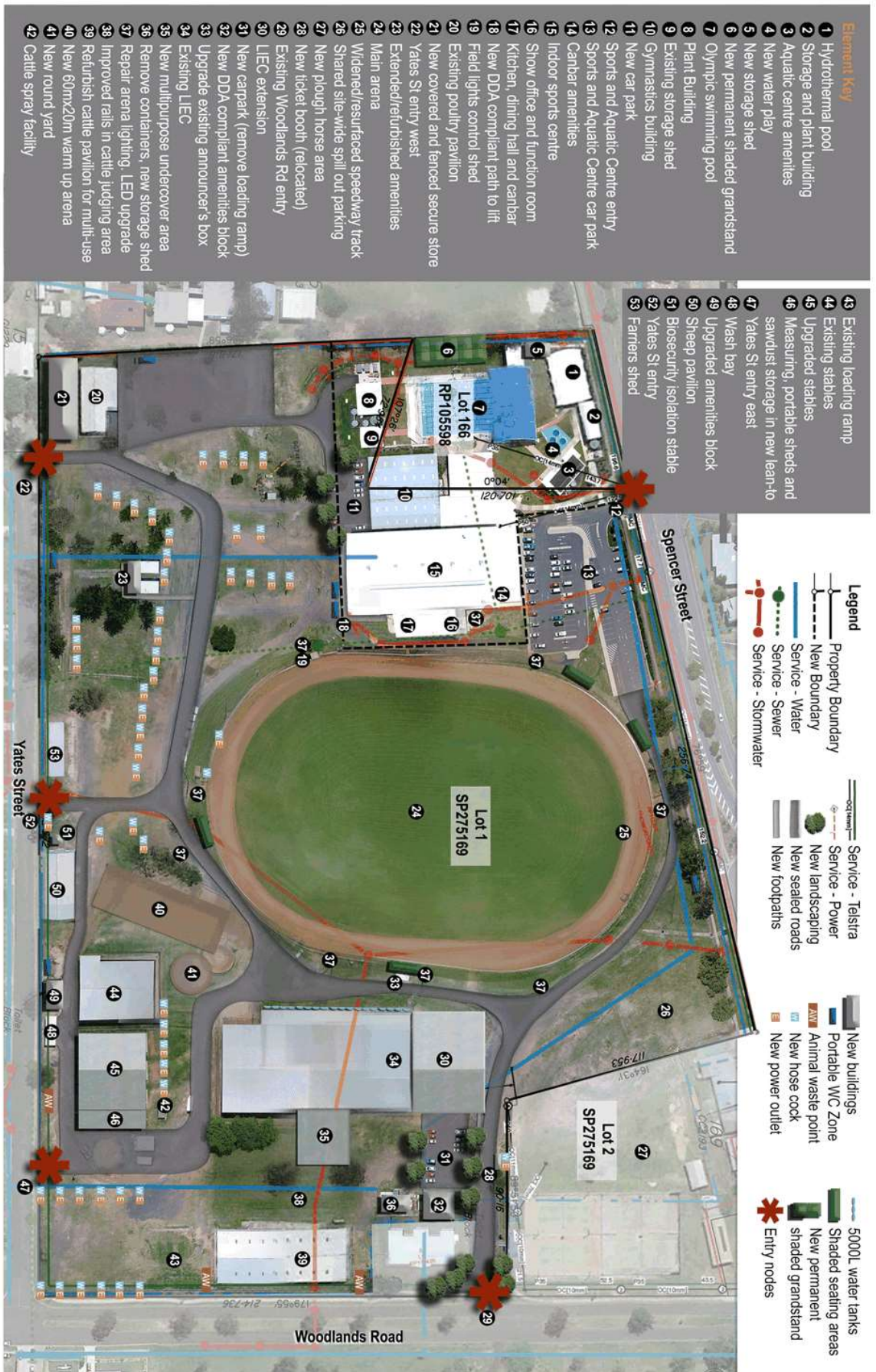
7. Gatton Showgrounds Facility Master Plan





Client: Lockyer Valley Regional Council
Date: 09.08.19 Scale: 1:1500@A3 Issue: E

Gatton Showgrounds Facility Master Plan



Element Key

- 1 Hydrothermal pool
- 2 Storage and plant building
- 3 Aquatic centre amenities
- 4 New water play
- 5 New storage shed
- 6 New permanent shaded grandstand
- 7 Olympic swimming pool
- 8 Plant Building
- 9 Existing storage shed
- 10 Gymnastics building
- 11 New car park
- 12 Sports and Aquatic Centre entry
- 13 Sports and Aquatic Centre car park
- 14 Canbar amenities
- 15 Indoor sports centre
- 16 Show office and function room
- 17 Kitchen, dining hall and canbar
- 18 New DDA compliant path to lift
- 19 Field lights control pavilion
- 20 Existing poultry pavilion
- 21 New covered and fenced secure store
- 22 Yates St entry west
- 23 Extended/refurbished amenities
- 24 Main arena
- 25 Widened/resurfaced speedway track
- 26 Shared site-wide spill out parking
- 27 New plough horse area
- 28 New ticket booth (relocated)
- 29 Existing Woodlands Rd entry
- 30 LIEC extension
- 31 New carpark (remove loading ramp)
- 32 New DDA compliant amenities block
- 33 Upgrade existing announcer's box
- 34 Existing LIEC
- 35 New multipurpose undercover area
- 36 Remove containers, new storage shed
- 37 Repair arena lighting, LED upgrade
- 38 Improved rails in cattle judging area
- 39 Refurbish cattle pavilion for multi-use
- 40 New 60m x 20m warm up arena
- 41 New round yard
- 42 Cattle spray facility

Legend

- 43 Existing loading ramp
 - 44 Existing stables
 - 45 Upgraded stables
 - 46 Measuring, portable sheds and sawdust storage in new lean-to
 - 47 Yates St entry east
 - 48 Wash bay
 - 49 Upgraded amenities block
 - 50 Sheep pavilion
 - 51 Biosecurity/isolation stable
 - 52 Yates St entry
 - 53 Farriers shed
-
- Property Boundary
 - New Boundary
 - Service - Water
 - Service - Sewer
 - Service - Stormwater
-
- Service - Telstra
 - Service - Power
 - New landscaping
 - New sealed roads
 - New footpaths
-
- New buildings
 - Portable WC Zone
 - Animal waste point
 - New nose cock
 - New power outlet
-
- 5000L water tanks
 - Shaded seating areas
 - New permanent shaded grandstand
 - Entry nodes

8. Implementation

The prioritised implementation plan below identifies each master plan element, the rationale for inclusion, and whether the element is a short, medium or longer-term priority.

The implementation of the Gatton Showgrounds Master Plan is realistically planned over a 10-20 year project lifecycle. Some of the potential developments will require significant investments from user groups, Council and external funding agencies.

Staging the implementation of the plan will allow capital expenditure to be distributed across multiple budget years, enhance opportunities to access external funding and facilitate the amortisation of costs over a longer period.

The inclusion of elements in the master plan does not represent a commitment from Lockyer Valley Regional Council to fund proposed improvements, works or upgrades. Master plan elements identified in the implementation plan below are indications of future improvements or enhancements and are not a guarantee of implementation.

Council should support user groups in their endeavours to obtain funding for recommended facility upgrades and new infrastructure, subject to confirmation of community demand. All projects will be subject to user group financial contributions, normal budget prioritisation and consideration by Council. The implementation of construction projects recommended in this plan is also subject to relevant approvals, including Council development and building approvals and land owner consent.



8.1. Prioritised Implementation Plan

Plan / Element Key Ref.	Master Plan Element	Detail	Rationale for Inclusion	Priority
-	Compliance sign-off for equestrian centre buildings	<ul style="list-style-type: none"> LEC and Council to work together to achieve building compliance sign-off for all facilities in lease area Naming of buildings with signage Delimitate showgrounds areas into zones, separating uses to formalise boundaries for respective user groups and clarify common areas Determine camping areas and associated set-out grids. Design and install signage and services points 	Compliance needs to be achieved prior to funding applications and future works	Short-term
Zoning Plan	Site zoning and layout	<ul style="list-style-type: none"> Install wiring/signage throughout site Investigate heat reflective coating to roof Install insulation Install whirly birds to roof Investigate and cost air-conditioning to gymnasiums building (longer term) Repair holes in floor Repair doors 	<ul style="list-style-type: none"> Delegation will provide clarification for user groups Camping sites are currently disorganised and could be linked to a booking system and arranged in an orderly fashion to accommodate more sites during the show and high-participation events 	Short-term
-	May firing signage Gymnasiums building insulation and roof repairs	<ul style="list-style-type: none"> Investigate and cost air-conditioning to gymnasiums building (longer term) Repair holes in floor Repair doors 	<ul style="list-style-type: none"> Identified through consultation Multiple questionnaire respondents reported Major health issues for children due to the heat and lack of insulation in the hall. It was reported that the space reaches up to 45°C in summer. Training and competitions have apparently been cancelled and symptoms of heat exhaustion are reportedly common 	Short-term
10	Repairs to gymnasiums building	<ul style="list-style-type: none"> Repair holes in floor Repair doors 	<ul style="list-style-type: none"> Multiple questionnaire respondents reported There are holes in the floor of the hall which are safety hazards for gymnasts and families The old doors are heavy and faulty and users often have trouble with them coming off their tracks meaning they cannot be opened or closed 	Short-term
24	Arena gates	<ul style="list-style-type: none"> Replace faulty arena gates Remove north-western gate to the main arena that is not needed and not suitable for ambulance access and fill with blocks 	<ul style="list-style-type: none"> Identified as a safety and maintenance need through consultation, particularly for speedway 	Short-term
38	Upgrade rails in cattle judging area Install a concrete pad for the swim club mobile scoreboard	<ul style="list-style-type: none"> Increase height of rails and add middle rail to permanent rails The swim club would like to install a concrete pad for the mobile scoreboard near the back of the gymnasiums hall so that the scoreboard is not in the garden 	<ul style="list-style-type: none"> Identified in consultation with show society Identified in consultation with the swimming club 	Short-term Short-term
7	Animal waste facilities	<ul style="list-style-type: none"> Install an animal waste dump points. Dump points to be constructed similar to landscape supply bins 	<ul style="list-style-type: none"> Identified as a health and safety concern through questionnaire process and in consultation 	Short-term
11, 15, 16, 17, 18, 31, 32.	DDA-compliant paths, connections and facilities	<ul style="list-style-type: none"> Provide new concrete footpaths from proposed new carpark at rear of indoor sports centre to existing lift Monitor demand/need to install drop down blindnet in indoor sports centre for large functions Concrete bitumen area between show building and main arena for access and safety 	<ul style="list-style-type: none"> Identified as a need through consultation 	Short-term and longer-term
34.	Indoor equestrian arena wall to be enclosed to ground level on western side Water harvesting	<ul style="list-style-type: none"> Extend Colcorbom® sheathing to floor of western wall of indoor arena (option also for water tanks to be installed along this length instead) Identify and install rainwater harvesting tanks throughout the site including the western side of the indoor equestrian arena 	<ul style="list-style-type: none"> Identified through consultation There are large roof areas exist that are not capturing rainwater. Water is needed for many parts of the showgrounds including dust control, irrigation and toilet flushing There has possibly been unauthorised access to the water supply network located on the northern side of the site Increased irrigation would assist in improving field and grounds condition 	Short-term Short-term
Various	Irrigation supply	<ul style="list-style-type: none"> Redesign and relocate the existing water supply point closer to the in-field and include a flowmeter and standpipe for access by Council and other authorised users. Provide safe vehicular access between the boundary fence and standpipe Establish a user-pays policy for water and install necessary metering Investigate the possibility of a bore Connect irrigation systems to rainwater harvesting tanks as possible 	<ul style="list-style-type: none"> Identified through consultation There are large roof areas exist that are not capturing rainwater. Water is needed for many parts of the showgrounds including dust control, irrigation and toilet flushing There has possibly been unauthorised access to the water supply network located on the northern side of the site Increased irrigation would assist in improving field and grounds condition 	Short-term

