

Minutes



ORDINARY MEETING OF COUNCIL

MINUTES

23 OCTOBER 2019

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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 & Community Services
- John Keen, Manager Infrastructure Support Services
- Amanda Pugh, Manager Planning & Development
- Corrin Bischoff, Coordinator Governance & Strategy
- Caitlan Natalier, Legal Services & Property Coordinator
- Mark Westaway, Contract Senior Planner (Part of Meeting)
- Kim Clayton, Manager Infrastructure Planning & Design
- Colleen Daniel, Events & Marketing Officer (Part of Meeting)
- Amber Miller-Baran, Busniess Support Officer (Part of Meeting)
- Alice Johnson, Project Officer (Part of Meeting)
- Trent Nibbs, Sport Recreation and Community Grants Officer (Part of Meeting)
- Lacee Buzza, Media and Communications Officer
- Susan Boland, Governance & Strategy Officer
- Tyana Boon, Governance & Strategy Trainee

Apologies

- Angelo Casagrande, Executive Manager Infrastructure Works & Services
- Dan McPherson, Executive Manager Organisational Development & Planning Services

Media Present

- Domonic Elssome, Gatton Star

1.0 MEETING OPENED

The meeting commenced at 10:00 am.

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

2.0 LEAVE OF ABSENCE

No Leave Of Absence

3.0 CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 15 October 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: 16-20/1535

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.

Cr Wilson declared a real conflict of interest in relation to Item 10.3, "Community Grants Program Assessment", (as defined in Section 175E of the Local Government Act 2009), based on the fact that he provides goods to the Laidley Golf Club, Hatton Vale State School Parents & Citizens Association, Lockyer Valley Netball Association and Gatton Fordsdale Cricket Club. Cr Wilson advised that he would leave the meeting when the matter is to be debated and voted upon.

Cr Cook declared a real conflict of interest in relation to Item 10.3, "Community Grants Program Assessment", (as defined in Section 175E of the Local Government Act 2009), based on the fact that a relative is a member of the Executive at the Lockyer Valley Netball Association. Cr Cook advised that he would leave the meeting when the matter is to be debated and voted upon.

Cr McLean declared a real conflict of interest in relation to Item 13.1, "Plainland Transport Planning Study – September 2019", (as defined in Section 175E of the Local Government Act 2009), based on the fact that her husband owns land in the Plainland area. Cr McLean advised that she would leave the meeting when the matter is to be debated and voted upon.

5.0 MAYORAL MINUTE

No Mayoral Minute

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes

Date: 15 October 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 9 October 2019 as amended to include in item 11.2, Material Change of Use – Dwelling House and Apartment Drawing resolution “Approved Plans for the development - 20190114-WYH-003 - Rev A – Floor Plan, prepared by Blackstorm Engineers – Date 14 January 2019” be taken as read and confirmed.

RESOLUTION

THAT the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 9 October 2019 as amended to include in item 11.2, Material Change of Use – Dwelling House and Apartment Drawing resolution, “Approved Plans for the Development - 20190114-WYH-003 - Rev A – Floor Plan, prepared by Blackstorm Engineers – Date 14 January 2019”, be taken as read and confirmed.

Moved By: Cr Hagan **Seconded By:** Cr Cook
Resolution Number: 16-20/1536

CARRIED
7/0

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes

8.0 COMMITTEE REPORTS

No Receival of Committee Reports

9.0 DEPUTATIONS/PRESENTATIONS

Council acknowledged the attendance at the meeting of representatives from Laidley Kindergarten who were the winners of the Grand Champion float at the recently held Laidley Spring Festival Parade. The Mayor, on behalf of Council, presented them with the perpetual trophy and congratulated Laidley Kindergarten on their magnificent effort in putting together a spectacular float and being part of such a great community event.

10.1 2019-20 Operational Plan First Quarter Performance Report, September 2019

Summary:

Officer's Recommendation:

THAT Council receive the first quarter performance update on the 2019-20 Operational Plan for the period 1 July 2019 to 30 September 2019 as attached to this report.

THAT Council receive the first quarter performance update on the 2019-20 Operational Plan for the period 1 July 2019 to 30 September 2019, as attached to these Minutes.

Moved By: Cr Wilson **Seconded By:** Cr McLean
Resolution Number: 16-20/1537

CARRIED
7/0

Report

1. Introduction

Council adopted its 2019-20 Operational Plan with its 2019-20 Annual Budget on 14 June 2019. The Chief Executive Officer is required to present a written assessment of Council's progress towards implementing the annual Operational Plan at least quarterly. The Operational Plan captures Council's key action items for delivery in 2019-20 of the outcomes and commitments of the Corporate Plan 2017-2022.

2. Background

The 2019-20 Operational Plan was prepared to demonstrate how Council is achieving the outcomes of the Corporate Plan 2017-2022. The Plan was developed in conjunction with the 2019-20 budget process in consultation with key Council staff responsible for the delivery of the action items. This report outlines activities that have been completed or progressed during the financial year to date.

3. Report

This report presents the first quarter performance report on the 2019-20 Operational Plan. Included with this report is the first quarter performance update, which reports on the achievements for 1 July 2019 to 30 September 2019 on each of the action items identified in the 2019-20 Operational Plan. Performance is measured against timing of delivery, budget, scope of works and risk management for each action item.

A summary of performance for the first quarter 2019-20 against each operational plan theme is as follows:

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total action items for 2019-20	13	7	11	13	19
Timing of Delivery					
On Time	12	6	11	10	14
Re-scheduling Expected	1	1	0	2	5
To be deferred	0	0	0	1	0
Item completed	0	0	0	0	0
Scope of Works					
Benefits to be achieved	13	6	11	12	17
Benefits in doubt	0	1	0	0	2
Benefits won't be achieved	0	0	0	1	0
Risk Management					
Identified risk/s within appetite	11	6	10	11	16
Identified risk/s being managed	2	0	1	2	3
Identified risk/s not being managed	0	1	0	0	0

4. Policy and Legal Implications

Section 174(3) of the *Local Government Regulation 2012* requires the Chief Executive Officer to present a written assessment of local government's progress towards implementing the annual Operational Plan at meetings of the local government. These reports are required to be made at regular intervals of not more than three months. This report presents the first quarter performance report on the 2019-20 Operational Plan.

5. Financial and Resource Implications

The financial performance of each operational plan theme provides an indication on the progress of action items or of constraints in delivering the action items for the 2019-20 Operational Plan. Overall, financial performance is within budget tolerances and aligns to the delivery of action items.

A summary of financial performance against each operational plan theme is set out in the following table:

Theme	Operating Revenue		Operating Expense		Capital Revenue		Capital Expense	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Lockyer Community	807,212	268,274	3,894,867	1,052,952	300,000	432,500		331,674
Lockyer Bus, Farm & Live	2,355,544	651,437	4,294,767	1,142,714				13,800
Lockyer Nature	672,000	213,810	1,611,602	145,308				
Lockyer Planned	14,305,674	5,338,388	17,892,247	4,583,416	1,344,946	745,648	14,084,250	2,716,702
Lockyer Lead & Council	41,969,050	17,089,041	29,680,436	8,114,203	490,850		3,316,400	496,250
Total	60,109,480	23,560,950	57,373,919	15,038,593	2,135,796	1,178,148	17,400,650	3,558,426

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total action items for 2019-20	13	7	11	13	19
Within Operational Allocation	6	1	1	10	12
Budget on Track	7	6	10	2	7
Budget Underspent	0	0	0	0	0
Budget Overspent	0	0	0	1	0

6. Delegations/Authorisations

No delegations are required for this report and existing authorities are appropriate for the delivery of the 2019-20 Operational Plan action items.

7. Communication and Engagement

The significant achievements of the 2019-20 Operational Plan are regularly reported through corporate communications and media channels. The first quarter performance report on the 2019-20 Operational Plan will be published on Council's website.

8. Conclusion

The first quarter performance report for the 2019-20 Operational Plan is a statutory requirement and informs Council and the community on the performance of Council against yearly programs and activities in line with the Corporate Plan 2017-2022.

9. Action/s

1. Publish on Council's website.
2. Publish on the Big Tin Can Hub.

Attachments

- 1 [!\[\]\(e662c6fdc679f154c0e75d901761d894_img.jpg\)](#) 2019-20 Operational Plan First Quarter Performance Report 15 Pages

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

1.1 A Community with fair and reasonable access to services

Reference	Operational Plan Action Item for 2019/20	Performance Measurement				Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data	Responsibility			Timing	Budget	Scope	Risk	
1.1.1	To improve labour hire compliance and increase backlocker safety collaborate and share information with the following key agencies: Australian Taxation Office, Fair Work Ombudsman Office, Australian Border Force, Queensland Fire and Emergency Services, Queensland Police Service, Australian Federal Police, WorkSafe Queensland, Office of Industrial Relations, Queensland Transport and Main Roads, Labour Hire Licensing Compliance Unit.	Host backlocker BBQ's to provide information sharing Host a inter-agency forum with relevant Councils	4 Backlocker BBQ's conducted 1 inter-agency forum conducted	Monthly reporting	Executive Office	P1 - Political R1 - Regulation and goodwill	30 Jun-20	Rescheduling expected	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	Due to other commitments this quarter including Drought Forum and Ten Minutes with the Mayor the planned backlocker BBQ was not conducted this quarter.
1.1.2	Develop an engagement plan to establish new ways to engage with Library members including new residents, parents, young people, seniors and professionals.	Engagement program including library forum and plan developed	100% of the engagement program completed and plan adopted by Council	Plan documentation	Corporate and Community Services	R1 - Regulation and goodwill	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Engagement plan development has commenced including library surveys. The surveys will be offered alongside the 2020 Census, allowing for further benchmarking against Public Libraries in Australia.

1.2 Council optimises the use of its open spaces and facilities by improving access to and the quality of the facilities for individuals and groups for cultural, recreational and community activities.

Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
1.2.1	Investigate and plan for the implementation of enhanced self-service opportunities in the Libraries around photocopying, printing and device management. Develop a marketing plan for Library events to increase community participation.	Research, complete and implementation plan developed Library event marketing plan completed	Plans developed and adopted by Council Library Marketing Plan	Self service development plan Library Marketing Plan	Corporate and Community Services	BC1 - Provision of core services now and into the future	31 May-20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Research has been undertaken for both self-service opportunities and the library marketing plan. Investigations continue and discussions are taking place with library staff
1.2.2	To improve recreational opportunities for the greater Nation Vale Community deliver Stage 1 of the Nation Vale Park project.	Stage 1 Project completed	100% of stage 1 project delivered	Budget reporting	Infrastructure Works and Services	IA2 - Delivering major projects (time, cost, scope and quality) R1 - Regulation and goodwill	30 Jun-20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s being managed	Nation Vale Park project currently running on schedule with risk that have been identified being controlled along the way. Cultural heritage and Native title due diligence completed. Environmental study has been completed with key actions being addressed
1.2.3	Review the Public Parks Strategy document to develop a delivery plan for the region's parks and gardens.	A fully costed delivery plan for the region's parks adopted by Council	Delivery plan adopted by Council	Plan documentation	Infrastructure Works and Services	IA1 - Planning, managing and maintaining assets for the future	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Council endorsed the investment plan attached to the Parks Strategy for 2019/2020. The Parks Strategy has been aligned with the Government Infrastructure Plan occurring. Alignment with the Parks and Gardens asset management plan to also occur
1.2.4	Appoint a Manager for the Lockyer Valley Sports and Aquatic Centre and the Old Ryan Memorial Pool.	Management strategy determined and implemented	Management strategy determined and implemented	Management Report Corporate and Community Services	Corporate and Community Services	BC1 - Provision of core services now and into the future R1 - Regulation and goodwill	30-Aug-19	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	The Management Agreement to appoint a new operator (Swim Fit & Go Pty Ltd) for the VSAAC and DBAP has been completed with the execution of the agreement on 31st July 2019.

1.3 Enhanced wellbeing and safety of the community.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
1.3.1	Review and update Council (Tasmanian CCTV) related procedures and Memorandums of Understanding (MOU's)	Documents updated	Updated documents approved	Policy Register	Corporate and Community Services	FI2 - Decision making governance, due diligence, accountability and sustainability	31-Mar-20	On time	Within operational allocation	Benefits to be achieved	Identified risks being managed	The review of the CCTV Policy and Procedure is scheduled to occur in November. Included in the review will be a review of the MOU with GPs as we need to build our relationship with GPs in our new contract with them is due to expire. We need to build our relationship with GPs as our new contract with them is due to expire. We need to build our relationship with GPs as our new contract with them is due to expire.
1.3.2	Review historical building applications to identify status of approvals and enable applications to be finalised.	Status of approvals determined Building Approval Process Completed	100% of status of building approvals determined 100% building approvals completed	Building records, Technical and ECA	Organisational Development and Planning	LC1 - Legal compliance and liability	30-Jun-20	On time	Within operational allocation	Benefits to be achieved	Identified risks within appetite	Domestic on building activity has allowed for extra resources to be allocated to this project, well ahead of target.
1.3.3	Underwrite the Planning Enforcement Program to ensure compliance with the Planning and Design Act.	Identified non-compliant systems approved	100% of identified non-compliant systems approved	Planning records, Technical and ECA	Organisational Development and Planning	LC1 - Legal compliance and liability	30-Jun-20	On time	Within operational allocation	Benefits to be achieved	Identified risks within appetite	No current claims. No new identified non-compliant systems. Six insurance claims from notifications submitted to insurers.
1.4 Council seek to understand community needs, resulting in partnerships that realise long-term benefits for the community in a timely manner.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.4.1	Finalise the Garton Shireground Masterplan	Shireground Masterplan finalised	100% completed and adopted by Council	Council Resolution	Corporate & Community Services	LA1 - Planning, managing and maintaining assets for the future	30-Sep-19	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	The Garton Shireground Masterplan has been finalised and adopted at the September Ordinary Council meeting.
1.4.2	Identify and document current arrangements with community and sporting groups on the use of Council facilities.	Arrangements identified and documented	100% of arrangements identified and documented	Project documentation	Corporate and Community Services	FI1 - Financial sustainability	31-Dec-19	On time	Within operational allocation	Benefits to be achieved	Identified risks within appetite	The draft 'new major' has been developed and has been forwarded to the CEO on the 31st September '19 for review and guidance for the new terms.
1.5 Events and activities that bring together and support greater connectivity in the community.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.5.1	Commence implementation of the Lockyer Valley Event Strategy identified action plan.	Identified 2019-21 action plan items completed	60% of 2019-21 action items completed	Completed stakeholder and attendance surveys and monthly reporting	Executive Office	FI1 - Financial sustainability	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	In line with the expectations and direction of the Lockyer Valley Event Strategy, a full delivery of the Lockyer Valley Event Strategy has been completed with internal and external stakeholders. As a result of the delivery, a plan to reinvigorate the event along with all Council delivered and assisted events will be developed and presented in upcoming Council Workshops. Discussions have been had with a select few community groups at this stage outlining their need for all sustainability measures to be taken into account as part of the overall Event Strategy.

1.6 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
1.6.1	Plan and conduct an annual Disaster Exercise involving Council business units, the community and other entities and State agencies.	Annual exercise conducted	Annual disaster exercise is conducted to improve disaster preparedness	Post exercise evaluation report sourced from participants and officer feedback	Corporate & Community Services	R1 - Regulation and goodwill P1 - Political	31-Mar-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Annual exercise is well into the planning stages with scenarios, key participants and facilitation all being confirmed. Date has been set for early November 2019.

Lockyer Business Our business community is a thriving and inclusive network where it is easy to do business. We create opportunities and encourage innovation that inspires business confidence and collaborative partnerships.												
Lockyer Farming As custodians we manage our water and land assets to ensure our farming future. We pride ourselves on our innovation and clean, green reputation. We work together to support our farmers of current and future generations.												
Lockyer Livelihood We are a community where lifelong learning opportunities exist. Our quality education facilities are highly regarded and provide diverse career pathways. We look to develop skills and generate job opportunities for all.												
2.1 Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
2.1.1	Advocate for business opportunities and economic enablers for the region from the inland Ball Project.	Employment opportunities for the region are maintained	Opportunities maintained	Minutes of meetings Council updates and reports	Executive Office	P1 - Physical R1 - Regulation and goodwill	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified ready to be progressed	Council has been working closely with officers from the Department of Infrastructure, Transport Cities and Regional Development seeking to identify opportunities and looking for ways to support the Inland Ball Project. A meeting has also been planned at the UDC on 4th July and Ball Project / Assistance by all Councils at the Inland Ball Conference held in Toowoomba was also beneficial. The BCTT meeting held in September discussed way to provide local residents to take advantage of career and training opportunities. The project is progressing well. Information on the inland Ball undertaking at UDC were shared with local high schools for distribution current Year 11 considering STEIN study at UDC.
2.1.2	Advocate for improved water security and supply for the region through the mechanisms of the Lockyer Valley and Somerset Water Collaborative.	Completion of the completed and identified business case	Business case identified	Completed business case documentation	Executive Office	P1 - Physical R1 - Regulation and goodwill	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified ready to be progressed	Water for the Lockyer Strategic Business Case has been identified. The project is progressing well. The project is

2.3 Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.												
Reference	Operational Plan Strategy for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
2.3.1	Update and publish the region's Tourism Guide to advise in marketing the region.	Tourism guide updated and published	Region is marketed	Tourism Guide	Executive Office	RL - Reputation and goodwill	1-Apr-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	During the first quarter, the Lockyer Valley Business Council was established with support and assistance from the Council of Mayors South East Queensland (COMSEQ), Local Government Association Queensland (LGAQL), City Deals, Business Marketing and Regional Development Australia (BDR) to advocate for improved economic outcomes for the region.
2.4 Attract and support education and employment opportunities for the community.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
2.4.1	Facilitate partnership opportunities between employers, education and training providers by delivering the Regional Skills Investment Strategy Project.	Regional Skills Investment Strategy delivered	100% of project quarterly reports to DESI	Project plan and DESI	Executive Office	FL - Financial	1-Apr-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	During the first quarter, the Lockyer Valley Business Council was established with support and assistance from the Council of Mayors South East Queensland (COMSEQ), Local Government Association Queensland (LGAQL), City Deals, Business Marketing and Regional Development Australia (BDR) to advocate for improved economic outcomes for the region.

2.5 Foster a flexible, supportive and inclusive business environment.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
2.5.1	Work with the proponents to facilitate an industrial development on the Gordon West Industrial Zone (GWIIZ) site	Demonstrated advocacy with relevant stakeholders	Advocacy with relevant stakeholders maintained	Project documentation	Executive Office	P1 - Regional RI - Regional and Goods	30-Jun-20	Resourcing requested	Within operational allocation	Benefits in doubt	Identified risks within appetite	The exclusively period with the investors interested in developing the Gordon West Development Zone has ceased due to the notification to Council with the view of any further interest in the site. Site visit and information has been provided to the investors. The investors have been asked to investigate if there is interested investors from their data base. Council have been working with a number of parties who have expressed interest in the site for varying purposes.

Lockyer Nature

Our natural assets are valued and protected to sustain our unique rural lifestyle.

3.1 Lockyer Valley's natural assets are managed, maintained and protected.

Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.1.1	Implement the following initiatives of the Lockyer Catchment Action Plan: - Lockyer Creek sediment stabilisation, bank revegetation and undertake near on maintenance of revegetation - Trench catchment community resilience, establish Strategic Resilience Tailorware and deliver Property Management Plans.	Complete identified Lockyer Catchment Action Plan projects Property Management Plans developed	100% of identified projects completed 20 Property Management Plans developed	Project plan Budget Property Management Plans	Operational Development and Planning Services	EC1 - Environment and the community IA2 - Delivering major projects (time, cost, scope and quality)	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Lockyer Creek Sediment Stabilisation, revegetation complete and maintenance in progress. Trench Community Resilience project plan completed community engagement plan in preparation tailorware members and stakeholders identified
3.1.2	Develop and implement strategic environmental management plans to ensure that the region's natural assets are valued and protected including: - Natural Resource Management Plan, finalise plan - Biodiversity Plan, finalise plan - Lockyer Catchment Action Plan - Lake Aps and Freeman River Water Quality Improvement Plan - undertake weed control and revegetation	Identified strategic environmental management plans reviewed and developed Implementation of identified projects	100% of identified plans finalised (NRM, Biodiversity and catchment plans) Weed control and revegetation undertaken on Lake Aps and Freeman	Plan documents (NRM, Biodiversity and catchment plans) Meeting business report (project and Council) Budget	Operational Development and Planning Services	EC1 - Environment and the community IA2 - Delivering major projects (time, cost, scope and quality)	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Natural Resource Management Plan, Biodiversity Plan prepared and circulated for review and feedback. Recovery Plan prepared Project Plan prepared mapping of weed distribution in progress Lockyer Catchment Action Plan, review scheduled to commence second quarter Lake Aps and Freeman water quality on hold due to drought conditions

3.2 Council's policies and plans support environmentally sustainable development.

Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.2.1	Flood plain management strategic planning is undertaken to inform Council's strategic growth management and disaster management requirements.	Completed flood plain management projects	100% completed and adopted by Council	Completed flood plain management plans	Operational Development and Planning	IA2 - Delivering major projects (time, cost, scope and quality)	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Consultants have been appointed to undertake the following Natural Disaster Recovery Projects (NDP): Lockyer Valley Floodplain Management Plan, Lockyer Valley Floodplain Hydrology Modelling and the Lockyer Creek Hydrology Model Update
3.2.2	Develop a framework for Environmental Objects to protect and enhance valuable habitat and ecosystems.	Framework developed	100% of framework developed	Environmental Object framework	Operational Development and Planning Services	EC1 - Environment and the community	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Background research commenced
3.2.3	In liaison with key stakeholders review and refine environmental data which informs the Lockyer Valley Planning Scheme.	Data reviewed and refined	100% of overlays reviewed and refined	Refined overlay data	Operational Development and Planning Services	EC1 - Environment and the community IA1 - Planning, managing and maintaining assets for the future	30-Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Mapping products currently being developed. Will be reviewed in conjunction with development of Planning Scheme

3.3 Community and private landholders' stewardship of natural assets increases.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.3.1	Increase identified land for Wildlife habitat land in the region	Identified habitat land in the region increased	2% increase in land for Wildlife habitat land (hectares)	Land for Wildlife habitat land statistics	Organisational Development and Planning Services	EC1 – Environment and the community	30 Jun 20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Very high up, a properties totalling 255ha have been identified for consideration. The target for this quarter is 25% towards the 2019-20 financial target already achieved.
3.3.2	Review Environmental Programs to enable opportunities for the community to deliver projects with positive environmental outcomes including: - Grants Program - Landholders Assistance Program - Integrated Land Management Program	Review completed	100% of review completed	Council Business Papers & Budget	Organisational Development and Planning Services	EC1 – Environment and the community IA2 – Delivering major projects (time, cost, scope and quality)	30 Jun 20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Review scheduled to commence second quarter, therefore no progress to report
3.4 Locals and visitors experience our natural assets.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.4.1	Develop a Framework for a Nature Based Recreation Plan for the Lockyer Valley region as a part of the Framework Trails Opportunity.	Framework developed	100% of Framework complete 50% of trails identified in the project mapped	Framework for Nature Based Recreation Plan Mapping	Executive Office	EC1 – Environment and the community IA2 – Delivering major projects (time, cost, scope and quality)	30 Jun 20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	A significant component of the Nature Based Recreation Plan Framework development has been the joint project with Toowoomba Regional Council to develop a strategic plan for mountain bike trails on the escarpment of the Toowoomba Range. Funding has been received to conduct this and a business case has been prepared for developing this plan.
3.5 Council and the community actively reduce waste, recycle and reuse more.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.5.1	Implement the 2019-20 identified deliverables of the Waste Recycling and Reduction Plan (WRMP).	Actions are implemented	100% Compliance	WRMP	Corporate and Community Services	IA1 – Planning, managing and maintaining assets for the future	30 Jun 20	On time	Budget on track	Benefits to be achieved	Identified risk/s within appetite	Identified actions in the Waste Reduction Plan commenced with the implementation of the WRMP. The initial phase of the WRMP is the implementation of a program of work to be achieved with community education. Design and construction stage to commence this financial year. Construction will be finalised in the 2020-21 financial year.
3.5.2	Upgrade of the Giffon Water Management Facility by undertaking an expansion of waste cell with two regions Cell 1 to increase capacity for waste to landfill.	Complete expansion waste cell	Cell expansion 100% completed with statutory requirements	Engineering certification	Corporate and Community Services	IA2 – Delivering major projects (time, cost, scope and quality)	30 Jun 20	Not meeting expected	Budget over budget	Benefits to be achieved	Identified risk/s within appetite	Initial scope of works identified that completion of work unable to be achieved by 30 June 2020. The project is currently in the construction stage to commence this financial year. Construction will be finalised in the 2020-21 financial year.

3.6 Council and the community actively reduce consumption of non-renewable resources.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.6.1	Identify and develop an Energy Management Plan for Council's principal buildings and facilities that will reduce energy consumption.	Plan developed Reduction of energy consumption	Plan developed that will achieve \$100,000 reduction in electricity consumption	Plan documentation Budget	Corporate and Community Services	IA1 - Planning, managing and maintaining assets for the future	30-Jun-20	On time	Within operational allocation	Benefits to be realised/achieved	Identified risks within appetite	Target projects to be identified for scheduling and completion by the fourth quarter of the 2019 financial year including upgrade and lighting upgrades to the Caltoun Showground

Lockyer Planned:

We have unique, well connected communities. We have places and spaces that bring together people. Local services match the needs of the community. Our built infrastructure is designed and constructed to enable access for all.

4.1 Growth and development in the region is sustainably managed through the adoption and implementation of the Lockyer Valley Planning Scheme.

Reference	Operational Plan Action Item for 2019/20	Performance Measurement		Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Indicator	Target				Tracking	Budget	Scope	Risk	
4.1.1	The Lockyer Valley Planning Scheme is adopted by Council for public consultation.	Planning Scheme is adopted by Council for public consultation	100% completed and adopted by Council for public consultation	Organisational Development and Planning	4A2 - Delivering major projects (time, cost, scope and quality) H1 - Interpretation and provision	30 Jun-20	Rebuilding expected	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Comments were received from the Department of State Development, Manufacturing, Infrastructure and Planning in relation to the State Interest Review on 13 August 2019. In total, 150 comments have been made in relation to the draft scheme and will be required to be addressed prior to the finalisation of the scheme. The comments have been made in relation to the following areas: - relation to purpose statements and the zoning and definitions adopted, environmental mapping, integration of relevant state interests and the functionality and sustainability of the state of development.

4.2 Provision of fit for purpose infrastructure which meets the current and future needs of the region.

Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Indicator	Target	Source of Validation Data				Tracking	Budget	Scope	Risk	
4.2.1	Deliver the Gascoyne bus and infrastructure project including the upgrading of the air conditioning, electrical fittings and lighting, smoke detection and alarm system and entrance foyer.	Project completed within allocated budget and timeline	100% of project completed and 50% of grant funding received	Capital Improvement Plan	Corporate and Community Services	4A2 - Delivering major projects (time, cost, scope and quality)	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	The principal consultant has been appointed to develop the design documentation for BPT issue.
4.2.2	Identify all Council owned infrastructure for each town - improve accessibility and operational reliability of identified assets for Council and community use.	Plan developed	Plan developed and adopted by Council	Council Asset Plan	Corporate and Community Services	4A1 - Planning, managing and maintaining assets for the future	30 Jun-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	At this stage identification and data capture only, there is no detailed operational subject to high survey and provide an indication of the scope of the project. The comments have been made in relation to the December 2019 budget.
4.2.3	Deliver the 2019-20 Black Spot Programme projects in accordance with the funding agreement.	2019-20 Black Spot Programme projects completed	100% of projects delivered in line with the funding agreement	Budget reporting	Infrastructure Works and Services	4A2 - Delivering major projects (time, cost, scope and quality)	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risks within appetite	Five projects requiring completion (60%).
4.2.4	Deliver the Urban Street Upgrade project to improve the transport infrastructure and connectivity for the Lockyer community.	Project completed	100% of project completed in line with the funding agreement	Budget reporting	Infrastructure Works and Services	4A2 - Delivering major projects (time, cost, scope and quality)	30 Jun-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Progression of design nearing completion with commencement of works to commence during second quarter.
4.2.5	Deliver stage one of the Gascoyne Cemetery expansion project.	Stage 1 of the project completed	100% of project completed in line with the funding agreement	Budget reporting	Infrastructure Works and Services	4A2 - Delivering major projects (time, cost, scope and quality)	30 Jun-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Access roads and carpark have been completed in the stage one works at the Gascoyne Cemetery. Further contractors to be considered in the 2020/21 Capital Budget.
4.2.6	Develop an Asset Management Plan for stormwater assets.	Completed asset management plan for stormwater assets	Adopted Asset Management Plan	Asset Management Plan	Infrastructure Works and Services	4A1 - Planning, managing and maintaining assets for the future	31 May-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Asset Management Plan for stormwater 70% complete.
4.2.7	Develop a 5 year capital works renewal program for stormwater assets.	5 year capital works renewal program for stormwater assets	5 year provisioned program of capital works identified	Stormwater Asset Management Plan	Infrastructure Works and Services	4A1 - Planning, managing and maintaining assets for the future	31 May-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	5 years work program for stormwater is under development and will be incorporated into the stormwater Asset Management Plan.
4.2.8	Develop an Active Transport Plan for the region to improve disability access, pedestrian, and cycling for the purpose of improving connectivity and community well being.	Active Transport Plan completed	Plan 100% completed and adopted by Council	Active Transport Plan	Infrastructure Works and Services	4A1 - Planning, managing and maintaining assets for the future	30 Jun-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Work has not commenced as yet on the development of a Active Transport Plan - expected completion timeline will be met.
4.2.9	Deliver the Local Government Grants and Scholarships Program (LGGSP) projects. 1. Operation modelling of pavement and road assets. 2. Operation modelling of new LED street lighting in Lockyer Central Business District.	Identified grant projects completed	100% of project 1 identified and 50% of project 2 identified in line with the funding agreement	Budget and grant reporting documentation	Infrastructure Works and Services	4A2 - Delivering major projects (time, cost, scope and quality)	30 Jun-20	On time	Within operational deviation	Benefits to be achieved	Identified risks within appetite	Operation modelling, financial modelling has with consultants to establish scope of project. Will be going to market for tender to undertake the work in November (financial modelling and operation modelling). Tender documents for design have been drafted and is in final review and about to be released to tender.

Lockyer Planning

Our leaders are visionary and seek coordinated outcomes for the benefit of the whole community.

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

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

Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Budget	Scope	Risk	
5.1.1	Develop a land asset management plan that will: - re-assess Council's land assets and associated liabilities - identify Council land and/or properties suitable for disposal via sale	Completed land asset management plan Sale of identified land assets	Land Asset Management Plan completed and adopted by Council Identified land sold within specified timeframes	Land Asset Management Plan	Executive Office	F1 - Financial sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified benefits to be achieved Risk within appetite Land Asset Management Plan is being drafted. No concerns over the issue remaining to risk to be done. Review of public consultation feedback received from community meeting and findings and assessment of most appropriate site will inform this. Some said identified for sale subject to further internal investigation. Procurement of an agent/acquirer for one property is about to commence.
5.1.2	Understand a business review of operations of the Shaping Our Future Function Centre to identify opportunities for growth and financial sustainability	Engages identified and strategies to achieve developed and implemented	50% improvement on the 2018-19 financial operating position	Financial reports, competitive benchmark analysis	Executive Office	F1 - Financial sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Dagging Post Leadership Group has been established to meet weekly to undertake business reviews. Front of Sale system have been upgraded and appropriate staff training implemented to control costs and monitor key management metrics daily. Management to increase margins and lower costs Marketing Strategy has commenced through increased utilisation of social media tools to focus on attracting new conference and event markets from a broader reach.
5.1.3	Undertake full review of Capital and Fleet across Council to ensure activities is being measured and plans and fleet types are reflective of future needs for programmed works.	Review completed and strategies to achieve developed and implemented	Council start and end dates for capital and fleet benchmarks are available for all reviewed and benchmarked Tendering Reporting and Council Business Reports	Infrastructure Works and Services	F1 - Financial sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified benefits to be achieved Risk within appetite	Forward look of capital works being developed which will include the delivery of projects to support the City of Darwin to increase visitor numbers. Draft review assigned to be undertaken by Council in the third quarter.
5.1.4	Conduct an independent review of Council's Procurement and Project Functions and implement the agreed key findings.	Review completed and agreed key findings implemented	100% of agreed key findings implemented	Review Corporate and Community Services	F1 - Financial sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified benefits to be achieved Risk within appetite	The first report has been received and reviewed by E.L.I. with the first phase of the review complete. An outline of the recommendations and proposed improvements has been developed and implementation of quick wins has commenced.
5.2 Excellence in customer service to our community.											
Reference	Operational Plan Strategy for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Timeline	Progress Indicators			First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Budget	Scope	Risk	
5.2.1	Review and update the Customer Service Strategy and implement identified improvements.	Review conducted and approved by Governance Committee Improvements implemented	100% of identified Scope of work requirements implemented	Updated Customer Service Strategy document	Corporate and Community Services	A1 - Reputational and product	31 Dec 20	On time	Within operational allocation	Benefits to be achieved	Implementation of recommendations continues with some progress. The information into now included in operational processes.

5.3 Actively engage with the community to inform council decision making processes.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.3.1	Continue to support the Lake Ape Community Advisory Committee (LACAC) through the revised Committee Terms of Reference to enhance the broader community perspective and input of the group	Meeting undertaken in required under the Terms of Reference with required minutes reported to Council	100% of required meetings undertaken	Council Business Papers	Infrastructure Works and Services	R1 - Regulation and goodwill	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	Timing is on track. Lake Ape Community Advisory Committee (LACAC) meeting have been held in accordance with the Committee Terms of Reference and minutes are being reported back to Council
5.3.2	Undertake a review of Council's advisory committees and external committee representation	Undertake review	100% of review completed	Council Business Papers	Executive Office	F12 - Decision making governance, due diligence, accountability and sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	Yet to be commenced. This project will be commenced in 2020 and conclude after the election and appointment of representatives to committees
5.3.3	Undertake engagement activities on key Council projects including Stage 1 of the Nation Year Park Project - Looky Valley Planning Scheme - Waste Reduction and Recycling Plan	Engagement activities conducted	100% of required activities completed	Engagement documentation including website	Executive Office	R1 - Regulation and goodwill	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	As community consultation undertaken for this quarter has been completed with the exception of the Looky Valley Planning Scheme due to push back of dates. Consultation with the Nation Year Park project has been extremely positive with all but one or two respondents totally in favour of the project and the way in which the community has been consulted re the project. The project will be commenced in 2020 and conclude after the election and appointment of representatives to committees. This project will be commenced in 2020 and conclude after the election and appointment of representatives to committees
5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.4.1	Conduct a strategic review of Council's Insurance function - Classification of self-insured property - Establishment of standards for third party claims.	Property classified Insurance standards established	100% of property classified 100% of insurance standards met	Property schedule Standard documentation	Executive Office	F12 - Decision making governance, due diligence, accountability and sustainability	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	Yet to commence. The property classified by insurance audit was completed in 2020. Progress is reported in 2020.
5.5 Promote a values based culture that appreciates and empowers its workforce.												
Reference	Operational Plan Strategy for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators			First Quarter Progress Comments	
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.5.1	Implement identified outcomes and initiatives for 2019-20 by the Connected Council Progress Group	Identified outcomes and initiatives implemented	75% of outcomes and initiatives implemented	ELT Meeting Minutes	Organisational Development and Planning	S1 - Strategic workforce planning and management	30 Jun 20	On time	Within operational allocation	Benefits to be achieved	Identified risk/s within appetite	The values-based outcomes have been listed out across Council. The Group continues to progress identified actions, including as a staff survey that will inform the internal communications strategy and ongoing update project.

Lookyee Leadership and Council

5.6 Provide leadership and contemporary management systems that drive a coordinated and connected organisation.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.6.1	Design and deliver Stage 2 of the Leadership Development Program	Stage 2 Leadership Development Program designed and delivered	Stage 2 100% completed	Leadership Development Program documentation	Organisational Development and Planning	5.1 - Strategic workforce planning and management	30 Nov-19 (design) 30 Jun-20 (delivery)	Rescheduling expected	Budget on track	Benefits in doubt	Identified risk/being mitigated	Stage 2 of the Leadership Development Program is part of the Organisational Effectiveness Review Project. The package of work for Stage 2 is currently being completed in May 2021. It is outlined below: Work with key stakeholders to identify needs, scope, design and implement post-COVID requirements for activities such as: • Workforce planning workshop for leaders (generally completed in May 2021) • Indicators for managers, coordinators and supervisors covering the practicalities and technical aspects of management (i.e. corporate requirements) • Redesign and expanding leadership development program for managers, coordinators and supervisors • Coaching/mentoring managers on culture, behaviours and actions improvement
5.6.2	Conduct an organisational effectiveness review to identify service effectiveness and improve the organisation's effectiveness.	Organisational effectiveness review completed	Review 100% completed and key recommendations implemented	Review documentation	Executive Office	FE1 - Financial Sustainability	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risk/being mitigated	The Organisational Effectiveness Review (OER) is proceeding according to the project plan. The lead engagement and information gathering workshops are currently being completed in May 2021. The next stage of the project is to hold a series of workshops with key stakeholders to identify needs, scope, design and implement post-COVID requirements for activities such as: • Workforce planning workshop for leaders (generally completed in May 2021) • Indicators for managers, coordinators and supervisors covering the practicalities and technical aspects of management (i.e. corporate requirements) • Redesign and expanding leadership development program for managers, coordinators and supervisors • Coaching/mentoring managers on culture, behaviours and actions improvement
5.6.3	Review and incorporate reporting to Council. Chief Executive Officer and Executive Managers in relation to corporate planning, performance and risk management to achieve quality decision making based on adequate, timely and relevant information.	Complete the review	Review 100% completed	Review documentation	Executive Office	FE2 - Decision making governance, due diligence, accountability and sustainability	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risk/being mitigated	30% review completed. Work has commenced to re-design the Council meeting template to include all relevant items for consideration on each matter presented to Council. 20% of actions completed.
5.7 Compliant with relevant legislation.												
Reference	Operational Plan Action Item for 2019/20	Performance Measurement			Responsibility	Key Corporate Risk Category	Completion Date	Progress Indicators				First Quarter Progress Comments
		Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.7.1	Develop a business continuity plan for the organisation that outlines the appropriate actions to take in the event that a significant interruption occurs.	Business continuity plan complete	Plan 100% completed and adopted by Council	Business Continuity Plan	Executive Office	BC1 - Provision of Core Services now and into the future	31 Dec-19	Rescheduling expected	Budget on track	Benefits to be achieved	Identified risk/being mitigated	25% of plan completed. A specification for the project will be developed in October 2019 seeking a consultant to undertake the engagement aspect of developing the plan. This process may extend the timeline for completion of the plan.
5.7.2	Review identified priority Local Laws to ensure relevance to the region and understanding by Council and the community. Develop a business continuity plan for the organisation that outlines the appropriate actions to take in the event that a significant interruption occurs.	Priority Local Laws identified and review commenced	100% of identified priority local laws review commenced	Local Laws Register Council Business Papers	Executive Office	FE2 - Decision making governance, due diligence, accountability and sustainability	30 Jun-20	On time	Budget on track	Benefits to be achieved	Identified risk/being mitigated	25% of review completed. Charities and Campaigns Association Local Law has been reviewed and work commenced to develop a business continuity plan for the organisation. A strategy to review all of Council's local laws will be developed in Quarter 2 with a recommendation for action, budget pending in 2020.

Lookyer Leadership and Council

Lockyer Leadership and Council

Date: 16 October 2019
Author: Erin Carkeet, Governance and Strategy Officer
Responsible Officer: Ian Church, Chief Executive Officer

The purpose of this report is to provide Council with an update on the status of actions arising from resolutions at Ordinary and Special Council meetings for the current term of Council.

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

THAT Council receive and note the Agenda Action Items Review report, as attached to these Minutes, providing an analysis of the action items arising from Council meetings for the current term of Council.

Moved By: Cr Hagan **Seconded By:** Cr Vela
Resolution Number: 16-20/1538

CARRIED
7/0

Report

1. Introduction

This report provides Council with an update on the action items arising from resolutions at Ordinary and Special Council meetings from 1 May 2016 to 30 September 2019. Additional details on resolutions that have not been completed are highlighted within this report.

This report aligns with Council's Corporate Plan 2017-2022, Outcome 5.4, *'Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values.'*

2. Background

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

3. Report

A total of 1,519 resolutions were recorded from the Ordinary and Special Council meetings from 1 May 2016 to 30 September 2019. Of these resolutions 165 were procedural motions, which did not require an action (e.g. moving into open and closed session and items for information). Of the remaining actions, 1,519 have been completed, and 18 remain either ongoing or incomplete. The 18 ongoing/incomplete items are listed in the attachment to this report. All ongoing/incomplete items in the attachment contain notes outlining the status of each item and are updated on a regular basis.

Below is an analysis of the actions from 1 May 2016 to 30 September 2019.

Group	Total Action Items	Ongoing/Incomplete Actions	Procedural Motions (no action required)
Executive Office	675	5	165
Organisational Development & Planning	221	2	
Corporate & Community Services	323	5	
Infrastructure Works & Services	135	6	
TOTAL	1354	18	

4. Policy and Legal Implications

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

5. Financial and Resource Implications

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

6. Delegations/Authorisations

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

7. Communication and Engagement

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

- Chief Executive Officer

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

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

8. Conclusion

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

9. Action/s

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

Attachments

1	Outstanding Actions 30 Sept 2019 - Executive Office	6 Pages
2	Outstanding Actions 30 Sept 2019 - Organisational Development & Planning	5 Pages
3	Outstanding Actions 30 Sept 2019 - Corporate & Community Services	7 Pages
4	Outstanding Actions 30 Sept 2019 - Infrastructure Works & Services	6 Pages



LOCKYER VALLEY REGIONAL COUNCIL
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 30/09/2019
EXECUTIVE OFFICE

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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0445	12/04/2017	Proposal for the Interim Management of the Council Land at the Gattion Race Course - Lot 1 on RP161623 & Lot 1 on SP228066	<p>RESOLUTION</p> <p>THAT with respect to the proposals in relation to access to and disposal of Council land described as Lot 1 on RP161623 and Lot 1 on SP228066, Council resolve to:</p> <p>(a) apply the exception from tendering set out in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to enable disposal of the land to the Lockyer Race Club Inc. for interim management pending a Council decision on the long term use and/or disposal of the land; and</p> <p>(b) delegate authority to the Chief Executive Officer to negotiate practical and legal access to, and agreement for the interim management by the Lockyer Race Club Inc. of, Lot 1 on RP161623 and Lot 1 on SP228066 on terms satisfactory to Council.</p> <p>Moved By: Cr McDonald Seconded By: Cr Hagan</p> <p>Resolution Number: 16-20/0445 CARRIED 7/0</p>	Nataleir, Caitlan	<p>14 Sep 2017 - 11:57 AM - Susan Boland Docs being prepared., Racing EOJ was unsuccessful.</p> <p>22 Nov 2017 - 4:55 PM - Vickie Wieland No change.</p> <p>Have met with parties and arrangement in place.</p> <p>No Issues - to be formalised</p> <p>8 May 2018 - 9:26 AM - Susan Boland No further action taken since last update.</p> <p>17 Jul 2018 - 1:31 PM - Erin Carkeet Advised by Manager Regional Development - Council have had a meeting with Racing Qld officials with regard to their interest in developing the land for the racing industry. It was agreed to investigate Council facilitating a workshop with key stake holders to gauge the level of interest from many stakeholders in PPP.</p> <p>a) No required at this point</p> <p>b) In place</p> <p>c) Management agreement will be with legal</p> <p>3 Oct 2018 - 11:11 AM - Erin Carkeet Advised by EA to CEO that workshop is scheduled for 17/10/2018.</p> <p>25 Jan 2019 - 11:11 AM - Erin Carkeet Draft easement documents prepared for review by Legal.</p> <p>ECM 3684206 refers</p> <p>15 Oct 2019 - 12:16 PM - Vickie Wieland Amended documents to be reviewed.</p> <p>Lockyer Valley Equine & Racing Collaborative still investigating future highest and best use of the precinct.</p>	

InfoCouncil

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LOCKER VALLEY REGIONAL COUNCIL
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1177	12/12/2018	Proposed Acquisition of Part of Lot 851 SP297470 for Park Purposes	<p>RESOLUTION</p> <p>THAT with respect to the proposed development of a district park on part of Lot 851 on SP297470, Council resolve to endorse the steps undertaken by the Chief Executive Officer to date to investigate the proposed site and design concepts;</p> <p>Further;</p> <p>THAT Council delegate authority to the Chief Executive Officer to exercise all powers necessary to:</p> <p>(a) facilitate the delivery of the proposed park land to Council either by negotiation of an Infrastructure Agreement with the landowner or under the <i>Acquisition of Land Act 1967</i> if necessary, including but not limited to, the issuing and execution of a Section 15 Agreement and a Notice of Intention to Resume to the landowner and any other relevant parties;</p> <p>(b) undertake a community engagement process to seek ideas and feedback from the local community to inform the detailed design of the park and the staging and delivery of the works; and</p> <p>(c) negotiate an Infrastructure Agreement with the landowner to facilitate delivery of the works on terms satisfactory to Council.</p>	Notaller, Caitlan	<p>25 Jan 2019 - 1:06 PM - Erin Carkeet</p> <p>Section 15 Agreement guaranteeing process to acquire land by 30/06/2019 signed. ECM: 3702598</p> <p>Draft Infrastructure Agreement prepared and provided for Council to renew on 25/01/2019. ECM: 3706732</p> <p>Draft Heads of Agreement with development for signature. ECM: 3693037</p> <p>Community Engagement currently being undertaken by Marketing, Communications & Engagement team.</p> <p>Internal project plan & structure being developed by Infrastructure Works & Services team.</p> <p>17 Apr 2019 - 3:22 PM - Vickie Wieland</p> <p>Final amendments being made to Infrastructure Agreement for issue to developer.</p> <p>Taking of Land Notice to be published on 26 April 2019 at which time land acquisition will be effective - titles registration to follow.</p> <p>17 Apr 2019 - 3:23 PM - Vickie Wieland</p> <p>Wolter Consulting Group engaged to prepare detailed design - site visit and inception meeting held on 15 April 2019</p> <p>12 Jul 2019 - 9:18 AM - Caitlan Notaller</p> <p>Land acquired on 26 April 2019 under Section 15 Agreement entered into with developer. Plan and other documents have been lodged with the Titles Registry for registration. Valuation process underway in relation to compensation.</p> <p>Developer indicated a change in position in May 2019 and meeting held between Council and developer representatives on 27 June 2019. New agreement for delivery of the first stage of the park reached in principle and a revised Heads of Agreement issued to the developer for signing on 3 July 2019. Awaiting signed document before incurring further design costs or releasing next stage of community engagement, which is currently being prepared.</p> <p>25 Jul 2019 - 4:28 PM - Caitlan Notaller</p> <p>Lot 902 SP309246 created (park lot) and registered in Council's name with the Titles Registry on 19 July 2019.</p> <p>16 Oct 2019 - 8:24 AM - Vickie Wieland</p>	

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Moved By: Cr Holstein
Seconded By: Cr McLean
Resolution Number: 16-20/1177

**CARRIED
7/0**

Heads of Agreement signed 3/9/19 - ECM # 3827583.
Phase 2 community engagement completed and
workshopped with Council on 9/10/19 - ECM # 3842450.
100% concept design being finalised.
Procurement for detailed design completed - LVRC-RFX-19-
61.
Valuers to meet in November 2019 re: compensation.

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1210	13/02/2019	Request for Variation of Terms - Lease of Part of the Laidley Depot	RESOLUTION THAT with respect to the request from Biosecurity Queensland for the use of additional land at the Laidley Depot and for Council to undertake maintenance works to facilitate their use of the land, and other matters, Council resolve to authorise the Chief Executive Officer to:	Nataller, Caitlan	<i>17 Apr 2019 - 3:24 PM - Vickie Wieland</i> Draft tender documents prepared subject to review by Council Solicitor. <i>18 Apr 2019 - 8:32 AM - Susan Boland</i> Advised by EA to CEO that conditional offer received from Housing Dept (on behalf of Biosecurity) - significant departure of terms - some concerns. Proposed works costings provided on 16.4.19 are substantial. Intend to workshop with Council in May 2019 before response given to Housing Dept Housing/Biosecurity have approval to use whole site on "as is" basis currently. <i>12 Jul 2019 - 9:23 AM - Caitlan Nataller</i> meeting held between Council and DHPW representatives on 4 June 2019 to discuss outstanding issues to finalise the lease. In principle agreement reached on all items to the satisfaction of Council officers. DHPW provided a revised conditional offer on 10 June 2019 which was not as discussed. A response has been sent to DHPW with a request for a further revised offer to be provided in line with what was discussed and agreed on 4 June 2019. This will be put to a future Council meeting in July or August 2019, depending on the timing of DHPW's response. <i>16 Oct 2019 - 8:32 AM - Vickie Wieland</i>	
			(a) investigate again whether the State has any interest in purchasing the former Laidley Depot site subject to the land being reconfigured to enable this, given their proposal to intensify their use of the land; or (b) negotiate lease terms satisfactory to Council to enable use of the additional area, subject to an increased lease rental being agreed in			

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consideration of the inclusion of the additional land area and the costs Council will incur to undertake works to facilitate the requested use; and

Amended offer provided to Council & considered by Council on 14/8/19 - ECM # 3818535
DHPW awaitign Ministerial Approval before issuing lease to Council for renewal.
Biosecurity to pay rent up to 30/6/19 - last advice on 9/9/19 - ECM # 3830600.
Facilities arranging installation of separate power and water meters - ECM # 3830604.
Will be installed on 22/10/19.

(c) negotiate what general maintenance and other works will be undertaken by Council to facilitate the proposed use by Biosecurity Queensland; and

(d) arrange for the agreed maintenance and other works to be undertaken at a time convenient to Council and prior to use by Biosecurity Queensland.

Moved By: Cr Cook

Seconded By: Cr Vela

Resolution Number: 16-20/1238

CARRIED
7/0



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1482	28/08/2019	Application of Section 236 Local Government Regulation 2012 Exception for Renewal of Lease - Part of Lot 2 on SP288143	<p>RESOLUTION</p> <p>THAT with respect to the request for the renewal of the lease over part of Lot 2 on SP 288143 to the Brave Companion Dog Rescue, Council resolve to:</p> <p>a) apply the exception contained in Section 236(1)(c)(iii) of the <i>Local Government Regulation 2012</i> for the purpose of renewing the lease of the land to the existing tenant; and</p> <p>b) authorise the Chief Executive Officer to negotiate a new lease with the Brave Companion Dog Rescue as existing Lessee, on terms satisfactory to Council.</p> <p>Moved By: Cr McLean Seconded By: Cr Vela Resolution Number: 16-20/1482</p> <p style="text-align: center;">CARRIED 6/0</p>	Natahier, Caitian	26 Sep 2019 - 4:41 PM - Vickie Wieland Draft lease prepared for BCDR, CN to review prior to sending 15 Oct 2019 - 1:39 PM - Vickie Wieland CN still reviewing.	

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16-20/1513	25/09/2019	Lockyer Valley Regional Council Annual Report 2018-19	<p>RESOLUTION</p> <p>THAT Council adopt the Lockyer Valley Regional Council Annual Report 2018-19 as attached to these Minutes.</p> <p>Moved By: Cr Hagan Cr Wilson</p> <p>Seconded By:</p> <p>Resolution Number: 16-20/1513</p> <p>CARRIED 6/0</p>	Brennan, Madonna	17 Oct 2019 - 8:42 AM - Tyana Boon Annual Report posted on Council's Website	



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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0373	8/02/2017	Grantham Quarry Operational Rehabilitation Project - Status Update	<p>RESOLUTION</p> <p>That Council receive and note the Grantham Quarry Operational Rehabilitation Project – Status Update Report; Further;</p> <p>THAT Council authorise the Chief Executive Officer to continue the assessment process for the Grantham Quarry rehabilitation works and undertake any additional requirements to inform and review the proposed Grantham Quarry Rehabilitation Works Plan which will be submitted to Council for consideration and approval at a future meeting;</p> <p>And Further;</p> <p>THAT Council consult on this matter with the authors of the “Big Flood Study” to promote best practice outcomes for the Lockyer Valley community.</p> <p>Moved By: Cr McDonald Seconded By: Cr Hagan</p> <p>Resolution Number: 16-20/0373</p> <p style="text-align: center;">CARRIED 7/0</p>	McPherson, Dan	<p>18 Apr 2017 - 3:59 PM - Susan Boland Update on the Grantham Quarry Project and the “Big Flood”</p> <ol style="list-style-type: none"> 1. Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan. 2. Council Officers have held discussions recently with Prof. Jacky Croke about the “Big Flood Study”. <p>With particular regard to the Grantham Quarry Project no undue concerns with the proposed project were raised. On the broader question of the application of the “Big Flood” for the implementation of the Catchment Action Plan, any project work on the Lockyer Creek likely require input from the “Big Flood” Study Group.</p> <p>8 Jun 2017 - 8:31 AM - Vickie Wieland Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>28 Jul 2017 - 11:59 AM - Cheryl Douyere Myles recommended refer to Planning</p> <p>28 Jul 2017 - 11:59 AM - Action reassigned to Dan McPherson by: Cheryl Douyere</p> <p>12 Sep 2017 - 2:57 PM - Teigan Dippel The assessment is in finalisation stage, to go to Council for approval in the coming months.</p> <p>10 Oct 2017 - 10:33 AM - Teigan Dippel Advised by Manager Planning & Environment the assessment is in finalisation stage and is to go to Council for approval in the coming months.</p> <p>3 Apr 2018 - 11:38 AM - Teigan Dippel</p>	

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Advised by Manager Planning and Development, 3/4/18 - " Owners of the Grantham Quarry have undertaken works to remove stockpiles. A rehabilitation plan has not yet been submitted to Council for approval.
3 May 2018 - 11:48 AM - Susan Boland
Advised by Manager Planning and Development; the owner of the property where the former Grantham Quarry is located undertook the rehabilitation works in early 2018. There are a number of matters that need to be addressed as part of the provided rehabilitation plans before this works can be accepted by Council.
3 Oct 2018 - 11:13 AM - Elin Carkeet



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Advised by Manager Planning and Development "16-20/0373 - Grantham Quarry Operational Rehabilitation Project - Status Update"

- Part 1 of resolution - Completed.

- Part 2 of resolution - Council officers met with a representative of Zanows on 20 August 2018 where it was confirmed that rehabilitation works had been undertaken between October 2017 and March 2018. Councilors were briefed on the status of the rehabilitation works in conjunction with a visit to the quarry site on 28 August 2018. A request for Council approval of the rehabilitation works was received from Zanows on 30 August 2018. BMT and Douglas Partners were commissioned by Council in mid-September 2018 to review the material submitted with the request with the former addressing impacts of the works on flood behaviour and the latter addressing the geotechnical stability of the works undertaken. The outcome of these reviews will determine whether Council can approve the rehabilitation works as undertaken or whether further works will be required.

- Part 3 of resolution - Completed, discussions with Professor Jacky Croke about the "Big Flood Study" were undertaken in April 2017."

9 Jan 2019 - 12:28 PM - Lauren Smith

The review by BMT and Douglas Partners is nearing finalisation with some collaboration needed on some matters.

18 Apr 2019 - 8:35 AM - Susan Boland

Part 2 - to be considered at Council Meeting in May 2019.

22 May 2019 - 12:54 PM - Lauren Smith

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Comments made by Trevor Boehlm:
Effect of resolution
• Council noted the report on the rehabilitation of the Grantham Quarry.
• The CEO was authorised to continue the assessment process and submit the proposed Grantham Quarry Rehabilitation Works Plan for consideration and approval at a future meeting of Council.
• Council to consult on the rehabilitation of the Grantham Quarry with the authors of the Big Flood Study.
Comments
• The owners of the quarry have undertaken works without having obtained an approval of the Grantham Quarry Rehabilitation Works Plan.
• This is an ongoing matter.
Recommended Action
• The resolution should remain open until the matter is finalised.
17 Oct 2019 - 12:27 PM - Susan Boland
Advised by Consultant Planner (16/10/2019) - currently awaiting report in relation to rehabilitation. Waiting on advice from both experts (Council & Zanows).

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/12/27	16/01/2019	Placid Rise Estate	<p>RESOLUTION</p> <p>THAT Council delegate authority to the Chief Executive Officer to secure the easements for the works;</p> <p>Further;</p> <p>THAT Council authorise the Chief Executive Officer to approve the construction of the works;</p> <p>Further;</p>	Kajewski, Lyle	1 Apr 2019 - 3:13 PM - Lauren Smith	

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<p>THAT Council authorise the Chief Executive Officer to approve the two current applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured;</p> <p>And Further;</p> <p>THAT Council authorise the Chief Executive Officer to approve any future applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured.</p> <p>Moved By: Cr Hagan Cr Vela</p> <p>Resolution Number: 16-20/1227</p> <p>CARRIED 7/0</p>	<p>In principle agreements including compensation amounts have been signed by all property owners that are required for the easement purpose. Geotechnical investigations and survey works and survey plans have been completed. Easement documents are currently being prepared for registration. Design of construction works and documentation currently being undertaken.</p> <p>14 Oct 2019 - 12:52 PM - Lauren Smith</p> <p>Easement documents have been signed by all parties.</p> <p>All Planning applications have been approved.</p> <p>Construction works are programmed to commence early November 2019.</p>
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0338	18/01/2017	Community and Crisis Care Housing	<p>RESOLUTION</p> <p>THAT with respect to the future management of Council's community and crisis care housing assets, Council resolve to;</p> <p>a) confirm their intent to transition out of Community Housing and seek a meeting with the Department of Housing and Public Works representatives to discuss the transfer of the management of housing assets located at 11 North Street and 44 Cochrane Street Gatton back to that Department;</p> <p>b) authorise the Chief Executive Officer to negotiate satisfactory arrangements with The Uniting Church in Australia Property Trust (Q) to provide for the continued tenure of 27 Frome Street, Laidley until 30 June 2018;</p> <p>c) take no further action in relation to the arrangements for the use of 48 Cochrane Street, Gatton by The Uniting Church in Australia Property Trust (Q) pending a decision by Queensland Urban Utilities in relation to accepting trusteeship of the reserve; and</p> <p>d) investigate future options to demolish the building located at 369 Smithfield Road, Gatton.</p> <p>Moved By: Cr Hagan By: Cr McLean Resolution Number: 16-20/0338</p> <p style="text-align: center;">CARRIED 7/0</p>	Hope, Hiedi	<p>2 Mar 2017 - 3:14 PM - Susan Boland Communication received from Housing & Homelessness Services in relation to Anubha's request in line with the departments proposed procurement process for future management of the properties. 2 Mar 2017 - 3:20 PM - Hiedi Hope ECM document 3089445 - Communications from Department of Housing & Public Works 27 Mar 2017 - 10:34 AM - Hiedi Hope Currently waiting for the Department to supply procurement process for future management of the properties. 9 May 2017 - 2:01 PM - Hiedi Hope Manager to follow up with department - as no reply has been received from the department 14 Sep 2017 - 8:11 AM - Hiedi Hope Caitlan (Legals) will be contacting the relevant officer in DHPW and put them in direct contact with our DNRM contact (Julie Douglas) for a simple creative solution to move the land to the state. If this is unsuccessful then we will look to negotiate with DNRM to relinquish trusteeship of the two reserves with the expectation that DNRM will then issue leases to a registered community housing provider.</p> <p>We don't have a timeframe on this at this point, however we will review the progress in the week commencing 2nd October to determine the two departments are engaging in positive communication to progress the issue. 22 Nov 2017 - 4:47 PM - Vickie Wieldand</p>	

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Update: 1/11/17

Legal Services & Property Co-ordinator:

- * spoke with DNR contact
 - * DNR regions want to work with simple solution (done work)
 - * DNR Brisbane - sticking point
 - * DHPW having further high level meetings
 - * Expect further update by 15/11/17 - may be possible to report to Council to progress on 22/11/17 depending on DHPW advice
 - * State caretaker arrangements may have an impact
- 22 Nov 2017 - 4:50 PM - Vickie Wierland
Update 17/11/17

DHPW starting to make progress meeting with DNR this week to progress further.

8 Mar 2018 - 10:42 AM - Hiedi Hope

This item will now be presented at a workshop in April 2018 - due to waiting on information back from the State Government

- advised by Cathyn

31 May 2018 - 8:18 AM - Susan Boland

Meeting with State MP on 31 May 2018 to discuss progress.

17 Jul 2018 - 10:47 AM - Erin Carkeet

Mayor will liaise with other Mayors from nearby Councils in relation to seek collaboration to address the broader matter.

2 Aug 2018 - 8:36 AM - Hiedi Hope

Council Information Report prepared for meeting 8/8/18

28 Sep 2018 - 12:51 PM - Hiedi Hope

Request from Uniting Care to confirm Council's position moving forward. Phone message left with contact officer and

Council's Legal Services to review ongoing arrangements.

16 Oct 2018 - 2:33 PM - Susan Boland

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Item discussed to workshop 10/10/18.
Meeting with department late October.
Report will be provided to November Council Meeting.
10 Dec 2018 - 4:00 PM - Hiedi Hope
Legal documents were expected from the Department of Housing & Public Works by 5/12/18 - Officers are following up these documents
4 Apr 2019 - 7:41 AM - Hiedi Hope
Letter written to department - ECM 3744647
16 May 2019 - 8:02 AM - Hiedi Hope
Waiting on response from department.
14 Oct 2019 - 10:43 AM - Hiedi Hope
Extension granted by Department of Housing to 31/1/2020 - ECM3840899

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1182	12/12/2018	Compliance Issues - Property at Lot 103 RP 141786	<p>RESOLUTION</p> <p>THAT Council receive and note the tabled report for Lot 103 RP 141786 and endorse the actions taken by Council's Environmental Health Coordinator and Building Certifier/Regulatory Officer;</p> <p>Further</p> <p>THAT Council authorise the Chief Executive Officer to take all steps necessary to recover the outstanding enforcement costs from the property owners in accordance with Council's Debt Recovery Policy.</p> <p>Moved By: Cr Wilson Cr Cook</p> <p>Seconded By: Resolution Number: 16-20/1182</p> <p style="text-align: center;">CARRIED 7/0</p>	Dr Diemel, Peter	<p>17 Dec 2018 - 2:52 PM - Hiedi Hope Building & Plumbing Department have issued a Show Cause Notice Reinspection due 18/12/18 by Health Officer and Building Certifier 7 Jan 2019 - 2:49 PM - Hiedi Hope Reinspections undertaken by officers in company of owners. A written response from the owners to the Show Cause Notice is due January 2019. Property owners are organising a new soil test. Clean up of the property is continuing. No evidence was found by officers of dumped effluent on the property. Owners reconfirmed that effluent is disposed of off site. 1 Apr 2019 - 1:55 PM - Hiedi Hope Follow inspection being scheduled for April with Building. Officer to confirm date with Owners. 2 Apr 2019 - 9:51 AM - Hiedi Hope</p>	

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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1185	12/12/2018	Expression of Interest - Waste Disposal and Resource Recovery Services - South East Queensland - West Waste Alliance Group	<p>RESOLUTION</p> <p>THAT Council endorse the actions of the Chief Executive Officer to continue to participate in a regional waste alliance with other Councils in South East Queensland to enable a regional procurement process for waste management and resource recovery services.</p> <p>Further; THAT Council invite Expressions of Interest for the provision of waste disposal services, including the use of alternative waste disposal and recycling technologies, to service the needs of the Lockyer Valley Regional Council area, or as part of a joint</p>	Dr/Emel, Peter	<p>7 Jan 2019 - 2:38 PM - Hiedi Hope Ipswich City Council supplied an example Tender Consideration Plan (TCP). This has been circulated to Legal and Procurement Departments for review and preparation of an appropriate draft.</p> <p>Once draft is prepared, a further Council report will be presented to Council for resolution.</p> <p>1 Apr 2019 - 1:58 PM - Hiedi Hope Presented to Council - 13/2/19 - Resolution 16-20/1227</p> <p>Tender Consideration Plan - Waste Disposal and Resource Recovery Services - South East Queensland - West Waste Alliance Group 1 Apr 2019 - 2:02 PM - Hiedi Hope</p>	

Site visit booked for Wednesday, 3 April 2019 11:30am

15 Jul 2019 - 3:39 PM - Hiedi Hope
In June 2019 Environmental Health Officer spoke with owners. Owners advised the area should be cleaned up by September 2019.

On 21 June 2019 a Notice to enter under Local Govt Act was issued to GD & WB Berry advising Council officers will on 17 September 2019 to inspect and ascertain if the Notice issued on 22 November 2018 has been complied with.

Building officers will also be in attendance regarding occupation issues.

3 Sep 2019 - 8:55 AM - Hiedi Hope
As per note on 15/7/19 - update will be given after 17/9/19

14 Oct 2019 - 11:06 AM - Hiedi Hope
Follow up inspection undertaken 17/9/19
ECM 3839517 - Notice letter 26/9/19 sent
Follow up inspection due 29/10/19

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Res No. 16-20/1364	Meeting Date 22/05/2019	Subject Sale of Land for Unpaid Rates or Charges	Resolution RESOLUTION THAT Council sell the following properties for overdue rates or charges:	Officer/Dept Brett, Tony Action Taken 19 Jun 2019 - 1:23 PM - Tony Brett Notices of intention to Sell have been sent out to all interested parties. Now waiting for the statutory timeframes before further action can occur. 3 Sep 2019 - 8:29 AM - Tony Brett	Completed
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Property ID	Legal Description	Property ID	Legal Description
200300	L290 CH311340	211120	L12 RP166037

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222140	L345 SP195239	276040	L1 SP242794
195410	L71 RP212795	276050	L2 SP242794
150140	L4 RP25621	244790	L1 RP32634
168170	L134 RP880412 & L30 CC3585	251880	L5 RP860762
176200	L2 CC2920	255840	L1 RP32750
194630	L65 RP856358	265780	L42 RP903088

And further;

THAT Council authorise the Chief Executive Officer to:

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

Moved By: Cr Cook
Wilson

Seconded By: Cr

Resolution Number: 16-20/1364

CARRIED
6/0

Seven properties have now paid their outstanding rates and a further property is expected to clear in early September.

The statutory waiting period is almost finished and further contact will be made with the remaining property owners and those with an interest in the property to advise of the next steps in the sale process.

14 Oct 2019 - 9:45 AM - Tony

Brett

Five properties remain on the list and attempts to contact the owners have continued.

Quotes are being sought from a Real Estate Agent to conduct the auction which has been tentatively booked for 28 November 2019.



