

Agenda



ORDINARY MEETING OF COUNCIL

AGENDA

17 MARCH 2021

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1. MEETING OPENED**2. LEAVE OF ABSENCE****2.1 Leave of Absence****Author:** Ian Church, Chief Executive Officer**Responsible Officer:** Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT Leave of Absence is granted to Councillor Tanya Milligan for Council's Ordinary Meeting held 17 March 2021 to attend the Council of Mayors South East Queensland delegation in Canberra.

3. CONDOLENCES/GET WELL WISHES**3.1 Condolences/Get Well Wishes****Author:** Erin Carkeet, Governance Officer**Responsible Officer:** Anna Hebron, Group Manager People and Business Performance

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.

4. DECLARATION OF ANY PRESCRIBED CONFLICT OF INTERESTS/DECLARABLE CONFLICTS OF INTEREST BY COUNCILLORS**4.1 Declaration of Prescribed Conflict of Interest on any Item of Business**

Pursuant to Chapter 5B, Part 2 of the *Local Government Act 2009*, a councillor who has a prescribed conflict of 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 prescribed conflict of interest in the matter, including the following about the interest –
 - i. if it arises because of a gift, loan or contract, the value of the gift, loan or contract
 - ii. if it arises because of an application or submission, the subject of the application or submission
 - iii. the name of any entity other than the councillor that has an interest in the matter
 - iv. the nature of the councillor's relationship with the entity that has an interest in a matter
 - v. details of the councillor's and any other entity's interest in the matter; and
- (b) leave the meeting room, including any area set aside for the public, and stay out of the meeting room while the matter is being discussed and voted on unless the subject councillor has written notice from the Minister to participate in the matter.

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

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a councillor who has a declarable 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 it arises because of the councillor's relationship with a related party:
 - i. the name of the related party to the councillor
 - ii. the nature of the relationship of the related party to the councillor
 - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the councillor or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the councillor or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the councillor intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

5. MAYORAL MINUTE

No Mayoral Minute.

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes 17 February 2021

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 17 February 2021 be taken as read and confirmed.

7. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8. COMMITTEE REPORTS

8.1 Receipt of the Unconfirmed Minutes of the Audit and Risk Management Committee held on 4 March 2021

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the unconfirmed Minutes of the Audit and Risk Management Committee Meeting held on 4 March 2021, as attached, be received and noted.

Attachments

1 [↓](#) Unconfirmed Minutes ARMC 17 Pages



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ATTENDANCE:

Councillor Members

- Cr Jason Cook
- Cr Chris Wilson

Independent External Members (Voting)

- Kerry Phillips (Chairperson)
- Martin Power
- Adrian Morey

Attendees (non-voting)

- Ian Church, Chief Executive Officer
- Anna Hebron, Group Manager People & Business Performance
- Amanda Pugh, Group Manager Community & Regional Prosperity (part of meeting)
- Madonna Brennan, Risk, Audit & Corporate Planning Advisor
- Jodi Marchant, Chief Financial Officer
- Cathy Blunt, O'Connor Marsden & Associates (Internal Audit)
- Wayne Gorrie, O'Connor Marsden & Associates (Internal Audit)
- Junaide Latif, William Buck (External Audit)
- Sabrina Franks, Queensland Audit Office
- Susan Boland, Governance Officer
- Bella Greinke, Business Support Officer (Secretariat)
- Dee Stewart, Management Accountant
- Stephen Hart, Senior Advisor Advocacy (part of meeting)
- Jack Little, Grants Officer (part of meeting)
- Krista Roberts, Legal Officer and Carl Manton, Chief Executive Officer from Goondiwindi Regional Council (observed the meeting via teleconference)

1. MEETING OPENED

The meeting commenced at 10:06am.

Independent Member, Adrian Morey, declared to the meeting he is undertaking the role in his personal capacity, not in his professional capacity with PricewaterhouseCoopers and requested to have this recorded in the minutes.

2. APOLOGIES

There were no apologies for the meeting.

3. DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY MEMBERS

3.1 Declaration of Prescribed Conflict of Interest on any Item of Business

Pursuant to Chapter 5B, Part 2 of the Local Government Act 2009, a member who has a prescribed conflict of 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 prescribed conflict of interest in the matter, including the following about the interest –
 - i. if it arises because of a gift, loan or contract, the value of the gift, loan or contract
 - ii. if it arises because of an application or submission, the subject of the application or submission
 - iii. the name of any entity other than the member that has an interest in the matter
 - iv. the nature of the member's relationship with the entity that has an interest in a matter
 - v. details of the member's and any other entity's interest in the matter; and
- (b) leave the meeting room, including any area set aside for the public, and stay out of the meeting room while the matter is being discussed and voted on unless the subject member has written notice from the Minister to participate in the matter.

3.2 Declaration of Declarable Conflict of Interest on any Item of Business

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a member who has a declarable 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 it arises because of the member's relationship with a related party:
 - i. the name of the related party to the member
 - ii. the nature of the relationship of the related party to the member
 - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the member or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the member or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the member intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

No declarations by members were made at this time.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

4 MARCH 2021

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Audit and Risk Management Committee Meeting Minutes 26
November 2020

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

**THAT the Minutes of the Audit and Risk Management Committee Meeting held on Thursday 26
November 2020 be taken as read and confirmed.**

RESOLUTION

**THAT the Minutes of the Audit and Risk Management Committee Meeting held on Thursday 26
November 2020 be taken as read and confirmed.**

Moved By: M Power **Seconded By:** Cr Cook
Resolution Number: ARMC/0187

CARRIED
5/0

5. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

*Cathy Blunt and Wayne Gorrie from Council's internal audit provider, O'Connor Marsden & Associates,
arrived at 10:23am, during the discussion of this item.*

AUDIT & RISK MANAGEMENT COMMITTEE
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The Chief Executive Officer provided further insight to the Committee on various legal matters contained within the report.

Independent Member, Martin Power identified infrastructure charges for the Fairways Park land settlement will need to be listed as a liability on Council's Financial Statements until it is settled (when the plan is sealed).

Operational Plan 2020-2021 Second Quarter Performance Report

The Chair sought further information on the progress of items 4.2.4, 4.2.5 and 5.1.3 in the Operational Plan 2020-2021 Second Quarter Report. A suggestion was made for the opportunity of internal audit providing support to deliver item 5.1.3 which is to undertake a full review of plant and fleet across Council to ensure utilisation is being maximised and plant and fleet are reflective of future needs for programmed works.

The meeting adjourned for a should break at 11:34am and resumed at 11:41am.

6.2 External Audit Update including the External Audit Plan for year ending June 2021

Author: Jodi Marchant, Chief Financial Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The attached report provides a briefing on the status of the external audit activity, including Council's External Audit Plan for the financial year ending 30 June 2021.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the External Audit Update, including the External Audit Plan for the financial year ending 30 June 2021.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the External Audit Update, including the External Audit Plan for the financial year ending 30 June 2021.

Moved By: A Morey **Seconded By:** M Power
Resolution Number: ARMC/0189

CARRIED
5/0

Key Discussion Highlights from the Meeting

External Audit Briefing Paper

The management representative from the Queensland Audit Office (QAO) outlined key points of interest from the briefing paper presented to the Committee including the tabling of QAO's annual report on the results of local government audits for 2019-2020 in parliament in late March 2021 and the availability of the

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revised strategic audit plan. Other matters of interest were also highlighted such as the audit committee chair briefings, client technical update event including the availability of the presentation slides from these on QAO's website. The Chair emphasised the benefits of and recommended participating in the technical updates provided by QAO.

The Committee were advised of QAO's local government data strategy, the benefits of the strategy and various Queensland local governments already utilising this strategy. Contact will be made with Council to further discuss this opportunity.

Discussions were held on the recent CCC publication detailing the findings of a survey completed of a large number of local government employees into the perceptions of corruption and integrity in local government. The Chair reminded the importance of educating staff on how to report on fraud and corruption and ensuring confidence to do so.

2020 External Audit Plan

Council's external audit representative provided an overview of the areas of audit focus which have been identified as the greatest risk of material error to the financial statements. The Committee were also advised milestones have been set up very similar to last year, along with audit fees remaining consistent with the previous year. This audit program will be the final program William Buck will undertake on Lockyer Valley Regional Council and another audit service provider will be appointed by QAO.

In relation to the outstanding procurement matter, Independent Member, Martin Power, clarified whether or not audit have reviewed Council's draft procurement guideline. It was confirmed by the external audit representative the guideline had been reviewed and is now with management for final approval.

The Chair sought clarification on whether or not the financial assessment and maturity report would be reviewed again. It was confirmed by Council's Chief Financial Officer the detailed review would be completed again this year. The Chair requested the full detailed review (summary and Q&A) be provided to the Committee.

Independent Member, Martin Power sought confirmation on whether or not Council undertook the self-assessment on cyber-security risk. The Chief Executive Officer took the question on notice and advised notification on this would be provided out of session.

Clarification was provided to the Committee by the Chief Financial Officer on Council's valuation program for this year which will include infrastructure assets, artwork, land and waste. The Chief Financial Officer advised these valuations will be conducted by the same provider as previous years and this is the final year of their contract with Council.

AUDIT & RISK MANAGEMENT COMMITTEE
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this suggestion and added this may be something managed outside of payroll operations.

The Chair acknowledged the quality and format of the report prepared and sought clarification for the date for the FTE numbers captured in the background of the report. Should this be 30/6/2020 not 30/6/2019 as identified. The Chair also requested it be noted the terminations as result of the organisation realignment presents a distortion in the figures. The Chair also shared advice received from other local governments on the superannuation payment shortfall and as such legal advice may not be required, more so to be aware of exposure if there is a significant increase with higher duties and significant period of acting in role. Action responses in relation to this recommendation will be captured in the Audit Register and presented to future meeting of the Committee. Independent Member Adrian Morey asked if there were any surprises to management in the review and the Chief Executive Officer confirmed no surprises were identified.

Council's Internal Auditor provided an overview of the trends report included in the internal audit activity update, no comments were received from the Committee on the report.

Internal Audit Plan

Council's Internal Auditor advised the Committee of the inclusion of the 3-year internal audit plan in the agenda for input from the Committee prior to further review and discussion with management.

A suggestion was made by the Risk, Audit and Corporate Planning Advisor to bring the identified review of the Risk Management Framework forward. The Chair believes the current Risk Management Framework is robust, however the missing link is the deeper development of operational risk components and recommended to leave the Plan as is for this financial year. The Chair also acknowledged the status of the Data Analytics review is with management for verification.

It was also highlighted a number of issues were picked up as part of the Risk Assurance Map process and some of these will be included in the revision of the plan going forward to include the 2023-2024, to enable the continuation of a 3-year forward Internal Audit Plan, with potential internal audit work in the IT area, around IT general controls not just cyber specific. Independent Member Adrian Morey highlighted the benefit of the Risk Assurance Map as a new member to the Committee, providing an insight into the organisation, however he noted the Work Health and Safety Committee was missing from the Assurance Map and the identified state agency names may require updating. The Internal Auditor advised a presentation was made previously to the Committee on the Risk Assurance Map and would arrange for this to be provided to the new independent member.

Independent Member Martin Power sought clarification as to whether or not allocation of ten days identified for the next phase of Data Analytics is accurate. It was clarified that it will depend on the outcome of the initial data analytics work and what management decides to do with the outcomes. Cr Wilson advised he had no concerns with the internal audit plan, however was looking forward to reviewing the data analytics recommendations.

The Chair clarified the takeaway suggested considerations for internal audit as data analytics to remain at this stage as ten days subject to phase one outcomes. IT security considerations and internal audit support the Plant and Fleet Review identified in the current operational plan to enable this to be completed sooner rather than later.

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6.5 Risk Management Update – Review of Risk Appetite Statement

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Summary:

The purpose of this report is to provide the Audit and Risk Management Committee with an update on the progress of Council's risk management function, in particular the review of Council's Risk Appetite Statement.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the Risk Management Update and Council's draft Risk Appetite Statement.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Risk Management Update and Council's draft Risk Appetite Statement.

Moved By: M Power **Seconded By:** A Morey
Resolution Number: ARMC/0192

CARRIED
5/0

Key Discussion Highlights from the Meeting

Council's Risk, Audit and Corporate Planning Advisor advised the Committee Council's Risk Appetite Statement was due for review in accordance with the Risk Management Framework. Two workshops facilitated by O'Connor Marsden and Associates were conducted with the Executive Leadership Team and Council to develop the draft Risk Appetite Statement presented to the Committee.

Council's Internal Auditor provided a brief overview of the workshops to the Committee.

Independent Member Martin Power supported the 70-20-10 approach in relation to innovation, however has concerns in relation to the identified appetite for Infrastructure and Assets and also Environment and Community categories. In particular the how much of the categories were identified in the open appetite area and what this means for managing risk where limited controls can be put in place for these categories. The Chair agreed with the concerns raised and it was recommended by the Committee to pair the appetite back for these two risk categories.

The Chief Executive Officer provided context to the Committee on how this risk appetite was determined, which is to stimulate innovative approaches to the way we do business and not to utilise risk as a barrier for this. The Chief Executive Officer advised other control factors such as legislative requirements and internal controls would be consider in conjunction with the Risk Appetite Statement in the decision-making process. Cr

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7. ITEMS FOR INFORMATION

7.1 Financial Performance Report

Author: Jodi Marchant, Chief Financial Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report provides the Audit and Risk Management Committee with the summary of Council's financial performance against budget for the financial year to 31 January 2021 and the budget review for the period as at end of 30 December 2020 including the amended Long-Term Financial Forecast.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the Financial Performance information report.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Financial Performance information report.

Moved By: A Morey **Seconded By:** M Power
Resolution Number: ARMC/0196

CARRIED
5/0

Key Discussion Highlights from the Meeting

The Chair sought clarification on the correct capital expenditure as it is identified as \$5.16million in the financial statement and in the agenda report it identified as \$7.35 million. The Chief Financial Officer clarified both figures are correct they are reporting different expenditure. The \$5.16 Million in the income statement is reflecting the expense relating loss on sale of assets and the write down of assets from the capitalisation process. It was further clarified \$1.6 Million was directly related to a number of kerb, channel and stormwater assets, which had been identified on Council's asset register as not being Council owned assets. Further Council capitalisation process is currently up to date as a result of process improvement and a timelier manner which means this information is appearing on statements earlier than prior years. The \$7.35 Million in the agenda is referring to the capital works program list which is also included with the report.

Independent Member Adrian Morey raised concerns around timing of the delivery of the capital work program as only \$13 million of the \$25 million has been delivered to date. This seems to be significant budget still remaining to be expended. The timing of works is expected to be completed. The Chair raised reviewing the quality of the accruals.

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8. AUDIT AND RISK MANAGEMENT COMMITTEE MEMBERS ONLY SESSION WITH INTERNAL AND EXTERNAL AUDIT

Committee members held two closed session discussions, an initial session with internal and external audit; and a representative from the Queensland Audit Office and a members only session. Committee Advisors left the meeting prior to the commencement of these sessions.

9. GENERAL BUSINESS

No items for general business.

10. MEETING CLOSED

There being no further business, the meeting closed at 2:45pm.