Plan / Element Key Ref.	Master Plan Element	Detail	Rationale for Inclusion	Priority
14.23, 32.49	New and upgraded amenities including toilets, showers and accessible toilets. DDA-compliant linkages from main buildings to toilet facilities	<p>Replace existing amenities block near Woodlands Road entrance and provide portable ablutions as required (e.g. for events and shows)</p> <p>Upgrades to existing amenities</p> <ul style="list-style-type: none"> ■ Southern toilets near equestrian area to be upgraded ■ Yates Street entry toilets to be updated and extended ■ Lockable gates for restricted usage times to increase user safety and lower maintenance costs at the indoor sports centre ■ DDA-compliant facilities and footpaths to major facilities ■ Grade and turf safe viewing platforms ■ Identify and level unacceptably uneven ground zones which may pose safety hazards (e.g. Lot 2 on SP275169 and camping areas) <ul style="list-style-type: none"> ○ Level and batter the area used for side show alley during the show ○ Level and batter new plough horse area on Lot 2 on SP275169 ■ Widen and upgrade the track surface in the main arena ■ Improve roundlugging yard surface and increase diameter 	<ul style="list-style-type: none"> ■ Council and users have noted ■ Lack of adequately-sited public amenities ■ Need for new or upgraded toilets was identified as a high priority in questionnaire responses ■ There are limited accessible toilets on the site ■ The old demountable toilets near the Woodlands Road entrance are ready for replacement ■ The need for access to or additional toilets and showers to ensure public users are not using amenities in privately-themed spaces (to assist with child safety for clubs) 	Short-term
Side Show Alley, 24, 25, 27, 40, 41.	Ground works	<ul style="list-style-type: none"> ■ Design and install additional water fountains and hose cocks throughout the site ■ Design and install drinking fountains throughout the site ■ Additional drinking fountain in sports centre near cricket nets ■ The ticket booth is currently not on the correct site of the road to provide access to the driver's side of vehicles entering the grounds for events ■ There is no permanent power supply to the ticket booth. Extension leads are run to power at the toilet block to power lights and the air conditioner in the ticket booth 	<ul style="list-style-type: none"> ■ Identified through questionnaire process by many users and groups as safety concerns ■ The show society has noted the need for level ground for the Showman's Guild (rides and sideshow alley) ■ The speedway association has noted the northern end of the track needs widening to 12m minimum and the surface of the track is problematic for some classes ■ Equestrian upgrades are required for the site to comply with Equestrian Queensland's tier 2/3 competition standards. Events of this standard are already conducted at LIEC 	Medium-term
Various Zoning Plan	Portable water infrastructure	<ul style="list-style-type: none"> ■ Design and install additional water fountains and hose cocks throughout the site ■ Design and install drinking fountains throughout the site ■ Additional drinking fountain in sports centre near cricket nets ■ The ticket booth is currently not on the correct site of the road to provide access to the driver's side of vehicles entering the grounds for events ■ There is no permanent power supply to the ticket booth. Extension leads are run to power at the toilet block to power lights and the air conditioner in the ticket booth 	<ul style="list-style-type: none"> ■ Users have noted ■ Some campers need to cross the site to access potable water ■ There is a need for additional drinking fountains 	Medium-term
28	Relocate Woodlands Road ticket booth to the northern side of the showgrounds access road and install a permanent power supply	<ul style="list-style-type: none"> ■ Relocate the outdoor equestrian warm-up arena as a film x 20m sand surface ■ Relocate plough horse activities to Lot 2 on SP275169 so as to maintain a high-quality surface on the warm-up arena 	<ul style="list-style-type: none"> ■ Identified in consultation with equestrian groups and in questionnaire responses 	Medium-term
40	Upgraded outdoor warm-up arena	<ul style="list-style-type: none"> ■ Relocate the outdoor equestrian warm-up arena as a film x 20m sand surface ■ Relocate plough horse activities to Lot 2 on SP275169 so as to maintain a high-quality surface on the warm-up arena 	<ul style="list-style-type: none"> ■ Identified through consultation 	Medium-term
5, 9.	Aquatic centre storage	<p>Design and construct a new storage shed near the swimming clubhouse (subject to appropriate siting taking into consideration services locations), and add a mezzanine level in the existing storage shed</p> <p>Design and construct a secure, fenced, roofed area for storage of equipment</p>	<ul style="list-style-type: none"> ■ Users have reported theft and vandalism of equipment e.g. pumps on the water truck used by the speedway association ■ A new storage area would assist in removing storage containers from the site 	Medium-term
21	New covered multi-purpose storage area	<p>Design and construct a secure, fenced, roofed area for storage of equipment</p>	<ul style="list-style-type: none"> ■ Identified as a need through the questionnaire process and in consultation with user groups 	Medium-term
New sealed roads	Seal internal roads	<ul style="list-style-type: none"> ■ Seal internal road network to provide all-weather access around the showgrounds and to reduce dust ■ Design network to ensure effective drainage 	<ul style="list-style-type: none"> ■ The need for strategically-positioned shade was identified in the questionnaire responses. More shade trees in suitable locations would increase areas of natural shade ■ The need for shaded seating was identified in questionnaire responses ■ A shaded grandstand is desired for swim club meets, schools, zone and district meets ■ Continued use of mobile grandstands may help improve site safety for the speedway to achieve clearances and more efficient use of available land 	Long-term
Shaded seating areas: New land-scaping, 6, 17.	Shade (covered areas) and spectator seating and appropriately-sited additional shade trees	<ul style="list-style-type: none"> ■ Install shaded seating areas around the main arena ■ Install shade structure and terraced seating to western side of the pool at the aquatic centre (500-800 seating capacity minimum) ■ Install shade and new seating to outside of kitchen area between show building and main arena ■ Plant additional shade trees near parking areas as appropriate 	<ul style="list-style-type: none"> ■ The need for strategically-positioned shade was identified in the questionnaire responses. More shade trees in suitable locations would increase areas of natural shade ■ The need for shaded seating was identified in questionnaire responses ■ A shaded grandstand is desired for swim club meets, schools, zone and district meets ■ Continued use of mobile grandstands may help improve site safety for the speedway to achieve clearances and more efficient use of available land 	Long-term

Plan / Element Key Ref.	Master Plan Element	Detail	Rationale for Inclusion	Priority
30	Extend indoor equestrian arena	<ul style="list-style-type: none"> Design and construct three additional bays for the extension of the indoor equestrian arena and install an additional covered area on the eastern side of the arena The 70m x 40m riding arena would move north under the covered area and the southern end would become a larger warm up and marshalling area Install an improved sound system Install additional administration space for equestrian zone with new administration and announcer's box (Space to measure approximately 10m x 4m with elevated announcers box) 	<ul style="list-style-type: none"> Identified through questionnaire as important to allow for a higher level of competitive participation LECC has noted that an arena extension would be constructed with the aid of grant funding and the group's own financial contributions The show society indicated that an additional covered area on the eastern side of the LECC arena would accommodate cattle during the show rather than installing temporary marquees PA upgrade is required to comply with Equestrian Queensland's tier 2/3 competition standards 	Long-term
35	New multipurpose undercover area	<ul style="list-style-type: none"> Design and construct a multipurpose undercover area used to show/case dairy cattle, also available for other uses throughout the year Old stables to be replaced with new stables similar to the breezeway stables Investigate multi-use of dairy and beef cattle pavilion to be upgraded to allow additional horse stabling for large equestrian events Inclusion of two medication control stables in horse stabling area Construction of one new isolation stable for biosecurity Design and construct a lean-to on the eastern side of the stables to replace the existing small sheds in this area. New area to accommodate a measuring area, sawdust storage and activities currently conducted in small sheds 	<ul style="list-style-type: none"> Identified through consultation Additional stables, medication control stables and isolation stable are needed to comply with Equestrian Queensland's tier 2/3 competition standards 	Long-term
45, 46, 51,	Upgraded horse stables	<ul style="list-style-type: none"> Design and construct a lean-to on the eastern side of the stables to replace the existing small sheds in this area. New area to accommodate a measuring area, sawdust storage and activities currently conducted in small sheds 	<ul style="list-style-type: none"> Identified through consultation 	Long-term
4	Children's water play	<ul style="list-style-type: none"> Design and install a children's pool/water play area at the aquatic centre 	<ul style="list-style-type: none"> Identified through consultation 	Long-term
Zoning Plan: 10, 26/27, 37,	Electrical infrastructure	<ul style="list-style-type: none"> Design and install additional electrical infrastructure and repair faulty electrical infrastructure throughout the site Identify and redesign powered and unpowered camping sites 3-phase power for events, e.g. catering vehicles and lighting 13 different meters across the site LED upgrade of internal lighting to gymnasiums building Repair main arena light towers and floodlights (short-term) Install LED lighting to the main arena (longer-term) Roll out planned solar panel installation at indoor sports centre Install general flood lighting in the area near Lot 2 on SP27/5169 (longer-term) Install solar-powered street lighting in camping area 3 (longer-term) 	<ul style="list-style-type: none"> Council and users have noted There are insufficient powered camping sites and power points are in ineffective locations Council receives one large bill monthly, LECC pays electricity in arrears through Council. Council covers electricity costs for the sports and aquatic centre. There needs to be better accountability among users for efficient electricity consumption Currently, the show society hires generators for lighting which is expensive Faulty lighting in gymnasiums hall Faulty light tower and floodlights on main arena 	Long-term
11, 26, 31,	Car parking including formalised and dedicated disabled car parking spaces	<ul style="list-style-type: none"> Design and construct additional unsealed and sealed parking areas Seal areas between stables and LECC for safe thoroughfare surface Include DDA-compliant car parking spaces Connections of DDA-compliant footpaths from car parking spaces to main buildings 	<ul style="list-style-type: none"> The show society and other users have noted there is inadequate onsite, all-weather parking Gymnasiums users noted a sealed car park behind the gym would be beneficial as the sports and aquatic centre car park fills up regularly and the area behind the hall gets muddy in wet weather Lack of DDA-compliant car parking spaces was identified during consultation 	Long-term

9. Operational Considerations

The governance and administration of the showgrounds is essential for the sustainable management of the site.

Operational considerations are summarised below:

Operational Considerations	Detail
Land Management Plan	<ul style="list-style-type: none"> ■ Develop a Land Management Plan for the site, consistent with the <i>Land Act 1994</i>, the <i>Land Regulation 2009</i> and the Department of Natural Resources, Mines and Energy's <i>Secondary Use of Trust Land Policy and Information Kit for Land Management Planning for Reserves or Deeds of Grant in Trust</i>, prior to entering into new tenure arrangements with site users ■ Community-purpose trust land held in trust by LVRC is subject to the provisions of the <i>Land Act 1994</i> and the <i>Land Regulation 2009</i>. The purpose of the <i>Land Act 1994</i> is to "...consolidate and amend the law relating to the administration and management of non-freehold land and deeds of grant in trust and the creation of freehold land, and for related purposes."¹ ■ The Act specifies that the trustee's functions are to: <ul style="list-style-type: none"> ○ Manage the trust land consistent with achieving the purpose of the trust ○ Fulfil the trust within the conditions of appointment (if any) ○ Control noxious plants on the trust land ○ Keep records required by the Minister or required under this and other Acts ○ Be responsible for a duty of care for the trust land ■ The recommended land management plan for Gatton Showgrounds should be prepared in accordance with Section 48(1)(a) of the <i>Land Act 1994</i>
Reduce Council's annual operational financial contributions to the site by improving the existing facilities	<ul style="list-style-type: none"> ■ LVRC has previously contributed funding to the Gatton Show Society to assist with the hire of generators, equipment and fencing. LVRC's contribution of funding is under review and workshops between Council and Gatton Show Society are finding ways to reduce Council's annual contribution by improving the existing facilities. This process should be continued
Funding opportunities	<ul style="list-style-type: none"> ■ There are a suite of capital and non-capital improvements needing funding as identified in the master plan ■ Council and user groups should work together to apply for state and federal funding as available
Field Maintenance and Spelling Program	<ul style="list-style-type: none"> ■ Develop a policy for the spelling of the main arena field between events, identifying which events have the highest impact on its condition and the estimated spelling time for field recovery
Bio-Security Management Policy	<ul style="list-style-type: none"> ■ Develop a bio-security management policy which can be implemented at the showgrounds and communicated to user groups and hirers
Facility Management Model	<ul style="list-style-type: none"> ■ Develop an options model for the management of those parts the facility that are managed by LVRC ■ Develop or implement an electronic/interactive booking system for facilities and campgrounds
LVRC Leasing Policy	<ul style="list-style-type: none"> ■ Develop a Council-wide lease / licence policy document. Ensure issues such as light, noise and dust are managed

¹ Land Act 1994 (Queensland), Queensland Government



Operational Considerations	Detail
Leases and Management Agreements	<ul style="list-style-type: none"> ■ Leases and management agreements should be reviewed and brought into line with each other and Council and state government policies where applicable, including the recommended LVRC Leasing Policy
General maintenance	<p>Community and Council feedback indicated that general maintenance at the showgrounds is lacking, especially during event times.</p> <ul style="list-style-type: none"> ■ Improve maintenance during peak and event times, including: <ul style="list-style-type: none"> • More, strategically-located rubbish bins during events • Intensified maintenance prior to and after events ■ Establish maintenance schedules for elements such as fencing, gates, amenities, buildings and other infrastructure. Maintenance schedules may be appropriately managed using a suitable asset management system that can be managed by lessees and user groups (e.g. assetTRAC)
Pool availability to general public	<ul style="list-style-type: none"> ■ Work with the aquatic centre management team to workshop scheduling and timetables to enable improved pool availability for community use. E.g. shared use of facilities where possible; balance learn to swim classes and regular community access. This ideally would result in year-round public access to the enclosed heated pool
Insurances	<ul style="list-style-type: none"> ■ Review insurances for all facilities and groups, including but not limited to the riders and horses in unleased areas (e.g. the warm up arena.) The insurance review should be linked to the recommended LVRC Leasing Policy
Gap Analysis	<ul style="list-style-type: none"> ■ Conduct a gap analysis to maximise use and revenue of LIEC and the sports and aquatic centre: <ul style="list-style-type: none"> • Council recognises that LIEC has the potential to support multi-use by the broader community • The sports centre is reportedly the most underutilised building on the site with playing courts as well as administration space available upstairs
Show Agreements	<p>Establish show agreements to minimise inconvenience to regular hirers and lease holders. E.g. shared use of storage areas in the gymnastics hall between the gymnastics club and the show society</p>





FINANCE AND CUSTOMER SERVICES

FINANCE

Revenue Services

- The first levy of rates for 2019-20 was issued on 7 August. The number of rates queries remains on par with the first levy of rates for 2018-19.
- As of 30 August, 33.04% of the first levy for 2019-20 has been collected with the due date being 6 September 2019.
- Seven of the fourteen properties issued with a Notice of Intention to Sell have now cleared their arrears, with another property expected to clear in early September. Further contact with the remaining owners will be attempted once the statutory waiting period is over.
- Council officers are working on alternative rating proposals for the 2020-21 Budget and the establishment of an internal Rating Working Group.

Accounting Services

- The external auditors have completed their field work and are currently finalising the audit. The audit process remains on track for sign off in mid-September.
- Meetings have been held with responsible officers to identify the carry forward capital works for presentation to Council in September.

Payroll and Accounts Payable

- The EB increase for field staff was processed in August.

Procurement & Stores

The report on the review of the Procurement and Stores functions as part of the OER process has been received and will be reviewed by the Executive Leadership Team and Council in September.

CUSTOMER SERVICES

- The year to date service level remains higher than the target range with calls answered in the call centre on target at 80.66%.
- The Customer Services Team continues to be involved in many of the Voice of the Customer Working Groups.
- The number of calls is on par with the previous year with similar numbers of rates enquiries in relation to the issue of the first levy.

For the Month of August						
	Received Calls	Answered Calls	Callbacks	Abandoned Calls	Service Level	Maximum Call Wait Time
YTD	4,499	4,385	41	79	89.43%	0:09:26
Current Month	2,228	2,179	19	36	90.37%	0:09:09
▲ to previous	↑ 20	↑ 33	↓ 1	↓ 4	↑ 0.12%	↓ 0:00:17
YTD Trend	↘	↘	↘	↘	↘	↘
	Calls Transferred	Enquiries Answered in Call Centre	Average Call time inc Post Processing	Total Web Chats	Average Web Chat Session Duration	Online Service Requests Received
YTD	848	80.66%	0:04:02	57	0:08:16	92
Current Month	410	81.18%	0:04:00	29	0:07:40	43
▲ to previous	↓ 23	↑ 1.32%	↓ 0:00:11	↑ 10	↓ 0:01:48	↓ 13
YTD Trend	↘	↘	↘	↘	↘	↘

Note: Service level target is between 75% to 80% - ● <75% ● 75% - 81% ● > 81%

BUILDING AND FACILITIES





A table of the status of the major projects being managed by Buildings and Facilities follows.