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1381	12/06/2019	Gatton Squash Courts	<p>RESOLUTION</p> <p>THAT Council approve the demolition of the northern and southern buildings located at L1SP284975 and return the building site to a grassed public use area.</p> <p>Further: THAT Council authorise the Chief Executive Officer to notify the Gatton Squash Club that Council is unable to resolve building issues particularly relating to asbestos, and therefore unable to enter into a lease for the building in accordance with the previous resolution of Council 16-20/0283.</p> <p>Moved By: Cr Holstein Cr Hagan Resolution Number: 16-20/1381</p> <p>Seconded By:</p> <p style="text-align: center;">CARRIED 6/1</p> <p>Voting For the Motion: Crs Holstein, Milligan, Mclean, Wilson, Hagan and Vela. Against the Motion: Cr Cook.</p>	Goddard, Christopher	<p>19 Jun 2019 - 9:40 AM - Hiedi Hope Budget amendment required for deconstruction costs. Meeting held with leasee 19/6/19, to advise Council Resolution. 3 Jul 2019 - 2:20 PM - Hiedi Hope Letter drafted for CEO signature ECM 3783137 - Current Leasee Letter drafted and signed by CEO - ECM 37886508 - Gatton Squash Racquets Association 14 Oct 2019 - 10:47 AM - Hiedi Hope Project team developing design documentation for demolition of the building for tender. The design documentation is to obtain building approval and for release of tender documentation.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1222	16/01/2019	Niemeyer Road and Rusty's Service Station	<p>RESOLUTION</p> <p>THAT with respect to the required upgrading of Niemeyer Road associated with the redevelopment of Rusty's Service Station, Council resolve to approve:</p> <ul style="list-style-type: none"> ○ A Council and Department of Transport and Main Roads contribution of up to \$50,000 through the 2018/19 Transport Infrastructure Development Scheme (TIDS) funding. ○ A 'Route Update Request' form to be submitted by Council officers to the National Heavy Vehicle Regulator for the approval of the first 100 metres of Niemeyer Road to become an approved route for heavy vehicles. This will be limited to either the final design standard of the road as submitted by the developer, or to a maximum of matching the existing approval on the Warrego Highway, being 30 metre A-Doubles. 	McKenzie, Seren	<p>25 Jan 2019 - 9:24 AM - Sara Rozynski</p> <p>Angelo emailed Seren 24/01/2019 asking if she could follow up Genting on the costings from the developer to undertake Council's component of the works. Seren to discuss further once received so this can be reviewed prior to formally responding.</p> <p>18 Apr 2019 - 4:18 PM - Sara Rozynski</p> <p>EM of IWS has advised further discussions are being undertaken between the Developer, Transport and Main Roads and Council regarding funding contributions to the upgrade of Niemeyer Road. Further report to be submitted to Council regarding this matter.</p> <p>NHVR A- Double approval to be progressed once the developer has confirmed required upgrade of Niemeyer Road.</p> <p>15 May 2019 - 8:37 AM - Sara Rozynski</p> <p>Executive Manager of Infrastructure Works and Services advised \$50,000 TIDS Funding has been reprogrammed to the 2019/2020 TIDS program via Council Resolution 16-20/1344 on 08/05/2019. Heavy vehicle approval for this section of Niemeyer Road to be progressed when Niemeyer Road upgrading works are completed.</p>	
<p>Moved By: Cr Holstein</p> <p>Seconded By: Cr</p> <p>Cook</p> <p>Resolution Number: 16-20/1222</p> <p style="text-align: center;">CARRIED 7/0</p>						

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
15-20/1291	27/03/2019	Restoration of access to Lot 202 CP817791 at Flagstone Creek Road, Upper Flagstone	<p>RESOLUTION</p> <p>THAT Council endorse the construction and funding of a four-metre-wide farm access track from Flagstone Creek Road to Lot 202 CP817791 and authorise the Chief Executive Officer to do all things necessary to prepare and lodge an easement and survey plan to secure the access with the Department of Natural Resources, Mines and Energy at Council's cost.</p> <p>And Further;</p> <p>THAT Council resolve that the works are considered ex gratia with any future maintenance works the responsibility of the benefited party under the easement.</p> <p>Moved By: Cr Holstein</p> <p>Seconded By: Cr Cook</p> <p>Resolution Number: 16-20/1291</p> <p style="text-align: center;">CARRIED 7/0</p>	McKenzie, Saren	<p>8 Apr 2019 - 2:48 PM - Sara Rozynski/ Executive Manager IWS requested Acting Manager IPD to commence formalising the access track.</p> <p>15 May 2019 - 8:49 AM - Sara Rozynski/ Acting Manager Infrastructure Planning and Design advised he met with Council's Legal Services and Property Coordinator on 09/05/2019. Legal unit is finalising the easement documents and getting quotes to do the survey work. Acting Manager Infrastructure Planning and Design to meet with the property owners later this week or early next week.</p> <p>15 Jul 2019 - 2:15 PM - Sara Rozynski/ Councillor Holstein and EM IWS met with the property owner of Lot 1 RP192500 onsite on 19/06/2019 at the proposed easement area on Flagstone Creek Road and stepped through proposed easement area and details of the easement plan/agreement process. Clarified the easement would be bordering an area already effected by a Powerlink easement. Left the property owner with layout plan showing the current Power and oil easement areas across his property. The property owner confirmed he was happy to proceed with easement and the Acting Manager Infrastructure Planning and Design would be in further contact once legal documentation was drafted. Agreed that the new front gate to be installed as part of the access to be a rural steel style gate and the entry from lot 1 RP192500 to the neighbouring property (lot 202 CP817791) to be a lesser standard barbed wire farmers style gate.</p>	

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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
<u>16-20/1445</u>	24/07/2019	Mud on Roads Enforcement Process	<p>RESOLUTION</p> <p>THAT Council endorse the 'Mud on Roads Enforcement Process' on Council controlled roads, as attached.</p> <p>Moved By: Cr Holstein Seconded By: Cr Wilson</p> <p>Resolution Number: 16-20/1445</p> <p style="text-align: center;">CARRIED 7/0</p>	Sehmi, Baldeep	<p>21 Aug 2019 - 10:26 AM - Sara Rozyński</p> <p>Community engagement plan to be developed. Factsheets being developed by:</p> <ul style="list-style-type: none"> - Manager Infrastructure Delivery - Manager Waste, Health and Regulatory Services and - Community Development and Engagement Officer. <p>18 Oct 2019 - 10:26 AM - Wendy Stanley</p> <p>Manager ID advised that Community Engagement are currently developing the fact sheet.</p>	

A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
<u>16-20/1472</u>	14/08/2019	Lockyer Valley Public Parks Investment Plan	<p>RESOLUTION</p> <p>THAT Council adopt the Lockyer Valley Regional Council Public Parks Strategy 2019 including the Public Park Investment Plan, prepared by Ross Planning, as attached.</p> <p>AND Further;</p> <p>THAT Council undertake a review the Public Park Investment Plan to align with further reviews of the Lockyer Valley Regional Council Local Government Infrastructure Plan (as amended)</p>	Sippel, Brendan	<p>21 Aug 2019 - 11:08 AM - Sara Rozyński</p> <p>Manager Parks, Gardens and Cemeteries has advised meetings are occurring with the Manager of Planning and Development to align the Local Government Infrastructure Plan with the Investment Plan.</p> <p>The LVRC Public Park Strategy 2019 has been published on Council's website.</p>	

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subject to asset management planning and future budget allocations.			
Moved By: Cr Vela			
Seconded By: Cr Hagan			
Resolution Number: 16-20/1472			
CARRIED			
5/0			

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed			
16-20/1494	28/08/2019	Amendment to Register of Cost Recovery and Commercial Fees and Charges 2019-20 in relation to Cemetery Fees	<p>RESOLUTION</p> <p>THAT Council adopt the following amendments to the Register of Cost Recovery and Commercial Fees and Charges 2019-20 to take effect from 28 August 2019:</p> <p>2.8 – Cemeteries</p> <p>2.8.1 – Gatton, Laidley, Caffey, Forest Hill & Murphy's Creek</p> <p>General Cemetery</p> <table><tr><th>Description</th><th>Amount (inc. GST)</th><th>GST Applies</th></tr></table>	Description	Amount (inc. GST)	GST Applies	Sippel, Brendan		
Description	Amount (inc. GST)	GST Applies							



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Internment Fee – Monumental	\$1,490.00	Y
Internment Fee – Lawn	\$1,370.00	Y
Internment Fee for Child aged 12 and under	\$685.00	Y
Internment Fee - Centre Garden Double Niche	\$1,200.00	Y
Internment Fee - Western Garden Single Niche	\$800.00	Y
Internment Fee - Eastern Garden Double Niche	\$1,100.00	Y

Columbarium
Purchase of Columbarium Space

Moved By: Cr Holstein
 Seconded By: Cr Hagan
 Resolution Number: 16-20/1494

CARRIED
6/0

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
<u>16-20/1508</u>	11/09/2019	Laidley Drainage Study	<p>RESOLUTION</p> <p>THAT Council adopt the Laidley Drainage Study, prepared by Engeny Water Management, dated August 2019.</p> <p>And further;</p> <p>THAT Council review the concept drainage proposals outlined in the Laidley Drainage Study, subject to asset management planning and future budget allocations.</p> <p>Moved By: Cr Vela</p> <p>Seconded By: Cr Cook</p> <p>Resolution Number: 16-20/1508</p> <p align="center">CARRIED 7/0</p>	Clayton, Kimball		

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Closed Session

THAT Council move into closed session at 10:33am 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, in order to discuss matters relating to the Laidley Golf Club's grant application as part of item 10.3.

Moved By: Cr Vela

Seconded By:

Cr Hagan

Resolution Number: 16-20/1539

**CARRIED
7/0**

Cr Wilson declared a real conflict of interest in relation to Item 10.3, "Community Grants Program Assessment", (as defined in Section 175E of the Local Government Act 2009), based on the fact that he provides goods to the Laidley Golf Club, Hatton Vale State School Parents & Citizens Association, Lockyer Valley Netball Association and Gatton Fordsdale Cricket Club. Cr Wilson left the meeting, the time being 10.34 am and took no part in the debate or vote.

OPEN SESSION

THAT Council move into open session, the time being 10:48am.

Moved By: Cr Hagan

Seconded By:

Cr Vela

Resolution Number: 16-20/1540

**CARRIED
6/0**

Cr Cook declared a real conflict of interest in relation to Item 10.3, "Community Grants Program Assessment", (as defined in Section 175E of the Local Government Act 2009), based on the fact that a relative is a member of the Executive at the Lockyer Valley Netball Association. Cr Cook left the meeting, the time being 10.49 am and took no part in the debate or vote.

Cr Milligan declared a perceived conflict of interest in relation to Item 10.3, "Community Grants Program Assessment", (as defined in Section 175E of the Local Government Act 2009), based on the fact that she holds current membership of the (Citizens) Laidley RSL Sub Branch Women's Auxiliary. Cr Milligan left the meeting, the time being 10.49 am and took no part in the debate or vote. Cr Vela assumed the Chair as acting Chairperson.

10.3 Community Grants Program Assessment

Date: 16 October 2019
Author: Trent Nibbs, Sports, Recreation & Community Grants Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Applications for Round 1 of Council's 2019-20 Community Grants Program opened on 1 September 2019 and closed on 30 September 2019. In total 14 applications were received, requesting a total of \$44,660.81.

Furthermore, on the back of the recent drought relief funding offered by the Federal Government, the Assessment Panel propose to bring Round 2 of the 2019-20 Community Grants Program forward to open on 1 December 2019 and close on 31 January 2020, with priority given to applications for projects which address drought mitigation measures and assistance.

Officer's Recommendation:

THAT Council approve funding for Round 1 2019-20 under Category 1 of the Community Grants Program be allocated to the following applicants totalling \$37,992.80:

- Gatton Campdraft Association
- Gatton Fordsdale Cricket Club
- Gatton Soccer Club
- Glenore Grove Cricket Club
- Hatton Vale State School Parents & Citizens Association
- Laidley Golf Club
- Lockyer Valley Netball Association
- Lockyer Riding for Disabled
- Returned & Services League of Australia (Queensland Branch) Laidley Sub-Branch
- Returned & Services League of Australia (Queensland Branch) Helidon Sub-Branch
- Spirit of the Valley Events

Further;

THAT Council bring Round 2 of the 2019-20 Category 1 - Community Grants Program forward to open on 1 December 2019 and close on 31 January 2020, with the following requirements incorporated into the Community Grants Program Guidelines 2019/2020 Round 1 & 2:

- Priority will be given to organisations seeking funding for projects to assist in addressing the drought conditions.
- Organisations successful in receiving funding in Round 1, 2019-20 are eligible to apply for funding in Round 2, 2019-20.
- The acquittal of grant funding received from Council prior to receiving Category 1 funding is waived for organisations successful in receiving funding in Round 1, 2019-20.

RESOLUTION

THAT Council approve funding for Round 1 2019-20 under Category 1 of the Community Grants Program be allocated to the following applicants, totalling \$37,992.80:

- Gatton Campdraft Association
- Gatton Fordsdale Cricket Club
- Gatton Soccer Club
- Glenore Grove Cricket Club
- Hatton Vale State School Parents & Citizens Association
- Laidley Golf Club
- Lockyer Valley Netball Association
- Lockyer Riding for Disabled
- Returned & Services League of Australia (Queensland Branch) Laidley Sub-Branch
- Returned & Services League of Australia (Queensland Branch) Helidon Sub-Branch
- Spirit of the Valley Events

Moved By: Cr Holstein

Seconded By:

Cr Hagan

Resolution Number: 16-20/1541

CARRIED

4/0

Cr Wilson returned to the meeting, the time being 10:51am

Cr Cook returned to the meeting, the time being 10:51am

Cr Milligan returned to the meeting, the time being 10:51am. The Mayor, Cr Milligan assumed the Chair.

THAT Council bring Round 2 of the 2019-20 Category 1 - Community Grants Program forward to open on 1 December 2019 and close on 31 January 2020, with the following requirements incorporated into the Community Grants Program Guidelines 2019/2020 Rounds 1 & 2:

- Priority will be given to organisations seeking funding for projects to assist in addressing the drought conditions.
- Organisations successful in receiving funding in Round 1, 2019-20 are eligible to apply for funding in Round 2, 2019-20; however priority will be given to applicants who did not receive funding in Round 1.
- The acquittal of grant funding received from Council prior to receiving Category 1 funding is waived for organisations successful in receiving funding in Round 1, 2019-20.

Moved By: Cr Hagan

Seconded By:

Cr Vela

Resolution Number: 16-20/1542

CARRIED

7/0

Report

1. Introduction

For the 2019-20 financial year, Council allocated \$100,000 for the Community Grants Program which is to be spent over two rounds. For Round 1, Council received a total 14 applications, requesting a total of \$44,660.81 in funding.

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

In addition, this report proposes to bring forward Round 2 of the Community Grants Program (Category 1) to open on 1 December 2019 to address difficulties experienced by community groups in the current drought conditions.

2. Background

The Community Grants & Assistance Policy and Procedure was approved by Council on 13th December 2017. The Policy and Procedure assist in managing the distribution of public funds ensuring a fair and equitable process across the organisation in accordance with legislation and policies.

The Community Grants Program (Category 1) is available twice a year with a budget of \$50,000 per round in the 2019-20 financial year for community organisations who undertake projects which benefit the wider community.

3. Report

Round 1, 2019-20 Applications

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

In Round 1 2019-20, 14 applications for funding were received. These applications were assessed by the Assessment Panel, consisting of Councillor Milligan, the Coordinator Governance & Strategy, and the Sport, Recreation and Community Grants Officer against the assessment criteria, funding requirements and the community group's own capacity to finance their project.

Of the 14 applications received, 11 applicants are recommended to receive part or all of the requested funding.

The following applications are recommended to receive funding:

Organisation	Project Description	Amount Requested	Total Project Cost	Amount Proposed
Gatton Campdraft Association	Grantham Project	\$3,100.00	\$3,500.00	\$3,100.00
Gatton Fordsdale Cricket Club	Water harvesting for cricket wicket	\$4,000.00	\$5,113.68	\$4,000.00
Gatton Soccer Club	Spectator seating	\$3,500.00	\$4,566.00	\$3,500.00
Glenore Grove Cricket Club	Grounds & cricket pitch improvements	\$4,000.00	\$7,030.00	\$4,000.00
Hatton Vale State School P&C	Building community with	\$4,000.00	\$11,330.00	\$4,000.00

	BBQ's			
Laidley Golf Club	Purchase a new refrigerator	\$1,854.00	\$1,854.00	\$1,854.00
Lockyer Valley Netball Association	Purchase canteen equipment	\$3,040.00	\$3,040.00	\$3,040.00
Lockyer Riding for Disabled	Shade and Trees	\$3,000.00	\$3,500.00	\$3,000.00
Returned & Services League of Australia (Queensland Branch) Laidley Sub-Branch	Floor coverings	\$3,500.00	\$7,485.00	\$3,500.00
Returned & Services League of Australia (Queensland Branch) Helidon Sub-Branch	LED lighting system	\$4,000.00	\$7,107.93	\$4,000.00
Spirit of the Valley Events	Entertainment and stage equipment	\$3,998.80	\$4,398.80	\$3,998.80
Total		\$37,992.80	\$58,925.41	\$37,992.80

During the assessment of the applications Councillor Milligan, declared a conflict of interest regarding the assessment of the Returned & Services League of Australia (Queensland Branch) Laidley Sub-Branch application and did not provide any comment, feedback or assessment of their application.

The following applications did not meet the criteria or funding conditions, and have not been recommended to receive funds in Round 1:

Abby Health is seeking funding to be able to fit out a shop front. This project has not been supported as they are a commercial business and funding is only available to not-for-profit community groups as per the eligibility criteria.

Gatton Rugby League Football Club is seeking funding to purchase canteen equipment. This project has not been supported for this round as it was determined that the organisation had sufficient funds of its own to purchase the equipment as per the eligibility criteria.

Gatton Show Society is seeking funding to purchase new UHF radios. This project has not been supported for funding due to the ongoing in-kind and financial support that has been provided to this organisation over the last 12 months. In addition, it was determined that the organisation has sufficient funds of its own to purchase the radios. Both of these reasons are supported by the grant eligibility criteria.

Proposed Changes to Round 2, 2019-20

Round 2 for the Community Grants Program is scheduled to open 1 March 2020 and close 31 March 2020. Due to ongoing drought conditions and a number of community groups seeking funding for projects to assist in addressing the drought conditions in Round 1, the Assessment Panel recommends that Round 2 of the Community Grants Program (Category 1) is brought forward to December 2019. It is proposed that priority is given to applications seeking funding for projects to assist in addressing the drought conditions.

In addition, under the current Community Grants and Assistance Procedure, successful applicants in Round 1 are unable to apply for funding in Round 2 of the same financial year. It is proposed to waive this condition for Round 2 of the 2019-20 Community Grants Program (Category 1). Also, in accordance with the funding conditions, organisations must not have any outstanding acquittals for

Council funding. It is proposed to waive this requirement for organisations successful in receiving funding in Round 1 of the 2019-20 financial year due to the compressed timeframe.

4. Policy and Legal Implications

The applications received under 2019-20 Round 1 of the Community Grants Program have been assessed in accordance with the Community Grants Assistance Policy and Procedure.

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

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

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

5. Financial and Resource Implications

Community Grants Program – Category 1 is allocated a budget of \$100,000 with 2 rounds of \$50,000 each.

The recommendation for provision of financial assistance for Round 1 is \$37,992.80 which is within the 2019-20 budget for Round 1 of the Community Grants Program.

The recommendation to bring Round 2, 2019-20 Community Grants Program does not impact in budgetary allocations.

6. Delegations/Authorisations

There is no delegation implications associated with this report.

7. Communication and Engagement

The Community Grant Program Round 1, 2019-20, announcement will be published in the Gatton Star, the Lockyer Valley Regional Council's website and Council's Facebook page.

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

Advertising of Round 2 will commence in November 2019 until the closing date in January 2020 to allow for organisation planning to apply for funding in March 2020 adequate time to adjust to the change in dates.

8. Conclusion

For Round 1 of the Community Grants Program 2019-20, 14 applications were received and evaluated against the criteria. This report recommends that 11 applicants receive funding as outlines in accordance with the funding criteria.

In response to the ongoing drought conditions, it is recommended that Round 2 of the Community Grants Program 2019- 20 (Category 1) is brought forward to December 2019 and priority for funding given to applications seeking funds for projects to assist in addressing the drought conditions.

9. Action/s

- Notify all applicants of the outcome of their application.
- Advertise new timeframes and conditions for Round 2, 2019-20 of the Community Grants Program.

Attachments

There are no attachments for this report.

11.0 ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS

11.1 Development Permit for Material Change of Use - Refreshment Service - 17 Faith Avenue, Plainland

Date: 18 October 2019
Author: Mark Westaway, Contract - Senior Planner
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to consider a request for a Development Permit for Material Change of Use for a Refreshment Service on Lot 2 on SP176974 at 17 Faith Avenue, Plainland.

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

Officer's Recommendation:

THAT the application (MC2019/0054) for a Development Permit for a Material Change of Use for a Refreshment Service on Lot 2 SP176974 at 17 Faith Avenue, Plainland, be approved subject to the following conditions:

APPROVED PLANS

The following plans are the Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
19025 M.06	A	<i>Elevations</i> , prepared by Duke Building Design	14 June 2019
19025 M.07	A	<i>Elevations</i> , prepared by Duke Building Design	14 June 2019

Amended Plans

Plan No.	Rev.	Plan Name	Date
19025 M.03	B	<i>Proposed Site Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments		Widen driveway from 5.0m to a minimum of 5.5m. Increase length of parking spaces from 5.0m to 5.4m Move disabled bay to west to ensure pathway is not impacted.	
19025 M.04	B	<i>Proposed Floor Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments		Provide connection between the existing Kitchen and southern section of house to enable residents to access all parts of the house without need to exit the building or pass through the area of the refreshment service.	
19025 M.05	B	<i>Proposed Parking Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments		Widen driveway from 5.0m to a minimum of 5.5m. Increase length of parking spaces from 5.0m to 5.4m Move disabled bay to west to ensure pathway is not impacted.	

REFERENCED DOCUMENTS

The following documents are referenced in the assessment manager conditions:

Nil

VARIATION APPROVAL

Not Applicable

FURTHER DEVELOPMENT PERMITS REQUIRED

- Development Permit for Operational Works
- Development Permit for Building Work
- Development Permit for Plumbing Permit
- Trade Waste Permit
- Food Licence under the *Food Act 2006*

CURRENCY PERIOD OF APPROVAL

The currency period for this development approval is six (6) years starting the day that this development approval takes effect (refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*).

RECOMMENDATION

APPROVE WITH CONDITIONS Application No. MC2019/0054 for a Development Permit for a Material Change of Use for a Refreshment Service on Lot 2 SP176974 at 17 Faith Avenue, PLAINLAND QLD 4341 as identified in the attached details recommended for the Decision Notice.

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
1.	Undertake the development generally in accordance with the approved plans and documents referred to in this notice. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	Prior to commencement of use and to be maintained thereafter.
2.	Provide an amended floor plan that demonstrates residents of the Dwelling House will be able to access all parts of the Dwelling House without needing to access through the Refreshment Service or exit the building or use external pathways.	Prior to lodgement of Operational Works application.
3.	Maintain the approved development (including landscaping, crossover, access driveway, parking and other external spaces) in accordance with the approved drawing(s) and/or documents, and any relevant Council or other approval required by conditions.	At all times.
4.	The development must be undertaken in accordance with the Concurrence Agency response by the State Assessment and Referral Agency (SARA) (ref. 1908-12749 SRA dated 19 September 2019).	At all times.
5.	Hours of operation are:	At all times.

	<ul style="list-style-type: none"> 7.00am – 8:30pm; 7 days. 	
6.	The use must not commence until all conditions of this approval have been complied with.	At all times.
Alterations and/or Relocations		
7.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	At all times.
8.	Replace existing Council infrastructure (including but not limited to any street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.	At all times.
9.	<p>Any damage caused to existing services and assets as a result of the development works must be repaired at no cost to the asset owner at the following times:</p> <ul style="list-style-type: none"> a) Where the damage would cause a hazard to pedestrian or vehicle safety, immediately; or b) Where otherwise, upon completion of the works associated with the development. <p>Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the relevant service authority for approval.</p>	As stated in condition.
Stormwater Management		
10.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or downstream properties or infrastructure.	Prior to the commencement of use, and to be maintained thereafter.
11.	Ponding or redirection must not occur at the outlet of all stormwater pipes (including temporary outlets) as the result of development.	Upon the commencement of use, and to be maintained thereafter.
Car Parking, Vehicular Access and Driveways		
12.	<p>Provide a minimum of seven (7) car parking spaces, including one (1) space for people with disabilities, generally in accordance with the approved site plans. The car parking and manoeuvring areas must facilitate the largest anticipated design vehicle to enter and exit the site in a forward gear.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the commencement of use.
13.	<p>The car parking and vehicle circulation lay out is not approved. Submit revised plans for Council approval to incorporate the following.</p> <ul style="list-style-type: none"> Minimum width of vehicular crossover must be 5.5m; Proposed length of all car parking spaces must be at least 5.4m in accordance with AS/NZS2890.1 <i>Parking facilities Part 1: Off-street car parking</i>; 	Prior to the lodgement of a development permit for operational works or any building works application, whichever occurs first.

	<ul style="list-style-type: none"> The proposed reverse bay must be deleted to minimise conflict with existing Domestic gravel parking; The disabled car parking must be relocated so the western end of the space is clear of the proposed pedestrian walkway <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	
14.	Engage a suitably experienced Registered Professional Engineer Queensland (RPEQ) to prepare engineering design drawings for the proposed development and submit for the approval of assessment manager as per revised layout	In conjunction with the lodgement of a development permit for operational works.
15.	<p>All car park access, parking and manoeuvring areas must be imperviously sealed and designed in accordance with AS/NZS2890.1 <i>Parking facilities Part 1: Off-street car parking</i> and AS/NZS2890.6 <i>Parking facilities Part 6: Off-street parking for people with disabilities</i> and AS2890.2 <i>Parking facilities Part 2: Off-street commercial vehicle facilities</i> to facilitate the safe and efficient movement of the largest anticipated design vehicle to and from the site in a forward gear.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	In conjunction with the lodgement of a development permit for operational works
16.	Construct a Vehicular crossover of minimum width of 5.5m at the location indicated on the approved plans in accordance with the Institute of Public Works Engineering Australasia's standard drawing number RS-051 <i>Vehicle Crossings Heavy Duty</i> (general wide configuration) and AS2890.2 <i>Parking facilities Part 2: Off-street commercial vehicle facilities</i> .	Prior to the commencement of use.
17.	<p>Construct the car park and manoeuvring areas in accordance with the development permit for operational works.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the commencement of use.
18.	<p>All driveways, car parking and manoeuvring areas must be imperviously sealed, and line marked.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the commencement of use.
19.	<p>Signage and linemarking must be provided in accordance with AS1742 <i>Manual of Uniform Traffic Control Devices</i> and the Department of Transport and Main Roads' <i>Manual of Uniform Traffic Control Devices</i>.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the commencement of use.

Earthworks		
20.	Unless otherwise required by conditions of this approval, earthworks associated with this development must be designed and constructed in accordance with: <ul style="list-style-type: none"> a) Council's Gatton Shire Planning Scheme <i>Earthworks Code</i>; b) Australian Standard AS3798 <i>Guidelines for Earthworks for Commercial and Residential Developments</i> (Level 1 Supervision); c) Australian Standards AS2870 <i>Residential Slabs and Footings</i>; d) Australian/New Zealand Standard AS/NZS1170 <i>Structure design actions</i>; and e) Australian Standard AS4678 <i>Earth-retaining structures</i> and include relevant drainage. 	For design, in conjunction with the lodgement of a development permit for operational works. For construction, prior to the commencement of use, and to be maintained thereafter.
21.	All batter slopes must be protected from erosion and scour by the installation of appropriate drainage and re-establishment of ground cover. Top soiling and hydromulching must be applied to all exposed surfaces greater than 1:5 grade.	At all times during construction
22.	All earthworks must include erosion and sediment control measures in accordance with the International Erosion Control Association's <i>Best Practice Erosion and Sediment Control</i> .	At all times during construction
Dust Control		
23.	Dust mitigation measures must be implemented to minimise any dust problems which may occur during construction works and in accordance with requirements of the <i>Environmental Protection Act 1993</i> .	At all times.
Requirements for Operational Works Application		
24.	Prior to the commencement of works, submit and obtain approval for a development application for Operational Works for Driveway Crossovers and Access, Carparking, and Landscaping. The application must include as a minimum the following: <ul style="list-style-type: none"> a) Development application form/s; b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule; c) Detailed design drawings addressing the requirements of this development approval (Driveway Crossovers and Access, Carparking, Landscaping) that have been approved and signed by a current Registered Professional Engineer Queensland (RPEQ) with their name and registration number; d) Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region. e) Engineering Certification by the RPEQ that the design complies with the conditions of this approval as well as relevant engineering standards and best practice. 	Prior to the commencement of construction.
General Environmental Duty		
25.	Under section 319 of the <i>Environmental Protection Act 1994</i> , a	At all times.

	person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the <i>general environmental duty</i>).	
Noise		
26.	All 'Regulated Devices', 'Pumps', 'Air-conditioning equipment' and 'Refrigeration equipment' as defined by the <i>Environmental Protection Act 1994</i> must be designed, installed, operated and maintained in order to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> and <i>Environmental Protection (Noise) Policy 2008</i> .	At all times.
Lighting		
27.	The provision of security and flood lighting shall be designed, constructed, located and maintained in accordance with <i>Australian Standard 4282 – 1997 (Control of the obtrusive effects of outdoor lighting)</i> and so as not to cause nuisance to the occupants of nearby properties or passing traffic. <i>Note: The two roof mounted spot lights illuminating the car park are considered unlikely to achieve compliance with the Australian Standard.</i>	At all times.
Air		
28.	Undertake the activity in a manner that does not allow the unreasonable release of a contaminant to the air environment and achieves the air emission standards.	At all times.
29.	Noxious or offensive odours must not be emitted beyond the boundaries of the premises.	At all times.
Water		
30.	Contaminates or contaminated water must not be directly or indirectly released from the premises or to the ground or groundwater at the premises except for: a) Uncontaminated overland stormwater flow; b) Uncontaminated stormwater to the stormwater system; c) Contaminates release to sewer in accordance with the relevant approvals from the relevant authority.	At all times.
Public Health		
31.	All things, materials, disused equipment at the premises shall be stored in a way that does not: a. Afford or form a potential shelter or harbourage or attraction for vermin; b. Hold water which may allow the breeding or harbourage of mosquitos; and c. Seriously detract from the visual amenity of the land by causing visual pollution.	At all times.
Drinking Water		
32.	Drinking water on the land provided to persons must comply with the <i>Australian Drinking Water Guidelines 2011</i> . Any water tanks must be constructed in accordance with Chapter 2 Part 1 and Part 8 of the <i>Public Health Act 2005</i> (i.e. constructed in a way that prevents the breeding of mosquitos).	At all times.

Waste Storage and Collection		
33.	All municipal waste is to be disposed of off-site at an approved facility. No disposal is permitted onsite by burial, incineration or composting.	At all times.
34.	There shall be provided a suitable number and type of commercial waste container/s collected not less than once per week OR other such suitable number and type of bulk waste containers as may be approved by Council.	At all times.
Food Preparation and Hygiene		
35.	A new premise used for the sale or preparation, packing, storing, handling, serving or, supplying of food or drink to the public is required to obtain a food design approval for structural fit out of the kitchen and Licence prior to construction or operation under the provisions of the <i>Food Act 2006</i> . Please contact an Environmental Health Officer of Lockyer Valley Regional Council for advice regarding this matter on 1300 005 872.	At all times.
36.	Animals are not permitted in the Café kitchen unless stated in the Food Standards Code s24 3.2.2. Animals are not permitted in the dining and drinking areas (indoor and outdoor) unless the animal is an assistance animal pursuant to the <i>Disability Discrimination Act 1992</i> or otherwise stated in the Food Standards Code s24 3.2.2.	At all times.
Building Approval		
37.	A Development Approval for Building Work is required prior to the commencement of any building work for the Change of Building Code Classification. Additional to the works required for the Refreshment Service, carry out internal works to the building to enable residents of the Dwelling House to access all parts of the Dwelling House without needing to access through the Refreshment Service or exit the building or use external pathways.	Prior to the commencement of any building work.
Plumbing Approval		
38.	A Plumbing and drainage permit is required prior to the commencement of any plumbing, drainage or on-site sewerage work. Note: An amendment may be considered to the existing plumbing permit.	Prior to the commencement of any plumbing, drainage or on-site sewerage work.
Landscaping		
39.	Submit an Operational Works application for Landscaping prepared by a suitably qualified person, which addresses at a minimum the following: a) Provide a planting schedule and maintenance plan prepared by a suitably qualified person which should indicate the following at minimum: (i) Botanical names, mature heights and widths of plants, pot sizes, different key symbols and numbers of plants; (ii) Planting bed preparation details including any topsoil depth, subgrade preparation, mulch type and depth, type of turfing used;	Prior to the commencement of any plumbing, drainage or on-site sewerage work.

	<p>(iii) Any hardscaping details including pebbled, paved or garden edged areas;</p> <p>(iv) Ongoing maintenance of plants; and</p> <p>(v) Irrigation system details if any;</p> <p>b) Provide landscaping within the areas designated as landscaping on Drawing 19025 M.03 dated 12 September 2019 and prepared by Duke Building Design.</p>	
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ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
- (ii) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (iii) A Food Licence must be obtained prior to the commencement of the use for the Refreshment Service.
- (iv) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.
- (v) Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants.

RESOLUTION

THAT the application (MC2019/0054) for a Development Permit for a Material Change of Use for a Refreshment Service on Lot 2 SP176974 at 17 Faith Avenue, Plainland, be approved subject to the following conditions:

APPROVED PLANS

The following plans are the Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
19025 M.06	A	<i>Elevations, prepared by Duke Building Design</i>	14 June 2019
19025 M.07	A	<i>Elevations, prepared by Duke Building Design</i>	14 June 2019

Amended Plans			
Plan No.	Rev.	Plan Name	Date
19025 M.03	B	<i>Proposed Site Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments	Widen driveway from 5.0m to a minimum of 5.5m. Increase length of parking spaces from 5.0m to 5.4m Move disabled bay to west to ensure pathway is not impacted.		
19025 M.04	B	<i>Proposed Floor Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments	Provide connection between the existing Kitchen and southern section of house to enable residents to access all parts of the house without need to exit the building or pass through the area of the refreshment service.		
19025 M.05	B	<i>Proposed Parking Plan</i> , prepared by Duke Building Design	12 September 2019
Amendments	Widen driveway from 5.0m to a minimum of 5.5m. Increase length of parking spaces from 5.0m to 5.4m Move disabled bay to west to ensure pathway is not impacted.		

REFERENCED DOCUMENTS
<p>The following documents are referenced in the assessment manager conditions:</p> <p>Nil</p>

VARIATION APPROVAL
Not Applicable

FURTHER DEVELOPMENT PERMITS REQUIRED
<ul style="list-style-type: none"> • Development Permit for Operational Works • Development Permit for Building Work • Development Permit for Plumbing Permit • Trade Waste Permit • Food Licence under the <i>Food Act 2006</i>

CURRENCY PERIOD OF APPROVAL
<p>The currency period for this development approval is six (6) years starting the day that this development approval takes effect (refer to Section 85 “Lapsing of approval at end of currency period” of the <i>Planning Act 2016</i>).</p>

RECOMMENDATION
<p>APPROVE WITH CONDITIONS Application No. MC2019/0054 for a Development Permit for a Material Change of Use for a Refreshment Service on Lot 2 SP176974 at 17 Faith Avenue, PLAINLAND QLD 4341 as identified in the attached details recommended for the Decision Notice.</p>

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
1.	Undertake the development generally in accordance with the approved plans and documents referred to in this notice. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	Prior to commencement of use and to be maintained thereafter.
2.	Provide an amended floor plan that demonstrates residents of the Dwelling House will be able to access all parts of the Dwelling House without needing to access through the Refreshment Service or exit the building or use external pathways.	Prior to lodgement of Operational Works application.
3.	Maintain the approved development (including landscaping, crossover, access driveway, parking and other external spaces) in accordance with the approved drawing(s) and/or documents, and any relevant Council or other approval required by conditions.	At all times.
4.	The development must be undertaken in accordance with the Concurrence Agency response by the State Assessment and Referral Agency (SARA) (ref. 1908-12749 SRA dated 19 September 2019).	At all times.
5.	Hours of operation are: • 7.00am – 8:30pm; 7 days.	At all times.
6.	The use must not commence until all conditions of this approval have been complied with.	At all times.
Alterations and/or Relocations		
7.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	At all times.
8.	Replace existing Council infrastructure (including but not limited to any street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.	At all times.
9.	Any damage caused to existing services and assets as a result of the development works must be repaired at no cost to the asset owner at the following times: a) Where the damage would cause a hazard to pedestrian or vehicle safety, immediately; or b) Where otherwise, upon completion of the works associated with the development. Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the relevant service authority for approval.	As stated in condition.
Stormwater Management		
10.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or downstream properties or infrastructure.	Prior to the commencement of use, and to be maintained thereafter.
11.	Ponding or redirection must not occur at the outlet of all stormwater pipes (including temporary outlets) as the result of development.	Upon the commencement of use, and to be

		maintained thereafter.
Car Parking, Vehicular Access and Driveways		
12.	<p>Provide a minimum of seven (7) car parking spaces, including one (1) space for people with disabilities, generally in accordance with the approved site plans. The car parking and manoeuvring areas must facilitate the largest anticipated design vehicle to enter and exit the site in a forward gear.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the commencement of use.
13.	<p>The car parking and vehicle circulation lay out is not approved. Submit revised plans for Council approval to incorporate the following.</p> <ul style="list-style-type: none"> • Minimum width of vehicular crossover must be 5.5m; • Proposed length of all car parking spaces must be at least 5.4m in accordance with AS/NZS2890.1 <i>Parking facilities Part 1: Off-street car parking</i>; • The proposed reverse bay must be deleted to minimise conflict with existing Domestic gravel parking; • The disabled car parking must be relocated so the western end of the space is clear of the proposed pedestrian walkway <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	Prior to the lodgement of a development permit for operational works or any building works application, whichever occurs first.
14.	Engage a suitably experienced Registered Professional Engineer Queensland (RPEQ) to prepare engineering design drawings for the proposed development and submit for the approval of assessment manager as per revised layout	In conjunction with the lodgement of a development permit for operational works.
15.	<p>All car park access, parking and manoeuvring areas must be imperviously sealed and designed in accordance with AS/NZS2890.1 <i>Parking facilities Part 1: Off-street car parking</i> and AS/NZS2890.6 <i>Parking facilities Part 6: Off-street parking for people with disabilities</i> and AS2890.2 <i>Parking facilities Part 2: Off-street commercial vehicle facilities</i> to facilitate the safe and efficient movement of the largest anticipated design vehicle to and from the site in a forward gear.</p> <p><i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i></p>	In conjunction with the lodgement of a development permit for operational works
16.	Construct a Vehicular crossover of minimum width of 5.5m at the location indicated on the approved plans in accordance with the Institute of Public Works Engineering Australasia's standard drawing number RS-051 <i>Vehicle Crossings Heavy Duty</i> (general wide configuration) and AS2890.2 <i>Parking facilities Part 2: Off-street commercial vehicle facilities</i> .	Prior to the commencement of use.
17.	Construct the car park and manoeuvring areas in accordance with the development permit for operational works.	Prior to the commencement of

	<i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i>	use.
18.	All driveways, car parking and manoeuvring areas must be imperviously sealed, and line marked. <i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i>	Prior to the commencement of use.
19.	Signage and linemarking must be provided in accordance with AS1742 <i>Manual of Uniform Traffic Control Devices</i> and the Department of Transport and Main Roads' <i>Manual of Uniform Traffic Control Devices</i> . <i>Note: The condition relates to the parking associated with the refreshment service. No upgrades are required to the existing domestic parking to the west of the house.</i>	Prior to the commencement of use.
Earthworks		
20.	Unless otherwise required by conditions of this approval, earthworks associated with this development must be designed and constructed in accordance with: a) Council's Gatton Shire Planning Scheme <i>Earthworks Code</i> ; b) Australian Standard AS3798 <i>Guidelines for Earthworks for Commercial and Residential Developments</i> (Level 1 Supervision); c) Australian Standards AS2870 <i>Residential Slabs and Footings</i> ; d) Australian/New Zealand Standard AS/NZS1170 <i>Structure design actions</i> ; and e) Australian Standard AS4678 <i>Earth-retaining structures</i> and include relevant drainage.	For design, in conjunction with the lodgement of a development permit for operational works. For construction, prior to the commencement of use, and to be maintained thereafter.
21.	All batter slopes must be protected from erosion and scour by the installation of appropriate drainage and re-establishment of ground cover. Top soiling and hydromulching must be applied to all exposed surfaces greater than 1:5 grade.	At all times during construction
22.	All earthworks must include erosion and sediment control measures in accordance with the International Erosion Control Association's <i>Best Practice Erosion and Sediment Control</i> .	At all times during construction
Dust Control		
23.	Dust mitigation measures must be implemented to minimise any dust problems which may occur during construction works and in accordance with requirements of the <i>Environmental Protection Act 1993</i> .	At all times.
Requirements for Operational Works Application		
24.	Prior to the commencement of works, submit and obtain approval for a development application for Operational Works for Driveway Crossovers and Access, Carparking, and Landscaping. The application must include as a minimum the following: a) Development application form/s;	Prior to the commencement of construction.

	<p>b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule;</p> <p>c) Detailed design drawings addressing the requirements of this development approval (Driveway Crossovers and Access, Carparking, Landscaping) that have been approved and signed by a current Registered Professional Engineer Queensland (RPEQ) with their name and registration number;</p> <p>d) Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region.</p> <p>e) Engineering Certification by the RPEQ that the design complies with the conditions of this approval as well as relevant engineering standards and best practice.</p>	
General Environmental Duty		
25.	Under section 319 of the <i>Environmental Protection Act 1994</i> , a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm (the <i>general environmental duty</i>).	At all times.
Noise		
26.	All 'Regulated Devices', 'Pumps', 'Air-conditioning equipment' and 'Refrigeration equipment' as defined by the <i>Environmental Protection Act 1994</i> must be designed, installed, operated and maintained in order to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> and <i>Environmental Protection (Noise) Policy 2008</i> .	At all times.
Lighting		
27.	<p>The provision of security and flood lighting shall be designed, constructed, located and maintained in accordance with <i>Australian Standard 4282 – 1997 (Control of the obtrusive effects of outdoor lighting)</i> and so as not to cause nuisance to the occupants of nearby properties or passing traffic.</p> <p><i>Note: The two roof mounted spot lights illuminating the car park are considered unlikely to achieve compliance with the Australian Standard.</i></p>	At all times.
Air		
28.	Undertake the activity in a manner that does not allow the unreasonable release of a contaminant to the air environment and achieves the air emission standards.	At all times.
29.	Noxious or offensive odours must not be emitted beyond the boundaries of the premises.	At all times.
Water		
30.	<p>Contaminates or contaminated water must not be directly or indirectly released from the premises or to the ground or groundwater at the premises except for:</p> <p>a) Uncontaminated overland stormwater flow;</p>	At all times.

	<p>b) Uncontaminated stormwater to the stormwater system;</p> <p>c) Contaminates release to sewer is accordance with the relevant approvals from the relevant authority.</p>	
Public Health		
31.	<p>All things, materials, disused equipment at the premises shall be stored in a way that does not:</p> <p>a. Afford or form a potential shelter or harbourage or attraction for vermin;</p> <p>b. Hold water which may allow the breeding or harbourage of mosquitos; and</p> <p>c. Seriously detract from the visual amenity of the land by causing visual pollution.</p>	At all times.
Drinking Water		
32.	<p>Drinking water on the land provided to persons must comply with the <i>Australian Drinking Water Guidelines 2011</i>. Any water tanks must be constructed in accordance with Chapter 2 Part 1 and Part 8 of the <i>Public Health Act 2005</i> (i.e. constructed in a way that prevents the breeding of mosquitos).</p>	At all times.
Waste Storage and Collection		
33.	<p>All municipal waste is to be disposed of off-site at an approved facility. No disposal is permitted onsite by burial, incineration or composting.</p>	At all times.
34.	<p>There shall be provided a suitable number and type of commercial waste container/s collected not less than once per week OR other such suitable number and type of bulk waste containers as may be approved by Council.</p>	At all times.
Food Preparation and Hygiene		
35.	<p>A new premise used for the sale or preparation, packing, storing, handling, serving or, supplying of food or drink to the public is required to obtain a food design approval for structural fit out of the kitchen and Licence prior to construction or operation under the provisions of the <i>Food Act 2006</i>. Please contact an Environmental Health Officer of Lockyer Valley Regional Council for advice regarding this matter on 1300 005 872.</p>	At all times.
36.	<p>Animals are not permitted in the Café kitchen unless stated in the Food Standards Code s24 3.2.2. Animals are not permitted in the dining and drinking areas (indoor and outdoor) unless the animal is an assistance animal pursuant to the <i>Disability Discrimination Act 1992</i> or otherwise stated in the Food Standards Code s24 3.2.2.</p>	At all times.
Building Approval		
37.	<p>A Development Approval for Building Work is required prior to the commencement of any building work for the Change of Building Code Classification.</p> <p>Additional to the works required for the Refreshment Service, carry out internal works to the building to enable residents of the Dwelling House to access all parts of the Dwelling House without needing to access through the Refreshment Service or exit the building or use external pathways.</p>	Prior to the commencement of any building work.
Plumbing Approval		

38.	<p>A Plumbing and drainage permit is required prior to the commencement of any plumbing, drainage or on-site sewerage work.</p> <p>Note: An amendment may be considered to the existing plumbing permit.</p>	<p>Prior to the commencement of any plumbing, drainage or on-site sewerage work.</p>
Landscaping		
39.	<p>Submit an Operational Works application for Landscaping prepared by a suitably qualified person, which addresses at a minimum the following:</p> <p>a) Provide a planting schedule and maintenance plan prepared by a suitably qualified person which should indicate the following at minimum:</p> <ul style="list-style-type: none"> (i) Botanical names, mature heights and widths of plants, pot sizes, different key symbols and numbers of plants; (ii) Planting bed preparation details including any topsoil depth, subgrade preparation, mulch type and depth, type of turfing used; (iii) Any hardscaping details including pebbled, paved or garden edged areas; (iv) Ongoing maintenance of plants; and (v) Irrigation system details if any; <p>b) Provide landscaping within the areas designated as landscaping on Drawing 19025 M.03 dated 12 September 2019 and prepared by Duke Building Design.</p>	<p>Prior to the commencement of any plumbing, drainage or on-site sewerage work.</p>

ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
- (ii) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (iii) A Food Licence must be obtained prior to the commencement of the use for the Refreshment Service.
- (iv) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.
- (v) Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants.

Moved By:	Cr McLean	Seconded By:	Cr Cook
Resolution Number: 16-20/1543			
CARRIED			
7/0			

Report

1. Introduction

The purpose of this report is to consider a request for a Development Permit for Material Change of Use for Refreshment Service at 17 Faith Avenue, Plainland, described as Lot 2 SP176974.

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

2. Background

The site is located on the southwest corner of Faith Avenue and Laidley Plainland Road in Plainland. The site contains a 10m wide easement along the eastern boundary of the site adjacent to Laidley Plainland Road.

In 2016, a Dwelling House approval was issued by a private certifier over the subject site.

The existing house contains 6 bedrooms, 2 studies, 2 kitchens (a main kitchen and a butler's kitchen), a rumpus room, family room and media room. The house has a gross floor area of 424.42m². The house does not include a garage or carport, and all parking associated with the house is uncovered. Parking for the house is located at the western end of the site, between the house and the adjoining property. The site is accessed by a gravel driveway that crosses a layback kerb in Faith Avenue.

In June 2017, Council issued a Show Cause notice (ENF2017/0080) regarding the use of the building for boarding house purposes. The owner had 4 boarders staying in the building, additional to the owners' family.

On 13 February 2019, a Pre-lodgement meeting was held with the owner regarding the proposed development.

3. Report

The application is for a Refreshment Service use located within part of the existing house.

Subject Land

SITE AND LOCALITY DESCRIPTION	
Land Area:	7,888m ²
Existing Use of Land:	Dwelling House
Road Frontage:	83.011m to Faith Avenue 75.105m to Laidley Plainland Road
Topography:	Gentle slope to north
Significant Site Features:	Scattered vegetation
Surrounding Land Uses:	Rural Residential – houses and outbuildings

Proposed Development

The proposal involves the conversion of the rumpus room and the butler's kitchen within the existing house into a café/restaurant and associated kitchen.

The proposed internal changes to the building result in a need to:

- Retrofit the building to enable reclassification of part of the building to a Class 6;
- Install internal firewalls providing fire separation between the restaurant / café and the balance of the house;
- Comply with DDA requirements;
- Install a commercial kitchen;
- Provide separate drainage from the commercial kitchen (most likely via cutting into the existing slab); and
- Redesign the building to enable residents of the existing dwelling house to traverse the house without the necessity to exit and re-enter the house.

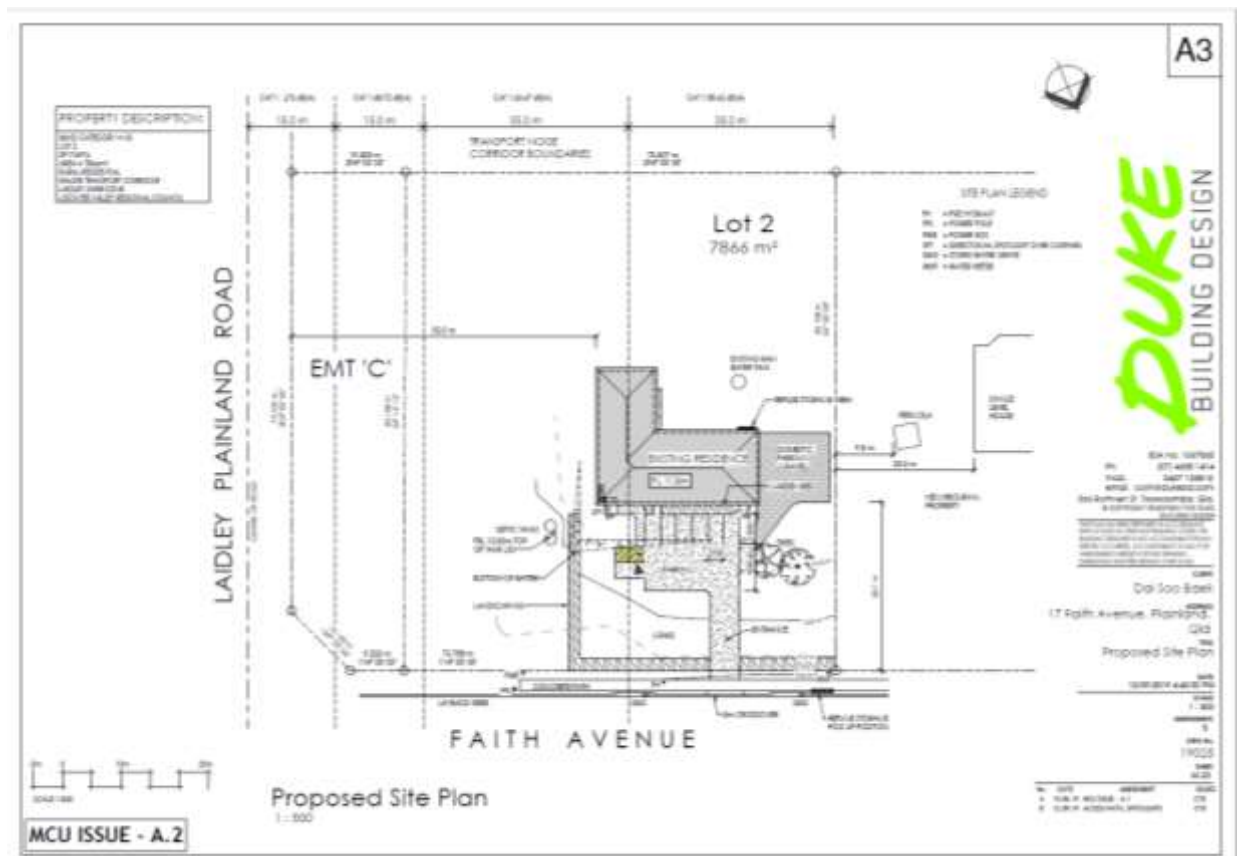
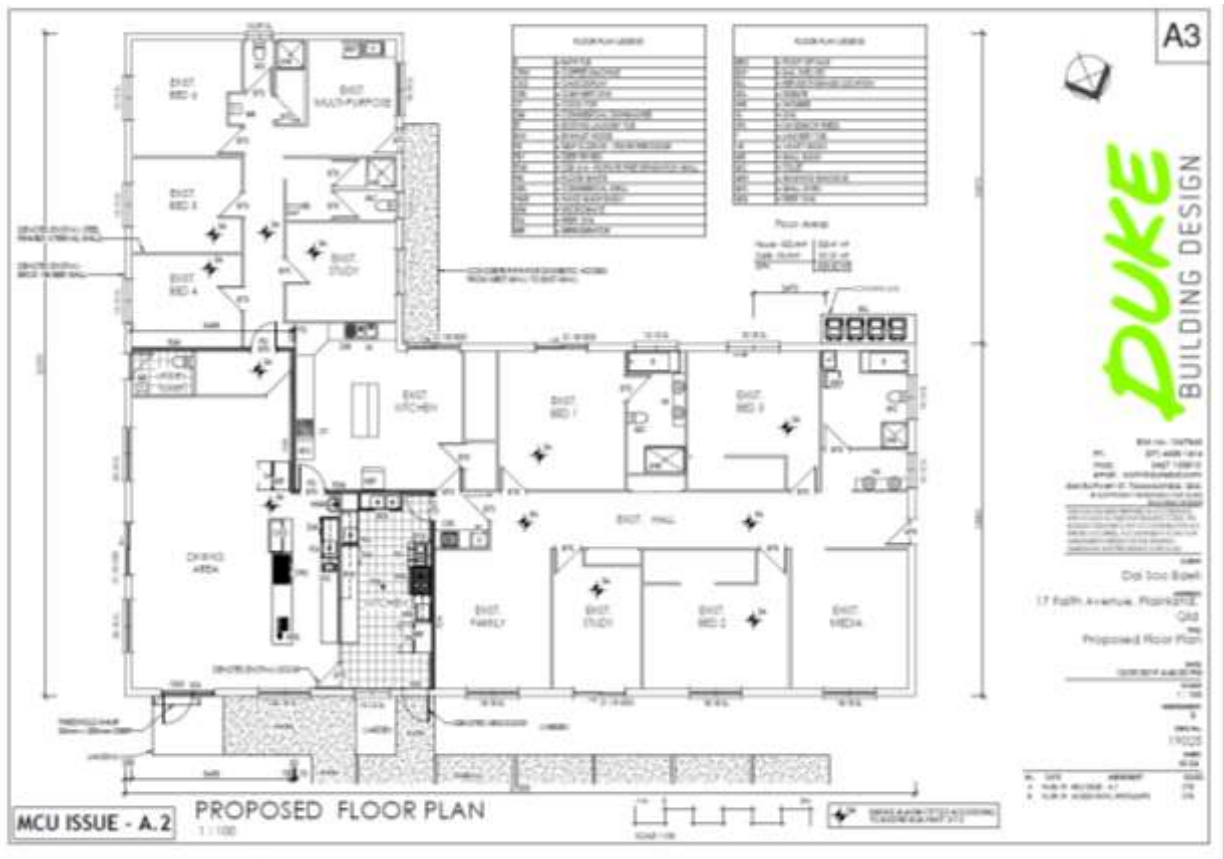


Figure 1 – Proposed Site Plan



Assessment

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- the *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Nil
State Planning Policy:	<ul style="list-style-type: none"> • Natural hazards risk and resilience – Nil • Water quality – <i>Water resource catchments</i>
SEQ Regional Plan Designation:	Rural Living Area

State Planning Policy

State Interest – Water quality

The site is mapped within a water resource catchment. However, the proposed development does not trigger assessment against the State Planning Policy for Water Quality as the proposed development will not result in six or more dwellings or an impervious area greater than 25 per cent.

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is the *Laidley Shire Planning Scheme 2003*. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	<i>Laidley Shire Planning Scheme 2003</i>
Zone:	Rural Residential Zone
Overlays:	Development Constraints - Major Infrastructure
Consistent/Inconsistent Use:	Consistent
Assessment Benchmarks:	Advertising Devices Code Building Dimensions Code Commercial / Retail Uses Code On-site Effluent Disposal Code Residential Areas Code Vehicle Access and Parking Code Development Constraints Overlay Code

Assessment Benchmarks – Planning Scheme Codes

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each of the codes. The pertinent issues arising out of assessment against the codes are discussed below:

Zone Code

Residential Areas Code

The proposed development complies with the requirements of this code. The proposed development is for a Restaurant within a Dwelling House.

The overall outcomes for the Residential Areas Code include: *‘The residential areas cater predominantly for residential uses, whilst not discouraging secondary compatible uses in association with the primary residential use.’*

The proposal does not prevent the ongoing operation of the Dwelling House on the site. The proposal does however involve significant works to the building to accommodate the use and ensure safety for residents and for patrons.

Specific Outcomes for the Rural Residential Area include:

- *Non-residential uses, including home based business and home occupations, that are not detrimental to the rural residential amenity of the locality and that provide a service to the community, are located in this Area;*
- *Additional uses, such as general stores, childcare facilities and other community based facilities are located in this area.*

Council has approved a number of other commercial uses within this area on lots that contain houses. These include the chiropractic clinic at 7 Maroske Road, and the Mechanical Workshop at 15 Faith Avenue, next door to the site. The subject site is also situated on one of the main accesses to Faith Lutheran College. It is therefore considered the proposed development is not detrimental to the rural residential amenity of the locality and does provide additional services to the community.

It is considered the development is compliant with the Specific Outcomes.

Development Codes

Commercial Uses Code

The proposed development generally complies with the requirements of this code.

The development has however been proposed with two directional spotlights affixed to the roof of the building to assist with lighting within the car park within the darker winter months.

This is not consistent with Acceptable Solution 4.1 which states: *“All outdoor lighting is directed inwards from the lighting source and is hooded to ensure there is no disturbance to adjoining uses resulting from light emissions;”*

It is considered compliance with *Australian Standard 4282 – 1997* may be difficult with respect to two outward focusing spotlights in a rural residential area. It is recommended that the applicant revisit the outdoor lighting arrangements as spotlights can be obtrusive. A more suitable solution would include a number of low level solar powered lights along the perimeter of the path and parking area, which would provide sufficient lighting for customers without causing light spill beyond the site.

It is considered the development is compliant with the Specific Outcomes.

On-site Effluent Disposal Code

The site contains an existing on-site effluent disposal system. However, the proposed wastes created by the proposed use are not compatible with the existing system without a separate grease trap prior to discharging into the on-site effluent disposal system.

This will be dealt with through a Plumbing Approval and Trade Waste Permit.

Vehicle Access and Parking Code

The proposed development has proposed a car park with seven parking spaces. The layout is considered generally acceptable, however some minor changes have been conditioned to ensure compliance with the Australian Standard.

It is considered that despite minor non-compliance with the Acceptable Solutions, the development is compliant with the Specific Outcomes.

An Operational Works approval will be required for the construction of the car park.

Development Constraints Overlay

Part of the property is subject to the Development Constraints overlay, in particular with respect to Major Infrastructure. The site adjoins the Laidley Plainland Road which is a State-controlled road.

The development is over 10m from the Laidley Plainland Road and access is provided from Faith Avenue, therefore the development is not impacted by this overlay.

Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument

Not applicable.

Consultation

Referral Agencies

The application was referred to SARA. SARA's response included conditions that required access to be provided in the location generally shown on the plans. This is designed to prevent direct access to the State-controlled road.

Internal Referrals

The application was referred to Council's Building and Plumbing Sections, Development Engineering and Environmental Health.

Council's Building section requires that a Development Approval for Building Works is required for the Change of Building Code Classification prior to the commencement of any building work. Additional work may be required to bring the buildings up to standard.

Council's Plumbing section advised a plumbing permit will be required. The fixtures associated with the proposed commercial kitchen will need to be disconnected from the existing house connection drain and put through a separate grease trap before discharging into the on-site effluent disposal system. This is likely to require cutting into the existing slab to run the separate service.

Council's Development Engineering Section has provided conditions regarding the carpark and stormwater. There are a number of minor changes required to the carpark, but these could be addressed by conditions, hence were not raised as part of an information request. These conditions do not change the function or operation of the carpark. A separate Operational Works application will be required for development of the carpark.

Council's Environmental Health section has provided a number of conditions that apply to the operation of the commercial kitchen. A separate licence will be required for registration under the *Food Act*.

Relevant conditions have been applied that address the above referrals.

Adopted Infrastructure Charges Resolution

The development is situated within the existing house, however does constitute an additional use. The use calculation has been calculated based on the floor area of the proposed use.

The stormwater calculation has been calculated based on the impervious area of the carpark, recognising the area associated with the new use is underneath the roof of the existing house. The stormwater charge may alter based on the changes in impervious area required to the car park as a part of the proposed conditions.

Infrastructure charges are payable in accordance with the following table:

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Refreshment Service - Commercial (Retail)	96.9m ²	\$109.00 per m ² GFA	\$10,562.10
Charge	Stormwater – Commercial (Retail)	245.6m ²	\$10.00 per m ² impervious	2,456.00
Charge	Dwelling House (3+ bedrooms)	1	\$12,500.00	\$12,500.00
TOTAL PROPOSED DEMAND				\$25,518.10
EXISTING DEMAND				
Credit	Dwelling House (3+ bedrooms)	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE				\$13,018.10

4. Policy and Legal Implications

Following a decision made by Council on the application, the applicant may seek a Negotiated Decision against Council's decision.

5. Financial and Resource Implications

Following a decision made by Council on the application, the applicant may seek a Negotiated Decision against Council's decision.

6. Delegations/Authorisations

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

7. Communication and Engagement

The decision of Council will be formally communicated to the applicant in accordance with the requirements of the *Planning Act 2016*.

8. Conclusion

The proposed development is recommended for approval subject to conditions.

9. Action/s

Advise the applicant of Council's decision.

Attachments

There are no attachments for this report.

12.0 CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Summary of Council Actual Financial Performance vs. Budget - 30 September 2019

Date: 14 October 2019

Author: Jodi Marchant, Financial Services Coordinator

Responsible Officer: Tony Brett, Acting Executive Manager Corporate & Community Services

Summary:

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budgeted performance is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 30 September 2019.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 30 September 2019.

RESOLUTION

THAT Council receive and note the Summary of Actual Financial Performance versus Budget to 30 September 2019.

Moved By: Cr Hagan

Seconded By:

Cr Cook

Resolution Number: 16-20/1544

CARRIED

7/0

Report

1. Introduction

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

2. Background

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

3. Report

The following report provides a summary of Council's financial performance against budget to 30 September 2019.

Operating Revenue - Year to date target \$23.64 million Actual \$23.56 million or 99.66%

At 30 September 2019, overall operating revenue for the year to date is on target. Council issued the first levy of the 2019-20 rates in August with majority of these collected in September. Other Revenue is above target due mainly to income tax equivalents and other reimbursements received to date. Other variances are most likely related to the timing of the cash flows and are not of a concern at this time of year.

Operating Expenditure - Year to date target \$15.54 million Actual \$15.05 million or 96.83%

At 30 September 2019, overall operating expenditure for the year to date is on target.

Employee costs are on target, however as with previous years, the capital works program has a significant labour component. The operating budget assumes that the capital budget will be completed as planned. There has been more operational works performed to date, with a greater emphasis on capital works to come. The split between operational and capital works will be monitored, and an adjustment may be required later in the year.

Goods and Services are slightly under budget across several areas, with the variances most likely related to timing differences in the phasing of budgeted expenditure and will be monitored closely and addressed as part of the review of the results for the September quarter.

Depreciation is also currently being reviewed based on the final value of assets at 30 June 2019 and any amendments will be presented to Council as part of the September Quarter Budget Review for formal adoption.

Capital Revenue – Year to date target \$0.53 million Actual \$1.09 million or 206.79%

While capital grants and subsidies revenue is overbudget for the year to date, the timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program and the grant application approval process.

Capital Expenditure – Annual Target \$17.40 million Actual \$3.34 million or 19.22%

At 30 September 2019, Council has expended \$3.34 million on its capital works program with a further \$1.67 million in committed costs for works currently in progress.

The main expenditures are \$2.18 million within Infrastructure, Works and Services and \$0.78 million within Corporate and Community Services. A significant portion of the capital expenditure to 30 September relates to projects in progress at the end of June 2019 as well as renewal works on roads and bridges.

In October, a report will be presented to Council for formal adoption of the September Quarter Budget Review including the anticipated carry-forward balances for capital works in progress at 30 June 2019.

Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 30 September, Council had \$36.45 million in current assets compared to \$12.32 million in current liabilities with a ratio of 2.96:1. This means that for every dollar of current liability, there is \$2.96 in assets to cover it.

Following the completion of the 2018-19 audit, the balance sheet balances have been updated to reflect the final audited figures.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 30 September, there has been a net cash inflow of \$4.57 million with \$6.96 million received from operating activities; a net cash outflow of \$2.04 million being spent on capital works; and a further net outflow of \$0.35 million for debt repayments.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. To maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time, at 30 September, Council's cash balance was \$27.67 million.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2019-20 Budget, with any variations or anomalies to be investigated and action taken as appropriate.

The 2018-19 carry-over works together with the results of a formal budget review based upon actual financial results at the end of the September quarter will be presented to Council in October 2019 for formal adoption. This combined result will reset Council's anticipated 30 June 2020 result and Council's long term financial forecast.

6. Delegations/Authorisations

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

7. Communication and Engagement

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

8. Conclusion

At 30 September, both operating revenue and expenditure are on target. Variations are a result of timing differences and at this stage of the financial year are not of concern.