Unconfirmed



LOCKYER VALLEY LOCAL DISASTER MANAGEMENT GROUP MEETING

26 February 2021

10.00am

Lockyer Valley Council Chambers, 26 Railway Street Gatton

Chairperson: Cr Tanya Milligan

LDMG Member Attendees: Quorum 6/6 present

Name	Agency/Role	Name	Agency/Role
Cr Tanya Milligan	LVRC Mayor/Chair, LDMG	Deb O'Brien (via telecon)	QHealth/LDMG Member
Cr Janice Holstein	LVRC/Deputy Chair, LDMG	Bob Bundy	SES/LDMG Member
Corrin Bischoff	LVRC/LDMG Deputy LDC	Matthew Kelly	QFES/LDMG Deputy Member
Michelle Kocsis	LVRC/LDMG Member	Brad Jeffs	QFES/LDMG Deputy Member

Advisors & Guest Invitees:

Name	Agency/Role	Name	Agency/Role
Michelle Sippel	TMR/LDMG Advisor	Chris Job	QPWS/LDMG Advisor
Erin Carkeet	LVRC	Gary Chalmers	Energex/LDMG Advisor
Roger Kitson	Guest Speaker - LVRC/SRC Bushfire Recovery & Resilience Officer	Isabella Greinke	LVRC
George Hodgson	Guest Speakers – National Bushfire Recovery Agency	Antoine Chandonette	Red Cross

Apologies:



Name	Agency/Role	Name	Agency/Role
Anna Hebron	LVRC/LDC	Tim Burchmann	QFES/LDMG Member
Trudy Stone	QAS/LDMG Member		
Steve Kerwin	Energex/Deputy LDMG Advisor	Peta Foster	QUU/Deputy LDMG Advisor
Terry Hayden	Telstra/LDMG Advisor	Annabelle Johnston	DCHDE/LDMG Advisor
Craig Berry	QPS/XO DDC Toowoomba	Ian Church	LVRC, Chief Executive / Recovery Coordinator

Agenda Items:

	Agenda Item	Responsible Person	Action
1.	Meeting opened at 10:00am The LDMG Chair welcomed everyone and the apologies were noted	Chair	Nil
2.	Changes to LDMG Membership/Advisors were noted <ul style="list-style-type: none"> • LDMG Advisors <ul style="list-style-type: none"> ○ QUU Deputy Advisor: Howard Whitten to Susan Bates ○ UQ Gatton: Janelle Zahmel to Ann Keep ○ DAF Liaison Officer: Andrew Voigt to Rohan Allen ○ SEQWater Advisor: Robert Druery ○ Energex: Landline contact numbers for LDMG advisors are no longer current 	Chair	Noted
3.	LDMG Status: – remains at ALERT for COVID-19	Chair	Nil
4.	Confirmation of Previous Meeting Minutes Local Disaster Management Group Meeting Minutes <ul style="list-style-type: none"> • Confirmation of draft Minutes of the Lockyer Valley Local Disaster Management Group meeting held on 22 October 2020 Minutes of Bushfire Sub Committee Meeting Minutes <ul style="list-style-type: none"> • Acknowledgement of the draft Minutes of the LVRC Bushfire Sub Committee meeting held on 23 July 2020 and 1 October 2020 <u>Recommendation</u> That the Minutes of the Lockyer Valley Local Disaster Management Group meeting held on 20 October 2020 are taken as read; and That the draft Minutes of the LVRC Bushfire Sub Committee meeting held on 23 July 2020 and 1 October 2020 be taken as read. <i>Carried. 6/6</i>	Chair	Nil



	<p>The Minutes of the Bushfire Sub Committee meetings held on 23 July 2020 and 1 October 2020 are confirmed and endorsed by the Local Disaster Management Group.</p> <p><i>Carried. 6/6</i></p>		
5.	<p>National Bushfire Recovery Agency (NBRA) Role & Activities</p> <p>A presentation was provided on the NBRA.</p> <ul style="list-style-type: none"> Established in January 2020 as a result of the devastating 2019-20 bushfires The NBRA role is to help communities get the assistance they need across all levels of governments to support the recovery work of communities NBRA has been established till the 30 Jun 2021, when a new enduring agency will operate from 1 Jul 2021 2019-20 Bushfire Impact in Lockyer Valley = 11% of Lockyer Valley burnt. NBRA website – always updated www.recovery.serviceconnect.gov.au 	George Hodgson & Miyun Shoemark	Noted
6.	<p>Bushfire Recovery & Resilience Officer Role & Activities Update</p> <p>A presentation was provided by Council’s Community Development Officer Bushfire Recovery & Resilience Officer.</p> <ul style="list-style-type: none"> Key role responsibilities <ul style="list-style-type: none"> To accelerate recovery Build community resilience Engage with and establish strong working relationships with key stakeholders Support community led initiatives Build capacity in preparedness for and resilience to future disasters 	Roger Kitson	Noted
7.	<p>Business arising from Minutes</p> <ul style="list-style-type: none"> No action items from previous minutes 	Chair	Nil
8.	<ul style="list-style-type: none"> Mt Whitestone Landslip Exercise Outcomes Update <p>An update was provided to the group on the outcomes of the exercise.</p>	Disaster Management Advisor	Development of Response Plan.
9.	<p>Local Disaster Coordinators Update</p> <ul style="list-style-type: none"> Evacuation Centre training conducted at Lockyer Valley Sports and Aquatic Centre. This exercise highlighted the COVID-19 considerations in the event an evacuation is needed. 	Deputy Local Disaster Coordinator (LDC)	



	<ul style="list-style-type: none"> • WMH COVID Vaccination Site Locations Sub-Working Group. • Flood monitoring camera at Junction View is now online and can be viewed on the Disaster Dashboard http://disaster.lvrc.qld.gov.au/ 		
10.	<p>Queensland Emergency Risk Management Framework (QERMF) – Joint SRC/LVRC Project update</p> <ul style="list-style-type: none"> • State finalised their review of QERMF. An extension for the project deadline has been granted to allow State framework changes to be incorporated. 	LVRC Disaster Management Advisor (DMA)	
11.	<p>IGEM – Annual disaster management plan assessment outcome</p> <ul style="list-style-type: none"> • Last year review focussed on bushfire preparedness • State are currently preparing this year’s annual assessment. 	LVRC DMA	
12.	<ul style="list-style-type: none"> • Local Disaster Management Plan Review <ul style="list-style-type: none"> ○ Annual review of the Local Disaster Management Plan underway and will be distributed for review and feedback <p>DM Planning Training was conducted post LDMG Meeting.</p>	Deputy LDC	
13.	<p>Australian Warning System</p> <ul style="list-style-type: none"> • The Australian Warning System is a new national approach to information and warnings for hazards like bushfire, flood, storm, cyclone, extreme heat and severe weather. 	QFES Emergency Management Coordinator (EMC)	
14.	<p>Agency Updates – including brief on agencies seasonal preparedness</p> <ul style="list-style-type: none"> • Reports received from <ul style="list-style-type: none"> ○ Lockyer Valley Regional Council ○ Toowoomba District Disaster Management Group ○ Urban Utilities ○ Energex ○ Department of Agriculture & Fisheries ○ Department of Transport & Main Roads ○ Department of Communities, Housing and Digital Economy ○ Queensland Fire and Emergency Services – National Warning System. High Consequence Decision Making Masterclass programmed. ○ QHealth – Vaccination program update. <p>The Chair passed on her thanks to QHealth team for COVID response whilst continuing business as usual. The Gatton Hospital team recently were awarded the ‘Excellence in</p>	All agencies	



	<p>Quality award from Pathology Queensland Point of Care Testing for Best Overall Site in Queensland.'</p> <ul style="list-style-type: none"> ○ Queensland Parks & Wildlife Services - powerpoint presentation on proposed collaborative work at Vinegar Hill. 		
15.	<p>Training</p> <ul style="list-style-type: none"> • Training Needs Analysis • Training calendar 	QFES, EMC	
16.	<p>General Business</p> <ul style="list-style-type: none"> • USQ Research Report – Bushfire Mitigation and Preparation on the Toowoomba Escarpment – LVRC DMA • Format of future meeting documentation - DLDC • Introduction of Bella Greinke, LVRC as LDMG Secretariat to the LDMG – Deputy LDC 	Chair	
17.	Next Meeting – Wednesday 30 June 2021		
18.	Meeting closed at 11:32am		

UNCONFIRMED



9. DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10. EXECUTIVE OFFICE REPORTS**10.1 Summary of Council Actual Financial Performance vs Budget - 28 February 2021**

Date: 09 March 2021

Author: Jodi Marchant, Chief Financial Officer; Dee Stewart, Senior Financial Accountant

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to provide Council with an update of Council's financial performance against budget for the financial year to 28 February 2021.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 28 February 2021.

Executive Summary

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budget is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 28 February 2021.

At 28 February, revenues are over target and expenditures are under target.

Proposal**Overview**

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation. The following report provides a summary of Council's financial performance against budget to 28 February 2021.

Operating Revenue - Year to date target \$51.09 million Actual \$52.34 million or 102.46%

At 28 February 2021, overall operating revenue for the year to date is above target.

Rates and Utility Charges (Gross) are over budget by \$0.27

Rates are slightly above budget due to a higher than expected growth factor which was budgeted very conservatively due to COVID. The second levy was issued on the 2 February 2021 with discount closing on 19 March 2021. The cashflow receipts will continue to be closely monitored for any delays in rate payments due to COVID. There has been little effect on the cashflows with 38.33% of rates collected as at 5 March 2021.

Fees and Charges over budget by \$.87 million

The favourable variances in fees and charges relates predominately to higher than expected income from development fees \$0.57, higher than expected income from building fees, animal fees and charges and rates search fees. The budget items will be monitored and included in the March budget review.

Other Revenue over budget by \$0.17 million

Other Revenue is above budget due to higher than expected income from reimbursements of costs from Inland Rail and an insurance payment received for Plumbing \$0.03 million.

Operating Expenditure - Year to date target \$35.52 million Actual \$34.34 million or 96.67%

At 28 February 2021, overall operating expenditure for the year to date is slightly below expected spend.

Employee costs under budget by \$0.14 million

Employee costs are under budget due to vacancies identified since the December budget review and an underspend on staff training due to a reduction in training courses delivered due to COVID restrictions.

Goods and Services under budget by \$0.94 million

Goods and services are slightly under budget across several areas with the larger variances including fleet materials and services \$0.27 million, regional development contractors \$0.05 million and civil operations materials and contracts \$0.09 million. These variances are mostly the result of timing differences. Offsetting these underspends is an overspend on IT software maintenance which is a result of a timing difference only.

Capital Revenue – Year to date target \$3.12 million Actual \$3.33 million or 106.90%

Capital grants, subsidies and contributions are slightly over budget at this time of the financial year due to capital contributions received for the capital program \$0.05 million and for civil operations \$0.03 million. Council is currently holding \$2.40 million in unexpended grant funds as a Contract Liability on the Statement of Financial Position which will be recognised in line with AASB 1058 as expenditure is incurred. Council continues to receive additional grant funding from the Federal and State Government as part of the COVID economic stimulus packages and the budget will be monitored and amended accordingly.

Capital Expenses – Actual \$4.90 million

The amount shown against capital expenses relates to accounting adjustments associated with Council's asset capitalisation processes and loss on disposal of assets. The high value is attributed assets being replace or upgraded prior to the end of their accounting useful life and the derecognition of assets. This line item is currently being investigated following discussions with the internal audit committee and Council's external auditor. This is expected to be confirmed during March.

Capital Project Expenditure – Year to date target \$9.04 million Actual \$8.46 million or 93.59%

At 28 February 2021, Council has expended \$8.46 million on its capital works program with a further \$7.45 million in committed costs for works currently in progress.

The main expenditure is \$7.97 million within Infrastructure Group with a significant amount being capital expenditure on the renewal and upgrade of roads, bridges, parks, facilities and waste assets.

The progress of the Capital Works Program is being closely monitored, and a review of deliverability of projects and potential carry forward items to next financial year will be undertaken as part of the March quarter budget review.

Additional detail is provided in the Capital Works Program within the attachment.

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 28 February, Council had \$49.97 million in current assets compared to \$13.92 million in current liabilities with a ratio of 3.59:1. This means that for every dollar of current liability, there is \$3.59 in assets to cover it.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 28 February, there has been a net cash inflow of \$5.22 million with \$9.82 million inflow from operating activities; and a net cash outflow of \$3.86 million from investing activities including capital revenue and expenditure.

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. As at 28 February, Council's cash balance was \$31.53 million. \$2.40 million of this cash balance is unexpended grants funds and is restricted to be spent in accordance with the terms of the grant.

Options

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 28 February 2021.

Or

THAT Council do not receive the Summary of Council Actual Financial Performance versus Budget to 28 February 2021.

Previous Council Resolutions

Nil

Critical Dates

Nil

Strategic Implications

Corporate Plan

Leadership and Council

Outcome:

- 5.1 Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.
- 5.7 Compliant with relevant legislation

Finance and Resource

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2020-21 Budget, with any variations or anomalies to be investigated and action taken as appropriate. Financial impacts in relation to economic impacts because of the COVID-19 health pandemic will be monitored and reported to Council as information becomes available.

Legislation and Policy

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.

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

Risk Management

Key Corporate Risk Category:	FE2
Reference and Risk Description:	Finance and Economic Decision making governance, due diligence, accountability and sustainability.

Consultation

Internal Consultation

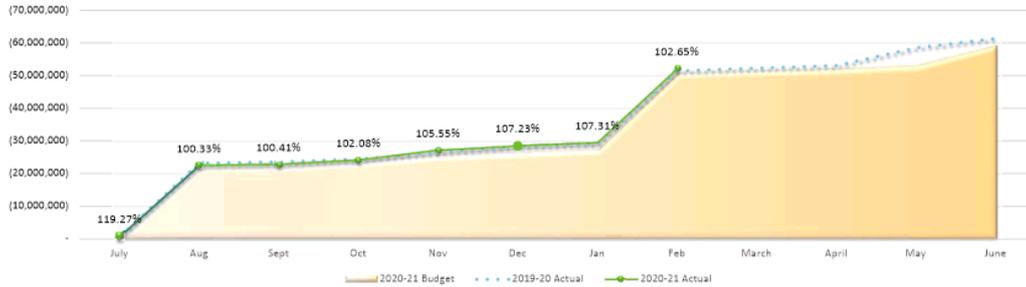
- Managers and Group Managers across the business as needed for information
- Finance Team

Attachments

1 [↓](#) Monthly Financial Report - February 2021 19 Pages

LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 28th February, 2021

Operating Revenue (Cumulative)



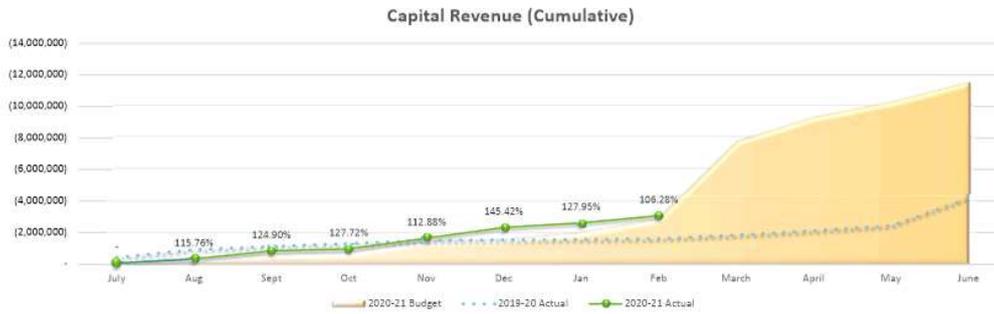
REVENUE TO DATE by Type	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	(41,937,272)	1,240,175	(4,122,889)	(746,846)	(4,437,653)	(155,955)	(507,763)	(1,673,232)	-	(52,341,436)
Budget	(41,664,411)	1,250,000	(3,250,365)	(684,441)	(4,548,587)	(163,033)	(522,062)	(1,503,622)	-	(51,086,521)
Variance	272,861	9,826	872,524	62,405	(110,934)	(7,078)	(14,299)	169,610	-	1,254,915
Target %	100.65%	99.21%	126.84%	109.12%	97.56%	95.66%	97.26%	111.28%	-	102.46%
Movement to Prior Month Target %	→	→	↓	↓	↓	→	↑	↓	→	↓

Operating Expenditure (Cumulative)



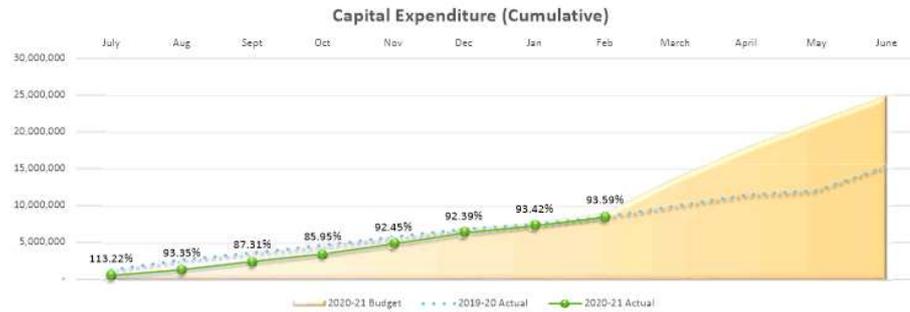
EXPENDITURE TO DATE by Type	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	15,772,900	9,712,761	645,512	8,207,090	34,338,263
Budget	15,917,137	10,649,929	629,731	8,325,474	35,522,271
Variance	144,237	937,168	(15,782)	118,384	1,184,008
Target %	99.09%	91.20%	102.51%	98.58%	96.67%
Movement to Prior Month Target %	↑	↑	→	→	↑

LOCKYER VALLEY REGIONAL COUNCIL
Capital Revenue and Expenditure Dashboard
For the Period Ending 28th February, 2021



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(3,335,027)	125,000	(3,210,027)
Budget	(3,119,808)	-	(3,119,808)
Variance	215,219	(125,000)	90,219
Target %	106.90%	-	102.89%
Movement to Prior Month Target %	→	→	→

Note: Graph above is reflecting capital grants and subsidies and developer contributed assets only