Project	August 2019 Activity
Cahill Park Lighting	<ul style="list-style-type: none"> T2 Electrical is undertaking a soil test and services location of the entire site Trenching works for the electrical cabling to the poles commenced on 22 August 2019.
Gatton Shire Hall Services Compliance Upgrade	<ul style="list-style-type: none"> Issued a request for quote to engage a Principal Consultant.
Transportable Amenity Buildings	<ul style="list-style-type: none"> Principal Consultant has been engaged and the detailed design drawings are in progress for the Spring Bluff and Grantham Campdraft sites Delays with the Spring Bluff design have occurred due to the position of the existing storm water pipes under the railway.
Lockyer Indoor Equestrian Centre Retaining Wall Review	<ul style="list-style-type: none"> Concept design was submitted for review by the project team on 12 August 2019 The concept design is still under review.
Lockyer Indoor Equestrian Centre Compliance	<ul style="list-style-type: none"> Met with the fire and hydraulics engineer to determine the existing main water lines and the water feeds to existing pillar hydrants Principal Consultant and disciplined engineers progressing with design documentation.
Laidley Youth Centre Ramp and Stairs	<ul style="list-style-type: none"> A Request for Quote was issued to select contractors in early August 2019 Building approval application is in progress.
Neilsen`s Place Shade Structures (Laidley Mall)	<ul style="list-style-type: none"> Councillor Workshop scheduled for 3 September 2019 Previous design ideas to be presented at the workshop with alternative shade structures for the discussion.

Project	August 2019 Activity
Lockyer Valley Cultural Centre Air Conditioning re-design	<ul style="list-style-type: none"> A work in progress by Council project team to draft a scope of works and collect data to determine the heat load throughout the building and any inefficiencies with the design.
Laidley Saleyards Drainage	<ul style="list-style-type: none"> IWS Planning and Design team are working on a preliminary design for a suitable drainage solution.
Das Neumann Haus LED Fairy Lights (Jacaranda Tree)	<ul style="list-style-type: none"> Project meeting to discuss the scope; nominate install dates and general action items Capital project team to review LED lights installer`s safety plan and attend a pre-start meeting LED lights installation in the Jacaranda tree was scheduled for installation by 30 August 2019 Works to be considered with the upcoming Laidley Mall shade structures – Council Workshop 3 September 2019.
Electronic Sign (Laidley, Forest Hill and Lockyer Valley Cultural Centre)	<p>Project control group meeting to discuss the requirement of electronic signage, the scope of works and the development of a project plan.</p> <p>A cost benefit analysis is in progress to determine the ongoing implications of LVRC installing banners.</p>

LIBRARIES

Key statistics and outcomes for Lockyer Valley Libraries for August 2019 follow.

Lockyer Valley Libraries – Monthly Performance					
<p>65,096 Items in our collection (physical and eResources)</p> 	<h1>LOANS</h1>		<p>9,588 Items issued</p> <p>954 Acquisitions (New items)</p>	<p>679 Items renewed</p> <p>2,513 Withdrawals</p>	<p>83.0% of items issued via Self-Service</p> <p>Physical Loans 10,267 (10,434 July)</p>
<p>EVENTS</p> <p>86 Programs and Events</p> <p>9864 Attendees</p>		<p>10,360</p> <h1>LIBRARY VISITS</h1> <p> Gatton Library 4,927 visits Laidley Library 5,433 visits Active Members 13,113 New Members 153 </p>			
<p>170 Clients @ Gatton</p> <p>90 Clients @ Laidley</p> <p>Total Data Transferred 120.40 GB</p>	<p> Total WiFi Sessions 251</p>	<p>999 Computer Bookings</p> <p></p>	<p> July Visitors 10,511</p>		

- Received notification that we were successful in receiving two grants, with these being:
 - First 5 Forever Project Grant - \$30,000 to create a Lockyer Valley Story Trail promoting early literacy to our community
 - Be Connected Get Online Week Grant - \$3,000 – Afternoon Tea and 3 – Supporting seniors to be connected with an afternoon tea and 3 platform training series.
- Annual report for State Library of Qld was completed.
- Item recovery continues to be successful. 29 Library members have been returned or paid for including the recovery fee. These members are now able to use the library service in full again as their memberships have been reinstated. The total value of items recovered or returned is \$8,793.24.

Art Gallery

- The current exhibition “Home Grown” closes on 8 September. Visitor numbers have been consistent.
- Our next exhibition will be the Lockyer District High School which will open on 13 September. This exhibition is also well received with many non-regular visitors attending to see student works.

CHILDCARE

Occupancy rates for August 2019 were Gatton 75% and Kensington Grove 27%.

Community Awareness Programs undertaken in August included:

- Jeans for Genes Day, 2 August
- National Science Week, 10 – 18 August
- Book Week, 19 – 23 August
- Father’s Day Morning Tea, Wednesday, 28 August 2019
- Swimming lesson for additional 12 kindy children.

Kensington Grove Community Childcare had its last day of trading on Friday, 30 August 2019. A farewell evening night for parents and students was held on Thursday, 29 August 2019.

HEALTH, WASTE AND REGULATORY SERVICES

A total of 354 Health, Waste and Regulatory Services related CRMs were received by Council within August with 135 remaining open at month end.

Environmental Health

- Issued two (2) Design Approvals for a Food Business Licence
- Cancelled one (1) Food Business Licence
- Approved two Food Business Licences; one (1) Mobile Food Van and one (1) Temporary Food Licence
- Accredited one (1) Food Safety Program for a Child Care Centre
- 41 x Food Business Licence renewals paid
- Two (2) Food Business Licence renewals issued
- Issued one (1) Non-compliance letter for a Food Business
- Issued one (1) Personal Appearance Services Licence (Cosmetic Tattooing)
- Attended SEQ Food Safety & Public Health Working Group Meeting
- Attended SEQ Environmental Protection Interest Group

- Attended SEQ Environmental Health Steering Committee.

Local Laws

Dog Registration Renewals were issued on 30 May 2019 for renewal by 26 August 2019.

Currently 7,362 dogs are registered for 2019-20.

During August 2019, there were two (2) dog attacks on a person (all investigations are ongoing) with a further five (5) attacks on animals (four resolved and one investigations ongoing).

Within August three (3) Regulated Dangerous Dog notices, 39 Warning Notices and 5 Infringement Notices were also issued to animal owners by Local Laws Compliance Officers.

Waste Management

- Waste Levy – Summary Return July 2019 complete – total levy payable is \$82,812.75
- Waste Financial data (invoicing) successfully issued
- Recycling presentation – “What Bin and Organics” program delivered to 30+ Peace Lutheran After School Care students
- Laidley Asphalt project awarded with a commencement date in early September
- Garage Sale Trail registrations opened 10 August and to date 56 participants have registered
- Ground Water monitoring commenced by ATC Williams
- Waste Alliance Expression of Interest has closed, and officers have commenced the evaluation process
- Statutory Volumetric Survey provided to Department of Environment and Science (DES)
- Annual Return extension sought and confirmed by DES
- Manager attended Council of Mayors Waste Management meeting and LGAQ Waste Forum in company of Cr Jason Cook.

INFORMATION SERVICES

- Our core business systems application, TechnologyOne, was upgraded to version 2019A on 16 August with minimal issues experienced. The major upgrade was pushed through to rectify a vulnerability in the eRecruitment portal to allow continued use of the portal for applicants to apply for positions at Council and track their application process.
- An Information Security Incident Response Plan has been developed and is awaiting approval from the Executive Leadership Team. The plan provides a framework to follow when Council is compromised by a Cyber Security attack. A full Data Breach playbook has been developed with the plan that provides a step by step process in the event of a data breach. Further playbooks will be developed for selected scenarios as time and resources allow.
- The project plan for the transition to TechnologyOne’s Software as a Service (SaaS)(Cloud) solution has been approved by the Executive Leadership Team as the projects steering committee. The project is currently planned to go live in January 2020. Intramaps, our desktop mapping solution is to be included in the project after a review was undertaken on 21 August to determine the suitability and benefits of moving this element to the TechnologyOne cloud.
- On 20 August the Manger, Information Services and our lead ICT System Administrator attended a Cyber Security workshop run by the Public Sector Network. There was a good range of presentations, and discussions which confirmed that we are taking the right approach to our cyber

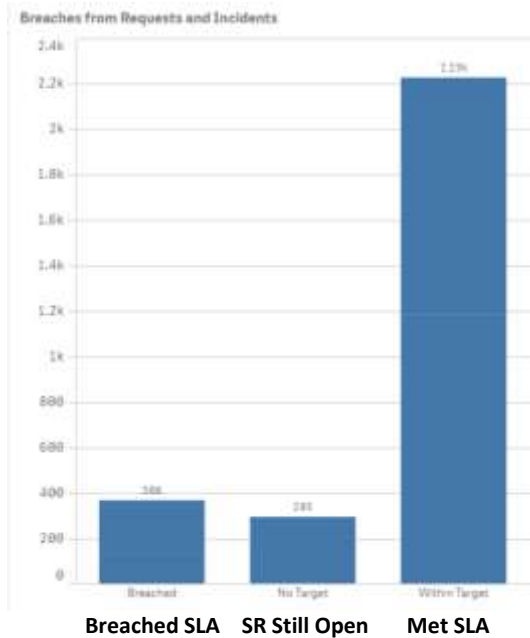
resilience. We need to continue to take a risk management approach and further develop our plans, processes, defences, and improve awareness.

- A summary of other major projects underway follows.

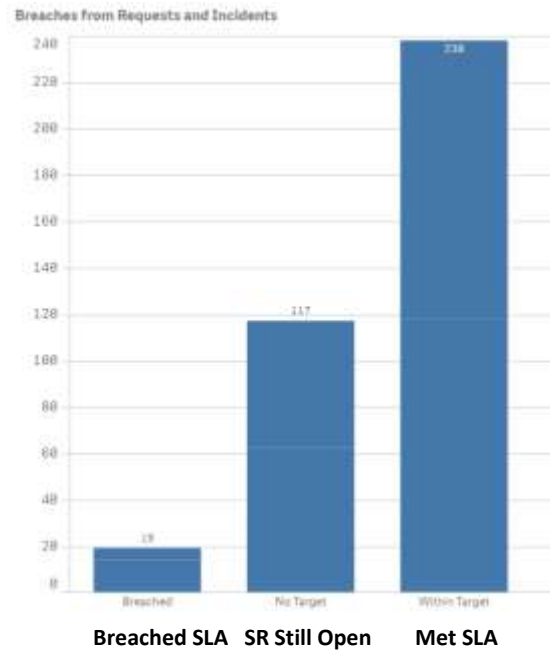
ICT	<ul style="list-style-type: none"> • With the new telecommunications contract with AusIT formalised work is progressing on moving existing connections over and the implementation of new major network connections. • The procurement process for the supply of ICT Leasing arrangements is nearing completion. • The procurement process for the development of an Office 365 roadmap and associated governance framework is nearing completion. • Work is continuing as opportunities arise to encourage the use of the Secure Signing digital signature solution.
Continuous Improvement	<ul style="list-style-type: none"> • Learning Workshops for staff to learn tips and tricks and how applications work will commence in early September. • A review of LISA service level statistics is underway to review current service levels and identify potential improvements. • Ongoing development of procedures for use within the ICT Service Desk and System Administration teams to improve clarify over responsibilities and timeframes. Several service desk procedures have been completed.
GIS	<ul style="list-style-type: none"> • Working with Planning on the Planning Scheme. • Working with Planning on the Flood Information Portal project. • Participating in the investigation of moving Intramaps to the Cloud.
Risk Management	<ul style="list-style-type: none"> • ICT Risk Register has been reviewed and a draft Information Management Risk Register has been created.
Information Management	<ul style="list-style-type: none"> • ELT approved that historical minute books of the previous Gatton Shire Council dated from 1 January 1980 onwards be scanned by the IM team prior to transfer to Queensland State Archives (QSA). Those minutes from Laidley and Gatton Shire Councils that cannot be scanned by the IM team were recommended for direct transfer to QSA. This work will be completed over the next four months.

Key Information Services performance statistics for August 2019 and the year to date follow.

**Number of Service Requests that Met SLA
– YTD to 30/08/2019**



Number of Service Requests that Met SLA - August 2019

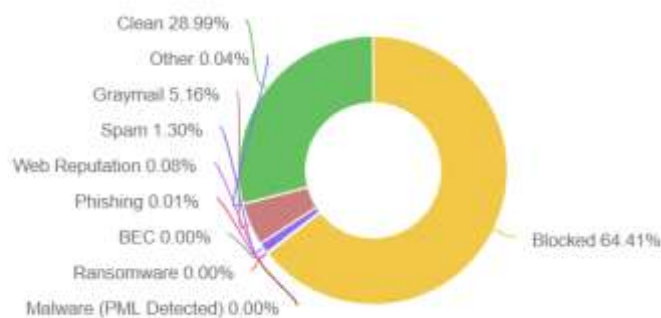


Details of specific threat details and security awareness training for Council during August follows.

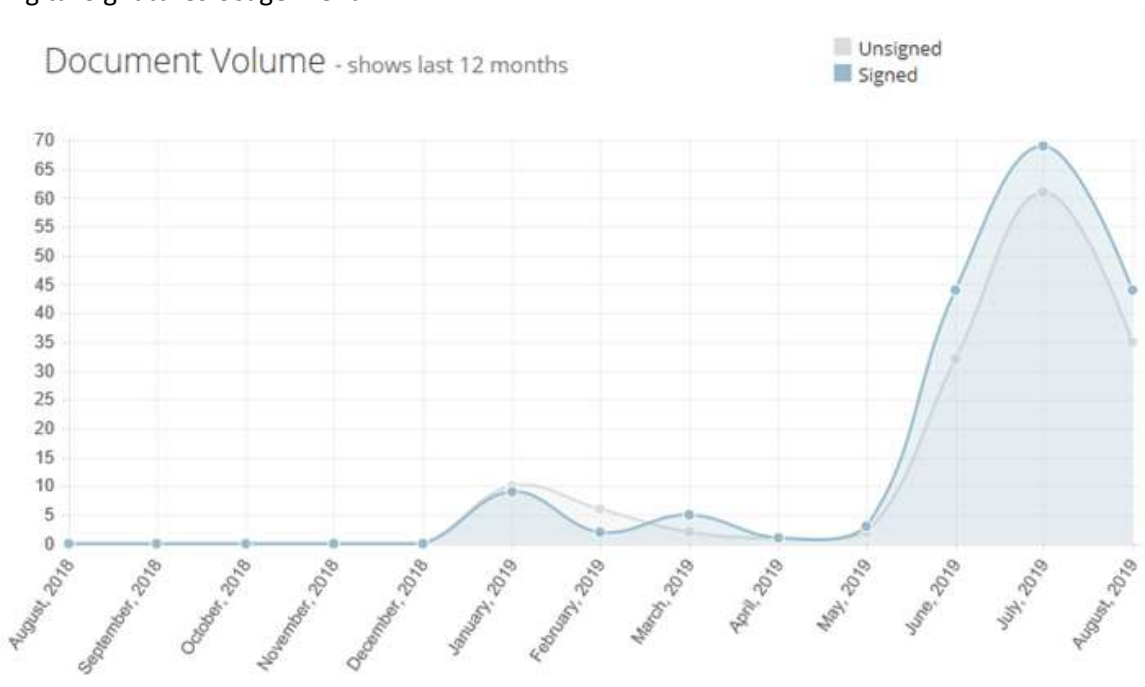
Email Block Statistics

Ransomware statistics are ransomware identified after standard filtering has taken place. The majority of ransomware is identified in standard filtering due to where it has been sent from. Analysed Advanced Threats are where the email is further analysed if the standard filtering identifies it as requiring further analyse to determine the threat.