9. Action/s

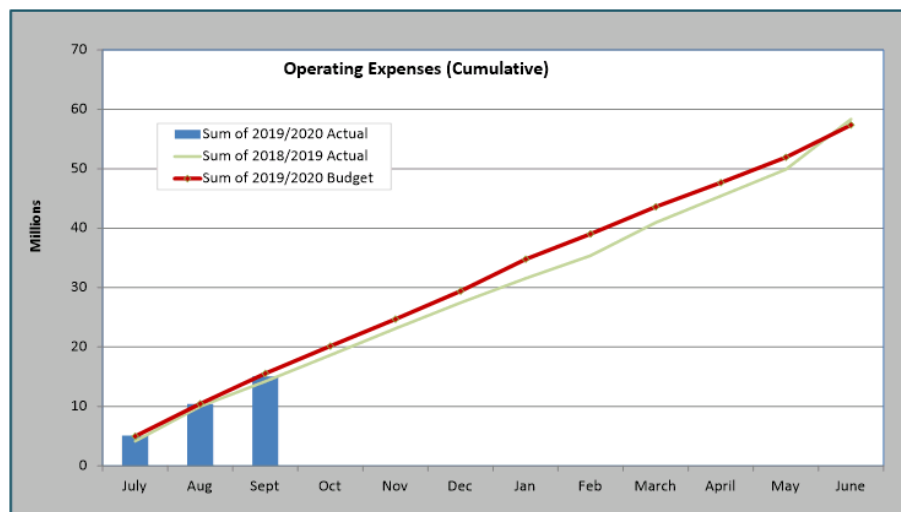
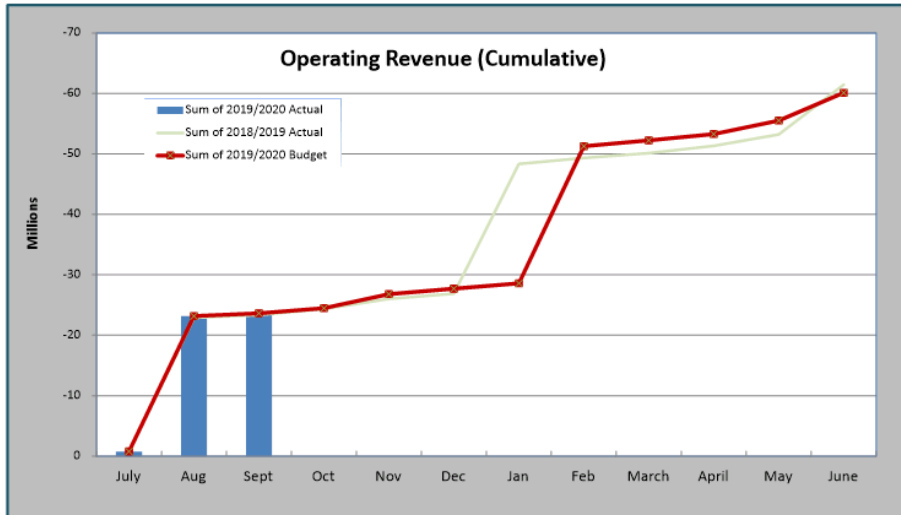
Nil

Attachments

- 1 [↓](#) Monthly Financial Report - September 2019 17 Pages

LOCKYER VALLEY REGIONAL COUNCIL

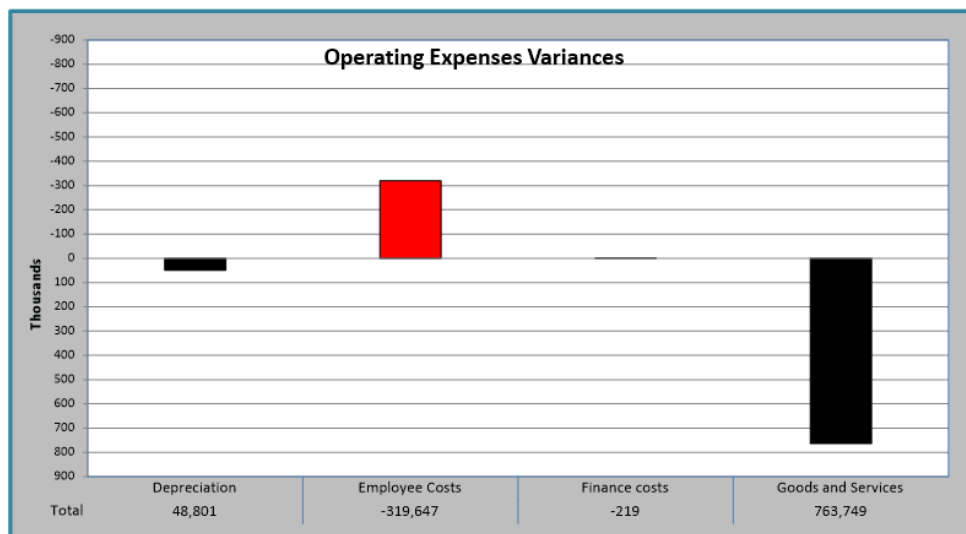
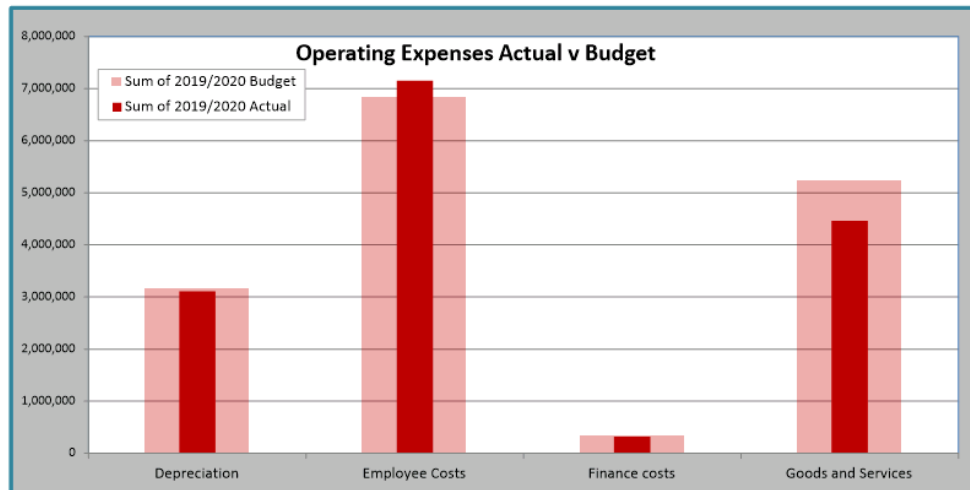
Total Council Operating Revenue and Expenses
For the Period Ended 30th September, 2019



LOCKYER VALLEY REGIONAL COUNCIL

Operating Expenses

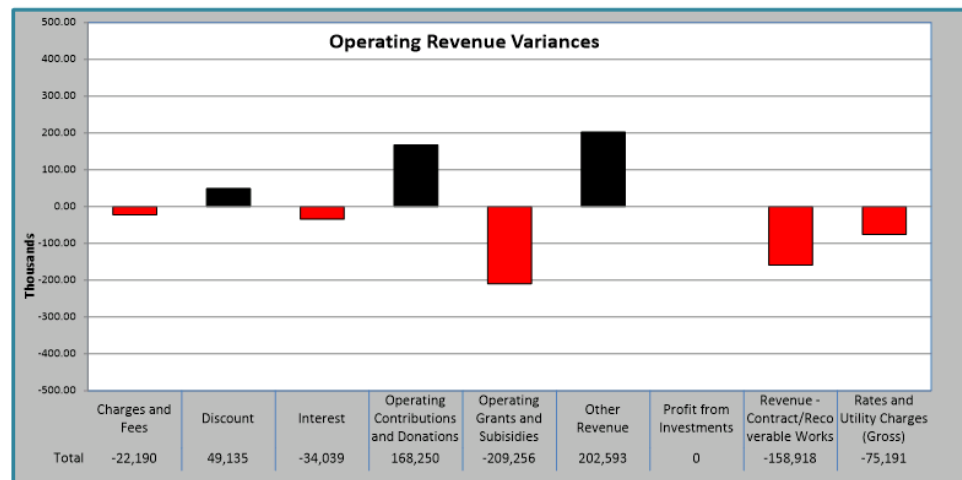
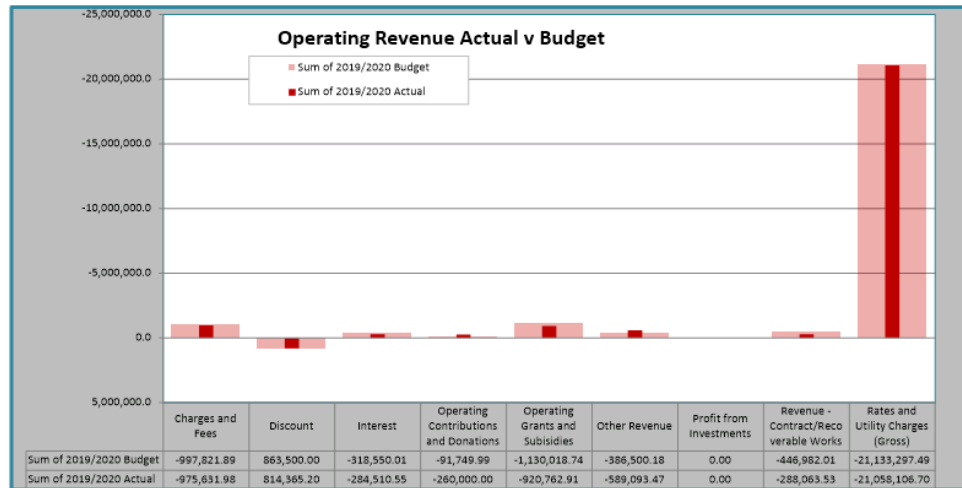
For the Period Ended 30th September, 2019



LOCKYER VALLEY REGIONAL COUNCIL

Operating Revenue

For the Period Ended 30th September, 2019



Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For Period Ending September 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Rates and Utility Charges (Gross)	42,664,095	21,058,107	21,133,297	75,191	0.36
Discount	(1,727,000)	(814,365)	(863,500)	(49,135)	5.69
Charges and Fees	4,097,212	975,632	997,822	22,190	2.22
Interest	1,512,200	284,511	318,550	34,039	10.69
Operating Grants and Subsidies	6,526,678	920,763	1,130,019	209,256	18.52
Operating Contributions and Donations	413,700	260,000	91,750	(168,250)	(183.38)
Revenue - Contract/Recoverable Works	2,034,594	288,064	446,982	158,918	35.55
Other Revenue	2,238,000	589,093	386,500	(202,593)	(52.42)
Profit from Investments	2,350,000	-	-	-	-
Total Operating Revenue	60,109,479	23,561,804	23,641,420	79,616	0.34
Operating Expenses:					
Employee Costs	25,394,135	7,151,860	6,832,213	(319,647)	(4.68)
Goods and Services	18,044,376	4,461,371	5,225,120	763,749	14.62
Finance costs	1,294,488	323,841	323,622	(219)	(0.07)
Depreciation	12,635,840	3,110,159	3,158,960	48,801	1.54
Total Operating Expenses	57,368,839	15,047,231	15,539,916	492,685	3.17
Operating Surplus/(Deficit)	2,740,640	8,514,573	8,101,505	(413,069)	(5.10)
Capital Revenue:					
Capital Grants, Subsidies and Contributions	2,135,796	1,178,149	533,949	(644,200)	(120.65)
Capital Expenses	(90,000)	(89,521)	(7,500)	82,021	(1,093.61)
Total Capital Revenue	2,045,796	1,088,628	526,449	(562,179)	(106.79)
Operating Surplus/(Deficit) After Capital Items	4,786,436	9,603,201	8,627,954	(975,248)	(11.30)

Lockyer Valley Regional Council (Executive Office)
Statement of Comprehensive Income
For Period Ending September 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Charges and Fees	-	808	-	(808)	-
Operating Grants and Subsidies	-	10,000	-	(10,000)	-
Operating Contributions and Donations	-	130,000	-	(130,000)	-
Revenue - Contract/Recoverable Works	1,244,594	242,841	311,149	68,308	21.95
Other Revenue	443,200	170,956	148,800	(22,156)	(14.89)
Total Operating Revenue	1,687,794	554,605	459,949	(94,656)	(20.58)
<u>Operating Expenses:</u>					
Employee Costs	4,886,900	1,426,912	1,298,663	(128,249)	(9.88)
Goods and Services	3,951,947	1,272,759	1,478,803	206,043	13.93
Finance costs	3,500	869	875	6	0.73
Depreciation	15,680	3,274	3,920	646	16.49
Total Operating Expenses	8,858,027	2,703,814	2,782,261	78,447	2.82
Operating Surplus/(Deficit)	(7,170,233)	(2,149,209)	(2,322,312)	(173,103)	7.45
<u>Capital Revenue:</u>					
	-	-	-	-	-
Total Capital Revenue	-	-	-	-	-
Operating Surplus/(Deficit) After Capital Items	(7,170,233)	(2,149,209)	(2,322,312)	(173,103)	7.45

Lockyer Valley Regional Council (Organisational Development and Planning)
Statement of Comprehensive Income
For Period Ending September 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	305,000	152,446	152,500	54	0.04
Charges and Fees	1,903,000	506,821	475,750	(31,071)	(6.53)
Interest	-	426	-	(426)	-
Operating Grants and Subsidies	80,000	(70,670)	-	70,670	-
Operating Contributions and Donations	367,000	130,000	91,750	(38,250)	(41.69)
Other Revenue	-	1,609	-	(1,609)	-
Total Operating Revenue	2,655,000	720,632	720,000	(632)	(0.09)
<u>Operating Expenses:</u>					
Employee Costs	4,948,217	1,275,069	1,315,003	39,934	3.04
Goods and Services	1,884,818	152,592	459,057	306,465	66.76
Finance costs	-	219	-	(219)	-
Total Operating Expenses	6,833,035	1,427,881	1,774,060	346,179	19.51
Operating Surplus/(Deficit)	(4,178,035)	(707,249)	(1,054,060)	(346,811)	32.90
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	403,000	432,500	100,750	(331,750)	(329.28)
Total Capital Revenue	403,000	432,500	100,750	(331,750)	(329.28)
Operating Surplus/(Deficit) After Capital Items	(3,775,035)	(274,749)	(953,310)	(678,561)	71.18

Lockyer Valley Regional Council (Corporate and Community Services)
Statement of Comprehensive Income
For Period Ending September 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	41,508,017	20,479,660	20,555,258	75,598	0.37
Discount	(1,727,000)	(814,365)	(863,500)	(49,135)	5.69
Charges and Fees	2,154,712	459,036	512,197	53,161	10.38
Interest	1,512,200	284,085	318,550	34,465	10.82
Operating Grants and Subsidies	4,169,300	773,440	719,250	(54,190)	(7.53)
Operating Contributions and Donations	46,700	-	-	-	-
Revenue - Contract/Recoverable Works	-	30	-	(30)	-
Other Revenue	1,574,800	315,758	182,700	(133,058)	(72.83)
Profit from Investments	2,350,000	-	-	-	-
Total Operating Revenue	51,588,729	21,497,644	21,424,456	(73,189)	(0.34)
<u>Operating Expenses:</u>					
Employee Costs	8,824,891	2,340,564	2,359,263	18,699	0.79
Goods and Services	10,413,488	2,460,569	2,548,446	87,877	3.45
Finance costs	919,988	227,720	229,997	2,277	0.99
Depreciation	11,450,160	2,799,325	2,862,540	63,215	2.21
Total Operating Expenses	31,608,527	7,828,179	8,000,246	172,067	2.15
Operating Surplus/(Deficit)	19,980,202	13,669,466	13,424,210	(245,256)	(1.83)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	445,850	138,736	111,463	(27,274)	(24.47)
Total Capital Revenue	445,850	138,736	111,463	(27,274)	(24.47)
Operating Surplus/(Deficit) After Capital Items	20,426,052	13,808,202	13,535,672	(272,530)	(2.01)

Lockyer Valley Regional Council (Infrastructure, Works and Services)
Statement of Comprehensive Income
For Period Ending September 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	851,078	426,000	425,539	(461)	(0.11)
Charges and Fees	39,500	8,967	9,875	908	9.19
Operating Grants and Subsidies	2,277,378	207,993	410,769	202,776	49.37
Revenue - Contract/Recoverable Works	790,000	45,192	135,833	90,641	66.73
Other Revenue	220,000	100,771	55,000	(45,771)	(83.22)
Total Operating Revenue	4,177,956	788,923	1,037,016	248,093	23.92
<u>Operating Expenses:</u>					
Employee Costs	6,734,127	2,109,315	1,859,284	(250,030)	(13.45)
Goods and Services	1,794,123	575,450	738,814	163,364	22.11
Finance costs	371,000	95,033	92,750	(2,283)	(2.46)
Depreciation	1,170,000	307,560	292,500	(15,060)	(5.15)
Total Operating Expenses	10,069,250	3,087,358	2,983,348	(104,009)	(3.49)
Operating Surplus/(Deficit)	(5,891,294)	(2,298,434)	(1,946,333)	352,102	(18.09)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	1,286,946	606,913	321,737	(285,176)	(88.64)
Capital Expenses	(90,000)	(89,521)	(7,500)	82,021	(1,093.61)
Total Capital Revenue	1,196,946	517,392	314,237	(203,155)	(64.65)
Operating Surplus/(Deficit) After Capital Items	(4,694,348)	(1,781,043)	(1,632,096)	148,947	(9.13)

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 30 September, 2019

	2019-2020 Full Year Budget	2019-2020 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	18,640,000	17,069,709
Cash investments	-	10,600,000
Trade and other receivables	3,580,000	6,340,364
Inventories	2,470,000	350,264
Non-current assets classified as held for sale	-	2,091,000
Total Current Assets	24,690,000	36,451,337
<u>Non Current Assets</u>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	33,350,000	31,339,700
Investment properties	1,850,000	2,010,000
Property, plant and equipment	570,780,000	569,659,907
Intangible assets	5,960,000	5,100,893
Total Non Current Assets	626,670,000	622,855,756
TOTAL ASSETS	651,360,000	659,307,093
<u>Current Liabilities</u>		
Trade and other payables	3,940,000	5,499,876
Provisions	5,470,000	5,738,621
Borrowings	1,560,000	1,081,644
Total Current Liabilities	10,980,000	12,320,141
<u>Non Current Liabilities</u>		
Provisions	28,720,000	29,655,001
Borrowings	21,400,000	23,079,170
Total Non Current Liabilities	50,110,000	52,734,171
TOTAL LIABILITIES	61,090,000	65,054,312
NET COMMUNITY ASSETS	590,270,000	594,252,780
<u>Community Equity</u>		
Retained surplus (deficiency)	385,919,017	381,254,101
Asset revaluation surplus	199,570,000	199,946,090
Reserves	-	3,449,388
Current Surplus/(Deficit)	4,780,983	9,603,201
TOTAL COMMUNITY EQUITY	590,270,000	594,252,780

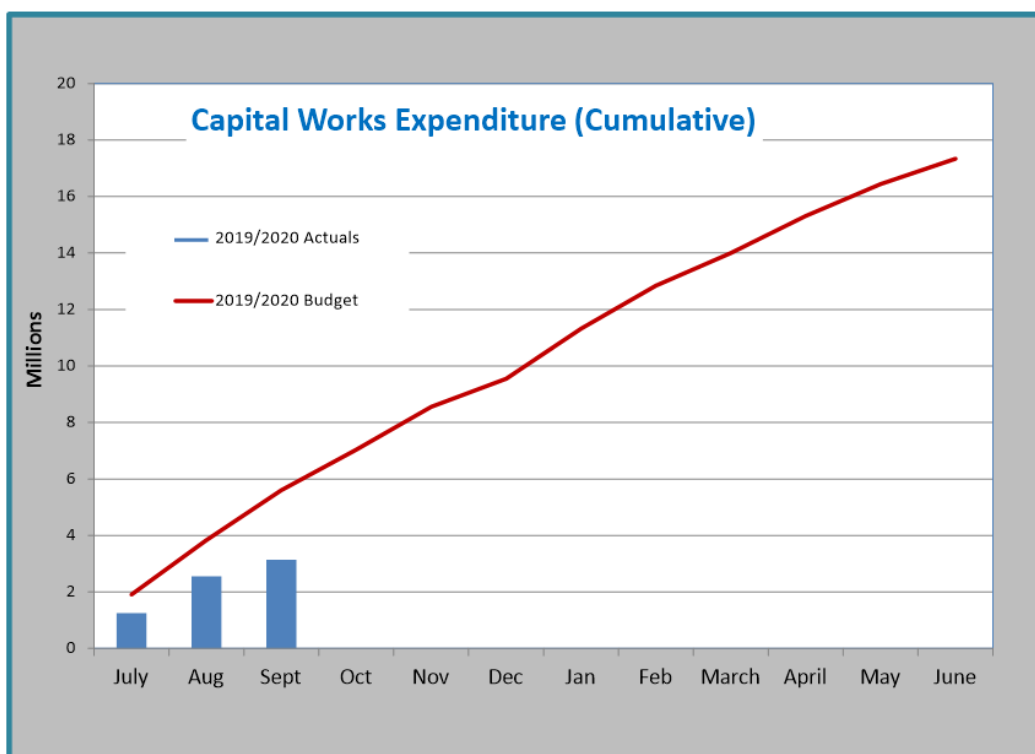
LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the period ended 30 September, 2019

	2019-2020 Full Year Budget	2019-2020 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	55,760,000	23,372,300
Interest received	1,510,000	284,511
<u>Payments</u>		
Payments to suppliers and employees	(43,310,000)	(16,395,802)
Interest expense	(1,160,000)	(296,276)
Net cash inflow (outflow) from operating activities	12,800,000	6,964,733
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	2,110,000	1,178,149
Payments for property, plant and equipment	(17,400,000)	(3,223,066)
Net transfer (to) from cash investments	840,000	-
Proceeds from sale of property plant and equipment	930,000	-
Net cash inflow (outflow) from investing activities	(13,530,000)	(2,044,918)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(1,480,000)	(352,882)
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(1,480,000)	(352,882)
Net increase (decrease) in cash and cash equivalents held	(2,210,000)	4,566,934
Cash and cash equivalents at beginning of the financial year	20,840,000	23,102,775
Cash and cash equivalents at end of the financial year	18,640,000	27,669,709

LOCKYER VALLEY REGIONAL COUNCIL

CAPITAL WORKS BY GROUP

Row Labels	Values		
	2019-20 Budget	2019-20 Actuals	Sum of PercentSpent
Corporate & Community Services	3,628,650	778,354	21.45%
Executive Office	-	14,201	0.00%
Infrastructure Works & Services	13,117,000	2,176,007	16.59%
Organisational Development & Planning	655,000	375,939	57.40%
Grand Total	17,400,650	3,344,501	19.22%



LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORK SUMMARY
September, 2019

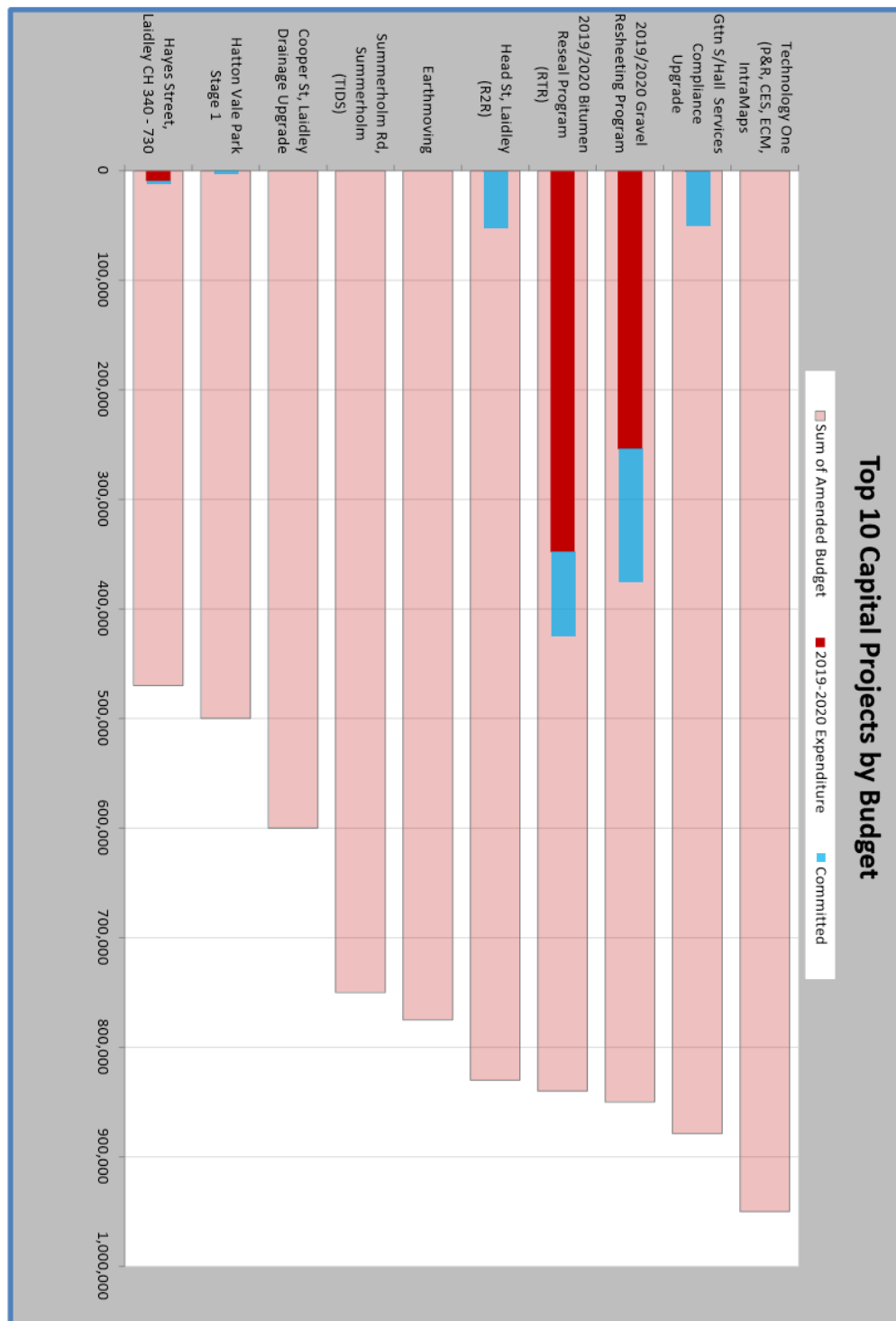
	2019-2020 Adopted Budget	2019-2020 Expenditure	Committed	2019-2020 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Disaster Management	-	-	17,710	17,710	(17,710)
Facilities	1,608,400	226,601	90,881	317,481	1,290,919
Information Management	100,000	13,759	-	13,759	86,241
Information Technology	1,280,500	208,638	237,777	446,416	834,084
SES	13,750	4,530	-	4,530	9,220
Transfer Stations	626,000	324,825	123,811	448,636	177,364
Corporate & Community Services Total	3,628,650	778,354	470,179	1,248,533	2,380,117
Executive Office					
Regional Development Management	-	-	9,123	9,123	(9,123)
Tourism Initiatives	-	13,401	2,609	16,010	(16,010)
Legal Services	-	800	-	800	(800)
Executive Office Total	-	14,201	11,732	25,933	(25,933)
Infrastructure Works & Services					
Capital Program Delivery	11,112,500	1,804,556	786,752	2,591,308	8,521,192
Depot	236,000	60,526	6,701	67,228	168,772
Fleet	1,074,000	91,411	9,856	101,268	972,732
Parks & Open Spaces	520,000	34,456	68,044	102,501	417,499
Cemetery	143,000	179,185	17,288	196,473	(53,473)
NDRRA Program - Infrastructure Recovery	-	5,873	-	5,873	(5,873)
Asset Management	31,500	-	-	-	31,500
Infrastructure Works & Services Total	13,117,000	2,176,007	888,642	3,064,649	10,052,351
Organisational Development & Planning					
Planning Scheme	655,000	45,194	260,189	305,383	349,617
Sport Recreation and Community Grants	-	330,745	43,966	374,710	(374,710)
Organisational Development & Planning Total	655,000	375,939	304,155	680,094	(25,094)
Grand Total	17,400,650	3,344,501	1,674,708	5,019,208	12,381,442

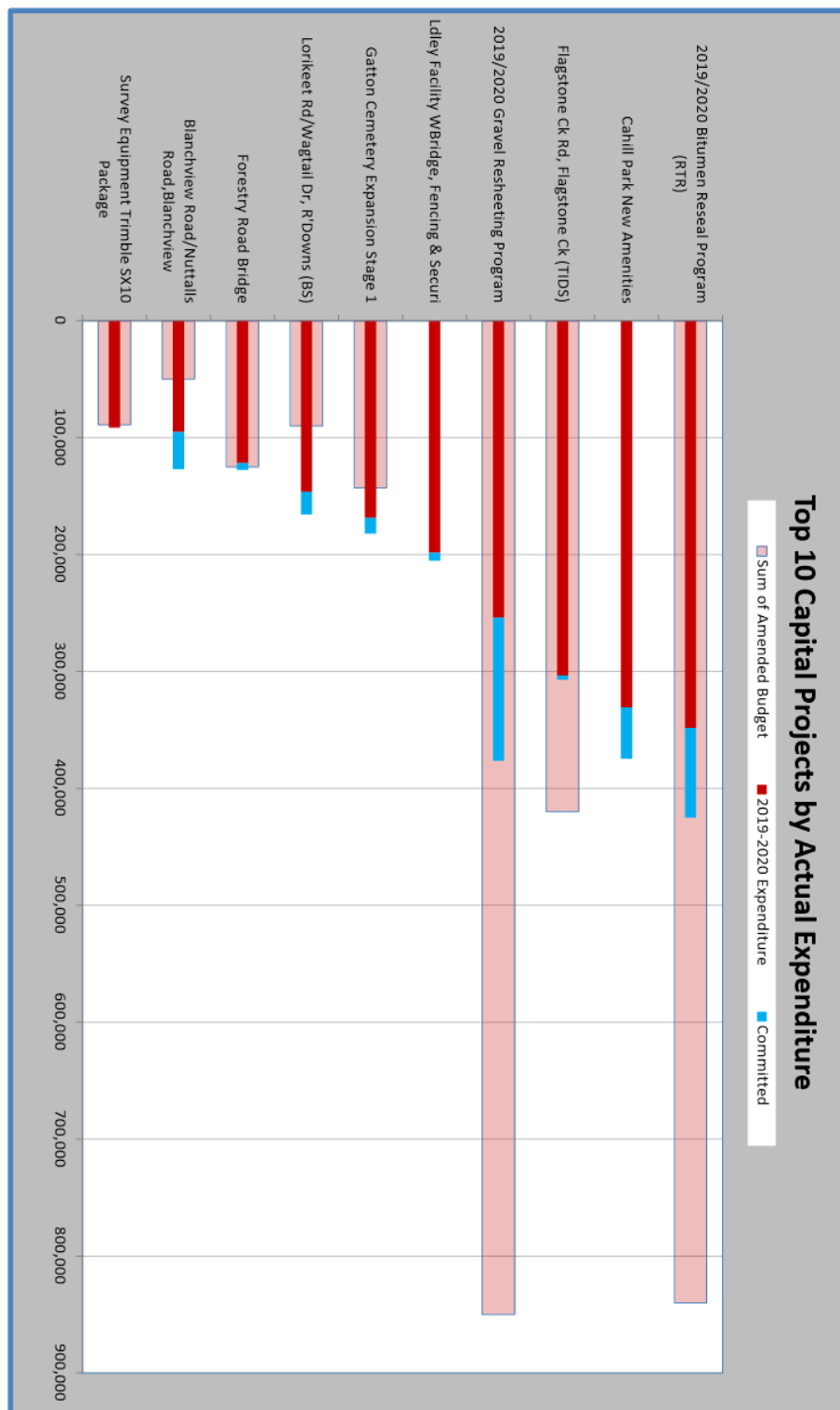
LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
September, 2019

	2019-2020 Budget	2019-2020 Expenditure	Committed	2019-2020 Expenditure (including Committed)	Remaining Budget (including Committed)	Commentary
Corporate & Community Services						
Disaster Management						
Flood Mapping and Modelling L'yer Catchm	-	-	18,000	18,000	(18,000)	\$15,500 in for carryover
Wateride Flood Intelligence	-	-	1,710	1,710	(1,710)	\$2,000 in for carryover
Disaster Management Total	-	-	17,710	17,710	(17,710)	
Facilities						
Cahill Park Lighting - Netball Courts	-	1,148	-	1,148	(1,148)	\$40,000 contribution in with carryovers
Cahill Park Machinery Shed Design	10,000	-	-	-	10,000	
Corrective Electrical Upgrades	34,700	1,550	-	1,550	33,151	
Cyclical Painting Program	75,000	2,089	-	2,089	72,911	
Das Neumann Haus Stair Alterations	50,000	819	2,500	3,119	46,881	
Energy Efficiency Program	70,000	14,894	-	14,894	55,106	
Gatton Cemetery Outdoor Chapel	-	38,254	-	38,254	(38,254)	\$27,800 in for carryovers
Gatton Depot WShop Building Alterations	-	538	-	538	(538)	no carryover
Gatton Shire Hall Masterplan Works	-	2,725	-	2,725	(2,725)	no carryover
Gatton Shire Hall Roof Restoration	45,000	-	-	-	45,000	
Gatton Showgrounds Energy Reduction	-	20	-	20	(20)	\$39,000 in for carryover
Gatton Showgrounds Masterplan Document	-	-	1	1	(1)	no carryover
Gatton Showgrounds Separate Metering	-	1,146	2,650	3,796	(3,796)	no carryover
Gatton Squash Courts Refurbishment	-	1,547	18,085	19,612	(19,612)	
GSH Refurbishment PWD Amenities	-	89,086	-	89,086	(89,086)	\$70,889 in for carryover
Gttn S/Hall Services Compliance Upgrade	878,700	1,146	49,980	51,106	827,594	
Laidley Admin Building Refurbishment	-	-	217	217	(217)	no carryover
Laidley Saleyards Drainage	55,000	4,128	-	4,128	50,872	
LCC Refurbish Ramp and Balustrading	55,000	2,887	-	2,887	52,113	
LCC Refurb Drought Comm Programme Fund	-	2,384	-	2,384	(2,384)	no carryover
LRR Lighting Rectification	-	43,087	-	43,087	(43,087)	Sept budget review Insurance Claim
LVAC Pumps and Filtration	30,000	-	-	-	30,000	
LVCC Air Conditioning Redesign	50,000	1,189	-	1,189	48,811	
LVEC Structural Remediation & Other Work	100,000	8,861	10,308	19,168	80,832	
Nielsen's Place Shade Structure	55,000	2,612	-	2,612	52,388	
Relocation Cnoll Self Contained Toilets	50,000	8,754	7,180	15,934	34,066	
Withcott Sports Ctre Kitchen Reconfigure	50,000	-	-	-	50,000	
Facilities Total	1,608,400	226,601	90,881	317,481	1,290,919	
Information Management						
Records Relocation and Sentencing	100,000	13,759	-	13,759	86,241	
Information Management Total	100,000	13,759	-	13,759	86,241	
Information Technology						
Aerial Photography	30,000	-	-	-	30,000	
Cyber Security	150,000	65,156	-	65,156	84,844	
Flood Information Advice Portal	-	5,299	-	5,299	(5,299)	\$160,000 in for carryovers
GIS Enhancement	-	-	20,945	20,945	(20,945)	no carryover will be funded from PJ101953
LVCC Audio Visual	-	57,299	-	57,299	(57,299)	\$80,000 in for carryovers
Network Perimeter Security (Firewalls)	50,500	-	-	-	50,500	
Switches Renewal	-	74,731	-	74,731	(74,731)	\$74,000 in for carryovers
Technology One (P&R, CES, ECM, IntraMaps)	950,000	-	-	-	950,000	
Technology One Cloud Implementation	-	28,905	-	28,905	(28,905)	budget will come from PJ101953
Technology One One Council Project	-	136	120,534	120,670	(120,670)	budget will come from PJ101953
Upgrade MS Office	100,000	10,289	39,000	49,289	50,711	
Upgrade Technology One P&R System to C/A	-	555	-	555	(555)	budget will come from PJ101953
Wireless Access Points	-	23,564	-	23,564	(23,564)	\$26,000 in for carryovers
Information Technology Total	1,280,500	208,638	237,777	446,416	834,084	
SES						
Forest Hill SES Replacement Generator	8,750	308	-	308	8,442	
SES Mobile Phones Replacement	5,000	4,223	-	4,223	777	
SES Total	13,750	4,530	-	4,530	9,220	
Transfer Stations						
Construct liner against Cell 1	330,000	-	-	-	330,000	
Gatton Landfill - Cell 5 (Design)	45,000	-	-	-	45,000	
Gatton Waste Facility Security & Softwar	-	77,200	-	77,200	(77,200)	\$78,800 in for carryovers
Gatton Weighbridge Platform/Ramp	-	1,190	-	1,190	(1,190)	no carryovers
Laidley Landfill Capping Works	-	-	6,177	6,177	(6,177)	\$7,000 in for carryovers
Laidley Weighbridge Road Expansion	70,000	1,547	82,364	83,911	(13,911)	
Ldley Facility W/Bridge, Fencing & Securi	-	198,319	6,900	205,219	(205,219)	\$284,000 in for carryovers
Ldley Telemetry Final Sedimentation Dam	34,000	-	28,370	28,370	5,630	
M/ Plan Gatton Long Haul Waste Facility	55,000	-	-	-	55,000	
Pest (weeds & fireants) washdown provisi	-	19,112	-	19,112	(19,112)	\$19,103 in for carryovers
Rehab Plan Otto Road Facility	50,000	-	-	-	50,000	
Traffic Management Plan	-	9,740	-	9,740	(9,740)	\$12,000 in for carryovers
Waste management Signage Review	-	1,225	-	1,225	(1,225)	\$1,225 in for carryovers
Windblown Litter Screen Fences	42,000	16,493	-	16,493	25,507	
Transfer Stations Total	626,000	324,625	123,811	448,436	177,564	
Corporate & Community Services Total	3,628,650	778,354	470,179	1,248,533	2,380,117	
Executive Office						
Regional Development Management						
GVMZ	-	-	9,123	9,123	(9,123)	no carryover
Regional Development Management Total	-	-	9,123	9,123	(9,123)	
Tourism Initiatives						
Event Promotion Stands and Props	-	13,401	2,809	16,010	(16,010)	\$26,988 in for carryovers
Tourism Initiatives Total	-	13,401	2,809	16,010	(16,010)	
Legal Services						
Property Management & Disposal Strategy	-	800	-	800	(800)	\$75,000 in fro carryovers
Legal Services Total	-	800	-	800	(800)	
Executive Office Total	-	14,201	11,732	25,933	(25,933)	
Infrastructure Works & Services						
Capital Program Delivery						
2018/2019 Bitumen Reseal Program	-	(32)	-	(32)	32	no carryover
2019/2020 - Culvert Renewal Program	270,000	15,354	78,828	94,182	175,818	
2019/2020 - Minor Bridge Remedial Work	100,000	-	-	-	100,000	
2019/2020 - Pram Ramp Program	30,000	6,429	-	6,429	23,571	
2019/2020 - Urban Drainage Inlet Works	40,000	299	-	299	39,701	
2019/2020 Bitumen Reseal Program (RTR)	840,000	348,204	78,872	426,076	414,924	

	2019-2020 Budget	2019-2020 Expenditure	Committed	2019-2020 Expenditure (including Committed)	Remaining Budget (including Committed)	Commentary
2019/2020 Black Spot Mtnce Works Com	150,000	-	-	-	150,000	
2019/2020 Footpath Renewal Program	40,000	-	-	-	40,000	
2019/2020 Gravel Resheeting Program	850,000	254,040	122,277	378,317	473,883	
2019/2020 Kerb Replacement Program	-	46,244	10,273	58,517	(58,517)	budget to come from culvert renewal program as per email
Allan Street, Gattin Footpaths	-	30,144	1,846	31,992	(31,992)	\$30,000 in for carryovers
Amos Rd, Withcott	270,000	-	-	-	270,000	
Belfords Bridge, Gattin	250,000	-	-	-	250,000	
Belmore St, Withcott	400,000	46	9,457	9,503	390,497	
Blanchview Rd, S/Ridge (BS)	17,000	1,346	991	2,337	14,663	
Blanchview Road/Nuttalls Road, Blanchview	50,000	95,140	31,977	127,117	(77,117)	
Blanchview Road/O'Neills Road, Withcott	75,000	2,057	-	2,057	72,943	
Blenheim Hall, Blenheim	25,000	1,183	-	1,183	23,817	
Brighview Rd & Village Rd, L/Rose (BS)	126,000	2,053	-	2,053	123,947	
Brighview Rd/Gehrke Rd, G/Grove (BS)	116,500	-	-	-	116,500	
Cooper St, Laidley Drainage Upgrade	600,000	-	-	-	600,000	
Crescent St, Gattin Carpark	60,000	-	-	-	60,000	
Crowley Road Shoulder Reconstruction	-	4,664	30,482	35,126	(35,126)	\$55,500 in for carryovers
Culvert Renewals - Various	-	45,941	-	45,941	(45,941)	
Cycle Network Gattin	250,000	-	-	-	250,000	
Cycle Network Gattin (Carry Over)	200,000	-	-	-	200,000	
Dolleys Rd, Withcott - Stage 1	150,000	-	-	-	150,000	
Dolleys Rd, Withcott - Stage 2	200,000	-	-	-	200,000	\$72,000 in for carryovers
Dolleys Road Upgrade	-	3,297	-	3,297	(3,297)	\$24,800 in for carryovers
Drainage Works Tew Ct and Rogers Drive	-	23,834	965	24,529	(24,529)	
Edward Street Laidley CH 0 - 270	450,000	11,758	4,416	16,174	433,826	
Flagstone Ck Rd, Flagstone Ck (TIDS)	420,000	303,457	3,568	307,066	112,934	
Forestry Road Bridge	125,000	121,587	6,053	127,640	(2,640)	
Gattin Long Distance Coach Project	40,000	314	1,364	1,677	38,323	\$63,500 in for carryovers
Gehrke Hill Road, Summerholm CH 100 - 10	-	63,851	-	63,851	(63,851)	\$62,000 in for carryovers
Gehrke Road/Rons Road, Glenore Grove	80,000	14,538	127,200	141,738	(61,738)	no carryover
Gravel Resheeting Program 2018/2019(R2R)	-	5,416	-	5,416	(5,416)	
Hatton Vale School Parking Improvements	60,000	-	-	-	60,000	
Hayes Street, Laidley CH 340 - 730	470,000	9,562	3,746	13,308	456,692	
Head St, Laidley (R2R)	630,000	625	53,166	53,890	776,110	\$25,000 in for carryovers
Head Street Laidley CH 0 - 450	-	19,501	6,109	25,610	(25,610)	
Hermey Road Pavement Reconstruction	-	5,212	7,983	13,195	(13,195)	\$13,500 in for carryovers
Jones Road Bridge (Withcott) (BS)	58,000	647	-	647	57,353	
Laidley Flood Mitigation	-	-	10,594	10,594	(10,594)	
Lake Clarendon Way	280,000	2,035	52,159	54,195	225,805	
LED Street Lighting Laidley (LGSP)	250,000	-	-	-	250,000	
Lonkeet Rd/Vagtail Dr, R/Downs (BS)	90,000	146,194	19,663	165,857	(75,857)	
Murphys Creek Road footpath (TIDS)	340,000	-	-	-	340,000	
Niemeyer Rd, H/Vale - S Contribution	50,000	-	-	-	50,000	
Niemeyer Road, Hatton Vale	150,000	-	-	-	150,000	no carryover
Norfolk Rd, Summerholm (BS)	62,500	619	-	619	61,881	no carryover
Old Toowoomba Road, Placid Hills	-	(9)	-	(9)	9	
Pavement Reconstruction Otto Road	-	-	230	230	(230)	
Placid Rise Retention Basin	375,000	924	7,326	8,250	366,750	no carryover
Postmans Ridge Rd, Helidon Spa	423,000	15,561	1,911	17,472	405,528	
Princess Street Road Pavement Gattin	-	1	-	1	(1)	
Project Design - Pre-design	90,000	5,480	-	5,480	84,520	
Railway crossings safety improvements	30,000	125	-	125	29,875	
Railway St Gattin LED Lighting Project	153,000	666	82,394	83,060	69,940	
Railway St/Summer St Laidley (BS)	66,000	35,362	18,283	53,645	12,355	
Road Closure Signs	20,000	16,101	535	16,636	3,364	
Robinsons Road, Laidley	80,000	60,198	2,895	63,093	16,907	
Rockmount Road/Walkers Road, Rockmount	-	151	-	151	(151)	no carryover
Signs and Lines Projects	40,000	11,351	2,536	13,887	26,113	
Stevens Road Upgrade & Bitumen Seal	-	1,800	-	1,800	(1,800)	\$2,100 in for carryovers
Stormwater Improvements Gattin	70,000	11,771	2,011	13,782	56,218	
Summerholm Intersection	-	50,444	1,407	51,850	(51,850)	\$55,000 in for carryovers
Summerholm Rd, Summerholm (TIDS)	750,000	-	-	-	750,000	
Tenthill Ck Rd, Gattin (BS)	21,000	6,014	262	6,276	14,724	
Thallon Road Kensington Grove CH 2700 -	-	-	232	232	(232)	no carryovers
Twidales Rd, Helidon Spa	85,000	-	2,325	2,325	82,675	
Vehicle Activated Signs Bases Various	20,000	81	1,870	1,951	18,049	
Walnut Dr/Ashwood Ct, Brighview (BS)	7,000	3,088	-	3,088	3,912	
William St Footpaths Gattin	-	-	2,797	2,797	(2,797)	\$2,797 in for carryovers
Zischke Road, R/Downs (BS)	17,500	-	-	-	17,500	
Capital Program Delivery Total	11,112,500	1,804,556	786,752	2,591,308	8,521,192	
Depot						
Gattin Depot Fuel storage	136,000	-	-	-	136,000	
Pavement Rehabilitation Gattin Depot	100,000	60,526	6,701	67,227	32,772	
Depot Total	236,000	60,526	6,701	67,227	168,772	
Fleet						
Earthmoving	775,000	-	-	-	775,000	
Minor Fleet	12,000	-	9,856	9,856	2,144	
Survey Equipment Trimble SX10 Package	89,000	91,411	-	91,411	(2,411)	
Trailers	13,000	-	-	-	13,000	
Trucks	185,000	-	-	-	185,000	
Fleet Total	1,074,000	91,411	9,856	101,268	972,732	
Parks & Open Spaces						
Centenary Park Lighting	-	666	-	666	(666)	no carryovers
Fairy Lights Gattin	20,000	-	9,788	9,788	10,212	
Hatton Vale Park Concept and Design	-	8,105	13,744	21,849	(21,849)	\$20,095 in for carryovers
Hatton Vale Park Stage 1	500,000	-	3,750	3,750	496,250	
Laidley Sate Park Upgrade	-	2,095	37,980	40,075	(40,075)	Sept budget amendment - grant received in 2018/19
Lake Apex Deslting Investigation Gattin	-	10,896	-	10,896	(10,896)	\$19,800 in for carryovers
Springbrook Park Sprinkler System	-	12,724	2,400	15,124	(15,124)	\$10,000 in for carryovers
Zabel Road Lockrose Dip Site Rehabilitat	-	383	-	383	(383)	\$14,383 in for carryovers
Parks & Open Spaces Total	520,000	34,456	68,044	102,501	417,499	
Cemetery						
Gattin Cemetery Expansion Stage 1	143,000	168,587	13,525	182,112	(39,112)	
Gattin Cemetery Expansion Works	-	7,597	3,763	11,361	(11,361)	in for carryover
Laidley Columbarium	-	3,001	-	3,001	(3,001)	in for carryover
Cemetery Total	143,000	179,185	17,288	196,473	(63,473)	

	2019-2020 Budget	2019-2020 Expenditure	Committed	2019-2020 Expenditure (including Committed)	Remaining Budget (including Committed)	Commentary
NDRRRA Program - Infrastructure Recovery						
NDRRRA Program Management 2017 FloodEvent	-	5,873	-	5,873	(5,873)	in for carryover
NDRRRA Program - Infrastructure Recovery Total	-	5,873	-	5,873	(5,873)	
Asset Management						
Civil Estimating Package	31,500	-	-	-	31,500	
Asset Management Total	31,500	-	-	-	31,500	
Infrastructure Works & Services Total	13,117,000	2,176,007	888,642	3,064,649	10,052,351	
Organisational Development & Planning						
Planning Scheme						
Community Profiles	30,000	-	-	-	30,000	
Cooper St Mitigation	-	-	7,728	7,728	(7,728)	\$37,138 in for carryovers
Engineering (not inc in expert report)	60,000	-	-	-	60,000	
Evacuation Planning	75,000	-	-	-	75,000	
Flood Damage Assessment Rural & Infrast	35,000	-	-	-	35,000	
Flood Investigations	-	3,040	138	3,178	(3,178)	\$11,888 for carryovers
Flood Modelling DM & Planning LTPS	-	-	16,970	16,970	(16,970)	\$16,970 in for carryovers
Flood Modelling DM & Planning Thornton	-	-	152,360	152,360	(152,360)	\$152,360 in for carryovers
Floor Level Survey	60,000	-	-	-	60,000	
Grthm DM Integrate with Lookyer Project	25,000	-	-	-	25,000	
Laidley Reg Update Model & Mitigation	60,000	-	-	-	60,000	
Landuse Planning	50,000	-	-	-	50,000	
LGIP Prepare Infrastructure Plan	-	-	10,952	10,952	(10,952)	\$36,535 in for acrryovers
Local Flood Plain Management Plan	25,000	-	-	-	25,000	
Master Planning Future Urban Gattion	-	-	700	700	(700)	\$45,000 in for carryovers
NDRP Lookyer Creek hydrology project (2	-	-	38,755	38,755	(38,755)	\$62,039 in for carryovers
NDRP Project Flood Modelling DM&Planning	110,000	11,181	-	11,181	98,819	
O'Neil's Road Withcott	-	10,068	-	10,068	(10,068)	no carryovers
Plainland Catchment Study	50,000	-	-	-	50,000	
Planning Scheme Revision LVRC	-	14,624	28,748	43,672	(43,672)	\$61,330 in for carryovers
Scheme Feedback/BRFS Phase 4 Local Risk	-	6,000	3,840	9,840	(9,840)	
Tenthill DM Study	25,000	-	-	-	25,000	
Withcott North Flood Impact Study	50,000	-	-	-	50,000	
Planning Scheme Total	655,000	45,194	260,189	305,383	349,617	
Sport Recreation and Community Grants						
Cahill Park New Amenities	-	330,745	43,986	374,710	(374,710)	\$424,000 in for carryovers
Sport Recreation and Community Grants Total	-	330,745	43,986	374,710	(374,710)	
Organisational Development & Planning Total	655,000	375,939	304,155	680,094	(25,094)	
Grand Total	17,400,650	3,344,501	1,674,708	5,019,208	12,381,442	





Date: 16 October 2019
Author: Jodi Marchant, Financial Services Coordinator
Responsible Officer: Tony Brett, Acting Executive Manager Corporate & Community Services

This report identifies capital works to be carried forward from the 2018-19 year of works still in progress and recommends amendments to Council's 2019-20 Original Budget resulting from changes to key assumptions since the budget was adopted.

Officer's Recommendation:

RESOLUTION

Moved By: Cr Wilson **Seconded By:** Cr Hagan
Resolution Number: 16-20/1545

CARRIED
7/0

1. Introduction

In adopting its budget, several assumptions are used by Council which need to be updated periodically based on changes in actual results. The September quarter budget review has included a review of major changes in assumptions which have occurred since the budget was adopted including the audited opening balances and the carry forward capital works. Where Council amends its budget, its Long Term Financial Forecast must also be updated

To maintain sound financial management practices, a periodic review of financial performance is required. Council's Management Team has carried out a review of major changes to income and expenditure for the first quarter to September, carry forward capital works from the 2018-19 program and the audited opening balances. As a result of this review, it is recommended that Council amend its 2019-20 budget and associated long term financial forecast to better reflect the current forecasted position at 30 June 2020.

3. Report

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

Table 1 shows the operational income and expense items which require amending at this point in time:

TABLE 1 – OPERATING BUDGET AMENDMENTS

Item	Revenue / Expenditure	Description	Amount Increase / (Decrease)	Comments
1	Revenue	Interest received	(\$179,736)	Reduction in predicted interest income on investments due to a reduction of interest rates achievable in the current market.
2	Revenue	Operating Grants and Contributions	\$164,611	Grant funding received for: <ul style="list-style-type: none"> Library programs “First Five Forever”, “Children’s Puppetry Workshops” and “Get Online Week”. Queensland Destination Events Program Funding for 2019 Laidley Spring Festival & Family Fun Day Nature Refuge Landholder Grant Get Ready Grant for Disaster Management Contributions were received for the Equine and Racing Collaborative and the Lockyer Valley & Somerset Water Collaborative for the 2019-20 Financial Year
TOTAL Revenue			(\$15,125)	Net decrease in revenue
3	Expenditure	Depreciation	(\$415,866)	Adjustment to annual depreciation calculated on updated valuations from 2018-19
4	Expenditure	Materials and Services	\$332,473	Expenditure adjustments: <ul style="list-style-type: none"> Adjustment to Plant Hire and Recovery, with increases in usage for Roads and Drainage, Waste Disposal and Infrastructure Planning. Net adjustment \$160,000 \$90,000 for the Lockyer Valley & Somerset Water Collaborative funded by contributions received \$40,000 for the Equine and Racing Collaborative funded by contributions received \$43,400 for property maintenance on Council owned land \$2,250 Investigational and assessment

				works for the edging around the Laidley Netball Courts.
TOTAL Expenditure			(\$83,393)	Net decrease in expenditure
NET TOTAL			\$68,268	Overall net improvement in the 2019-20 Operating Result.

The changes to the operational budget will increase the projected surplus by \$68,268. As most of the adjustments reflect one-off changes, the impact on the long term financial forecast is minimal. The amended budgeted surplus considering the above adjustment is \$2.805 million.

There are a number of other variances which are being reviewed for possible adjustments in the December budget review. These include overtime, employee vacancy savings, revenue for development applications, legal expenses, and the labour/plant/material split of expenses in both capital works and operational maintenance. Changes have not been made to these items at this stage as the full effect of the variances cannot be confirmed and may be only timing related.

The Management Team are monitoring their budgets to risk manage variances within their respective branch budgets with monthly reporting to the Executive Leadership Team on variances also occurring.

Table 2 shows the changes to capital income and expense items which require amendment in this budget review (excluding carry forward capital works):

TABLE 2 – CAPITAL BUDGET AMENDMENTS

Item	Revenue / Expenditure	Description	Amount Increase / (Decrease)	Comments
1	Revenue	Capital Grants	\$496,299	Additional capital grants received: <ul style="list-style-type: none"> • \$132,500 Cahill Park Amenities • \$138,736 Levy Ready Grant • \$57,000 from Translink for the 2019-20 Bus Stop Shelter Program • \$48,000 for balance of Flood Information / Advice Portal • \$45,000 LED Street Lighting Laidley (LGGSP) • \$75,063 for prior year NDRRA claims
2	Revenue	Other Capital Revenue	\$40,000	Insurance claim for Laidley Recreation Reserve lighting rectification
TOTAL Revenue			\$536,299	Net increase in revenue
3	Expenditure	Capital Delivery Program	\$142,000	Project increases: <ul style="list-style-type: none"> • \$140,000 Bitumen Reseal Program due to seasonal conditions and urgent works to address safety concerns • \$50,000 Black Spot Maintenance Work • \$100,000 Kerb Replacement Program • \$57,000 Bus Stop Shelter Program • \$76,500 Blanchview Road/Nuttalls Road, Blanchview

				<ul style="list-style-type: none"> • \$110,000 Lorikeet Rd/Wagtail Dr, R'Downs • \$50,000 Niemeyer Rd, Hatton Vale • \$55,000 Summerholm Intersection <p>Offset by rescheduling/reduction in costs:</p> <ul style="list-style-type: none"> • (\$170,000) Amos Rd, Withcott • (\$50,000) Flagstone Creek Rd, Flagstone Creek • (\$120,000) Niemeyer Road Intersection Upgrade, Hatton Vale • (\$156,500) Postmans Ridge Rd, Helidon Spa Stage 2
4	Expenditure	Cemetery	\$50,000	Gatton cemetery expansion works
5	Expenditure	Parks & Open Spaces	\$50,000	Laidley skate park – grant funds received in 2018-19
6	Expenditure	Sport & Recreation	\$87,000	Increase allocation to include contribution received from AFL Queensland plus project management costs
7	Expenditure	Facilities	\$40,000	Laidley Recreation Reserve lighting rectification insurance works
8	Expenditure	Information Technology	\$148,971	Flood Information / Advice Portal 100% grant funded
TOTAL Expenditure			\$529,971	Net increase in expenditure

In addition to the above, Management has identified capital works as at 30 June 2019 that will be completed in the 2019-20 financial year. The expected cost of these carry forward works total \$3,660,753 and have been added to the budget with the funding for these items through cash on hand at 30 June 2019. There have also been some minor internal transfers between projects to reflect updated costings and project scopes which have not impacted on the budgeted amount. A detailed listing of the carry forward projects is included in Attachment 2, with a summary included in table 3 per organisational unit.

TABLE 3 – CAPITAL CARRY FORWARD SUMMARY

Organisational Unit	Amount
Corporate and Community Services	\$1,516,008
Executive Office	\$306,888
Infrastructure Works and Services	\$856,348
Organisational Development and Planning	\$981,509
TOTAL	\$3,660,753

The total capital works budget for 2019-20 is proposed at \$21.59 million. A further detailed review of project delivery and phasing will be undertaken to identify any projects which may not be completed in the 2019-20 year. The outcomes of any timing adjustments will be presented as part of the December quarter budget review to ensure accurate budget and cash flow forecasts.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

The completion of capital works ongoing from the 2018-19 program will require an increase to the capital budget of \$3,660,753 for carry forward works in line with the schedule as per Attachment 1. Sufficient cash is available to cover these works from unspent budget as a result of works not finalised during the 2018-19 financial year. Should Council decide to not carry forward the budget amounts from 2018-19 to fund the works underway, a reduction to the current 2019-20 program will be required to accommodate these projects.

The amendments contained in this budget review include adjustments to the opening balances following the completion of the 2018-19 audit. The main impact of changing these opening balances is on Council's sustainability ratios. The updated Relevant Measures of Financial Sustainability which reflect all of the amendments incorporated into this review are reflected in the following table.

Lockyer Valley Regional Council 2019/2020 Budget and Long Term Financial Forecast 2020 to 2029 Relevant Measures of Financial Sustainability												
	Target	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Average
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	4.7%	4.4%	3.9%	4.0%	3.4%	3.0%	5.0%	5.4%	5.6%	7.0%	4.6%
Net Financial Asset / Liability Ratio (Total Liabilities - Current Assets) / Total Operating Revenue)	<= 60%	67.6%	69.9%	63.6%	56.8%	50.1%	51.7%	45.1%	36.6%	27.9%	18.2%	48.8%
Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	121.5%	103.4%	104.5%	107.7%	97.2%	99.8%	98.5%	95.4%	93.2%	95.1%	101.6%

The key changes to the long-term forecast are:

Operating Surplus Ratio – Long term average decreased from 5.1% to 4.6%. Operating surpluses are maintained for the life of the plan. The reduction is mainly related to a significant adjustment made to interest rate forecasts as a result of continued interest rate reductions in the current market.

Net Financial Asset/Liability Ratio – Long term average increased from 39.9% to 48.8% and the ratio temporarily exceeds the recommended level for the 2020, 2021 and 2022 financial years. This ratio is highly dependent on calculations relating to the rehabilitation provisions, and Council's cash balances. Cash balances have been impacted in 2020 as a result of the carry forward capital works as well as the reduction of cash inflow from reduced interest rate forecasts.

Asset Sustainability Ratio – Long term average increased from 98.3% to 101.6% mainly due to the increase in 2020 from the carry forward works in progress. The level of renewal works is dependent on Council's Service Management Plans which may suggest a lower level than the recommended ratio. The future works are subject to change depending on the capital works approved and completed each year and the further development of Council's asset management plans.

In addition to the legislated measures of financial sustainability, Council has also been monitoring its Cash Expense Coverage Ratio. This ratio is an indication of how many months of operations are supported by the cash balance, with a recommended target of greater than three months. The updated ratio shows that Council is maintaining adequate cash to undertake its operations:

	Target	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Average
Cash Expense Cover Ratio	>3	4.4	3.2	3.5	3.8	4.1	3.0	3.4	4.0	4.6	5.5	3.9
Number of months of operations supported by cash balance												

The amended long term financial forecast shows only a minor adjustment in Council's overall long term financial position. This is still subject to change as the year progresses and a high sense of budget discipline will be required to maintain or improve Council's planned operating surplus.

As this budget review has been at a high level, there will be a further detailed review of the December quarter to make adjustments to the budget and to identify potential revenues or savings which can be used to continue to improve Council's overall operating result.

6. Delegations/Authorisations

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

7. Communication and Engagement

Council officers responsible for capital budgets have identified projects from the 2018-19 capital works budget that were not completed at 30 June 2019. The Executive Leadership Team has reviewed the listing and support the carry-over of the projects as detailed in Attachment 2.

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

8. Conclusion

The first budget review for 2019-20 has identified the current changes that need to be made to the budget and long-term forecast. These changes include the carry forward capital works and audited opening balances. More detailed budget reviews will be carried out later in the year to identify potential budget changes and address further impacts on the long term financial forecast.

9. Action/s

1. Update the Long-Term Finance Forecast and publish it on Council's website;
2. Update the budgets in the One Council financial system.

Attachments

- | | | |
|---|---|---------|
| 1 | 2019-20 Amended Budget and Long Term Financial Forecast | 5 Pages |
| 2 | Carry Forward Capital Works Listing | 5 Pages |

Lockyer Valley Regional Council
2019/2020 Budget and Long Term Financial Forecast 2020 to 2029
Statement of Income and Expenditure

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Recurrent revenue:										
Rates & Utility Charges	42.66M	44.17M	45.73M	47.34M	49.01M	50.75M	52.54M	54.39M	56.31M	58.30M
Less Discounts	(1.73M)	(1.79M)	(1.85M)	(1.92M)	(1.98M)	(2.05M)	(2.13M)	(2.20M)	(2.28M)	(2.36M)
Net rates and utility charges	40.94M	42.38M	43.88M	45.43M	47.03M	48.69M	50.41M	52.19M	54.03M	55.94M
Fees and charges	4.10M	4.19M	4.29M	4.40M	4.51M	4.62M	4.74M	4.85M	4.97M	5.10M
Sales, contract and recoverable works	2.03M	2.08M	2.13M	2.18M	2.23M	2.28M	2.33M	2.39M	2.44M	2.50M
Operational Grants & subsidies	7.10M	7.02M	7.17M	7.33M	7.49M	7.66M	7.83M	8.00M	8.17M	8.35M
Interest received	1.33M	1.24M	1.24M	1.30M	1.53M	1.52M	1.62M	1.62M	1.76M	1.92M
Other recurrent income	4.59M	4.70M	4.82M	4.94M	5.06M	5.19M	5.32M	5.45M	5.59M	5.73M
Total recurrent revenue	60.09M	61.61M	63.53M	65.58M	67.85M	69.95M	72.14M	74.50M	76.97M	79.54M
Capital revenue:										
Capital Grants	2.52M	2.08M	2.12M	2.16M	2.20M	2.25M	2.29M	2.34M	2.38M	2.43M
Developer Contributions	0.12M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M
Gain/(loss) on sale of property, plant & equipment	(0.08M)	0.14M	0.19M	0.47M	0.24M	0.22M	0.20M	0.22M	0.09M	0.20M
Total capital revenue	2.57M	2.71M	2.81M	3.13M	2.94M	2.96M	3.00M	3.05M	2.97M	3.13M
Total income	62.66M	64.32M	66.35M	68.71M	70.79M	72.92M	75.14M	77.55M	79.94M	82.66M
Expenses										
Recurrent expenses:										
Employee costs	25.40M	26.26M	26.92M	27.98M	29.23M	30.69M	31.61M	33.17M	34.46M	35.48M
Materials and services	18.38M	18.25M	18.67M	19.13M	20.07M	20.13M	20.69M	21.28M	22.45M	22.56M
Depreciation and amortisation	12.22M	13.18M	14.29M	14.76M	15.22M	16.13M	15.43M	16.33M	15.14M	15.42M
Finance costs	1.30M	1.22M	1.15M	1.07M	0.99M	0.91M	0.82M	0.72M	0.62M	0.52M
Total expenses	57.29M	58.91M	61.03M	62.95M	65.51M	67.85M	68.54M	70.49M	72.67M	73.98M
Result from ordinary activities	5.37M	5.41M	5.31M	5.76M	5.28M	5.07M	6.60M	7.06M	7.27M	8.69M
Operating Result										
Adj for Capital Income	2.805M	2.700M	2.500M	2.631M	2.336M	2.101M	3.605M	4.008M	4.297M	5.560M

Lockyer Valley Regional Council
2019/2020 Budget and Long Term Financial Forecast 2020 to 2029
Statement of Financial Position

	2020 \$	2021 \$	2022 \$	2023 \$	2024 \$	2025 \$	2026 \$	2027 \$	2028 \$	2029 \$
	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Current assets										
Cash assets and cash equivalents	15.96M	12.06M	13.29M	14.95M	16.73M	12.80M	14.66M	18.09M	21.98M	26.86M
Other inventory	2.47M	2.47M	2.47M	2.47M	2.47M	2.47M	2.47M	2.47M	2.47M	2.47M
Receivables	3.08M	3.18M	3.28M	3.38M	3.48M	3.60M	3.72M	3.84M	3.95M	4.09M
Prepayments	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M	0.50M
Total current assets	22.00M	18.20M	19.53M	21.30M	23.18M	19.37M	21.35M	24.90M	28.90M	33.91M
Non-current assets										
Land held for development or sale	2.01M	2.01M	2.01M	2.01M	2.01M	2.01M	2.01M	2.01M	2.01M	2.01M
Joint Ventures & Associates	32.85M	34.40M	35.99M	37.61M	39.28M	40.99M	42.74M	44.54M	46.38M	48.27M
Property, plant and equipment	569.10M	612.11M	614.11M	616.19M	656.85M	661.25M	662.00M	703.41M	703.41M	709.43M
Intangible assets	7.92M	8.23M	7.29M	6.17M	4.75M	5.91M	6.37M	6.03M	5.71M	5.54M
Capital works in progress	6.09M	6.09M	6.09M	6.09M	6.09M	6.09M	6.09M	6.09M	6.09M	-
Other non-current assets	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M	14.74M
Total non-current assets	632.70M	677.58M	680.22M	682.81M	723.72M	730.99M	733.95M	776.82M	778.34M	779.99M
Total assets	654.71M	695.78M	699.75M	704.12M	746.90M	750.36M	755.30M	801.72M	807.23M	813.90M
Current liabilities										
Trade and other payables	4.00M	4.02M	4.12M	4.23M	4.42M	4.50M	4.63M	4.79M	5.02M	5.09M
Borrowings	1.56M	1.63M	1.71M	1.80M	1.89M	1.98M	2.08M	2.18M	2.29M	2.41M
Employee payables/provisions	5.46M	5.65M	5.84M	6.03M	6.22M	6.41M	6.61M	6.80M	6.99M	7.18M
Other provisions	0.48M	0.48M	0.48M	0.48M	0.48M	0.48M	0.48M	0.48M	0.48M	0.48M
Total current liabilities	11.49M	11.78M	12.15M	12.54M	13.01M	13.38M	13.79M	14.24M	14.77M	15.15M
Non-current liabilities										
Borrowings	21.48M	19.84M	18.13M	16.33M	14.44M	12.46M	10.38M	8.20M	5.90M	3.50M
Employee payables/provisions	0.24M	0.25M	0.26M	0.26M	0.27M	0.28M	0.29M	0.30M	0.31M	0.32M
Other provisions	29.42M	29.42M	29.42M	29.42M	29.42M	29.42M	29.42M	29.42M	29.42M	29.42M
Total non-current liabilities	51.14M	49.52M	47.81M	46.02M	44.14M	42.17M	40.09M	37.92M	35.63M	33.24M
Total liabilities	62.63M	61.29M	59.96M	58.56M	57.15M	55.54M	53.89M	52.16M	50.41M	48.39M
Net community assets	592.08M	634.49M	639.80M	645.56M	689.75M	694.81M	701.41M	749.56M	756.83M	765.51M
Community equity										
Asset revaluation reserve	199.92M	236.91M	236.91M	236.91M	275.82M	275.82M	275.82M	316.90M	316.90M	316.90M
Retained surplus (deficiency)	392.16M	397.58M	402.89M	408.65M	413.93M	418.99M	425.59M	432.65M	439.92M	448.61M
Total community equity	592.08M	634.49M	639.80M	645.56M	689.75M	694.81M	701.41M	749.56M	756.83M	765.51M

Lockyer Valley Regional Council
2019/2020 Budget and Long Term Financial Forecast 2020 to 2029
Statement of Cash Flows

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash flows from operating activities:										
Receipts from customers	59.28M	57.87M	59.72M	61.64M	63.63M	65.66M	67.78M	69.97M	72.24M	74.55M
Payment to suppliers and employees	(47.94M)	(44.43M)	(45.44M)	(46.94M)	(49.06M)	(50.70M)	(52.13M)	(54.25M)	(56.65M)	(57.94M)
Interest received	1.33M	1.24M	1.24M	1.30M	1.53M	1.52M	1.52M	1.62M	1.76M	1.92M
Finance costs	(1.16M)	(1.08M)	(1.01M)	(0.92M)	(0.84M)	(0.75M)	(0.66M)	(0.56M)	(0.46M)	(0.35M)
Net cash inflow (outflow) from operating activities	11.51M	13.60M	14.52M	15.08M	15.26M	15.73M	16.52M	16.78M	16.89M	18.17M
Cash flows from investing activities:										
Payments for property, plant and equipment	(21.59M)	(19.22M)	(15.20M)	(15.37M)	(15.19M)	(21.33M)	(16.28M)	(14.96M)	(14.45M)	(14.82M)
Subsidies, donations and contributions for new capital expenditure	2.65M	2.08M	2.12M	2.16M	2.20M	2.25M	2.29M	2.34M	2.38M	2.43M
Proceeds from sale of property, plant and equipment	0.33M	0.34M	0.54M	0.61M	0.38M	0.36M	0.34M	0.36M	0.23M	0.34M
Net transfer (to) from cash investments	0.84M	0.86M	0.88M	0.90M	0.93M	0.95M	0.97M	1.00M	1.02M	1.05M
Net cash inflow (outflow) from investing activities	(17.18M)	(15.94M)	(11.66M)	(11.69M)	(11.68M)	(17.77M)	(12.67M)	(11.27M)	(10.81M)	(11.01M)
Cash flows from financing activities										
Proceeds from borrowings	-	-	-	-	-	-	-	-	-	-
Repayment of borrowings	(1.48M)	(1.56M)	(1.63M)	(1.71M)	(1.80M)	(1.89M)	(1.98M)	(2.08M)	(2.18M)	(2.29M)
Net cash inflow (outflow) from financing activities	(1.48M)	(1.56M)	(1.63M)	(1.71M)	(1.80M)	(1.89M)	(1.98M)	(2.08M)	(2.18M)	(2.29M)
Net increase (decrease) in cash held	(7.15M)	(3.90M)	1.23M	1.67M	1.77M	(3.93M)	1.86M	3.43M	3.89M	4.88M
Cash at beginning of reporting period	23.10M	15.96M	12.06M	13.29M	14.95M	16.73M	12.80M	14.66M	18.09M	21.98M
Cash Balance	15.96M	12.06M	13.29M	14.95M	16.73M	12.80M	14.66M	18.09M	21.98M	26.86M

Lockyer Valley Regional Council
2019/2020 Budget and Long Term Financial Forecast 2020 to 2029
Statement of Changes in Equity

	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset revaluation surplus	Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Opening balance	199.92M	199.92M	236.91M	236.91M	236.91M	275.82M	275.82M	275.82M	316.90M	316.90M
Increase in asset revaluation surplus	-	37.00M	-	-	38.91M	-	-	41.08M	-	-
Closing balance	199.92M	236.91M	236.91M	236.91M	275.82M	275.82M	275.82M	316.90M	316.90M	316.90M
Retained surplus										
Opening balance	386.79M	392.16M	397.58M	402.89M	408.65M	413.93M	418.99M	425.59M	432.65M	439.92M
Net result	5.37M	5.41M	5.31M	5.76M	5.28M	5.07M	6.60M	7.06M	7.27M	8.69M
Closing balance	392.16M	397.58M	402.89M	408.65M	413.93M	418.99M	425.59M	432.65M	439.92M	448.61M
Total										
Opening balance	586.71M	592.08M	634.49M	639.80M	645.56M	689.75M	694.81M	701.41M	749.56M	756.83M
Net result	5.37M	5.41M	5.31M	5.76M	5.28M	5.07M	6.60M	7.06M	7.27M	8.69M
Increase in asset revaluation surplus	-	37.00M	-	-	38.91M	-	-	41.08M	-	-
Closing balance	592.08M	634.49M	639.80M	645.56M	689.75M	694.81M	701.41M	749.56M	756.83M	765.51M

Lockyer Valley Regional Council
2019/2020 Budget and Long Term Financial Forecast 2020 to 2029
Relevant Measures of Financial Sustainability

	Target	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Average
1 Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	Between 0% and 10%	4.7%	4.4%	3.9%	4.0%	3.4%	3.0%	5.0%	5.4%	5.6%	7.0%	4.6%
2 Net Financial Asset / Liability Ratio (Total Liabilities - Current Assets) / Total Operating Revenue	<= 60%	67.6%	69.9%	63.6%	56.8%	50.1%	51.7%	45.1%	36.6%	27.9%	18.2%	48.8%
3 Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	>90%	121.5%	103.4%	104.5%	107.7%	97.2%	99.8%	98.5%	95.4%	93.2%	95.1%	101.6%

LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
CARRY FORWARD & BUDGET REVIEW AMENDMENTS
as at 30 September 2019

	2019/20 ADOPTED BUDGET	Actuals as at 30.09.19	Committed as at 30.09.19	CARRY FORWARD from 18/19 to 19/20	BUDGET REVIEW AMENDMENTS	FINAL AMENDED 19/20 CAPITAL WORKS BUDGET	Comments
Corporate & Community Services							
Disaster Management							
Wairarapa Flood Intelligence	-	-	1,710	2,000	-	2,000	Carry forward underspend to cover current year commitments.
Food Mapping and Modelling /Yer Calckment	-	-	16,000	15,500	-	15,500	Carry forward underspend to cover current year commitments.
Disaster Management Total	-	-	17,710	17,500	-	17,500	
Facilities							
Galton Squash Courts Refurbishment	-	2,477	16,065	200,000	-	200,000	Demolition of the Galton Squash Courts.
Galton Showgrounds Energy Reduction	-	20	-	39,000	-	39,000	Three phase power in aquatic centre carpark to reduce reliance on generator.
Ladley Pioneer Village Upgrades	-	-	-	32,000	-	32,000	Ladley Veterans Building Compliance works.
LCC Refurbish Ramp and Balustrading	55,000	2,887	-	16,000	-	71,000	Add to construction phase in 2020 budget.
Galton Shire Hall Masterplan Works	-	2,725	-	2,500	-	2,500	Carry forward underspend to cover current year expenditure.
Office Accommodation Review	-	-	-	10,000	-	10,000	To facilitate an office accommodation review in line with OER.
LYEC Structural Remediation & Other Work	100,000	10,317	10,308	-	-	100,000	Project completed in current financial year. Carry forward underspend to cover current year expenditure.
GSH Refurbishment PVD Amenities	-	89,086	-	70,889	-	70,889	Carry forward underspend to cover current year expenditure.
Galton Cemetery Outdoor Chapel	-	36,657	-	27,800	-	27,800	Carry forward underspend to cover current year expenditure.
Cahill Park Lighting - Netball Courts	-	1,673	-	40,000	-	40,000	Carry forward for Cahill Park lighting including project management costs.
Galton Depot Meeting Room	-	-	-	75,000	-	75,000	Construction of a demountable building for an additional two WS staff and a locker storage area.
Relocation Crail self Contained Toilets	50,000	13,539	4,600	-	-	50,000	
Energy Efficiency Program	70,000	15,422	-	-	-	70,000	
Galton Shire Hall Roof Restoration	45,000	-	-	-	-	45,000	
Winetrot Sports Ctre Kitchen Reconfigure	50,000	-	-	-	-	50,000	
LVCC Air Conditioning Redesign	50,000	2,119	-	-	-	50,000	
Das Neumann Haus Stair Alterations	50,000	1,146	4,350	-	-	50,000	
Ladley Saleyards Drainage	55,000	5,058	2,200	-	-	55,000	
Cahill Park Machinery Shed Design	10,000	-	-	-	-	10,000	
Cyclical Painting Program	75,000	2,895	-	-	-	75,000	
Corrective Electrical Upgrades	34,700	2,077	-	-	-	34,700	
Nelson's Place Shade Structure	55,000	3,666	-	13,500	-	68,500	Design and install shade shelters to the Ladley mall to replace the trees removed earlier this year.
Gim SHAL Services Compliance Upgrade	878,700	2,076	49,960	-	-	878,700	
LYAC Pumps and Filtration	30,000	-	-	-	-	30,000	
LRR Lighting Rectification	-	43,067	-	-	40,000	40,000	Insurance claim works complete in August.
Facilities Total	1,608,400	236,887	69,463	526,689	40,000	2,175,089	
Information Management							
Records Restoration and Securing	100,000	19,168	-	-	-	100,000	
Information Management Total	100,000	19,168	-	-	-	100,000	
Information Technology							
Data Centre Upgrades	-	-	-	38,750	-	38,750	Carry forward works to avoid future audit requirements.
Implement BCP Functionality	100,000	11,978	18,000	50,000	-	50,000	BCP Plan to be completed this financial year.
Upgrade MS Office	-	-	-	46,879	-	146,879	Carry forward to allow online functionality to be planned and implemented.
Aerial Photography	30,000	-	-	60,000	-	30,000	
LVCC Audio Visual	-	-	57,299	-	-	60,000	Online functionality to be planned and implemented, to now include replacement of the TV screens and audio components.
Westside Upgrade	-	-	-	5,000	-	5,000	Carry forward to complete project to improve customer focus.
LVCC Point of Sale	-	-	-	5,000	-	5,000	Cyber Security elements for the POS network.
Technology One (P&R, CES, ECM, IntraLaps)	950,000	29,044	141,479	-	-	950,000	Improve cyber security position.
Cyber Security	150,000	65,931	-	89,062	-	239,062	UPS hardware replacement.
UPS Renewal	-	74,791	-	74,000	-	74,000	Equipment delivered this financial year.
Switches Renewal	-	23,564	-	25,000	-	25,000	Equipment delivered this financial year.
Wireless Access Points	-	-	-	-	-	-	