EXPENDITURE TO DATE by Group	People and Business Performance	Infrastructure	Community and Regional Prosperity	Total
Actual	425,296	7,974,146	57,789	8,457,231
Budget	484,419	8,453,555	98,600	9,036,574
Target %	87.80%	94.33%	58.61%	93.59%
Movement to Prior Month Target %	↑	↓	→	→

Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For the Period Ending February 2021

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	41,662,744	41,937,272	41,664,411	(272,861)	-0.65%
Discount	(1,680,000)	(1,240,175)	(1,250,000)	(9,826)	0.79%
Charges and Fees	4,467,258	4,122,889	3,250,365	(872,524)	-26.84%
Interest	1,018,594	746,846	684,441	(62,405)	-9.12%
Operating Grants and Subsidies	8,575,617	4,437,653	4,548,587	110,934	2.44%
Operating Contributions and Donations	514,700	155,955	163,033	7,078	4.34%
Revenue - Contract/Recoverable Works	831,765	507,763	522,062	14,299	2.74%
Other Revenue	2,009,665	1,673,232	1,503,622	(169,610)	-11.28%
Profit from Investments	2,200,000	-	-	-	0.00%
Total Recurrent Revenue	59,600,344	52,341,436	51,086,521	(1,254,915)	-2.46%
Capital Revenue					
Capital Grants, Subsidies and Contributions	11,699,226	3,335,027	3,119,808	(215,219)	-6.90%
Total Revenue	71,299,571	55,676,463	54,206,329	(1,470,133)	-2.71%
Capital Income	-	(125,000)	-	125,000	0.00%
Total Income	71,299,571	55,551,463	54,206,329	(1,345,133)	-2.48%
Expenses					
Recurrent Expenses					
Employee Costs	24,713,351	15,772,900	15,917,137	144,237	0.91%
Goods and Services	18,279,517	9,712,761	10,649,929	937,168	8.80%
Finance costs	1,200,735	645,512	629,731	(15,782)	-2.51%
Depreciation	12,488,211	8,207,090	8,325,474	118,384	1.42%
Total Recurrent Expenses	56,681,815	34,338,263	35,522,271	1,184,008	3.33%
Capital Expenses	-	4,898,549	-	(4,898,549)	0.00%
Loss on Sale	224,000	132,403	224,000	91,597	40.89%
Total Expenses	56,905,815	39,369,215	35,746,271	(3,622,944)	-10.14%
Net Recurrent Result/Operating Surplus/(Deficit)	2,918,529	18,003,173	15,564,250	(2,438,923)	-15.67%
NET RESULT AFTER CAPITAL ITEMS	14,393,756	16,182,247	18,460,058	2,277,811	12.34%

Lockyer Valley Regional Council (Executive Office)
Statement of Comprehensive Income
For Period Ending February 2021

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	32,086,716	32,368,716	32,088,383	(280,333)	(0.87)
Discount	(1,500,000)	(1,103,607)	(1,110,000)	(6,393)	0.58
Charges and Fees	303,000	202,150	163,600	(38,549)	(23.56)
Interest	962,394	719,057	646,974	(72,083)	(11.14)
Operating Grants and Subsidies	3,320,200	1,167,851	1,167,851	-	-
Revenue - Contract/Recoverable Works	-	91	-	(91)	-
Other Revenue	1,075,000	785,452	740,500	(44,952)	(6.07)
Profit from Investments	2,200,000	-	-	-	-
Total Recurrent Revenue	38,447,310	34,139,708	33,697,308	(442,401)	(1.31)
Capital Revenue					
	-	-	-	-	-
Total Revenue	38,447,310	34,139,708	33,697,308	(442,401)	(1.31)
Capital Income					
	-	-	-	-	-
Total Income	38,447,310	34,139,708	33,697,308	(442,401)	(1.31)
Expenses					
Recurrent Expenses					
Employee Costs	2,380,529	861,063	822,227	(38,836)	(4.72)
Goods and Services	852,086	248,397	279,724	31,327	11.20
Finance costs	301,503	189,151	170,696	(18,455)	(10.81)
Depreciation	10,841,594	7,144,120	7,227,730	83,610	1.16
Total Recurrent Expenses	14,375,713	8,442,731	8,500,376	57,645	0.68
Capital Expenses					
Capital Expenses	-	-	-	-	-
Loss on Sale	224,000	132,403	224,000	91,597	40.89
Total Expenses	14,599,713	8,575,134	8,724,376	149,242	1.71
Net Recurrent Result/Operating Surplus/(Deficit)	24,071,598	25,696,978	25,196,931	(500,046)	(1.98)
NET RESULT AFTER CAPITAL ITEMS	23,847,598	25,564,574	24,972,931	(591,643)	(2.37)

Lockyer Valley Regional Council (People and Business Performance)
Statement of Comprehensive Income
For Period Ending February 2021

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	1,162,965	1,165,742	1,162,965	(2,777)	(0.24)
Charges and Fees	-	1,144	-	(1,144)	-
Interest	13,200	6,701	8,800	2,099	23.85
Operating Grants and Subsidies	393,818	117,345	138,000	20,655	14.97
Operating Contributions and Donations	20,000	-	13,333	13,333	100.00
Revenue - Contract/Recoverable Works	-	77	-	(77)	-
Other Revenue	245,100	217,148	228,433	11,285	4.94
Total Recurrent Revenue	1,835,083	1,508,158	1,551,532	43,373	2.80
Capital Revenue					
Capital Grants, Subsidies and Contributions	53,000	100,556	53,000	(47,556)	(89.73)
Total Revenue	1,888,083	1,608,714	1,604,532	(4,183)	(0.26)
Capital Income	-	(125,000)	-	125,000	-
Total Income	1,888,083	1,483,714	1,604,532	120,817	7.53
Expenses					
Recurrent Expenses					
Employee Costs	5,939,677	4,037,349	4,026,196	(11,153)	(0.28)
Goods and Services	4,732,832	2,998,344	2,833,880	(164,464)	(5.80)
Finance costs	136,525	69,677	69,360	(317)	(0.46)
Depreciation	3,088	-	2,059	2,059	100.00
Total Recurrent Expenses	10,812,122	7,105,370	6,931,495	(173,875)	(2.51)
Capital Expenses	-	40,000	-	(40,000)	-
Loss on Sale	224,000	132,403	224,000	91,597	40.89
Total Expenses	11,036,122	7,277,773	7,063,898	(122,278)	(1.73)
Net Recurrent Result/Operating Surplus/(Deficit)	(8,977,039)	(5,597,211)	(5,379,963)	217,248	(4.04)
NET RESULT AFTER CAPITAL ITEMS	(9,148,039)	(5,794,058)	(5,459,366)	243,095	(4.45)

Lockyer Valley Regional Council (Community and Regional Prosperity)
Statement of Comprehensive Income
For Period Ending February 2021

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	305,928	306,506	305,928	(578)	(0.19)
Charges and Fees	3,348,488	3,329,073	2,565,668	(763,404)	(29.75)
Interest	-	805	-	(805)	-
Operating Grants and Subsidies	2,156,582	1,671,138	1,732,637	61,499	3.55
Operating Contributions and Donations	448,000	104,588	103,000	(1,588)	(1.54)
Revenue - Contract/Recoverable Works	-	3,096	-	(3,096)	-
Other Revenue	141,685	216,990	122,352	(94,638)	(77.35)
Total Recurrent Revenue	6,400,683	5,632,196	4,829,585	(802,611)	(16.62)
Capital Revenue					
Capital Grants, Subsidies and Contributions	-	-	-	-	-
Total Revenue	6,400,683	5,632,196	4,829,585	(802,611)	(16.62)
Capital Income	-	-	-	-	-
Total Income	6,400,683	5,632,196	4,829,585	(802,611)	(16.62)
Expenses					
Recurrent Expenses					
Employee Costs	7,245,231	4,933,369	4,913,537	(19,832)	(0.40)
Goods and Services	4,132,161	2,170,467	2,675,371	504,903	18.87
Finance costs	9,572	1,570	6,381	4,811	75.39
Depreciation	39,588	26,363	26,392	29	0.11
Total Recurrent Expenses	11,426,552	7,131,770	7,621,681	489,912	6.43
Capital Expenses	-	-	-	-	-
Loss on Sale	224,000	132,403	224,000	91,597	40.89
Total Expenses	11,650,552	7,264,173	7,845,681	581,509	7.41
Net Recurrent Result/Operating Surplus/(Deficit)	(5,025,869)	(1,499,574)	(2,792,097)	(1,292,523)	46.29
NET RESULT AFTER CAPITAL ITEMS	(5,249,869)	(1,631,977)	(3,016,097)	(1,384,120)	45.89

Lockyer Valley Regional Council (Infrastructure)
Statement of Comprehensive Income
For Period Ending February 2021

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	8,107,135	8,096,308	8,107,135	10,827	0.13
Discount	(180,000)	(136,568)	(140,000)	(3,432)	2.45
Charges and Fees	815,770	590,523	521,097	(69,426)	(13.32)
Interest	43,000	20,282	28,667	8,384	29.25
Operating Grants and Subsidies	2,705,017	1,481,319	1,510,100	28,781	1.91
Operating Contributions and Donations	46,700	51,367	46,700	(4,667)	(9.99)
Revenue - Contract/Recoverable Works	831,765	504,499	522,062	17,563	3.36
Other Revenue	547,880	453,642	412,337	(41,305)	(10.02)
Total Recurrent Revenue	12,917,267	11,061,373	11,008,098	(53,276)	(0.48)
Capital Revenue					
Capital Grants, Subsidies and Contributions	11,646,226	3,234,471	3,066,808	(167,663)	(5.47)
Total Revenue	24,563,494	14,295,844	14,074,905	(220,939)	(1.57)
Capital Income	-	-	-	-	-
Total Income	24,563,494	14,295,844	14,074,905	(220,939)	(1.57)
Expenses					
Recurrent Expenses					
Employee Costs	9,147,914	5,941,119	6,155,178	214,059	3.48
Goods and Services	8,562,439	4,295,547	4,860,954	565,408	11.63
Finance costs	753,135	385,115	383,293	(1,821)	(0.48)
Depreciation	1,603,941	1,036,607	1,069,294	32,687	3.06
Total Recurrent Expenses	20,067,428	11,658,387	12,468,719	810,332	6.50
Capital Expenses	-	4,858,549	-	(4,858,549)	-
Loss on Sale	224,000	132,403	224,000	91,597	40.89
Total Expenses	20,291,428	16,649,340	12,692,719	(3,956,620)	(31.17)
Net Recurrent Result/Operating Surplus/(Deficit)	(7,150,161)	(597,014)	(1,460,622)	(863,608)	59.13
NET RESULT AFTER CAPITAL ITEMS	4,272,066	(2,353,496)	1,382,186	3,735,682	270.27

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 28 February, 2021

	2020-2021 Annual Budget	2020-2021 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	23,977,880	25,030,083
Cash investments	-	6,500,000
Trade and other receivables	3,705,300	17,392,200
Inventories	295,000	380,881
Contract Receivable	-	116,447
Non-current assets classified as held for sale	-	549,000
Total Current Assets	27,978,180	49,968,612
<u>Non Current Assets</u>		
Trade and other receivables	14,735,000	14,734,969
Equity investments	33,470,600	31,337,620
Investment properties	2,110,000	2,110,000
Property, plant and equipment	559,745,460	544,052,464
Intangible assets	6,409,360	4,453,836
Total Non Current Assets	616,470,420	596,688,889
TOTAL ASSETS	644,448,600	646,657,500
<u>Current Liabilities</u>		
Trade and other payables	4,473,920	2,812,275
Provisions	8,625,410	7,941,135
Borrowings	1,584,050	764,408
Contract Liability Grants	-	2,398,639
Total Current Liabilities	14,683,380	13,916,457
<u>Non Current Liabilities</u>		
Provisions	30,216,770	29,817,850
Borrowings	19,982,690	21,570,167
Total Non Current Liabilities	50,199,470	51,388,017
TOTAL LIABILITIES	64,882,850	65,304,475
NET COMMUNITY ASSETS	579,565,760	581,353,026
<u>Community Equity</u>		
Retained surplus (deficiency)	399,644,760	385,052,992
Asset revaluation surplus	176,992,000	176,990,877
Reserves	-	1,305,984
Current Surplus/(Deficit)	2,919,000	18,003,173
TOTAL COMMUNITY EQUITY	579,565,760	581,353,026

LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the Period Ending 28 February, 2021

	2020-2021 Annual Budget	2020-2021 YTD Actuals
Cash flows from operating activities:		
Receipts		
Receipts from customers	58,603,440	40,408,408
Dividend received	-	-
Interest received	1,018,590	746,846
Payments		
Payments to suppliers and employees	(47,566,340)	(30,780,201)
Interest expense	(1,085,160)	(556,012)
Net cash inflow (outflow) from operating activities	10,970,530	9,819,041
Cash flows from investing activities:		
Capital grants, subsidies and contributions	11,699,230	3,685,285
Payments for property, plant and equipment	(24,940,040)	(7,543,059)
Payments for investment property	-	-
Net transfer (to) from cash investments	785,400	-
Proceeds from sale of property plant and equipment	368,000	-
Net cash inflow (outflow) from investing activities	(12,087,410)	(3,857,774)
Cash flows from financing activities:		
Repayment of borrowings	(1,509,260)	(741,198)
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(1,509,260)	(741,198)
Net increase (decrease) in cash and cash equivalents held	(2,626,130)	5,220,068
Cash and cash equivalents at beginning of the financial year	26,309,000	26,310,015
Cash and cash equivalents at end of the financial year	23,682,870	31,530,083

LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORK SUMMARY
28th February, 2021

	2020-2021 Adopted Budget	2020-2021 Expenditure	Committed	2020-2021 Expenditure (including Committed)	Remaining Budget (including Committed)
Infrastructure					
Capital Program Delivery	9,880,726	6,025,039	696,084	6,721,123	3,159,603
Depot	0	-1,518	0	-1,518	1,518
Facilities	3,450,594	607,339	2,248,258	2,855,597	594,997
Fleet	1,870,850	0	817,193	817,193	1,053,657
Parks & Open Spaces	4,406,324	729,603	2,940,872	3,670,475	735,849
Transfer Stations	436,466	502,706	16,715	519,421	-82,955
Waste Collection	14,000	6,717	0	6,717	7,283
Cemetery	93,163	103,134	3,364	106,498	-13,335
Technical Services	30,000	1,126	0	1,126	28,874
Infrastructure Total	20,182,123	7,974,146	6,722,486	14,696,631	5,485,492
People and Business Performance					
Disaster Management	94,000	26,435	0	26,435	67,565
Public Order & Safety	113,000	35,493	0	35,493	77,507
Information Communication Technology	784,040	363,368	285,630	648,998	135,042
People and Business Performance Total	991,040	425,296	285,630	710,926	280,114
Community and Regional Prosperity					
Regional Development	50,000	0	22,727	22,727	27,273
Growth & Policy	840,242	57,789	418,507	476,296	363,946
Community and Regional Prosperity Total	890,242	57,789	441,234	499,023	391,219
Grand Total	22,063,405	8,457,231	7,449,350	15,906,581	6,156,824

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended February, 2021

CAPITAL WORKS PROGRAM

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
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INFRASTRUCTURE

Cost Centre: Waste Collection

<i>Program: Waste Collection Projects</i>	14,000	6,717	-	6,717	7,283	-	14,000			
Garbage Truck Turnarounds										
Waste Collection Projects Total	14,000	6,717	-	6,717	7,283	-	14,000			

Net Applicable

0

Cost Centre: Transfer Stations

<i>Program: Transfer Station Projects</i>	15,000	5	-	5	14,995	-	15,000			
Asbestos Bin Gation Landfill										
Construct liner against Cell 1 (W4QLD)	477,887	430,715	16,715	447,431	30,456	377,887	100,000	100	100	
Gtn Landfill Fence Sth Boundary (W4QLD)	28,113	28,936	-	28,936	(823)	28,113	-	100	100	
Ladley Transfer Station (URCS)	41,280	41,274	-	41,274	6	41,280	-	100	100	
M/ Plan Gation Long Haul Waste Facility	55,000	-	-	-	55,000	-	55,000	5	0	
Oil Buildings Upgrade and Maintenance	25,000	-	-	-	25,000	-	25,000	0	0	
Stormwater Management Ladley Landfill	12,000	1,775	-	1,775	10,225	-	12,000	0	0	
Waste Land Purchases	8,126	-	-	-	8,126	-	8,126	0	0	
Transfer Station Projects Total	662,406	502,706	16,715	519,421	142,985	447,280	215,126			