Threats for lvc.qld.gov.au – Month of 08/2019



Digital Signatures Usage Trend



DISASTER MANAGEMENT

The Local Disaster Coordination Centre and the Recovery Sub-Plans have been reviewed and endorsed by the Local Disaster Management Group (LDMG). These sub-plans were endorsed by Council on 14 August 2019.

Disaster Management training took place in the Local Disaster Coordination Centre (LDCC) on 15 August 2019.

Rural Fire Service Queensland and Disaster Management presented to Council depot staff on fire ground operations. This was designed to educate the staff on the expectations from RFSQ Incident Controller as well as Work Health and Safety requirements from Council.

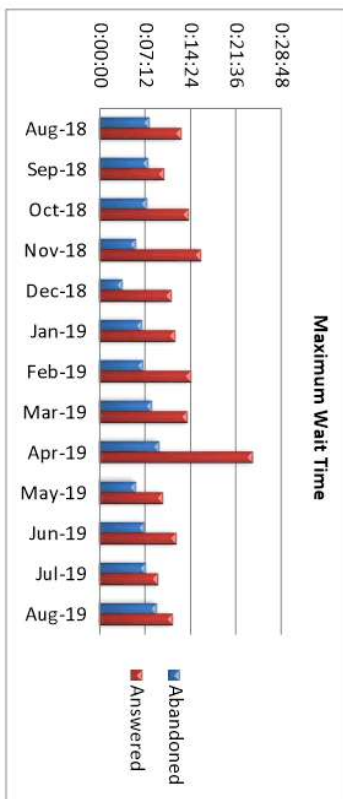
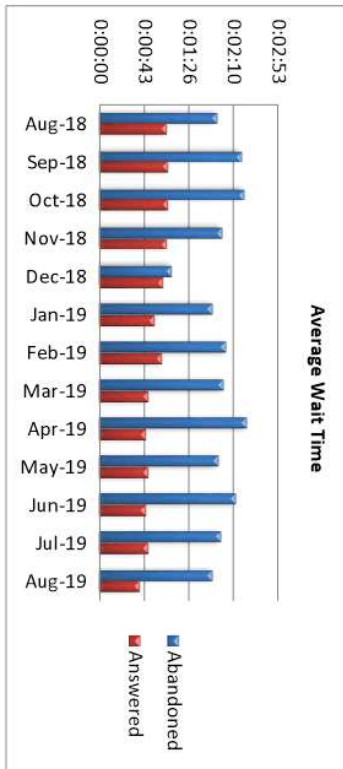
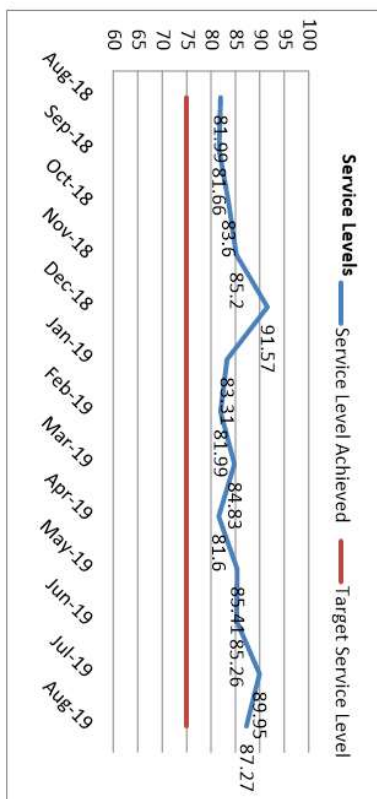
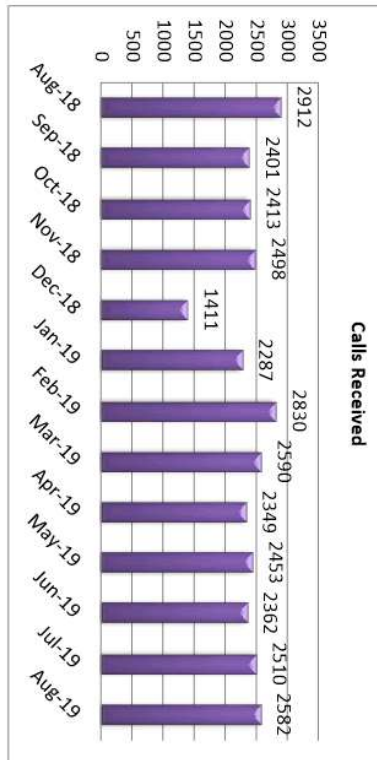
There were no SES activations in August 2019.

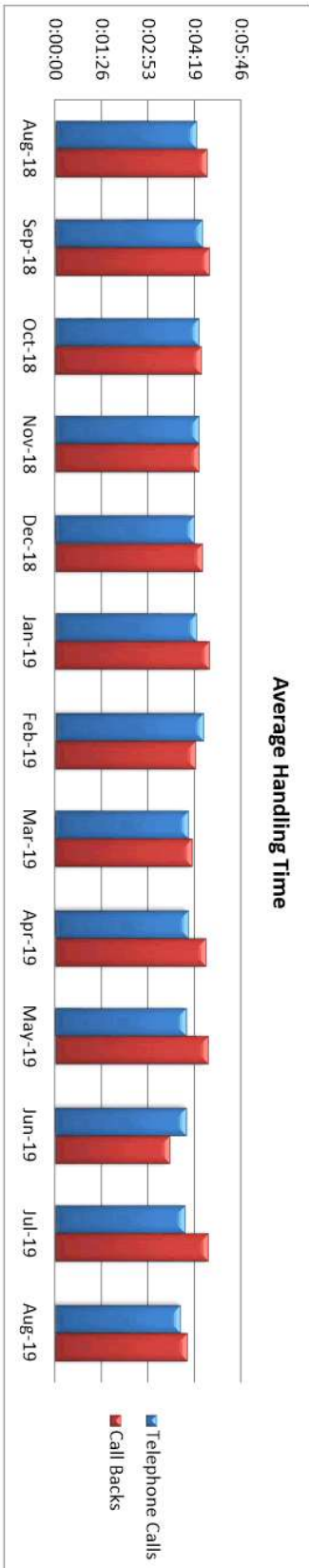
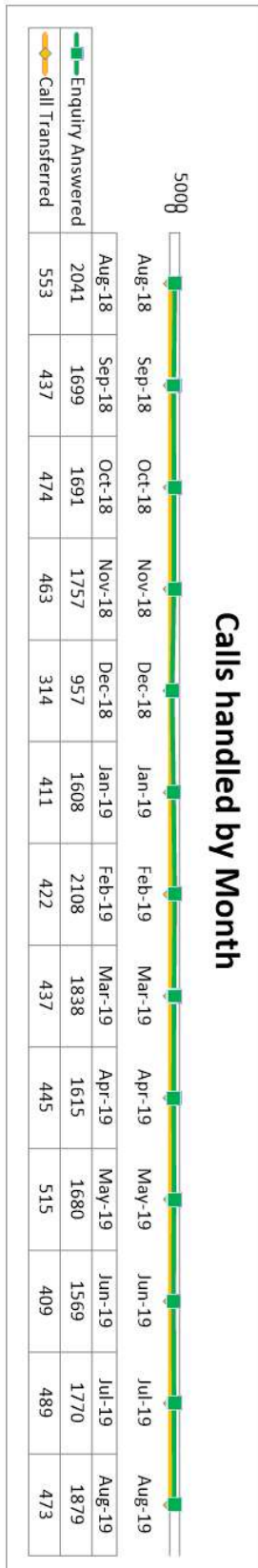
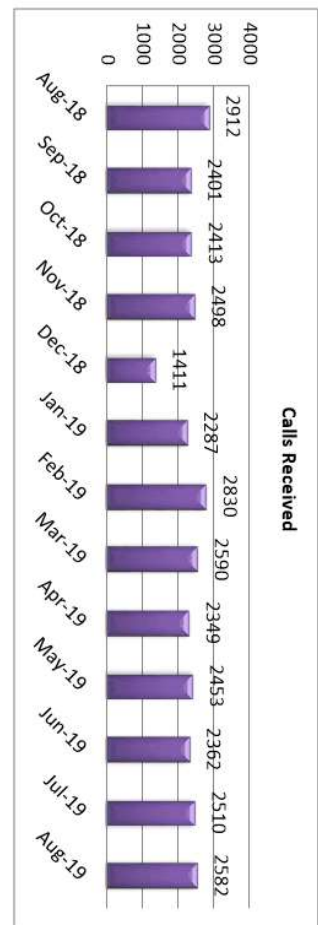
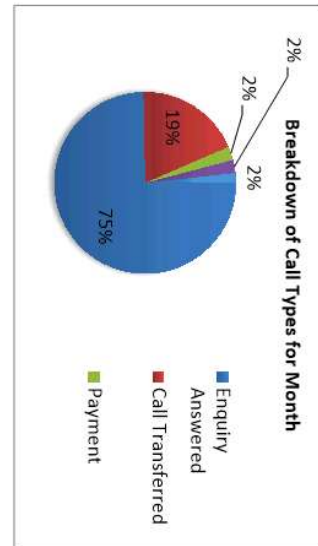
Attachments

- 1 [Customer Service Monthly Report - August 2019](#) 6 Pages

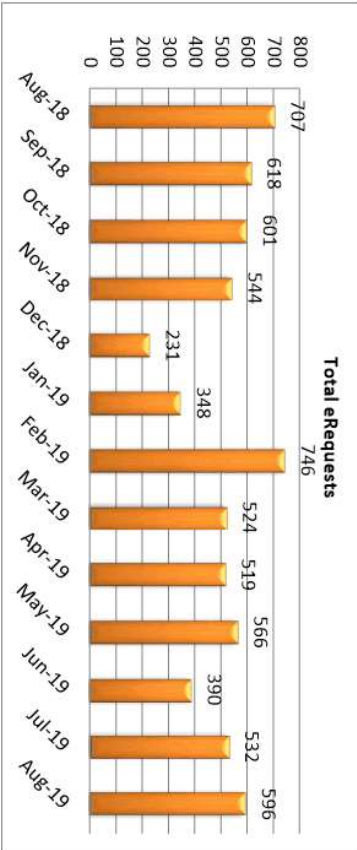
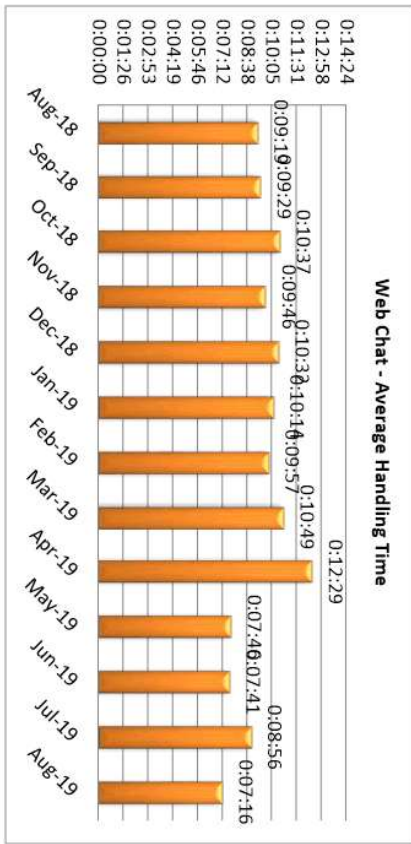
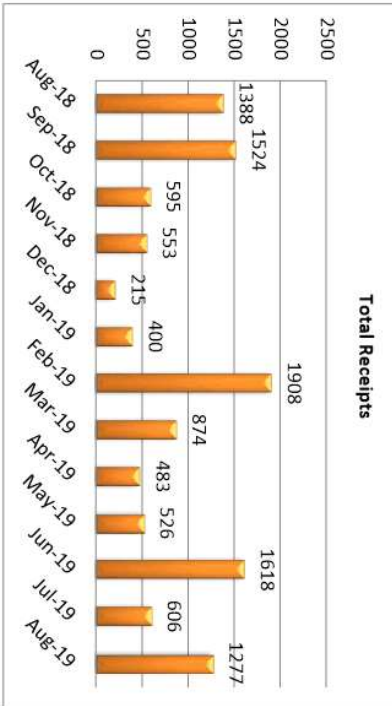
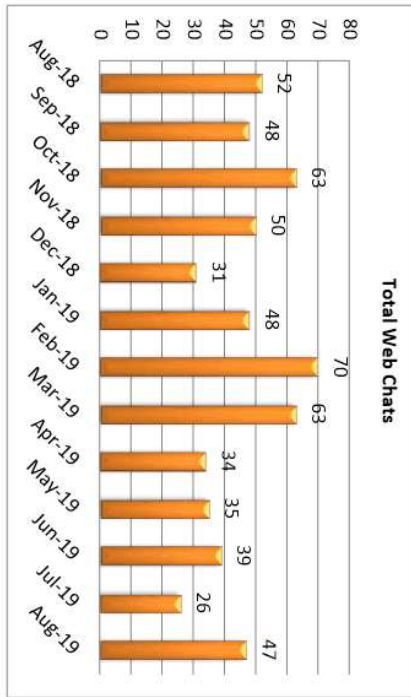
Lockyer Valley Regional Council – Customer Service Monthly Statistics – August 2019