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Network Perimeter Security (Fenceless)	50,500	-	-	26,000	-	76,500	Improve cyber security position including perimeter protection.
Network Cabinets & Cabling	-	5,536	-	20,000	-	20,000	Carry forward works to avoid future audit requirements.
Flood Information Advice Portal	-	-	-	-	148,971	148,971	Flood information / Advice Portal 100% funded by the Innovation & Improvement Fund.
Information Technology Total	1,280,500	210,784	216,778	509,991	148,971	1,939,162	
SES							
Galton SES Driveway Improvement	-	308	-	5,000	-	5,000	Line marking and signage
Forest Hill SES Replacement Generator	8,750	4,223	-	-	-	8,750	
SES Mobile Phones Replacement	5,000	-	-	-	-	5,000	
SES Total	13,750	4,530	-	5,000	-	18,750	
Transfer Stations							
Waste Disposal Sites Survey and Fencing	-	-	-	35,000	-	35,000	Budget to finalise fencing which is a compliance issue at the Galton site.
Waste Pump & Relocation System Galton	-	-	-	10,000	-	10,000	Rectify noise issues identified.
Ladley Landfill Capping Works	-	-	6,177	7,000	-	7,000	Carry forward budget to cover expenditure that was incurred in 2019/20.
Pest (weeds & fire ants) washdown provision	-	19,112	-	19,103	-	19,103	Carry forward budget to cover expenditure that was incurred in 2019/20.
Waste management Signage Review	-	1,225	-	1,225	-	1,225	Carry forward budget to cover expenditure that was incurred in 2019/20.
Galton Waste Facility Security & Software	-	77,200	-	78,800	-	78,800	Waste facility still being finalised on weighbridge. Additional works have been identified to be budgeted at December review.
Ladley Facility Weighbridge Fencing & Security	-	198,893	6,900	284,000	-	284,000	Works underway. Will be completed in 19/20.
Traffic Management Plan	-	9,740	-	12,000	-	12,000	
Winddown Litter Screen Fences	42,000	16,242	-	-	-	42,000	
Ladley Temporary Final Sedimentation Dam	34,000	-	26,370	-	-	34,000	
Construct liner against Cell 1	330,000	-	-	-	-	330,000	
Galton Landfill - Cell 3 (Design)	45,000	-	-	-	-	45,000	
Ladley Weighbridge Road Expansion	70,000	2,601	82,364	-	-	70,000	
M/ Plan Galton Long Haul Waste Facility	55,000	-	-	-	-	55,000	
Reliab Plan Olio Road Facility	50,000	-	-	-	-	50,000	
Land Purchase	-	-	-	-	12,000	12,000	Purchase of land: lot 87 Old Toowoomba Road, Ladley CC2226 & lot 466 Old Toowoomba Road, Ladley CC3086
Transfer Stations Total	628,000	327,013	123,817	447,128	12,000	1,085,128	
Galton Child Care Centre							
GCCC Signage, Gazebo, LScaping & Tanks	-	-	-	10,000	-	10,000	Finishing works.
Galton Child Care Centre Total	3,628,650	798,382	447,781	1,516,008	200,971	5,345,629	
Corporate & Community Services Total							
Executive Office							
Regional Development Management							
Upgrade to Water Infrastructure Hawick St	-	-	-	2,400	-	2,400	External contractor to clean up project.
Entry Statements	-	-	-	14,000	-	14,000	Works ongoing.
Regional Development Management Total	-	-	-	16,400	-	16,400	
Tourism Initiatives							
Event Promotion Stands and Props	-	13,801	-	26,988	-	26,988	Still some items coming finalised post 30 June.
Tourism Initiatives Total	-	13,801	-	26,988	-	26,988	
Legal Services							
Property Management & Disposal Strategy	-	800	-	75,000	-	75,000	Some properties to sell - marketing and disposal costs.
Legal Costs & Compensation Placed Hills	-	-	-	138,500	-	138,500	This will be paid priority project.
Restoration of access L202 CR817791	-	800	-	50,000	-	50,000	Additional funds for planning implications.
Legal Services Total	-	800	-	283,500	-	283,500	
Executive Office Total	-	14,601	-	306,888	-	306,888	

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Infrastructure Works & Services							
Capital Program Delivery							
Forestry Road Bridge	125,000	121,587	8,387	-	-	125,000	Adopted budget combines stage 1 and 2. Carry forward unspent funds from 18/19.
Dolleys Road Upgrade	350,000	3,342	-	72,000	-	422,000	Carry forward amount to be held to remedy defects.
Ladley Flood Mitigation	-	-	10,594	13,500	-	13,500	Carry forward to cover commitments and actuals.
Road Closure Signs	20,000	16,101	535	55,500	-	20,000	Carry forward to cover commitments and actuals.
Culvert Renewals - Various	450,000	45,941	-	3,000	-	450,000	Carry forward to cover commitments and actuals.
Cycle Network Galtion	-	-	2,797	5,416	-	3,000	Carry forward to cover service relocations. Finalisation of testing and design.
William St Footpaths Galtion	-	5,416	4,416	53,000	-	5,416	Carry forward to cover service relocations. Finalisation of testing and design.
Gravel Resurfacing Program 2018/2019(R2R)	450,000	11,758	-	58,000	-	503,000	Carry forward to cover service relocations. Finalisation of testing and design.
Edward Street Ladley CH 0 - 270	470,000	9,582	3,748	25,000	-	528,000	Carry forward to cover service relocations. Finalisation of testing and design.
Hayes Street, Ladley CH 340 - 730	830,000	22,694	59,274	63,500	-	855,000	Carry forward to cover service relocations. Finalisation of testing and design.
Head Street Ladley CH 0 - 450	-	64,189	-	2,100	-	63,500	Carry forward to cover service relocations. Finalisation of testing and design.
Genne Hill Road, Summerham CH 100 - 10	30,000	1,800	-	2,100	-	30,000	Carry forward to cover service relocations. Finalisation of testing and design.
Railway crossings safety improvements	-	23,634	695	40,000	-	24,600	Carry forward to cover service relocations. Finalisation of testing and design.
Stevens Road Upgrade & Blumens Seal	-	930	82,394	62,000	-	153,000	Carry forward to cover service relocations. Finalisation of testing and design.
Drainage Works - Lew Cl and Rogers Drive	153,000	14,756	128,509	3,500	-	142,000	Carry forward to cover service relocations. Finalisation of testing and design.
Urban stormwater drain inlet protection	80,000	2,119	-	8,500	-	78,500	Carry forward to cover service relocations. Finalisation of testing and design.
Railway St Galtion LED Lighting Project	75,000	97,386	31,977	76,500	-	135,000	Carry forward to cover service relocations. Finalisation of testing and design.
Genne Road/Ross Road, Glenore Grove	50,000	11,194	8,209	47,000	-	327,000	Carry forward to cover service relocations. Finalisation of testing and design.
Blancview Road/ONEils Road, Wilcott	-	-	-	10,000	-	80,000	Carry forward to cover service relocations. Finalisation of testing and design.
Blancview Road/Nilalls Road, Blancview	-	-	-	54,400	-	94,400	Carry forward to cover service relocations. Finalisation of testing and design.
Lake Clarendon Way	280,000	11,771	163	2,500	-	42,500	Carry forward to cover service relocations. Finalisation of testing and design.
Stormwater Improvements Galtion	70,000	17,166	5,573	80,000	-	80,000	Carry forward to cover service relocations. Finalisation of testing and design.
Signs and Lines Projects	40,000	14,440	594	30,000	-	30,000	Carry forward to cover service relocations. Finalisation of testing and design.
Galtion Long Distance Coach Project	80,000	30,144	1,848	-	-	58,000	Carry forward to cover service relocations. Finalisation of testing and design.
Roberts Road, Ladley	-	-	-	-	-	66,000	Carry forward to cover service relocations. Finalisation of testing and design.
Alan Street, Galtion Footpaths	-	-	-	-	-	980,000	Carry forward to cover service relocations. Finalisation of testing and design.
Jones Road Bridge Wilcott (BS)	58,000	1,263	26,400	-	-	850,000	Carry forward to cover service relocations. Finalisation of testing and design.
Railway St/Summer St, Ladley (BS)	66,000	39,645	19,435	-	-	270,000	Carry forward to cover service relocations. Finalisation of testing and design.
2019/2020 Blumens Renewal Program (RTIR)	840,000	426,437	101,046	-	-	370,000	Carry forward to cover service relocations. Finalisation of testing and design.
2019/2020 Gravel Resurfacing Program	850,000	277,329	122,277	-	-	200,000	Carry forward to cover service relocations. Finalisation of testing and design.
2019/2020 - Culvert Renewal Program	270,000	15,354	79,290	-	-	17,000	Carry forward to cover service relocations. Finalisation of testing and design.
Flagstone Creek Rd, Flagstone Creek (TDS)	420,000	303,457	3,598	-	-	30,000	Carry forward to cover service relocations. Finalisation of testing and design.
Lutfield Rd/McGill Dr, Plooms (BS)	90,000	149,393	36,355	-	-	200,000	Carry forward to cover service relocations. Finalisation of testing and design.
Venice, Acknowledged Signs Bases Various	20,000	61	1,878	-	-	17,000	Carry forward to cover service relocations. Finalisation of testing and design.
Blancview Rd, Stralge (BS)	17,000	1,346	991	-	-	30,000	Carry forward to cover service relocations. Finalisation of testing and design.
Nemeyer Road, Nation Vale	150,000	552	-	-	-	340,000	Carry forward to cover service relocations. Finalisation of testing and design.
Murphys Creek Road (TDS)	340,000	-	-	-	-	40,000	Carry forward to cover service relocations. Finalisation of testing and design.
2019/2020 Footpath Renewal Program	40,000	-	-	-	-	200,000	Carry forward to cover service relocations. Finalisation of testing and design.
2019/2020 Black Spot Mitixce Works Com	150,000	-	-	-	-	-	Carry forward to cover service relocations. Finalisation of testing and design.

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Beemore St, Winton Postmans Ridge Rd, Helidon Spa	400,000 423,000	900 15,567	9,457 1,917	-	(156,500)	400,000 266,500	Stage 1, Warrago highway near bridge. Stage 2 Postmans Ridge Road will need to be re-built for in 20/21.
Belconn Bridge, Galton 2019/2020 - Minor Bridge Remedial Work	250,000	-	-	-	-	250,000	
2019/2020 - Prian Ramp Program	100,000	6,429	-	-	-	100,000	
2019/2020 - Urban Drainage Inlet Works	30,000	332	-	-	-	30,000	
Helton Vale School Parking Improvements	40,000	-	-	-	-	40,000	
Sumnerholm Rd, Sumnerholm (TDS)	750,000	578	-	-	-	750,000	
Brightview Rd & Village Rd, L'Rose (BS)	128,000	2,145	-	-	-	128,000	
Brightview Rd/Gerke Rd, G'Grove (BS)	116,500	619	-	-	-	116,500	
Nordak Rd, Sumnerholm (BS)	62,500	7,296	262	-	-	62,500	
Tenthill Creek Rd, Galton (BS)	21,000	-	-	-	-	21,000	
Zscheke Road, R'Downs (BS)	17,500	-	-	-	-	17,500	
Walnut D'Alshwood Ct, Brightview (BS)	7,000	3,837	456	-	-	7,000	
Crescent St, Galton Carpark	60,000	-	-	-	-	60,000	
Amos Rd, Winton	270,000	-	-	-	(170,000)	100,000	Project to be designed and any land acquisition done this year, with construction 20/21 in conjunction with TRC.
Blenheim Hill, Blenheim	25,000	1,163	-	-	-	25,000	
Cooper St, Laidley Drainage Upgrade	600,000	-	-	80,000	-	680,000	Carry forward unspent funds from 2018/19 for ongoing works.
Theddes Rd, Helidon Spa	85,000	-	2,325	-	-	85,000	
Picard Rose Retention Basin	375,000	2,211	7,326	-	-	375,000	
Niemeyer Rd, H'Vale - \$ Contribution	50,000	-	-	-	50,000	100,000	Additional budget required to fund scope costing.
Project Design - Pre-design	90,000	5,480	-	-	-	90,000	
LED Street Lighting Laidley (USGSP)	250,000	50,444	8,715	-	55,000	250,000	Failed intersection due to prolonged drought conditions.
Sumnerholm Intersection	-	74,024	5,992	-	100,000	55,000	Significant safety defects to be addressed.
2019/2020 Ken Replacement Program	-	-	-	-	57,000	100,000	Bus stop shelter program 100% funded by Translink grant.
2019/2020 Bus Stop Shelter Program	-	-	-	-	142,000	57,000	
Capital Program Delivery Total	11,112,500	1,972,310	780,337	713,516	-	11,968,016	
Depot							
Galton Depot Fuel Storage	136,000	-	-	-	-	136,000	
Pavement Rehabilitation Galton Depot	100,000	60,526	6,701	-	-	100,000	
Depot Total	236,000	60,526	6,701	-	-	236,000	
Fleet							
Earthmoving	775,000	-	-	-	-	775,000	
Trucks	185,000	91,417	-	-	-	185,000	
Survey Equipment Trimble SX10 Package	89,000	-	-	-	-	89,000	
Trailers	13,000	-	-	-	-	13,000	
Minor Fleet	12,000	-	9,856	-	-	12,000	
Fleet Total	1,074,000	91,417	9,856	-	-	1,074,000	
Parks & Open Spaces							
Zabel Road Lockrose Dip Site Rehabilitation	-	9,623	363	14,383	-	14,383	Works ongoing.
Helton Vale Park Concept and Design	-	930	13,744	29,095	-	29,095	Works ongoing - environmental and culture survey and detailed design.
Centenary Park Lighting	-	10,866	-	24,674	-	24,674	Works ongoing.
Lake Apex Desilting Investigation Galton	-	-	-	19,800	-	19,800	Carry forward works - scope to be initiated following report to Council
Galton Revegetation Various	-	15,124	-	22,500	-	22,500	Disability parking
Springbrook Park Sprinkler System	-	-	-	10,000	-	10,000	Electricity connection of the bore.
Dawson Phipps Carpark	-	-	-	13,500	-	13,500	Final seal required to be completed this financial year.
Helton Vale Park Stage 1	500,000	937	3,750	-	-	500,000	
Fairy Lights Galton	20,000	3,024	9,788	-	-	20,000	
Laidley Scale Park Upgrade	-	-	37,980	-	50,000	60,000	100% grant funded received in 2018/19. Works to be completed in the current financial year.
Parks & Open Spaces Total	520,000	40,498	65,644	133,952	50,000	703,952	

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Cemetery							
Gallion Cemetery Expansion Works	-	7,597	3,763	-	10,000	10,000	Project complete - budget adjustment to cover works undertaken.
Ladley Columbarium	-	3,001	-	3,000	-	3,000	Carry forward underspend to cover current year expenditure.
Gallion Cemetery Expansion Stage 1	143,000	168,587	13,525	-	40,000	183,000	Additional budget to cover scope creep.
Cemetery Total	143,000	179,185	17,288	3,000	50,000	196,000	
NDRRRA Program - Infrastructure Recovery							
NDRRRA Program Management 2017 Flood Event	-	5,873	-	5,880	-	5,880	Transfer of budget to cover actuals between financial years
NDRRRA Program - Infrastructure Recovery Total	-	5,873	-	5,880	-	5,880	
Asset Management							
Civil Estimating Package	31,500	-	-	-	-	31,500	
Asset Management Total	31,500	-	-	-	-	31,500	
Infrastructure Works & Services Total	13,117,000	2,349,803	673,822	866,348	242,000	14,216,348	
Organisational Development & Planning							
Planning Scheme							
Planning Scheme Revision LVRC	-	14,924	28,748	61,330	-	61,330	Works ongoing.
LOIP Prepare Infrastructure Plan	-	-	10,952	36,535	-	36,535	Works ongoing.
Scenario Feedback/BFR's Phase 4 Local Risk	-	6,000	3,840	106,250	-	106,250	Remaining funds to be added to 19/20 NDRP work.
Master Planning Future Urban Gallion	-	-	700	45,000	-	45,000	Scope to be finalised.
Flood Modelling DM & Planning Thornton	-	-	152,360	152,360	-	152,360	Phase one, purchase order in place. Has been a 3 months delay.
Flood Modelling DM & Planning LTPS	-	-	16,970	60,000	-	16,970	Work near completion. Report received final checks underway.
Engineering (not inc in expert report)	60,000	-	-	11,888	-	11,888	Litigation - North Ladley catchment planning.
Flood Investigations	-	3,040	138	37,138	-	37,138	Consent design. Ongoing. Purchase order open and works committed
Cooper St Mitigation	-	-	7,728	92,039	-	92,039	Part of a 2 year plan. Works to be done with NDRP Project Flood Modelling
NDRRP Lockyer Creek hydrology project (2)	-	-	38,755	-	-	-	DM&Planning
NDRRP Project Flood Modelling DM&Planning	110,000	16,005	-	-	-	110,000	
Flood Level Survey	60,000	-	-	-	-	60,000	
Evacuation Planning	75,000	-	-	-	-	75,000	
Flood Damage Assessment Rural & Infrast	35,000	-	-	-	-	35,000	
Community Profiles	30,000	-	-	-	-	30,000	
Land Use Planning	50,000	-	-	-	-	50,000	
Local Flood Plain Management Plan	25,000	-	-	-	-	25,000	
Ladley Reg Update Model & Mitigation	60,000	-	-	-	-	60,000	
Winchot North Flood Impact Study	50,000	-	-	-	-	50,000	
Tenthill DM Study	25,000	-	-	-	-	25,000	
Grafton DM Integrate with Lockyer Project	25,000	-	-	-	-	25,000	
Planland Catchment Study	50,000	-	-	-	-	50,000	
Planning Scheme Total	655,000	39,970	260,189	619,509	-	1,274,509	
Environmental Planning							
Lake Apex Water Quality Improvements	-	-	-	25,000	-	25,000	Scheduled works were postponed due to the drought conditions.
Environmental Planning Total	-	-	-	25,000	-	25,000	
Sport Recreation and Community Grants							
Capill Park New Amenities	-	331,674	106,417	337,000	87,000	424,000	Carry forward full amount for ongoing works.
Sport Recreation and Community Grants Total	-	331,674	106,417	337,000	87,000	424,000	
Organisational Development & Planning Total	655,000	371,644	366,606	881,509	87,000	1,723,509	Additional 57% expenditure for contribution provided by AFL QLD plus 512K project management costs
Grand Total	17,400,650	3,534,437	1,694,209	3,660,752	529,971	21,591,373	

13.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS

Cr McLean declared a real conflict of interest in relation to Item 13.1, "Plainland Transport Planning Study – September 2019", (as defined in Section 175E of the Local Government Act 2009), based on the fact that her husband owns land in the Plainland area. Cr McLean left the meeting, the time being 11.12 am and took no part in the debate or vote.

13.1 Plainland Transport Planning Study - September 2019

Date: 15 October 2019
Author: Kimball Clayton, Manager Infrastructure Planning & Design
Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

The purpose of the Plainland Transport Planning Study was to review the existing transport network and outline a Link Strategy to influence future development and infrastructure provision in the Plainland precinct. This consists of a study of the existing road use with an assessment of the potential development and road usage over the next 18 years to 2036. The Link Strategy has proposed upgrades of the key road links within the area as detailed below. During this process consideration has been made of the various transport modes including trucks (freight), cars, buses, cyclists and pedestrians, within the Plainland study area.

Officer's Recommendation:

THAT Council endorse the Plainland Transport Planning Study prepared by GHD Pty Ltd, dated September 2019.

And further;

THAT Council undertake a review the Plainland Transport Planning Study to align with further reviews of the Lockyer Valley Regional Council Local Government Infrastructure Plan (as amended) subject to asset management planning and future budget allocations.

RESOLUTION

THAT Council endorse the "Lockyer Valley Regional Council Plainland Transport Planning Study" prepared by GHD Pty Ltd, as attached to these Minutes and dated September 2019.

And further;

THAT Council undertake a review of the "Lockyer Valley Regional Council Plainland Transport Planning Study", to align with further reviews of the Lockyer Valley Regional Council Local Government Infrastructure Plan (as amended) subject to asset management planning and future budget allocations.

Moved By: Cr Holstein

Seconded By:

Cr Wilson

Resolution Number: 16-20/1546

CARRIED

6/0

Report

1. Introduction

With significant growth forecast in the Plainland precinct, and the likelihood of investment opportunities, the GHD report provides a traffic analysis, and subsequent strategic concept design for key routes in the study area. It is suitable for use by Council in the planning and budgeting for future projects, within a 20-year design horizon.

The project consists of two phases. In the first phase of the project, a traffic model was created based on vehicle turning movement counts, link counts and travel time data for the Plainland precinct. The data was obtained from the Department of Transport and Main Roads (TMR) and Lockyer Valley Regional Council (LVRC) from a range of historical years. This historical data was then interconnected to create a traffic data 'base-model'.

The model found that all local road links in the network are operating within acceptable levels of delay and volume capacity, with the exception of Gehrke Road/Endeavour Way intersection where analysis at this location indicated that traffic signal optimisation is required. Beyond this, the model found that the main links in the network will continue to operate adequately up until the design horizon and do not require widening based on traffic volume capacity and levels of delays alone. However, there may be a need to upgrade segments based upon safety and concentrated growth areas.

In the second phase of the project, priority routes in the area were identified using existing LVRC land use maps in combination with forecast traffic numbers and consideration for user safety and usability. The priority routes are Gehrke Road, Niemeyer/Thallon Road, Zischke Road and Fairway Drive.

2. Background

This project will assist Council to undertake forward planning to support negotiations with developers (for associated development contributions during DA processes), and to include potential future upgrades along the dedicated network links into the future Council budget planning cycle.

The Department of Transport and Main Roads (DTMR) are currently undertaking planning projects on the Warrego Highway at the intersections of Forest Hill – Fernvale Road, Niemeyer Road and Fairway Drive. These planning studies include the development of business cases for the future upgrading of these intersections. DTMR is also undertaking strategic planning on the entire Warrego Highway link, within their future 50-year design life Master Planning. While this planning is ongoing, the likely traffic effects have been modelled into this project.

The report generally encompasses the area from Forest Hill-Fernvale Road in the west to Heise Road/Fairview Drive in the east, and 1.5kms south of the Warrego Highway, up to Brightview Road in the north. Mapping of the extent of the area under consideration is shown within the GHD report.

3. Report

The traffic model found that the majority of local road links in the network are operating within acceptable levels of delay and volume capacity, with the exception of Gehrke Road/Endeavour Way intersection where significant delays were observed for the forecasted years at PM peaks. Further analysis of traffic signal optimisation at this location found that the delays and Level of Service could

be improved significantly by re-phasing the lights. (This will be organised within the next 12 months before it becomes a cause of delays.)

In the second phase of the project, priority routes in the area were identified using existing LVRC land use maps in combination with model forecast traffic numbers. The priority routes were determined to be Gehrke Road, Niemeyer/Thallon Road, Mountain View Drive/Zischke Road and Fairway Drive. All roads will operate within acceptable levels of service and can remain at 2 lane configurations for the study period, with the exception of Gehrke Road from the Warrego Highway to Mountain View Drive which is expected to require 4 lanes by 2036.

Priority rankings of these roads and the likely need to upgrade for ongoing development has been indicated in the table attached. Traffic Modelling at the broad network level suggests that all intersections (except signals at Gehrke Road/Endeavour Way) will operate to acceptable standards within the study period. However, further individual assessment at the 'micro' level may be required to fine tune likely issues in turning movements at a number of the intersections between the priority routes. For example, it is expected that the intersection of Gehrke Road and Mountain View Drive/Otto Road will need to be assessed for potential upgrade (including dedicated turning lanes) before 2026.

This report also documents initial desktop assessments for hydrology, geotechnical, public utility providers (PUP), and environmental and cultural heritage considerations that will inform the basis of further investigation in future detailed designs.

Since the developed strategic concept layouts are modelled to meet a 20-year design horizon, it is recommended that these visions for the future roads be used for planned future project development. Future Development Applications along these road corridors may be conditioned with provision to either upgrade the key road links to these standards, provide land frontage, and assist in the calculation of infrastructure charges.

4. Policy and Legal Implications

This report should act as an input reference to the Planning and Development portfolio.

5. Financial and Resource Implications

This report will also support concepts for the allocation of financial budgets for the detailed design phase to be included within future year budgets and allow the staged approach for the delivery of detail design documentation.

It is also recommended that ultimate road cross-sections are considered with regards potential land resumptions and are included in Council's future budget allocations when considering capital works upgrades. This will allow Council to plan and budget for any necessary land acquisitions to occur within the planning phase of redevelopment proposals.

6. Delegations/Authorisations

Actions resulting from the Plainland Transport Planning Study will be progressed within current delegations of associated officers and where needed further authorisation from Council through respective reporting.

7. Communication and Engagement

Prior to any project being proposed for funding in a future Capital Works Program, the Infrastructure Works and Services (IWS) Group will assess the project list in relation to other infrastructure priorities, and then consult further with Planning and Development to ensure a whole of Council approach is considered.

8. Conclusion

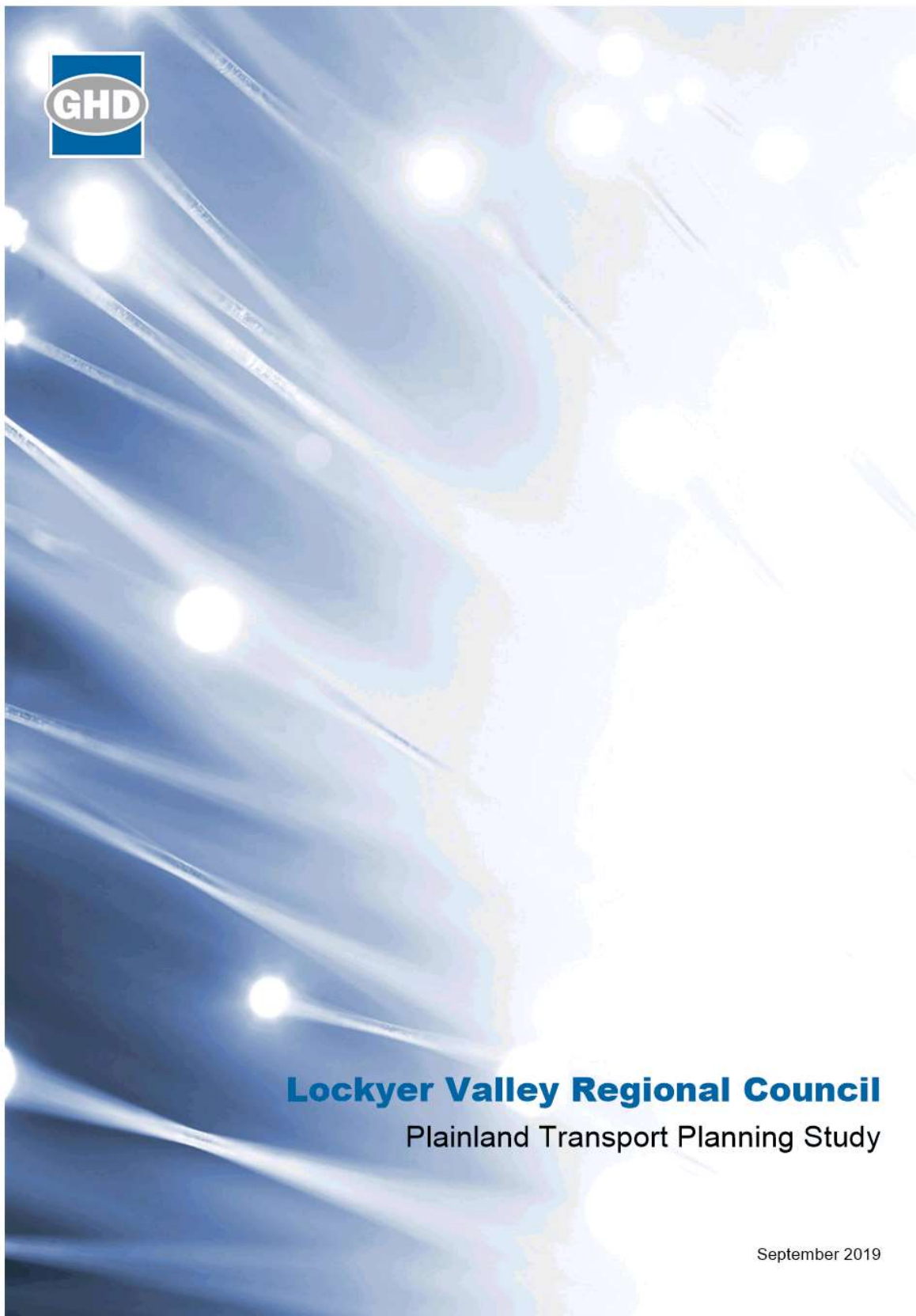
The GHD transport study has proposed upgrades of the key road links within the area and considered requirements for the various transport modes including trucks (freight), cars, buses, cyclists and pedestrians, within the Plainland study area.

9. Action/s

The proposed road cross-sections should be considered by both Planning and Design and the Planning Branches for the future vision of the road network during development over the next 20 years. Works in future capital works programs may be given a higher priority when involving one of the key routes outlined in the table attached.

Attachments

- 1 [1](#) Plainland Transport Planning Study Attachment 177 Pages



WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

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Appendices

Appendix A – 2036 Forecast AM and PM Peaks
Appendix B – Traffic Modelling Report
Appendix C – Environmental Constraints Table
Appendix D – Layout Plan
Appendix E – Road Hierarchy
Appendix F – Design Cross Sections
Appendix G – Design Criteria
Appendix H – Cost Estimate

Executive Summary

With significant growth forecast in the region, and the likelihood of investment opportunities, this report provides a mesoscopic traffic analysis, and subsequent strategic concept design, for key routes in the Plainland study area. It is suitable for use by Council in the planning and budgeting for future projects, in the 20 year design horizon.

The project consists of two phases. In the first phase of the project, a traffic model was created based on vehicle turning movement counts, link counts and travel time data for the Plainland precinct. The data was obtained from the Department of Transport and Main Roads (TMR) and Lockyer Valley Regional Council (LVRC) from a range of historical years. This historical data was then interconnected to create a traffic data 'base-model'.

A growth rate of 2% was applied to the 'base model' to generate future traffic numbers for 2026 and 2036 forecast years. This growth rate was supplied by LVRC, and is based on projected population growth for the Plainland region derived from strategic planning. No future infrastructure changes were considered for future year model scenarios.

The model found that all local road links in the network are operating within acceptable levels of delay and volume capacity, with the exception of Gehrke Road / Endeavour Way intersection where large delays were observed for the forecasted years' in the PM peaks. Further analysis at this location found that the delays and Level of Service can be improved significantly if traffic signal optimisation is implemented. Other than this, the model found that the main links in the network will continue to operate adequately up until the design horizon and do not require widening based on traffic volume capacity and levels of delays alone.

In the second phase of the project, priority routes in the area were identified using existing LVRC land use maps in combination with forecast traffic numbers and consideration for user safety and usability. The priority routes are Gehrke Road, Niemeyer/Thallon Road, Zischke Road and Fairway Drive.

This planning study has resulted in the recommendation of three new road cross sectional layouts to meet Trunk Collector and Sub-Arterial classifications as per LVRC Road Hierarchy Table. The new layouts will feature wider lanes, provision for parking/cycleways and footpaths as well as kerb and channel and new underground stormwater infrastructure for Gehrke, Niemeyer/Thallon and Zischke Road.

Preliminary estimates have been developed outlining the costs to undertake the proposed works. These are:

Road Link	Total Amount (\$)
Niemeyer-Thallon Road	\$15,898,120*
Gehrke Road (2 lane option)	\$15,860,560*
Gehrke Road (4 lane / 2 lane option)	\$19,487,120*
Zischke Road option with Mountain View Drive	\$18,854,320*
Zischke Road extended option without Mountain View Drive	\$19,796,160*
Fairway Drive (2 lane option)	\$3,819,784*

* Note that cost estimates do not include property resumption costs

This report also documents initial desktop assessments for hydrology, PUP and environmental considerations that will form the basis of further investigation in the detailed design phase.

Overall, it is recommended that the developed concept design be adopted for planned future project development. This would support the allocation of financial budgets for the detailed design phase (and associated land acquisition costs) to be included within future year budgets, to support the staged approach of the delivery of detail design documentation, and construction phases of the projects to upgrade the road links over the next 20 years.

1. Introduction

This Transport Planning Study Report is prepared as part of the GHD commission with Lockyer Valley Regional Council (LVRC) to complete feasibility investigations and concept design for the Plainland area. The extent of the study area is displayed in Figure 1.

The purpose of the project is to investigate the study area and to scope a preliminary civil design standard and capacity commensurate with its function in the road hierarchy for current and predicted 2036 future volumes.



Figure 1 Plainland study area

This project will investigate the designated study area, and undertake traffic growth modelling by utilising the projected growth scenarios as detailed by LVRC.

1.1 Objectives

The objective of this Transport Planning Study is to provide:

- An assessment of road network performance using available traffic data for the Plainland precinct, current figures, and for the 2036 design horizon.
- Identify and develop options for the preferred routes, with reference to LVRC Planning Scheme and Infrastructure Plans.
- Provide recommendations on preferred options.

The project was completed in two phases:

- Phase 1 – Traffic Analysis (Modelling)
- Phase 2 – Transport Planning

1.2 Scope and limitations

This report has been prepared by GHD for LVRC and may only be used and relied on by LVRC for the purpose agreed between GHD and LVRC

GHD otherwise disclaims responsibility to any person other than LVRC arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report (Section 1.3). GHD disclaims liability arising from any of the assumptions being incorrect.

1.3 Assumptions and limitations

Several assumptions were adopted to undertake the assessment.

- Traffic count data that was collected by Matrix, Department of Transport and Main Roads (DTMR) and LVRC, and provided to GHD, reflects the prevalent traffic conditions in terms of travel patterns, congestion and travel times.
- Aerial photography provided by TMR is a true and accurate representation of the existing road geometry.
- It is acknowledged that the Department of Transport and Main Roads (DTMR) is currently undertaking planning projects at various locations on the Warrego Highway. At the time of writing, this is an ongoing study, and this project has proceeded with the best information available for consideration within the traffic modelling phase.

2. Phase 1 – Traffic analysis (modelling)

2.1 Base case transport modelling

The work assessed the traffic efficiency of the Plainland precinct by undertaking mesoscopic traffic modelling. The Plainland traffic model was therefore developed using the Aimsun traffic modelling software suite for the morning (AM) and evening peak (PM) hours, and was calibrated and validated in line with the RMS Traffic Modelling Guidelines, 2013.

Figure 2 represents a detailed map of the modelled study area with corresponding traffic data labelled at their respective locations.

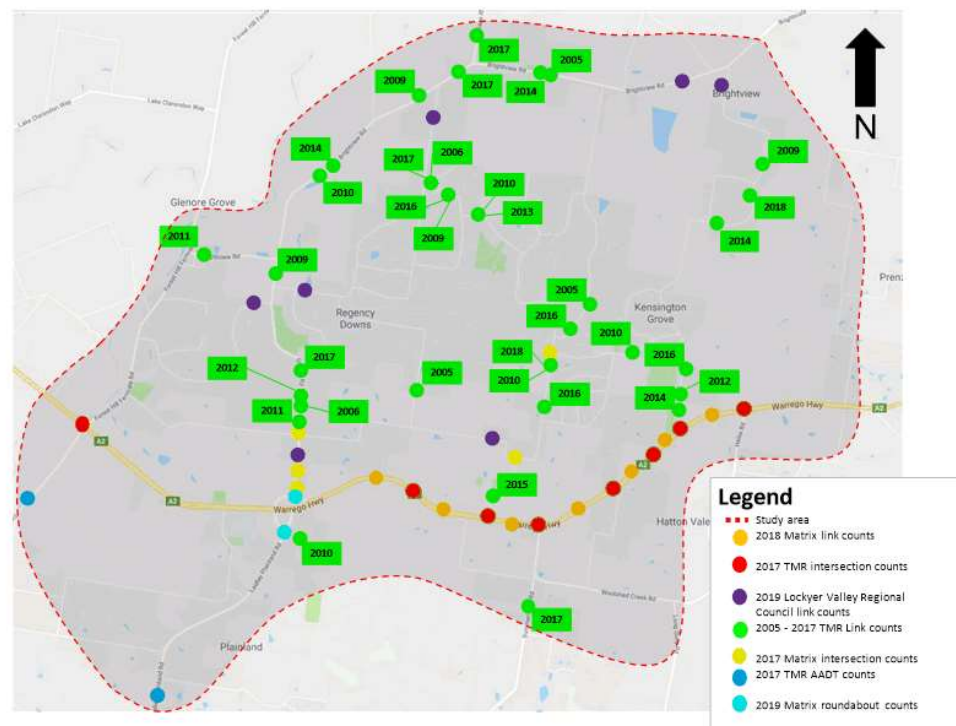


Figure 2 Traffic modelling traffic area

The modelled study area included the following roads:

- Warrego Highway
- Forest Hill Fernvale Road
- Weier Road
- Summerholm Road
- Habban Road
- Shaw Road
- Fairway Drive
- Heise Road
- Thallon Road
- Bucknall Court
- Hannant Road
- Zischke Road
- Niemeyer Road
- Gehrke Road

- Barcoo Drive
- Mountain View Drive
- Otto Road
- Endeavour Way
- Crane Road
- Laidley Plainland Road
- Staatz Quarry Road
- Brightview Road
- Mclaughlans Lane
- Wagtail Drive
- Lorikeet Road
- Village Road
- Henry Road
- Laurette Drive
- Donaldson Road
- Gutt Road
- Walnut Drive
- Bentley Drive
- Cricket Road
- Bertrand Avenue

Data Assumptions

The following datasets formed the basis of the traffic model:

- A list of the provided data is detailed in Table 1. The count data includes:
 - Vehicle turning movement counts
 - Link counts
 - Travel time data

2.1.1 Base model development performance

Table 1 presents the data type i.e. link/intersection count, data provider and dates/duration of data collection. It is to be noted that the traffic data was collected over the following time periods:

- AM peak: 6:00am – 10:00am
- PM peak: 3:00pm – 7:00pm

Table 1 Data source summary

Item	Data Type	Date(s) collected	Data provider
1	Intersection counts	11 May 2017	TMR
2	Intersection counts	21 March 2017 for the following locations : <ul style="list-style-type: none"> • Gehrke Road / Mountain View Drive / Otto Road • Gehrke Road / Barcoo Drive • Gehrke Road / Endeavour Way 8 March 2017 for the following locations: <ul style="list-style-type: none"> • Zischke Road / Niemeyer Road • Thallon Road / Bucknall Crescent / Hannant Road 	Matrix Traffic and Transport Data
3	Link Counts	27 November 2018 – 3 December 2018	Matrix Traffic and Transport Data
4	Link Counts	3 March 2005 – 23 October 2017	TMR
5	Link Counts	30 January 2019 – 6 February 2019	LVRC
6	Link Counts	2017 (date unknown)	TMR
7	Intersection counts – roundabout	28, 29 February 2019	Matrix Traffic and Transport Data
8	Travel time survey	15, 20 and 21 March 2019	LVRC

2.1.2 Project future year assessment and considerations

The annual growth rate was derived by comparing the 2017 and 2018 traffic counts along the Warrego Highway. It is understood that there will be variation in traffic growth at different locations within the study area and therefore, two catchment areas were defined (Catchment A and Catchment B), as shown in Figure 3. Different growth factors were derived and applied to each catchment.

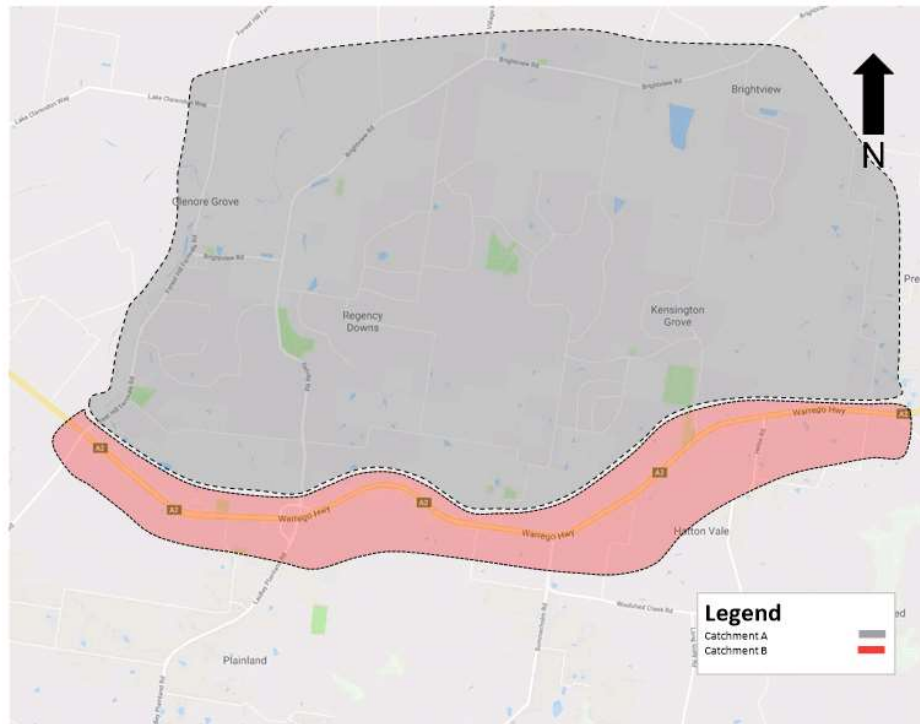


Figure 3 Study area catchment classification

Growth factor - Catchment A

Catchment A formed the northern catchment of the Warrego Highway. The growth factor for this catchment was determined based on the midblock link counts and supplementary traffic data (AADT traffic data) available within the catchment.

The mid-block data locations within Catchment A are listed below:

- Walnut Drive
- Brightview Road
- Gehrke Road
- Thallon Road (south)
- Thallon Road (north)
- Fairway Drive
- Bentley Drive
- Cricket Road
- Bertrand Avenue

These mid-block locations are along the corridors as presented in Figure 4 below:

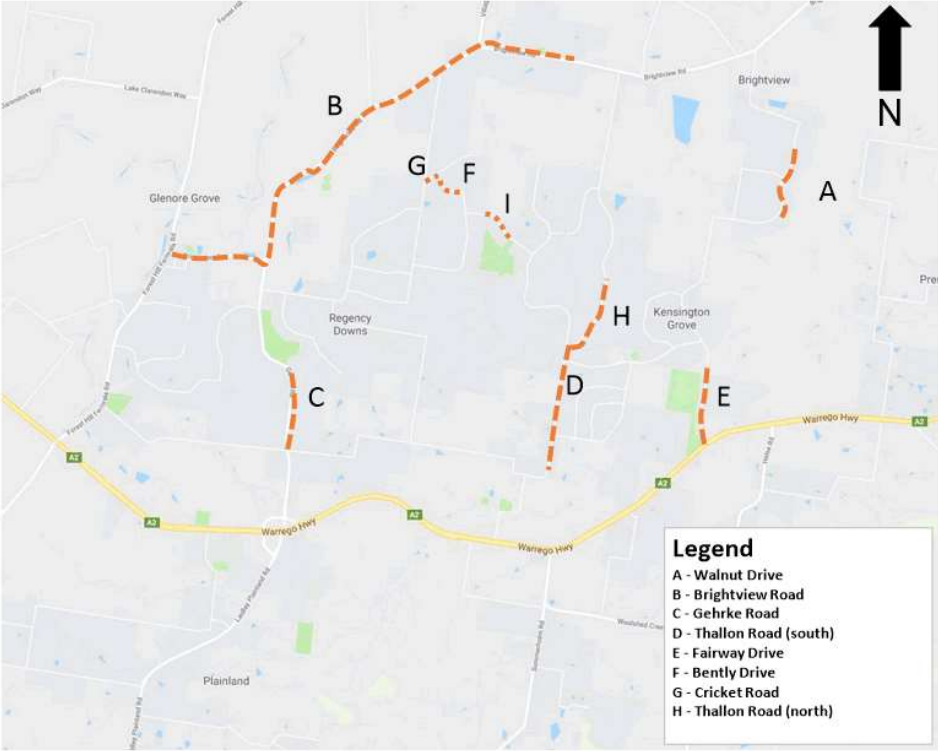


Figure 4 Location of roads adopted for growth factor analysis

Table 2 summarises the growth factors calculated comparing to the latest traffic data available (i.e. 2018 and 2017 etc.) for each mid-block location within Catchment A. A holistic linear growth factor of 4.56% per annum (based an average growth of the selected roads within the catchment) was used to align available traffic data for the recent period of 5 to 10 years to create the base model data set for the roads presented in Figure 4.

Table 2 Catchment A - growth factors

Walnut Drive	Annual Average Daily Traffic (AADT)	% Annual growth rate
2009	522	0.4%
2014	372	7.7%
2018	539	
Brightview Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	1871	2.1%
2011	1799	3.0%
2014	1589	9.1%
2017	2190	
Gehrke Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2006	2432	3.5%
2011	3305	2.7%
2012	3187	3.8%
2017	3935	
Thallon Road (south)	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	1315	1.8%
2016	1595	-1.9%
2018	1538	
Fairway Drive	Annual Average Daily Traffic (AADT)	% Annual growth rate
2012	2688	7.5%
2014	2960	11.5%
2016	3845	
Bentley Drive	Annual Average Daily Traffic (AADT)	% Annual growth rate
2009	340	1.5%
2016	379	
Cricket Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2006	118	7.1%
2017	552	
Thallon Road (north)	Annual Average Daily Traffic (AADT)	% Annual growth rate
2005	842	1.2%

2016	976	
Bertrand Avenue	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	478	5.5%
2013	572	
% Average Annual Growth Rate		4.56%

Growth factor - Catchment B

The Warrego Highway formed Catchment B. The annual growth factors were calculated by comparing the link traffic volumes between 2017 and 2018 along Warrego Highway. Figure 5 Warrego Highway link count locations presents the links and intersections along Warrego Highway that were used for the calculation of the percentage annual growth factor.

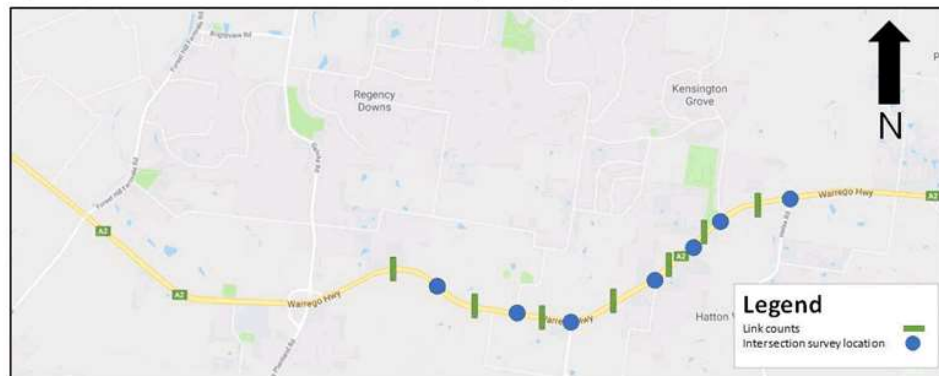


Figure 5 Warrego Highway link count locations

Table 3 and

Table 4 present the derived annual growth factors in the eastbound and westbound directions of Warrego Highway for the AM and PM peaks respectively. These growth factors were applied to grow the 2017 approach turning movements at the intersections for both westbound and eastbound along the Warrego highway.

Table 3 Average annual growth rate– AM peak – Catchment B

Intersection	Direction	2017	2018	% Growth
Warrego Highway / Forest Hill Fernvale Road	Eastbound	860	952	10%
Warrego Highway / Weier Road	Eastbound	876	924	5%
Warrego Highway / Weier Road	Westbound	940	1151	18%
Warrego Highway / Niemeyer Road	Eastbound	868	914	5%
Warrego Highway / Niemeyer Road	Westbound	1088	1133	4%
Warrego Highway / Summerholm Road	Eastbound	885	924	4%
Warrego Highway / Summerholm Road	Westbound	1069	1078	1%
Warrego Highway / Habban Road	Eastbound	915	906	-1%
Warrego Highway / Habban Road	Westbound	978	1055	7%
Warrego Highway / Shaw Road	Westbound	966	1033	6%
Warrego Highway / Fairway Drive	Eastbound	1006	1042	3%
Warrego Highway / Heise Road	Westbound	924	1033	11%

Table 4 Average annual growth rate – PM peak – Catchment B

Intersection	Direction	2017	2018	Growth Factor
Warrego Highway / Forest Hill Fernvale Road	Eastbound	1150	1246	8%
Warrego Highway / Weier Road	Eastbound	1221	1258	3%
Warrego Highway / Weier Road	Westbound	775	969	20%
Warrego Highway / Niemeyer Road	Eastbound	1141	1187	4%
Warrego Highway / Niemeyer Road	Westbound	938	943	1%
Warrego Highway / Summerholm Road	Eastbound	1070	1185	10%
Warrego Highway / Summerholm Road	Westbound	947	961	1%
Warrego Highway / Habban Road	Eastbound	1100	1174	6%
Warrego Highway / Habban Road	Westbound	1019	962	-6%
Warrego Highway / Shaw Road	Westbound	1021	982	-4%
Warrego Highway / Fairway Drive	Eastbound	1114	1137	2%
Warrego Highway / Heise Road	Westbound	1207	1194	-1%

2.2

2.2 Overall growth rate

Growth rate of 2% per annum was provided by Lockyer Valley Regional Council and is applied to the base year demand matrices to project 2026 and 2036 forecast year demand matrices. The growth rate provided is based on the population growth in Plainland region derived from the strategic planning.

2.3 Future year scenarios

The following are the future year scenarios developed for the 2026 and 2036 forecast years:

- 2026 Do Nothing AM Peak
- 2026 Do Nothing PM Peak
- 2036 Do Nothing AM peak
- 2036 Do Nothing PM Peak

Modelling of the "Do Nothing" scenario involves application of 2026 and 2036 forecast demands. The "Do Nothing" scenario utilises the current base case model. No future infrastructure changes were considered for future year model scenarios.

2.3.1 Intersection assessment

The operational performance of the intersections detailed below are assessed for 2026 and 2036 future year models. These locations are detailed in Figure 6 Intersection operation analysis.

- Warrego Highway / Forest Hill Fernvale Road
- Gehrke Road / Endeavour Way
- Gehrke Road / Mountain View Drive / Otto Road
- Gehrke Road Roundabout / Warrego Highway
- Laidley Plainland Road / Donaldson Road roundabout

GHD assumes that these intersections are critical for representing a network wide assessment that capture movements from Warrego Highway and diverging through to local road network through Gehrke Road and Laidley Plainland Road. All other intersections have not been specifically modelled and are outside the scope. Further analysis may be required to determine future functionality / suitability.

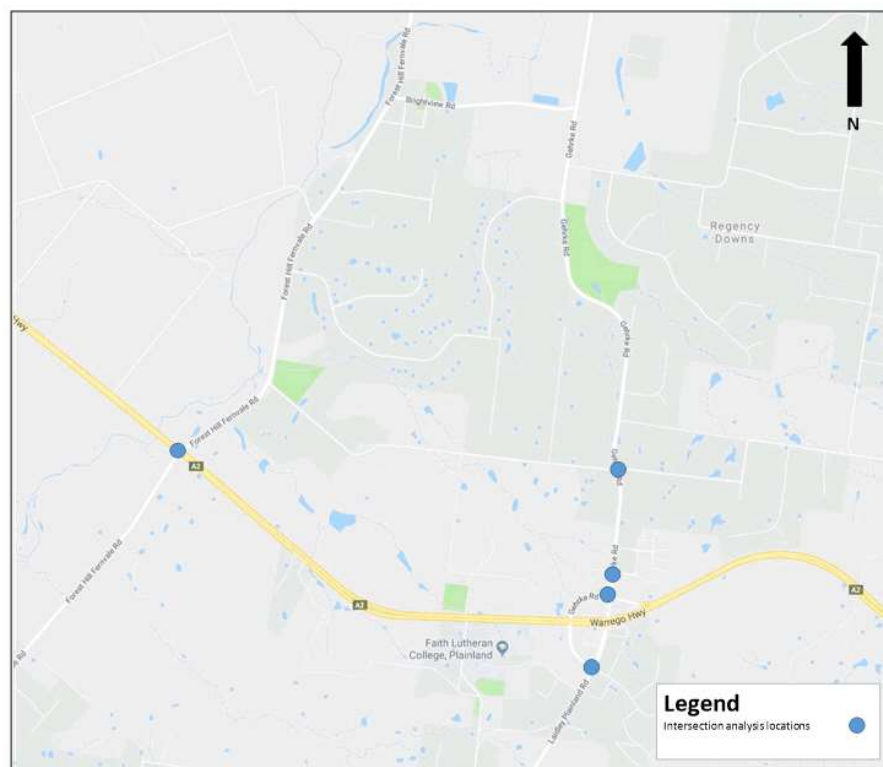


Figure 6 Intersection operation analysis

The intersection level of service (LoS) is analysed based on the average delay for each approach at the intersection. The approach level of service results were compared with the control delay for vehicles detailed within the Roads and Maritime Traffic Modelling Guidelines (2013). Table 5 provides a summary of controlled delay for LoS A to F for all intersection types. The following sections summarise the modelling analysis results for the "Do Nothing" option.

Table 5 Control delay for LoS vehicle calculations

LoS	Control delay per vehicle in seconds (d) (Including geometric delay)
	All intersection types
A	$d < 14$
B	$d < 15$ to 28
C	$d < 29$ to 42
D	$d < 43$ to 56
E	$d < 57$ to 70
F	$d > 70$

2.4 Modelling results analysis

All intersections in the analysis resulted in a LoS A except for Gehrke Road / Endeavour Way intersection.

2.4.1 Gehrke Road / Endeavour Way

Table 6 and Table 7 show the comparison of intersection performance for all demand scenarios for AM and PM peak hours respectively.

Table 6 Gehrke Road / Endeavour Way AM Results summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Endeavour Way Intersection	South	14	A	15	B	15	B
	East	26	B	25	B	26	B
	North	14	A	14	A	15	B
	West	23	B	25	B	26	B

Table 7 Gehrke Road / Endeavour Way PM results summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Endeavour Way Intersection	South	18	B	18	B	21	B
	East	34	C	36	C	34	C
	North	17	B	17	B	17	B
	West	78	F	159	F	162	F

The analysis results indicate that the Gehrke Road / Endeavour Way Intersection operates well within acceptable level of service for base and forecast years demand scenarios in the AM peak hour.

In the PM peak, the intersection performs within acceptable level of service and delays for all approaches except western approach. The west approach at the intersection fails with higher delay and unacceptable level of service F in base, 2026 and 2036 demand scenarios. This is predominantly due to high traffic demand exiting from the Woolworths shopping centre from the west.

2.4.2**2.4.2 Signal Optimisation – Gehrke Road / Endeavour Way Intersection**

Gehrke Road / Endeavour Way intersection analysis results indicated that the intersection operates with large delays and LoS F for the Endeavour Way western approach in the PM peak. In lieu of modelling actuated signals, GHD replicated the signal timings through determining the average timing of each phase and frequency of occurrence.

The signal time optimisation considered providing more green time for the western approach to cater for the future increase in traffic demand. The optimised signal times have been implemented in the forecast year models to identify intersection improvements.

2.5 Network link delay and volume capacity analysis

Network wide link delay and volume capacity (V/C) analysis was carried out for the modelled study area to determine the network deficiencies. Traffic modelling outputs for existing 2018 (base case), 2026 and 2036 future year demand scenarios for the AM peak hour between 8:00 am – 9:00 am, and the PM peak hour between 4:00 pm – 5:00 pm were used.

Given the effects of signal optimisation at Gehrke Road / Endeavour Way the analysis was performed for both;

- Do Nothing – Existing network configuration without any improvements.
- Signal Optimisation – Signal optimisation for Gehrke Road / Endeavour Way for 2026 and 2036 PM peak models only.

The following represents the summary of link delay and V/C analysis:

Gehrke Road / Endeavour Way intersection

- Large delay with V/C approximately 70% and 80% was observed for Endeavour Way approach at Gehrke Road / Endeavour Way intersection in the 2026 and 2036 PM peak models respectively.
- Signal optimisation resulted in reducing the approach delays for Endeavour Way and thus improving V/C to approximately 50% in the 2036 PM peak model.

Intersection performance for Gehrke Road / Endeavour Way operates at LoS F, producing a delay of 112 seconds in the base case (2018) and significantly worsening for 2026 and 2036 with delays of 159 and 162 seconds respectively. Signal optimisation resulted in reducing the delays to 30 seconds and 57 seconds with LoS C and LoS D in 2026 and 2036 pm peak models respectively.

Network Links

- Majority of the local road links in the network are operating within acceptable level of delay and V/C below 40% for both 2026 and 2036 forecast year and both AM and PM peak models.
- Warrego Highway is operating within acceptable level of delay and V/C below 60% for all forecast year and peak hours modelled.

Layout maps of 2036 Forecast AM and PM peaks are contained in Appendix A.

Table 8 presents the main findings for each option assessed.

From the data analysis, it was noted that traffic flow during the PM peak is higher than that of the AM Peak.

Table 8 Summary of results

Summary of results	
AM	<ul style="list-style-type: none"> Warrego Highway / Forest Hill Fernvale operates well within acceptable level of service and delays for base and all forecast year models. Gehrke Road / Endeavour Way operates well within acceptable level of service and delays for base and all forecast year models. However, progressive increase in delay was observed at the intersection for forecast year models. All other major intersections analysed operate well under acceptable level of service and delays for base and all forecast year models. Warrego Highway operating within acceptable delays and V/C below 60% for all forecast year and peak hours modelled. All local road links, including primary collector roads (Section 3) in the network are operating within acceptable delays and V/C below 40% for all forecast years modelled.
PM	<ul style="list-style-type: none"> Warrego Highway / Forest Hill Fernvale operates well within acceptable level of service and delays for base and all forecast year models. Warrego Highway operating within acceptable delays and V/C below 60% for all forecast year and peak hours modelled. Gehrke Road / Endeavour Way operates well within acceptable level of service and delays for north, south and east approaches. However, west approach fails with increase in delay with LoS F in 2026 and 2036 forecast year models. Adjusting signal times at Gehrke Road / Endeavour Way intersection improves the delay for the western approach from 159 seconds to 30 seconds in 2026 and from 162 seconds to 57 seconds in 2036. This results in a LoS of C and D in 2026 and 2036 forecast years respectively. All local road links, including primary collector roads (Section 3) in the network are operating within acceptable delays and V/C below 50% for all forecast years modelled.

From the network link delay and volume capacity analysis, the primary outcome is the need for signal optimisation at Gehrke Road / Endeavour Way intersection. All other links and intersections in the study area are within acceptable levels of delay and V/C for the design horizon. The complete Traffic Modelling Report is contained within Appendix B. Possible improvements to primary routes in the study area to achieve greater useability and safety are presented in Section 3.

3. Phase 2 – Transport Planning

The purpose of Phase 2 is to investigate, at a conceptual level, engineering, environmental and financial aspects of the project.

3.1 Concept Design

3.1.1 Introduction

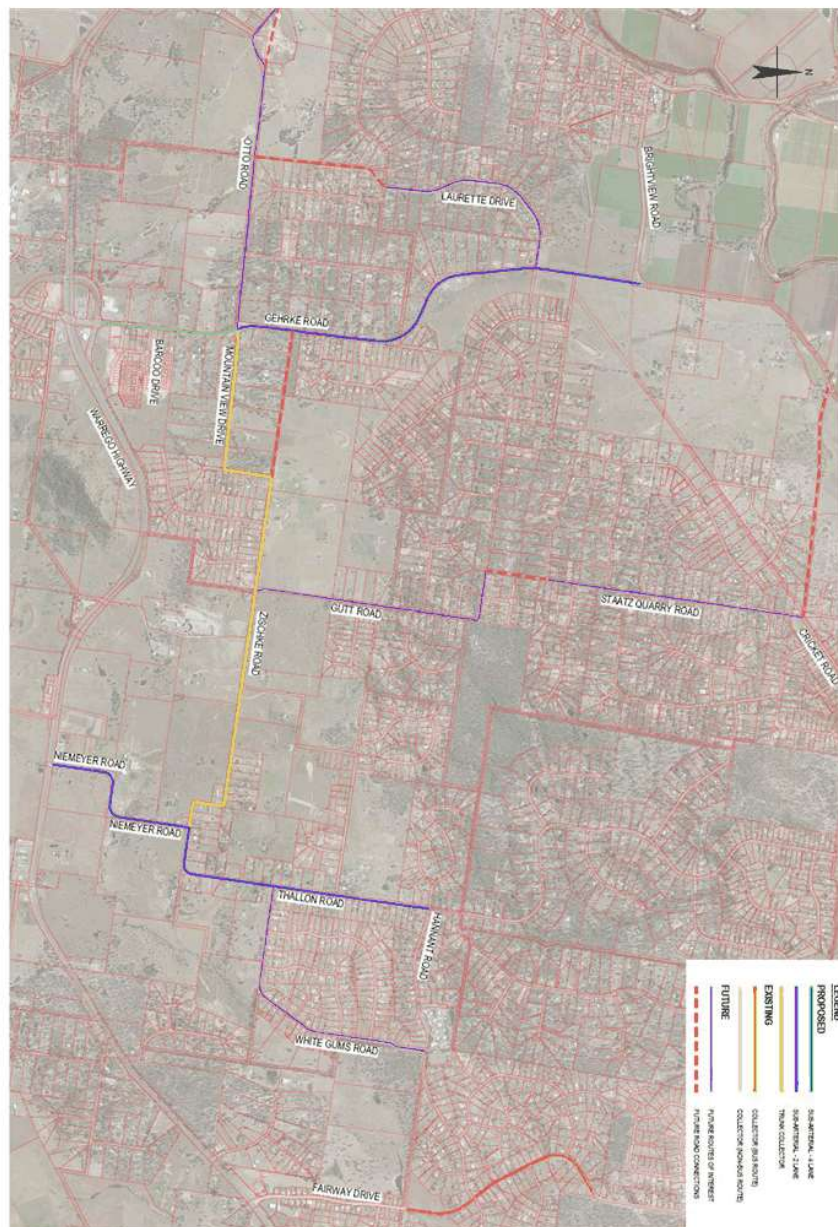
With the traffic modelling completed, the priority routes from the Regency Downs and Kensington Grove suburbs were identified, using traffic data, for the 2036 forecast year and LVRC planning maps.

The primary routes are Gehrke Road, Niemeyer/Thallon Road and Fairway Drive. The modelling shows that there is a preference for drivers to use Zischke Road to travel from Thallon Road to Gehrke Road, and hence this road has also been included in this part of the planning study.

As determined in Phase 1 of this report, these links operate at acceptable levels of delay and volume capacity for the design horizon. New cross section layouts are proposed for the primary routes, based on safety, useability and the current LVRC planning scheme.

These new layouts are provided as a future vision, for the Plainland community.

Figure 7 Featured roads in the study area



3.1.2 Existing Road cross sections

The following widths are approximate based on satellite imagery. For details on Road Types/Classifications, refer to Appendix E - Lockyer Valley Regional Council Road Hierarchy Table.

Zischke Road

Current carriageway fits the characteristics of an 'Access Street' (2x3 m lanes), with some areas where the road widens to 2x3.5 m lanes. There is no kerb and channel, or footpath present.

Gehrke Road

Current carriageway consists of 2x3.5 m lanes, up to 2x4 m lanes at some locations. There is no kerb and channel, or footpath present.

Niemeyer/Thallon Road (up to intersection with Australia Drive)

Current carriageway consists of 2x3 m lanes, with some wider areas where it is 2x3.5 m lanes. No kerb and channel is present for the majority of the road, although some kerbing exists around the intersections. Footpath exists along the areas north of the intersection with Hannant Road.

Fairway Drive

Fairway Drive currently fits the carriageway characteristics of a 'Collector Street (Bus Route)' along the area north of Scott Place. South of Scott Place, the characteristic is that of a 'Collector Street (Non-Bus Route)'.

3.1.3 Trip Generators

A significant proportion of traffic appears to be travelling towards the Warrego Highway. This can be seen from *Appendix A - AM-PM Peaks*, traffic volumes increase closer to the Warrego Highway.

There are a number of major trip generators and attractors across the Plainland study area. These include residential areas, educational facilities and shopping centres. These are listed within Table 9.

Table 9 Major Trip Generators

Trip Generator/Attractors	Affected Route
Warrego Highway	All
Plainland Shopping Centre (Woolworths)	Gehrke Road
Faith Lutheran College	Gehrke Road
Hatton Vale Shopping Centre (IGA)	Fairway Drive
Hatton Vale State School	Niemeyer/Thallon Road
Shell Service Station	Niemeyer/Thallon Road

It appears that Zischke Road is used as a connector link between Gehrke and Niemeyer/Thallon Road. It is therefore secondarily impacted by traffic movements between these sites.

3.2 Land use

3.2.1 Existing land use

Information obtained from the LVRC Laidley Shire Planning Scheme mapping, shows the study area is predominantly within the 'Rural Residential' zone. There are also some areas of 'Rural Landscape' zoning situated along Niemeyer Road, the southern side of Zischke Road and the south-western end of Gehrke Road.

A 'Business' zone area is positioned around the area of the intersection of Gehrke Road/Laidley Plainland Road and the Warrego Highway. There is also a number of small pockets of 'Open Space and Reserves' zone across the study area.

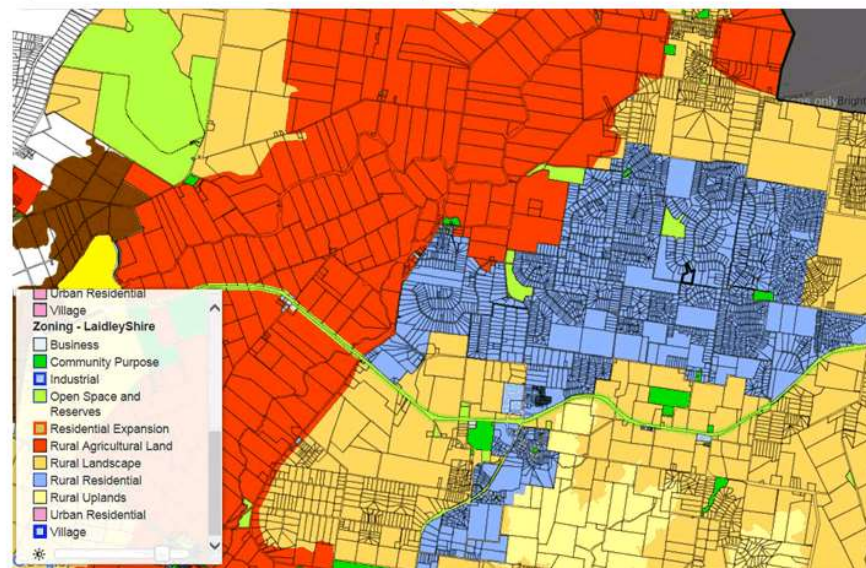


Figure 8 LVRC Gatton and Laidley Shire planning schemes.

(<http://eplanning.lvrc.qld.gov.au/Pages/Plan/Map.aspx>)

3.2.2 Land use planning

It is anticipated that as residential development continues across the study area, those areas currently deemed as 'Rural Landscape' zones will transition to 'Rural Residential'. Anecdotal information obtained from the LVRC detailed a number of residential subdivisions are in the planning pipeline, across the study area (Tony McDonald, LVRC, 19th February 2019). These are principally proposed in the north, north-east and eastern area of the study area.

These future sub-division areas will increase the generator/collector points across the study area, and therefore increase the transport demand on the existing road network. Particularly Fairway Drive as it lies on the eastern side of the precinct. It is also likely more drivers will use Brightview Road in the north to travel onto Gehrke Road, en-route to the Warrego Highway.

Zischke Road may also see further traffic demand in the future as it connects to Regency Downs properties via Gutt Road, and features a large amount of undeveloped land that may be subdivided in the future.

3.2.3 Proposed road network upgrades

To date there is no documented program from LVRC for the planning or timing of road upgrades over the short term for the study area. This project will assist Council to undertake forward planning to support negotiations with developers (for associated development contributions during DA processes), and to include potential future upgrades along the dedicated network links into the future council budget planning cycle.

The Department of Transport and Main Roads (DTMR) are currently undertaking planning projects on the Warrego Highway at the intersections of Forest Hill – Fernvale Road, Niemeyer Road and Fairway Drive. These planning studies include the development of business cases for the future upgrading of these intersections. DTMR is also undertaking strategic planning on the entire Warrego Highway link, within their future 50 year design life Master Planning currently underway.

3.3 Proposed Road Options

Proposed cross sections have been adopted within this report based on typical standards defined in Lockyer Valley Regional Council Road Hierarchy Table (Appendix E). Road classifications were determined in accordance with LVRC infrastructure planning maps, as well as for consideration of safety and community liveability (active transport). For typical sectional layouts, refer to Appendix F.