Net Applicable

0

Cost Centre: Technical Services

<i>Program: Technical Services Projects</i>	30,000	-	-	-	30,000	-	30,000			
Restoration of access L202 CP817791										
Technical Services Projects Total	30,000	-	-	-	30,000	-	30,000			

Net Applicable

0

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Parks & Open Spaces										
<i>Program: Other Infrastructure Projects</i>										
Gatton CBD Disability Parking	67,500	17,866	-	17,866	49,634	-	67,500	100	15	
<i>Other Infrastructure Projects Total</i>										
	67,500	17,866	-	17,866	49,634	-	67,500	100	15	
<i>Program: Parks and Open Spaces Projects</i>										
Bugler Park Shade Sail (DCP)	23,700	23,700	-	23,700	(0)	23,700	-	100	100	
Forest Hill Skate Park Repairs (DCP)	37,537	38,095	-	38,095	(558)	37,537	-	100	100	
Gatton CBD Upgrade (W4QLD)	45,000	46,448	-	46,448	(1,448)	45,000	-	100	95	
Gatton Skate Park (DCP)	14,701	14,701	-	14,701	0	14,701	-	100	100	
Hatton Vale/Fairways Park Stage1A (BBRF)	1,600,000	169,616	1,242,354	1,411,970	188,030	800,000	800,000	100	50	
Hatton Vale/Fairways Park Stage1C (URCS)	1,000,000	216,947	681,974	898,921	101,079	1,000,000	-	100	50	
HVale/Fairways Park Stage 1B & 1D (URCS)	1,740,000	182,111	1,016,544	1,198,655	541,345	1,740,000	-	100	50	
Lake Apex Playground Equipment (W4QLD)	15,000	14,307	-	14,307	693	15,000	-	100	100	
Lithleton Park Shade Sail (DCP)	4,948	4,948	-	4,948	0	4,948	-	100	100	
Springbrook Park Fence Renewal (DCP)	18,730	18,730	-	18,730	0	18,730	-	100	100	
<i>Parks and Open Spaces Projects Total</i>										
	4,499,616	729,603	2,940,872	3,670,475	829,141	3,699,616	800,000	100	100	
Cost Centre: Civil Operations										
<i>Program: Other Infrastructure Projects</i>										
East Egypt Road, Mount Whitestone	80,000	64,940	14,090	79,030	970	-	80,000	100	100	
<i>Other Infrastructure Projects Total</i>										
	80,000	64,940	14,090	79,030	970	-	80,000	100	100	
Cost Centre: Capital Program Delivery										
<i>Program: Asphalt Resheet Programme</i>										
2020/2021 Asphalt Resheet Program (RCI)	360,079	14,241	128,538	142,779	217,300	360,079	-	75	0	
<i>Asphalt Resheet Programme Projects Total</i>										
	360,079	14,241	128,538	142,779	217,300	360,079	-	75	0	
<i>Program: Bridge Renewal Programme</i>										
Cran Bridge Deck Renewal (BRP)	245,000	22,193	181,447	203,640	41,360	118,000	127,000	100	100	
<i>Bridge Renewal Programme Projects Total</i>										
	245,000	22,193	181,447	203,640	41,360	118,000	127,000	100	100	
<i>Program: Culvert Renewal Programme</i>										
2020/2021 Culvert Renewal Program	245,000	12,207	-	12,207	232,793	-	245,000	90	0	
Summerholm Rd, Summerholm	6,052	6,052	-	6,052	0	-	6,052	100	100	
<i>Culvert Renewal Programme Projects Total</i>										
	251,052	18,259	-	18,259	232,793	-	251,052	100	100	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Program: Footpath Renewal Programme										
Patrick St/Laidley Footpath Renewal(DCP)	287,000	284,542	2,093	286,635	365	110,000	177,000	100	100	
Footpath Renewal Programme Projects Total	287,000	284,542	2,093	286,635	365	110,000	177,000	100	100	
Program: Floodway Renewal Programme										
2020/2021 Floodway Renewal Program	10,000	225	-	225	9,775	-	10,000	0	0	
Floodway Renewal Programme Projects Total	10,000	225	-	225	9,775	-	10,000	0	0	
Program: Gravel Resheet Programme										
2020/2021 Gravel Resheet Program (RTR)	900,000	582,182	29,752	611,934	288,066	643,572	256,428	Net Applicable	70	
Gravel Resheet Programme Projects Total	900,000	582,182	29,752	611,934	288,066	643,572	256,428	Net Applicable	70	
Program: Kerb & Channel Renewal Programme										
2020/2021 Kerb & Channel Renewal Program	100,000	-	-	-	100,000	-	100,000	0	0	
Kerb & Channel Renewal Programme Projects Total	100,000	-	-	-	100,000	-	100,000	0	0	
Program: Other Infrastructure Projects										
Blenheim Hall, Blenheim	2,000	(1,209)	-	(1,209)	3,209	-	2,000	100	100	
Bus Shelter Western Dr & Turner St (BSSP)	42,000	-	-	-	42,000	39,968	2,032	Net Applicable	0	
Cochrane Street, Gattton Footpath (URCS)	40,000	861	26,008	26,869	13,131	15,000	25,000	80	0	
Cooper St, Laidley - Drainage Stage 1	125,000	40,176	6,732	46,907	78,093	-	125,000	60	0	
Cycle Network Gattton (PCNP)	50,000	8,986	780	9,766	40,234	50,000	-	15	0	
Fairway Dr/Kensington Gr Footpath (DCP)	290,000	271,545	-	271,545	18,455	290,000	-	100	100	
Flagstone Cr Rd/Hartz Rd/Carpent (HVSPP)	10,000	2,580	-	2,580	7,420	10,000	-	40	0	
Flagstone Cr/Lockyer Cr Rd (HVSPP)	10,000	-	-	-	10,000	10,000	-	50	0	
Future Design Works 2021/2022	100,000	7,495	-	7,495	92,505	-	100,000	0	N/A	
Gattton Industrial Estate (HVSPP)	10,000	1,552	-	1,552	8,448	10,000	-	10	0	
Gehrke/Rons Rd Lighting (supplement BS)	12,595	12,595	-	12,595	0	-	12,595	100	100	
GranthamScrub Rd/GranthamWinwill (HVSPP)	10,000	997	-	997	9,003	10,000	-	10	0	
Laidley Hospital Disability Improvement	20,000	10,724	307	11,031	8,969	-	20,000	100	50	
Laidley LED Street Lighting (LGGSP)	250,000	23,444	2,800	26,244	223,756	150,000	100,000	Net Applicable	0	
Laidley LED Street Lighting (URCS)	150,000	304	-	304	104,696	105,000	-	Net Applicable	0	
Lake Apex Park, Gattton Footpath (W4QLD)	55,000	53,056	190	53,246	1,754	54,000	1,000	100	100	
LDSHS Highway Av, Gattton Car Park(STIP)	330,000	335,651	-	335,651	(5,651)	303,000	27,000	100	100	
Maroske Road, Plainland Turn Around	26,000	26,127	-	26,127	(127)	-	26,000	100	100	
Murphys Creek Road - Footpath (LRCL)	200,000	8,517	34,191	42,708	157,292	200,000	0	100	0	
Old College Road, Gattton Footpath(W4QLD)	42,000	30,958	-	30,958	11,042	19,500	22,500	100	100	
Patrick St, Laidley Asphalt Overlay	88,000	-	-	-	88,000	-	88,000	Net Applicable	0	

Program	Budget	Actual	Committed	Total		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
				(includes committed costs)	Remaining Budget					
Railway Crossings Safety Improvements	20,000	-	-	-	20,000	-	20,000	0	0	
Safeschools Project Kentville School (TIDS)	60,000	150	-	150	59,850	30,000	30,000	0	0	
Spa Water Road, Blanchview (BS)	400,000	225,154	24,811	249,965	150,035	223,000	177,000	100	90	
TSRC Haulage Roads Compensation	381,000	274,917	-	274,917	106,083	363,636	17,364	100	100	
Vehicle Activated Signs Bases Various	17,995	-	-	-	17,995	-	17,995	Net Applicable	0	
Wandlin Road, Witcott - Table Drains	60,000	-	-	-	60,000	-	60,000	Net Applicable	0	
William Street, Garton Footpath (W4QLD)	126,000	4,537	91,573	96,110	29,890	95,500	30,500	100	50	
Woodlands Rd & Rangeview Drive (BS)	345,000	28,127	58	28,185	316,815	320,000	25,000	100	0	
Other Infrastructure Projects Total	3,227,590	1,367,242	187,451	1,554,692	1,672,898	2,298,604	928,987			
Program: Pavement Renewal Programme										
Brightview Road Rehabilitation	50,000	32,905	2,750	35,655	14,345	-	50,000	10	0	
Flagstone Creek Rd Rehabilitation (TIDS)	120,000	36,895	-	36,895	83,105	59,000	61,000	50	0	
Goos Road, Garton - Pavement Rehab	10,000	-	-	-	10,000	-	10,000	0	0	
Postmans Ridge Rd, Heildon Spa	140,000	96,147	-	96,147	43,853	-	140,000	100	100	
Postmans RidgeRd, Pavement Renewal (TIDS)	900,000	7,094	51,123	58,157	841,843	400,000	500,000	100	0	
Summerholm Road Rehabilitation	262,500	7,138	-	7,138	255,362	-	262,500	50	0	
Pavement Renewal Programme Projects Total	1,482,500	180,119	53,873	233,992	1,248,508	459,000	1,023,500			
Program: Pavement Widening Programme										
Lake Clarendon Way Widening	340,000	215,494	45,400	260,894	79,106	-	340,000	100	75	
Woodlands Rd Rehabilitation Part 3 (TIDS)	510,000	444,918	8,133	453,050	56,950	216,446	293,554	100	95	
Pavement Widening Programme Projects Total	850,000	660,412	53,533	713,945	136,055	216,446	633,554			
Program: Seal Renewal Programme										
2020/2021 Reseal Program (RTI)	1,500,000	1,335,068	3,224	1,338,292	161,708	747,046	752,954	100	90	
Seal Renewal Programme Projects Total	1,500,000	1,335,068	3,224	1,338,292	161,708	747,046	752,954			
Program: Seal Road Upgrade Programme										
Amos Rd, Witcott Upgrade to Seal (BORT)	900,000	853,852	43,795	897,647	2,353	654,000	246,000	100	95	
Beute's Road Seal Upgrade CH600-800	60,000	16,111	11,914	28,025	31,975	-	60,000	100	25	
Dolleys Road, Witcott - Upgrade to Seal	702,000	562,605	-	562,605	139,395	-	702,000	100	100	
Twidales Rd, Heildon Spa Upgrade	20,000	-	-	-	20,000	-	20,000	0	0	
Seal Road Upgrade Programme Projects Total	1,682,000	1,432,568	55,709	1,488,278	193,722	654,000	1,028,000			
Program: Stormwater Renewal Programme										
White Street, Garton Drainage (URCS)	900,000	16,402	4,515	20,917	879,083	700,000	200,000	95	0	
Stormwater Renewal Programme Projects Total	900,000	16,402	4,515	20,917	879,083	700,000	200,000			

	Budget				Actual				Total		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
	Budget	Actual	Committed	committed costs	Remaining Budget	Total	Remaining Budget								
Program: Traffic Management Renewal Programme															
Traffic Management Renewal Program	5,000	180	-	-	180	4,820	-	5,000							
Traffic Management Renewal Programme Projects Total	5,000	180	-	-	180	4,820	-	5,000							
Cost Centre: Fleet															
Program: Fleet Projects															
Earthmoving Equipment	350,000	-	-	-	-	350,000	70,000	280,000							
Light Commercial Vehicles	560,000	-	177,460	-	177,460	382,540	140,000	420,000							
Passenger Vehicles	80,000	-	-	-	-	80,000	20,000	60,000							
SES Vehicles & Plant (SES Support Grant)	40,000	-	-	-	-	40,000	18,490	21,510							
Tractors	100,000	-	112,670	-	112,670	(12,670)	-	100,000							Cost to replace tractor was above original estimate. Original estimate may have been too conservative given supply chain implications associated with COVID.
Trailers	100,000	-	85,972	-	85,972	14,028	10,000	90,000							
Trucks	640,850	-	426,959	-	426,959	213,891	120,000	520,850							
Fleet Projects Projects Total	1,870,850	-	803,062	-	803,062	1,067,788	378,490	1,492,360							
Cost Centre: Cemetery															
Program: Cemetery Projects															
Gatton Cemetery Bubbler & S/Strip(W4QLD)	42,000	22,913	3,364	-	26,277	15,723	42,000	-							
Gatton Cemetery Upgrades (URCS)	65,000	50,085	-	-	50,085	14,916	65,000	-							
Lidley Cemetery Seam StripRenewal (W4QLD)	28,000	30,136	-	-	30,136	(2,136)	28,000	-							
Cemetery Projects Projects Total	135,000	103,134	3,364	-	106,498	28,502	135,000	-							
Cost Centre: Facilities															
Program: Facilities Projects															
Bore Assessments (DRFA)	90,000	60,321	1,655	-	61,976	28,024	70,000	20,000							
Community Facilities Work Packages	27,500	-	-	-	-	27,500	-	27,500							
Corrective Electrical Upgrades	40,000	4,202	35,620	-	39,822	178	-	40,000							
Das Neumann Haus Stair Alteration Design	129,000	10,081	142,773	-	152,853	(23,853)	-	129,000							Council has gone to

Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
									market on two separate occasions. The quotes received have been over forecasted budget on both occasions. The budget was based on estimates provided by a quantity surveyor.

Project Name	Budget	Actual	Committed	Total		Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
				(includes committed costs)							
Gatton Depot W/Shop Building Alterations	7,500	7,581	-	7,581	-	(81)	-	7,500	100	100	
Gatton S/Hall Compliance Upgrade (BBRF)	758,174	16,420	806,671	823,091	-	(64,917)	439,350	318,824	100	15	Cost overrun due to higher design, engineering and project management costs for the BARF Works that lead into the BOR grant funding application. Budget to be transferred from the Gatton Shire Hall Improvements BOR project to offset the overspend as part of the March budget review.
Gatton S'Grounds Horse Area (W4QLD)	20,000	411	-	411	19,589	-	20,000	-	5	0	
Gatton S'Grounds Masterplan Work (W4QLD)	156,000	121,170	600	121,770	34,230	-	156,000	-	85	80	
Gatton S'Hall Roof Restoration (W4QLD)	250,000	3,246	218,428	221,675	28,325	-	250,000	-	100	5	
Gatton Shire Hall Improvements (BOR)	944,497	80,371	704,780	785,151	159,346	-	866,714	77,783	100	15	
Gatton Showgrounds Energy Reduction	39,000	3,791	-	3,791	35,209	-	-	39,000	100	75	
Gatton Showgrounds Equestrian Centre	65,800	5,091	46,911	52,002	13,798	-	-	65,800	10	0	
G&S&C Replacement Chlorine Tanks	30,000	-	-	-	30,000	-	-	30,000	0	0	
Laidley CC Acoustic Improvements (LRCI)	117,000	5,424	112,586	118,020	(1,020)	-	117,000	-	100	0	
Laidley Cultural Centre PA System (URCS)	15,000	129	-	129	14,872	-	15,000	-	0	0	
Laidley Pool Upgrade (URCS)	58,720	60,254	-	60,254	(1,534)	-	58,720	-	100	100	
Laidley Rec Reserve Entry Upgrade (LRCI)	250,000	62,059	54,304	116,363	133,637	-	250,000	-	100	15	
Lake Clarendon Public Toilets Refurb	5,300	5,218	-	5,218	82	-	-	5,300	100	100	
Lidley S'Yard Awning Rectification (DCP)	22,912	22,912	-	22,912	0	-	20,000	2,912	100	100	
Lidley S'Yard Timber Pens & Posts (W4QLD)	64,000	57,802	-	57,802	6,198	-	64,000	-	100	100	
LVCC HVAC Rect & Plant Rooms (W4QLD)	305,000	14,525	78,464	92,989	212,011	-	305,000	-	100	85	
LVCC Roof Rectification Works (W4QLD)	200,000	94,538	34,250	128,789	71,211	-	200,000	0	100	96	
Nielsen's Place Shade Structure	9,800	-	7,860	7,860	1,940	-	-	9,800	0	0	
Springbrook Park Entry Upgrade	20,000	-	-	-	20,000	-	-	20,000	0	0	
Facilities Projects Total	3,625,203	635,546	2,244,913	2,880,459	744,744	-	2,831,784	793,419	0	0	
Total for Group	\$ 22,784,796	\$ 7,974,146	\$ 6,723,151	\$ 14,697,296	\$ 8,087,500	\$ -	\$ 13,798,917	\$ 8,985,880			