Telephone



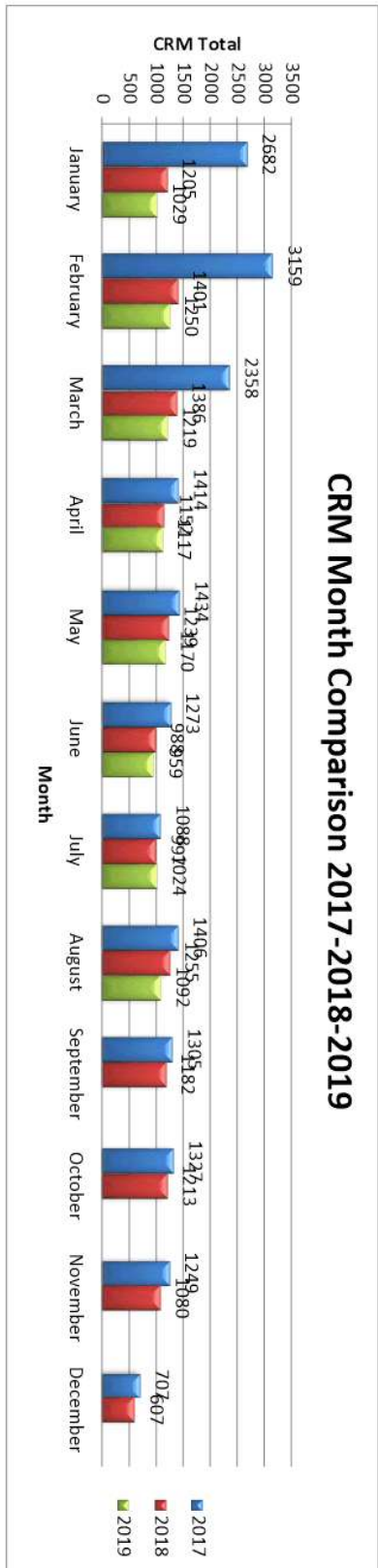


Live Chat, ERequests & Receipts

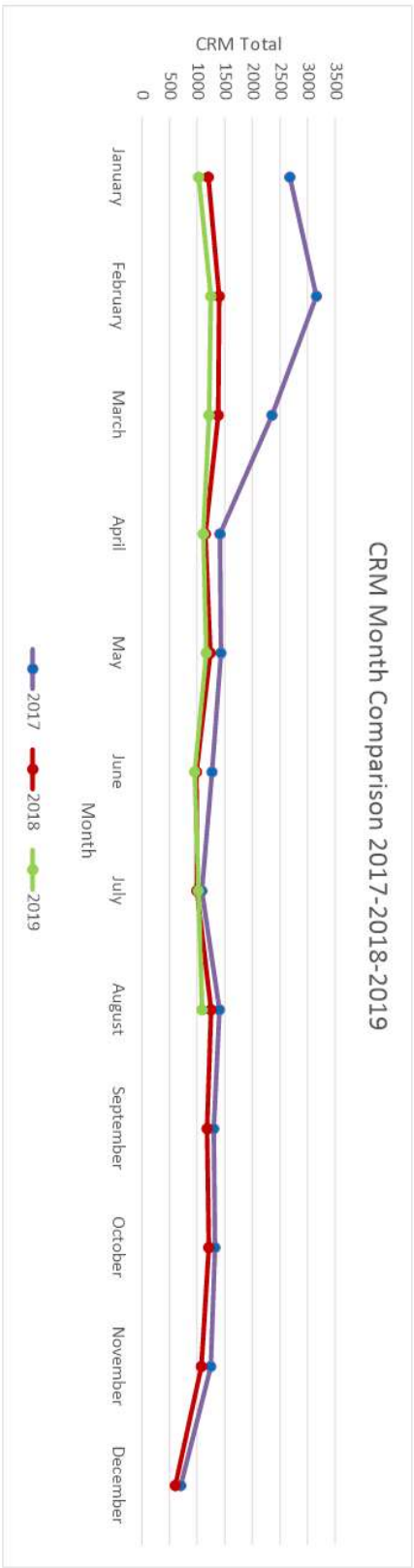


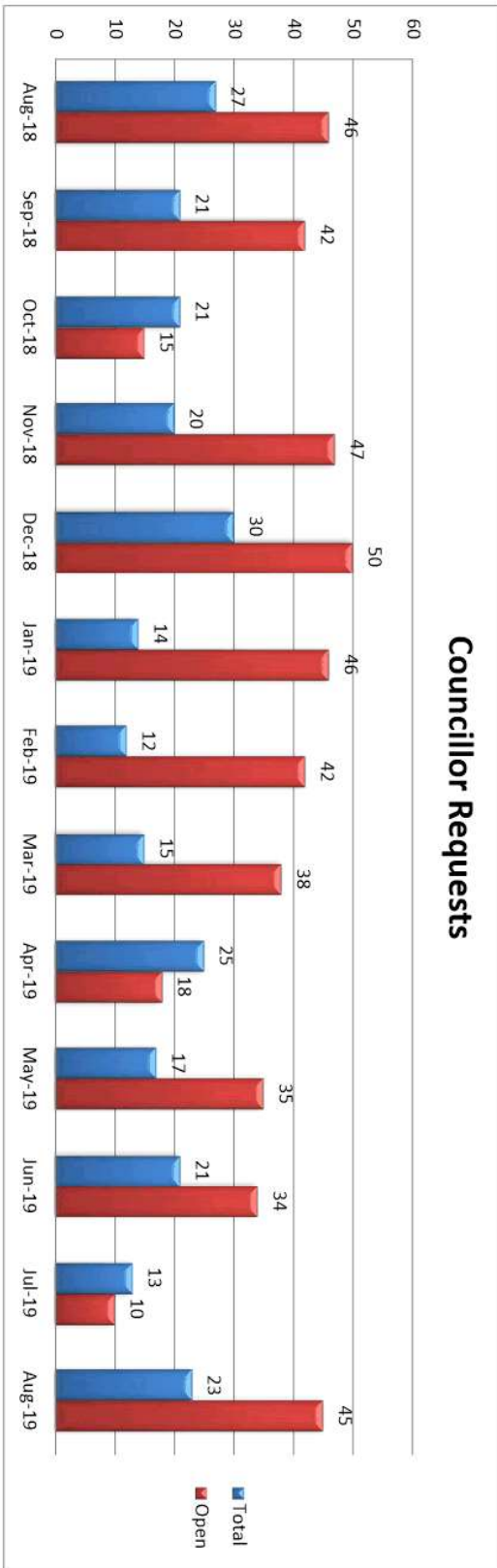
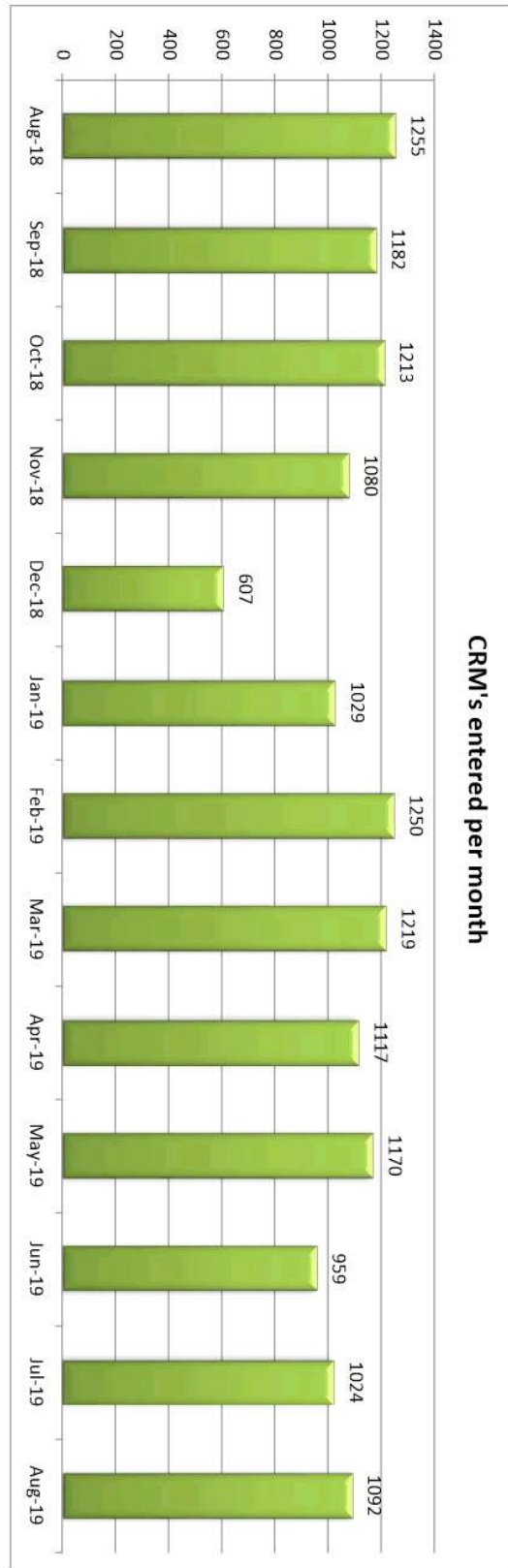
Customer Requests

CRM Month Comparison 2017-2018-2019

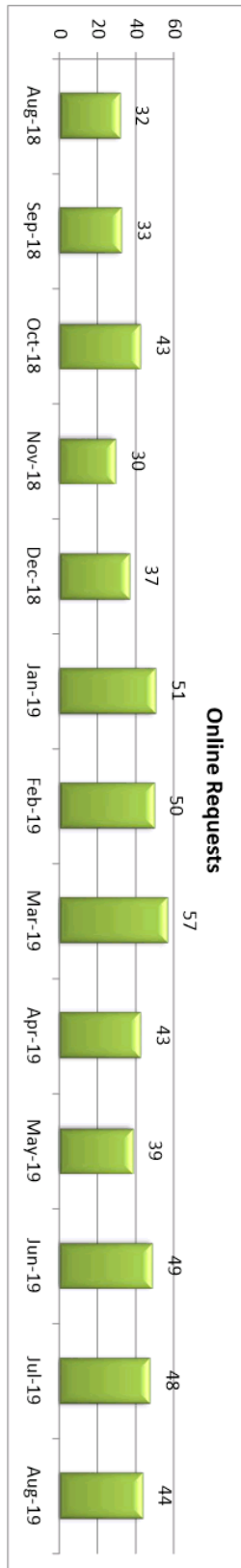


CRM Month Comparison 2017-2018-2019





Online Requests



QGAP Performance Report

Total time taken for all transactions	88.51hrs
Total number of transactions	459
Total average time for all transactions	10.26

3. Report

3.1 PARKS, GARDENS AND CEMETERIES

The Parks, Gardens and Cemeteries Unit has undertaken the following activities during August 2019:

Capital Works	
Project	Status
Fairways Park at Hatton Vale/Kensington Grove	Environmental assessment of site being undertaken. Procurement Plan being developed for detail design.
Rehabilitation of former livestock dip site at Lockrose	Waiting for comments from Auditor regarding Final Report
Gatton Cemetery extension - Stage 1	Access roads and carpark has been completed. Landscape works to be undertaken

Maintenance Works	
Activity	Description
Mowing	<ul style="list-style-type: none"> Mowing of parks and cemeteries are sporadically occurring across the region as required.
Playground maintenance	<ul style="list-style-type: none"> Playground repairs ongoing from results of audit. Quotes are being sourced to repair shade sails at Walter Brunner Park and Progress Park Helidon Rotary hoeing of the soft fall bark areas in the playground at Walter Brunner Park.
Furniture maintenance	<ul style="list-style-type: none"> Repairs to tables at Dawson Phipps Park, Gatton Repairs to seats at Laidley
Landscaping	<ul style="list-style-type: none"> Mulching at Spicer Street, Laidley IGA Carpark Laidley – mulching and weeding Jean Biggs Park gardens mulching Watering of flower pots in the Laidley main street Lockyer Valley Cultural Centre garden mulching Lions Park Laidley landscaping Landscape works at the Gatton Cemetery gazebo
Event assistance	<ul style="list-style-type: none"> Event sign change over Gatton Show Jumping World Cup event delivery and pick up Faith Fair event delivery and pick up Fossil Downs event equipment delivery
Funerals/Interments	<ul style="list-style-type: none"> 13 held during August 2019
General maintenance and business	<ul style="list-style-type: none"> CRM resolution across the region Rubbish run continuing across the region Mobility roll out in Parks, Gardens and Cemeteries has occurred and has had great results. Defect capturing training has started to occur. Grant application for Fairways Park being created for Building our Regions submissions

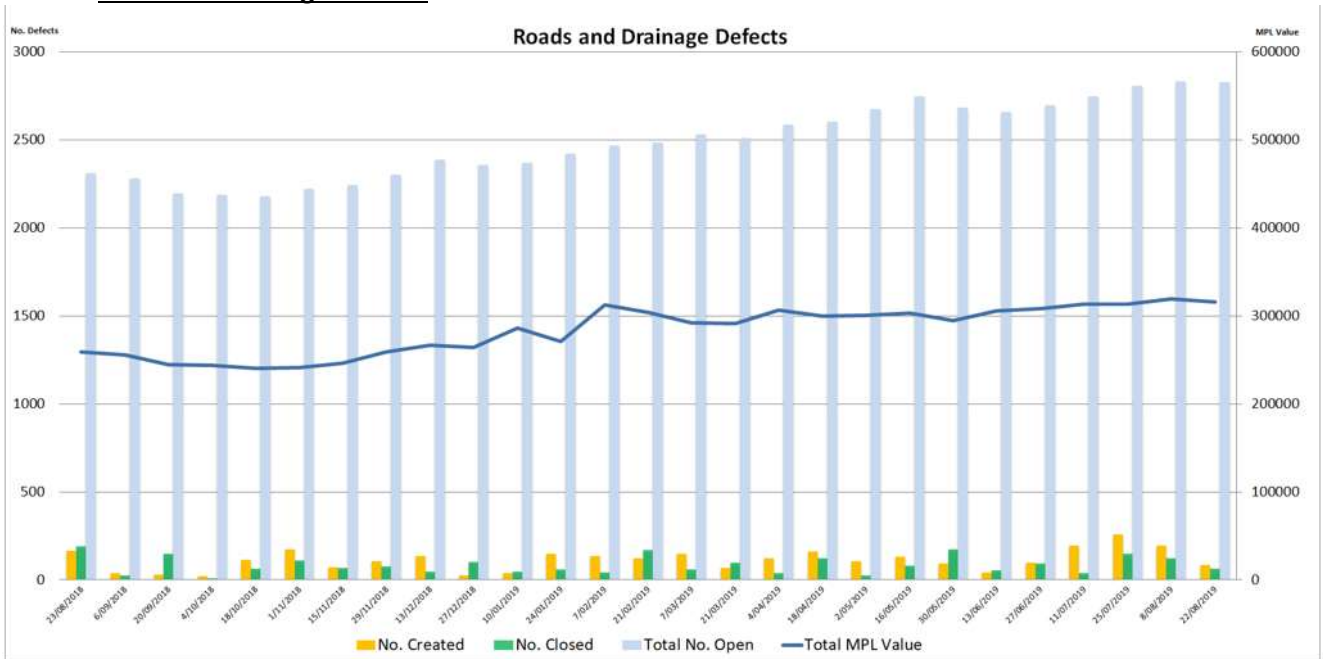
3.2 INFRASTRUCTURE DELIVERY

The Infrastructure Delivery Unit has undertaken the following activities during August 2019:

Capital Works			
Project	Status		
Gehrke Hill Road, Summerholm <i>(Pavement reconstruction and widening)</i>	Works Complete		
Gehrke/Rons Road, Glenore Grove <i>(Pavement widening at Rons Road intersection)</i>	Linemarking is pending only		
Robinson Road, Laidley <i>(Pavement reconstruction from William Street to Thomas Street)</i>	Primerseal done. Final seal is pending only.		
Gatton Cemetery expansion earthworks	Construction Works Complete		
Flagstone Ck Road, Flagstone. <i>(Pavement reconstruction between Batemans Rd and Smith Road)</i>	Primerseal done. Final seal is pending only.		
Forestry Road, Vinegar Hill <i>(Replacement of old Creek Crossing with Culverts)</i>	Primerseal done. Final seal is pending only		
Blanchview/Nuttals Road, Blanchview – Blackspot <i>(Intersection realignment for improved Safety)</i>	Earthworks and drainage works in progress		
Waddington Pde, Plainland <i>(Shoulder widening works)</i>	Shoulders widened and primerseal completed		
Lorikeet Road, Regency Downs – Blackspot <i>(Shoulder widening, signage and linemarking)</i>	Shoulder widening works in progress		
Maintenance Works			
Activity	Suburb		
Road Grading	<ul style="list-style-type: none"> • Blanchview • Upper Flagstone • Stockyard 	<ul style="list-style-type: none"> • Ma Ma Creek • Spring Creek 	<ul style="list-style-type: none"> • Preston • Flagstone Creek

Roadside spraying	<ul style="list-style-type: none"> Gatton Laidley Heights Placid Hills 	<ul style="list-style-type: none"> Blenheim Grantham Lower Tenthill 	<ul style="list-style-type: none"> Withcott
Road pavement repairs	<ul style="list-style-type: none"> Glenore Grove Kensington Grove 	<ul style="list-style-type: none"> Lockrose Forest Hill 	<ul style="list-style-type: none"> Regency Downs
Vegetation control and slashing	<ul style="list-style-type: none"> No Works 		
Drainage works	<ul style="list-style-type: none"> Laidley Regency Downs 	<ul style="list-style-type: none"> Blanchview Adare 	<ul style="list-style-type: none"> Woodlands
Road patching	<ul style="list-style-type: none"> Brightview Helidon Helidon Spa Kensington Grove 	<ul style="list-style-type: none"> Upper Lockyer Gatton Lower Tenthill 	<ul style="list-style-type: none"> Regency Downs Placid Hills Woodlands
Traffic signs and line-marking	<ul style="list-style-type: none"> Grantham Helidon 	<ul style="list-style-type: none"> Gatton 	<ul style="list-style-type: none"> Brightview

3.2.1 Road and Drainage Defects



The rise in the number of defects has been in the increased number of pavement defects on the network. This is indicative when there is either extended periods of dry weather and conversely when periods of extended rainfall occur. Across the network there has been a marked decline in the number of safety and regulatory (signage) related defects. The current rising trend in the MPL is due to the quantity of defects rather than the severity of the defects.

3.3 INFRASTRUCTURE PLANNING AND DESIGN

The Infrastructure Planning and Design Unit have undertaken the following activities during August 2019:

Toowoomba Second Range Crossing

Defects inspections undertaken for Morleys Road and McNamaras Road and associated handover paperwork received for review.

Inspections in progress on condition of haul routes with a schedule of repairs to be developed for discussion regarding rectification needed. This will be finalised once all earthmoving equipment has been demobilised.

The formal opening of the Toowoomba Second Range Crossing is scheduled on 8 September where community celebrations will be held which is being facilitated by the Department of Transport and Main Roads.

Inland Rail Project

Helidon to Calvert Section: 100% feasibility design documentation has been received and currently being reviewed.

Gowrie to Helidon Section: 70% feasibility design documentation has been received and currently under review.

Lockyer Valley Planning Scheme

The Infrastructure Planning and Design unit is continuing to assist in the preparation of the draft LVRC Development Manual.

Gatton Stormwater Catchment Project

Works on the design of the Lake Apex Sub-catchment (Hill Street, William Street, Lake View Drive Area) continues with consultant. Detailed Design and fine tuning of levels for both road surface and drainage lines is ongoing, with an expected final design in September 2019.

Laidley Streets Rehabilitation

Design works nearing completion for Head Street, Laidley due 6 September with Hayes and Edward Street designs to be finalised in coming months. Construction start planned for mid-September on Head Street. Note: Design for Hayes and Edward Streets will be finished and ready for the Infrastructure Delivery team for delivery from November 2019 into 2020.

2019/2020 Capital Project Designs

Project designs have commenced for works in coming months with a draft design program currently under internal review for the remainder of the financial year.

Plainland Transport Link Study

The final report for this study is due in August with outcomes to be presented at a Councillor Workshop in early September 2019.

2020/2021 Black Spot Funding applications

7 projects were submitted for funding. Details are listed below.

3.4 INFRASTRUCTURE SUPPORT SERVICES

3.4.1 Asset Management Activities

- Production of a series of maps showing deterioration trends on roads impacted by Nexus activities during the construction of the second range crossing for Infrastructure Planning. Data used in the production of the maps coming from road condition survey and ongoing IRI collection using Council's roughometer.
- Provision of data or reports for financial audit requests. These have been taking place throughout July and August.
- Continuing work on long term asset renewal planning.
- Asset Management Plans are being updated to reflect the adopted budget. This includes gap analysis review of budget vs needs of asset networks

- Review of 2019/2020 capital renewal program effectiveness has been undertaken and is ready for discussion.
- Defect inspection of hierarchy 4 footpaths (the second highest category) has been completed.
- 2019 bridge level 1 inspections have commenced in August and are expected to be finished within the first week of September. Improvements were made to the excel template to increase the efficiency of inspectors when filling out the level 1 report.
- The progression of education around the ethical use and legislation relating to drone flight for Council work has been underway. Sufficient knowledge has now been gained to understand the requirements of operation with the next step being licensing of specified pilots, hopefully taking place in September or October.
- Review of QRA activity unit rates has been underway with further work still to be undertaken in September to guide the forward years cost rates should Lockyer experience a declared disaster event in 2019/2020.

3.4.2 Plant and Fleet 2019/20 Capital Program

The table below lists the vehicles and plant that have been sold at auction and vehicles that have been purchased to replace existing plant or fleet.

	Replacement	Disposal	New
Motor vehicles	0	0	0
Light plant	0	0	0
Heavy plant	0	0	0
Miscellaneous	0	0	0

Fleet Capital Breakdown

Tenders/Procurement

The following vehicles/plant procurement has commenced and will go to tender:

- 1 x Motor Grader – Contract LVRC 19-46 – Specification currently under review.
- 1 x Front End Loader – Contract LVRC 19-45 – Tender closes September 5, 2019.
- 1 x Water Truck – Contract LVRC 19-13 – Tender closes September 5, 2019.

Disposals

The following vehicles/plant have been disposed of in July:

- FL00137 Hino 4x2 Tipper Truck – Sold 27th July 2019 (auctioned)
- FL000117 Mack 6x4 Tipper Truck – Sold 27th July 2019 (auctioned)
- FL000430/431 John Deere 7280 Agricultural Tractor with FAE Road Stabiliser. Sold 27th July 2019 (auctioned)
- FL000141 John Deere 770D Motor Grader – Sold 27th July 2019 (auctioned)

Deliveries

The following vehicles/plant were delivered in July:

- Nil

3.5 EXTERNAL FUNDING

3.5.1 APPLICATIONS

Funding Programme	Project Title	Status	Amount
2020/21 Blackspot Road Safety Program	North Street and East Street, Gatton Intersection <i>(Roundabout)</i>	With TMR to review and assess within Budget allocations.	\$210,533
2020/21 Blackspot Road Safety Program	East Street and Spencer Street, Gatton Intersection <i>(Traffic calming)</i>	With TMR to review and assess within Budget allocations.	\$177,738
2020/21 Blackspot Road Safety Program	Spencer Street and Maitland Street, Gatton Intersection <i>(Traffic Calming)</i>	With TMR to review and assess within Budget allocations.	\$120,238
2020/21 Blackspot Road Safety Program	Adare Road, Fords Road and Redbank Creek Road, Gatton Intersection <i>(Modification to intersection)</i>	With TMR to review and assess within Budget allocations.	\$484,437
2020/21 Blackspot Road Safety Program	Woodlands Road and Rangeview Drive, Gatton Intersection <i>(Intersection upgrade)</i>	With TMR to review and assess within Budget allocations.	\$138,179
2020/21 Blackspot Road Safety Program	Woolshed Creek and Heise Road, Hatton Vale Intersection <i>(Re-alignment)</i>	With TMR to review and assess within Budget allocations.	\$130,993
2020/21 Blackspot Road Safety Program	Spa Water Road, Iredale <i>(Superelevation)</i>	With TMR to review and assess within Budget allocations.	\$222,849 (LVRC contribution \$79,911)

3.5.2 PROJECT UPDATES

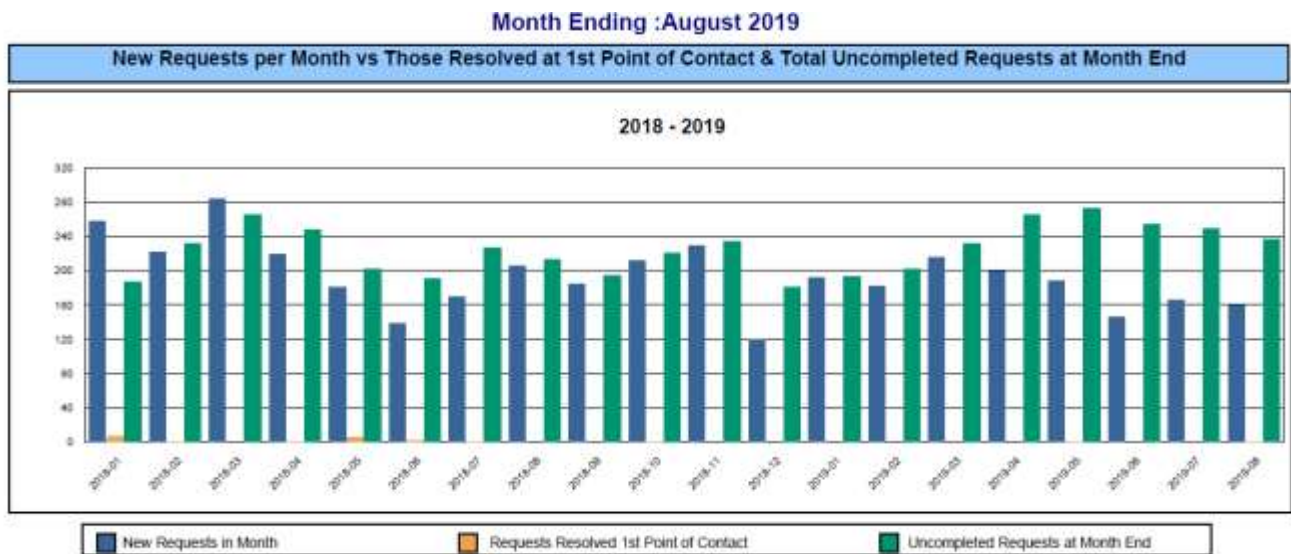
Program	Project	Funding Amount (Excl. GST)	Status
2018/19 Cycle Network Local Government Grants	Gatton North South Connection – Stage 1 Design and Construction. <i>(Lake Apex Drive on-road cycle facility and off-road facility along part of William Street, Gatton.)</i>	\$225,000	Project under review. Options report with TMR for consideration and feedback. Feedback to date will require a joint site inspection to resolve alignment concerns.
Passenger Infrastructure	Long Distance Coach Project	\$21,128	Design and lease agreement being finalised with QR and Translink.

Program	Project	Funding Amount (Excl. GST)	Status
Investment			Extension of time has been granted for completion until 30 September 2019.
Safer Communities Fund	Railway Street, Gatton <i>(Lighting improvements)</i>	\$105,000	Installation of photoelectric cell, new light poles and new light fittings in Railway Street will begin once Centenary Gardens works is completed. Current start planned for late September 2019. A request has been made to amend the project end date to December 2019.
	Centenary Gardens, Gatton <i>(Lighting improvements)</i>	\$83,000	Installation works nearing completion, supply of light fittings has caused delay. A request has been made to amend the project end date to December 2019.
2019-21 Local Government Grants and Subsidies Program	Deterioration modelling of pavement and seal assets <i>(Model current investment to understand effect of asset conditions and gain understanding of financial commitment required to maintain the asset condition)</i>	\$36,000	Project management plan completed. Funding agreement finalised.
	Installation of new LED street lighting in Laidley CBD <i>(Upgrade of existing outdated and non-standard lighting in the Laidley CBD)</i>	\$150,000	Project management plan completed. Preparation of Quotation documents for design is underway.
2018-19 Move It AUS - Community Sport Infrastructure Program – Round 3	Laidley Skate Park Upgrade <i>(Upgrade and extension of rideable concrete surface and additional spectator seating)</i>	\$50,000	Scope of works determined and quotes being obtained.
2018/19 Black Spot Road Safety Program	Gehrke Road / Rons Road intersection, Glenore Grove	\$167,000	Line marking programmed for early September. Extension granted by DTMR to 30 September 2019.
	Blanchview Road / O'Neills Road, Withcott	\$82,000	Extension granted by DTMR to 30 September 2019. Awaiting TMR approval pavement design.
	Blanchview Road / Nuttals Road, Blanchview	\$67,300	Extension granted by DTMR to 30 September 2019. Clearing works and earthworks in progress
2019/20 Black Spot	Brightview Road, Brightview	\$116,500	Project in design phase.

Program	Project	Funding Amount (Excl. GST)	Status
Road Safety Program	(Gehrke Road to Pagels road) <i>(Install warning signs, delineation and road marking)</i>		
	Lorikeet Road/Wagtail Drive Intersection, Regency Downs <i>(Install signs, delineation and road marking. Widen narrow section of Lorikeet Road)</i>	\$90,000	Project under construction.
	Tenthill Creek Road, Lower Tenthill <i>(Install signs, delineation and road marking. Narrow bridge treatment)</i>	\$21,000	Signage has been installed and linemarking programmed.
	Walnut Drive/Ashwood Court Intersection <i>(Bus Stop signage, linemarking)</i>	\$7,000	Project in design phase.
	Zischke Road (Mountain View Drive to Thallon Road), Regency Downs <i>(Install signs, delineation, guideposts and road marking)</i>	\$17,500	Project in design phase.
	Blanchview Road, Blanchview <i>(Improve warning signs for curves, delineation and road marking)</i>	\$17,000	Project in design phase.
	Brightview Road/Village Road intersection <i>(Intersection realignment to allow for vehicle turning movements. Shoulder widening, pavement markings)</i>	\$126,000	Project in design phase.
	Norfolk Road, Summerholm <i>(Install warning signs, delineation and road marking)</i>	\$62,500	Project in design phase.
	Summer Street/Railway Street intersection <i>(Changing intersection priority. Realigning and widening of curve to cater for turning vehicles. Improve signage)</i>	\$66,000	Project in design phase – currently at 90% review.
	Jones Road, Withcott (Bridge Guardrail Upgrade) <i>(Replace existing substandard guardrail, install signage, delineation and road marking)</i>	\$58,000	Project in design phase.