Table 10 Proposed cross sections

Location	Type	Road Reserve	Carriageway	Configuration
Zischke Road (including Mountain View Drive*)	Trunk Collector Street – With Access	22 m (min)	11 m	2x3.5 m lane, 2x2 m parking
Gehrke Road (to intersection with Mountain View Drive)	Sub-Arterial (undivided 4 lane)	33 m	18 m	4x3.5 m lane, 2x2 m breakdown/cycleway
Gehrke Road (Mountain View Drive to intersection with Brightview Road)	Sub-Arterial (undivided 2 lane)	26 m	11 m	2x3.5 m lane, 2x2 m breakdown/cycleway
Niemeyer/Thallon Road (to intersection with Australia Drive)	Sub-Arterial (undivided 2 lane)	26 m	11 m	2x3.5 m lane, 2x2 m breakdown/cycleway
Fairway Drive (south of Scott Place)	Trunk Collector Street – With Access	22 m (min)	11 m	2x3.5 m lane, 2x2 m parking

*Refer to Section 3.3.3

3.3.1 Land requirements - property access

A preliminary assessment has been performed for existing property accesses along the primary routes. It must be noted that a number of factors will influence the final cross-sectional design. These are

The widening of the road lengths will involve some changes to road levels. Road edge may require raising to a nominal height to accommodate for embankment and pavement resurfacing.

The installation of kerb and channel will mean a number of driveway culverts will become redundant in order to allow for an underground stormwater network.

3.3.2 Land requirements – ultimate widening

Aerial mapping and Digital Cadastral Database (DCDB) shows that a 20 m minimum road reserve is available across all routes except for a 200 m segment of Gehrke Road north of Barcoo Drive (which has 16-17 m).

Zischke Road features a number of low radii curves, which are currently only suitable for a 30-40 km/h design speed. For these curves to be re-designed to be suitable for a higher design speed, property resumption will be required across that area.

Detailed review of property resumptions was not included within the scope of this study, and would be warranted as part of future detailed design stages.

3.3.3 Priority of Delivery Program***Gehrke Road***

Order of Priority: High

Extents: From Roundabout at Plainland Shopping Centre north, to intersection with Brightview Road.

As this is the most voluminous network in the study area (after the Warrego Highway), features significant number of trip generators, and is susceptible to increased traffic growth from development of northern areas, it is recommended that Gehrke Road is prioritised ahead of other routes.

It is a major route for a number of trip generators, in particular the Plainland Shopping Centre. Adopting a new sub-arterial road section will provide provision for cycleways and footpaths, increasing the usability of the route for the community, through active transport.

Based on the higher intensity of traffic closer to the Endeavour Way intersection, a 4 lane sub-arterial layout could be implemented through to Mountain View Drive/Zischke Road. This would assist traffic flow and provide better serviceability as compared to two lanes. From this point north to Brightview Road, a two lane sub-arterial layout is proposed.

With a proposed school planned to open in the near future at the intersection of Gehrke Road / Otto Road / Mountain View Drive, the 4 lane section may need to be re-assessed and brought forward in planning if necessary.

Both this option and a two lane only option have been included in Section 3.7 Cost estimates.

Zischke Road – Mountain View Drive

Order of Priority: High

Extents: The entirety of Zischke Road.

Given that this is the next most utilised east-west link in the study area (after the Warrego Highway) and features substandard geometry, Zischke Road should be prioritised after Gehrke Road.

Both ends of Zischke Road have low standard horizontal geometry that may become hazardous as traffic volumes increase. LVRC planning scheme mapping currently proposes property acquisitions and a better alignment on the eastern end of Zischke Road.

The western end of the route includes Mountain View Drive, which has two 22 m (approx.) horizontal curves. These low standard curves could be eliminated completely through extending Zischke Road on its current alignment, approximately 200m through to Gehrke Road. Current DCDB indicates that a road reserve has already been acquired for this. If this alignment is adopted it would generate a T-junction with Mountain View Drive and another with Gehrke Road.

If the existing combination of Mountain View Drive and Zischke Road is kept, a number of acquisitions will be required in order to facilitate a safer alignment. An advantage of this option is that it negates the need for an additional intersection with Gehrke Road.

Otto Road which is a future route of interest (see Section 3.3.5) forms the fourth leg of the current intersection of Gehrke Road and Mountain View Drive. Depending on treatment of Mountain View Drive this intersection may require re-design in the future.

A staged delivery is an option that may be considered by Council. It is recommended that the existing road reserve north of Mountain View Drive be used to construct an extension for Zischke Road (first stage) in order to avoid property acquisitions and allowing Mountain View Drive to remain as a local access street. The remainder of Zischke Road could be completed as part of a second stage at a later time.

Niemeyer/Thallon Road

Order of Priority: Medium

Extents: Entirety of Niemeyer Road, Thallon Road through to intersection with Australia Drive

While this is an important route connecting to Hannant Road and Hatton Vale it is unlikely to be as affected by developments in the north and north east areas, and has lower traffic volumes than Gehrke Road. Given the geometric issues of Zischke Road, it is therefore not as high a priority.

The two lane sub-arterial layout will provide cycleways/parking and footpaths, which will benefit users of Hatton Vale State School, Shell Service station at Niemeyer Road/Warrego Highway, Hatton Vale Community Uniting Church and the Apostolic Church of Queensland.

Fairway Drive

Order of Priority: Low

Extents: Entirety of Fairway Drive south of Scott Place

Based on the traffic model, LVRC should consider widening in this area, although this would potentially require reconfiguration of the existing footpath, kerb and gutter, underground stormwater infrastructure and overhead power lines, making it a very costly exercise.

Given that footpath, kerb and gutter and stormwater infrastructure already exist in this area, works in this region are considered a lower priority than the other routes, which do not have them. Current LVRC trunk infrastructure maps do not consider this region of Fairway Drive as a collector road, and does not propose any future upgrades.

Given potential impacts of developments at the northern end of Fairway Drive, it is recommended that continual monitoring of traffic be undertaken over the design horizon to assess and adjust delivery priority as necessary.

3.3.4 Road design criteria

Road design criteria can be found in Appendix G. It is anticipated that further refinement of criteria will be undertaken as part of future detailed design phases.

3.3.5 Future Routes and Connections

Additional future routes of interest and possible new extensions to existing roads have been marked on SK-001 (Appendix D). No strategic concept design or cost estimates have been performed on these routes. It is important to note that in the future these routes may become useful alternatives for drivers looking to shorten travel times. At the time of this study, it is difficult to predict the impact of these on the primary routes.

3.3.6 Pedestrians and Cyclists

No in-depth analysis of pedestrian and cyclist movements has been performed as part of this concept design. TMR Principal Cycle Network Plans note that a cycle route crossing the Warrego Highway, connecting Laidley-Plainland Road to Gehrke Road is regarded as Priority A (delivery in the next 10 years). A small portion of Gehrke Road north of the roundabout regarded as Priority B (delivery within 10-15 years). No other cycle routes are mapped by DTMR within the study area at this time.

LVR Sub-Arterial cross sections feature provision for cycle ways, as shown in Appendix F.

3.3.7 Concept design drawings

Table below details the drawing list for the concept design of the study area.

Table 11 Drawing list

Drawing Number	Drawing Title
SK-001	LAYOUT PLAN
SK-002	TYPICAL SECTIONS

3.4 Public utility plant

3.4.1 Identified public utility plant

A Dial Before You Dig (DBYD) enquiry was completed on 20/04/2019 providing details on Public Utility Plant (PUP) located within the study area (see Table 12 PUP located within study area).

Table 12 PUP located within study area

PUP Type	Authority
Telecommunications	Telstra, NBN Co
Electricity (distribution)	Energex, Electricity (Qld)
Water	Queensland Urban Utilities (QUU)
Sewer	Queensland Urban Utilities (QUU)

Further investigation is required during future detailed design phases to confirm the identified relocation requirements.

3.5 Drainage assessment

Current design guidelines in the Queensland Urban Drainage Manual (QUDM) and Council's Planning Scheme have been referenced for the preliminary assessment of drainage requirements.

The 2% AEP storm event is recommended as the design standard by QUDM for the minor storm event, whilst the 1% AEP storm event is recommended for the major storm event. Flow width, depth and velocity limitations outlined in QUDM should be adhered to in the design of the drainage system.

An initial assessment of the contributing catchments has been conducted to determine potential culvert locations based on current overland flow paths. Table 13 summarises the number of potential culvert crossings and their respective contributing upstream catchment area. The aforementioned table is supplemented by Figure 9 Hydro Indicative catchments. It is noted that some of these locations coincide with existing drainage infrastructure.

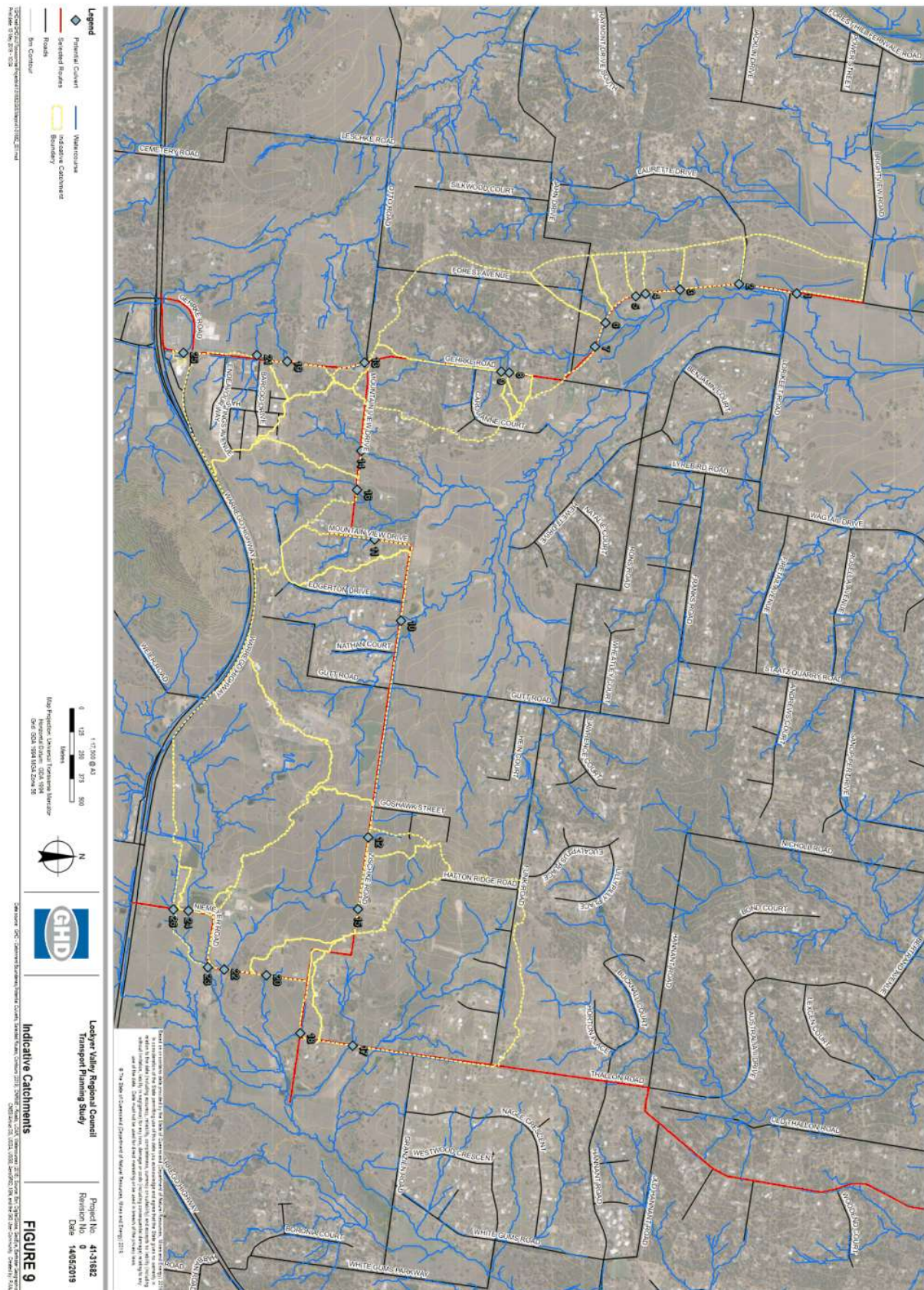
Table 13 Potential culvert catchment areas

Potential Culvert Number	Upstream Catchment Area (ha)
1	15.7
2	7.5
3	4.6
4	1.9
5	4.1
6	8.5
7	55.0
8	1.7
9	25.8
10	73.6
11	11.4
12	3.4
13	1.5
14	16.9
15	12.6
16	28.9
17	87.6
18	2.9
19	4.5
20	5.7
21	24.2
22	51.6
23	5.9
24	66.6
25	0.3
26	1.0

Flood modelling was not undertaken as part of the feasibility investigations. In future stages of design, flood modelling should be undertaken to determine the appropriate culvert sizes to achieve the desired flood immunity mentioned above.



Figure 9 Hydro Indicative catchments



3.6 Preliminary environmental assessment

A preliminary environmental assessment and cultural heritage assessment of the study area was completed in accordance with the Department of Transport and Main Roads' Environmental Processes Manual, and is included within Appendix C. The following activities were undertaken in completing this environmental assessment:

- Desktop searches of the project area to gain an understanding of the environmental features potentially present within the area.
- Interpretation of the field derived data and reporting of the likely statutory approvals and permits required under Local, State and Commonwealth legislation.
- Strategic level desktop assessment of the available mapping of the soil types across the site has been undertaken. There are a number of soil types across the study area, which include Terraced Valley Plains, Gradational Black and Gently rolling area of sub-coastal low lands.

The assessment reviewed a range of environmental constraints that will require further assessment and consideration in future detailed design phases.

3.7 Cost estimates

An estimate of cost was completed in accordance with the Project Cost Estimating Manual (PCEM) issued by the Department of Transport and Main Roads (DTMR).

The estimate includes a contingency allowance of 60%, calculated in accordance with the Contingency for Strategic Estimates template from the PCEM for the strategic/concept planning phase.

Table 14 Estimate summary

Road Link	Total Amount (\$)
Niemeyer-Thallon Road	\$15,898,120*
Gehrke Road (2 lane option)	\$15,860,560*
Gehrke Road (4 lane / 2 lane option)	\$19,487,120*
Zischke Road option with Mountain View Drive	\$18,854,320*
Zischke Road extended option without Mountain View Drive	\$19,796,160*
Fairway Drive (2 lane option)	\$3,819,784*

* Note that cost estimates do not include property resumption costs

Calculation of cost estimate is detailed in Appendix H

4. Conclusion

The strategic concept design, for the 2036 modelling horizon, will result in improved road safety/useability for the Plainland community, through undertaking the following:-

1. *Signal optimisation at Gehrke / Endeavour Way intersection.*

This significantly reduces the approach delays for Endeavour Way and reduces the current failing LoS F to LoS C and LoS D in 2026 and 2036 PM peak models respectively.

The remainder of the link analysis produced results that are within acceptable levels of delay and volume capacity into 2026 and 2036 and therefore the primary routes do not require immediate attention from a traffic point of view.

2. *Concept design improvements for increased road safety and community useability.*

Gehrke Road to sub-arterial standard four lane (from Warrego Highway to Mountain View Drive intersection) and sub-arterial standard two lane (to Brightview Road)

Zischke Road to a trunk collector street, access allowed. Utilise existing road reserve through to Gehrke Road to bypass Mountain View Drive.

Niermeyer/Thallon Road (to intersection with Australia Drive) to sub-arterial standard two lane.

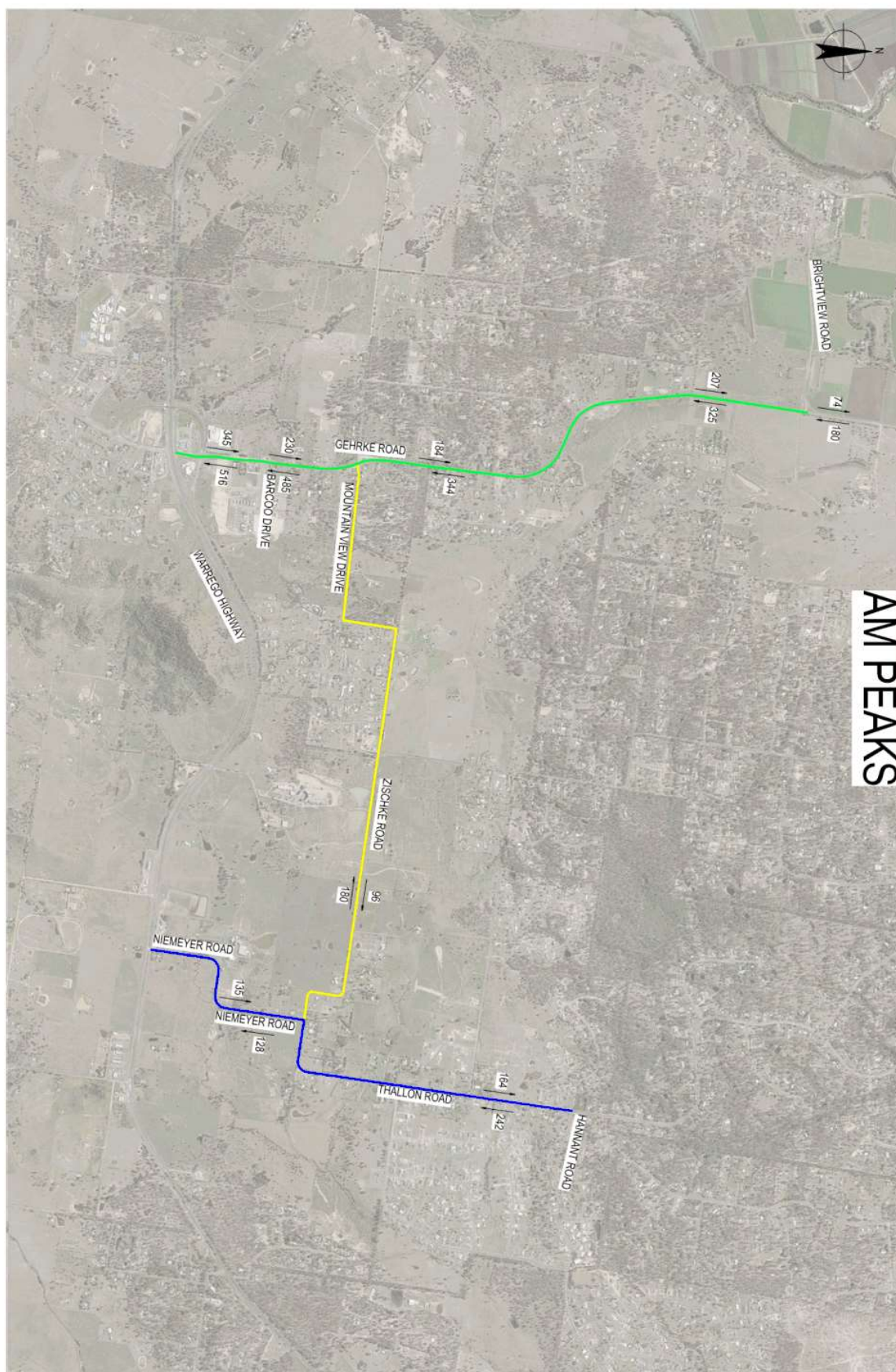
Fairway Drive upgrade to a trunk collector street, access allowed. For full length south of Scott Place.

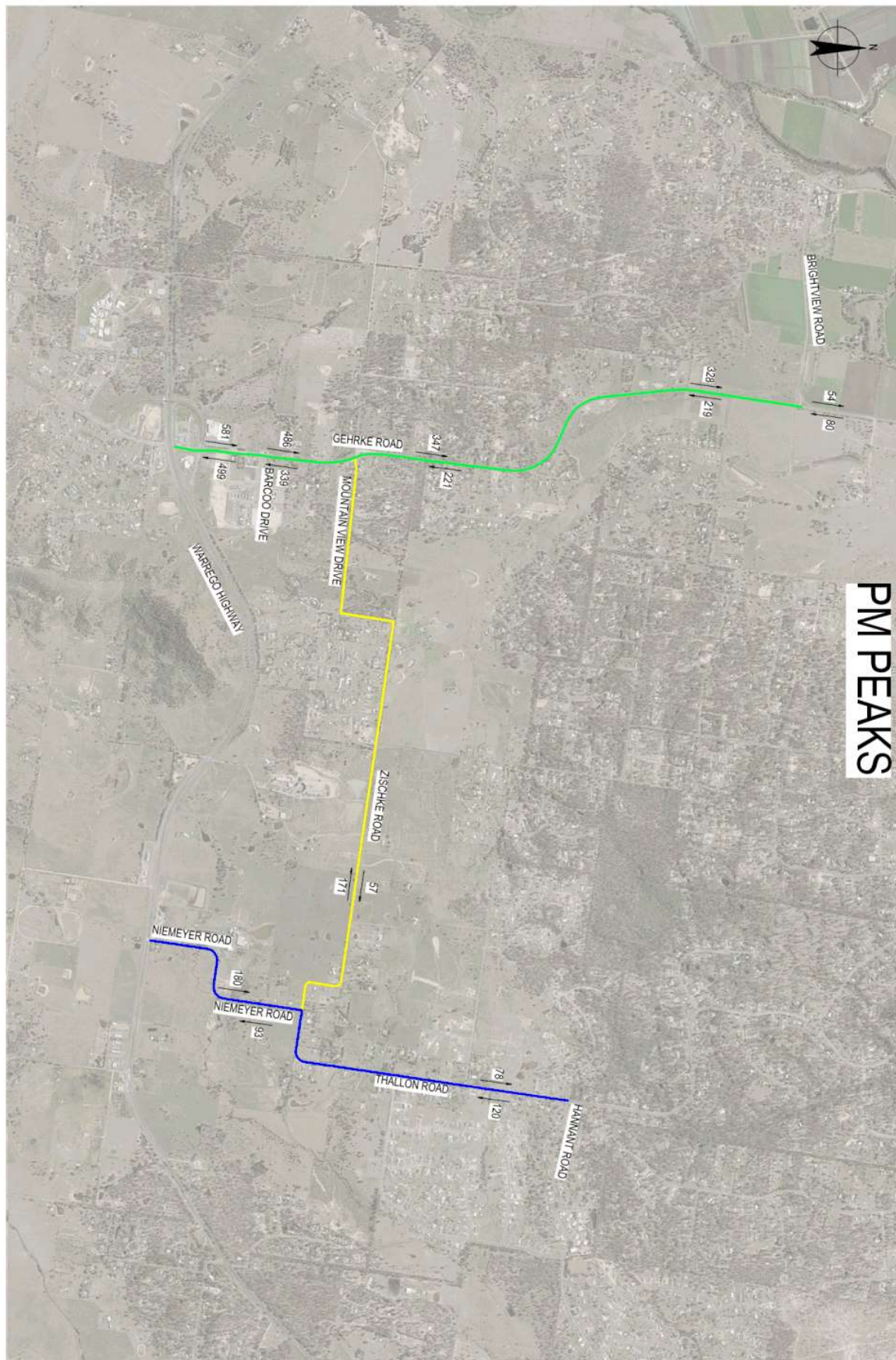
Overall, it is recommended that the developed concept design be adopted for planned future project development. This would support the allocation of financial budgets for the detailed design phase (and associated land acquisition costs) to be included within future year budgets, to support the staged approach of the delivery of detail design documentation, and construction phases of the projects to upgrade the road links over the next 20 years.



Appendices

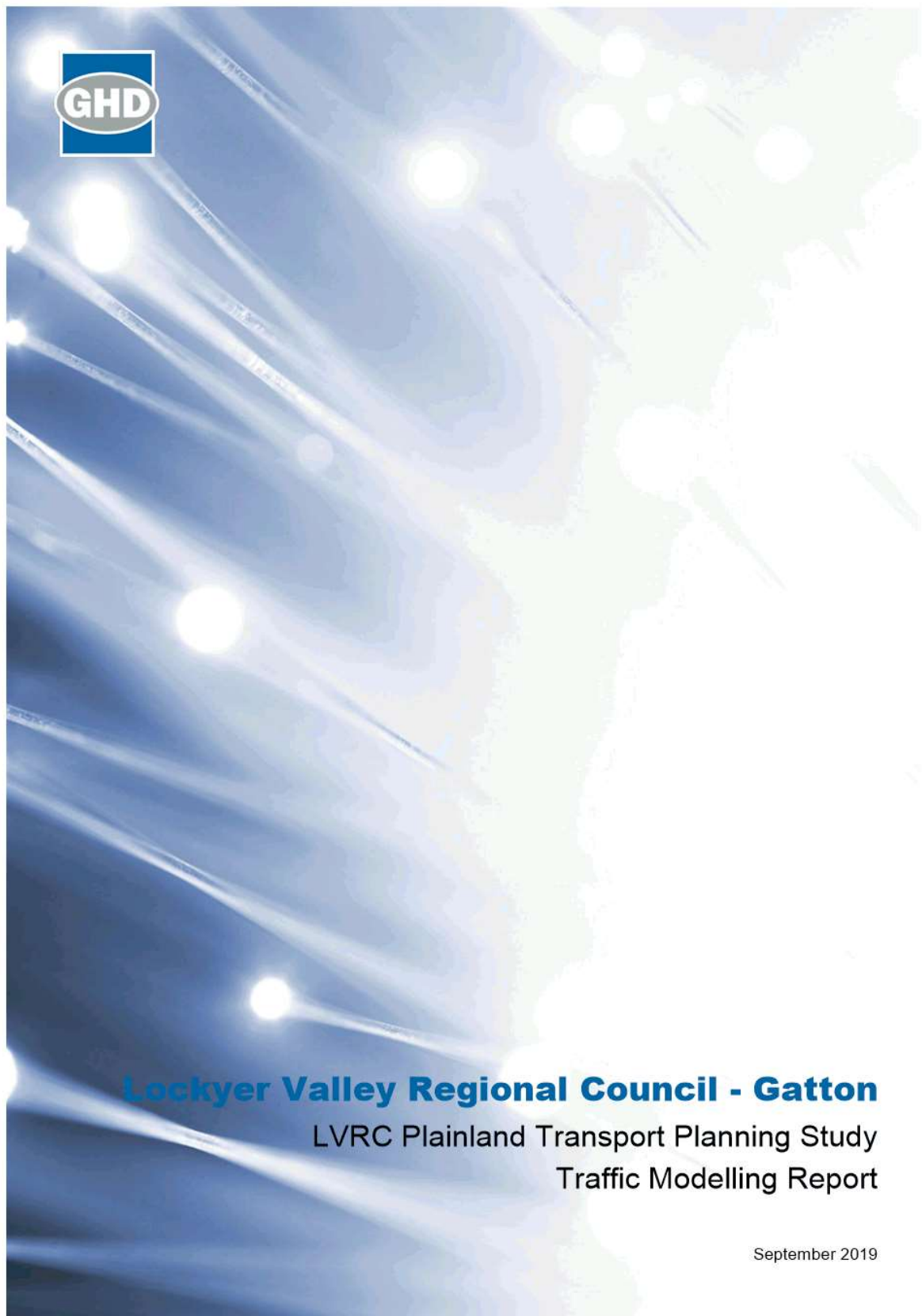
Appendix A – 2036 Forecast AM and PM Peaks







Appendix B – Traffic Modelling Report



WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

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Appendices

- Appendix A – AM stick diagram
- Appendix B – PM stick diagram
- Appendix C – GEH calculations - AM
- Appendix D – GEH calculations – PM
- Appendix E – Optimised signal network results (PM)
- Appendix F – Network wide delay and v/c analysis

1. Introduction

1.1 Background

GHD Pty Ltd was engaged by Lockyer Valley Regional Council (LVRC) to undertake a traffic study of Plainland area, with an aim of evaluating the current and future performance of the surrounding road network. Plainland is a locality in the Lockyer Valley region, located 75 kilometres west of Brisbane, along the Warrego Highway. The Warrego Highway connects the coastal centres of South-East Queensland with south western areas of the state.

An Aimsun based traffic model for Plainland region was developed by GHD to assess the current and future travel patterns and network performance within the study area. The Aimsun traffic model allows for modelling of forecast years by utilising the future network changes and projected growth scenarios as assessed by LVRC in their future year assessment.

1.2 Purpose of this report

The purpose of this assessment is to:

- document the collection, processing and analysis of traffic data that was used to build the 2018 base case Aimsun traffic model;
- document the assumptions that were made for the development of base case model;
- outline the base year traffic model calibration and validation process.

1.3 Report structure

This report comprises the following sections:

- Section 1: Introduction
- Section 2: Traffic Data Analysis
- Section 3: Base Year Model Development
- Section 4: Model Calibration and Validation

GHD submitted a technical memorandum outlining a detailed data analysis along with assumptions regarding data gaps. LVRC's approval of the assumptions has led to development of the base case model.

1.4 Study Area

Figure 1-1 presents a detailed map of the modelled study area with corresponding traffic data labelled at their respective locations.

Traffic data sources have been detailed in Section 2.2.

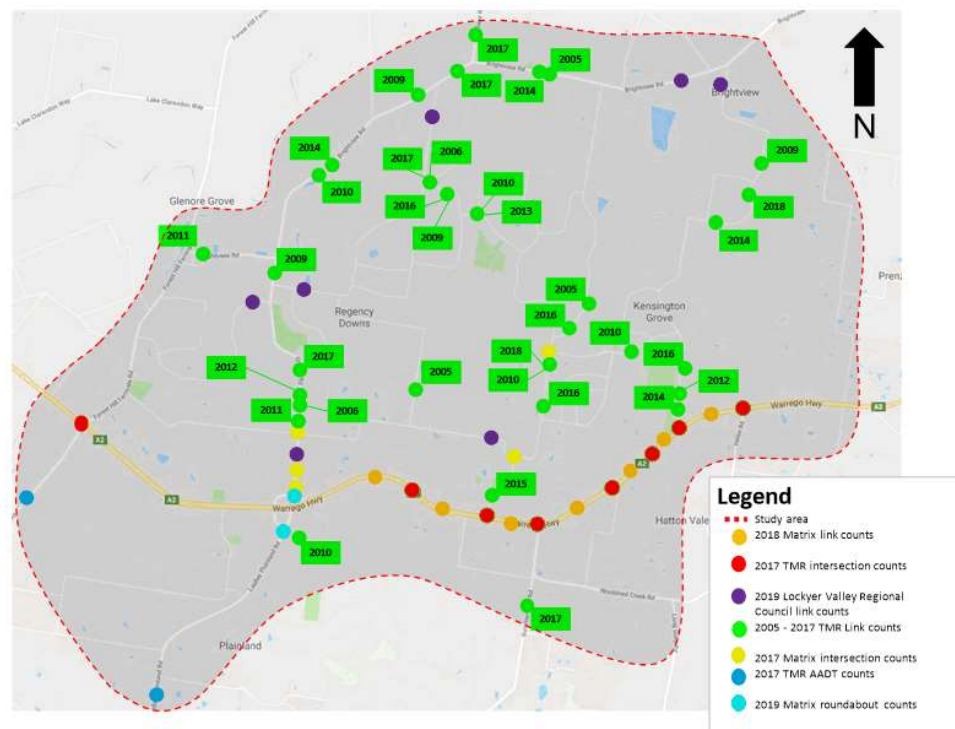


Figure 1-1-Study area

The modelled study area included the following roads:

- Warrego Highway
- Forest Hill Fernvale Road
- Weier Road
- Summerholm Road
- Habban Road
- Shaw Road
- Fairway Drive
- Heise Road
- Thallon Road
- Bucknall Court
- Hannant Road
- Zischke Road
- Niemeyer Road
- Gehrke Road
- Barcoo Drive
- Mountain View Drive
- Otto Road
- Endeavour Way

- Crane Road
- Laidley Plainland Road
- Staatz Quarry Road
- Brightview Road
- McLaughlans Lane
- Wagtail Drive
- Lorikeet Road
- Village Road
- Henry Road
- Laurette Drive
- Donaldson Road
- Gutt Road
- Walnut Drive
- Bentley Drive
- Cricket Road
- Bertrand Avenue

1.5 Modelling process

GHD's scope of work was to assess the traffic efficiency of the Plainland precinct by undertaking mesoscopic traffic modelling. The Plainland traffic model was therefore, developed using the Aimsun traffic modelling software suite for the morning (AM) and evening peak (PM) hours and was calibrated and validated in line with the RMS Traffic Modelling Guidelines, 2013.

1.6 Assumptions

The following datasets formed the basis of the traffic model:

- A list of the provided data is detailed in Table 2-1. The count data includes:
 - Vehicle turning movement counts
 - Link counts
 - Travel time data

It is assumed that the traffic count data that was collected by Matrix, Department of Transport and Main Roads (TMR) and LVRC and provided to GHD reflects the prevalent traffic conditions in terms of travel patterns, congestion and travel times.

Further, it is also assumed that the aerial photography provided by TMR is a true and accurate representation of the existing road geometry.

1.7 Scope and limitations

This report has been prepared by GHD for LVRC and may only be used and relied on by LVRC for the purpose agreed between GHD and the LVRC as set out in Section 1.2 of this report.

GHD otherwise disclaims responsibility to any person other than LVRC arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report Section 1.6. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by LVRC and others who provided information to GHD (including Government authorities)], which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

2. Traffic data analysis

This section details the existing traffic conditions and the development of the base year Aimsun based traffic model for the morning (AM) and evening (PM) peak conditions.

2.1 Overview

Table 2-1 presents the data type i.e link/intersection count, data provider and dates/duration of data collection. It is to be noted that the traffic data was collected over the following time periods:

- AM peak: 6:00am – 10:00am
- PM peak: 3:00pm – 7:00pm

Table 2-1 - Data source summary

Item	Data Type	Date(s) collected	Data provider
1	Intersection counts	11 May 2017	TMR
2	Intersection counts	21 March 2017 for the following locations : <ul style="list-style-type: none"> • Gehrke Road / Mountain View Drive / Otto Road • Gehrke Road / Barcoo Drive • Gehrke Road / Endeavour Way 8 March 2017 for the following locations: <ul style="list-style-type: none"> • Zischke Road / Niemeyer Road • Thallon Road / Bucknall Crescent / Hannant Road 	Matrix Traffic and Transport Data
3	Link Counts	27 November 2018 – 3 December 2018	Matrix Traffic and Transport Data
4	Link Counts	3 March 2005 – 23 October 2017	TMR
5	Link Counts	30 January 2019 – 6 February 2019	LVRC
6	Link Counts	2017 (date unknown)	TMR
7	Intersection counts – roundabout	2019 (date unknown)	Matrix Traffic and Transport Data
8	Travel time survey	15, 20 and 21 March 2019	LVRC

2.2 Data collection

2.2.1 Intersection counts

Classified intersection traffic counts were collected on different dates at the following intersections within the study area: The count location are presented in Figure 1-1,

- 11 May 2017 (8 locations):
 - Warrego Highway / Forest Hill Fernvale Road
 - Warrego Highway / Habban Road
 - Warrego Highway / Niemeyer Road

- Warrego Highway / Summerholm Road
- Warrego Highway / Heise Road
- Warrego Highway / Shaw Road
- Warrego Highway / Weier Road
- Warrego Highway / Fairway Drive
- 8 March 2017 (2 locations):
 - Zischke Road / Niemeyer Road
 - Thallon Road / Bucknall Crescent / Hannant Road
- 21 March 2017 (3 locations):
 - Gehrke Road / Endeavour Way
 - Gehrke Road / Barcoo Drive
 - Gehrke Road / Mountain View Drive / Otto Road
- 28 February 2019 (2 locations):
 - Gehrke Road roundabout (North of Warrego Highway)
 - Laidley Plainland Road / Donaldson Road roundabout

Further, the intersection traffic volumes were collected at every 15-minute intervals for the following vehicle classes:

- Light vehicles;
- Heavy vehicles;
- Buses;
- Cyclists.

2.2.2 Midblock link counts

Classified links counts were also collected at midblock locations at the following locations on the following dates, these are also presented in Figure 1-1.

- 27 November 2018 to 3 December 2018 (5 locations):
 - Warrego Highway - 490m west of Weier Road
 - Warrego Highway - 420m west of Crane Road
 - Warrego Highway - 430m west of Summerholm Road
 - Warrego Highway - 450m west of Shaw Road
 - Warrego Highway - 530m west of Heise Road
- Dates occurring 30 January 2019 – 6 February 2019 (9 locations):
 - Zischke Road – west of Gutt Road
 - Laurette Drive - west of Gehrke Road
 - Staatz Quarry Road – south of Brightview Road
 - McLaughlans Lane - south of Brightview Road
 - Brightview Road – west of McLaughlans Lane
 - Wagtail Drive – west of Staatz Quarry Road

- Heise Road – south of Dan Road
- Gehrke Road – south of Mountain View Drive / Otto Road
- Lorikeet Road – west of Lyrebird Road
- Dates occurring between 3 March 2005 to 23 October 2017 (15 locations):
 - Village Road – north of Brightview Road
 - Brightview Road – west of Thallon Road
 - Brightview Road – west of Village Road
 - Brightview Road – west of Staatz Quarry Road
 - Brightview Road – west of Henry Road
 - Brightview Road – between Gehrke Road and Forest Hill Fernvale Road
 - Gehrke Road – south of Laurette Drive
 - Gehrke Road – north of Lorikeet Road
 - Donaldson Road – east of Laidley Plainland Road
 - Niemeyer Road – north of Warrego Highway
 - Gutt Road – north of Zischke Road
 - Zischke Road – south of Hannant Road
 - Hannant Road – between Thallon Road and Fairway Drive
 - Forest Hill Fernvale Road
 - Summerholm Road – south of Woolshed Creek Road

The midblock traffic volumes were collected at one hour intervals for the following vehicle classes:

- Light vehicles (LV);
- Heavy vehicles (HV);
- Buses

2.2.3 Travel time survey

Travel time surveys were undertaken by LVRC on 15th March, 20th March and 21st March 2019 using the 'floating car technique' to assist with the model calibration and validation.

The travel time survey was conducted on the following four routes in the morning between 8:00 am to 10:00 am, and afternoon from 4:00 pm to 6:00 pm:

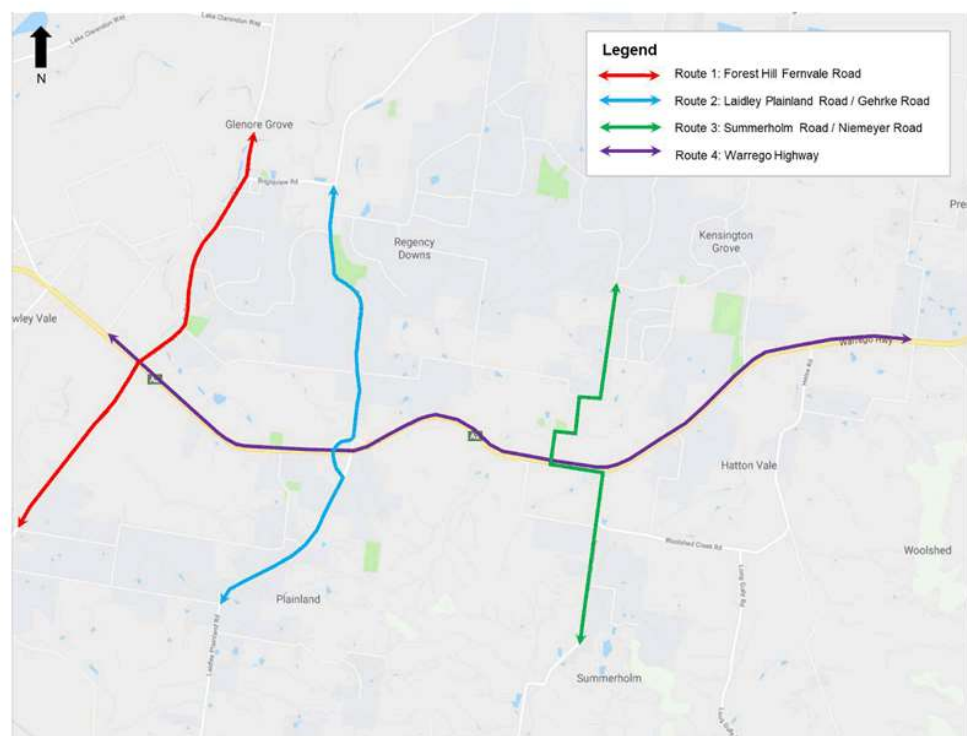
- Route 1: Forest Hill Fernvale Road (between Gablonski Road and Tarantall Road)
- Route 2: Laidley Plainland Road and Gehrke Road (between Hovea Way and Brightview Road)
- Route 3: Summerholm Road, Warrego Highway, Niemeyer Road, Nischke Road and Thallon Road (between Wells Road and Hannant Road)
- Route 4: Warrego Highway (between Crowley Vale Road and Joseph Road).

Figure 2-1 presents the routes on which the travel time survey data was undertaken.

Table 2-2 summarises the 'average travel time' in the morning and evening peak periods along the surveyed routes in both directions.

Table 2-2-Travel time survey summary

Route Id	Direction	AM Peak (8:00am -9:00am)	PM Peak (4:00pm-5:00pm)
		Time (mm:ss)	Time (mm:ss)
Route 1	Northbound	04:56	05:56
	Southbound	06:50	07:27
Route 2	Northbound	05:56	05:35
	Southbound	05:46	05:23
Route 3	Northbound	04:09	04:19
	Southbound	04:24	04:29
Route 4	Eastbound	04:56	05:46
	Westbound	06:50	07:27

**Figure 2-1-Travel time routes**

2.3 Traffic flow diagrams

Traffic stick diagrams were developed using midblock and intersection traffic data for the morning and evening peak periods for the base year traffic model. These are illustrated in Appendix A and Appendix B for the morning and evening peaks respectively.

2.4 Data analysis

2.4.1 Peak Day Analysis

Traffic data collected along Warrego Highway was used to identify the peak day/hours. This is because the traffic along the Warrego Highway had reasonable traffic demand throughout the day with distinct morning and evening peak periods. The peak day identified from this analysis were applied to the study area of this project.

Midblock traffic counts locations used for the peak day analysis are listed below:

- Warrego Highway - 490m west of Weier Road
- Warrego Highway - 420m west of Crane Road
- Warrego Highway - 430m west of Summerholm Road
- Warrego Highway - 500m east of Summerholm Road
- Warrego Highway - 450m west of Habban Road
- Warrego Highway - 450m west of Shaw Road
- Warrego Highway - 530m west of Heise Road

Figure 2-2 and Figure 2-3 presents the daily traffic flow for the eastbound and westbound directions along the Warrego highway from the midblock link counts. The analysis demonstrates that Friday is the peak day for both, eastbound and westbound directions.

It is however to be noted that the intersection count data along Warrego Highway was available on a Thursday (Item 1 in Table 2-1). Therefore, with an aim of maintaining consistency between midblock and intersection counts, traffic data on Thursday and Friday were compared to determine if the variation in traffic between the two weekdays is significant.

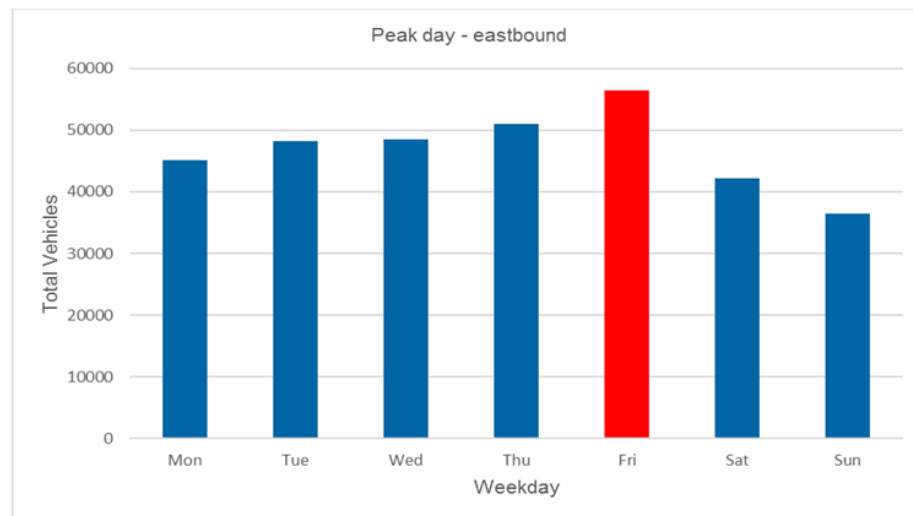
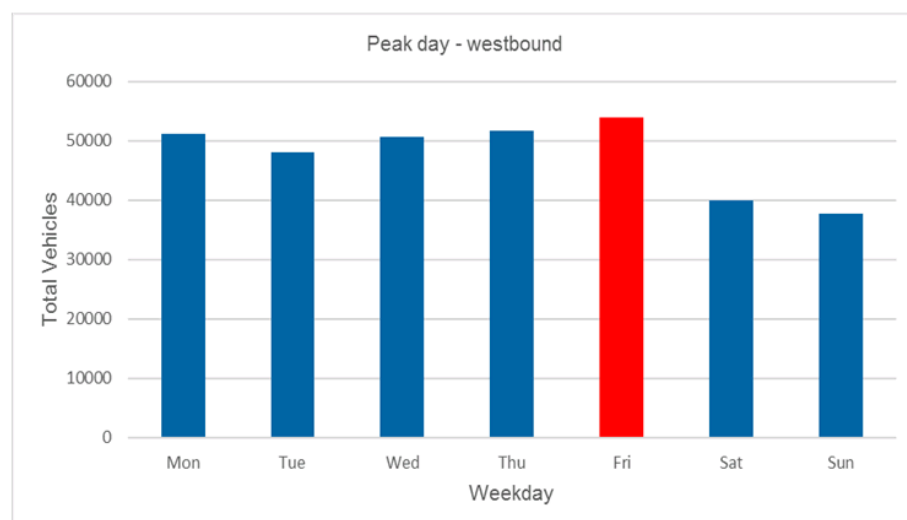
**Figure 2-2-Peak day-eastbound****Figure 2-3-Peak day-westbound**

Table 2-3 presents a comparison of the weekday traffic count on Thursday and Friday on the Warrego Highway (in the eastbound and westbound directions). It is evident that the weekday traffic flow on Thursday and Friday is very similar (in both directions) with the percentage variation between the two weekdays being less than or equal to 10%.

As noted above, with a view to maintaining consistency between intersection and mid-block traffic counts, Thursday was chosen as the preferred peak day for use within the model development

Table 2-3-Peak day Comparison

Midblock location	Thursday	Friday	% difference
Warrego Highway eastbound	50939	56424	10%
Warrego Highway westbound	51709	53913	4%

2.4.2 Peak hour analysis

Midblock and intersection count data along the Warrego Highway was analysed separately and compared to determine the most appropriate AM and PM peak hour for the study area.

Midblock peak hour analysis

The hourly traffic volumes along the Warrego Highway (for both, eastbound and westbound directions) are summarised in Table 2-4 and Table 2-5.

It is seen that the morning peak hour differs between the eastbound (9:00 am - 10:00 am) and westbound (8:00 am - 9:00 am) directions. However, it is also observed that the variation in traffic flow between 8:00 am – 9:00 am and 9:00 am – 10:00 am in eastbound direction of Warrego highway is just about 5%.

It was therefore felt appropriate to adopt 8:00 am – 9:00 am as the morning peak hour and 4:00 -5:00 pm as the evening peak hour.

Table 2-4- Warrego Highway (Eastbound) - Midblock peak demand analysis

Eastbound	
Peak period	Peak demand
8:00 am - 9:00 am	42884
9:00 am - 10:00 am	45228
4:00 pm - 5:00 pm	51028

Table 2-5- Warrego Highway (Westbound) - Midblock peak demand analysis

Westbound	
Peak period	Peak demand
8:00 am - 9:00 am	44843
4:00 pm - 5:00 pm	47946

Intersection peak hour analysis

Analysis of the intersection count data clearly demonstrated that the morning peak hour was between 7:45 am – 8:45 am.

However, given that the midblock peak hour analysis had adopted 8:00 am– 9:00 am as the morning peak hour, a comparison was made between the traffic volumes of 7:45 am - 8:45 am

and 8:00 am – 9:00 am. This is presented in Table 2-6 and shows that the variation of traffic flow between 7:45 am - 8:45 am and 8:00 am – 9:00 am is very nominal (<1.5%)

Table 2-6-Warrego Highway Intersection Peak Demand Analysis

Peak period	Peak demand (vehicles)
7:45 am - 8:45 am	14682
8:00 am – 9:00 am	14455
4:00 pm - 5:00 pm	16645

2.4.3 Peak hour identification

Based on the assessment of the hourly mid-block and intersection traffic counts, the following peak hours were found to be suitable to be adopted for the development of the traffic models:

- AM peak – 8:00 am - 9:00 am
- PM peak – 4:00 pm - 5:00 pm

2.4.4 Midblock peak hour factor analysis

Midblock data (Item 4 in Table 2-1) supplied by LVRC was a list of average annual daily traffic (AADT) data surveyed between 2005 and 2017. Table 2-7 summarises the AM and PM peak hour factors that were determined from the midblock survey data.

Table 2-7-Peak Demand Factor (Based on Link Counts)

Location	Direction	AM	PM
Brightview Road, west of McLaughlans Lane	Eastbound	3.89%	3.37%
	Westbound	3.84%	3.79%
Gehrke Road	Northbound	5.76%	3.66%
	Southbound	2.19%	4.84%
Heise Road	Southbound	1.81%	4.69%
	Northbound	6.86%	1.81%
Laurette Drive	Eastbound	5.81%	3.87%
	Westbound	2.37%	5.38%
Lorikeet Road	Eastbound	2.50%	5.53%
	Westbound	5.95%	3.21%
McLaughlans Lane	Northbound	5.89%	3.27%
	Southbound	2.95%	4.26%
Staatz Quarry Road	Northbound	8.29%	7.18%
	Southbound	7.92%	4.05%
Zischke Road	Eastbound	2.87%	4.38%
	Westbound	6.50%	4.72%

Figure 2-4 presents the locations of midblock survey locations. The application of these derived peak hour factors to midblock AADTs generates the peak hour traffic flows for the AM and PM peaks.

Figure 2-5 presents the 'coupled application' of these derived peak hour factors on the links that would be utilised within the model.

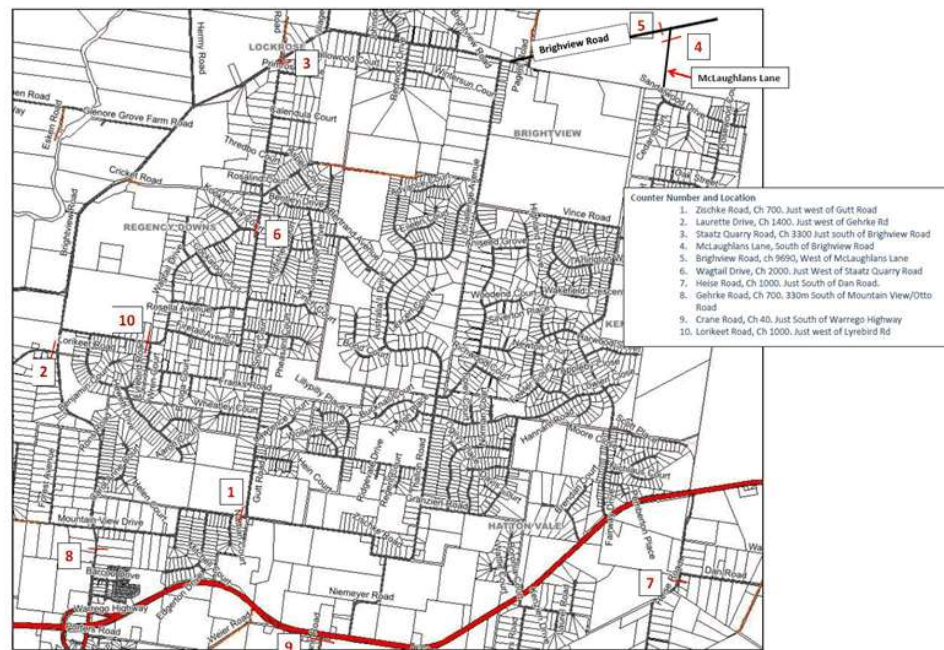


Figure 2-4-Link count survey for peak factor determination

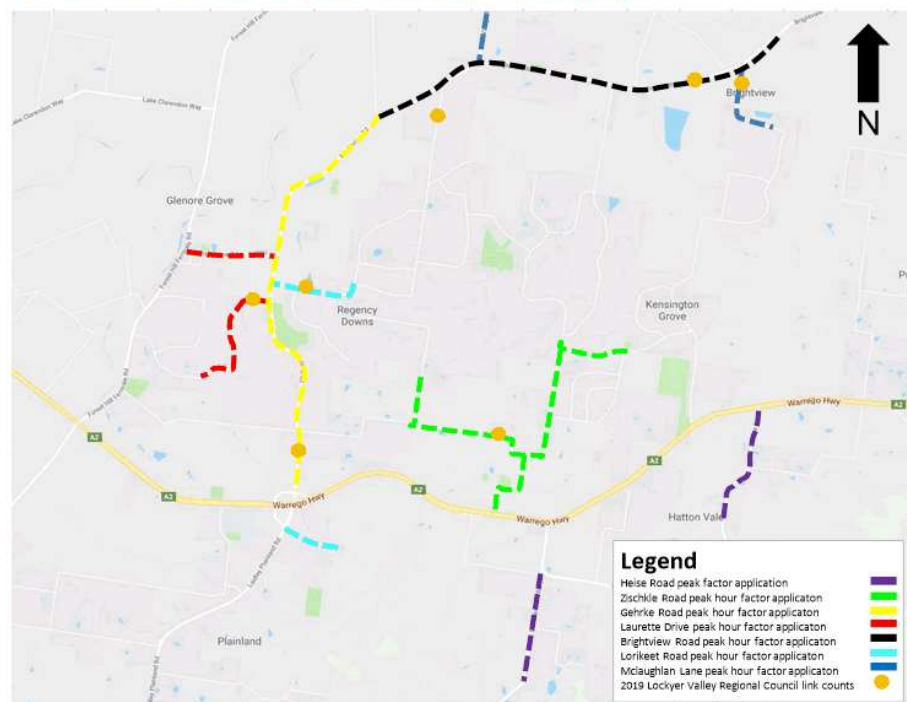


Figure 2-5-Links with coupled peak factors

2.4.5 Annual growth

The annual growth rate was derived by comparing the 2017 and 2108 traffic counts along Warrego Highway. It is understood that there will be variation in traffic growth at different locations within the study area and therefore, two catchment areas were defined (Catchment A and Catchment B), as shown in Figure 2-6. Different growth factors were derived and applied to each catchment.

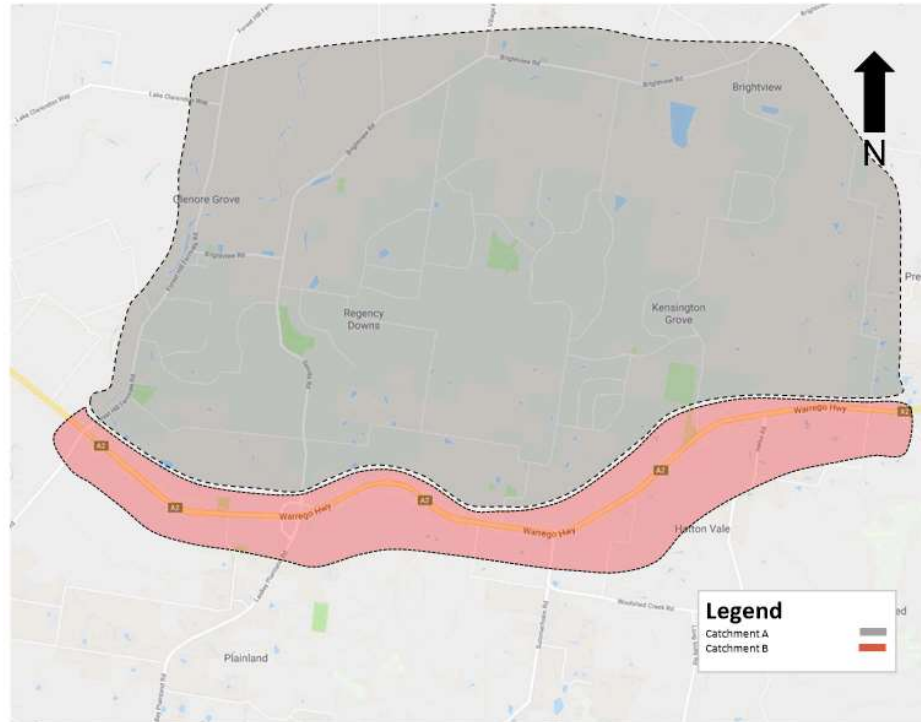


Figure 2-6-Study area catchment classification

Growth factor - Catchment A

Catchment A formed northern catchment of Warrego Highway. The growth factor for this catchment was determined based on the midblock link counts and supplementary traffic data (AADT traffic data) available within the catchment.

The mid-block data locations within Catchment A are listed below:

- Walnut Drive
- Brightview Road
- Gehrke Road
- Thallon Road (south)
- Thallon Road (north)
- Fairway Drive
- Bentley Drive
- Cricket Road

- Bertrand Avenue

These mid-block locations are along the corridors as presented in Figure 2-7 below:

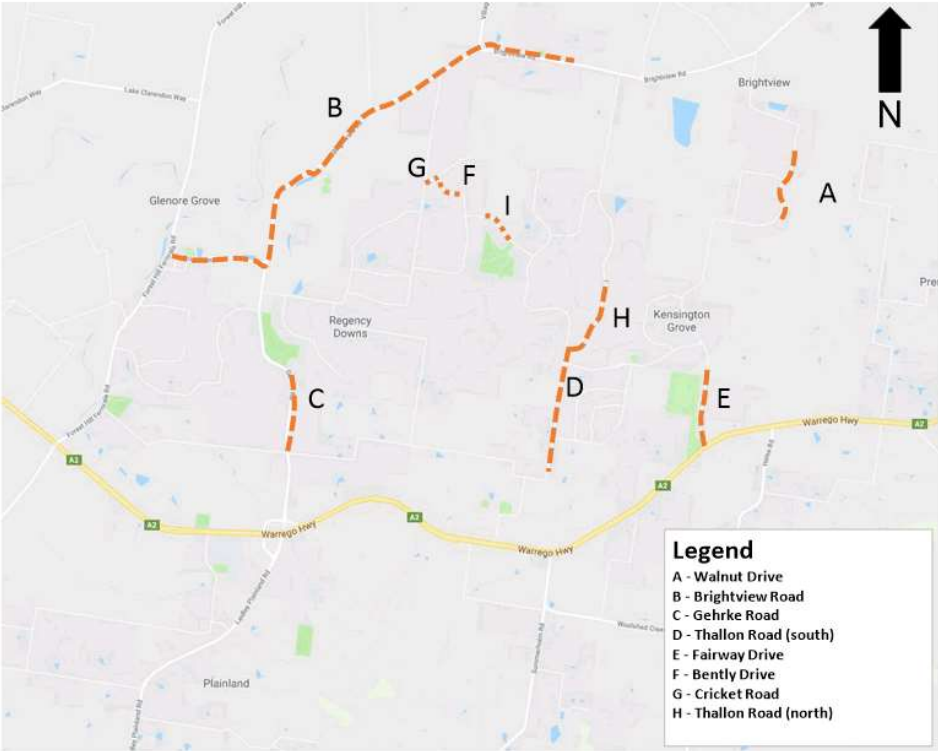


Figure 2-7-Location of roads adopted for growth factor analysis

Table 2-8 summarises the growth factors calculated comparing to the latest traffic data available (i.e. 2018 and 2017 etc.) for each mid-block location within Catchment A. A holistic linear growth factor of 4.56% per annum (based an average growth of the selected roads within the catchment) was adopted as the traffic growth factors for the catchment.

Table 2-8-Catchment A - Growth factors

Brightview Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	1871	2.1%
2011	1799	3.0%
2014	1589	9.1%
2017	2190	
Walnut Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2009	522	0.4%
2014	372	7.7%
2018	539	
Gehrke Road	Annual Average Daily Traffic (AADT)	% Annual growth rate

2006	2432	3.5%
2011	3305	2.7%
2012	3187	3.8%
2017	3935	
Thallon Road (south)	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	1315	1.8%
2016	1595	-1.9%
2018	1538	
Fairway Drive	Annual Average Daily Traffic (AADT)	% Annual growth rate
2012	2688	7.5%
2014	2960	11.5%
2016	3845	
Bentley Drive	Annual Average Daily Traffic (AADT)	% Annual growth rate
2009	340	1.5%
2016	379	
Cricket Road	Annual Average Daily Traffic (AADT)	% Annual growth rate
2006	118	7.1%
2017	552	
Thallon Road (north)	Annual Average Daily Traffic (AADT)	% Annual growth rate
2005	842	1.2%
2016	976	
Bertrand Avenue	Annual Average Daily Traffic (AADT)	% Annual growth rate
2010	478	5.5%
2013	572	
% Average Annual Growth Rate		4.56%

2.4.6 Application of peak hour demand factor

Application of the derived growth factor in Table 2-8 to the assorted AADT midblock data (Item 4 Table 2-1) derives the 2018 base year traffic volume as shown in Table 2-9.

Table 2-9-Base case derived growth

Midblock location	AADT	Derived 2018 traffic volume
Brightview Road – west of Thallon Road	1285	2325
Village Road – north of Brightview Road	774	810
Brightview Road – west of Village Road	2190	2292
Brightview Road – west of Staatz Quarry Road	1714	2584
Brightview Road – between Gehrke Road and Forest Hill Fernvale Road	1799	2476
Gehrke Road – north of Lorikeet Road	1408	2123
Gehrke Road – south of Laurette Drive	3305	4548
Donaldson Road – east of Laidley Plainland Road	519	748
Niemeyer Road – north of Warrego Highway	1925	2207
Gutt Road – north of Zischke Road	560	1013
Zischke Road – south of Hannant Road	2168	2375
Hannant Road – between Thallon Road and Fairway Drive	1567	2257
Summerholm Road – south of Woolshed Creek Road	953	997
Forest Hill Fernvale Road	1085	1136

Growth factor - Catchment B

The Warrego Highway formed Catchment B. The annual growth factors were calculated by comparing the link traffic volumes between 2017 and 2018 along Warrego Highway. Figure 2-8 presents the links and intersections along Warrego Highway that were used for the calculation of the % annual growth factor.

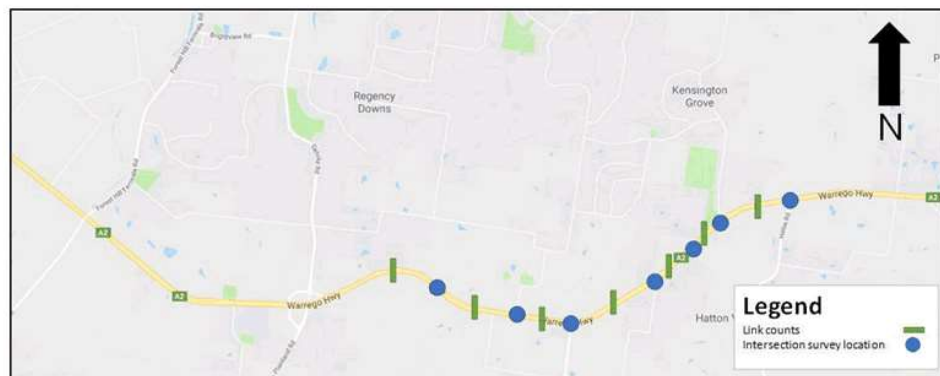


Figure 2-8-Warrego highway link count locations

Table 2-10 and

Table 2-11 present the derived annual growth factors in the eastbound and westbound directions of Warrego Highway for the AM and PM peaks respectively. These growth factors were applied to grow the 2017 approach turning movements at the intersections for both westbound and eastbound along the Warrego highway.

Table 2-10-Average annual growth rate- AM peak - Catchment B

Intersection	Direction	2017	2018	% Growth
Warrego Highway / Forest Hill Fernvale Road	Eastbound	860	952	10%
Warrego Highway / Weier Road	Eastbound	876	924	5%
Warrego Highway / Weier Road	Westbound	940	1151	18%
Warrego Highway / Niemeyer Road	Eastbound	868	914	5%
Warrego Highway / Niemeyer Road	Westbound	1088	1133	4%
Warrego Highway / Summerholm Road	Eastbound	885	924	4%
Warrego Highway / Summerholm Road	Westbound	1069	1078	1%
Warrego Highway / Habban Road	Eastbound	915	906	-1%
Warrego Highway / Habban Road	Westbound	978	1055	7%
Warrego Highway / Shaw Road	Westbound	966	1033	6%
Warrego Highway / Fairway Drive	Eastbound	1006	1042	3%
Warrego Highway / Heise Road	Westbound	924	1033	11%

Table 2-11- Average annual growth rate – PM peak – Catchment B

Intersection	Direction	2017	2018	Growth Factor
Warrego Highway / Forest Hill Fernvale Road	Eastbound	1150	1246	8%
Warrego Highway / Weier Road	Eastbound	1221	1258	3%
Warrego Highway / Weier Road	Westbound	775	969	20%
Warrego Highway / Niemeyer Road	Eastbound	1141	1187	4%
Warrego Highway / Niemeyer Road	Westbound	938	943	1%
Warrego Highway / Summerholm Road	Eastbound	1070	1185	10%
Warrego Highway / Summerholm Road	Westbound	947	961	1%
Warrego Highway / Habban Road	Eastbound	1100	1174	6%
Warrego Highway / Habban Road	Westbound	1019	962	-6%
Warrego Highway / Shaw Road	Westbound	1021	982	-4%
Warrego Highway / Fairway Drive	Eastbound	1114	1137	2%
Warrego Highway / Heise Road	Westbound	1207	1194	-1%

2.4.7 Heavy vehicle percentage identification

The methodology used for identification of heavy vehicle percentage uses the same catchment configuration as defined in Figure 2-6. Table 2-12 details the heavy vehicle split for each catchment.

Table 2-12-Summary of heavy vehicle percentages

Time Period	Catchment A	Catchment B
AM	10%	16%
PM	6%	16%

3. Base model development

The development of base year model includes model network coding, traffic demand estimation, model calibration and validation. This section details model network coding and traffic demand estimation for the 2018 base traffic year model.

3.1 Study area

The model study area is described in Section 1.4 and is presented in Figure 1-1.

3.1.1 Temporal coverage

The base model has been developed for 2019 traffic conditions for the weekday AM and PM peak hours. The modelled peak hours, derived from the traffic count survey data collated for this study (and described in detail in Section 2.4.2) are as follows:

- AM peak hour: 8:00 am – 9:00 am
- PM peak hour: 4:00 pm – 5:00 pm.

The RMS Traffic Modelling Guidelines, 2013 require the inclusion of 'warm up' and 'cool down' periods on either side of the identified peak hour for mesoscopic model simulations. This allows the models to be populated with traffic prior to the calibration of the modelled peak hour. The warm up period was set to one hour prior to the peak hour to allow for reasonable traffic vehicle volumes (and densities) to be spread out within the modelled network; similarly, the cool down period was set to one hour after the peak hour to accommodate excess traffic volumes beyond the modelled peak hour and allow for the 'settling down' of traffic to non-peak traffic conditions. Table 3-1 and Table 3-2 present the traffic volumes that have been applied for AM and PM warm up and cool down periods.

Table 3-1 - AM Peak - Warm up and Cool down traffic volumes

	AM Traffic Volume (vehicles)
Warm up (7:00 am - 8:00 am)	4076
Cool down (9:00 am – 10:00 am)	3857

Table 3-2 -PM Peak - Warm up and Cool down traffic volumes

	PM Traffic Volume (vehicles)
Warm up (3:00 pm - 4:00 pm)	4905
Cool down (5:00 pm – 6:00 pm)	4492

3.1.2 Modelling software

The traffic model was developed using Aimsun Version 8.3.

3.2 Model network and zoning system

3.2.1 Network coding

The modelled network was developed based on Open Street Maps and further refined using an aerial photography underlay covering the entire study area.

Appropriate road types were defined to represent the existing traffic conditions.

3.2.1.1 Model Zoning

The study area was divided into 38 model zones to represent major midblock and intersection count locations. The zone placement reflects either the intersection location (surveyed) or an external point of the model. The model zoning structure is presented in Figure 3 1.

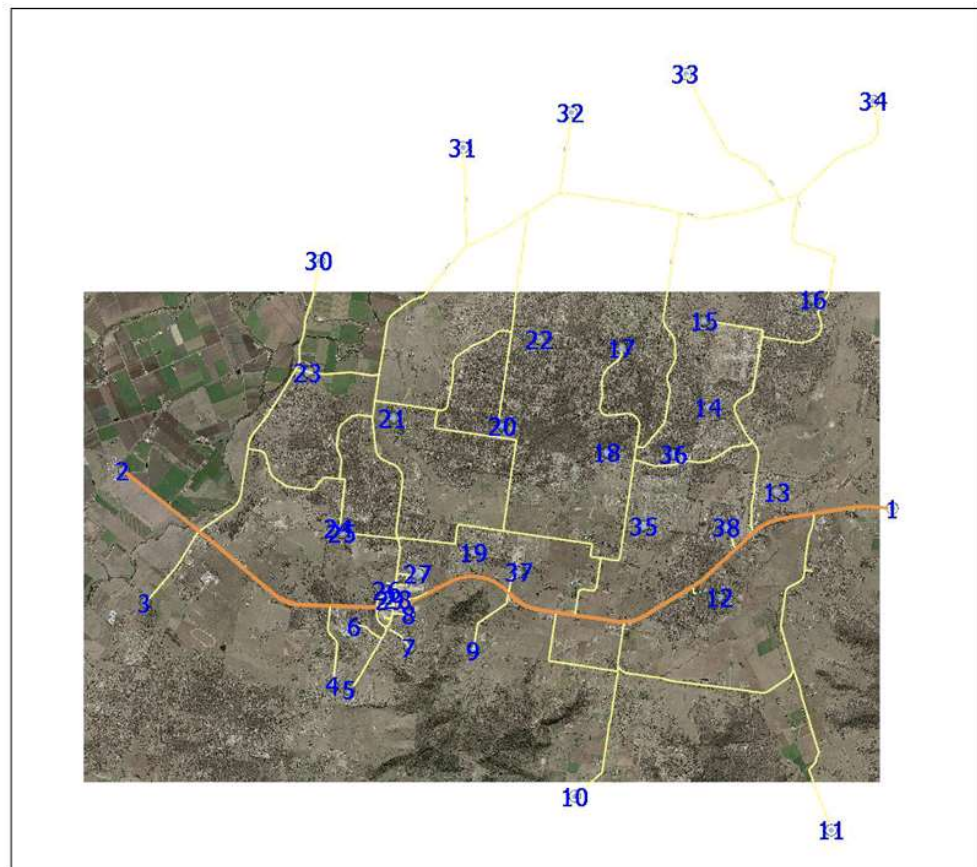


Figure 3-1-Aimsun network and zoning structure

3.2.1.2 Road types

The model includes three road types:

- Motorway – 100 kph speed limit with 4200 pcu/hr capacity
- Arterial Road – 70 kph, 80 kph and 100 kph speed limit with 1500 pcu/hr capacity
- Primary – 50 kph, 60 kph, 70 kph and 80 kph speed limit with 900 pcu/hr capacity

3.2.2 Vehicle mix

The traffic demand matrices were developed based on the classified intersection counts undertaken by Matrix Traffic and Transport Data and TMR. For modelling purposes, two vehicle types were used:

- Light vehicles
- Heavy vehicles – Including buses

3.3 Signal phasing and timing

Signal data for the Gehrke Road / Endeavour Way intersection was collected by GHD in the form of video recordings. Three minute videos of each approach were recorded during both, AM and PM peak periods. Analysis of this video data has revealed that there are six possible signal phases, as presented in Figure 3-2. The timing and order of these phases are controlled by sensors.