PEOPLE AND BUSINESS PERFORMANCE

Cost Centre: Disaster Management

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<i>Program: Disaster Management Projects</i>										
Flood Warning System Upgrade	50,000	26,435	-	26,435	23,565	-	50,000	0	75	
River Height Gauge Equipment Upgrade	34,000	-	-	-	34,000	-	34,000	0	10	
River Height Gauge Signage	10,000	-	-	-	10,000	-	10,000	0	25	
Disaster Management Projects Total	94,000	26,435	-	26,435	67,565	-	94,000			

Cost Centre: Information Communication Technology

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<i>Program: Information Communication Technology Projects</i>										
Cyber Security	150,000	15,000	54,899	69,899	80,101	-	150,000	66	30	
Flood Inform Advice Portal (QALD I & I)	145,000	67,223	40,000	107,223	37,777	145,000	-	100	85	
Intranet Renewal	20,000	4,031	-	4,031	15,969	-	20,000	40	0	
Network Cabinets & Cabling	20,000	177	-	177	19,823	-	20,000	100	95	
Network Perimeter Security (Firewalls)	30,000	29,115	-	29,115	885	-	30,000	100	100	
Online Bookings	22,300	2,325	7,282	9,607	12,693	-	22,300	100	80	
SES Hardware	24,340	11,276	-	11,276	13,064	-	24,340	90	50	
Switches Renewal	79,400	-	10,500	10,500	68,900	-	79,400	100	20	
TechnologyOne	400,000	192,815	118,533	311,348	88,652	-	400,000	100	66	
Unified Communications	50,000	-	-	-	50,000	-	50,000	50	0	
Upgrade MS Office	100,000	26,899	23,751	50,650	49,350	-	100,000	90	40	
UPS Renewal	18,000	14,507	-	14,507	3,493	-	18,000	100	100	
Website Upgrade	30,000	-	30,000	30,000	-	-	30,000	30	0	
Information Communication Technology Projects Total	1,089,040	363,368	284,965	648,333	440,707	145,000	944,040			

Cost Centre: Public Order & Safety

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<i>Program: Public Order and Safety Projects</i>										
CCTV Cyber Security Improvements	75,000	-	-	-	75,000	-	75,000	80	10	
Gatton and Laidley CCTV (CDG)	33,000	34,306	-	34,306	(1,306)	33,000	-	100	100	
LVRC CCTV	15,000	1,187	-	1,187	13,813	-	15,000	100	100	
Public Order and Safety Projects Total	123,000	35,493	-	35,493	87,507	33,000	90,000			

Total for Group	\$ 1,306,040	\$ 425,296	\$ 284,965	\$ 710,261	\$ 595,779	\$ 253,000	\$ 1,053,040			
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	Budget				Actual				Committed				Total		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
	Budget	Actual	Committed	Committed	Budget	Actual	Committed	Committed	(includes committed costs)	Remaining Budget									
COMMUNITY AND REGIONAL PROSPERITY																			
Cost Centre: Regional Development																			
<i>Program: Regional Development Projects</i>																			
Lake Apex Desilting Early Design Works	50,000	-	22,727	22,727	22,727	22,727	22,727	22,727	22,727	27,273	-	50,000	0	0					
Regional Developments Projects Total	50,000	-	22,727	22,727	22,727	22,727	22,727	22,727	22,727	27,273	-	50,000	0	0					
Cost Centre: Growth & Policy																			
<i>Program: Growth and Policy Projects</i>																			
Cooper St Mitigation	7,730	-	7,728	7,728	7,728	7,728	7,728	7,728	7,728	2	-	7,730	100	100					
Flood Mapping and Modelling L'yer Catchm	25,000	10,000	15,000	25,000	25,000	25,000	25,000	25,000	25,000	-	-	25,000	100	80					
Laidley Reg Update Model & Mitigation	69,000	-	-	-	-	-	-	-	-	69,000	-	69,000	0	0					
IGIP Prepare Infrastructure Plan	35,000	2,550	6,854	9,404	9,404	9,404	9,404	9,404	9,404	25,596	-	35,000	0	0					
Planning Scheme Revision LVRC	15,050	-	8,333	8,333	8,333	8,333	8,333	8,333	8,333	6,717	-	15,050	100	100					
Rectification Design Withcott	50,000	-	-	-	-	-	-	-	-	50,000	-	50,000	0	0					
Tenthill DM Study	55,000	-	-	-	-	-	-	-	-	55,000	-	55,000	0	0					
Growth and Policy Projects Total	256,780	12,550	37,914	50,464	50,464	50,464	50,464	50,464	50,464	206,316	-	256,780	0	0					
<i>Program: NRDPP Projects</i>																			
Evacuation Planning (NDRP)	91,284	-	91,284	91,284	91,284	91,284	91,284	91,284	91,284	-	-	91,284	0	0					
Flood Modelling - Laidley Local (NDRP)	3,440	-	3,440	3,440	3,440	3,440	3,440	3,440	3,440	-	-	3,440	100	100					
Flood Modelling - Laidley Reg Ph1 (NDRP)	128,958	10,860	78,010	88,870	88,870	88,870	88,870	88,870	88,870	40,088	-	128,958	100	90					
Flood Survey Contract (NDRP)	60,000	-	-	-	-	-	-	-	-	60,000	-	60,000	0	20					
Landuse Planning (NDRP)	53,830	640	33,830	34,470	34,470	34,470	34,470	34,470	34,470	19,360	-	53,830	0	25					
Local Flood Plain Mngmt Plan 2/2 (NDRP)	144,353	-	99,354	99,354	99,354	99,354	99,354	99,354	99,354	44,999	-	144,353	0	20					
Lackyer Creek Hydrology P1 1/2 (NDRP)	20,100	10,985	9,178	20,163	20,163	20,163	20,163	20,163	20,163	(63)	-	20,100	0	95					
Lackyer Creek Hydrology P1 2/2 (NDRP)	90,497	22,754	65,497	88,251	88,251	88,251	88,251	88,251	88,251	2,246	-	90,497	0	85					
NRDPP Projects Total	592,462	45,239	380,593	425,832	425,832	425,832	425,832	425,832	425,832	166,630	-	592,462	0	85					
Total for Group	\$ 899,242	\$ 57,789	\$ 441,234	\$ 499,023	\$ 400,219	\$ -	\$ 899,242	0	0										
Total for Council	\$ 24,990,078	\$ 8,457,231	\$ 7,449,350	\$ 15,906,581	\$ 9,083,497	\$ 14,051,917	\$ 10,938,162	0	0										

10.2 Australian Local Government Association Motions

Author: Stephen Hart, Senior Advisor Advocacy
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council endorsement of motions to go to the National General Assembly of the Australian Local Government Association.

Officer's Recommendation:

THAT Council endorse the following motions to be put to the National General Assembly of the Australian Local Government Association:

That in response to the Royal Commission into Aged Care and Safety *Final Report*, the Assembly provide support for the concept of a universal entitlement to aged care that recognises the preference of many community members to stay in their own home and in their own regions with an equitable standard of aged care support across the nation;

That the Australian Government establish a mechanism to enable the provision of funding and resources to local governments in order for them to review the Environmental Impact Statements of Major Projects assessed in accordance with the *Environment Protection and Biodiversity Conservation Act 1999*; and

That in order to seek water security for communities and industry across Australia, the Australian Government consider the whole range of alternate water sources and in particular when allocating funding under the National Water Infrastructure Development Fund.

Executive Summary

The Australian Local Government Association holds an annual National General Assembly where local governments from around the country meet to consider the national policy agenda. Representatives of Local governments are able to put motions (that have been endorsed by their Councils) for consideration by the Assembly. This report provides the context for the recommended motions relating to aged care entitlements, resourcing for Impact assessment review, and water security.

Proposal

The ALGA National General Assembly (NGA) of Local Government is being held in Canberra between 20 – 23 June 2021. The theme of this year's NGA is "Working Together for Our Communities" - with an emphasis on resilience.

As part of the NGA, time is devoted to the consideration of motions seeking to influence the national agenda. This represents an opportunity for matters of strategic importance to our region to be advocated for in a national forum.

The closing date for motions is the 26 March 2021 and to be eligible for inclusion in the NGA Business Papers, motions must meet criteria including:

- Be relevant to the work of local government nationally
- Be consistent with the theme
- Complement or build on policy objectives of the state association

- Propose a clear action and outcome
- Be a new motion that has not been debated in the preceding 2 years
- Not be advances on behalf of external third parties.

This year's theme was the theme of the 2020 Conference that was cancelled due to Covid-19. Accordingly, it has been emphasised that resilience of Councils and our communities will be a key aspect of the NGA.

Three motions, that are consistent with the above criteria, are proposed for Council consideration.

Aged Care

The Royal Commission into Aged Care and Safety *Final Report* was delivered in February 2021. This report noted the existing inconsistencies in the application of aged care across the nation and recommended (within 148 recommendations) that there be a universal entitlement to aged care.

The report noted that people living in regional, rural and remote areas should have better access to aged care than they do. The recommendation for a universal entitlement to aged care will lay the basis for them to receive their fair share of aged care. Equitable access should be achieved through better planning, costing and funding, and more flexible, integrated service provision.

EIS Review Funding

The Commonwealth administers the *Environment Protection and Biodiversity Conservation Act 1999* that provides for the environmental assessment of major projects. These projects include for example mining projects and nationally sponsored transport infrastructure projects such as the Inland Rail. These projects often provide national benefits such as enhanced employment and industry diversification. However, they also can impose substantial impacts on communities. The associated impact assessment studies are necessarily significant pieces of work. For example, the recent EIS for the Border to Gowrie Inland Rail project was 24,000 pages of highly technical and specialised content.

Similar studies are expected for the projects in the Lockyer Valley. The review of such studies requires substantial expertise and resourcing that is most often not available within modestly sized local governments. Accordingly, this work needs to be procured by local governments if proper reviews are to be conducted. Advice has been received from the Department of Infrastructure, Transport, Regional Development and Communications that there is no funding mechanism available to enable the Commonwealth to assist local governments with the resourcing required to properly review these studies. This needs to be addressed to ensure local governments on behalf of communities can determine the adequacy of the assessment of the local impacts of major projects.

Water Security

It is considered essential that in order to seek water security for communities and industry across Australia, the Commonwealth Government take into account the whole range of alternate water sources especially when allocating funding under the National Water Infrastructure Development Fund.

The National Water Infrastructure Development Fund has been established to accelerate the assessment of water infrastructure proposals which could stimulate regional economic activity and development. This Fund is fundamentally important to national and regional water security which remains under threat from ongoing drought conditions. It is critical that the Department administering that fund consider all potential sources of water depending on the nature of the demand and the suite of options available. These include but are not limited to traditional storage infrastructure, pipeline opportunities, purified recycled water, channel upgrades, desalination plants etc. The key aspect is that water security is required for communities, agriculture and industry and all options to efficiently provide additional water security should be considered.

Previous Council Resolutions

This is an annual Assembly with Council considering motions each year.

Critical Dates

ALGA require motions to be submitted by 26 March 2021.

The National General Assembly will be held 20 – 23 June 2021.

Strategic Implications

Corporate Plan

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

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

Finance and Resource

N/A

Legislation and Policy

This report does not relate to existing governance policies or legislative responsibilities.

Risk Management

N/A

Consultation

Portfolio Councillor Consultation

Potential Motions were discussed with senior officers and Councillors at the Workshop held 2 March 2021 and the CEO was requested to bring recommended motions for consideration at the next Council meeting.

Internal Consultation

See above

External Consultation

N/A

Community Engagement

N/A

Attachments

There are no attachments for this report.

11. PEOPLE & BUSINESS PERFORMANCE REPORTS

11.1 Application for Lease Renewal of Term Lease 0/235235 being Lot 14 on SP247674

Author: Julie Millard, Property Officer

Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Purpose:

The Queensland State Government currently leases land described as Lot 14 SP 247674 under TLO/235235. The Department of Resources has received an application for renewal of the lease from the Lessee. The purpose of this Report is for Council to consider this request and advise of any views or requirements which should be considered in assessing the application.

Officer’s Recommendation:

THAT with respect to the email correspondence dated 18 February 2021 from the Department of Resources requesting Council’s views in respect of an Application for Renewal of Term Lease 0/235235 over Lot 14 on SP 247674 at 1128 Ingoldsby Road, Ingoldsby, Council resolves to advise the Department of Resources that Council has no objection to the Renewal of Term Lease 0/235235.

Executive Summary

The Department of Resources (**Department**) has received an Application for Renewal of Term Lease 0/235235 from the Lessee. The purpose of this Report is for Council to provide its views and/or requirements in relation to this application.

Proposal

Term Lease 0/235235 covers Lot 14 on SP247674 which is situated at 1128 Ingoldsby Road, Ingoldsby (**Land**) and Land details are:

Area	4.359 Hectares
Tenure	State Lands Lease
Zoning	Rural Agricultural/Rural General Zone
Flood Risk	Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies Yes (rear of the property contains an overland flow path)

An Aerial Plan showing the Land is **Attachment 1** to this Report and a SmartMap of the Land is **Attachment 2** to this Report.

The Lessee has leased the Land from the Department for recreation purposes since 12 October 2011 and the lease is due to expire on 11 October 2021.

Council has been requested to advise of any views and requirements the Department should consider when assessing the Application. The factors to consider are set out in Section 159 of the *Land Act 1994* and, relevantly to Council, include whether:

1. the land is needed for environmental or nature conservation purposes;
2. the land has a more appropriate use from a land planning perspective;
3. the land is needed for a public purpose.

As can be seen on Attachment 1 the western side of the Land is unmaintained vacant land, however the eastern side is maintained and consists of a large 5 bay shed and a smaller shed.

When considering this Report Council should consider it with Council Report "Application for Lease Renewal of Term Lease 0/234022" regarding land situated at 1130 Ingoldsby Road, Ingoldsby.

If an objection is offered to the renewal of the lease, a full explanation stating the reason for such an objection should be forwarded to the Department before close of business on 18 March 2021.

Options

Option 1 Council resolves not to object to the renewal of Term Lease 0/235235

Option 2 Council resolves to object to the renewal of Term lease 0/235235 and provides reasons.

Previous Council Resolutions

Nil

Critical Dates

Council is to advise the Department of any views and/or requirements in relation to the renewal of Term Lease 0/235235 by close of business on 18 March 2021. If no reply is received from Council by 5pm on 18 March 2021, it will be assumed that Council has no objections or requirements in relation to this matter.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

5.7 Compliant with relevant legislation

Finance and Resource

No finance and resource implications on Council have been identified in relation to this Application.

Legislation and Policy

If the application for the renewal of the lease is approved, it is likely to continue on the same conditions. The current lease conditions include an indemnity in favour of Council for any claims relating to the Lessee's use and occupation of the Land except to the extent the claim arises as a result of the negligence of Council.

Risk Management

There is no risk identified to Council.

Consultation

Internal Consultation

The following teams have been consulted in the preparation of this Report:

- ✓ Growth and Policy
- ✓ Development Assessment
- ✓ Community Wellbeing
- ✓ Finance
- ✓ Community Facilities
- ✓ Technical Services

No concerns or issues have been raised with the lease being renewed.