Program	Project	Funding Amount (Excl. GST)	Status
2019/20 Transport Infrastructure Development Scheme	Murphys Creek Road <i>(Construct footpath from school to Jack Court)</i>	\$170,000 (\$340,000)	Concept design works have commenced.
	Flagstone Creek Road <i>(Rehabilitation)</i>	\$185,000 (\$370,000)	Works completed to primer seal stage in August, with final seal planned for October 2019.
	Summerholm Road <i>(Culvert replacement)</i>	\$270,446 (\$540,892)	Project in concept design phase.
	Safe Schools Project <i>(Hatton Vale State School parking improvements)</i>	\$30,000 (\$60,000)	Project in design phase.
	Niemeyer Road <i>(Strengthening pavement contribution)</i>	\$50,000 (\$100,000)	Construction works completed by developer, with final inspections to confirm acceptance on maintenance.

3.6 CUSTOMER SERVICE REQUESTS – MONTHLY MONITORING



The above graph depicts over recent months that the outstanding requests are reducing.

14.0 ITEMS FOR INFORMATION

14.1 Councillor Portfolio Report - August 2019

Date: 02 September 2019
Author: Kayla Gill, 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.

This document is for Council's information only.

THAT Council receive and note the Councillor Portfolio Update Report for the month of August 2019.

Moved By: Cr Holstein

Seconded By:
Resolution Number: 16-20/1505

Cr Cook

**CARRIED
7/0**

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.*

- Faith student shadow program
- Meeting with staff person regarding local business at community events
- Briefing regarding 'Minutes with the Masters'
- Meeting with community person regarding desilting of dam
- Attended 'Jeans for Genes' event
- Meeting with Executive Manager regarding Infrastructure Works and Services
- City Deal discussion with Officer regarding information / governance

-
- Catch up with Disaster Coordinator
 - Briefing with Officer regarding waste
 - Media regarding organizational messaging
 - Official opening of the Laidley Ashes Memorial Garden
 - Media on the Laidley Ashes Memorial Garden
 - Attended with Cr Holstein 'Building Tomorrow Sustainability, Infrastructure, New products' in Brisbane hosted by the American Chamber of Commerce
 - Launch the Skate Titans Gatton Competition at Gatton Skate Park
 - Attended the Mulgowie Markets
 - Attended Tabeel Garden Fete
 - Assist with judging for the Toowoomba Junior Rugby League representative
 - Attended the Toowoomba Junior Rugby League dinner
 - Attended Local Government Association Queensland Bush Council Convention
 - Catch up with local business person
 - Welcome the Nepalese delegation
 - Live to air radio with Darling Downs / Triple M radio presenter
 - Debrief with Executive Manager
 - Meeting with Information Technology
 - Meeting with Community person to discuss potential opportunities for the Region
 - Briefing regarding Local Government Association Queensland Policy Executive
 - Participate in teleconference regarding Council of Mayors South East Queensland, Olympic Feasibility
 - Meeting with Regional Development regarding accommodation capacity in the Region
 - Attended the Ekka
 - Attended the Crime Stoppers annual general meeting
 - Attended Local Government Association Queensland Policy Executive Meeting
 - Speak and lay wreath at Laidley Vietnam Veterans Service
 - Welcome the Laidley Seniors at the Seniors Day Luncheon
 - Meeting with Communications Manager
 - Meeting with Chief Executive Officer and Executive Manager regarding Disaster Management
 - Participated in staff performance review
 - Meeting with Councillor's, Officers and a community member from Gatton Lapidary Club to discuss local fossils found
 - Meeting with State Member, Leader of the Opposition, Lockyer Valley Regional Councils Chief Executive Officer, Mayor of Somerset, Somerset's Acting Chief Executive Officer and Community member regarding water
 - Attended Inland Rail Conference
 - Welcome the Gatton Seniors at the Gatton Seniors Day Luncheon
 - Media with Channel 7 regarding Australian Rail Track Corporation, Spring Festival and the Drought Forum
 - Discussion with Councillor's and staff regarding Lake Apex and turtles
 - Catch up with Community member in Laidley
 - Meeting with local Community providers, Councillor Hagan and staff
 - Meeting with local school chaplain
 - Attended Toowoomba Second Range Crossing prelim.
 - Attended Lockyer Valley and Somerset Water Collaborative
 - Attended Emu Gully 'Pass the Baton' fundraising dinner
 - Attended the Gatton Lapidary Club's 50th birthday celebration
 - Attended the Mayoral Chaplaincy Gala Dinner

- Attended the Australian Disaster Resilience Conference

**Australian Disaster Resilience Conference 2019
28/29 August**

I attended the conference with Lockyer Valley Regional Councils, Disaster in lieu of the Australian and New Zealand Conference. This was influenced by my previous attendance at the Australia and New Zealand conference in which I personally felt as Chair of the Local Disaster Management Group there was not the 'take home' value for me or the Council / Community.

I did arrive at the conference with high expectations, which is always a risk; however, I was definitely not disappointed.

This is only the second time this conference has taken place, and it emerged out of a need with the recognition that the disaster resilience community continues to expand and diversify, and that there is a real need for a platform to share experiences, connect with others and to also challenge and spark new ideas.

The conference recognized that disaster resilience is truly multidisciplinary which brings people with a vast mix of talent together. This we have witnessed ourselves in our own events where we work with first responders, Government, NFP, business, and organizationally where our staff step out of their normal role into the space of disaster management, preparedness and unfortunately at times that of recovery.

The following were talk points at conference:

- 'Evidence based' understanding and that climatic change is influencing the increase of hazards that we now see and experience; We are entering into an unprecedented time of change and challenges.
- Recognition that 85% of us are now working in roles that once never existed / world population is 33 years ahead of schedule / implications of mass urbanization and densified living which will undoubtedly create increases in 2 very important factors i.e. Water and waste.
- Our young people seek out work based on purpose, experiences, authenticity and stories (want to make a difference).
- Emphasis on divergent thinking; The answer does not rely on one correct answer, but a range of possible answers e.g. The kids in the cave option 1. Swim out option 2. Drill down option 3 Drain the cave.
- Affects on disaster affected businesses; No income, no place to go, investment of time / developing customer base lost, loss of jobs, impacted supply chain, loss of employment / community moves, customers go elsewhere. The solution was to develop business continuity plans (which we did do with Laidley businesses from our 'get ready' funding).
- Interesting presentation regarding the Opal building and comments about Governments being reluctant to regulate given benefits, income generation, infrastructure spend.
- Community engagement discussion and the shift to 'Community Centered', that previously governments / agencies worked 'for' them and not 'with' them. There remains a real need to have consistent language and a shared goal i.e. Common language/common approach.

- There was a '10 years on' panel from the Black Saturday fires which highlighted that agencies cannot do things independently, that the event was the catalyst for response agencies to move away from such parochial thinking, a 'maturity' of organisation's has been seen, 'humanitarianism' lense / people lense has shifted into the sector, recovery conversations are now richer/broader; In fact prior to this we were not having 'resilience' conversations or talking 'community capacity', the community previously was viewed as the 'problem' rather than a resource, social media has redefined the relationship with community and connecting people although this also has most definitely raised community expectation on the 'need to know', there has also been a huge increase in spontaneous volunteering and the need to manage (we have engaged with Team Rubicon).
- The need to involve local communities in decision making about risk management as it allows us a greater understanding as to what they care about most in working towards local solutions and reducing risk.

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

- Presented at The Griffith University Waste Symposium with Cr Holstein.
- Attended the Laidley Ashes Memorial Garden opening.
- Attended the Council of Mayors South East Queensland, Economic Development Working Group.
- Attended the Skate Titans competition at the Gatton skate park.
- Attended the World Cup Show Jumping at the Gatton Showgrounds.
- Attended the Audit and Risk Committee Agenda briefing.
- Attended the Councillor Workshop.
- Met with the Lockyer Chamber of Commerce and Industry Committee.
- Represented the Mayor at the Laidley Cluster of Schools Principles meeting.
- Attended the Lockyer Valley Regional Council Audit and Risk Management Committee meeting.
- Met with a Council Officer at Ford Street Gatton, regarding concerns about a bordering property.
- Met with the acting Chief Executive Officer for an agenda catch up.
- Met with Australian Football League (AFL) Queensland and our Sports Recreation and Community Grant Officer
- Attended the Council of Mayors South East Queensland and Queensland Treasury Waste Workshop.
- Attended and worked on the Lockyer Valley Regional Council EKKA stand.
- Attended the Ordinary Council meeting.
- Met with Councillors and representatives from Laidley Show Committee.
- Met with Councillor Vela and Councillor Wilson to host the Australian Trade Association Student delegation from China.
- Attended the Waste Working Group meeting.
- Represented the Mayor at the Colours of the Lockyer Arts and Cultural Festival at Ferrari Park Laidley.
- Attended the Chief Executive Officer's performance review with private consultant.
- Attended the Inland Rail Conference welcome reception in Toowoomba.
- Attended the Inland Rail Conference in Toowoomba.
- Met with Offices and the Chief Executive officer for an agenda catch up.
- Attended a Councillor Workshop regarding Lake Apex proposed wildlife rescue and relocation.
- Attended the Over 50s Lifestyle Expedition and WON the Wheelie Walker Decorating Challenge.
- Represented the Mayor at the Faith Fair at Plainland.
- Met with our Sports Recreation and Community Grants Officer and the Lockyer Veterans Cricket Club on site at Ropehill.

- Chaired the Lockyer Valley Equine Collaborative meeting.
- Attended the Gatton Showgrounds user meeting.
- Attended the Ordinary Council Meeting.
- Attended the Local Government Association Queensland Waste Forum in Brisbane.
- Attended the Murphy's Creek Fossil Downs Bush Rodeo.
- Attended the Gatton Street Feast in North Street Gatton.

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

- 1/8 - Attended the Business incubator meeting
- 6/8 – Attended the Audit Committee Agenda brief
- 6/8 – Councillor Workshop
- 6/8 – Attended meeting with Council and the Lockyer Chamber of Commerce and Industry Committee
- 7/8 – Attended the Friends of Cemeteries meeting
- 7/8 – Attended the Lockyer Chamber of Commerce and Industry Committee meeting
- 8/8 – Attended the Lockyer Valley Regional Council Audit and Risk Management Committee meeting
- 9/8 – Attended the Council of Mayors South East Queensland and Queensland Treasury Waste Workshop
- 13/8 – Worked on the Lockyer Valley Regional Council Ekka Stand
- 14/8 – Council Meeting
- 14/8 – Attended meeting with Mayor, Chief Executive Officer, Councillors and representatives from Laidley Show Committee.
- 15/8 - Attended meet and greet with International Trade Association Student Delegation from China
- 19/8 – Attended the Laidley Seniors Luncheon
- 20/8 – Attended the Chief Executive Officers Performance review with Mayor and Councillors
- 20/8 – Attended the Inland Rail Conference welcome reception in Toowoomba
- 21/8 – Attended the Inland Rail Conference all day in Toowoomba
- 22/8 – Attended half day Inland Rail Conference
- 22/8 - Meeting with Mayor, Chief Executive Officer, Councillors and Environmental Officers regarding the Lake Apex Proposed Wildlife Rescue and Relocation
- 23/8 – Competed in the Over 50's Wheelie Walker Challenge
- 24/8 – St Mary's Gala Dinner
- 28/8 – Attended premeeting regarding Preston Rates
- 28/8 – Ordinary Council Meeting
- 28/8 – Attended Community meeting at Preston with Preston residents to discuss their rates

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

- Attended the opening of Laidley Ashes Memorial Garden
- Attended Function with Mayor to American Chamber of Commerce entitled “Building Tomorrow Sustainability, Infrastructure, New Products in Brisbane
- Attended onsite meeting with resident and Executive Manager Infrastructure Works & Services regarding a possible pedestrian access at Helidon Spa
- Attended Tabeel fete in Laidley
- Presented prizes to winners of the Skate Titans competition at the Gatton Skate Park
- Attended World Show Jumping Championship even at the Gatton Showgrounds
- Attended Forest Hill Community Development/School of Arts Committee/Forest Hill Festivities Association meetings
- Attended funeral for local business owner in Toowoomba
- Attended Friends of Cemeteries Group inaugural meeting
- Attended meeting with owner of Withcott business
- Attended Withcott Rural Fire Brigade meeting
- Attended EKKA to work on Lockyer Valley stand
- Attended Crime Stoppers Lockyer Valley Area Committee Annual General meeting
- Attended Lockyer Valley Tourism Annual General meeting and chair election of new committee
- Attended Council Ordinary meeting
- Attended funeral of well known, long term Rockmount resident in Toowoomba
- Attended meeting with Laidley Show Society and Councillors regarding future support of Laidley Show
- Attended Spring Bluff meeting at Spring Bluff
- Attended Joint, Lockyer Valley Regional Council/Toowoomba Range Crossing Escarpment Trails Working Group in Toowoomba
- Attended meeting with Cr Cook regarding upcoming presentation at Griffith University regarding Litter
- Attended Colours of the Lockyer Arts and Culture Festival in Laidley
- Attended Vietnam Veterans Day service in Helidon
- Attended and presented at the Queensland Litter Symposium with Cr Jason Cook at Griffith University in Brisbane
- Attended the Chief Executive Officers Performance Review
- Attended meeting with Mayor, Cr McLean, Manager Parks & Gardens and Environmental Officer regarding a large fossil
- Attended Inland Rail conference in Toowoomba
- Attended meeting with Mayor, Chief Executive Officer and Councillor’s regarding Lake Apex proposed Wildlife Rescue and Relocation
- Attended drive through of the Toowoomba Second Range Crossing with Mayor and Regional Director Transport and Main Roads
- Attended Our Lady of Good Counsel fete in Gatton
- Attended meeting with proposed new dentist for Withcott
- Attended meeting for Regional Development Australia Ipswich and West Moreton at Kilcoy to meet with new committee member
- Attended meeting with Withcott-Helidon Lions Club at the Steve Jones Community Centre
- Attended Ordinary Meeting of Council
- Attended meeting with Helidon residents regarding possible beautification works in Helidon
- Teleconference with Darling Downs Moreton Rabbit Board to adopt Annual Report

- Attended Transport and Main Roads Technical Forum function in Toowoomba
- Updated Facebook pages for Lockyer Valley Tourism Association, Spring Bluff Railway Station, and Darling Downs-Moreton Rabbit Board

Presentation given at the Queensland Litter Symposium with Cr Cook



Littering and Illegal Dumping Community and Industry Partnership Project 2015

A project funded in partnership with:

The funding provided by the Australian Packaging Covenant (APC) and the Department of Environment and Heritage Protection (DEHP) for this Project has enabled Council to implement many of the actions set out in Council's Littering and Illegal Dumping Strategy and also a number of other associated actions that aligned with the common goals of Council's stakeholder groups.