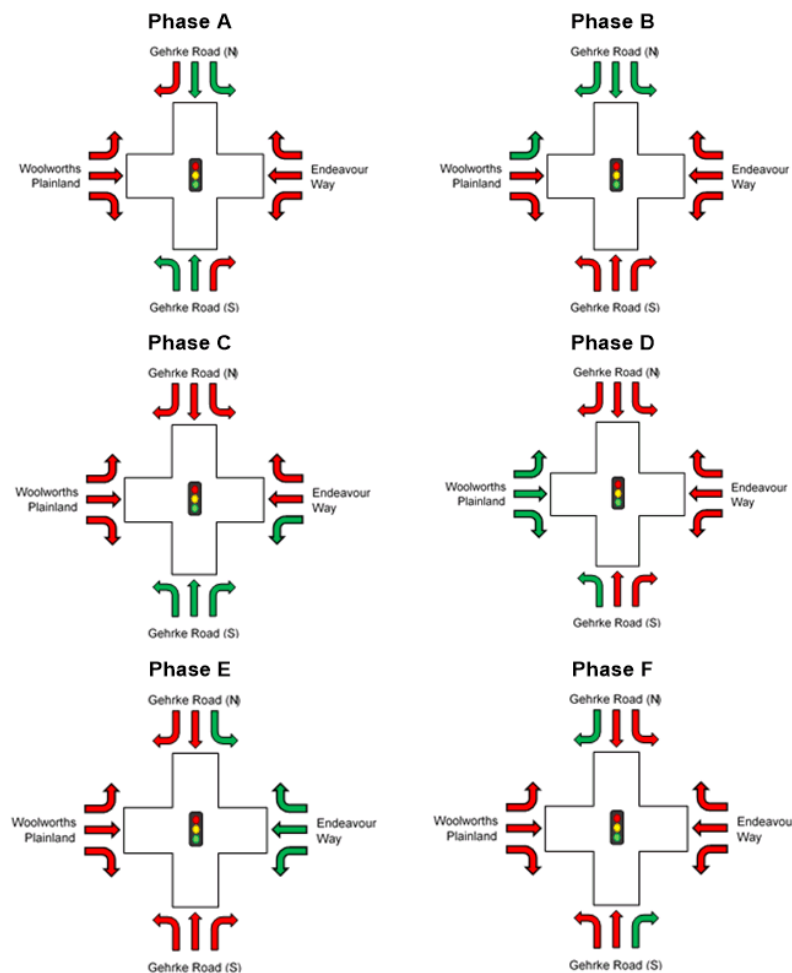


Figure 3-2 - Signal phases AM and PM peak periods – Gehrke Road / Endeavour Way intersection

The video data was also analysed to determine the frequency and average phase times for each phase for input into the Aimsun model. Table 3-3 shows the recorded average phase time, green time and frequency of the phases.

Table 3-3 - Signal data

Phase	AM Peak Period			PM Peak Period		
	Average Phase Time (seconds)	Average Green Time (seconds)	Frequency	Average Phase Time (seconds)	Average Green Time (seconds)	Frequency
A	22	15	12	25	18	11
B	16	9	7	14	7	8
C	10	3	1			0
D	16	9	9	18	11	10
E	14	7	2	13	6	2
F			0	13	6	1

3.4 Base model demand development

The demand estimation process adopted for the base year model can be segregated into the following steps:

1. Turn count balancing
2. Real Data Set (RDS) development
3. Demand adjustment
4. Demand profiling.

Turn count balancing

The observed turn movement data for all surveyed intersections, for each hour in the morning and afternoon peak periods were reviewed to identify any mismatches/discrepancies in vehicle flows. Discrepancies, if any were rectified by balancing the traffic flow by adding an intermediary zone between count locations. This allows for the difference in traffic flow to be assigned by the newly created intermediary traffic zone. It is to be noted that no significant discrepancies in vehicle flows were identified in the current study.

RDS development

The next step involves the conversion of the observed turn movement and link flow data to a RDS format. The developed RDS files were used in the Aimsun model in the form of observed traffic turn movements and link volumes. This was used to calibrate the strategic level demand data for the AM and PM peak hours.

Demand adjustment

This step involves the calibration of the demand data to the actual count data. Aimsun's 'Static OD Adjustment' tool was used for this analysis. User behaviour (i.e., path file) of this static level traffic assignment was recorded and used in a later stage as the starting point of mesoscopic traffic assignment. In addition, manual refinement of the traffic demand for internal zones was conducted to account for local trips not represented in the static OD adjustment process.

In addition to the light vehicle matrix, a heavy vehicle demand matrix was also developed from the survey data and calibrated to ensure an appropriate representation of heavy vehicles within the model network.

Demand profiling

The base year AM and PM peak hour calibrated demand matrices were profiled based on actual observed count data to create 'warm up' and 'cool down' demand matrices.

4. Model calibration and validation

4.1 Overview

This section presents an overview of the traffic model calibration and validation:

- Model Calibration is the process of adjusting model parameters in estimated or asserted models to replicate observed data for a base year or otherwise, produce reasonable results that satisfy a pre-agreed criteria.
- Model Validation is undertaken with an ultimate goal of producing a credible model. For validation, the outputs of calibrated models are compared against observed data (which are preferably, not used for model calibration) and satisfy a pre-agreed criteria.

While there are a number of recognised documents that stipulate or recommend calibration and validation criteria for strategic models or microsimulation models, there is no endorsed document in Australia for large-scale dynamic hybrid models. For this study, GHD adopted the calibration and validation criteria recommended for highway assignment models within Traffic Modelling Guidelines¹, Roads and Maritime Services, NSW, 2013 Version 1.0. This criteria is also accepted by TMR.

The calibration and validation of the Plainland traffic model included comparisons of the following:

- Assigned/modelled traffic flows and observed traffic counts on selected links of the network – for model calibration
- Modelled and observed travel times along selected routes –for model validation.

Table 4-1 summarises the link and intersection turn volume calibration criteria sourced from the Roads and Maritime Services Traffic Modelling Guidelines. These criteria have been used in the model calibration process.

Table 4-1 - Calibration and validation criteria

Statistic	Description	Target
Geoffrey E. Havers (GEH) Statistics	The GEH statistics provide a numerical comparison representing the difference between the observed traffic from the input data and modelled traffic flows. A GEH statistic of zero shows that the modelled and observed flow are identical. A GEH of less than five suggest that model is a good representation.	In order to be considered a good match, a model must have greater than 85% of turn volumes within a GEH statistic of 5, and 100% of turn volumes within a GEH statistic less than 10.
Coefficient of determination (R^2)	R^2 is a statistic that gives information about the goodness of fit of the model. An R^2 of 1 indicates that the regression line perfectly fits the data.	R^2 value to be included with plots and to be greater than 0.9.
Average Travel Time	Comparing surveyed and modelled travel time along key routes in the study area can assess the accuracy of the model. Observed (year 2019) travel time results were compared against the modelled outputs for three different routes.	The difference between the modelled and observed results should be less than 15% or 1 minute (whichever is greater) for the model to be validated against travel time.

4.2 Convergence and stability

The base model has been developed based on the Dynamic User Equilibrium (DUE) traffic assignment approach at a mesoscopic level. It is assumed that all the users of a transportation network are familiar with the network and always seeking to minimize their travel time/cost from origins to their respective destinations. At the end of this type of assignment:

- The journey times of all routes actually used (for any pair of origin-destination) are equal, and less than those which would be experienced by a single vehicle on any unused route (user optimisation)
- The average journey time of the network is minimal (system-optimisation).

To ensure that the baseline model indeed reaches a stable equilibrium condition and that no vehicle can choose a faster or shorter path, Aimsun uses a convergence criterion and measures the 'relative gap' between model assignments. For instance, Aimsun's DUE measures the relative gap for each 15-minute period during the simulation. As later periods in the simulation are dependent on the convergence of earlier periods, later periods require additional iterations to converge and are therefore, are generally, less stable during the earlier stages of the model runs. In other words, earlier periods converge first (during initial iterations) and the later periods follow and converge during later iterations.

4.3 Model stability

The flow of traffic and the associated traffic conditions are a randomly variable phenomena and mesoscopic models attempt to capture this variability by varied release of traffic into the network. Whether or not a vehicle is released from a zone in any given second is dependent on the outcome of a random number generator. This generator is controlled by the seed value. The same model run under different seed values will result in a different simulation result. For this reason, mesoscopic models are generally run using a range of seed values with results being reported for each individual seed value and the median of the simulated runs. The model was run under the standard RMS seed values of 28, 560, 2849, 7771 and 86524. The calibration statistics were reported as the average of these five seed values.

4.4 Calibration

The base year traffic model were calibrated to the mid-block and intersection turn movement data, provided by various data providers as listed in Table 2-1. It is to be noted that both the AM and PM models are of three-hour duration – including, a warm up hour, actual peak hour and a cool down hour.

The following measures were used to evaluate the accuracy of the base year traffic model :

- Scatter plot of modelled flows and observed counts, with regression statistics (R^2 values)
- Geoff E Havers (GEH) statistic, which is a form of the Chi-squared statistic that incorporates both relative and absolute differences.

The GEH is defined as:

$$GEH = \sqrt{\frac{(F_{mod} - F_{obs})^2}{0.5(F_{mod} + F_{obs})}}$$

where: F_{mod} = Modelled flow

F_{obs} = Observed counts

As noted above, the calibration criteria and acceptability guidelines for link and turning movement traffic flows have been adopted from Traffic Modelling Guidelines, Roads and Maritime Services, NSW, 2013. These guidelines are accepted by TMR and have been summarised in Table 4-2.

Table 4-2-Calibration criteria and acceptability guidelines (Link and turning movements)

Indicator/ measure	Description of criteria	Acceptability Guidelines
Scatter Plot	Coefficient of determination, R^2 greater than 90%	Overall observations
GEH	GEH less than or equal to 5 for individual flows	Greater than or equal to 95% (especially on key locations)

Source: 'Traffic Modelling Guidelines', Roads and Maritime Services, NSW, 2013

4.4.1 Calibration Results - AM peak period

As presented in Table 4-3, the base year AM peak hour model meets the RMS required calibration criteria for GEH, R^2

Table 4-3 – Calibration Summary Results - AM Peak Hour

	Actual	Target	Status
Scatter Plot (R^2)	99.8%	Greater than 90%	calibrated
GEH	99%	Greater than or equal to 95%	calibrated

Figure 4-1 presents the scatterplot of modelled and observed counts for the AM peak period. The R^2 indicates a very good fit between the modelled and observed flows.

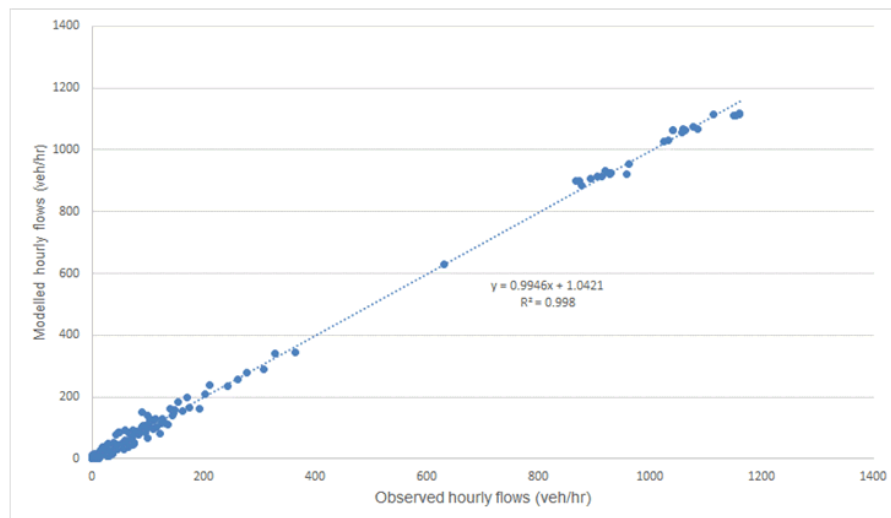


Figure 4-1 - AM scatter plot of modelled flows and observed counts

Table 4-4 presents the frequency distribution of the calculated GEH index of the AM peak model. It is seen that over 99% of the traffic counts/movements have a GEH of <5. This suggests that the AM peak model calibrates very well against the required criteria and can be deemed to be fit for purpose for forecasting.

Table 4-4 -Distribution of GEH Index -AM period

GEH	No of Movements	Share
Under 5	214	99%
between 5-10	2	1%
Over 10	0	0%
Total	216	100%

Detailed statistics of the AM peak model calibration are presented in Appendix C.

4.4.2 Calibration Results - PM peak period

As seen in Table 4-5, the PM peak period traffic model also meets the required GEH, R² criteria.

Table 4-5 Calibration Summary Results - PM Peak Hour

	Actual	Target	Status
Scatter Plot (R ²)	99.7%	Greater than 90%	calibrated
GEH	98%	Greater than or equal to 95%	calibrated

Figure 4-2 presents the scatterplot of modelled flows and observed counts for the PM model. As seen in the AM peak calibration, the R² statistic of the PM peak model indicates a very good fit between the modelled and observed flows.

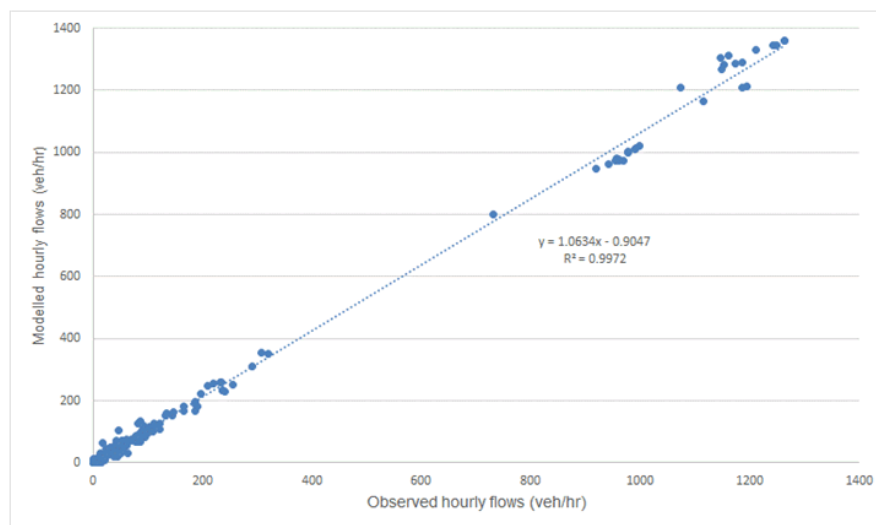


Figure 4-2 - PM scatter plot of modelled flows and observed counts

Table 4-6 presents the frequency distribution of the of calculated GEH index for the PM peak model.

It is seen that about 98% of the traffic counts/movements have a GEH of <5, which indicates that the PM model too calibrates very well against the required criteria.

Table 4-6 - Distribution of GEH Index - PM period

GEH	No of Movements	Share
Under 5	212	98%
between 5-10	4	2%
Over 10	0	0%
Total	216	100%

Detailed statistics of the PM peak model calibration are presented in Appendix D.

4.5 Model validation

The industry approved and recommended measure for travel time validation is the percentage difference between modelled and observed travel times, subject to an absolute maximum difference. The validation criterion and acceptability guideline for travel times are defined in Table 4-7 below.

Table 4-7 Model validation criteria based on travel time

Criteria	Acceptability Guideline
The criteria set by RMS for travel time validation is that the modelled travel time should be within $\pm 15\%$ or ± 1 minute of the observed time, if higher than 15%	$\geq 95\%$ of routes

Source: 'Traffic Modelling Guidelines', Roads and Maritime Services, NSW, 2013

4.5.1 Travel time validation

As discussed in Section 2.2.3, the travel time routes are as follows:

- Route 1: Forest Hill Fernvale Road (between Gablonski Road and Tarantall Road)
- Route 2: Laidley Plainland Road and Gehrke Road (between Waddington Parade and Brightview Road)
- Route 3: Summerholm Road, Warrego Highway, Niemeyer Road, Nischke Road and Thallon Road (between Wells Road and Hannant Road)
- Route 4: Warrego Highway (between Crowley Vale Road and Joseph Road).

A summary of the modelled (average peak hour) and observed travel times for the morning and afternoon peak period are detailed in Table 4-8 and Table 4-9.

Table 4-8 - Travel time validation - AM Peak (8:00 am – 9:00 am)

Route	Surveyed average travel time (mm:ss)	Modelled average travel time (mm:ss)	Difference (mm:ss)	% Difference	Status
Route 1 - NB	04:56	N/A	-	-	exempted
Route 1 - SB	05:46	N/A	-	-	exempted
Route 2 - NB	05:46	04:49	00:57	17%	validated
Route 2 - SB	05:46	04:56	00:50	14%	validated

Route 3 - NB	04:09	03:43	00:25	10%	validated
Route 3 - SB	04:24	03:38	00:46	17%	validated
Route 4 - EB	10:11	08:57	01:14	12%	validated
Route 4 - WB	10:15	09:14	01:01	10%	validated

Table 4-9 - Travel time validation - PM Peak (4:00 pm - 5:00 pm)

Route	Observed average travel time (mm:ss)	Modelled average travel time (mm:ss)	Difference (mm:ss)	% Difference	Status
Route 1 - NB	06:50	N/A	-	-	exempted
Route 1 - SB	07:27	N/A	-	-	exempted
Route 2 - NB	05:35	04:58	00:37	11%	validated
Route 2 - SB	05:23	04:57	00:27	8%	validated
Route 3 - NB	04:19	03:44	00:35	13%	validated
Route 3 - SB	04:29	03:40	00:49	18%	validated
Route 4 - EB	09:59	09:16	00:42	7%	validated
Route 4 - WB	10:03	09:14	00:49	8%	validated

All travel time routes (with an exception of Route 1) are validated against the RMS criteria with the absolute difference between modelled and observed travel times, being less than a minute.

Route 1 observed travel time was found to be considerably higher than the modelled travel times. It was discovered that this was as a result of road works on the day of the survey, and consequently, Route 1 was exempted from the validation process.

It is also seen for a section of Route 4 (along on Warrego Highway) in the westbound direction, the speed limit was reduced to 60km/h from 80km/h in both, AM and PM peak hours. The difference in travel time between surveyed and modelled travel times was still within the 15% acceptable criteria and was therefore, considered validated.

Figure 4-3 to Figure 4-14 show the observed and modelled travel time comparison graphs for Routes 2, 3 and 4 (both directions).

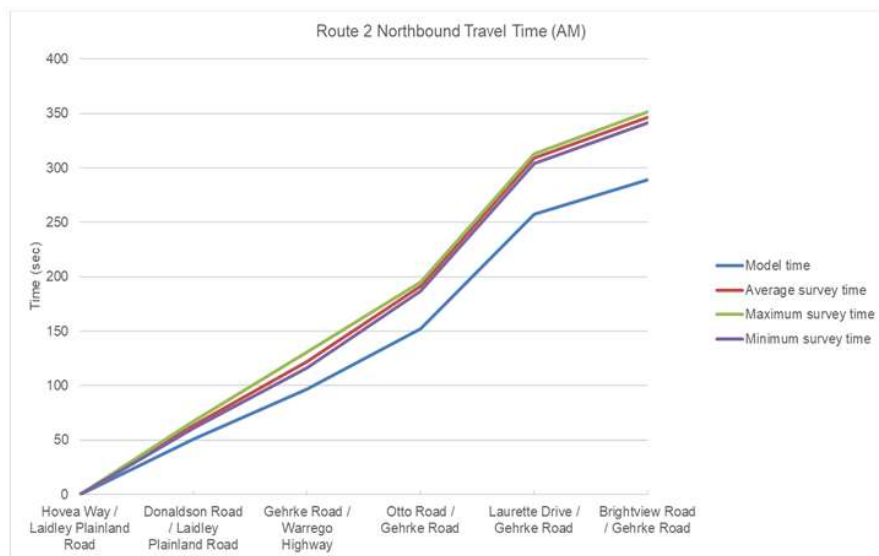


Figure 4-3 - Travel time comparison - Route 2 (Northbound) – AM Peak



Figure 4-4 - Travel time comparison - Route 2 (Northbound) – PM Peak

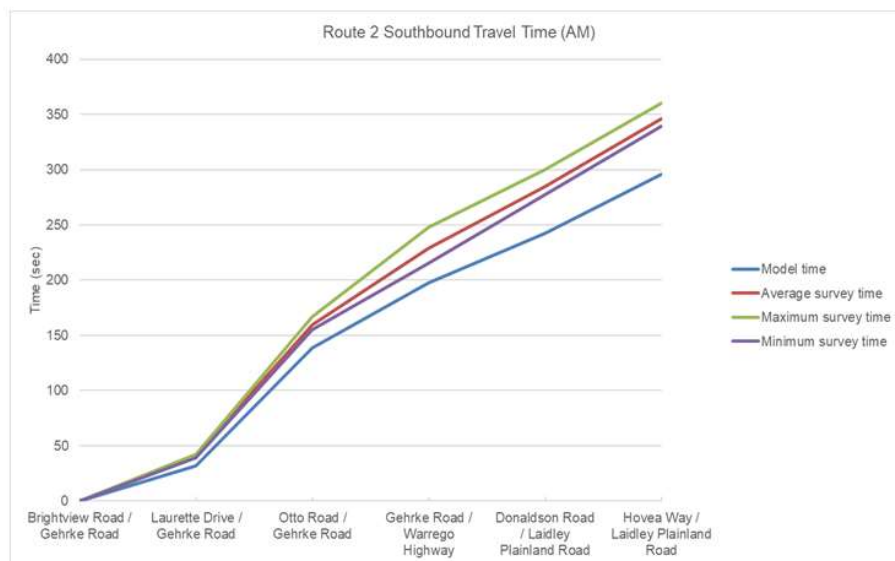


Figure 4-5 - Travel time comparison - Route 2 (Southbound) – AM Peak

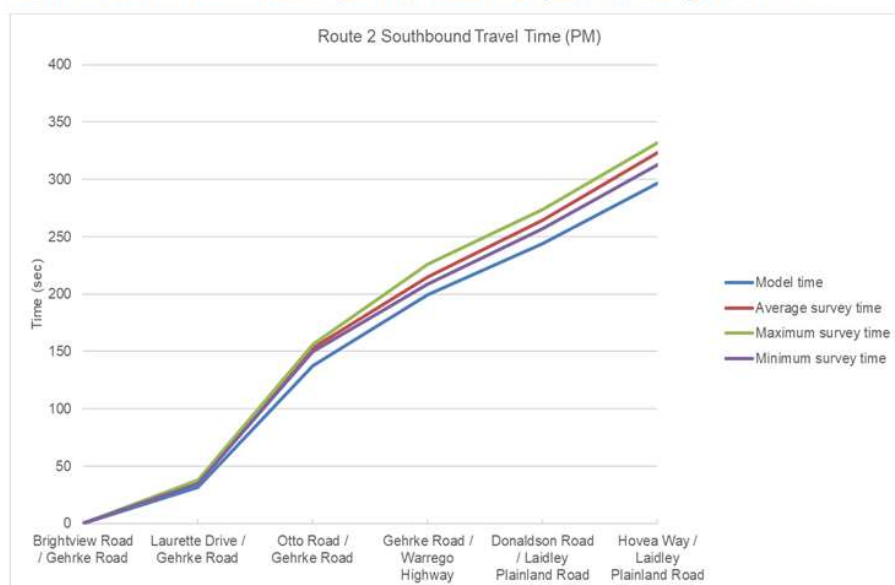


Figure 4-6 - Travel time comparison - Route 2 (Southbound) – PM Peak

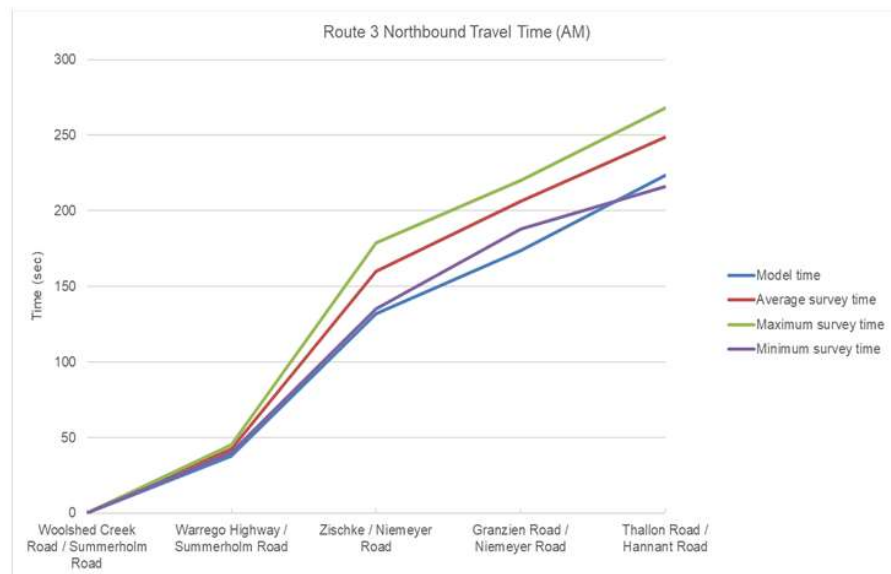


Figure 4-7 - Travel time comparison - Route 3 (Northbound) –AM Peak

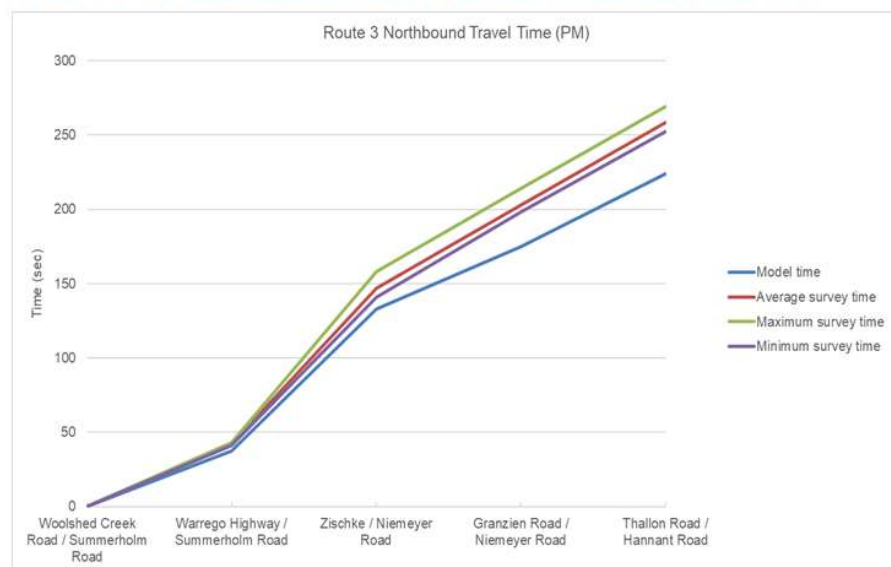


Figure 4-8 - Travel time comparison - Route 3 (Northbound) –PM Peak

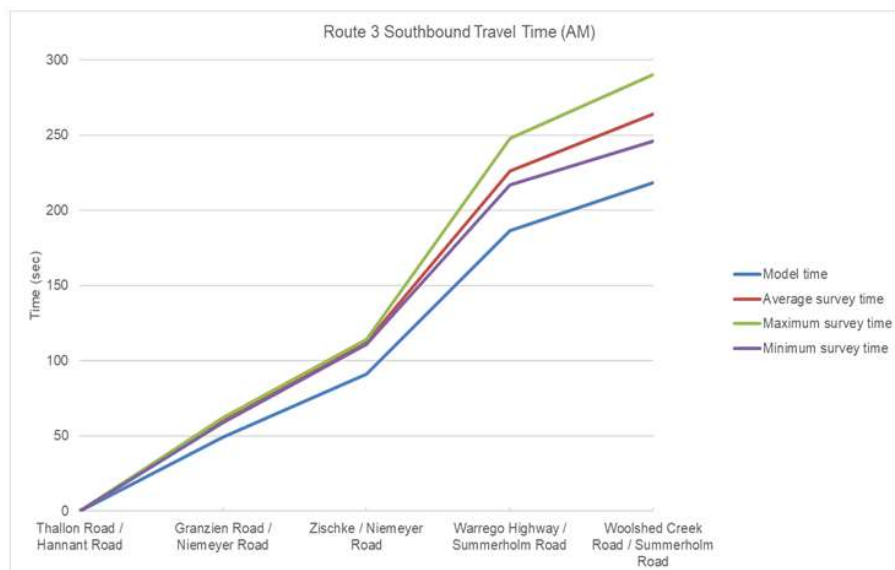


Figure 4-9 - Travel time comparison - Route 3 (Southbound) –AM Peak

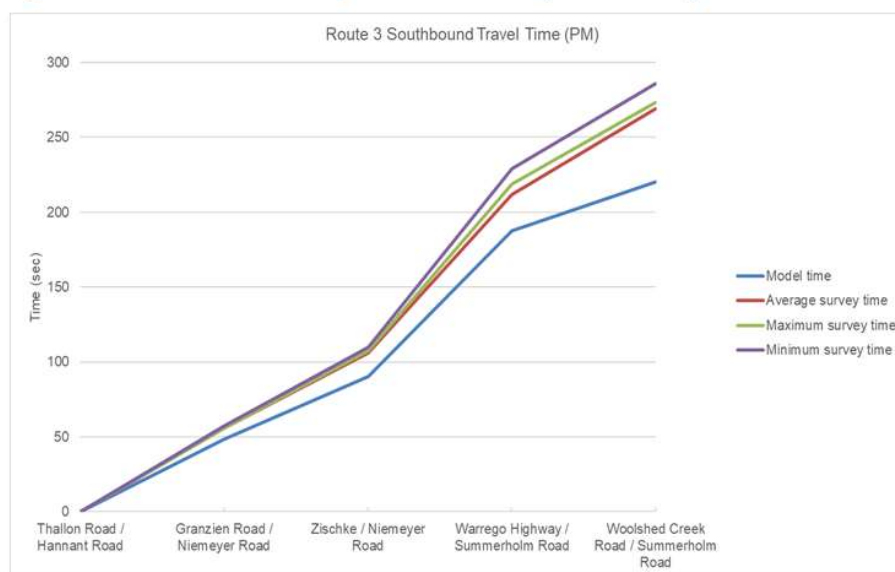


Figure 4-10 - Travel time comparison - Route 3 (Southbound) –PM Peak

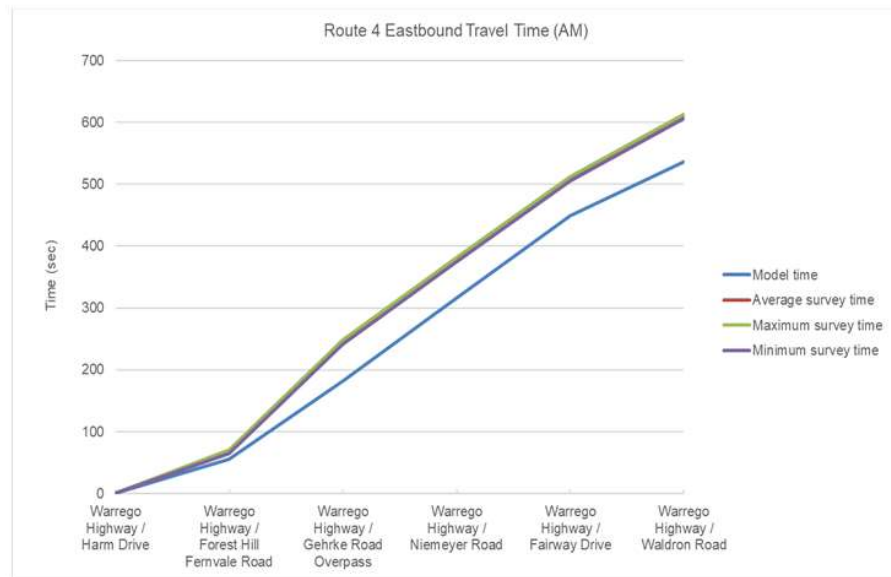


Figure 4-11 - Travel time comparison - Route 4 (Eastbound)- AM Peak

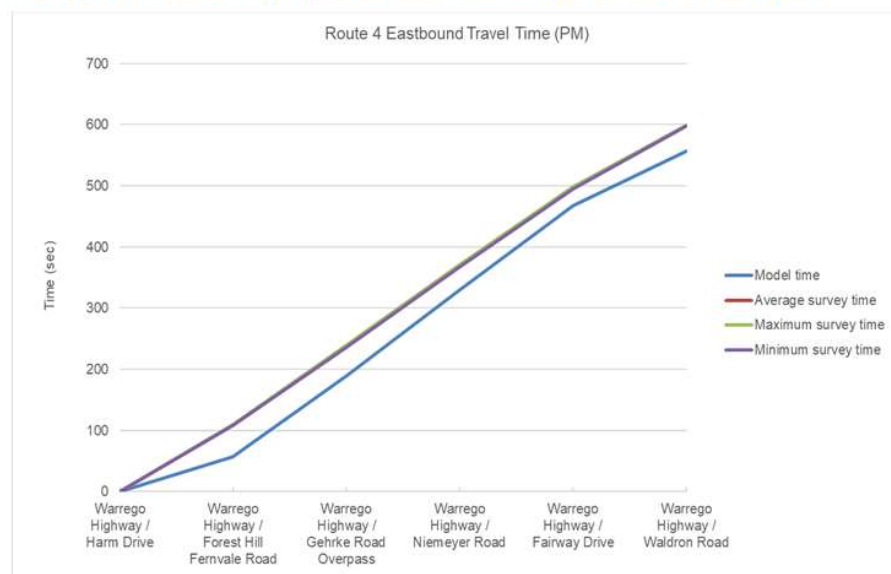


Figure 4-12 - Travel time comparison - Route 4 (Eastbound) -PM Peak

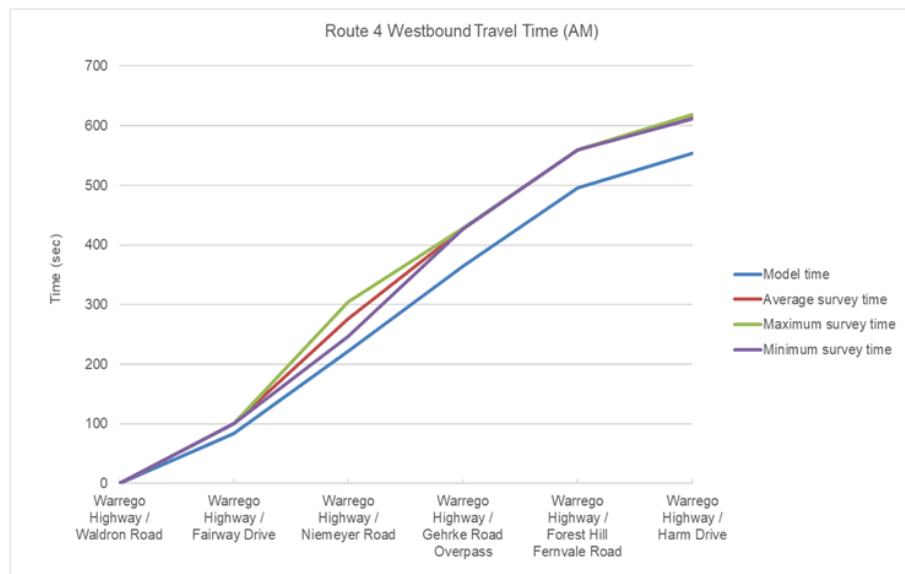


Figure 4-13 - Travel time comparison - Route 4 (Westbound) –AM Peak

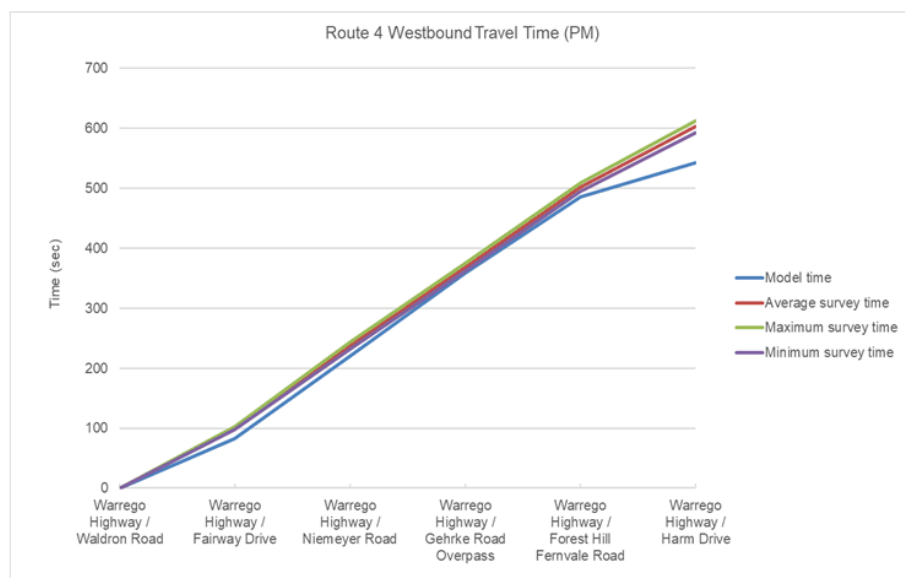


Figure 4-14 - Travel time comparison - Route 4 (Westbound) –PM Peak

The travel time comparison graphs also show that the modelled travel time pattern generally, closely follows the observed travel time pattern. This indicates that the sectional travel times i.e. the travel time between intersections of the corridor would also be very similar between the modelled and observed travel times. Whilst this is not a requirement within the RMS guidelines, it provides a reassurance on the model validation.

4.6 Calibration Validation Summary and Conclusion

As a part of the Plainland traffic study commissioned by LVRC, GHD developed a mesoscopic traffic model in Aimsun 8.3.

The base year traffic model have been calibrated to the observed traffic counts and validated to observed travel times and traffic conditions in accordance with RMS Traffic Modelling Guidelines 2013 (which is widely used as industry standard for modelling in Australia and is accepted by TMR). A summary of the 2018 base year model calibration and validation results alongside the requirements of the Roads and Maritime Traffic Modelling Guidelines is presented in Table 4-10.

Table 4-10 Summary – Base Year (2018) Model Calibration and Validation Results

Criteria	AM		PM	
	Performance	Meets Criteria	Performance	Meets Criteria
Model Calibration				
Turning Counts	99% of all turn counts below GEH of 5	Yes	98% of all turn counts below GEH of 5	Yes
	$R^2 > 0.90$	Yes	$R^2 > 0.90$	Yes
Model Validation				
Travel Time	Difference within the greater of 15% or 1 minute	Yes	Difference within the greater of 15% or 1 minute	Yes

The modelling results demonstrate that the base year traffic models meet the relevant criteria. It is therefore, believed that the 2018 base year Aimsun models provide a sound representation of the current traffic conditions in the study area (during weekday AM and PM peak periods). The base year traffic models can therefore be considered to be fit-for-purpose to assess any proposed network upgrades in the future years.

5. Future Year Assessment

The development of the 2018 base year traffic demand matrices is detailed in Section 3 of this report. The base year matrices are used as a basis to develop 2026 and 2036 future year demand matrices applying growth rates approved by Lockyer Valley Regional Council.

5.1 Growth Rate

Growth rate of 2% per annum was provided by Lockyer Valley Regional Council and is applied to the base year demand matrices to project 2026 and 2036 forecast year demand matrices. The growth rate provided is based on the population growth in Plainland region derived from the strategic planning.

5.2 Future year scenarios

The following are the future year scenarios developed for the 2026 and 2036 forecast years:

- 2026 Do Nothing AM Peak
- 2026 Do Nothing PM Peak
- 2036 Do Nothing AM peak
- 2036 Do Nothing PM Peak

Modelling of the "Do Nothing" scenario involves application of 2026 and 2036 forecast demands. The "Do Nothing" scenario utilises the current base case model. No future infrastructure changes were considered for future year model scenarios.

5.3 Temporal coverage

The "Do nothing" future year model adopts the same weekday peak hours for AM and PM. These are as follows:

- AM Peak hour: 8:00 am -9:00 am
- PM Peak hour: 4:00 pm -5:00 pm

Both AM and PM peak models incorporate, one hour warm-up and one-hour cool-down periods to provide a more realistic representation of the peak hour traffic condition before and after the core peak periods.

5.4 Intersection assessment

The operational performance of the intersections detailed below are assessed for 2026 and 2036 future year models. These locations are detailed in Figure 5-1.

- Warrego Highway / Forest Hill Fernvale Road
- Gehrke Road / Endeavour Way
- Gehrke Road / Mountain View Drive / Otto Road
- Gehrke Road Roundabout / Warrego Highway
- Laidley Plainland Road / Donaldson Road roundabout

GHD assumes that these intersections are critical for representing a network wide assessment that capture movements from Warrego Highway and diverging through to local road network through Gehrke Road and Laidley Plainland Road.

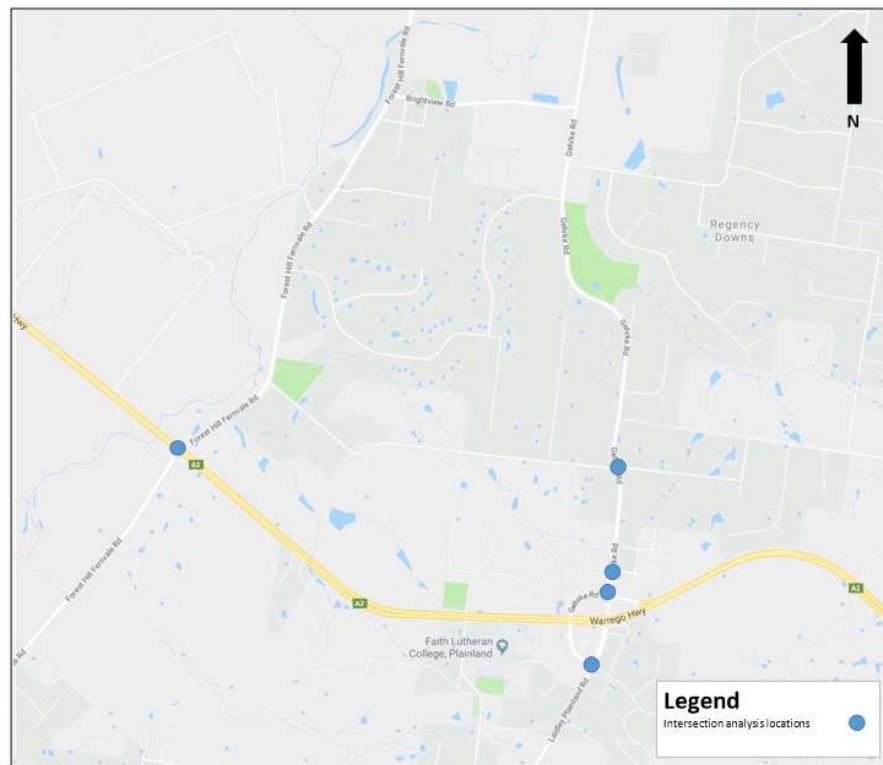


Figure 5-1-Intersection Operation Analysis

The intersection level of service (LoS) is analysed based on the average delay for each approach at the intersection. The approach level of service results were compared with the control delay for vehicles detailed within the Roads and Maritime Traffic Modelling Guidelines (2013). Table 5-1 provides a summary of controlled delay for LoS A to F for all intersection types. The following sections summarise the modelling analysis results for the "Do Nothing" option.

Table 5-1- Control Delay for LoS vehicle calculations

Los	Control delay per vehicle in seconds (d) Including geometric delay)
	All intersection types
A	d < 14
B	d < 15 to 28
C	d < 29 to 42
D	d < 43 to 56
E	d < 57 to 70
F	d > 70

5.5 Modelling Results Analysis

Existing road network (base model) was assigned with the future year demand to provide a basis for comparison.

5.5.1 Warrego Highway / Forest Hill Fernvale Road

Table 5-2 and Table 5-3 shows the comparison of intersection performance for all demand scenarios for AM and PM peak hours respectively.

Table 5-2-Warrego Highway / Forest Hill Fernvale Road AM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Warrego Highway Forest Hill Fernvale Road	South	3	A	3	A	6	A
	East	0	A	1	A	1	A
	North	3	A	4	A	6	A
	West	2	A	2	A	3	A

Table 5-3-Warrego Highway / Forest Hill Fernvale Road PM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Warrego Highway Forest Hill Fernvale Road	South	4	A	4	A	8	A
	East	0	A	1	A	1	A
	North	4	A	5	A	7	A
	West	4	A	4	A	5	A

From the analysis results for all year horizons, the Warego Highway / Forest Hill Fernvale Road Intersection operates within acceptable level of service for all approaches in both AM and PM peak hours. The intersection operates similar in terms of level of service in all traffic demand scenarios modelled, however progressive increase in delay observed for all approaches across the forecast years.

5.5.2 Gehrke Road / Endeavour Way

Table 5-4 and Table 5-5 comparison of intersection performance for all demand scenarios for AM and PM peak hours respectively.

Table 5-4-Gehrke Road / Endeavour Way AM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Endeavour Way Intersection	South	14	A	15	B	15	B
	East	26	B	25	B	26	B
	North	14	A	14	A	15	B
	West	23	B	25	B	26	B

Table 5-5-Gehrke Road / Endeavour Way PM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Endeavour Way Intersection	South	18	B	18	B	21	B
	East	34	C	36	C	34	C
	North	17	B	17	B	17	B
	West	78	F	159	F	162	F

The analysis results indicate that the Gehrke Road / Endeavour Way Intersection operates well within acceptable level of service for base and forecast years demand scenarios in the AM peak hour.

In the PM peak, the intersection performs within acceptable level of service and delays for all approaches except western approach. The west approach at the intersection fails with higher delay and unacceptable level of service F in base, 2026 and 2036 demand scenarios. This is predominantly due to high traffic demand exiting from the Woolworths shopping centre from west.

5.5.1 Gehrke Road / Mountain View Drive / Otto Road

Table 5-6 and Table 5-7 shows the comparison of intersection performances for all demand scenarios for AM peak hour (8:00 am -9:00 am).

Table 5-6-Gehrke Road / Mountain View Drive / Otto Road AM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Mountain View Drive / Otto Road	South	0	A	1	A	1	A
	East	1	A	1	A	1	A
	North	0	A	0	A	0	A
	West	0	A	0	A	1	A

Table 5-7-Gehrke Road / Mountain View Drive / Otto Road PM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Mountain View Drive / Otto Road	South	1	A	1	A	1	A
	East	0	A	1	A	1	A
	North	0	A	0	A	0	A
	West	0	A	0	A	1	A

From the analysis results for all year horizons, the Gehrke Road / Mountain View Road / Otto Road Intersection operates within acceptable level of service for all approaches in both AM and PM peak hours.

5.5.1 Gehrke Road Roundabout north of Warrego Highway

Table 5-8 and Table 5-9 shows the comparison of intersection performances for all demand scenarios for AM peak hour (8:00 am -9:00 am).

Table 5-8-Gehrke Road Roundabout north of Warrego Highway AM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road Roundabout north of Warrego Highway	South	3	A	3	A	3	A
	East	4	A	4	A	4	A
	North	4	A	5	A	6	A
	West	3	A	3	A	3	A

Table 5-9-Gehrke Road Roundabout north of Warrego Highway PM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road Roundabout north of Warrego Highway	South	3	A	3	A	4	A
	East	4	A	4	A	4	A
	North	4	A	4	A	5	A
	West	4	A	4	A	5	A

The analysis results indicate that the Gehrke Road roundabout north of Warrego Highway operates within acceptable level of service for all demand scenarios in both AM and PM peak hours.

5.5.2 Laidley Plainland Road / Donaldson Road Roundabout

Table 5-10 to Table 5-11 shows the comparison of intersection performances for all demand scenarios for AM peak hour (8:00 am -9:00 am).

Table 5-10-Laidley Plainland Road / Donaldson Road roundabout AM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Laidley Plainland Road / Donaldson Road Roundabout	South	4	A	4	A	5	A
	East	3	A	4	A	5	A
	North	5	A	5	A	7	A
	West	4	A	5	A	6	A

Table 5-11-Laidley Plainland Road / Donaldson Road roundabout PM Results Summary

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Laidley Plainland Road / Donaldson Road Roundabout	South	6	A	6	A	9	A
	East	5	A	6	A	7	A
	North	5	A	5	A	7	A
	West	3	A	3	A	3	A

From the analysis results for all year horizons, the Laidley Plainland Road / Donaldson Road Intersection perform within acceptable level of service for all approaches in both AM and PM peak hours. The intersection operates similar in terms of level of service in all traffic demand scenarios modelled, however progressive increase in delay observed for all approaches across the forecast years.

5.5.3 Signal Optimisation – Gehrke Road / Endeavour Way Intersection

Gehrke Road / Endeavour Way intersection analysis results indicated that the intersection operates with large delays and LoS F for the Endeavour Way western approach in the PM peak. In lieu of modelling actuated signals, GHD replicated the signal timings through determining the average timing of each phase and frequency of occurrence, as outlined in Section 3.3.

The signal time optimisation considered providing more green time for the western approach to cater for the future increase in traffic demand.

The optimised signal times have been implemented in the forecast year models to identify intersection improvements.

Table 5-12 shows the approach delay and LoS comparison of the 2026 and 2036 “Do Nothing” scenario and the “Do Nothing” scenario with optimised signal timings in the PM peak. With the adjusted signal times, there has been improved performance in the west approach while maintaining the similar LoS in all other approaches. Refer to Appendix E for a network wide assessment comparison for the PM peak period.

Table 5-12 - Gehrke Road / Endeavour Road - PM results summary - signal adjustments

Approach	“Do Nothing”				“Do Nothing” + Signal Optimization			
	2026		2036		2026		2036	
	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
South	18	B	21	B	21	B	26	B
East	36	C	34	C	36	C	34	C
North	17	B	17	B	21	B	20	B
West	159	F	162	F	30	C	57	D

5.6 Network Link Delay and Volume Capacity Analysis

The network wide link delay and volume capacity (V/C) analysis was carried out for the modelled study area to determine the network deficiencies. The analysis was carried out for all forecast years demands and peak periods modelled. Network wide delay and V/C plots are presented in Appendix F

The following represents the summary of link delay and V/C analysis:

- Majority of the local road links in the network are operating within acceptable level of delay and V/C below 40% for both 2026 and 2036 forecast year and both AM and PM peak models
- Warrego Highway operating within acceptable level of delay and V/C below 60% for all forecast year and peak hours modelled
- Large delay with V/C approximately 70% and 80% was observed for Endeavour Way approach at Gehrke Road / Endeavour Way intersection in the 2026 and 2036 PM peak models respectively
- Signal optimisation resulted in reducing the approach delays for Endeavour Way and thus improving V/C to approximately 50% in the 2036 PM peak model.

From the data analysis in section 2.4.2, it was noted that traffic flow during the PM peak is higher than that of the AM Peak. This is evident where intersection performance for Gehrke Road / Endeavour Way operates at LoS F, producing a delay of 112 seconds in the base case (2018) and significantly worsening for 2026 and 2036 with delays of 159 and 162 seconds respectively.

Signal optimisation resulted in reducing the delays to 30 seconds and 57 seconds with LoS C and LoS D in 2026 and 2036 pm peak models respectively.

6. Summary of Findings

Future year traffic assessment presents the traffic modelling outputs for 2026 and 2036 forecast year for two network scenarios namely:

- Do Nothing – Existing network configuration without any improvements
- Signal Optimisation – Signal optimisation for Gehrke Road / Endeavour Way for 2026 and 2036 PM peak models only.

Intersection performance was analysed for the existing 2018 (base case), 2026 and 2036 future year demand scenarios for the AM peak hour between 8:00 am – 9:00 am, and the PM peak hour between 4:00 pm – 5:00 pm.

Network wide link delay and volume capacity analysis was capped out for both forecast years and both peak periods modelled.

Table 6-1 presents the main findings for each option assessed.

Table 6-1 -Summary of results

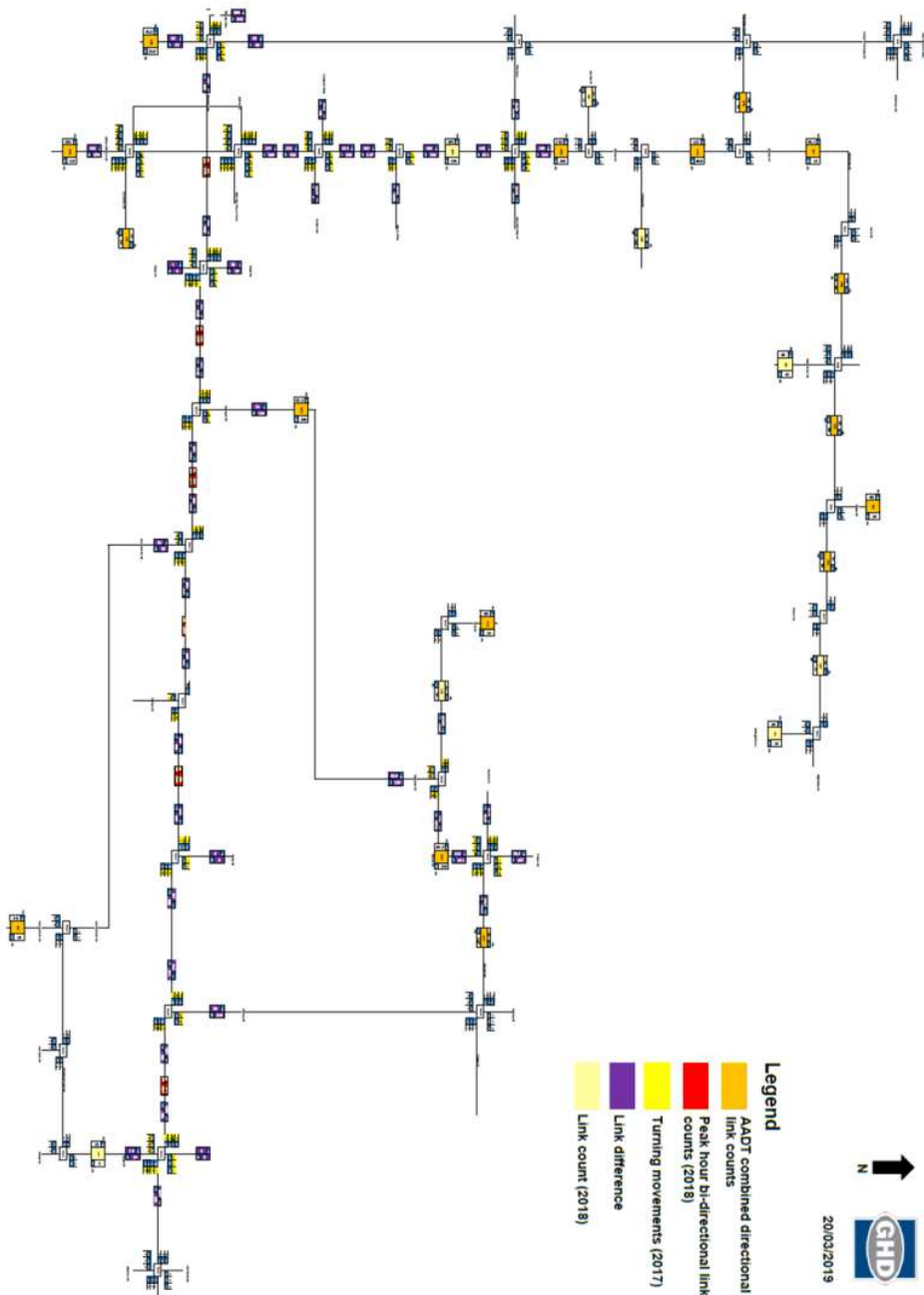
Summary of results	
AM	<ul style="list-style-type: none"> • Warrego Highway / Forest Hill Fernvale operates well within acceptable level of service and delays for base and all forecast year models. • Gehrke Road / Endeavour Way operates well within acceptable level of service and delays for base and all forecast year models. However, progressive increase in delay was observed at the intersection for forecast year models. • All other major intersections analysed operates well under acceptable level of service and delays for base and all forecast year models. • Warrego Highway operating within acceptable delays and V/C below 60% for all forecast year and peak hours modelled. • All local road links in the network are operating within acceptable delays and V/C below 40% for all forecast year and peak hours modelled.
PM	<ul style="list-style-type: none"> • Warrego Highway / Forest Hill Fernvale operates well within acceptable level of service and delays for base and all forecast year models. • Warrego Highway operating within acceptable delays and V/C below 60% for all forecast year and peak hours modelled. • Gehrke Road / Endeavour Way operates well within acceptable level of service and delays for north, south and east approaches. However, west approach fails with increase in delay with LoS F in 2026 and 2036 forecast year models. • Adjusting signal times at Gehrke Road / Endeavour Way intersection improves the delay for the western approach from 159 seconds to 30 seconds in 2026 and from 162 seconds to 57 seconds in 2036. This results in a LoS of C and D in 2026 and 2036 forecast years respectively.



Appendices

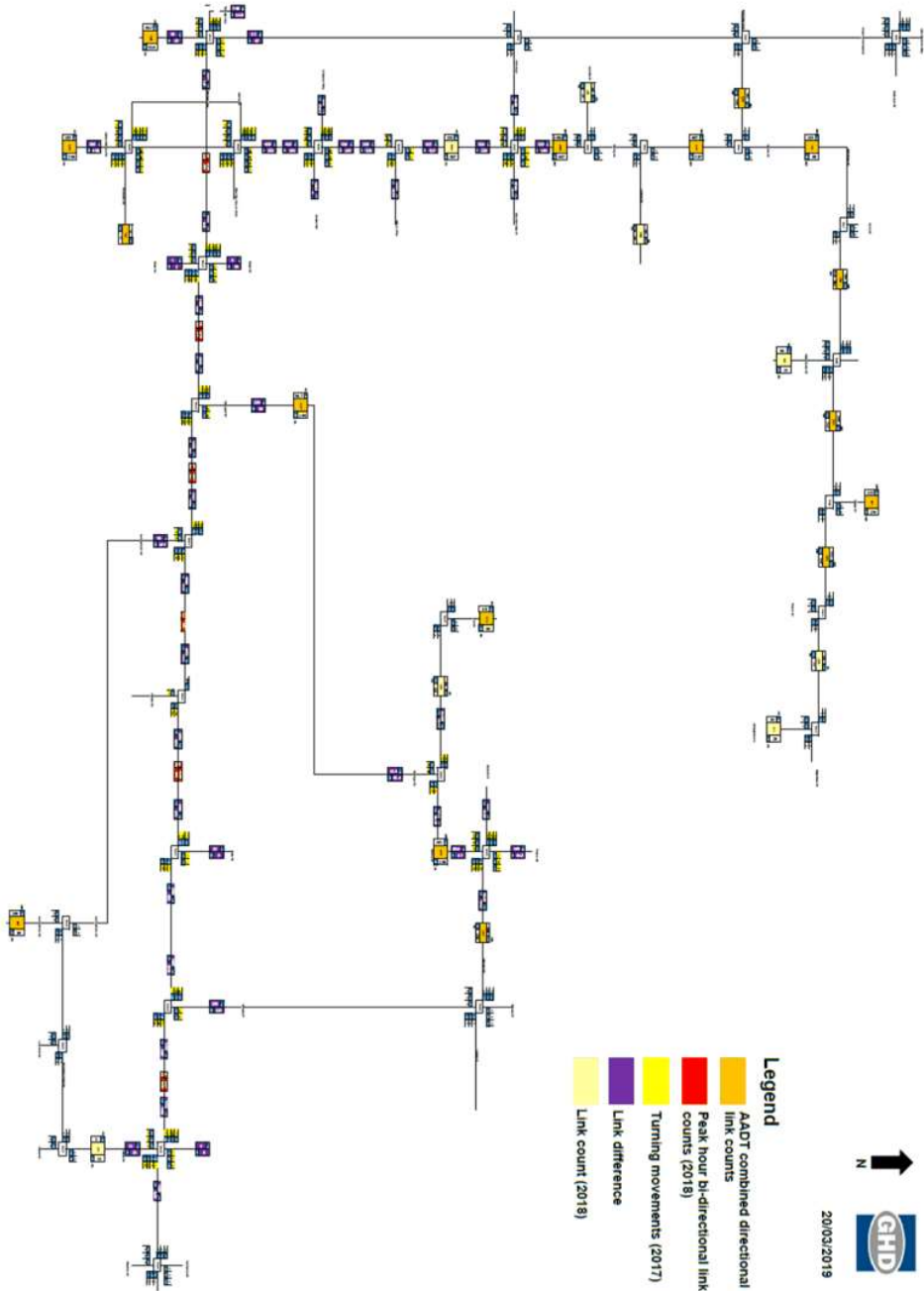


Appendix A – AM stick diagram



GHD | Report for Lockyer Valley Regional Council - Catton - LVRC Plainland Transport Planning Study, 4131682

Appendix B – PM stick diagram



Appendix C – GEH calculations - AM

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Warrego Highway / Forest Hill Fernvale Road	South	Left	3044	19	20	0.14	validated
	South	Through	3042	8	7	0.22	validated
	South	Right	3043	12	12	0.06	validated
	East	Left	3040	23	26	0.54	validated
	East	Through	3041	958	920	1.23	validated
	East	Right	3039	15	29	3.02	validated
	North	Left	3485	26	36	1.73	validated
	North	Through	3037	13	13	0.11	validated
	North	Right	3038	27	33	1.06	validated
	West	Left	3033	28	30	0.37	validated
	West	Through	3034	630	630	0.01	validated
	West	Right	3035	18	17	0.19	validated
Warrego Highway / Weier Road	South (North leg)	Through	2577	0	4	2.90	validated
	South (North leg)	Right	2578	0	0	0.00	validated
	North (North leg)	Left	2575	14	10	1.22	validated
	North (North leg)	Through	2576	0	0	0.00	validated
	West (North leg)	Left	2572	15	15	0.18	validated
	West (North leg)	Through	2573	914	914	0.02	validated
	West (North leg)	Right	2574	0	0	0.00	validated
	South (South leg)	Left	2585	1	2	0.62	validated
	South (South leg)	Through	2586	0	0	0.00	validated
	East (South leg)	Left	2584	0	0	0.00	validated
	East (South leg)	Through	2582	1154	1111	1.28	validated
	East (South leg)	Right	2583	6	4	0.90	validated
	North (South leg)	Through	2581	0	0	0.00	validated
	North (South leg)	Right	2580	5	0	3.26	validated
	South (North leg)	Through	2868	28	47	3.12	validated
	South (North leg)	Right	2869	0	0	0.00	validated
Warrego Highway / Niemeyer Road	North (North leg)	Left	2866	41	49	1.19	validated
	North (North leg)	Through	2867	75	51	3.05	validated
	West (North leg)	Left	2863	46	41	0.79	validated

Intersection	Movement	Turn-ID	Actual flow	Simulated flow	GEH	Status
	West (North leg)	Through	2864	878	0.23	validated
	West (North leg)	Right	3905	0	0.00	validated
	East (South leg)	Through	2872	1086	0.54	validated
	East (South leg)	Right	2873	28	3.14	validated
	North (South leg)	Right	2871	75	3.00	validated
Warrego Highway / Summerholm Road	South (North leg)	Right	2625	37	3.60	validated
	West (North leg)	Through	2623	874	0.91	validated
	West (North leg)	Right	2624	45	2.21	validated
	South (South leg)	Left	2632	54	0.81	validated
	South (South leg)	Through	2633	32	3.46	validated
	East (South leg)	Left	2631	13	4.63	validated
	East (South leg)	Through	2629	1060	0.28	validated
	East (South leg)	Right	2630	5	0.95	validated
	North (South leg)	Through	2628	45	2.21	validated
	North (South leg)	Right	2627	0	0.00	validated
Warrego Highway / Fairway Drive	South (North leg)	Through	2830	70	1.10	validated
	South (North leg)	Right	2831	0	0.00	validated
	North (North leg)	Left	2813	174	0.61	validated
	North (North leg)	Through	2829	99	0.79	validated
	West (North leg)	Left	2832	31	4.59	validated
	West (North leg)	Through	2833	868	1.05	validated
	West (North leg)	Right	2834	0	0.00	validated
	East (South leg)	Through	2837	963	0.23	validated
	East (South leg)	Right	2838	70	1.08	validated
	North (South leg)	Right	2836	99	0.77	validated
Warrego Highway / Heiese Road	South (North leg)	Right	2672	12	0.18	validated
	West (North leg)	Through	2671	1041	0.69	validated
	West (North leg)	Right	2670	1	0.48	validated
	South (South leg)	Left	2679	7	0.64	validated
	South (South leg)	Through	2680	12	0.18	validated
	East (South leg)	Left	2678	9	1.96	validated
	East (South leg)	Through	2676	1026	0.09	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
	East (South leg)	Right	2677	0	0	0.00	validated
	North (South leg)	Through	2675	1	1	0.48	validated
	North (South leg)	Right	2674	0	0	0.00	validated
Warrego Highway / Habban Road	South	Left	3882	21	21	0.04	validated
	East	Left	3885	7	10	0.97	validated
	East	Through	3879	1057	1055	0.03	validated
Warrego Highway / Shaw Road	South (North leg)	Through	3903	2	0	1.60	validated
	South (North leg)	Right	3904	0	0	0.00	validated
	North (North leg)	Left	3897	5	1	2.63	validated
	North (North leg)	Through	3898	4	5	0.56	validated
	West (North leg)	Left	3901	4	7	1.22	validated
	West (North leg)	Through	3900	893	907	0.48	validated
	West (North leg)	Right	3902	9	0	4.22	validated
	East (South leg)	Through	3891	1060	1061	0.03	validated
	East (South leg)	Right	3892	2	0	1.60	validated
	North (South leg)	Right	3899	13	5	2.56	validated
	South	Left	2421	131	116	1.37	validated
	South	Through	2419	135	112	2.04	validated
Gehrke Road / Endeavour Way	South	Right	2420	11	15	1.16	validated
	East	Left	2417	9	5	1.38	validated
	East	Through	2418	0	9	4.20	validated
	East	Right	2416	0	7	3.79	validated
	North	Left	2413	0	13	5.18	not validated
	North	Through	2414	278	278	0.03	validated
	North	Right	2415	71	62	1.10	validated
	West	Left	2410	40	47	1.13	validated
	West	Through	2411	40	33	1.16	validated
	West	Right	2412	82	81	0.09	validated
	South	Through	3058	148	159	0.95	validated
	South	Right	3059	27	8	4.58	validated
Gehrke Road / Barcoo Drive	East	Left	3057	22	16	1.44	validated
	East	Right	3056	0	2	2.10	validated
	North	Left	3054	8	4	1.57	validated
	North	Through	3055	327	340	0.70	validated
	South	Left	3102	14	10	1.02	validated
	South	Through	3100	104	129	2.32	validated
Gehrke Road / Mountain View Drive / Otto Road	South	Right	3101	30	23	1.39	validated
	East	Left	3513	110	96	1.37	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
	East	Through	3099	7	7	0.03	validated
	East	Right	3097	5	3	0.99	validated
	North	Left	3094	9	15	1.55	validated
	North	Through	3095	211	240	1.90	validated
	North	Right	3096	1	3	1.37	validated
	West	Left	3091	3	7	1.71	validated
	West	Through	3092	3	2	0.58	validated
	West	Right	3093	15	11	1.01	validated
Thallon Road / Bucknall Crescent / Hannant Road	South	Left	3597	3	4	0.35	validated
	South	Through	3598	22	20	0.43	validated
	South	Right	3609	88	89	0.07	validated
	East	Left	3603	110	125	1.39	validated
	East	Through	3602	6	7	0.13	validated
	East	Right	3610	59	55	0.43	validated
	North	Left	3605	125	115	0.89	validated
	North	Through	3606	42	43	0.11	validated
	North	Right	3607	1	4	1.77	validated
	West	Left	3599	3	3	0.08	validated
	West	Through	3604	4	3	0.74	validated
	West	Right	3608	9	0	4.34	validated
Zischke Road / Niemeier Road	South	Left	2853	7	11	1.21	validated
	South	Right	2852	74	77	0.31	validated
	East	Left	2850	83	79	0.46	validated
	East	Through	2851	115	105	0.99	validated
	West	Through	2848	39	51	1.86	validated
	West	Right	2849	24	23	0.26	validated
Warrego Highway / Crane Road	South	Right	2601	1	0	1.41	validated
	West	Through	2600	928	925	0.07	validated
	West	Right	2599	3	0	2.45	validated
	South	Left	2612	2	0	2.00	validated
	South	Through	2613	1	0	1.41	validated
	East	Left	2611	3	0	2.45	validated
	East	Through	2609	1161	1120	1.22	validated
	East	Right	2610	0	0	0.00	validated
	North	Through	2608	3	0	2.45	validated
	North	Right	2607	0	0	0.00	validated
Warrego Highway - 490m west of Weier Road	Westbound		3910	3910	1151	1111	1.20
Warrego Highway - 420m west of Crane Road	Westbound		3922	3922	1161	1116	1.34
Warrego Highway - 430m west of Summerholm Road	Westbound		3928	3928	1114	1116	0.06