External Consultation

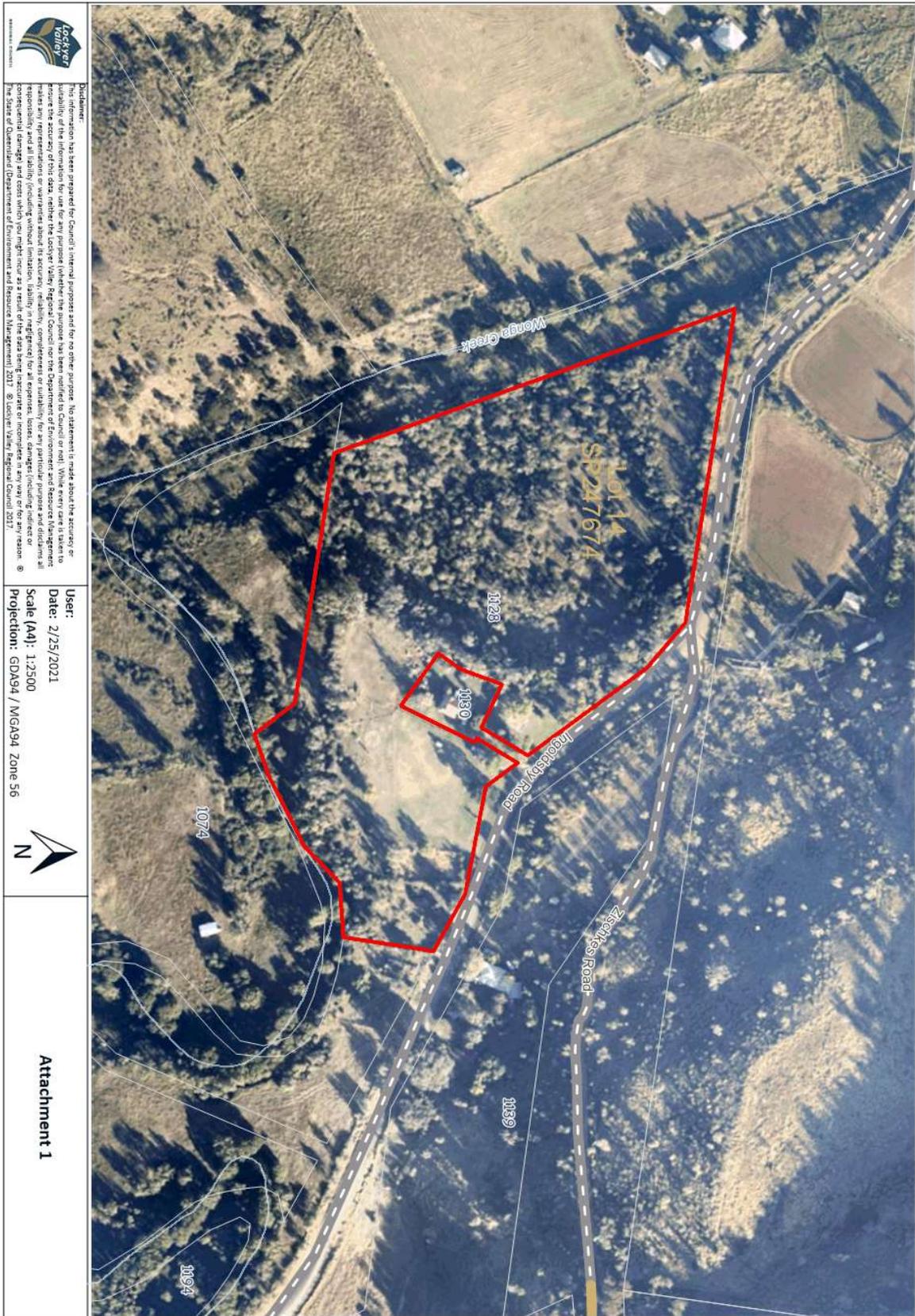
The following agencies have been consulted in the preparation of this report:

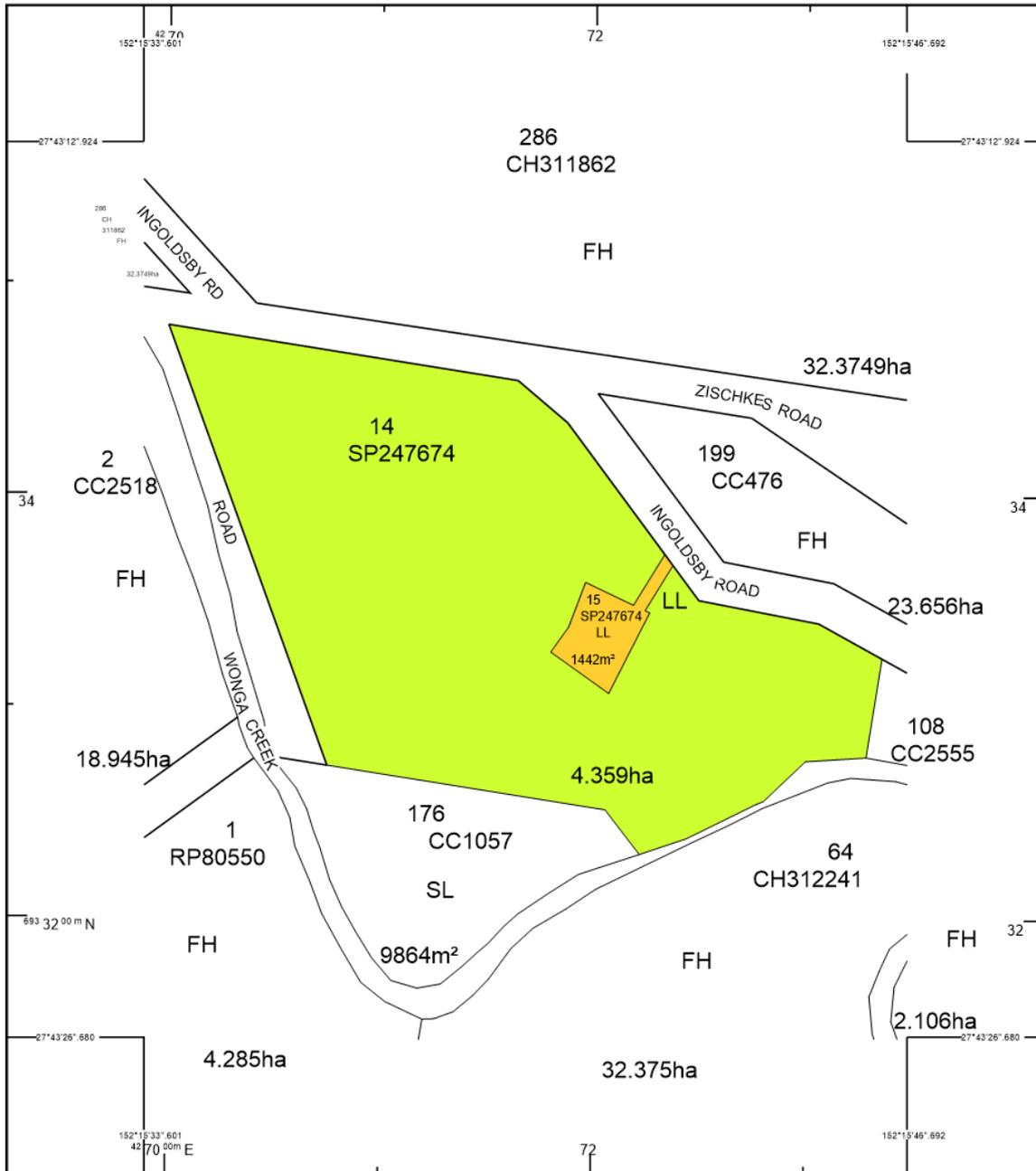
- ✓ Department of Resources

Department of Resources advised that conversion to freehold is not being considered.

Attachments

- 1** Attachment 1 1 Page
- 2** Attachment 2 2 Pages





STANDARD MAP NUMBER
9342-13334



SmartMap

An External Product of SmartMap Information Services
Based upon an extraction from the Digital Cadastral Data Base

MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	No Lot/Plan Selected.
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 15/02/2021
For additional information regarding this SmartMap see page 2. Shading Rules have been applied.

DCDB 14/02/2021

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Additional Information Page

Shading Rules

- Lot Number = 14 and Plan Number = SP247674
- Plan Number = SP247674 and Lot Number = 15

Flood Risk

Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies

No

An Aerial Plan showing the Land is **Attachment 1** to this Report and a SmartMap of the Land is **Attachment 2** to this Report.

The Lessee has leased the Land from the Department for residential purposes namely caretaker accommodation since 12 October 2011 and Term Lease 0/234022 is due to expire on 11 October 2021. The surrounding land, Lot 14 on SP247674, is also subject to a term lease to the same party. This lease is also due for renewal and is being presented to Council for consideration under a separate report.

Council has been requested to advise of any views and requirements the Department should consider when assessing the Application. The renewal of the lease will be assessed by the Department in terms of Section 159 of the *Land Act 1994* and conversion of the lease to freehold will be assessed in terms of Section 167(1) of the *Land Act 1994*. More relevantly to Council, the factors to consider include whether:

1. conversion to freehold will adversely affect the public interest;
2. the land is needed for environmental or nature conservation purposes;
3. the land has a more appropriate use from a land planning perspective;
4. the land is needed for a public purpose.

As can be seen on Attachment 1 there is a large building on the Land which is used for residential purposes namely caretaker accommodation.

If the conversion of the lease to freehold is approved, the Lessee will be required to purchase the land at current market value for the highest and best use and pay all relevant fees and costs, including stamp duty and survey fees.

No public interest factors have been identified that would be adversely affected if the land is converted to freehold and the land is not required for a public purpose.

When considering this Report Council should also have regard to the Council Report "Application for Lease Renewal of Term Lease 0/235235".

If an objection is offered to the renewal of the lease or to the conversion of the lease to freehold, a full explanation stating the reason for such an objection should be forwarded to the Department before close of business on 18 March 2021.

Options

- Option 1 Council resolves not to object to either the renewal of Term Lease 0/235235 or the conversion of the lease to freehold
- Option 2 Council resolves to object to the lease renewal or conversion to freehold and provides reasons

Previous Council Resolutions

This matter has not previously been considered by Council.

Critical Dates

Council is to advise the Department of any views and/or requirements in relation to the renewal of Term Lease 0/235235 and to the conversion of the lease to freehold by close of business on 18 March 2021. If no reply is received from Council by 5pm on 18 March 2021, it will be assumed that Council has no objections or requirements in relation to this matter.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council
5.7 Compliant with relevant legislation

Finance and Resource

No finance and resource implications on Council have been identified in relation to this Application.

Legislation and Policy

If the application for the renewal of the lease is approved, it is likely to continue on the same conditions. The current lease conditions include an indemnity in favour of Council for any claims relating to the Lessee's use and occupation of the land except to the extent the claim arises as a result of the negligence of Council.

Risk Management

There is no risk identified to Council.

Consultation

Internal Consultation

The following teams have been consulted in the preparation of this Report:

- ✓ Growth and Policy
- ✓ Development Assessment
- ✓ Community Wellbeing
- ✓ Finance
- ✓ Community Facilities
- ✓ Technical Services

No concerns or issues have been raised to warrant any objection being raised.

External Consultation

The following agencies have been consulted in the preparation of this report:

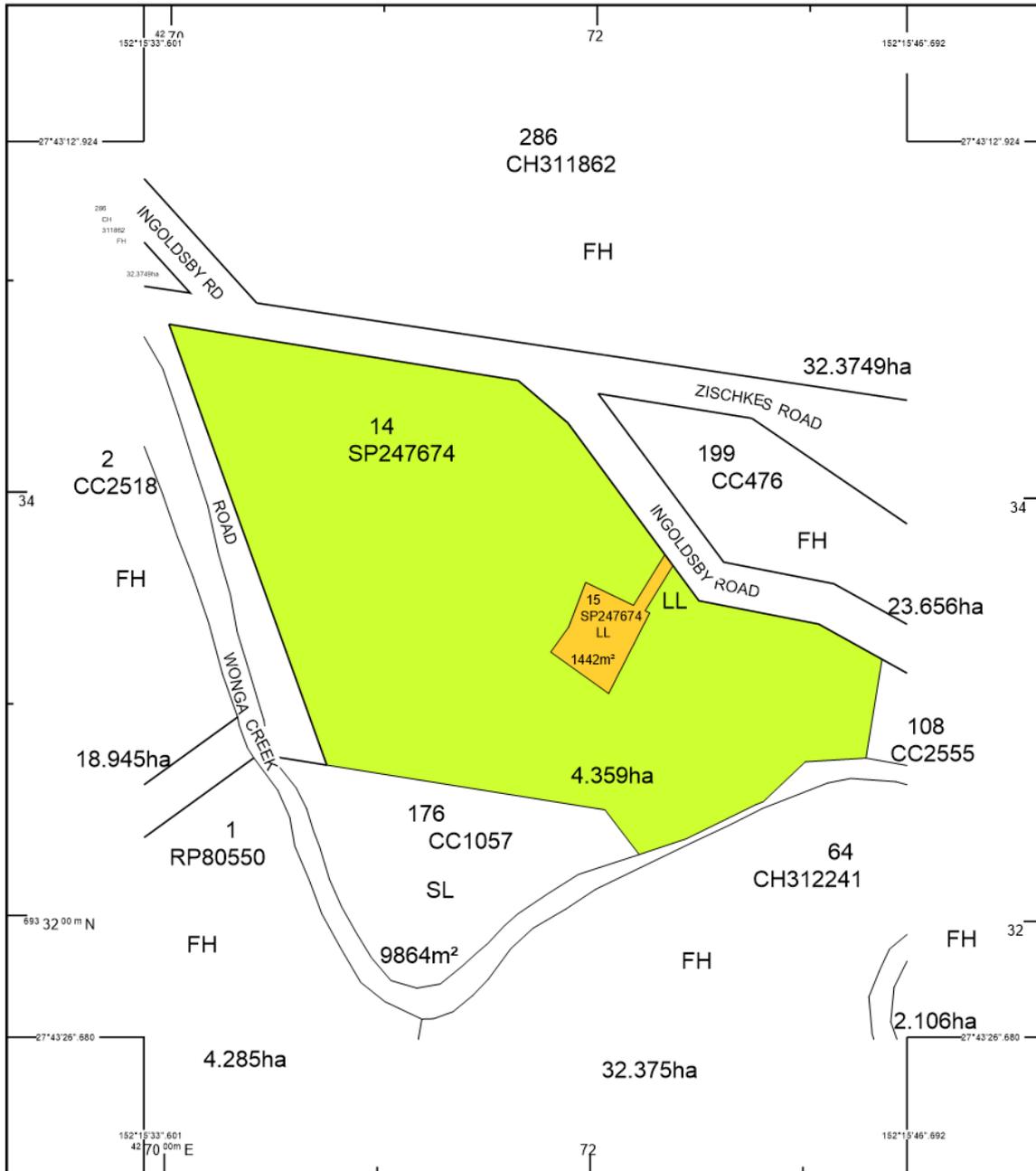
- ✓ Department of Resources

Department of Resources advised that the Lessee has not requested the conversion of the lease to freehold however it is something they are offering to the current Lessee and which the current Lessee is considering.

Attachments

- 1 Attachment 1 1 Page
- 2 Attachment 2 2 Pages





STANDARD MAP NUMBER
9342-13334



SmartMap
An External Product of SmartMap Information Services

MAP WINDOW POSITION & NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	No Lot/Plan Selected.
Lot/Plan	No Lot/Plan Selected.
Area/Volume	No Lot/Plan Selected.
Tenure	No Lot/Plan Selected.
Local Government	No Lot/Plan Selected.
Locality	No Lot/Plan Selected.
Segment/Parcel	No Lot/Plan Selected.

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy): 15/02/2021
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Based upon an extraction from the Digital Cadastral Data Base



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Additional Information Page

Shading Rules

- Lot Number = 14 and Plan Number = SP247674
- Plan Number = SP247674 and Lot Number = 15

11.3 Application for Lease Renewal of Term Lease 0/218556 being Lots 1 to 8 on SP155279

Author: Julie Millard, Property Officer
Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Purpose:

The Department of Resources has received an Application for Lease Renewal from the Lessee of Term Lease 0/218556. The purpose of this Report is for Council to consider this request and advise of any views or requirements which should be considered in assessing the application.

Officer's Recommendation:

THAT with respect to the email correspondence dated 23 February 2021 from the Department of Resources requesting Council's views in respect of an Application for Renewal of Term Lease 0/218556 over Lots 1 to 8 on SP 155279, Council resolves to advise the Department of Resources that Council has no objection to the Renewal of Term Lease 0/218556.

Executive Summary

The Department of Resources (**Department**) has received an Application for Renewal of Term Lease 0/218556 over Lots 1 to 8 on SP155279 from the Lessee. The purpose of this Report is for Council to provide its views and/or requirements in relation to this application.