Participants

Council partnered with two local groups – Anuha Services and Withcott Litter Patrol to work on this Project. A Stakeholder Group was formed with representatives from these organisations and Council staff. The Group met several times and two workshops were held during the project period.

Anuha Services
A disability services & support organization who run the recycling plant and transfer stations within the Lockyer Valley

Withcott Litter Patrol
A volunteer group in Withcott who clean the Warrego Highway stretch at Withcott

Project Goals

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

1. Reduce littering and illegal dumping in the Lockyer Valley.
2. Change the public perception that it is acceptable to litter and dump rubbish in public places.
3. Change the public perception that it is the responsibility of Council and volunteer groups to clean up littering and illegally dumped rubbish.
4. Reduce contamination in Recycling Bins. The presence of non-recyclable items in Recycling Bins can contaminate significant quantities of material destined for recycling. This material then needs to be transferred to the landfill for disposal. This cost is met by Council / the ratepayer.

5. Make sure the public are aware that people who litter and dump rubbish illegally will be penalised financially.
6. Ensure the public are aware of the options for disposing of unwanted materials in the Lockyer Valley. Including both recycling and re-use options. Ensure the public are aware of how to use these options appropriately.
7. Ensure the public is aware that they fund clean-up costs and disposal via their rates - and this is money which could be better spent on providing other services.
8. Ensure the public understand what they can do to help with this problem, for e.g. cover their trailer loads of rubbish, eyes and ears open to watch for littering and illegal dumping, separate their waste to reduce disposal costs, what to do if they witness littering or illegal dumping, how they can join in clean-up operations.
9. Ensure the community is aware of Queensland Government and Lockyer Valley Regional Council's enforcement strategy pursuant to the Waste Reduction and Recycling Act 2011.

Focus areas

The Littering and Illegal Dumping Community and Industry Partnership Project included the following focus areas:

- Community awareness regarding the impact of litter and illegal dumping on the environment and the costs of clean-up.
- Community awareness to prevent litter and illegal dumping, including the contamination of recyclables.
- Waste Audits to generate data on the types of waste littered and illegally dumped and the most common types of contamination found in Recycling bins;
- Media releases and stories of littering and illegal dumping;
- Social Media;

The following tools were used in the Project to achieve the goals:

- Billboard, poster advertisements and temporary signage in hot spots;
- A Littering and Illegal Dumping web-page tab;
- Illegal dumping and littering postcards;



Highway Billboards

- High visibility tape and stickers for hot spots;
- Regular Patrols for hot spots;
- Mail cuts and presentations to the community;
- Waste education in schools;
- Reporting and recording of littering and illegal dumping information and data;
- An education trailer with signage and advertising; and
- Competitions in the community.



Highway Billboards



Project conclusion

Council considers the Littering and Illegal Dumping Community and Industry Partnership Project to have been a great success. The project achieved the following:

- A reduction in illegal dumping across the region.
- A reduction in the mass and number of littering and illegal dumping events in the Lockyer Valley.
- Raised awareness and started changing the public perception that it is acceptable to litter and dump rubbish in public places.
- Raised awareness and started changing the public perception that it is the responsibility of Council and volunteer groups to clean up littering and illegally dumped rubbish.
- Reduced contamination in kerbside Recycling Bins.
- Raised awareness that people who litter and dump rubbish illegally will be penalised financially.
- Increased awareness of the options for disposing of unwanted materials in the Lockyer Valley, including both recycling and re-use options.

Project conclusion

- Increased awareness that the public fund clean-up costs and disposal via their rates, and this is money which could be better spent on providing other services.
- Increased awareness of what the public can do to help with this problem, for e.g. cover their trailer loads of rubbish, eyes and ears open to watch for littering and illegal dumping, separate their waste to reduce disposal costs, what to do if they witness littering or illegal dumping, how they can join in clean-up operations.
- Strengthened Council's investigation and compliance of littering and illegal dumping offences - increase visibility.
- Increased awareness of the Queensland Government and Lockyer Valley Regional Council's enforcement strategy pursuant to the Waste Reduction and Recycling Act 2011.

The observed changes from 2014 to 2015

Illegal Dumping –

- A decrease of 62.8%

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

In the 2014/2015 financial year this number decreased to 58.95 tonnes of waste – that's a reduction of 100 tonnes. A saving of around \$67,000 to Council over the 12 months.

Roadside litter (from study area) -

- A decrease in mass by 46%
- A decrease in number by 9%

Council continues to build on the work this project has implemented. Council continues to conduct school-based education programs, use High Vis tape, temporary fencing and signage at illegal dumping spots, continue to keep the issue alive in the media and raise awareness via Council's website and social media.

Council also uses the costume and education trailer at community events to build on the work already done to highlight littering and illegal dumping.



Garage Sale Trail

Lockyer Valley Regional Council joined the Garage Sale Trail in 2016 to continue the momentum from the Litter project with waste reduction to landfill. Elected members jumped on board to promote the Garage Sale Trail with costumes sourced from the Tip Shop and it was a resounding success.



Garage Sale Trail outcomes

Council received an award of AWESOMNESS in the Category of 'Good Stuff' in recognition of Council's leadership in community engagement.

This was our first campaign in 2016 and with the help of Council's communications team, waste management and many others we released a reuse/recycle photoshoot to our community via social media to twitter and Facebook. This Engaging content throughout the campaign featuring local people, staff and our elected members gave the program legs, encouraged local involvement and participation and awarded us the Garage Sale Trail AWESOMNESS award.

Lockyer Valley Regional Council's is participating in Garage Sale Trail again in 2019, we currently have 26 registered sales after registrations opened 10 August 2019.

Community heroes

Withcott Litter Patrol & Clean Up Australia Day
 Withcott Litter Patrol volunteer group have been cleaning the highway at Withcott each week for around 20 years

Started some time prior to 2000 by local resident and returned serviceman Mr Jim Wilmington as he was often seen picking up litter from the highway. In 2000 he had other retirees join him in his weekly venture, thus the start of the volunteer group the Withcott Litter Patrol.

Council supplies safety hi vis vests, bags and pick up sticks for the volunteers weekly collection.

Withcott Litter Patrol volunteers

Clean Up Australia Day

Collaboration is key to success

- Running Clean up Australia Day event in Withcott since 2000
- For a number of years we have been cleaning the down section from the boundary half way down the Toowoomba Range and into Withcott
- Community group participation – Cub Scouts, Rural Fire Brigade, Withcott Litter Patrol, individuals
- Council provide safety vests, pick up sticks, bags, gloves
- Transport and Main Roads assistance – closure of one lane
- Queensland Police Service assistance – assistance with closure
- Withcott Hotel generously provide free sausage sizzle & refreshments following clean up

Qld Police Service assistance



Dept Transport & Main Roads assistance



Cub Scouts



Withcott Hotel refreshments following clean up



Take home message

Collaboration is key

- Local Govt, State Govt, Business, and Community all working together
- Education – children will help educate parents
- Signage needs to be targeted to work
- 10 cent rebate on drink bottles is making a difference
- Packaging companies need to make changes



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

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 Lockyer Valley Youth Interagency meeting at the Gatton Shire Hall.

I attended the 'Together4Lockyer' meeting at Laidley District State School.

- It is hoped that each organisation will make 'child protection lanterns' for child protection week and bring them to the Under 5s event at Spring Festival
- Children with developmental and behaviour difficulties often need to access multiple health services, requiring numerous, lengthy assessments from different professionals. The Together4Lockyer group is part of the West Moreton Health and Darling Downs West Moreton PHN pilot program starting to action health pathways and develop guidelines. It is recognised that referral pathways are complex, and that General Practitioners may not be sure as to which way to move forward. These guidelines are to help families navigate through the referral process

I attended the Bringing Employers and Students Together (BEST) meeting at Killing Time with Coffee, Gatton.

- The GenR8 program has commenced with the start date for the Cultiv8 program yet to be confirmed
- The BEST group is looking to produce 'School Leaver Packs' for grade 12 Students. These packs would contain information such as; RACQ driving vouchers, Centrelink, University and TAFE, training and employment opportunities and fact sheets with information on credit cards, contracts and consumer leases
- The group is looking to explore the future employment opportunities that will become available due to the prison extension and inland rail projects

I attended a meeting with the Mayor, Community Development and Engagement Officer (Youth) Managers from Laidley and Lockyer Community Centres, and representatives from Wesley Mission and the Seventh Day Adventist Church with regard to 'food pantries' and general support needs of the community.

I attended a meeting with the Mayor, Community Development and Engagement Officer (Youth) and a representative from the Lockyer District High School Chaplaincy to discuss the mental health needs of young people in our region.

I attended the Mayoral Chaplaincy Fundraising Dinner at the Lockyer Valley Cultural Centre.

I had an interview with ABC Radio, Toowoomba with regard to the First 5 Forever Project grant.

- Lockyer Valley Libraries were successful in a \$30,000 grant for the 'Lockyer Valley Story Path'. The Story Path will tell a unique local story incorporating the environment and wildlife around Lake Apex and Narda Lagoon.

Arts and Culture

I attended the 'Colours of the Lockyer' Arts and Culture Festival at Ferrari Park, Laidley.

Organisations and Committees Representation:

- Visited the Mulgowie Markets and met with members of the hall committee regarding the community art project
- Visited the Tabeel Fete, Laidley
- Attended the 'World Cup Show Jumping' sponsor's lunch at the Gatton Show Grounds
- Attended the Forest Hill Community Development Committee meeting – School of Arts Hall
- Meeting with the Mayor, Councillors, Officers and members of the Lockyer Chamber of Commerce & Industry Committee
- Worked on the Council Stand at the Brisbane EKKA – Monday and Thursday
- Attended the Lockyer Tourism Association's annual general meeting
- Meeting with the Mayor, Councillors, Council Officers and members of the Laidley Show Society Committee to discuss funding assistance
- Attended the Lockyer Valley Shed Men meeting at Lake Clarendon
- Attended the Laidley Senior's Week Luncheon at Laidley Cultural Centre
- Attended the Chief Executive Officers performance review meeting with the Mayor, Councillors and Consultant.
- Attended the 2019 two-day Inland Rail Conference held in Toowoomba
- Attended the Lockyer Valley Rural Fire Brigade's Group annual general meeting at Glenore Grove
- Meeting with the Mayor, Councillors and the Chief Executive Officer to discuss the proposed wildlife rescue and relocation options at Lake Apex
- Attended the Lockyer Valley & Somerset Water Collaborative meeting at Lockyer Valley Council Offices
- Visited the Our Lady of Good Counsel School Fete in Gatton
- Interview with River 94.9 radio to promote the Laidley Spring Festival
- Attended the Gatton Showgrounds User Meeting - Gatton
- Meeting with member of the Lockyer Valley Chaplaincy program - Gatton
- Deliver Laidley Spring Festival material to the Laidley Business Community
- Deliver Laidley Spring Festival Programs to Plainland Businesses
- Meeting with Students from the University of Queensland with regard to Water Security and future prospects for the Lockyer Valley
- Attended Council meetings, workshops.

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

- 01/08 – Attended meeting regarding Business Incubator
- 02/08 – Attended opening of Laidley Memorial Ashes Garden
- 02/08 – Attended Skate Titans Competition
- 03/08 – Attended Natural Resource Management Working Group Workshop 2
- 04/08 – Attended Gatton World Cup Show Jumping Event
- 05/08 – Attended Lockyer Chamber of Commerce Meeting
- 06/08 – Attended Councillor Workshop
- 06/08 – Attended meeting with Lockyer Chamber of Commerce

- 07/08 – Attended Faith Lutheran College Careers Expo
- 10/08 – Worked on The Lockyer Valley Regional Council Brisbane Ekka Stand
- 13/08 – Attended the Australian Rail Track Corporation Community Consultative Committees meeting at Grantham
- 14/08 – Attended Councillor Portfolio catch up
- 14/08 – Attended Ordinary Council Meeting
- 14/08 – Attended meeting with Laidley Show Society
- 15/08 – Attended meet and greet with International Trade Association Student Delegation from China
- 15/08 – Attended Lockyer Says No to Violence meeting
- 17/08 – Attended Colours of The Lockyer Event
- 19/08 – Attended Laidley Seniors Week Luncheon
- 20/08 – Attended Chief Executive Officer Performance Review meeting
- 20/08 – Attended meeting regarding Lockyer Valley Fossils
- 20/08 – Attended Inland Rail Conference Welcome Reception
- 21/08 – Attended Inland Rail Conference
- 21/08 – Attended Inland Rail Conference Dinner
- 22/08 – Attended Inland Rail Conference
- 22/08 – Attended meeting regarding Lake Apex Wildlife Relocation
- 23/08 – Attended Gatton Over 50's Lifestyle Expedition Event
- 23/08 – Attended Faith Fair
- 23/08 – Attended Carinity Karinya Seniors Night (Representing the Mayor)
- 24/08 – Attended Laidley Markets
- 24/08 – Attended Lockyer Valley Chaplaincy Mayoral Dinner
- 28/08 – Attended briefing regarding the Natural Resource Management Plan
- 28/08 – Attended meeting with the Natural Resource Management Working Group Members
- 28/08 – Attended Ordinary Council Meeting
- 28/08 – Radio Interview with ABC Toowoomba regarding Lake Apex Desilting
- 28/08 – Attended meeting with Residents of Preston
- 30/08 – Handed out Flyers for Laidley Spring Festival

Attachments

15.0 CONFIDENTIAL ITEMS

CLOSED SESSION

THAT Council move into closed session at 10:46am to the exclusion of the press and public, in accordance with:

- **Section 275 (1) (h) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage, to discuss Item 15.1 "Laidley Drainage Study"**

Moved By: Cr Hagan

Seconded By:

Cr Vela

Resolution Number: 16-20/1506

CARRIED

7/0

OPEN SESSION

THAT Council move into open session, the time being 11:08am

Moved By: Cr Hagan

Seconded By:

Cr Wilson

Resolution Number: 16-20/1507

CARRIED

7/0