Intersection	Movement	Turn-ID	Actual flow	Simulated flow	GEH	Status
Warrego Highway - 500m east of Summerholm Road	Westbound	3940	3940	1078	1074	0.13
Warrego Highway - 450m west of Shaw Road	Westbound	3946	3946	1064	1065	0.02
Warrego Highway - 530m west of Heise Road	Westbound	3955	3955	1033	1031	0.06
Warrego Highway - 490m west of Weier Road	Eastbound	3913	3913	929	926	0.11
Warrego Highway - 420m west of Crane Road	Eastbound	3919	3919	928	923	0.15
Warrego Highway - 430m west of Summerholm Road	Eastbound	3931	3931	919	932	0.43
Warrego Highway - 450m west of Shaw Road	Eastbound	3949	3949	906	914	0.27
Warrego Highway - 530m west of Heise Road	Eastbound	3958	3958	1042	1064	0.68
Gehrke Road, 330m south of Mountainview / Otto Road	Eastbound	3967	3967	139	162	1.86
Gehrke Road, 330m south of Mountainview / Otto Road	Eastbound	3970	3970	365	344	1.09
Lorikeet Road, West of Lyrebird Road	Westbound	3978	3978	100	99	0.12
Lorikeet Road, West of Lyrebird Road	Eastbound	3975	3975	42	41	0.09
Laurette Driveive, West of Gehrke Road	Westbound	3986	3986	11	11	0.06
Laurette Driveive, West of Gehrke Road	Eastbound	3983	3983	27	44	2.85
Staatz Quaary Road, south of Brightview Road	Eastbound	3991	3991	45	44	0.12
Staatz Quaary Road, south of Brightview Road	Eastbound	3994	3994	43	31	1.97
Brightview road, West of Mclaughlans Lane	Westbound	4002	4002	73	55	2.20
Brightview road, West of Mclaughlans Lane	Eastbound	3999	3999	74	46	3.64
Mclaughlands Lane, South of Brightview road	Eastbound	4007	4007	36	18	3.46
Mclaughlands Lane, South of Brightview road	Eastbound	4010	4010	18	37	3.59
Zischke Road, West of Gutt Road	Westbound	4018	4018	95	107	1.16
Zischke Road, West of Gutt Road	Eastbound	4015	4015	42	78	4.60
Heise Road, South of Dan Road	Eastbound	4036	4036	19	16	0.62
Heise Road, South of Dan Road	Eastbound	4039	4039	5	4	0.28

Intersection	Movement	Turn-ID	Actual flow	Simulated flow	GEH	Status
Summerholm Road, South Woolshed Creek Road	Eastbound	4044	4044	68	64	0.52
Summerholm Road, South Woolshed Creek Road	Eastbound	4047	4047	18	32	2.83
Donaldson Road	Westbound	4055	4055	44	37	1.10
Donaldson Road	Eastbound	4052	4052	19	20	0.26
Forest Hill - Fernvale road, 400m South of Warrego Highway	Eastbound	4059	4059	25	39	2.49
Forest Hill - Fernvale road, 400m South of Warrego Highway	Eastbound	4062	4062	65	56	1.26
Niemeyer Road, North of Warrego Highway	Eastbound	4067	4067	78	89	1.17
Niemeyer Road, North of Warrego Highway	Eastbound	4070	4070	111	100	1.09
Gutt Road, South of Hein Crescent	Eastbound	4075	4075	66	39	3.78
Gutt Road, South of Hein Crescent	Eastbound	4078	4078	29	26	0.56
Thallon Road, South of Cranzen Road	Eastbound	3519	3519	113	128	1.40
Thallon Road, South of Cranzen Road	Eastbound	3516	3516	154	183	2.18
Hannant Road, West of Fairway Drive	Westbound	4362	4362	147	149	0.20
Hannant Road, West of Fairway Drive	Eastbound	4359	4359	65	60	0.64
Gehrke Road, North of Otto Road	Eastbound	4367	4367	100	140	3.64
Gehrke Road, North of Otto Road	Eastbound	4370	4370	262	258	0.25
Gehrke Road, North of Lorikeet Road	Eastbound	4375	4375	47	84	4.63
Gehrke Road, North of Lorikeet Road	Eastbound	4378	4378	122	81	4.09
Brightview Road, East of Foresthill Fernvale Road	Westbound	3755	3755	59	93	3.93
Brightview Road, East of Foresthill Fernvale Road	Eastbound	3758	3758	144	140	0.32
Brightview Road, 400m West of Staatz	Westbound	4398	4398	99	66	3.61
Brightview Road, 400m West of Staatz	Eastbound	4401	4401	101	115	1.42
Brightview Road, 140m west Village Road	Westbound	4409	4409	88	92	0.41
Brightview Road, 140m west Village Road	Eastbound	4406	4406	89	153	5.79
Village Road, 100m north of Brightview Road	Eastbound	4417	4417	48	85	4.46
Village Road, 100m north of Brightview Road	Eastbound	4414	4414	24	28	0.67

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Brightview Road, 415m west of Thallon Road	Westbound		4426	4426	89	104	1.49
Brightview Road, 415m west of Thallon Road	Eastbound		4423	4423	91	107	1.65
Gehrke Road / Warrego Highway	South	Left	4532	65	87	2.52	validated
	South	Through	4533	59	61	0.26	validated
	South	Right	4534	4	5	0.47	validated
	East	Left	4538	2	1	0.63	validated
	East	Through	4539	28	20	1.59	validated
	East	Right	4540	23	22	0.25	validated
	North	Left	4535	53	47	0.79	validated
	North	Through	4536	72	80	0.92	validated
	North	Right	4537	242	234	0.52	validated
	West	Left	4541	193	162	2.36	validated
	West	Through	4542	170	199	2.16	validated
	West	Right	4543	56	29	4.11	validated
Laidley Plainland Road / Donaldson Road	South	Left	4520	308	289	1.10	validated
	South	Through	4521	74	92	1.93	validated
	South	Right	4522	5	1	2.16	validated
	East	Left	4526	11	13	0.47	validated
	East	Through	4527	10	16	1.66	validated
	East	Right	4528	3	9	2.33	validated
	North	Left	4523	5	17	3.53	validated
	North	Through	4524	161	155	0.48	validated
	North	Right	4525	96	85	1.13	validated
	West	Left	4529	125	131	0.50	validated
	West	Through	4530	9	2	2.98	validated
	West	Right	4531	203	210	0.50	validated

Appendix D – GEH calculations – PM

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Warrego Highway / Forest Hill Fernvale Road	South	Left	3044	13	17	1.08	validated
	South	Through	3042	8	7	0.37	validated
	South	Right	3043	15	15	0.04	validated
	East	Left	3040	32	34	0.45	validated
	East	Through	3041	732	801	2.48	validated
	East	Right	3039	32	32	0.00	validated
	North	Left	3485	36	37	0.14	validated
	North	Through	3037	12	14	0.55	validated
	North	Right	3038	22	24	0.42	validated
	West	Left	3033	56	57	0.16	validated
	West	Through	3034	1116	1166	1.47	validated
	West	Right	3035	24	25	0.16	validated
Warrego Highway / Weier Road	South (North leg)	Through	2577	0	0	0.89	validated
	South (North leg)	Right	2578	1	0	1.03	validated
	North (North leg)	Left	2575	19	19	0.09	validated
	North (North leg)	Through	2576	0	1	1.26	validated
	West (North leg)	Left	2572	3	0	2.55	validated
	West (North leg)	Through	2573	1244	1344	2.79	validated
	West (North leg)	Right	2574	2	0	2.08	validated
	South (South leg)	Left	2585	0	0	0.00	validated
	South (South leg)	Through	2586	0	0	0.63	validated
	East (South leg)	Left	2584	0	0	0.00	validated
	East (South leg)	Through	2582	955	973	0.60	validated
	East (South leg)	Right	2583	5	0	2.81	validated
	North (South leg)	Through	2581	0	0	0.00	validated
	North (South leg)	Right	2580	11	1	4.27	validated
	South (North leg)	Through	2868	57	55	0.24	validated
	South (North leg)	Right	2869	2	0	2.01	validated
Warrego Highway / Niemeyer Road	North (North leg)	Left	2866	24	45	3.55	validated
	North (North leg)	Through	2867	42	27	2.63	validated
	West (North leg)	Left	2863	72	73	0.13	validated
	West (North leg)	Through	2864	1187	1289	2.91	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
	West (North leg)	Right	3905	1	0	1.44	validated
	East (South leg)	Through	2872	919	949	0.95	validated
	East (South leg)	Right	2873	57	55	0.24	validated
	North (South leg)	Right	2871	43	27	2.78	validated
Warrego Highway / Summerholm Road	South (North leg)	Right	2625	28	28	0.04	validated
	West (North leg)	Through	2623	1149	1267	3.40	validated
	West (North leg)	Right	2624	61	59	0.36	validated
	South (South leg)	Left	2632	37	36	0.23	validated
	South (South leg)	Through	2633	25	27	0.43	validated
	East (South leg)	Left	2631	45	45	0.11	validated
	East (South leg)	Through	2629	941	963	0.72	validated
	East (South leg)	Right	2630	3	1	1.24	validated
	North (South leg)	Through	2628	61	59	0.36	validated
	North (South leg)	Right	2627	0	0	0.00	validated
	South (North leg)	Through	2830	237	233	0.30	validated
	South (North leg)	Right	2831	0	0	0.00	validated
Warrego Highway / Fairway Drive	North (North leg)	Left	2813	89	100	1.17	validated
	North (North leg)	Through	2829	43	39	0.59	validated
	West (North leg)	Left	2832	82	68	1.66	validated
	West (North leg)	Through	2833	1073	1209	4.04	validated
	West (North leg)	Right	2834	0	0	0.00	validated
	East (South leg)	Through	2837	957	979	0.71	validated
	East (South leg)	Right	2838	237	233	0.30	validated
	North (South leg)	Right	2836	43	39	0.59	validated
	South (North leg)	Right	2672	6	4	0.80	validated
	West (North leg)	Through	2671	1148	1304	4.46	validated
Warrego Highway / Heiese Road	West (North leg)	Right	2670	12	19	1.69	validated
	South (South leg)	Left	2679	7	7	0.08	validated
	South (South leg)	Through	2680	4	4	0.10	validated
	East (South leg)	Left	2678	16	14	0.57	validated
	East (South leg)	Through	2676	1187	1208	0.61	validated
	East (South leg)	Right	2677	0	0	0.00	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Warrego Highway / Habban Road	North (South leg)	Through	2675	12	19	1.65	validated
	North (South leg)	Right	2674	2	0	2.02	validated
	South	Left	3882	12	14	0.66	validated
	East	Left	3885	20	22	0.31	validated
	East	Through	3879	978	998	0.63	validated
Warrego Highway / Shaw Road	South (North leg)	Through	3903	8	5	1.00	validated
	South (North leg)	Right	3904	0	0	0.00	validated
	North (North leg)	Left	3897	5	1	2.01	validated
	North (North leg)	Through	3898	4	8	1.63	validated
	West (North leg)	Left	3901	7	3	1.85	validated
	West (North leg)	Through	3900	1153	1281	3.68	validated
	West (North leg)	Right	3902	14	0	5.27	not validated
	East (South leg)	Through	3891	992	1015	0.73	validated
	East (South leg)	Right	3892	8	5	1.00	validated
	North (South leg)	Right	3899	21	8	3.32	validated
	South	Left	2421	240	231	0.60	validated
	South	Through	2419	187	194	0.52	validated
Gehrke Road / Endeavour Way	South	Right	2420	1	2	0.91	validated
	East	Left	2417	1	11	4.08	validated
	East	Through	2418	0	0	0.00	validated
	East	Right	2416	0	3	2.53	validated
	North	Left	2413	0	10	4.56	validated
	North	Through	2414	166	181	1.10	validated
	North	Right	2415	84	70	1.61	validated
	West	Left	2410	145	153	0.58	validated
	West	Through	2411	145	155	0.78	validated
	West	Right	2412	186	191	0.35	validated
	South	Through	3058	321	351	1.64	validated
	South	Right	3059	11	0	4.79	validated
Gehrke Road / Barcoo Drive	East	Left	3057	16	0	5.60	not validated
	East	Right	3056	2	0	2.05	validated
	North	Left	3054	3	0	2.51	validated
	North	Through	3055	235	260	1.65	validated
	South	Left	3102	18	21	0.65	validated
	South	Through	3100	210	248	2.49	validated
Gehrke Road / Mountain View Drive / Otto Road	South	Right	3101	95	83	1.34	validated
	East	Left	3513	83	90	0.82	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
	East	Through	3099	1	0	1.45	validated
	East	Right	3097	3	4	0.46	validated
	North	Left	3094	1	3	1.37	validated
	North	Through	3095	146	162	1.26	validated
	North	Right	3096	1	3	1.48	validated
	West	Left	3091	3	6	1.34	validated
	West	Through	3092	2	1	0.88	validated
	West	Right	3093	8	8	0.03	validated
Thallon Road / Bucknall Crescent / Hannant Road	South	Left	3597	9	4	1.91	validated
	South	Through	3598	50	31	2.98	validated
	South	Right	3609	21	25	0.81	validated
	East	Left	3603	32	49	2.65	validated
	East	Through	3602	2	2	0.36	validated
	East	Right	3610	97	103	0.55	validated
	North	Left	3605	31	34	0.49	validated
	North	Through	3606	29	40	1.82	validated
	North	Right	3607	1	4	1.95	validated
	West	Left	3599	0	0	0.89	validated
	West	Through	3604	4	3	0.40	validated
	West	Right	3608	5	7	0.71	validated
Zischke Road / Niemeyer Road	South	Left	2853	31	49	2.72	validated
	South	Right	2852	85	78	0.73	validated
	East	Left	2850	41	55	2.10	validated
	East	Through	2851	52	71	2.40	validated
	West	Through	2848	37	30	1.22	validated
	West	Right	2849	15	16	0.44	validated
Warrego Highway / Crane Road	South	Right	2601	2	0	2.00	validated
	West	Through	2600	1264	1360	2.66	validated
	West	Right	2599	4	0	2.83	validated
	South	Left	2612	3	0	2.45	validated
	South	Through	2613	2	0	2.00	validated
	East	Left	2611	2	0	2.00	validated
	East	Through	2609	961	975	0.44	validated
	East	Right	2610	0	0	0.00	validated
	North	Through	2608	4	0	2.83	validated
	North	Right	2607	0	0	0.00	validated
Warrego Highway - 490m west of Weier Road	Westbound		3910	3910	969	973	0.14
Warrego Highway - 420m west of Crane Road	Westbound		3922	3922	961	975	0.45
Warrego Highway - 430m west of Summerholm Road	Westbound		3928	3928	978	1002	0.74

Intersection	Movement	Turn-ID	Actual flow	Simulated flow	GEH	Status
Warrego Highway - 500m east of Summerholm Road	Westbound	3940	3940	990	1012	0.70
Warrego Highway - 450m west of Shaw Road	Westbound	3946	3946	999	1023	0.76
Warrego Highway - 530m west of Heise Road	Westbound	3955	3955	1194	1213	0.54
Warrego Highway - 490m west of Weier Road	Eastbound	3913	3913	1249	1346	2.69
Warrego Highway - 420m west of Crane Road	Eastbound	3919	3919	1264	1360	2.67
Warrego Highway - 430m west of Summerholm Road	Eastbound	3931	3931	1211	1330	3.35
Warrego Highway - 450m west of Shaw Road	Eastbound	3949	3949	1174	1286	3.20
Warrego Highway - 530m west of Heise Road	Eastbound	3958	3958	1162	1313	4.29
Gehrke Road, 330m south of Mountainview / Otto Road	Eastbound	3967	3967	307	354	2.57
Gehrke Road, 330m south of Mountainview / Otto Road	Eastbound	3970	3970	232	261	1.82
Lorikeet Road, West of Lyrebird Road	Westbound	3978	3978	54	55	0.11
Lorikeet Road, West of Lyrebird Road	Eastbound	3975	3975	93	120	2.62
Laurette Driveive, West of Gehrke Road	Westbound	3986	3986	25	24	0.28
Laurette Driveive, West of Gehrke Road	Eastbound	3983	3983	18	22	0.94
Staatz Quarry Road, south of Brightview Road	Eastbound	3991	3991	39	21	3.24
Staatz Quarry Road, south of Brightview Road	Eastbound	3994	3994	22	31	1.75
Brightview road, West of Mclaughlans Lane	Westbound	4002	4002	72	73	0.16
Brightview road, West of Mclaughlans Lane	Eastbound	3999	3999	64	73	1.09
Mclaughlands Lane, South of Brightview road	Eastbound	4007	4007	20	25	1.09
Mclaughlands Lane, South of Brightview road	Eastbound	4010	4010	26	30	0.83
Zischke Road, West of Gutt Road	Westbound	4018	4018	69	76	0.87
Zischke Road, West of Gutt Road	Eastbound	4015	4015	64	30	4.89
Heise Road, South of Dan Road	Eastbound	4036	4036	5	11	2.12
Heise Road, South of Dan Road	Eastbound	4039	4039	13	32	4.04
Summerholm Road, South Woolshed Creek Road	Eastbound	4044	4044	18	63	7.02
Summerholm Road, South Woolshed Creek Road	Eastbound	4047	4047	47	104	6.60
Donaldson Road	Westbound	4055	4055	24	23	0.29
Donaldson Road	Eastbound	4052	4052	41	31	1.68
Forest Hill - Fernvale road, 400m South of Warrego Highway	Eastbound	4059	4059	55	39	2.34

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Forest Hill - Fernvale road, 400m South of Warrego Highway	Eastbound		4062	4062	42	73	4.13
Niemeyer Road, North of Warrego Highway	Eastbound		4067	4067	122	128	0.49
Niemeyer Road, North of Warrego Highway	Eastbound		4070	4070	61	71	1.31
Gutt Road, South of Hein Crescent	Eastbound		4075	4075	48	45	0.42
Gutt Road, South of Hein Crescent	Eastbound		4078	4078	44	19	4.47
Thallon Road, South of Cranzen Road	Eastbound		3519	3519	121	107	1.33
Thallon Road, South of Cranzen Road	Eastbound		3516	3516	112	126	1.27
Hannant Road, West of Fairway Drive	Westbound		4362	4362	107	103	0.31
Hannant Road, West of Fairway Drive	Eastbound		4359	4359	99	92	0.68
Gehrke Road, North of Otto Road	Eastbound		4367	4367	220	256	2.33
Gehrke Road, North of Otto Road	Eastbound		4370	4370	167	168	0.15
Gehrke Road, North of Loriekeet Road	Eastbound		4375	4375	103	114	1.11
Gehrke Road, North of Loriekeet Road	Eastbound		4378	4378	78	72	0.71
Brightview Road, East of Foresthill Fernvale Road	Westbound		3755	3755	133	151	1.48
Brightview Road, East of Foresthill Fernvale Road	Eastbound		3758	3758	96	95	0.07
Brightview Road, 400m West of Staatz	Westbound		4398	4398	98	111	1.24
Brightview Road, 400m West of Staatz	Eastbound		4401	4401	87	69	2.04
Brightview Road, 140m west Village Road	Westbound		4409	4409	87	136	4.65
Brightview Road, 140m west Village Road	Eastbound		4406	4406	77	86	0.97
Village Road, 100m north of Brightview Road	Eastbound		4417	4417	27	37	1.73
Village Road, 100m north of Brightview Road	Eastbound		4414	4414	35	32	0.54
Brightview Road, 415m west of Thallon Road	Westbound		4426	4426	88	125	3.57
Brightview Road, 415m west of Thallon Road	Eastbound		4423	4423	78	69	1.11
Gehrke Road / Warrego Highway	South	Left	4532	77	71	0.74	validated
	South	Through	4533	110	102	0.82	validated
	South	Right	4534	17	20	0.65	validated
	East	Left	4538	3	4	0.33	validated
	East	Through	4539	52	73	2.63	validated
	East	Right	4540	61	75	1.70	validated
	North	Left	4535	84	89	0.58	validated
	North	Through	4536	82	128	4.52	validated
	North	Right	4537	186	166	1.48	validated
	West	Left	4541	256	252	0.26	validated
	West	Through	4542	134	160	2.13	validated

Intersection	Movement		Turn-ID	Actual flow	Simulated flow	GEH	Status
Laidley Plainland Road / Donaldson Road	West	Right	4543	106	108	0.15	validated
	South	Left	4520	292	312	1.14	validated
	South	Through	4521	50	44	0.94	validated
	South	Right	4522	13	12	0.34	validated
	East	Left	4526	13	10	0.82	validated
	East	Through	4527	7	10	0.90	validated
	East	Right	4528	3	3	0.12	validated
	North	Left	4523	13	12	0.40	validated
	North	Through	4524	196	223	1.88	validated
	North	Right	4525	187	197	0.75	validated
	West	Left	4529	111	120	0.84	validated
	West	Through	4530	14	8	1.88	validated
	West	Right	4531	191	183	0.61	validated

Appendix E – Optimised signal network results (PM)


	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Warrego Highway Forest Hill Fernvale Road	South	3	A	4	A	7	A
	East	0	A	1	A	1	A
	North	4	A	4	A	6	A
	West	4	A	4	A	5	A

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Endeavour Way	South	18	B	21	B	26	B
	East	34	C	36	C	34	C
	North	17	B	21	B	20	B
	West	78	F	30	C	57	E

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road / Mountain View Drive / Otto Road	South	1	A	1	A	1	A
	East	0	A	1	A	1	A
	North	0	A	0	A	0	A
	West	0	A	0	A	1	A

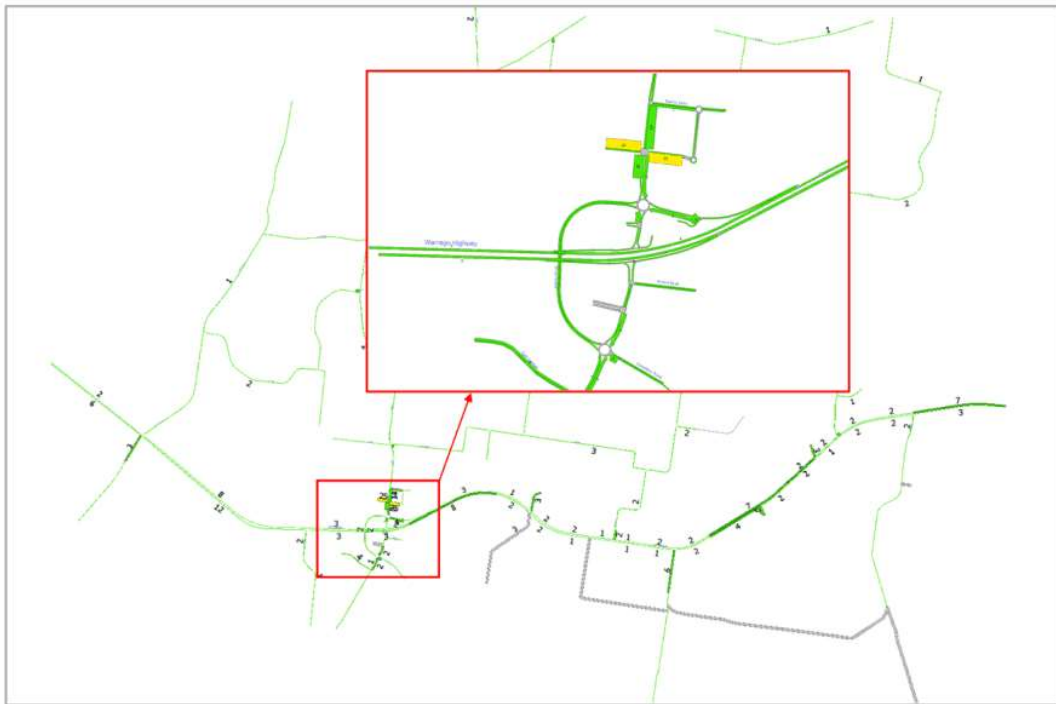
	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Gehrke Road Roundabout / Warrego Highway	South	3	A	3	A	4	A
	East	4	A	4	A	5	A
	North	4	A	4	A	5	A
	West	4	A	4	A	5	A

	Approach	2018		2026		2036	
		Average Delay (seconds)	LoS	Average Delay (seconds)	LoS	Average Delay (seconds)	LoS
Laidley Plainland Road / Donaldson Road roundabout	South	6	A	6	A	9	A
	East	5	A	6	A	7	A
	North	5	A	5	A	7	A
	West	3	A	3	A	4	A

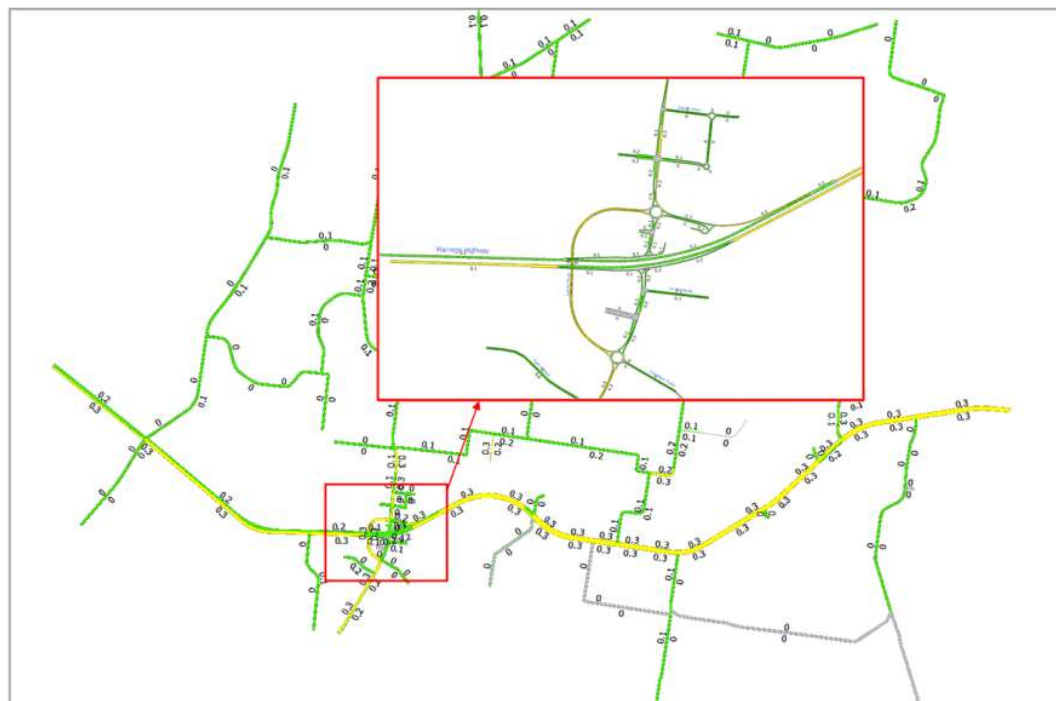


Appendix F – Network wide delay and v/c analysis

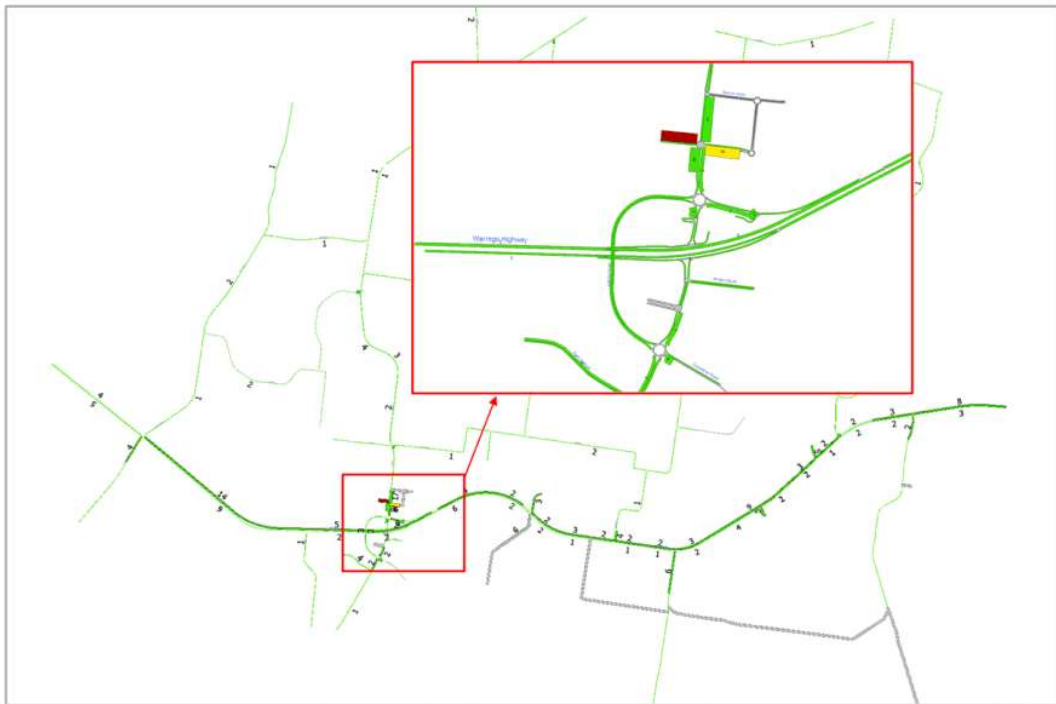
2026 AM Network Delay - Do Nothing



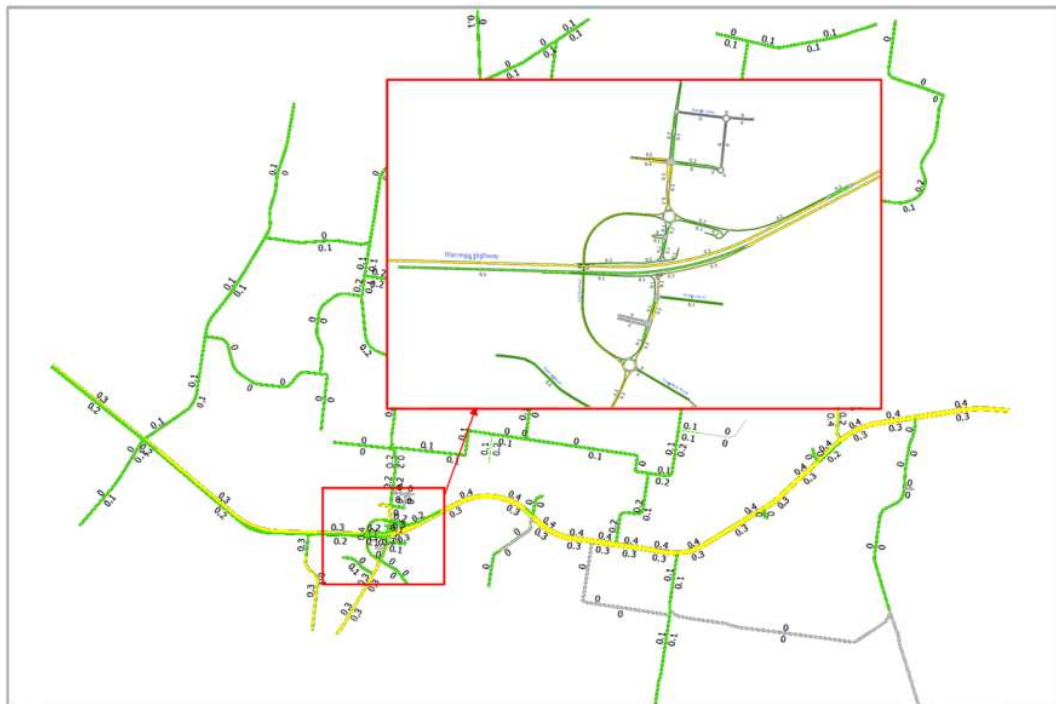
2026 AM Network V/C - Do Nothing



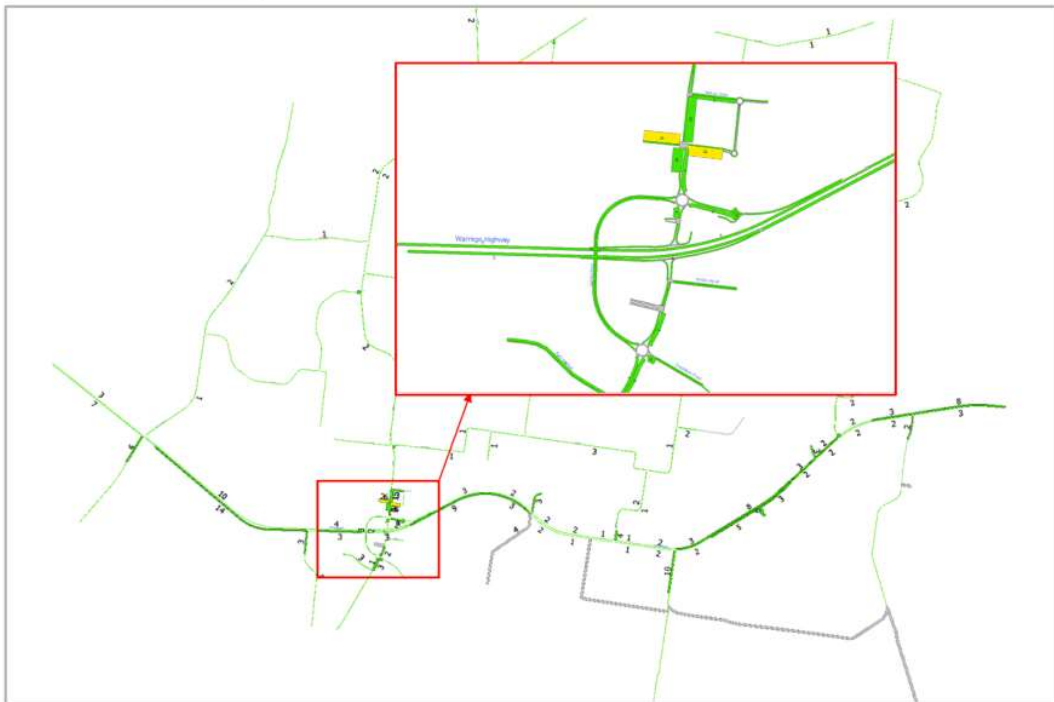
2026 PM Network Delay - Do Nothing



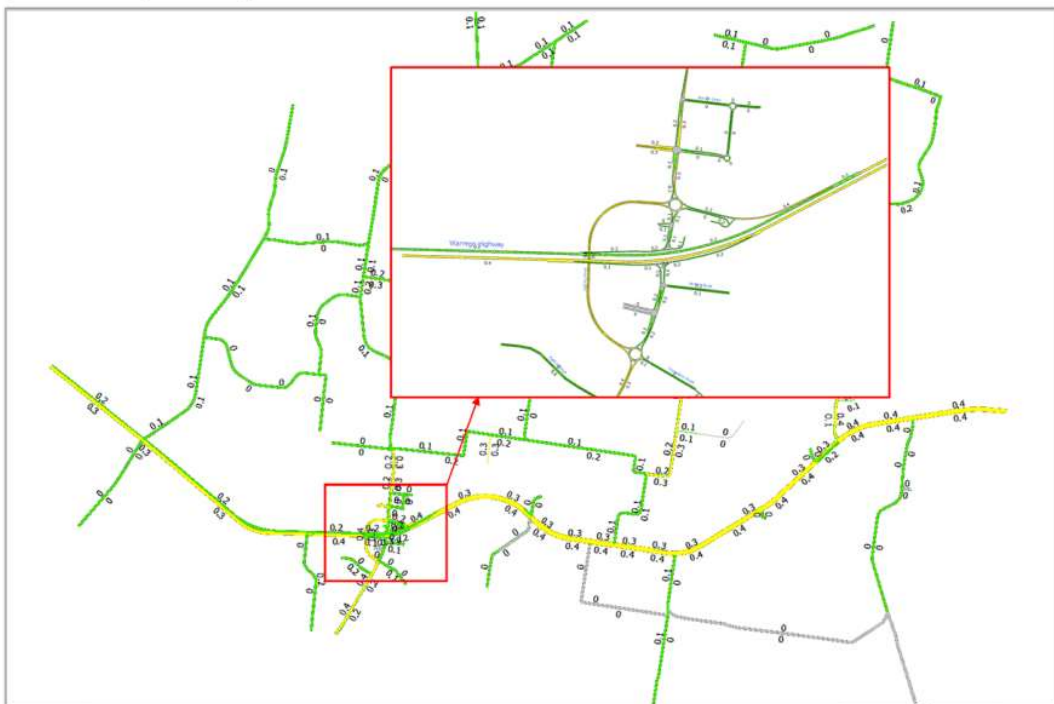
2026 PM Network V/C - Do Nothing



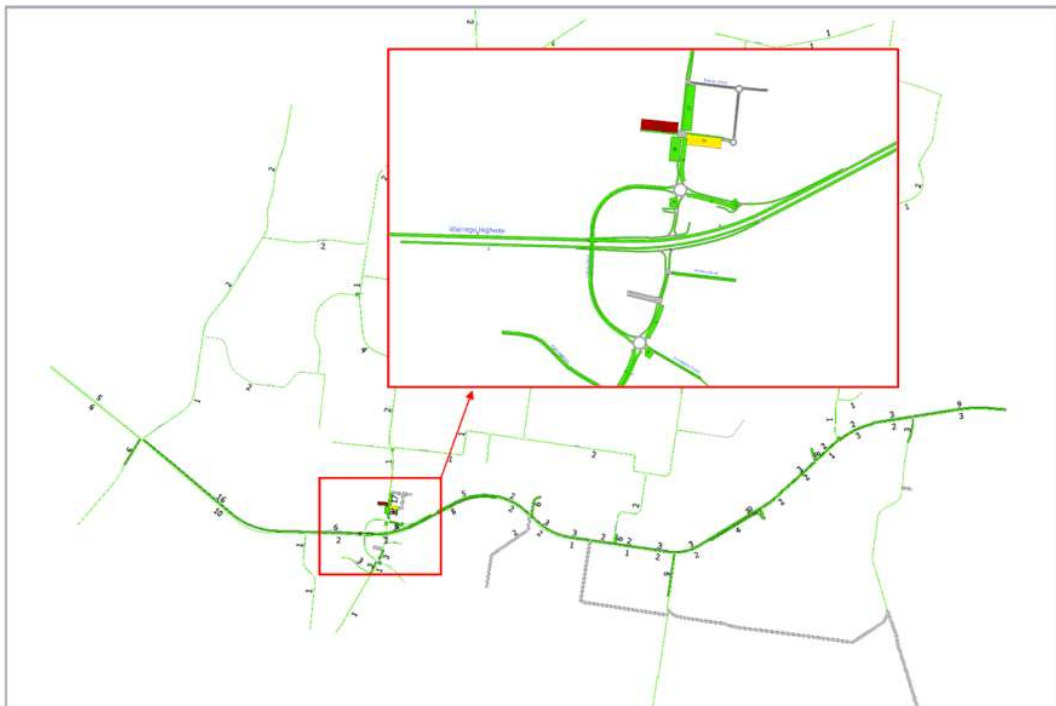
2036 AM Network Delay - Do Nothing



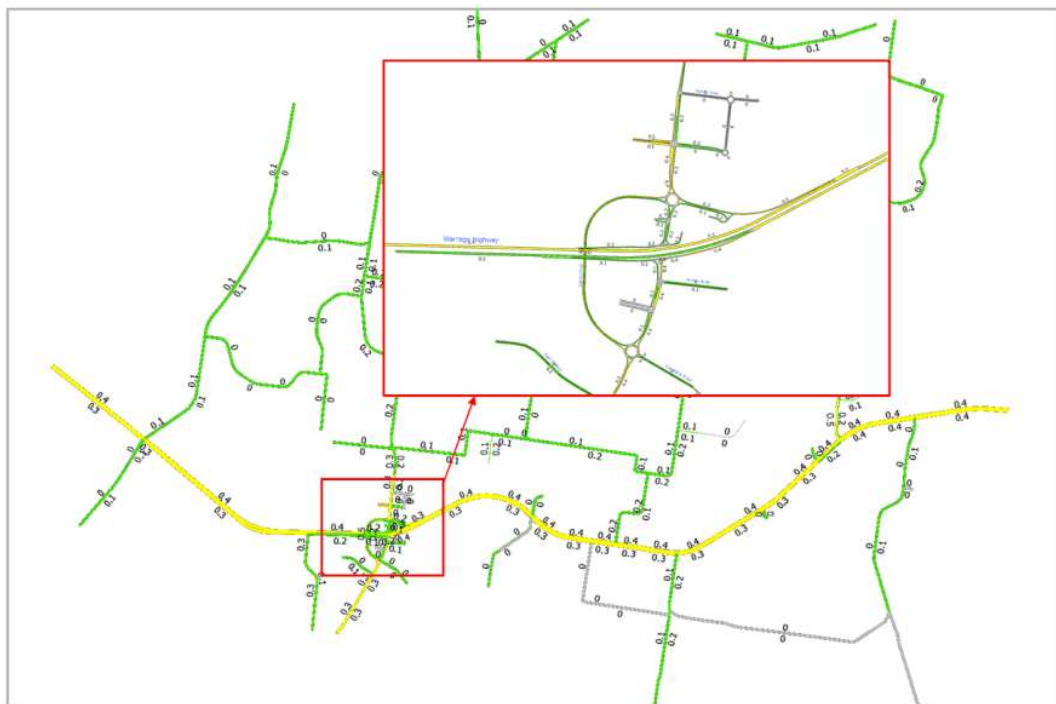
2036 AM Network V/C - Do Nothing



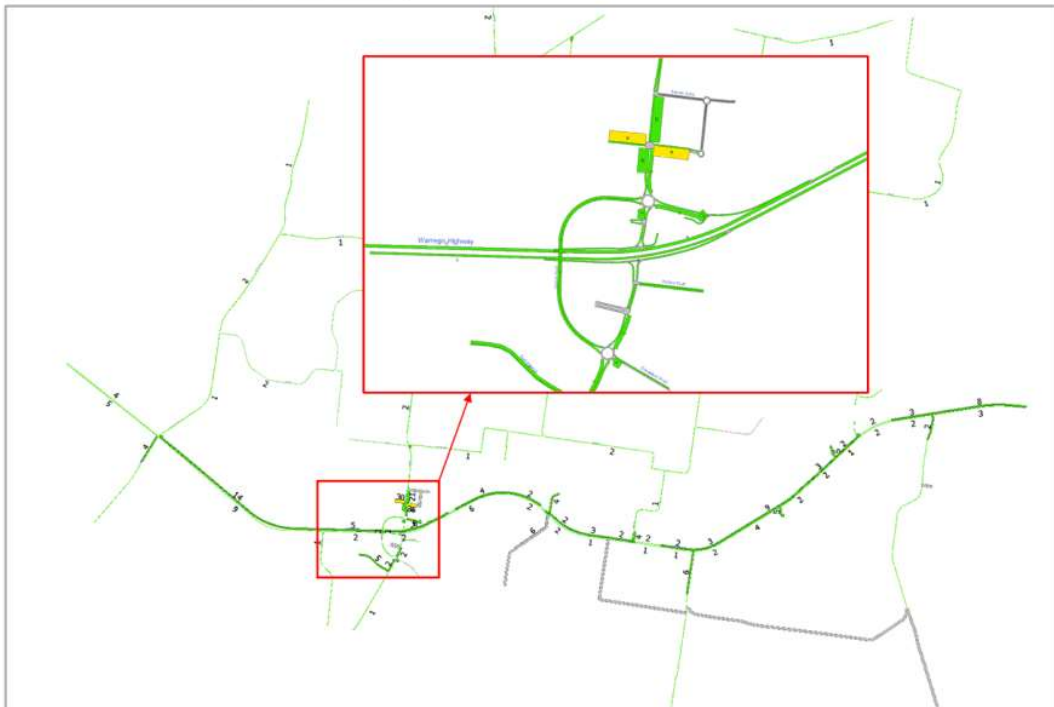
2036 PM Network Delay - Do Nothing



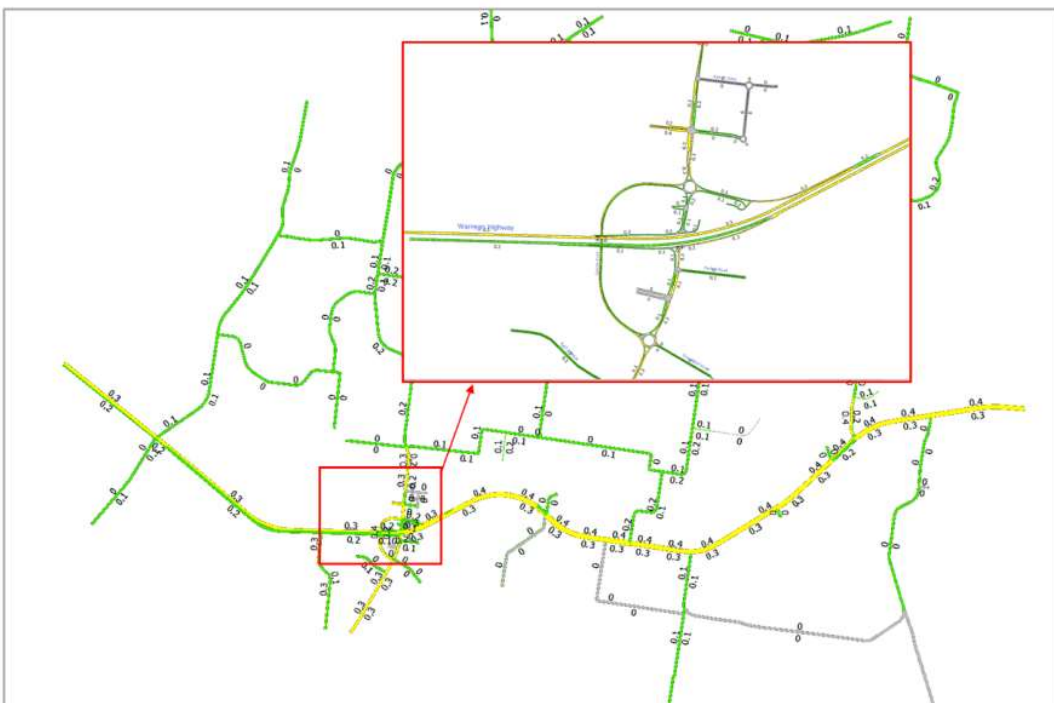
2036 PM Network V/C - Do Nothing



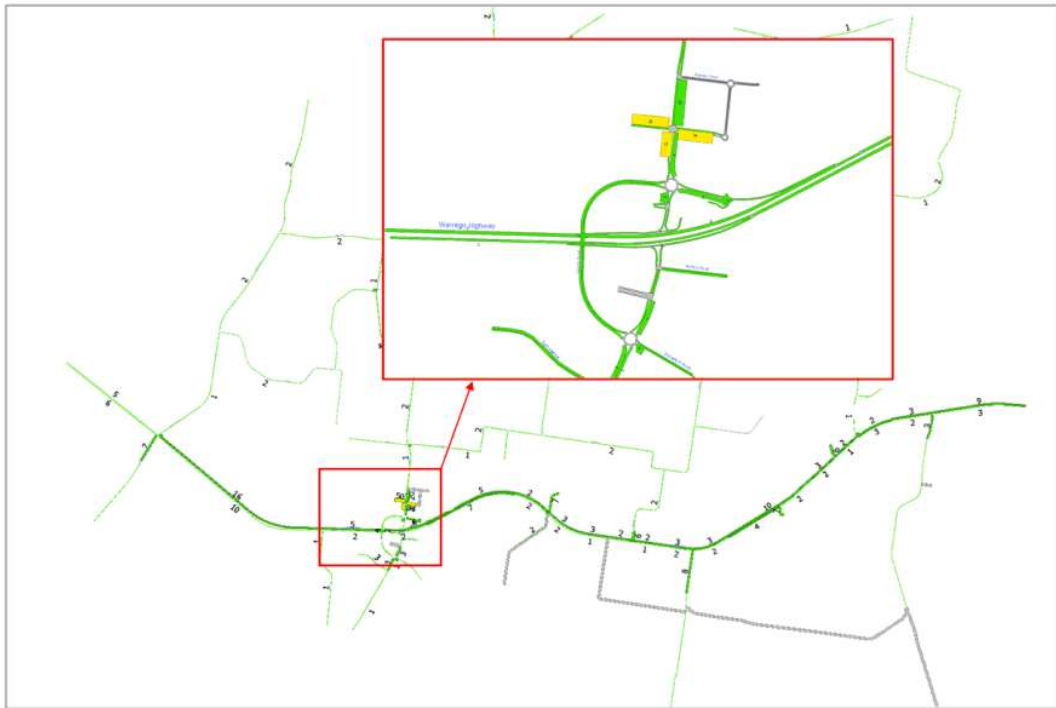
2026 PM Network Delay - Do Nothing (Signal Optimisation)



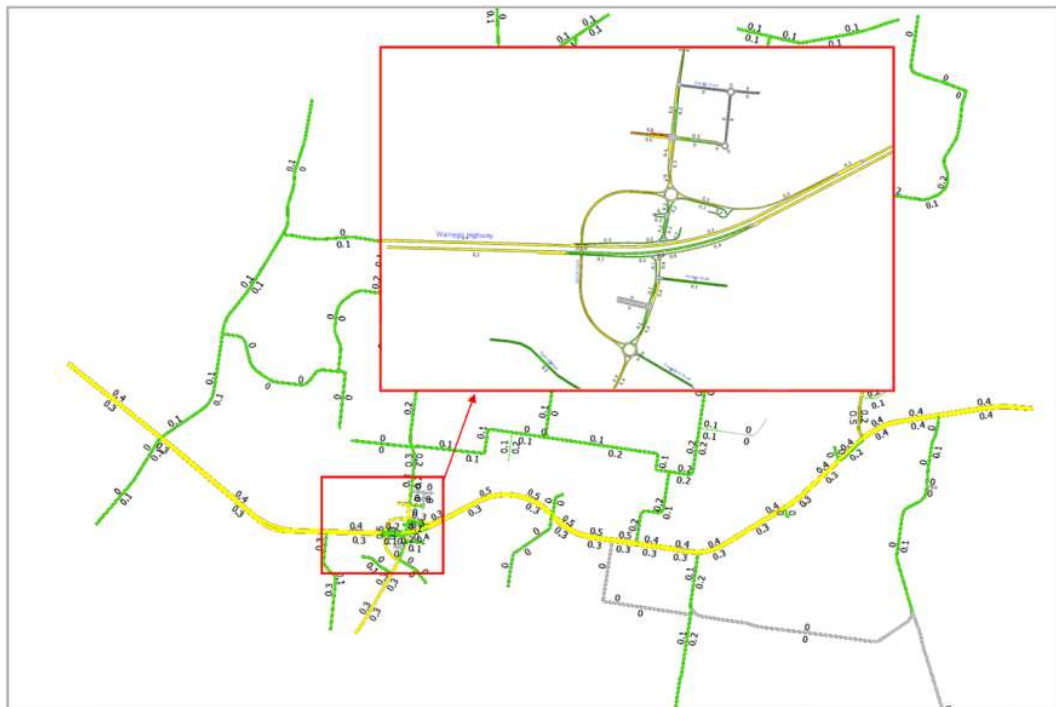
2026 PM Network V/C - Do Nothing (Signal Optimisation)



2036 PM Network Delay - Do Nothing (Signal Optimisation)



2036 PM Network V/C - Do Nothing (Signal Optimisation)



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Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
Final	Rosie Harries/John Nguyen	Ajay Kallem / Ramakrishna Padmasola	A. Kallem*	Kylie Munn	K.Munn*	19.09.19

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Appendix C – Environmental Constraints Table



WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

Table 1 Desktop searches methodology selection

Project Boundary KML <input type="checkbox"/>			Date: 15/05/2019
KML	The following review includes the review of existing reports, data and mapping. Desktop searches of environmental databases were carried out for the project. For requested reports a central coordinate was used with were possible a buffer of 6km. Some of the reports only had a 2km buffer, thus several reports were requested-one for each proposed route.		
 Places - Search Results.kml			
Coordinates <input type="checkbox"/>	Buffer (km): 6	Property Details <input type="checkbox"/>	
Longitude:	152.42287	Address:	Lockyer Valley Regional Council
Latitude:	-27.56493	Lot and Plan:	
Summary of findings: The follow points outline the potential environmental risks and constraints for the project.			
Over the area in general the following constraints are summaries:			
<ul style="list-style-type: none">• An EPBC Act Protected Matters Search was conducted for the project site and a number of critically endangered, endangered or vulnerable ecological communities and flora and fauna species have been identified within close vicinity of the project site. This is supported by the wildlife online report which has identified the presence of following animal and plant species within the proposed project area.<ul style="list-style-type: none">▪ Psittacidae Lathamus discolor (Swift Parrot) [QLD-E, Aust-CE],▪ Rostratulidae Rostratula australis (Australian Painted Snipe) [QLD-V, Aust-E],▪ Scolopacidae Calidris ferruginea (Curlew Sandpiper) [QLD-E, Aust-CE],▪ Phascolarctidae Phascolarctos cinereus (koala) [QLD-V]▪ Elapidae Hemiaspis damellii (Grey Snake) [QLD E],▪ Melaleuca irbyana [QLD E].			

Given that the actual route for development has not been decided upon and route 3 is in a high risk trigger area, it is suggested that an ecological assessment be conducted to ascertain the most environmentally and financially suitable route for development.

- The traditional owners of the area are the Yuggera Ugarapul People. An Indigenous Cultural Heritage search was conducted which found several sites within the area. Consultation with traditional owners will be required to meet the duty of care. In accordance with the Aboriginal Cultural Heritage Act 2003, any land-use activity within the vicinity of recorded cultural heritage should not proceed without the agreement of the Aboriginal or Torres Strait Islander Party for the area (Yuggera Ugarapul People).
- There is a biosecurity zone 2 for fire ants for the eastern and southern sections of the area and thus biosecurity measures, thus biosecurity guidelines are to be adhered to.
- Within the proposed area there are pockets of Category B (permanent), C (high value growth) endangered/ of concern and essential habitat. Therefore, clearing permits may be required if the proposed area is not exempt under the Planning Regulation 2017-Planning Act 2016 Schedule 21 Exempt clearing works Part 2 Para 5 Land dedicated as a road under Land Act.
- The Warrego HWY which pass through all 3 routes has mandatory CAT 4 noise level of >73dB(A) on the roadway lowering down to Cat1 58-63dB(A).

Route 1:

- The Laidley Creek that runs linear with route 1 is recognised as a watercourse under the Water Act 2000.
- The Laidley Creek is categorised as a major watercourse. Thus, there is risk to the water waterway and in accordance with the Fisheries Act 1994 any water barriers that are to be constructed or improved will require approval before any work is to be carried out. Given the status of the waterways and the close proximity to the roads, the water quality, habitat loss and flow will be of concern with any widening of the roadway.
- There is an area of high-risk ecological wetland value located 2.5km north and 50m from the Forest Hill Fernvale Rd.
- Majority of route 1 is identified within the defined flood area.
- This area is in zone 2 to of the fire ant biosecurity.
- There are several areas surrounding the route that possess a medium risk for a bush event. There is an area of high potential just north of Harvey Rd North and south the Warrego HWY.
- The northern aspect of route 3 is in a high-risk survey trigger area and thus a Flora Survey must be conducted in-line with the Nature Conservation Act (1992).
- The area to the west of route 1 has been identified as an area of interest for priority agriculture and strategic cropping. There are also small pockets that have been identified as strategic cropping areas close to southern and northern aspects of route 1.


Route 2

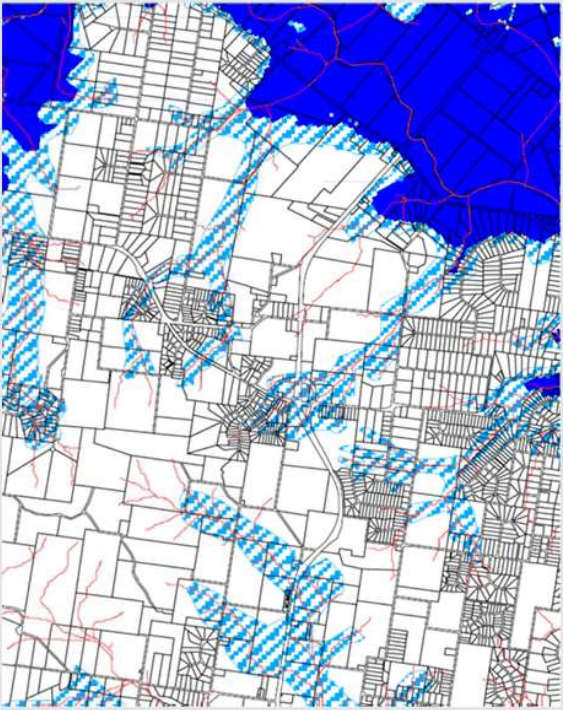
- A mandatory noise level also applies to southern portion of route 2- Laidley Plainland Rd.
- A moderate classified waterway crosses Laidley Plainland Rd approximately 2.2km south of the Warrego HWY.
- There are both medium and high potential risk of bushfires both north and south of the Warrego HWY, on either side of the route- Laidley Plainland Rd and Gehrke Rd.
- There is an area located at the southern end of Laidley Plainland Rd that has been identified as a Flying Fox monitoring area.
- The southern aspect of this area is in zone 2 to of the fire ant biosecurity.

Route 3:

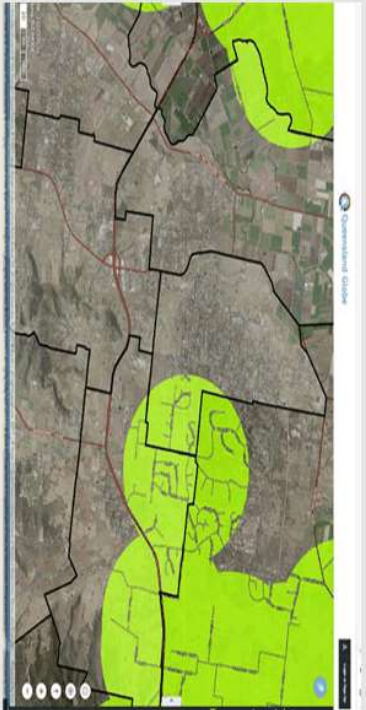
- There are also small pockets that have been identified as strategic cropping areas close to southern and northern aspects of route 3
- There is a regional corridor buffer zone identified to the east and south route 3.
- A high classification waterway crosses approximately 1.7km south of the Warrego HWY on the Summerholm Rd. To the north, approximately 260m from the Warrego HWY is a moderate classified waterway crossing Niemeyer Rd.
- The southern aspect of this area is in zone 2 to of the fire ant biosecurity.
- South of the Warrego HWY there is a high bushfire potential either side of the route-Summerholm Rd. North of the Warrego HWY there is only 1 medium bushfire risk identified on Niemeyer Rd.
- High risk trigger area.

Table 2 Search record


Aspect	Source	Notes	Screenshot (if applicable)
Water			
Surface water	Watercourses (Water Act) <i>QLD Globe mapping</i>	There is one creek identified by the Water Act (2000) as being a recognised watercourse. The Laidley Creek runs linear with Forest Hill Fernvale Rd (Route 1) and intersect with the road towards the southern end of the boundary.	
Groundwater	Boreholes <i>QLD Globe mapping</i>	The area has a mixture of sub-artesian bores, abandoned, and destroyed sub-artesian bores. There are several groundwater dependent ecosystems identified along route 1.	

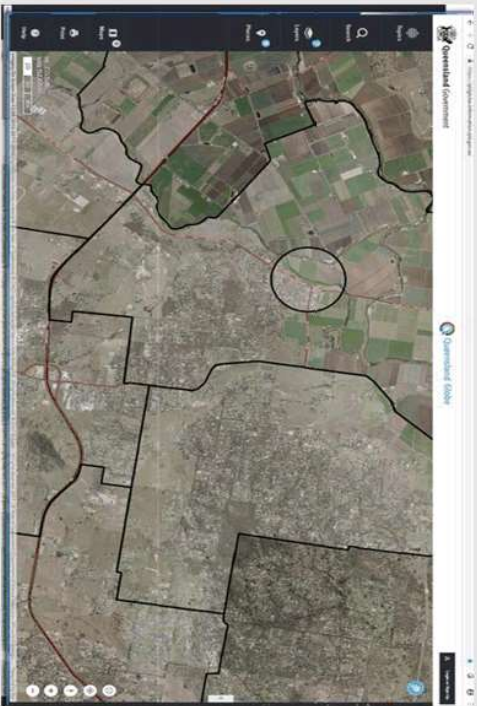

Aspect	Source	Notes	Screenshot (if applicable)
Water Quality	Water quality <i>QLD Globe mapping</i>	Water quality testing was not undertaken for this assessment. There is potential though for water quality maybe affected in the nearby Laidley Creek. Thus, the detailed design should incorporate measures to maintain water quality.	
Hydraulics	Flooding <i>Local Planning Scheme</i> <i>QLD Globe mapping</i>	The solid blue indicates defined flood events and the lighter blue hatched areas are investigation areas. For the proposed development, area route 1 is located in the defined flood area, while sections the other two identified routes are located in the investigation area.	

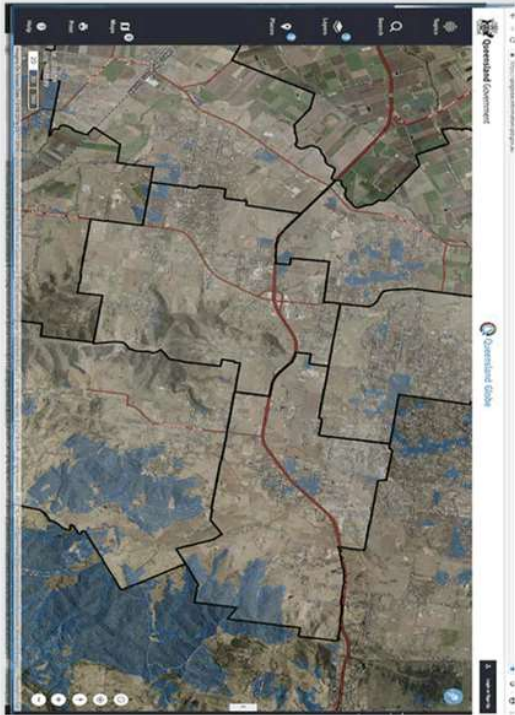
Aspect	Source	Notes	Screenshot (if applicable)
	Flood level QLD Glope	The 2010/2011 flood imagery has shown that south of the Warrego HWY of route 1 was inundated with floodwater.	
Flora			
Rare or Threatened Species	EPBC PMST report	<p>The EPBC Protected Matters Search Report (6km buffer) has identified 3 Threatened Ecological Communities that have the status of 'Critically Endangered' or 'Endangered' one of which is known to occur within the area:</p> <ul style="list-style-type: none"> • Brigalow (Acacia harpophylla dominant and co-dominant) [E, Known to occur]. • Lowland Rainforest of Subtropical Australia [Critically E, May]. • White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland [Critically E, May]. <p>The EPBC report has identified 7 species of plant that are likely or may occur in the area:</p> <ul style="list-style-type: none"> • <i>Cadellia pentastylis</i> (Online) [V, may]. • <i>Dichanthium setosum</i> (bluegrass) [V, likely]. • <i>Macadamia integrifolia</i> [V, likely]. 	<p>Any clearing could affect the flora communities and species located in the proposed area. All of the identified flora communities and some of the species are endangered or critically endangered, thus pose a great risk to loss of biodiversity should they be lost.</p> <p>A section for potential development has been identified within a high-risk survey trigger area. As a result and in-line with the Nature Conservation Act (1992) A Flora Survey must be conducted. Exemptions can be granted provided the scope of work falls within a category. The Nature Conservation (Wildlife Management) Regulations 2006 Chap 4 Part 3 Division 5 Subdivision 3 Section 261ZC: 'Taking protected plants for particular maintenance activities' outlines what activities can apply for exemption for clearing.</p>

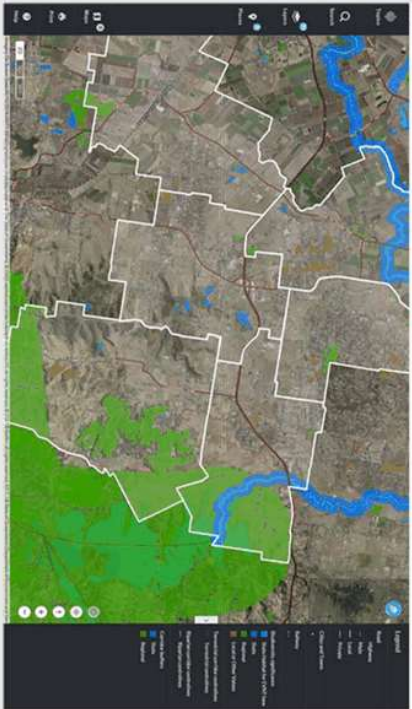
Aspect	Source	Notes	Screenshot (if applicable)
		<ul style="list-style-type: none"> • <i>Phebalium distans</i> (Mt Berryman Phebalium) [CE, likely]. • <i>Rhaponticum austral</i> (native thistle) [V, likely]. • <i>Samadera bidwillii</i> (Quassia) [V, may]. • <i>Thesium australe</i> (Austral Toadflax, Toadflax) [V, likely]. 	
	Wildlife Online / Wild Net	<p>The Wildlife Online Report has 35 plant species identified within a 6km buffer zone from the centre of the proposed area. From this list there is one species of plants that has been identified as endangered and is present within the area.</p> <ul style="list-style-type: none"> • Myrtaceae <i>Metaleuca ibyana</i> [QLD E]. 	N/A
	Flora survey trigger map	A portion surrounding route 3 is located within a high-risk survey trigger area.	

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Aspect	Source	Notes	Screenshot (if applicable)
Pest plants	EPBC PMST report	There are 20 species of weeds reported in the PMST of national significance (WoNS), along with other introduced plants that are considered by the State to pose as a potential threat to biodiversity. There is a risk that construction work will spread weed species	All reasonable steps practical should be taken to minimise the spread of these weeds. Any category 3 restricted invasive plants must be introduced or distributed without a permit. Actions such as spraying and/or removal of weed species within the project area should be carried out if identified.
Vegetation clearing	Regional Ecosystems QLD Globe mapping Regional Ecosystems Report Visual Assessment QLD Globe mapping Google Earth	<p>The area for the future development works is located within the Lockyer Valley Regional Council Southeast Queensland Bioregion- Moreton Basin. The following regulated vegetation was mapped in the project area:</p> <ul style="list-style-type: none"> Category B area- remnant vegetation, and Category C area- High value regrowth vegetation <p>The darker coloured sections represent category B remnant vegetation and lighter blue is category C high-value regrowth vegetation. Clearing permits may be required as areas of Cat B remnant vegetation are located in close proximity to route 1 and 2 of the proposed project area.</p>	

Aspect	Source	Notes	Screenshot (if applicable)
Wetlands	Wetlands <i>QLD Globe mapping</i>	There is one area identified as Wetland, which is on the vegetation management wetlands map. The area is in close proximity to the northern aspect of route 1. This area is located approximately 2.5km north of the Warrego HWY between Mullet Rd and Gablonski Rd.	
Habitat Values and Connectivity	Regional ecosystems report	<p>The proposed area of work is located in Southeast Queensland Bioregion- Moreton Basin. The following regional ecosystems are found:</p> <ul style="list-style-type: none"> Category A or B area containing 'Endangered Regional Ecosystems'. Category A or B area containing 'Of Concern Regional Ecosystems'. Category A or B area containing 'Least Concern Regional Ecosystem'. 	

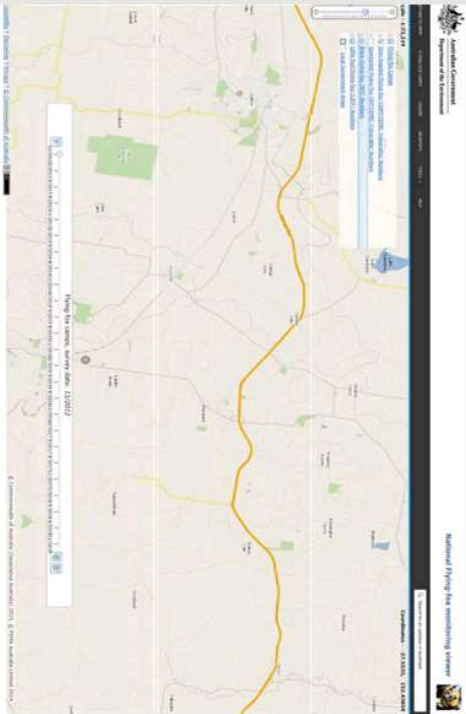
Aspect	Source	Notes	Screenshot (if applicable)
		<ul style="list-style-type: none"> Category C area containing 'Endangered Regional Ecosystem'. Category C area containing 'Of Concern Regional Ecosystems'. Category C area containing 'Least Concern Regional Ecosystem'. <p>Clearing permits may be required depending on the scope of work and which access road is chosen for development in the future.</p>	
	Essential Habitat <i>QLD Globe mapping</i>	<p>Areas have been identified as areas of Essential Habitat, which are located on the essential habitat map. These can be seen as the blue hatching on the map in screen shot above.</p>	 <p>The screenshot shows a map interface with a search bar at the top. The map displays a landscape with various colored overlays. A large area is highlighted with blue hatching, indicating Essential Habitat. The map includes a scale bar and a compass rose. The interface also shows a list of search results and a map legend.</p>

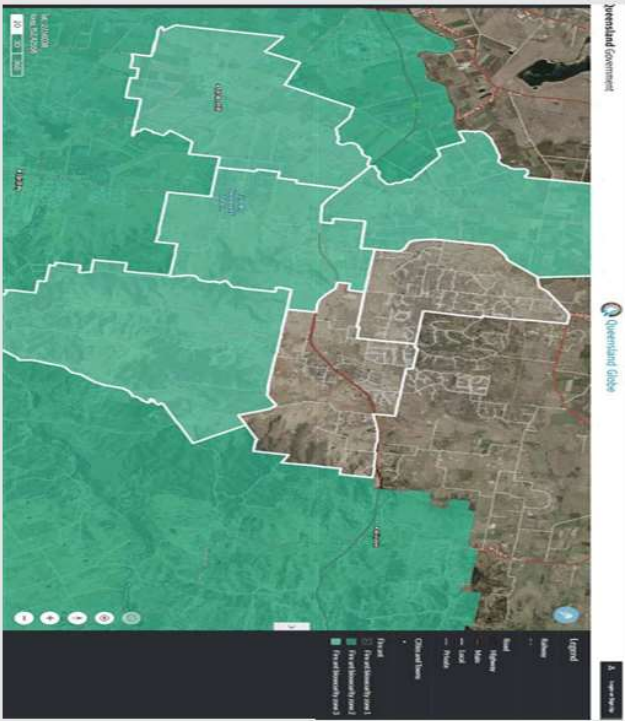
Aspect	Source	Notes	Screenshot (if applicable)
	Biodiversity Corridors <i>QLD Globe mapping</i>	There is a regional corridor buffer zone identified to the east and south route 3. A state riparian corridor and state corridor buffer zone that crosses to the north of the Warrego HWY of route 1. There are areas identified as state, regional and local biodiversity significance in the identified	
	Nature refuge <i>QLD Globe mapping</i>	There are no mapped nature refuge areas	
Fauna			
Rare and Threatened Species	EPBC PMST report	The EPBC Protected Matters Search Report identified the following are- known, likely or may be present within a 6km buffer zone of the project area. <ul style="list-style-type: none"> • 12 birds • 2 fish • 9 mammals 	Field surveys will be required to ascertain and to validate the presence or absence of the species listed below. Should an area of animal breeding place be confirmed than a high-risk species management program will be required in accordance with the Nature Conservation Act 1992 and Nature Conservation Regulations 2006. Especially with the known presence of flying-fox roosts.