Proposal

Term Lease 0/218556 covers Lots 1 to 8 on SP155279 which are situated in the road reserve of Cole Gully Road, Lefthand Branch (**Land**) and the Land details for each leased area are set out below:

Lot 1 SP155279	
Area	0.9988 m ²
Tenure	State Lands Lease
Zoning	Rural Uplands
Flood Risk	Nil

-  High Hazard
-  Medium Hazard
-  Low Hazard
-  Investigation Area



TLPI 2020 applies No

Lot 2 SP155279
 Area 0.9988 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

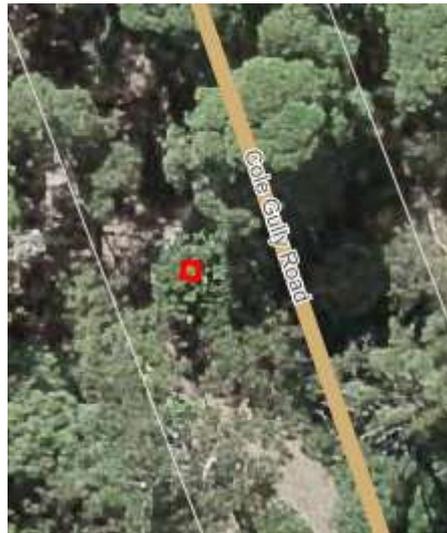
- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 3 SP155279
 Area 0.9988 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 4 SP155279
 Area 1.0023 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 5 SP155279
 Area 1.0023 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

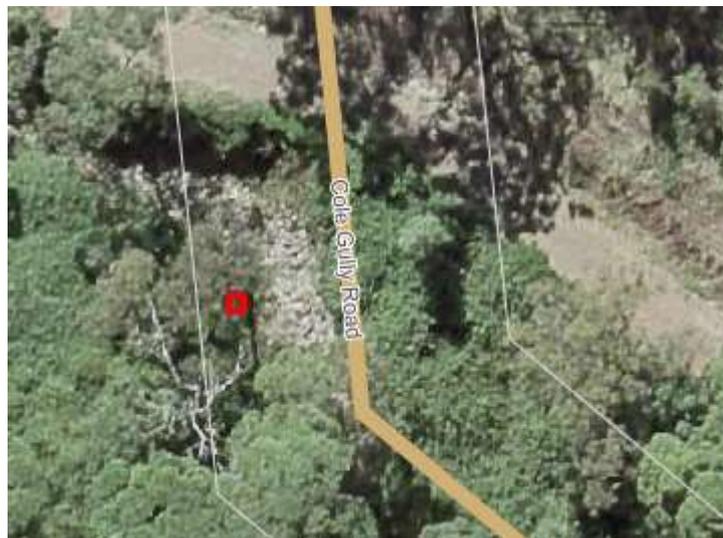
- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 6 SP155279
 Area 1.0044 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

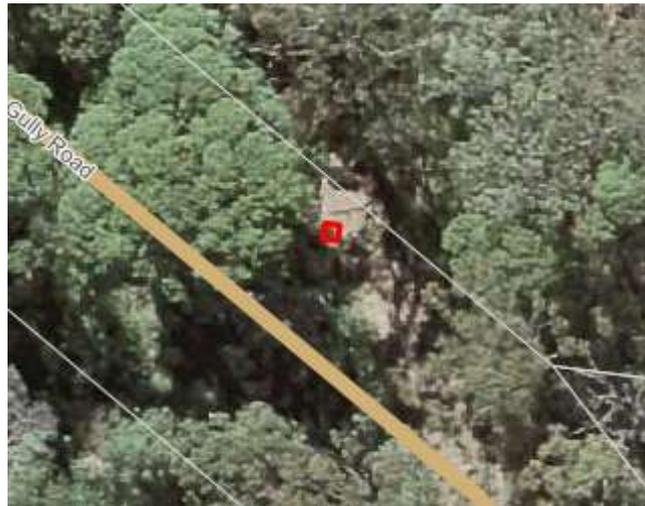
- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 7 SP155279
 Area 0.9988 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

Lot 8 SP155279
 Area 0.9988 m²
 Tenure State Lands Lease
 Zoning Rural Uplands
 Flood Risk Nil

- High Hazard
- Medium Hazard
- Low Hazard
- Investigation Area



TLPI 2020 applies No

A Survey Plan 155279 showing the location of leased area described as Lots 1 to 8 is **Attachment 1** to this Report.

The Lessee has leased the Land from the Department for communication purposes since 1 November 2002 and Term Lease O/218556 is due to expire on 31 October 2022.

Council has been requested to advise of any views and requirements the Department should consider when assessing the Application. The factors to consider are set out in Section 159 of the *Land Act 1994* and, relevantly to Council, include whether:

1. the land is needed for environmental or nature conservation purposes;
2. the land has a more appropriate use from a land planning perspective;
3. the land is needed for a public purpose.

As can be seen on Attachment 1, Lots 1 to 8 are small lots which sit in the road reserve area of Cole Gully Road.

If an objection is offered to the renewal of the lease, a full explanation stating the reason for such an objection should be forwarded to the Department before close of business on 23 April 2021.

Options

Option 1 Council resolves it has no objection to the renewal of Term Lease 0/218556

Option 2 Council resolves to object to the renewal of Term Lease 0/218556 and provide reasons

Previous Council Resolutions

Nil

Critical Dates

Council is to advise the Department of any views and/or requirements in relation to the renewal of Term Lease 0/235235 by close of business on 23 April 2021. If no reply is received from Council by 5pm on 23 April 2021, it will be assumed that Council has no objections or requirements in relation to this matter.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

5.7 Compliant with relevant legislation

Finance and Resource

Nil

Legislation and Policy

If the application for the renewal of the lease is approved, it is likely to continue on the same conditions. The current lease conditions include an indemnity in favour of Council for any claims relating to the Lessee's use and occupation of the land except to the extent the claim arises as a result of the negligence of Council.

Risk Management

There is no risk identified to Council.

Consultation

Internal Consultation

The following teams have been consulted in the preparation of this Report:

- ✓ Growth and Policy
- ✓ Development Assessment
- ✓ Community Wellbeing

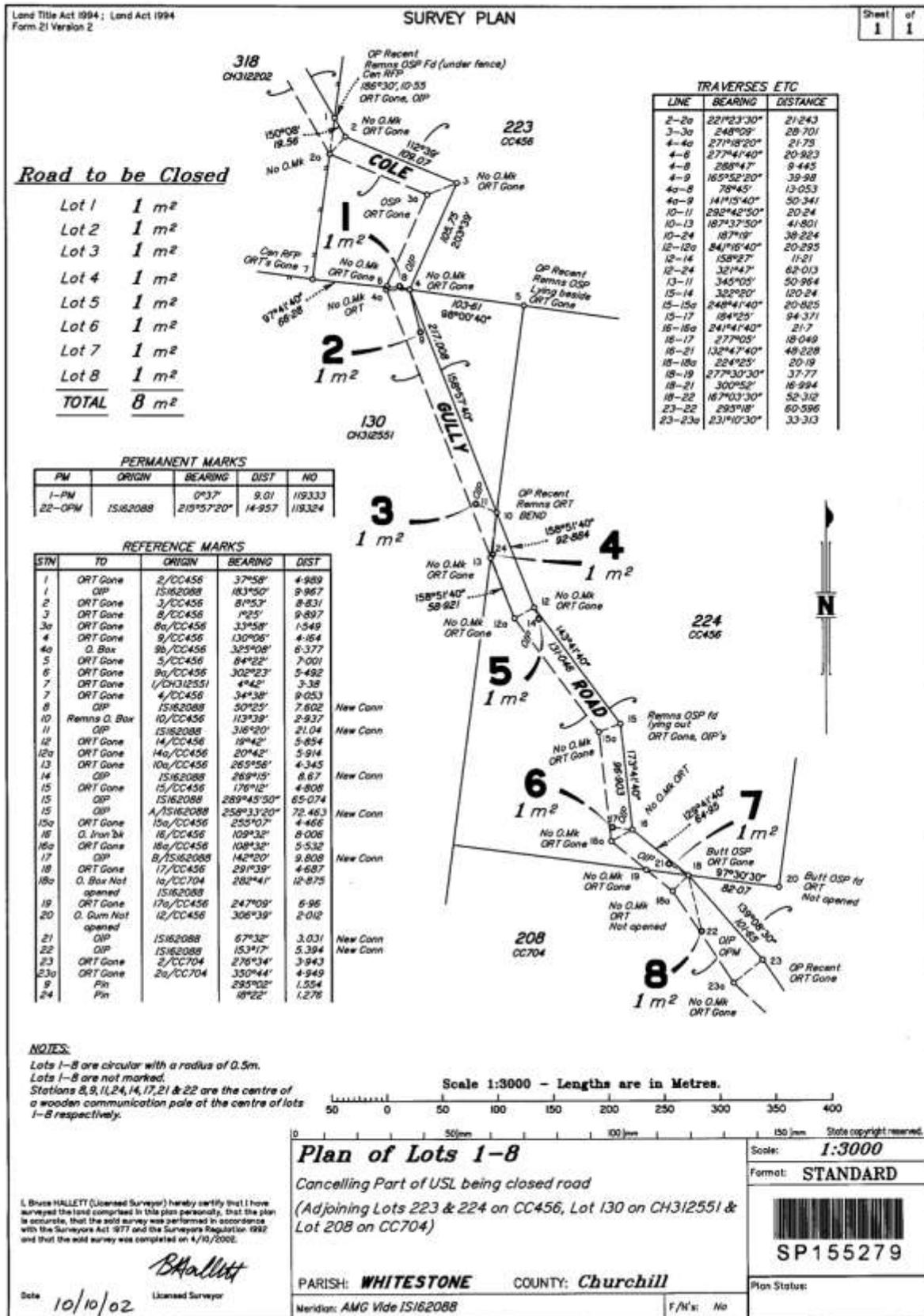
- ✓ Finance
- ✓ Community Facilities
- ✓ Technical Services

No concerns or issues have been raised with the lease being renewed.

Attachments

- 1 Attachment 1 2 Pages

SP155279 V0 REGISTERED Page 1 of 2 Not To Scale



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11.4 Risk Appetite Statement

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Purpose:

The purpose of this report is to seek Council's adoption of the organisation's redeveloped Risk Appetite Statement.

Officer's Recommendation:

THAT Council adopt the Risk Appetite Statement, as attached to this report.

Executive Summary

Council has a statutory requirement to keep a written record stating the risks its operations are exposed to and the control measures to manage these risks. The risk appetite statement defines the amount and type of risk Councillors and Management are prepared to seek, accept or tolerate in the pursuit of Council's long-term objectives.

Proposal

Attached to the report is the draft Risk Appetite Statement developed from workshops conducted with the Executive Leadership Team and Council. An appetite for innovation risks has been included in the draft Risk Appetite Statement to set clear parameters for the organisation on the types of innovation risks which may be accepted.

Strategic ImplicationsCorporate Plan

5.7 Compliant with relevant legislation.

Finance and Resource

Nil

Legislation and Policy

The matters outlined in this report comply with the risk management policy and associated framework.

Risk Management

Key Corporate Risk Code and Category: FE2 – Finance and Economic.

Key Corporate Risk Descriptor: Decision making governance, due diligence, accountability and sustainability.

Consultation*External Consultation*

The draft Risk Appetite Statement was presented to the Audit and Risk Management Committee at its meeting held 4 March 2021.

Attachments

- 1 Draft Risk Appetite Statement 2 Pages

LVRC Risk Appetite (Acceptance Levels) - Draft for Discussion

Overview

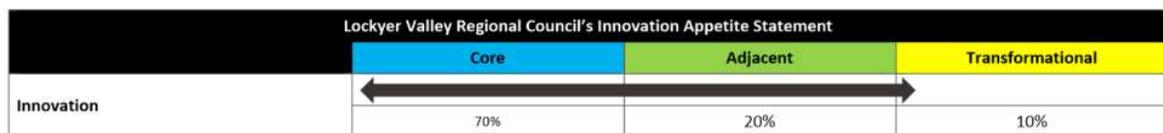
Council’s risk appetite is defined as the amount of risk it is willing to pursue, retain, take or turn away from in the achievement of its strategic vision and objectives, and delivery of its services and projects.

Innovation Risks

Council accepts innovation requires risk taking and is key to both the organisation’s and region’s growth ambitions. As such, innovation risks are not tied to a specific ‘category’ of risk appetite. Council’s innovation appetite is defined in the table below and provides guidance on the types of innovation risks it is willing to accept. Council’s ambition is to achieve a 70-20-10 balance of core, adjacent and transformational innovation initiatives.

Risk assessment should be undertaken at the inception phase of the innovation cycle with support for making critical go-no-go decisions with Council along the way. This will help keep innovation-related risks at the forefront.

Innovation Risk Types	Description
Core	Focus on optimising existing core services, assets and/or products for existing customers. This usually means that the risks are low .
Adjacent	Focus on expanding existing services, assets and/or products based on fresh insights into customer needs. Adjacent initiatives may involve leveraging existing capabilities and putting those capabilities to new uses or generating new revenue streams. This usually means that the risks are low-medium .
Transformational	Focus on developing new services, assets and/or products, also called breakthroughs or game changers. This means that the risks could be high-extreme .



The following table outlines the actions required to ensure risks are in line with Council’s risk appetite:

Assessed Risk Rating	Required Action	Responsibility
Low	No action required where controls are effective.	Routine monitoring within functional or service group level.
Medium	Planned action required to ensure controls are effective.	Periodic monitoring at functional or service group level
High	Prioritised action required to implement effective controls to reduce the risk; unless otherwise supported by Council’s risk appetite.	Frequent monitoring at department or divisional level. Subject to monthly ELT review.
Extreme	Immediate action required to either avoid or reduce the risk with effective controls.	Active monitoring and escalation to the GM, CEO and/or ELT. Subject to monthly ELT and Audit Committee review.

Risk Statement

The establishment of the Risk Appetite Statement is intended to guide Council in their actions and ability to accept and manage risks.

Council applies the following appetite definitions to assist in calibrating and understanding its Risk Appetite for each Risk Category.

Level of Risk Appetite	Description
Risk Averse	All reasonably practical and affordable measures to minimise, and where possible, eliminate the risk will be taken. This means likelihood is rare and residual risks should be low . This usually means zero appetite is the most risk averse risk appetite.
Cautious	Preferring risk mitigation to taking risks. Continuous improvements and innovative approaches will be taken. This means residual risks should be low-medium .
Open	Willing to consider risk and innovative approaches to achieve anticipated outcomes, provided effective measures are in place to monitor the risk and adverse outcomes, with an acceptance of the potential for failure. This means residual risks could be high-extreme .

The following table is a visual overview of Council’s baseline risk appetite statement. This will be reviewed annually as part of the annual budget and operational planning process or more frequently to adapt to changing conditions (such as the COVID-19 pandemic).

Lockyer Valley Regional Council’s Risk Appetite Statement			
Risk Category	Risk Averse	Cautious	Open
Staff (People and Culture)			←————→
Work Health and Safety	←————→		
Financial and Economic	←————→		
Legal, Compliance and Liability	←————→		
Reputation		←————→	
Business Continuity and Business Systems		←————→	
Political (Stakeholder)		←————→	
Infrastructure and Asset		←————→	
Environment and Community		←————→	

The above visual overview demonstrates that Council has the lowest appetite for risks which may:

- Compromise the safety and welfare of Council employees
- Compromise compliance with legislation and regulation
- Compromise the security of Council’s IT systems and information
- Compromise Council’s financial sustainability
- Breach the trust of the community as a result in theft, fraud, corruption or deliberate misconduct
- Result in major disruption to the delivery of key Council services
- Damage Council’s relationships with key stakeholders
- Result in significant loss of Council assets

Council is more open to risks associated with:

- Approaches to enhance Council’s value proposition as an employer
- Improving employee engagement and performance
- Identifying opportunities to maximise Council’s financial sustainability
- Reviewing and consolidating business operations with an emphasis of continuous improvement
- Innovations in the delivery and maintenance of Council infrastructure and assets
- Using new ‘smart’ technology and data to enhance community access to information as well as improve service and asset management
- Supporting and growing the Lockyer Valley Region economy
- Building partnerships with stakeholders to enhance service delivery and regional stability

Things that may impact Council’s level of risk tolerance, include but are not limited to:

- Emergency responses and events
- Adverse environment impacts
- Council’s corporate plan, budget, organisational plans, and strategies
- Legislative environment
- Service level expectations of the community and stakeholders
- Organisational culture
- Level of risk maturity
- Financial, people and systems resources
- Projects that require partnerships, where Council is not leading the project

Risk Category Descriptions

Risk Category	Description
Staff	Risks associated with human resource management, organisational culture and change management. This includes risks that impact on the ability of employees to attend work and perform their duties (i.e. industrial action etc).
Work Health and Safety	Risks associated with protecting the health, safety and wellbeing of employees, volunteers, contractors and other stakeholders within our duty of care. This includes risks that impact on the ability of employees to attend work and perform their duties (i.e. injury, illness, pandemic etc).
Financial and Economic	Risks associated with the financial management of Council and its ability to fund Council services now and into the future. This covers risks related to cash flow, budget management, investments and debt management.
Legal Compliance and Liability	Risks associated with Council either knowingly or unknowingly breaching legislation and/or regulations, policies and procedures, fraud and corruption or being exposed to liability in relation to any matter.
Reputation	Risks associated with Council’s perceived or actual reputation with the community, government, regulators, the media, Council employees, or other stakeholders. This covers risks of a political nature.
Business Continuity and Business Systems	Risks associated with the daily operational management of Council and its ability to deliver services to the community. This also covers risks related to the effectiveness of internal services, systems and processes, business continuity, and also related to the loss or theft of data and information, and cyber security.
Stakeholders	Risks associated with Intergovernmental relationships/relationships with other key stakeholders.
Infrastructure and Asset	Risks associated with the planning, design, construction and maintenance of Council infrastructure and assets. This covers risks related to fit for purpose considerations and the damage or loss of assets and property.
Environment and Community	Risks associated with Council’s operations that have potential or actual negative environmental or ecological impacts, regardless of whether these are reversible or irreversible in nature.