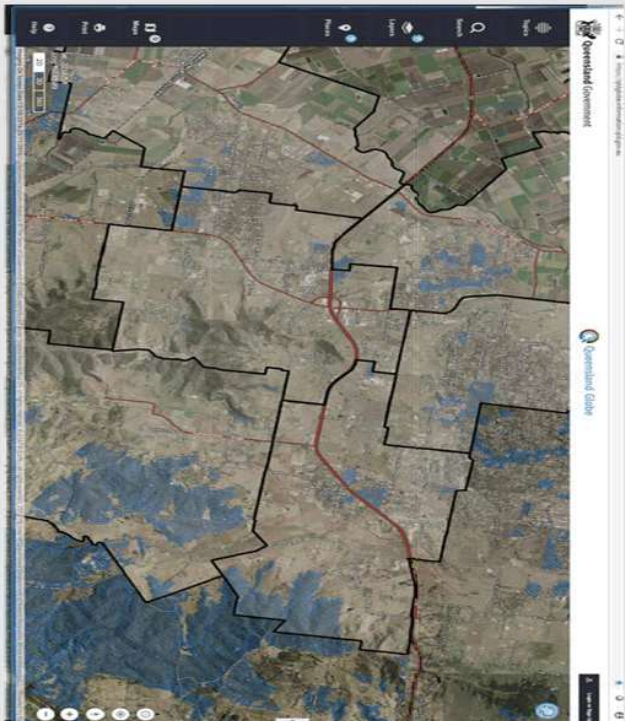
Aspect	Source	Notes	Screenshot (if applicable)
		<ul style="list-style-type: none">• 2 reptiles• 16 migratory birds <p>From this the following species are either known or likely to be present within the area:</p> <p>Birds</p> <ul style="list-style-type: none">• <i>Botaurus poiciloptilus</i> (Australasian Bittern) [E, known],• <i>Erythrorchis radiates</i> (Red Goshawk) [V, likely],• <i>Geophaps scripta scripta</i> (Squatter Pigeon) [V, known],• <i>Grantella picia</i> (Painted Honeyeater) [V, likely],• <i>Lathamus discolor</i> (Swift Parrot) [CE, likely],• <i>Turnix melanogaster</i> (Black-breasted Button-quail) [V, likely]. <p>Fish</p> <ul style="list-style-type: none">• <i>Neoceratodus forsteri</i> (Australian Lungfish, Queensland Lungfish) [V, likely]. <p>Mammals</p> <ul style="list-style-type: none">• <i>Chalinolobus dwyeri</i> (Large-eared Pied Bat) [V, likely].	<p>A referral maybe required under the EPBC Act 1999 for impacts to some fauna, namely the Grey-headed Flying-Fox, potential for Lungfish and Swift Parrot.</p>

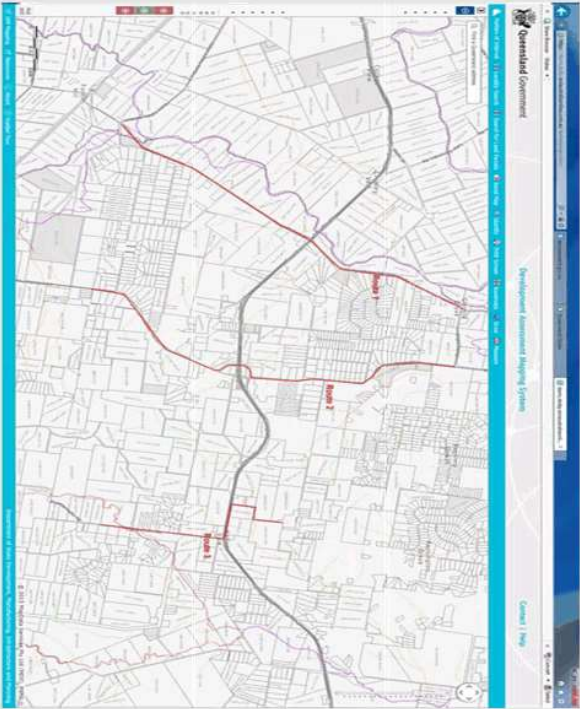
Aspect	Source	Notes	Screenshot (if applicable)
		<ul style="list-style-type: none">• <i>Dasyurus maculatus</i> (Spot-tailed Quoll) [E, likely],• <i>Petrogale penicillata</i> (Brush-tailed Rock Wallaby) [V, likely],• <i>Phascogale cinereus</i> (Koala) [V, known],• <i>Pseudomys novaehollandiae</i> (New Holland Mouse, Pookia) [V, likely],• <i>Pteropus poliocephalus</i> (Grey-headed Flying Fox) [V, known].	
	Wildlife Online / Wild net report	<p>The Wildlife Online Report has the following animals within a 6km buffer zone from the centre of the proposed area:</p> <p>Birds</p> <ul style="list-style-type: none">• <i>Erythrorchis radiatus</i> (red goshawk) [QLD-E, Aust V],• <i>Calyptrornis lathami</i> (Glossy black-cockatoo eastern) [QLD-V],• <i>Charadrius mongolus</i> (Lesser Sand Plover) [QLD-E, Aust-E],• <i>Columbidae Geophaps scripta scripta</i> (Squatter Pigeon- southern subspecies) [QLD-V, Aust-V],• <i>Procellariidae Ardenna pacifica</i> (Wedge-tailed Shearwater) [QLD-V],	

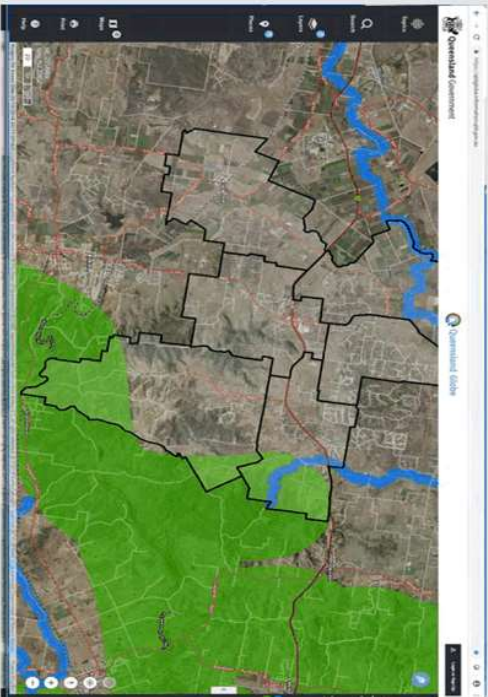
Aspect	Source	Notes	Screenshot (if applicable)
		<ul style="list-style-type: none">• Psittacidae Lathamus discolor (Swift Parrot) [QLD-E, Aust-CE],• Rostratulidae Rostratula australis (Australian Painted Snipe) [QLD-V, Aust-E],• Scolopacidae Calidris ferruginea (Curlew Sandpiper) [QLD-E, Aust-CE],• Strigidae Ninox strenua (Powerful owl) [QLD-V].	
		<p>Mammals</p> <ul style="list-style-type: none">• Phascolarctidae Phascolarctos cinereus (koala) [QLD-V]• Pseudocheiridae Petauroides volans volans (Southern Greater Glider) [QLD-V, Aust-V].	There are nil areas identified as koala habitat with the suburbs where the routes for future development are located.
		<p>Reptile</p> <ul style="list-style-type: none">• Elapidae Hemiaspis damelii (Grey Snake) [QLD E].	

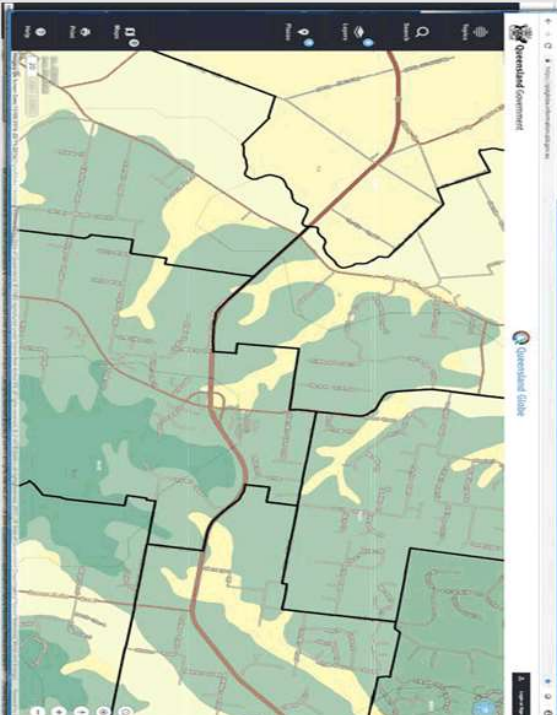
Aspect	Source	Notes	Screenshot (if applicable)
	National Flying-fox monitoring viewer	Located at the southern end of Laidley Plainland Rd the following Flying-Foxes are monitored: <ul style="list-style-type: none">• Grey-headed Flying Fox (500-2500) [V],• Little Red Flying-Fox (16,000-50,000), and• Black Flying-Fox (10,000- 16,000) The Grey-headed Flying Fox is listed under the EPBC Act 1999, thus an environmental assessment will be required if this area is within the proposal for future work.	
Pest animals	EPBC PMST report	In the area the following feral animals are reported: Goats, Red Fox, Cat, Rabbit, Pig, Water Buffalo, and Cane Toad.	If these animals are seen than appropriate management of pest species should be conducted in accordance with the Biodiversity Act 2014.


Aspect	Source	Notes	Screenshot (if applicable)
	Fire Ants Maps of fire ant biodiversity zones	Glenore Grove, Forest Hill, Plainland and Summerholm suburbs are in biosecurity zone 2. Regency Downs, Kensington Grove and Hatton Vale are not located within a biosecurity zone with respects to movement restrictions. Zone 2 regulations outlined by the Biodiversity Act 2014 for Fire Ant biosecurity must be adhered too.	

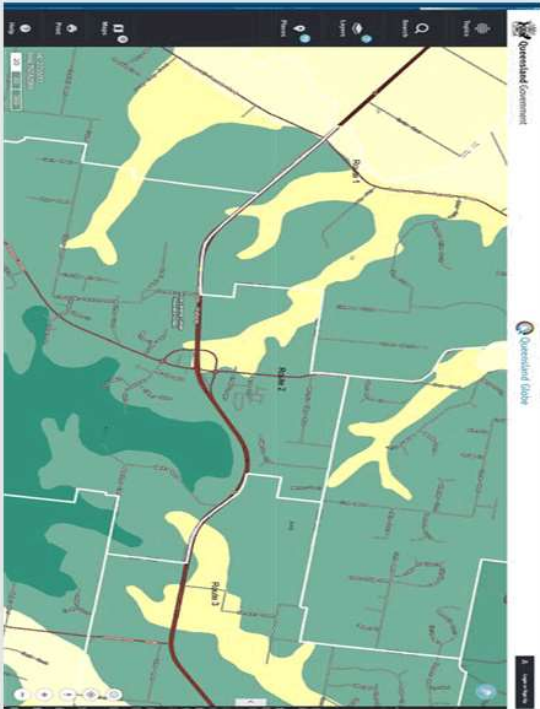
Aspect	Source	Notes	Screenshot (if applicable)
Habitat Values and Connectivity	Essential Habitat QLD Globe mapping	Areas have been identified as areas of Essential Habitat, which are located on the essential habitat map. These can be seen as the blue hatching	
	Fish Habitat Area QLD Globe mapping	There are no fish habitat management areas in the location.	


Aspect	Source	Notes	Screenshot (if applicable)
	<p>Waterways for Waterway Barrier Works</p> <p>SARA DA Mapping-QLD Government</p>	<p>Route 1: The Laidley Creek has a major classification waterway. This creek crosses approximately 3.8km south of the Warrego HWY on the Forest Hill Fernvale Rd. There are also 2 moderate classified waterways crossing 225m and 3.6km and 1 low classification waterway crossing at 1.2km. To the north of the Warrego HWY there 2 moderate and 1 low classified waterway crossing Forest Hill Fernvale Rd at 610m, 960m and 2km respectively. Although the Laidley Creek doesn't cross to the north of the Warrego HWY but it is within 100m of the Forest Hill Fernvale Rd and needs to be consider should works involve widening of the existing road way.</p> <p>Route 2: A moderate classified waterway crosses Laidley Plainland Rd approximately 2.2km south of the Warrego HWY. There are also low classified waterways crossing south of the Warrego HWY at approximately 1.2km and at the intersection with the Warrego HWY. To the north there are 2 low classifications crossing Gehlke Rd at 530m and 1.3km</p> <p>Route 3: A red classification waterway crosses approximately 1.7km south of the Warrego HWY on the Summerholm Rd. Approximately 260m north of the Warrego HWY a moderate classified waterway crossing Niemeyer Rd. Names of these watercourses are not on the map.</p>	

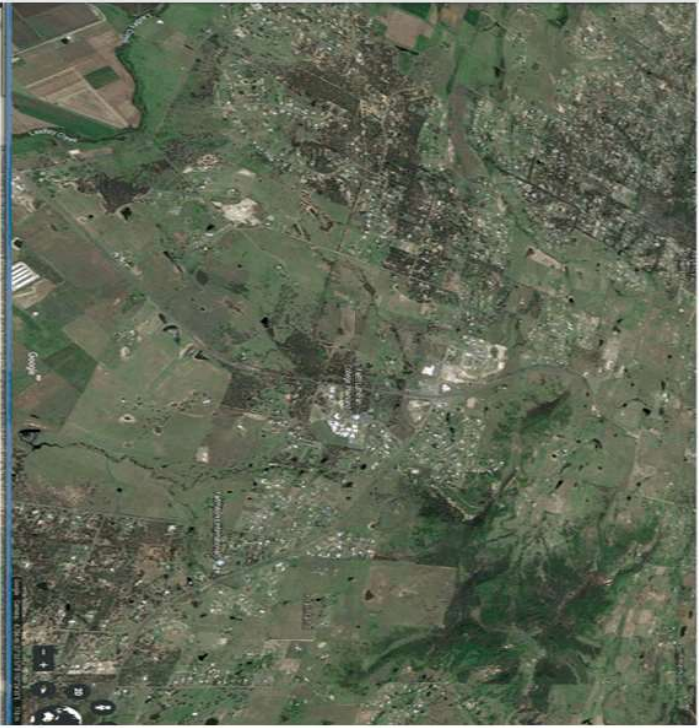
Aspect	Source	Notes	Screenshot (if applicable)
	Biodiversity Corridors <i>QLD Globe mapping</i>	There is a regional corridor buffer zone identified to the east and south of route 3. A state riparian corridor and state corridor buffer zone that crosses to the north of the Warrego HWY of route 1.	
Land			
Land use	Land Use <i>QLD Globe mapping</i>	The area is a mixture of rural living and rural production. The rural production is a mixture of sown pasture, irrigated horticulture and poultry farms (only two). Surround all 3 identified routes are areas identified as being either current and/or potential pasture areas. This is currently producing high to medium yields. Most of these areas of pasture and intensive horticulture are	


Aspect	Source	Notes	Screenshot (if applicable)
Soils and Topography	Soils <i>QLD Globe mapping</i>	<p>located close to route 1 and smaller amounts close to route 3</p> <p>Route 1: Code: Mm9 Terraced Valley Plains: Chief soils are brown and grey uniform cracking clays, which occur on the third terrace with non-calcareous gradational soils and yellow duplex soils. Associated are: non-calcareous gradational soils on the second terrace, with fine grained cracking uniform soils on back slopes, yellow duplex soils on sandy levees, and smaller areas of fine textured cracking uniform soils, brown duplex soils; and coarse-grained uniform soils common on the first terrace and on lateral fans. Buried soils occur throughout.</p> <p>The southern aspect of route 2 is coded Mm2: Gradational black with no A2 horizon.</p> <p>Both northern aspects of route 2 and all of route 3 are coded Tb65: Gently rolling areas of the sub-coastal low lands. The soil type duplex yellow-grey hard setting A horizon, A2 horizon conspic bleached, acid pedal mottled B-horizon.</p>	
	Acid Sulfate Soils <i>Local Planning Scheme</i> <i>QLD Globe mapping</i>	There are no mapped areas of acid sulfate soils.	

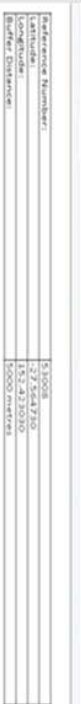
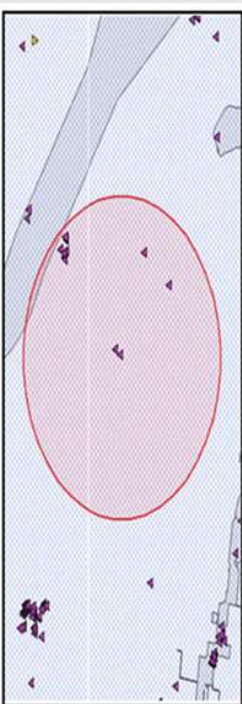
Aspect	Source	Notes	Screenshot (if applicable)
	Sodic Soils ASRIS	The area is considered 'variable', in that some areas may be classified as sodic soils. It's recommended that soil testing be conducted.	
	Contours QLD Globe mapping	The area that the future development routes are located in is relatively flat.	

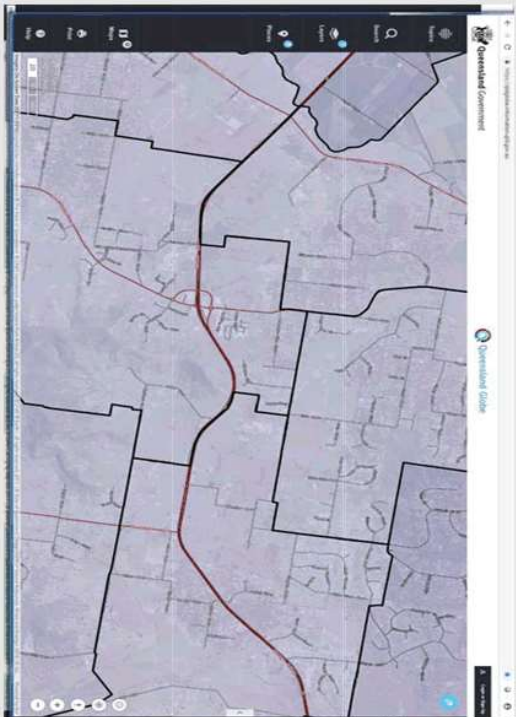
Aspect	Source	Notes	Screenshot (if applicable)
Geology	Geology QLD Globe mapping	<p>Route 1: This route is composed of 2 dominant rocks</p> <p>Arenite- Gatton Sandstone and small section of Alluvium- floodplain and colluvium.</p> <p>Route 2: This route is composed mainly of Arenite- Gatton Sandstone and a small section at the Warrego HWY junction of Qr-QLD Colluvium (clay, silt and sand deposits).</p> <p>Route 3: This route is composed of mainly Arenite- Gatton Sandstone and small areas of Alluvium- floodplain and Qr-QLD Colluvium (clay, silt and sand deposits).</p>	
Contaminated land	Paid search Sensitive receptors QLD Globe / Google Earth	Not conducted for this assessment All three routes have residential dwellings situated in close proximity. There are churches located southern section of the Warrego HWY along route 2 and north of the Warrego HWY of route 3. Also, located in the area that maybe of a sensitive nature is a sporting field.	N/A

Aspect	Source	Notes	Screenshot (if applicable)
Resilience to Hazards	Erosion prone areas Storm tide inundation areas <i>Local Planning Scheme</i> <i>DA mapping</i>	There were no areas of concern for erosion mapped. There area no storm tide inundation areas mapped in the area.	N/A
	Bushfire prone area <i>Local Planning Scheme</i> <i>DA mapping</i>	Route 1: there are several areas surrounding the route that possess a medium risk for a bush event. There is 1 area of high potential just north of Harvey Rd North and south the Warrego HWY. Route 2: There are both medium and high potential risk of bushfires both north and south of the Warrego HWY, on either side of the route- Ladley Plainland Rd and Gehrke Rd. Route 3: South of the Warrego HWY there is mostly high bushfire potential either side of the route-Summerholm Rd. North of the Warrego HWY there is only 1 medium bushfire risk identified on Niemeyer Rd.	

Aspect	Source	Notes	Screenshot (if applicable)
Amenity			
Sensitive receptors	Visual Assessment QLD Globe / Google earth	All three routes have residential dwellings situated in close proximity. There are churches located southern section of the Warrego HWY along route 2 and north of the Warrego HWY of route 3. Also, located in the area that maybe of a sensitive nature is a sporting field.	


Aspect	Source	Notes	Screenshot (if applicable)
Noise	Sensitive Receptors QLD Globe / Google earth	All three routes have residential dwellings situated in close proximity. There are churches located southern section of the Warrego HWY along route 2 and north of the Warrego HWY of route 3. Also, located in the area that maybe of a sensitive nature is a sporting field.	
Transport Noise Corridors SPP mapping		The Warrego HWY has mandatory CAT 4 noise level of >73dB(A) on the roadway lowering down to Cat1 58-63dB(A). This mandatory noise level also applies to southern portion of route 2- Ladley Plainland Rd. Route 1: Forest Hill Fernvale RD both north and south of the Warrego HWY has a voluntary noise corridor of ranging from Cat 3 68-73dB(A) on the roadway and decreasing to Cat 0 <58dB(A). Route 3: has no noise corridor	
Cultural heritage			
Local heritage	Local planning scheme	There are local heritage sites located within the townships surrounding the area. However,	

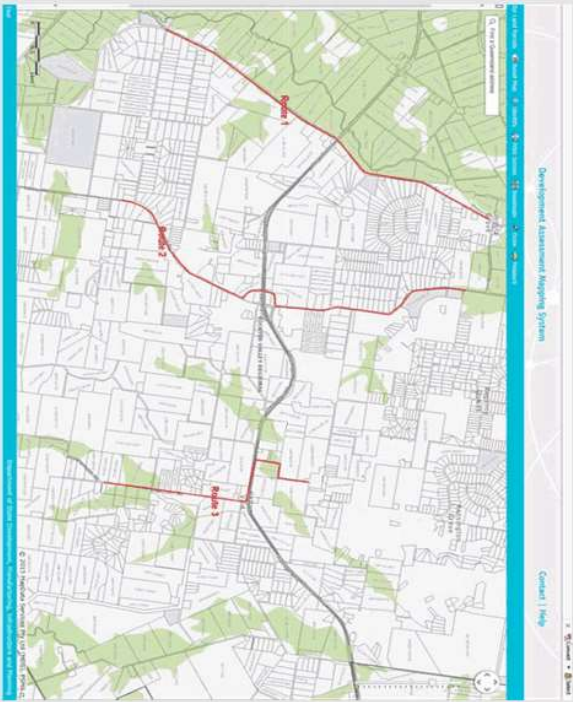
Aspect	Source	Notes	Screenshot (if applicable)																																				
		there does not appear to be any mapped heritage sites in the area.																																					
State heritage	State heritage register	Majority of the area is rural living there are no areas of state heritage located within the proposed development area.																																					
National heritage	Australian heritage database	Nil in the area	 <table><thead><tr><th>Reference Number</th><th>Latitude</th><th>Longitude</th><th>Buffer Distance</th></tr></thead><tbody><tr><td>152-000103</td><td>-27.840964</td><td>152.400103</td><td>5000 metres</td></tr></tbody></table>	Reference Number	Latitude	Longitude	Buffer Distance	152-000103	-27.840964	152.400103	5000 metres																												
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152-000103	-27.840964	152.400103	5000 metres																																				
Indigenous Cultural Heritage	DATSIP	<p>There were several cultural heritage sites located within the proposed area (with a 5km buffer).</p> <p>Consultation with traditional owners will be required to meet the duty of care. In accordance with the Aboriginal Cultural Heritage Act 2003, any land-use activity within the vicinity of recorded cultural heritage should not proceed without the agreement of the Aboriginal or Torres Strait Islander Party for the area (Yuggera Ugarapu People), or by developing a Cultural Heritage Management Plan under Part 7 of the legislation.</p>	 <p>Cultural heritage site points for the area are:</p> <table><thead><tr><th>Site ID</th><th>Latitude</th><th>Longitude</th><th>Record Date</th><th>Attribute</th><th>Party</th></tr></thead><tbody><tr><td>W-BACH</td><td>-27.840964</td><td>152.400103</td><td>TOTAL</td><td>Yuggera Ugarapu</td><td>Yuggera Ugarapu</td></tr><tr><td>W-BACH</td><td>-27.840964</td><td>152.400103</td><td>Jun 29, 1992</td><td>Yuggera Ugarapu</td><td>Yuggera Ugarapu</td></tr><tr><td>W-BACH</td><td>-27.840964</td><td>152.400103</td><td>TOTAL</td><td>Yuggera Ugarapu</td><td>Yuggera Ugarapu</td></tr><tr><td>W-BACH</td><td>-27.840964</td><td>152.400103</td><td>TOTAL</td><td>Yuggera Ugarapu</td><td>Yuggera Ugarapu</td></tr><tr><td>W-BACH</td><td>-27.840964</td><td>152.400103</td><td>TOTAL</td><td>Yuggera Ugarapu</td><td>Yuggera Ugarapu</td></tr></tbody></table> <p>09 May 2019 14:46</p>	Site ID	Latitude	Longitude	Record Date	Attribute	Party	W-BACH	-27.840964	152.400103	TOTAL	Yuggera Ugarapu	Yuggera Ugarapu	W-BACH	-27.840964	152.400103	Jun 29, 1992	Yuggera Ugarapu	Yuggera Ugarapu	W-BACH	-27.840964	152.400103	TOTAL	Yuggera Ugarapu	Yuggera Ugarapu	W-BACH	-27.840964	152.400103	TOTAL	Yuggera Ugarapu	Yuggera Ugarapu	W-BACH	-27.840964	152.400103	TOTAL	Yuggera Ugarapu	Yuggera Ugarapu
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W-BACH	-27.840964	152.400103	TOTAL	Yuggera Ugarapu	Yuggera Ugarapu																																		
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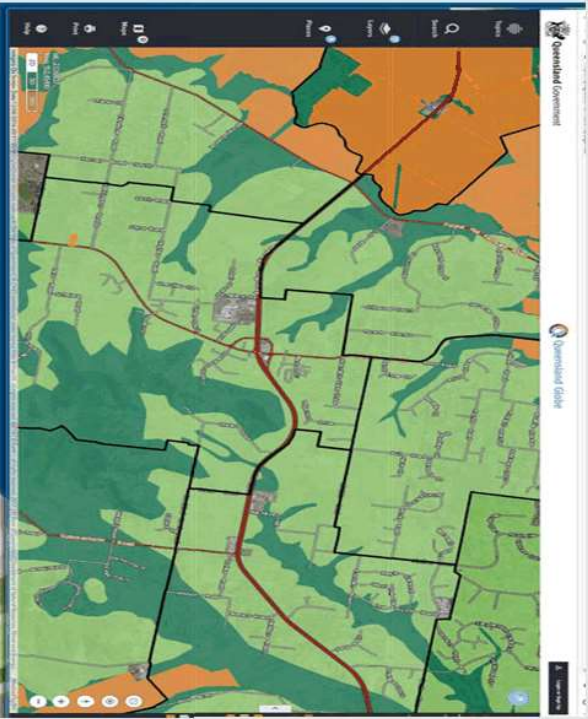
Aspect	Source	Notes	Screenshot (if applicable)
Native Title			
Native Title	QLD Globe mapping	The Yuggera Ugarapul People have a register for native title claim, status is active and covers all area identified for future development.	
Regional Planning			
Infrastructure	State development areas	There are no state development areas within the proposed future development area.	
	Priority development areas	Nil priority development areas. There are two areas identified near route 2 as infrastructure designations. Once area is to the	

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Aspect	Source	Notes	Screenshot (if applicable)
	Areas of regional interest Infrastructure Designations <i>SPP mapping</i>	north and the other to the south of the Warrego HWY. At the Warrego HWY junction of route 2, an area has been identified for future local development.	
	Transport infrastructure Future State Controlled Road <i>SPP mapping</i>	Route 1 and the southern part of route 2 are state controlled roads. As is the Warrego HWY that passes through all 3 routes. The southern section of route 2 is an active transport corridor	

Aspect	Source	Notes	Screenshot (if applicable)
	Energy and Water <i>SPP mapping</i>	Seqwater Pipeline runs to the west (120-800m) of route 1- It crosses at the intersection of Forest Hill Rd Fernvale and Gatton Laidley Rd West. There is a water storage facility located approximately 1km south of the Warrego HWY on the above-mentioned pipeline. There is a Energex electricity substation with a 100m buffer located to the north of route 1 at the intersection of Brightview Rd and Forest Hill Fernvale Rd	
	Mining	Nil mining interest or sites mapped	

Aspect	Source	Notes	Screenshot (if applicable)
Agriculture	Strategic cropping land QLD Globe mapping	The area to the west of route 1 has been identified as an area of interest for priority agriculture and strategic cropping. There are also small pockets of areas that have been identified as strategic cropping areas close to southern and northern aspects of both route 1 and 3-Please refer to screenshot.	

Aspect	Source	Notes	Screenshot (if applicable)
	Agricultural areas Stock route network SPP mapping	Surround all 3 identified routes are areas identified as being either current and/or potential pasture areas. This is currently producing high to medium yields. Most of these areas of pasture and intensive horticulture are located close to route 1 and smaller amounts close to route 3.	

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82586/<https://projects.ghd.com/oc/SQOC1/lvrcplainlandtranspo/Delivery/Documents/4131682-Lockyer Valley Environmental Desktop Assessment-Draft.docx>

Document Status

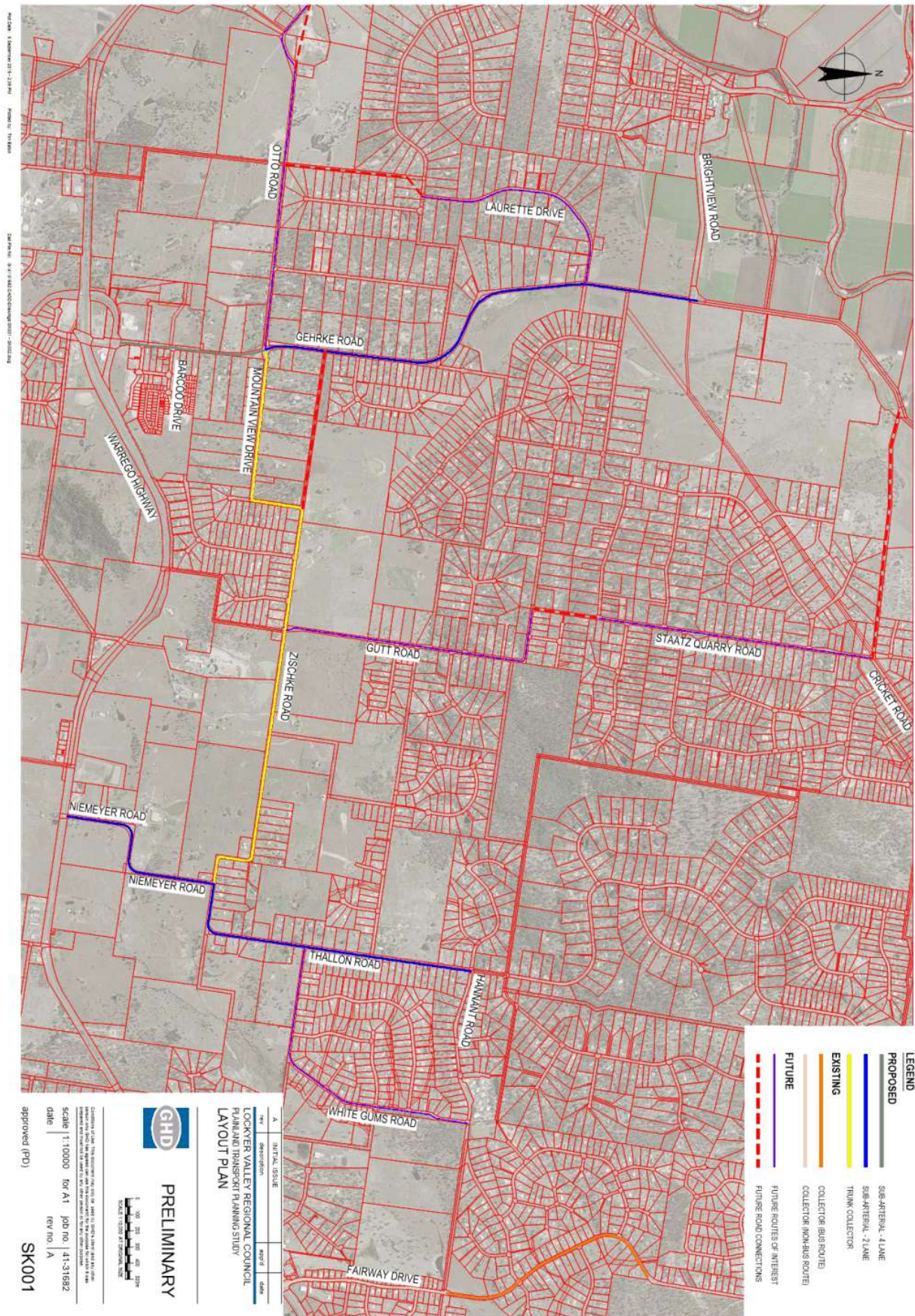
Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
0	S Silvester	O Harvey	OH*	O Harvey	OH*	15/5/2019

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Appendix D – Layout Plan



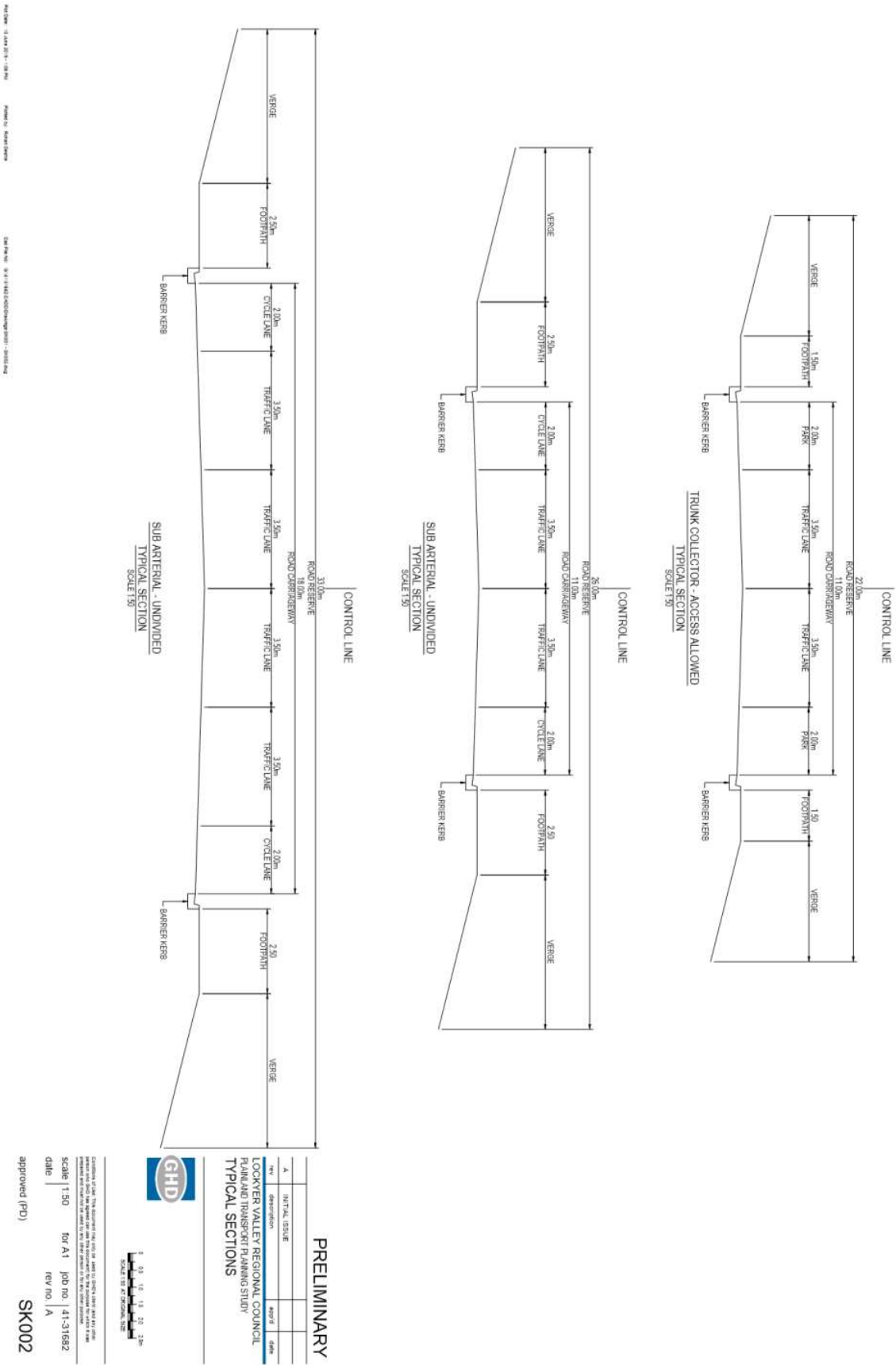
Appendix E – Road Hierarchy

LOCKYER VALLEY REGIONAL COUNCIL ROAD HIERARCHY TABLE

(Adopted 8 September 2010, Resolution Number 1653)

Description	Standard Res Lots					Trunk Roads in Urban Area				Large Res Lots		
	Access Driveway	Access Place	Access Street	Collector Street (non bus route)	Collector Street (bus route)	Trunk Collector Street		Sub Arterial		Access Place	Access Street	Collector Street
						Access Allowed	No Access Allowed	Divided	Undivided			
Traffic Catchment vpd (max)	30	0-150	150-750	750-3000	750-5000	5000-10000	5000-10000	10,050-16000	10,000-16000	150	400	1000
Design Speed (kph)	25 (max)	30 (max)	40 (max)	50 (max)	50 (max)/60 (min vert)	60 (min)	60 (min)	70 (min)	70 (min)	50 (max)/60 (min vert)	50 (max)/60 (min vert)	60 (max)/70 (min vert)
Carriageway Width (min) measured from kerb invert	5.5m (3, 2.5) 1 traffic, 1 passing	6.0m (3,0,3,0) 2 traffic	6.0m (3,0,3,0) 2 traffic	7.5m (3,3,1.5) 2 traffic, 1 park	10.0m (3,3,2,2) 2 traffic, 2 park	11m (2,3,5,3,5,2) 2 traffic, 2 park	9.4m (1,5,3,2,2,1,5) 2 traffic, 2 cycle	2 lane 2/6m (2,5,3,5) 1 traffic, 1 breakdown/c /cycle	2 lane 11m (2,3,5,3,5,2) 2 traffic, 2 breakdown/c cycle	6 (3,3) 2 traffic	6 (3,3) 2 traffic	7.5 (3,3,1.5) 2 traffic, 1 park
Road Reserve Width (m)	12.5m	16m	16m	18m	20m	22m	22m	2 lane, 32 4 lane, 39	2 lane, 26 4 lane, 33	16	20	20
Kerb & Channel	Driveover	Driveover	Driveover	Driveover	Driveover	Barrier	Barrier	Barrier	Barrier	Driveover	Driveover	Driveover
Footpaths and or Cycleways	No	1.5	1.5m	1.5m	2.0/1.5	2.5/1.5	2.5/1.5	2.5/2.5	2.5/2.5	For lots <5000m ² 1.5	For lots <5000m ² 1.5	For lots <5000m ² 1.5
Sealed Carriageway - all new roads (min 30mm asphalt seal)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Pavement Design	1x10 ⁵	1x10 ⁵	1x10 ⁵	1x10 ⁶	1x10 ⁶	2x10 ⁶	2x10 ⁶	3x10 ⁶	3x10 ⁶	1x10 ⁵	1x10 ⁵	1x10 ⁶
Minimum Pavement Depths include AC	300mm	300mm	300mm	300mm	300mm	300mm	300mm	300mm	300mm	300mm	300mm	300mm
Property Access	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	Yes	Yes

Appendix F – Design Cross Sections



Appendix G – Design Criteria

LVRC Plainlands Planning Study - Road Design Criteria						
Item Number	Design Item	Design Criteria			Reference	Comments
		Desirable	Min/Max	Absolute Min/Max		
General						
1.01	Design life	20 years				
1.02	Design vehicle	19m Semi-Trailer				
1.03	Road Classification	Urban - Trunk Collector/Sub-Arterial				
Design Speed						
2.01	Sign posted speed	60 km/h				
2.02	Design speed	70 km/h				
Horizontal Alignment						
3.01	Minimum radius	161m		107m	Austroads Part 3 Table 7.6	Urban Roads for -3% to 5%
3.02	Coefficient of side friction	0.19 (cars) 0.14 (trucks)		0.31 (cars) 0.23 (trucks)	Austroads Part 3 Table 7.5	
3.03	Maximum superelevation		5% (maximum)		Austroads Part 3 Table 7.8	
3.04	Superelevation development length	62m			Austroads Part 3 Table 7.11	
3.05	Minimum radius with adverse crossfall	400m			Austroads Part 3 Section 7.8 and Table 7.12	
3.06	Footpaths and Verges	2.5m Sub-Arterial 1.5m Trunk Collector				Based on LVRC Road Hierarchy Table
3.07	Curve Widening	Radius Dependent			Austroads Part 3 Table 7.13	
Vertical Alignment						
4.01	Maximum grade	10%			Austroads Part 3 - Table 8.3	For drainage requirements.
4.02	Maximum Length of Grades		300m > 6% grades		Austroads Part 3 - Table 8.4	
4.03	Minimum Grade		0.5%	0.3%	Austroads Part 3 Table 8.5	
4.04	Minimum Curve Length	40m			Austroads Part 3 Section 8.6.3, Table 8.6	
4.05	Minimum Crest Curve (k)	19.1			Austroads Part 3 Table 8.7	
4.06	Minimum Sag Curve (k)	21 (headlight criteria governs)		13 (comfort criteria governs)	Austroads Part 3 - Figure 8.9	
4.07	Maximum Grade Change without VC					NA
Sight Distance						
5.01	Driver Reaction Time	2.0s	2.5s (max)	1.5s (min)	Austroads Part 3 - Table 5.2	
5.02	Co-efficient of Deceleration	0.36 (car)	0.29 (trucks)		Austroads Part 3 - Table 5.3	
5.03	Stopping Sight Distance	102m		92m	Austroads Part 3 Section 5.3, Table 5.5	
5.04	Eye/target height (SSD)	1.10m Driver Eye		0.20m Obj Height	Austroads Part 3 Section 5.2.1, Table 5.1	
5.05	Approach Sight Distance	92m			Austroads Part 4a Section 3.2.1, Table 3.1	
5.06	Intersection Eye/target height (ASD)	1.1m to 0m			Austroads Part 4a Section 3.2.1	
5.07	Safe Intersection Sight Distance	160m		151m	Austroads Part 4a Section 3.2.2	
5.08	Eye/target height (SISD)	1.1m to 1.25m			Austroads Part 4a Section 3.2.2	
Road Formation						
6.01	Formation width	26m (Sub-Arterial) 22m (Trunk Collector)			LVRC Road Hierarchy Table	
6.02	Lane width	3.5m				
6.03	Shoulder width	2m				
6.04	Pavement surface	Sealed				
6.05	Crossfall	3%			Austroads Part 3 Table 4.2	
6.06	Cut batter slope	1:2 Cut batters				

LVRC Plainlands Planning Study - Road Design Criteria						
Item Number	Design Item	Design Criteria			Reference	Comments
		Desirable	Min/Max	Absolute Min/Max		
6.07	Fill batter slope	1:4				
6.08	Road side barriers	W-beam guardrail				Guardrail exists near Apostolic Church of QLD on Niemeyer Road

Appendix H – Cost Estimate

Project Number : 41-31682
Local Authority : Lockyer Valley Regional Council
Asset Name : Plainland Planning Study
Location : PLAINLAND



NOTE: Estimate must be considered absolutely as the property of SRRC until the acceptance of a tender, and must under no circumstances be divulged.

PLAINLAND PLANNING STUDY

Description	Unit of Measure	Quantity	Unit Rate (\$)	Amount (\$)
Neimeyer-Thallon Road				
Pavement Widening	m ²	14335	\$220.00	\$3,153,700.00
Road Seal	m ²	14335	\$15.00	\$215,025.00
Earthworks	m	3120	\$200.00	\$624,000.00
Kerb and Channel + Subsoil drain	m	6240	\$140.00	\$873,600.00
Footpath [2.5m wide]	m	3120	\$225.00	\$702,000.00
Stormwater system (inc. pits, pipes and manholes)	m	3120	\$1,400.00	\$4,368,000.00
			SUB TOTAL	\$9,936,325.00
			60% Contingency	\$5,961,795.00
			TOTAL	\$15,898,120.00
Gehrke Road (2 lane option)				
Pavement Widening	m ²	11100	\$220.00	\$2,442,000.00
Road Seal	m ²	11100	\$15.00	\$166,500.00
Earthworks	m	3470	\$200.00	\$694,000.00
Kerb and Channel + Subsoil drain	m	6940	\$140.00	\$971,600.00
Footpath [2.5m wide]	m	3470	\$225.00	\$780,750.00
Stormwater system (inc. pits, pipes and manholes)	m	3470	\$1,400.00	\$4,858,000.00
			SUB TOTAL	\$9,912,850.00
			60% Contingency	\$5,947,710.00
			TOTAL	\$15,860,560.00
Gehrke Road (4 lane to Mountain View Drive + 2 lane to Brightview Rd option)				
Pavement Widening	m ²	17610	\$220.00	\$3,874,200.00
Road Seal	m ²	17610	\$15.00	\$264,150.00
Earthworks	m	3820	\$200.00	\$764,000.00
Kerb and Channel + Subsoil drain	m	7640	\$140.00	\$1,069,600.00
Footpath [2.5m wide]	m	3820	\$225.00	\$859,500.00
Stormwater system (inc. pits, pipes and manholes)	m	3820	\$1,400.00	\$5,348,000.00
			SUB TOTAL	\$12,179,450.00
			60% Contingency	\$7,307,670.00
			TOTAL	\$19,487,120.00
Zischke Road option with Mountain View Drive				
Pavement Widening	m ²	17390	\$220.00	\$3,825,800.00
Road Seal	m ²	17390	\$15.00	\$260,850.00
Earthworks	m	3820	\$200.00	\$764,000.00
Kerb and Channel + Subsoil drain	m	7640	\$140.00	\$1,069,600.00
Footpath [1.5m wide]	m	3820	\$135.00	\$515,700.00
Stormwater system (inc. pits, pipes and manholes)	m	3820	\$1,400.00	\$5,348,000.00
			SUB TOTAL	\$11,783,950.00
			60% Contingency	\$7,070,370.00
			TOTAL	\$18,854,320.00
Zischke Road extended option without Mountain View Drive				
Pavement Widening	m ²	22210	\$220.00	\$4,886,200.00
Road Seal	m ²	22210	\$15.00	\$333,150.00
Earthworks	m	3550	\$200.00	\$710,000.00
Kerb and Channel + Subsoil drain	m	7100	\$140.00	\$994,000.00
Footpath [1.5m wide]	m	3550	\$135.00	\$479,250.00
Stormwater system (inc. pits, pipes and manholes)	m	3550	\$1,400.00	\$4,970,000.00
			SUB TOTAL	\$12,372,600.00
			60% Contingency	\$7,423,560.00
			TOTAL	\$19,796,160.00

Project Number : 41-31682
Local Authority : Lockyer Valley Regional Council
Asset Name : Plainland Planning Study
Location : PLAINLAND



NOTE: Estimate must be considered absolutely as the property of SRRC until the acceptance of a tender, and must under no circumstances be divulged.

PLAINLAND PLANNING STUDY

Description	Unit of Measure	Quantity	Unit Rate (\$)	Amount (\$)
Fairway Drive (South of Scott Place, Trunk Collector Road - Access Allowed)				
Pavement Widening	m ²	2174	\$220.00	\$478,280.00
Road Seal	m ²	2174	\$15.00	\$32,610.00
Earthworks	m	934	\$200.00	\$186,800.00
Kerb and Channel + Subsoil drain	m	1868	\$140.00	\$261,520.00
Footpath [1.5m wide]	m	893	\$135.00	\$120,555.00
Stormwater system (inc. pits, pipes and manholes)	m	934	\$1,400.00	\$1,307,600.00
SUB TOTAL				\$2,387,365.00
60% Contingency				\$1,432,419.00
TOTAL				\$3,819,784.00



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34644/<https://projects.ghd.com/oc/SQOC1/lvrplainlandtranspo/Delivery/Documents/4131682-4131682-REP-Transport Planning Study Report.docx>

Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
Draft A	Kylie Munn	Angela Fry		Angela Fry		11/7/2019
Draft B	Kylie Munn	Angela Fry		Angela Fry		12/8/2019
Final	Kylie Munn	Angela Fry	A.Fry*	Angela Fry	A.Fry*	19/9/2019

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Cr McLean returned to the meeting, the time being 11:13am

14.0 ITEMS FOR INFORMATION

GENERAL BUSINESS

That Council receive and note the following reports for information:

14.1 - Queensland Urban Utilities Monthly Report - September 2019

14.2 - Quarterly Investment Report - July to September 2019

14.3 - External Grants Update

14.4 - Quarterly Procurement Report - July to September 2019

Moved By: Cr Holstein

Seconded By:

Cr Hagan

Resolution Number: 16-20/1547

CARRIED

7/0

14.1 Queensland Urban Utilities Monthly Report - September 2019

Date: 27 September 2019

Author: Vickie Wieland, EA to Chief Executive Officer

Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Council has received an update from Queensland Urban Utilities (QUU) Board which provided highlights from their Board Meeting for the month of September 2019.

This document is for Council's information only.

Report

1. Introduction

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

2. Background

Queensland Urban Utilities is:

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

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

3. Report

FOUNDATIONAL SUCCESS

Black Swan Workshop

The Board received an update from management on the outcomes and actions arising from the recent Black Swan Workshop held in July.

The purpose of the workshop was to provide an opportunity for the Board and Executive Leadership Team to consider significant events that, while described as unpredictable and rare, would cause a high level of impact to the business.

The scenarios considered at the workshop were jointly developed by management and the Board's Audit and Risk Committee, and covered political, customer, financial, economic and technological risks.

A number of improvement opportunities were identified against each of the scenarios, with management to report back on performance against these opportunities at future Audit and Risk Committee meetings.

Enterprise Asset Management Program

Management provided an overview of recent assurance performed by KPMG, our internal audit service provider, on the new Enterprise Asset Management System (EAMS).

By way of background, QUU is advanced in the implementation of their EAMS, with system integration testing well underway and user acceptance training scheduled for early next year.

KPMG has been providing assurance to the Board and management on various aspects of the program, most recently the suitability of the governance and management controls to effectively support the delivery of the program with our implementation partner, DXC. KPMG's most recent assurance report confirms that their deployment model for implementation is 'sound'.

In addition to various levels of assurance being provided by KPMG, management is also using Velocity Partners to provide assurance on the day-to-day deployment of the program. The results of this assurance are presented to the Board and the Audit and Risk Committee.

Brand Strategy

The Board had a discussion on Urban Utilities' Brand Strategy.

This refreshed strategy responds to recent customer research undertaken by Urban Utilities and WSAA. Underpinning the strategy is an increased emphasis on the emotional connection to customers, and the need to build longer-term, meaningful customer relationships based on trust, value and respect.

The WSAA research highlights the importance of water authorities listening and responding to customers' needs whilst providing value for money and timely information. It also reinforced that water authorities need to operate in a sustainable and environmentally conscious manner.

Examples of where Urban Utilities is aligning how they communicate with their customers to the refreshed brand strategy includes their water sustainability and drought campaigns, such as Bathroom Beats, and our Simpler Billing Program in the Lockyer Valley and Somerset regions. The education and sponsorship programs, such as Water Warriors and Tangalooma EcoMarines, align to the brand driver of 'respect' as they highlight their commitment to being a socially conscious organisation.

Advanced Solutions

The Board received a presentation from management that prompted a discussion on the past performance and future direction of the Advanced Solutions team.

Advanced Solutions is responsible for identifying and creating new strategic opportunities for Urban Utilities. The opportunities deliver value for the business in a number of ways, including attracting new business customers, offsetting future capital investment and creating new revenue streams.

An example of how the Advanced Solutions team has created this value is through the commercial agreement established between Urban Utilities and the Brisbane Airport Corporation to provide recycled water for the construction of the new parallel runway.

The team is also working with a large commercial customer to deliver and operate a distributed solution within the customer's premises that will deliver multiple benefits, including deferring \$4.5M in capital that Urban Utilities would have otherwise incurred; increasing capacity in the sewer for growth; and providing long-term cost and revenue stability for both parties.

The team has also been pivotal in attracting new business to South East Queensland, for example they worked closely with Brisbane City Council and the State Government to bring Brew Dog, an international craft brewer, to Brisbane.

ENVIRONMENTAL LEADERSHIP

Environmental Leadership vision

This month, the Board considered and discussed the Environmental Leadership strategic goal.

In developing the supporting strategy for this goal, management proposed that in 2023 *'We have protected, rehabilitated and enhanced the environment for our customers and community by contributing to healthy waterways, secure drinking water and resilience communities'*.

The Board considered the proposed vision statement, *'Urban Utilities as an Environmental Leader will improve the environment now and for future generations'*, as well as guiding principles that support this vision and strategy. These include Urban Utilities aligning with the environmental strategies of their shareholders.

Program Management Approach

The Board was pleased to hear that Urban Utilities won the award for 'Best Organisational Change Initiative' for their Program Management Approach operating model at the recent Australian Institute of Program Management Awards (Queensland).

This new operating model is allowing Urban Utilities to efficiently and effectively deliver their forward \$1.5 billion Capital Investment Program while delivering enhanced customer outcomes.

SOCIAL AND ECONOMIC VALUE

Queensland Art Gallery, Gallery of Modern Art partnering opportunity

The Board approved a Major Partner request from the Queensland Art Gallery, Gallery of Modern Art (QAGOMA) for the upcoming exhibition entitled 'Water', which is expected to attract around 180,000 people over five months.

Urban Utilities involvement with this exhibition will provide a unique opportunity for them to develop an emotional connection with our customers; build drought awareness and encourage resilience in communities through water sustainability and drought messaging; and extend our reach and engagement with business customers.

CONSTRUCTIVE CULTURE

Hayne Royal Commission and APRA self-assessment of governance, accountability and culture

The Board held a strategic discussion around two recent inquiries, the first being the Prudential Inquiry into the Commonwealth Bank and the second being the Hayne Royal Commission.

With both reports finalised and the Australian Prudential Regulation Authority issuing a self-assessment, Urban Utilities has assessed its performance and culture against the report themes, namely non-financial risk management, risk culture and organisational governance.

Since formation, Urban Utilities has invested strongly in culture and leadership and has a range of programs in place, including regular reporting against organisational culture. In addition, the business has a range of strategies in place to ensure that the customer experience remains a strong focus for the business. This is reflected in our strategic direction, at the core of which is customer centricity.

Board remuneration review

Consistent with the Urban Utilities Board Remuneration Policy, an independent review of Board remuneration was recently conducted by Korn Ferry. Korn Ferry was selected after a merit-based procurement process was undertaken.

As required by the shareholder-approved Board Remuneration Policy, correspondence will be provided to each council regarding the outcomes of this discussion.

Executive performance results

The Board considered the 2018/19 performance results for the Executive Leadership Team, as required under their contractual arrangements with Urban Utilities.

These performance results are linked to the remuneration framework and provide a modest one-off increase for achievement of specific strategic-level corporate and individual key performance results.

The Board supported and approved the recommendation of the People and Safety Committee. The outcomes of this decision will be disclosed in the *2019/20 Annual Report*.

As mentioned in the former Chair's update, changes to the remuneration framework for the Executive Leadership Team came into effect on 1 July 2019, which saw the cessation of the Short-Term Incentive Program.

Urban Inspiration Awards

The Board held its annual lunch with Urban Inspiration award recipients. These awards are bestowed on employees, both field and corporate, who have made an extraordinary or inspirational contribution towards the quality of life of their colleagues, our customers, or the communities we serve.

14.2 Quarterly Investment Report - July to September 2019

Date: 14 October 2019
Author: Tony Brett, Acting Executive Manager Corporate & Community Services
Responsible Officer: Tony Brett, Acting Executive Manager Corporate & Community Services

Summary:

As outlined in Council's 2019-20 Investment Policy, a quarterly report is required to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of the *Statutory Bodies Financial Arrangements Act 1982* as well as Council's Investment Policy. As at 30 September 2019 Council had a total investment holding of \$27.77 million.

Overall our investments continued to perform well in comparison with targeted benchmarks with current Council's investments exceeding these benchmarks. The interest revenue has not exceeded the target for the year to date and will need to be monitored as the interest rates on the investments are currently less than anticipated.

This document is for Council's information only.

Report**1. Introduction**

As required by Council's 2019-20 Investment Policy, a quarterly report is to be submitted updating Council on the performance of its investment portfolio.

2. Background

As at 30 September 2019, Council had a total investment holding of \$27.77 million.

3. Report

Council's 2019-20 Investment Policy sets out Council's investment guidelines including the time horizon, maximum exposure, credit risk guidelines and performance benchmarks of its investments.

The two following tables show the investment institution, credit rating and product type of our investment portfolio at 30 September 2019:

Table 1

Institution	Amount \$	Percentage Holding	Credit Rating
QTC	17,172,554	61.83%	AA
NAB	500,000	1.80%	AA-

Institution	Amount \$	Percentage Holding	Credit Rating
Suncorp-Metway	1,000,000	3.60%	A+
Macquarie Bank Limited	1,000,000	3.60%	A
AMP Bank	4,100,000	14.77%	BBB+
Bank of Qld	1,000,000	3.60%	BBB+
ME Bank	1,500,000	5.40%	BBB
Defence Bank	1,000,000	3.60%	BBB
Auswide Bank	500,000	1.80%	BBB-
Total	27,772,554	100.00%	

Table 2

Product Type	Amount \$	Percentage Holding
Cash Fund - QTC	17,172,554	61.83%
Term Deposit	10,600,000	38.17%
Total	27,772,554	100.00%

The following tables display the performance of Council's investments, identified by investment type and days invested, against the Bank Bill Swap Rate (BBSW) and the Bloomberg AUSBOND Index (AUSBOND). The tables compare the rate of return on Council's investments at 30 September 2019, against the benchmarks indicated above (BBSW and AUSBOND).

Overall, the investments continued to perform well in comparison with these benchmarks although there has been a significant decrease in the interest rates for term deposits with new investments now below the 2.0% mark.

Table 3

Cash Fund Performance Against RBA Cash Rate & UBS Bank Bill Index	QTC	RBA Cash Rate	AUSBOND Index
Cash Fund Performance	1.75%	1.00%	1.26%

Table 4

Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.22%	1.01%	1.26%

Interest rates have continued to decrease and remain below 2.00% for rates of less than twelve months. The QTC cash fund rate is now slightly higher than most term deposit rates making QTC a

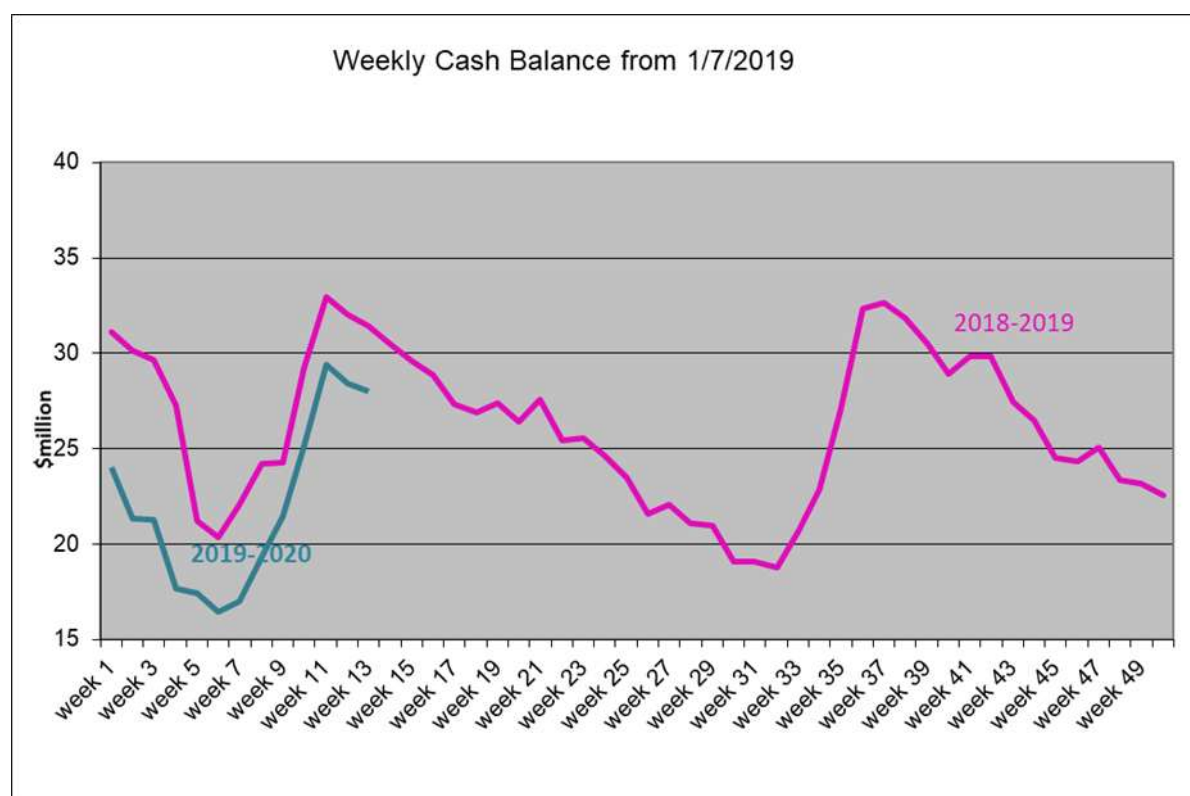
more attractive investment option. The best regular rates on offer at present are around 1.45% and 1.70% for investment periods from three to twelve months.

Table 5

Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$116,392	\$139,250	83.6%

As reflected in table 5, interest revenue has not exceeded the target for the year to date. This is due to the interest rates dropping to below 2.00% which is lower than anticipated.

During the first quarter, cash at bank has increased significantly due to the payment of the Rates Levy which was due in September. Only minimum cash remains in Council's general funds each day with any excess being invested as Term Deposits or transferred to the QTC Cash Fund. The following graph shows a comparison over time of the cash balances.



The following table shows that Council's investments at 30 September 2019 complied with the 2019-20 Investment Policy:

Table 6

Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Cash Funds			
QTC Cash Funds	61.83%	100%	38.17%

Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Term Deposits			
AAA to A+	5.40%	80%	74.60%
A to BBB+	21.96%	40%	18.04%
BBB to BBB	10.80%	25%	14.20%

14.3 External Grants Update

Date: 15 October 2019
Author: Tyana Boon, Business Administration Trainee
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to provide an update on the status of external funding applications submitted by Lockyer Valley Regional Council for the period 1 July 2019 to 30 September 2019.

This document is for Council's information only.

Report

1. Introduction

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

Council's External Funding Policy supports the Lockyer Valley Corporate Plan 2017-2022 outcome:

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

2. Background

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

3. Report

Since the beginning of July 2019, five external funding applications have been submitted. In this period, Council has been advised of two successful applications and one unsuccessful application.

Below is the status of Council's external funding applications as at 15 October 2019:

STATUS as at 30 September 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
Pending	Building Our Regions – Round 5	Gatton Shire Hall Functional & Economical Improvements	\$900,000.00	\$828,000.00	\$72,000.00	0
Pending	Building Our Regions – Round 5	Fairways Park Stage 1 - Master planned park & recreational precinct for the Hattonvale/Ken sington Grove area of the Lockyer Valley	\$2,700,000.00	\$1,900,000.00	\$300,00.00	0
Pending	Illegal Dumping Partnerships Program 2019	Illegal Dumping	\$131,000.00	\$103,380.00		
Pending	Local Government illegal dumping Hotspot Grants Program 2019	LVRC illegal Dumping and Littering Hotspot Project	\$150,200.00	\$60,000.00		
Pending	Saluting Their Service Commemora tions Program 2019-20	Restoration of Weeping Mother's Memorial	\$8,600.00	\$3,600.00	\$0	\$5,000.00
Unsuccessful	NRIP - TrNsfoRM! Innovation INNOVATION Application	Waterways From Waste	\$1,218,268	\$998,286	\$0	\$0
Successful	Get Online Week 2019	Gatton Library	\$1,500.00	\$1,500.00	0	0
Successful	Get Online Week 2019	Laidley Library	\$1,500.00	\$1,500.00	0	0

14.4 Quarterly Procurement Report - July to September 2019

Date: 15 October 2019
Author: Tony Brett, Acting Executive Manager Corporate & Community Services
Responsible Officer: Tony Brett, Acting Executive Manager Corporate & Community Services

Summary:

The purpose of this report is to provide Council with a high-level overview of procurement activities for the preceding quarter.

This document is for Council's information only.

Report

1. Introduction

This report provides Council with a high-level overview of procurement activities for the period 1 July to 30 September 2019. The information provided is for market approaches overseen by the Procurement Team. In general, lower value procurements (less than \$15,000) are conducted by the responsible business unit.

It should be noted that the listing in this report of current or planned procurements over \$200,000 does not guarantee that a contract will be awarded. There are a number of factors which affect the forward procurement plan such as budget constraints, timing issues, responses received, and changes in Council priorities. The forward plan is based on the best information available at the time of the report preparation.

2. Background

The recent review of Council's procurement function recommended that a quarterly procurement report is presented to Council to provide a summary of key procurement activities, awarded contracts, and upcoming procurement activities.

3. Report

As it is early in the financial year, procurement team members have been meeting with Council's business units to develop an understanding of their upcoming procurement requirements. This will assist in developing a more planned approach to procurement and minimise the potential for "bottlenecks" to occur in the process.

In addition to the forward plan, a range of internal documents have been reviewed or developed for approval by the Executive Leadership Team and implemented into the procurement process. These templates include a Procurement Plan, Evaluation and Probity Plan, standard Evaluation Reports based on the type or value of the procurement, and a Contract Negotiation Directive.

Other forms and templates are being developed to address gaps in the documentation and to provide a common approach to procurement across Council. A review of Council's contract documentation is also underway to ensure that they remain current and serve Council's needs.

As Council's panel arrangements have been active for several months it is planned to undertake a review of their operation to determine if they are meeting Council's needs. Where required, a refresh of the arrangement will be carried out and this will also allow for the revised contract documentation to be introduced. It is expected that this will be completed prior to Christmas.

The following tables provide summary data on procurement activity during the quarter.

Awarded Contracts over \$200,000 for the quarter:

Awarded Contractor	Value including GST	Project Title	Date Awarded
Nil			

Total Number of awarded contracts for the quarter:

Procurement Band	Number
Up to \$49,999	9
\$50,000 to \$99,999	3
\$100,000 to \$199,000	4
More than \$200,000	0

Total number of current approaches to market:

Procurement Band	Number
Up to \$49,999	5
\$50,000 to \$99,999	3
\$100,000 to \$199,000	2
More than \$200,000	2

Status of current approaches to market over \$200,000:

Reference	Project Title	Method of Issue	Status
LVRC-19-13	Truck with Chassis Mounted Fibreglass Watertank	Tender	Under evaluation
LVRC-19-45	New Wheel Loader	Tender	Under evaluation

Details of planned procurements over \$200,000 for the next quarter:

Reference	Project Title	Method of Issue
LVRC-19-46	4x4 Grader	To be determined
LVRC-19-51	Gatton Shire Hall Compliance Upgrade	Tender
LVRC-19-69	Belfords Bridge	Tender
LVRC19-71	LED Street Lights Laidley	Tender

Value of payments to suppliers for the quarter:

Supplier Locality	Amount	% of total Spend	Number of Suppliers	% of Suppliers
Local	\$1,955,748	17.16%	241	31.10%
Non-Local	\$9,442,950	82.84%	534	68.90%
Total	\$11,398,698		775	

15.0 CONFIDENTIAL ITEMS

CLOSED SESSION

THAT Council move into closed session at 11:20am to the exclusion of the press and public, in accordance with:

Section 275 (1) (f) of the Local Government Regulation, 2012, as the matter involves starting or defending legal proceedings involving it; to discuss item 15.1 – “Insurance Liability Update – 30 September 2019”

Moved By: Cr Cook

Seconded By:

Cr Wilson

Resolution Number: 16-20/1548

CARRIED

7/0

OPEN SESSION

THAT Council move into open session, the time being 11:31am.

Moved By: Cr Vela

Seconded By:

Cr Wilson

Resolution Number: 16-20/1549

CARRIED

7/0

15.1 Insurance Liability Update - 30 September 2019

Date: 17 October 2019

Author: Erin Carkeet, Governance and Strategy Officer

Responsible Officer: Ian Church, Chief Executive Officer

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (f) of the Local Government Regulation, 2012, as the matter involves starting or defending legal proceedings involving it.

Summary:

The purpose of this report is to provide Council with a quarterly update on insurance liability matters as at 30 September 2019.

Officer's Recommendation:

THAT Council receive and note the insurance liability quarterly update as at 30 September 2019.

RESOLUTION

THAT Council receive and note the insurance liability quarterly update as at 30 September 2019.

Moved By: Cr Cook

Seconded By:

Cr Vela

Resolution Number: 16-20/1550

CARRIED
7/0

16.0 MEETING CLOSED

There being no further business, the meeting closed at 11:32am