11.5 Appointment Independent Member - Audit and Risk Management Committee

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Purpose:

The purpose of this report is to seek Council's endorsement of the appointment of the Independent Member position on the Audit and Risk Management Committee.

Officer's Recommendation:

THAT Council endorse the appointment of Adrian Morey as an Independent Member on the Audit and Risk Management Committee for a period of three years commencing 25 February 2021.

Executive Summary

The Audit and Risk Management Committee (the Committee) is an advisory committee of Council. The Committee's primary responsibility is to provide independent assurance to Council on its risks, internal control and compliance frameworks.

The current membership of the Audit and Risk Management Committee comprises of three independent members and two Councillors. This report is seeking Council's endorsement of the third independent member of the Committee.

Proposal

The process for the appointment of the Independent Member was completed in accordance with the Audit and Risk Management Committee Charter. The selection panel comprised of the Committee Chair, Portfolio Councillor and the Group Manager People and Business Performance. Four applicants were shortlisted for interview. The panel recommend Adrian Morey be appointed to the position of Independent Professional Member on the Audit and Risk Management Committee.

In accordance with the Committee Charter, the appointment will be for a three-year period commencing on 25 February 2021.

Strategic ImplicationsCorporate Plan

5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.

Finance and Resource

Financial commitments for the determination of the Independent Member for the Audit and Risk Management Committee will be managed through existing budget allocations.

Legislation and Policy

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

Risk Management

Key Corporate Risk Code and Category: FE2 – Finance and Economic.

Key Corporate Risk Descriptor: Decision making governance, due diligence, accountability and sustainability.

Consultation

Councillor Wilson

Councillor Cook

Attachments

There are no attachments for this report.

11.6 Review of Performance Internal Audit

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Anna Hebron, Group Manager People and Business Performance

Purpose:

The purpose of this report is to inform Council of the review conducted by the Audit and Risk Management Committee on Council's internal audit function and annual review of the Internal Audit Charter.

Officer's Recommendation:

THAT Council receive and note the outcome of the review conducted by the Audit and Risk Management Committee on the performance of Council's internal audit function.

And further;

THAT no change to the Internal Audit Charter is required.

Executive Summary

Council has a statutory requirement to establish an efficient and effective internal audit function, prepare and adopt an internal audit plan and carry out an internal audit each financial year. Council's internal audit function is delivered by an independent contractor, O'Connor Marsden and Associates in conjunction with Council's Business Performance branch. The role of internal audit is to provide independent, objective assurance and consulting services to Council. A review of the internal audit function and Internal Audit Charter is conducted annually by Council's Audit and Risk Management Committee.

Proposal

The Audit and Risk Management Committee is required to conduct a review on the performance of Council's internal audit functions on an annual basis and report to Council on the outcomes of this review. The review for the 2020-21 financial year was conducted in accordance with Council's Internal Audit Charter and initiated with Council's contracted internal audit provider, O'Connor Marsden and Associates by completing a self-review questionnaire. The self-review questionnaire was provided to the Committee at its meeting held on 4 March 2021 for discussion and determination of the rating for the internal function against each of the following key requirements:

- Displayed a strong understanding of LVRC's business, goals and local government sectors and takes a genuine interest in Council's success;
- Developed prior to the beginning of the financial year a risk based annual internal audit plan
- Coordinated the implementation of the approved annual internal audit plan
- Reported significant issues related to the processes for controlling the activities of the LVRC
- Provided recommendations on how to rectify and/or potential improvements for any deficiencies identified in the processes for controlling activities of the LVRC
- Provided information on the status and results of the annual audit plan and the sufficiency of department resources
- Provided necessary updates and presentations to the Audit and Risk Management Committee on the annual internal audit plan and internal audit reports.
- Supplied professional audit staff with sufficient knowledge, skills, experience and professional qualifications to meet the requirements of the Internal Audit Charter

Overall, the agreed outcome of both the Internal Auditor and the Committee was Council's internal audit function met expectations.

The Committee Members also conducted a review of the Internal Audit Charter and resolved no changes were required.

Strategic Implications

Corporate Plan

5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.

Finance and Resource

Nil

Legislation and Policy

Section 105 of the *Local Government Act 2009* requires Council to establish an efficient and effective internal audit function. Section 207 of the *Local Government Regulation 2012* determines the requirements of the internal audit function.

Risk Management

Key Corporate Risk Code and Category: FE2 – Finance and Economic.

Key Corporate Risk Descriptor: Decision making governance, due diligence, accountability and sustainability.

Consultation

Portfolio Councillor Consultation

The appointed Councillors to the Audit and Risk Management Committee, Councillor Wilson and Councillor Cook participated in the review of the performance of the internal audit function and review of the Internal Audit Charter.

External Consultation

The review of the performance of the internal audit function and review of the Internal Audit Charter and was conducted by the Audit and Risk Management Committee.

Attachments

- | | | |
|---|--------------------------------------|---------|
| 1 | Review of Performance Internal Audit | 1 Page |
| 2 | Internal Audit Charter | 4 Pages |

Self - Review Questionnaire - Internal Audit	Internal Auditor Rating	Internal Auditor Comments	AMNC Rating	Audit and Risk Management Committee Comments
<p>Displays a strong understanding of LVHC's business, goals and state government sector and takes a genuine interest in Council's success</p>	<p>Met Expectations</p>	<p>OCM has a strong understanding of the OIA IS sector, and is continuing to expand our knowledge of LVHC's business, goals and risks.</p>	<p>Met Expectations</p>	<p>Appreciation OCM have been sharing benchmarking data from other Councils.</p>
<p>Developed prior to the beginning of the financial year a risk based annual internal audit plan</p>	<p>Met Expectations</p>	<p>A plan for 2020/2021 was developed prior to the commencement of the financial year. Planning for 2021/2022 will commence in March 2021 after consultation with Audit and Risk Committee at their March meeting.</p>	<p>Met Expectations</p>	<p>The Committee is keen to see the plan remain on track.</p>
<p>Coordinated the implementation of the approved annual internal audit plan</p>	<p>Met Expectations</p>	<p>Planned internal audits have been conducted.</p>	<p>Met Expectations</p>	<p>The Committee has appreciated the reports and the key details to date.</p>
<p>Registers significant issues related to the processes for controlling the activities of the LVHC</p>	<p>Met Expectations</p>	<p>Planned internal audits have been conducted, and recommendations agreed for key findings. Risk assurance map has identified some opportunities for improvements.</p>	<p>Met Expectations</p>	<p>The Committee has appreciated the reports and the key details to date.</p>
<p>Provides recommendations on how to rectify and/or potential improvements for any deficiencies identified in the processes for controlling activities of the LVHC</p>	<p>Met Expectations</p>	<p>Recommendations have been agreed for key findings arising from internal audits and the exceptions from the data analytics have been provided to management for investigation and rectification if required. Risk assurance map has identified some opportunities for improvements.</p>	<p>Met Expectations</p>	<p></p>
<p>Provides information on the status and results of the annual audit plan and the adequacy of equipment resources</p>	<p>Met Expectations</p>	<p>Quarterly status report provided to Audit and Risk Management Committee detailing progress on internal audit plan and internal audit results. Good communications in place between LVHC and OCM to manage delivery of the internal audit plan.</p>	<p>Met Expectations</p>	<p></p>
<p>Provides necessary updates and presentations to the Audit and Risk Management Committee on the annual internal audit plan and internal audit reports</p>	<p>Met Expectations</p>	<p>Quarterly status report provided to Audit and Risk Management Committee detailing progress on internal audit plan and internal audit results.</p>	<p>Met Expectations</p>	<p></p>
<p>Provides oversight of other control and monitoring functions for LVHC such as risk management and/or fraud</p>	<p>Met Expectations</p>	<p>Audits and assistance provided on other control functions as required, e.g. recent risk management workshops to review risk appetite statement.</p>	<p>Met Expectations</p>	<p>Underlying the risk in recommendations is covered perhaps could be more explicit particularly in the fraud and corruption components.</p>
<p>Employs professional audit staff with sufficient knowledge, skills, experience and professional qualifications to meet the requirements of the internal audit charter</p>	<p>Met Expectations</p>	<p>Professionally qualified internal audit staff provided for each audit or other project.</p>	<p>Met Expectations</p>	<p></p>
<p>Do you wish to add any further information or feedback on the review process?</p>	<p>No</p>		<p>Yes</p>	<p>Encouraging progress since appointment 18 months ago.</p>



Internal Audit Charter

Purpose and Mission

The purpose of Lockyer Valley Regional Council's internal audit function is to provide independent, objective assurance and consulting services designed to add value and improve the Lockyer Valley Regional Council's (LVRC) operations. Internal audit assists Council to ensure it is compliant with statutory requirements but also assists Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

The scope of work of the internal audit function is to determine whether the governance, risk management and control process of the LVRC, as designed and represented by management, are adequate and functioning in a manner to provide a reasonable level of confidence:

- Significant key risks are appropriately identified and managed.
- Significant financial, managerial and operating information is accurate, reliable and timely.
- Employees' and Councillors' actions are in compliance with policies, standards, procedures, laws and regulations.
- Resources are acquired economically, used efficiently and protected adequately.
- Programs, plans and objectives are achieved.
- Quality and continuous improvement are fostered in the LVRC's control process
- Significant legislative or regulatory issues impacting LVRC are recognised and addressed properly.

Opportunities for improving management control, profitability and the image of the LVRC may be identified during audits. They will be communicated to the Chief Executive Officer and/or appropriate Executive Leadership Team member.

The internal audit function will apply and uphold the principles of integrity, objectivity, confidentiality and competence as required by Institute of Internal Auditors Code of Ethics.

Group: People and Business Performance
Branch: Business Performance
Approved: Ordinary Council Meeting
(Resolution Number: 20-24/0084)
Date Approved: 15/07/2020
ECM: 3827987

Effective Date: 01/07/2020
Version: 1.4 Last Updated 28/08/2019
Review Date: 30/06/2021
Superseded/Revoked: Internal Audit Charter Version 1.3

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Standards for the Professional Practice of Internal Auditing

Internal audit will govern itself by adherence to the mandatory elements of The Institute of Internal Auditors' International Professional Practices Framework, including the Core Principles for the Professional Practice of Internal Auditing, the Code of Ethics, the International Standards for the Professional Practice of Internal Auditing, and the Definition of Internal Auditing. The Internal Audit Engagement Manager will report periodically to senior management and the Audit & Risk Management Committee regarding the internal audit's conformance to the Code of Ethics and the Standards.

Accountability

The outsourced Internal Audit Provider, in the discharge of his/her duties, shall be accountable via the Chief Executive Officer to the Audit and Risk Management Committee to:

- Develop prior to the beginning of each financial year a risk-based annual internal audit plan.
- Report significant issues related to the processes for controlling the activities of the LVRC, including potential improvements to those processes and provide information concerning such issues through resolution.
- Provide information periodically on the status and results of the annual internal audit plan and the sufficiency of Council resources.
- Coordinate with and provide oversight of other control and monitoring functions such as risk management.

Independence and Objectivity

To provide for the independence and objectivity of the internal audit function, the outsourced Internal Audit Provider will report to Council's Audit and Risk Management Committee in the manner outlined in the above section on accountability.

Internal Audit will maintain an unbiased mental attitude that allows them to perform engagements objectively and in such a manner that they believe in their work product, that no quality compromises are made, and that they do not subordinate their judgment on audit matters to others.

Internal Audit will have no direct operational responsibility or authority over any of the activities audited. Accordingly, Internal Audit will not implement internal controls, develop procedures, install systems, prepare records, or engage in any other activity that may impair their judgment.

Internal Audit will:

- Disclose any impairment of independence or objectivity, in fact or appearance, to appropriate parties.

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Branch: Business Performance
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- Exhibit professional objectivity in gathering, evaluating, and communicating information about the activity or process being examined.
- Make balanced assessments of all available and relevant facts and circumstances.
- Take necessary precautions to avoid being unduly influenced by their own interests or by others in forming judgments.

Internal Audit will disclose to the Audit & Risk Committee any interference and related implications in determining the scope of internal auditing, performing work, and/or communicating results.

Responsibility

The Chief Executive Officer will be the contract manager for the outsourced Internal Audit Provider and will be responsible for ensuring internal audits and other agreed activities are conducted in compliance with this Charter and the Terms of Engagement.

The outsourced Internal Audit Provider has responsibility to:

- Develop flexible annual and strategic audit plans using an appropriate risk-based methodology, including any risks or control concerns identified by management and submit the plans to the Audit and Risk Management Committee for review and approval.
- Coordinate implementation of the approved annual internal audit plan including, as appropriate, any special tasks or projects requested by the Chief Executive Officer on behalf of Council and the Audit and Risk Management Committee.
- Supply professional audit staff with sufficient knowledge, skills, experience and professional qualifications to meet the requirements of the Charter.
- Establish a quality assurance program to assure the operation of internal audit activities.
- Coordinate consulting services, as requested and approved, beyond internal auditing's assurance services, to assist the Chief Executive Officer on behalf of Council in meetings its objectives.
- As requested and approved, coordinate evaluation and assessment of significant changes to operations and control processes coincident with their development, implementation and/or expansion.
- Review and verify management responses to internal audit reports.
- Issue periodic reports to the Audit and Risk Management Committee and the Executive Leadership Team summarising results of audit activities.
- Inform the Audit and Risk Management Committee of emerging trends and successful practices in auditing and risk management. As requested and approved, assist with the investigation of significant suspected fraudulent activities within the Council and notify the Chief Executive Officer and the Council of the results.

Authority

The outsourced Internal Audit Provider is authorised to:

Group: People and Business Performance
Branch: Business Performance
Approved: Ordinary Council Meeting
(Resolution Number: 20-24/0084)
Date Approved: 15/07/2020
ECM: 3827987

Effective Date: 01/07/2020
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- Have unrestricted access to all relevant functions, records, property and personnel with the law.
- Have full and free access to the Audit and Risk Management Committee
- Meet with the Chair of the Audit and Risk Management Committee without a Council representative present.
- Obtain the necessary assistance of LVRC personnel, as well as other specialised services from within or outside Council.

Performance Measures and Review of Charter

An annual self-review questionnaire will be completed by the outsourced Internal Audit Provider for discussion with the Audit and Risk Management Committee.

As part of a comprehensive audit and risk management function, the Chief Executive Officer will arrange for the Audit and Risk Management Committee to complete an annual independent review of the efficiency and effectiveness of the operations of the outsourced Internal Audit Provider.

This Charter will be reviewed on an annual basis, any substantive changes will be formally approved by Council on the recommendation of the Audit and Risk Management Committee.

Group: People and Business Performance
Branch: Business Performance
Approved: Ordinary Council Meeting
(Resolution Number: 20-24/0084)
Date Approved: 15/07/2020
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Superseded/Revoked: Internal Audit Charter Version 1.3

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- Have unrestricted access to all relevant functions, records, property and personnel with the law.
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Performance Measures and Review of Charter

An annual self-review questionnaire will be completed by the outsourced Internal Audit Provider for discussion with the Audit and Risk Management Committee.

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This Charter will be reviewed on an annual basis, any substantive changes will be formally approved by Council on the recommendation of the Audit and Risk Management Committee.

Group: People and Business Performance
Branch: Business Performance
Approved: Ordinary Council Meeting
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12. COMMUNITY & REGIONAL PROSPERITY REPORTS

12.1 Request from Upper Lockyer Little Athletics for Financial Assistance

Author: Trent Nibbs, Community Activation Officer

Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's approval of a request from the Upper Lockyer Little Athletics Club for financial assistance for an irrigation project at Springbrook Park, Withcott.

Officer's Recommendation:

THAT Council grant the Upper Lockyer Little Athletics Club's request and allocate \$8,700 in the 2020/21 Sport Recreation and Community Grants budget to the Club's irrigation project at Springbrook Park.

Executive Summary

Springbrook Park at Parkwood Drive, Withcott, is the home of the Withcott Soccer Club and the Upper Lockyer Little Athletics Club.

The Withcott Soccer Club was successful in obtaining grant funding to install underground irrigation to the soccer fields at Springbrook Park. It has been identified that there would be significant benefit in designing and constructing the underground irrigation system to allow for its future extension to service the Little Athletics Club's running track. The Little Athletics Club has requested \$8,700 from Council to fund this work. This funding is proposed to be provided from funds budgeted for works at the Cahill Park Sports Complex which sits within the Sport Recreation and Community Grants budget.

Proposal

In September 2018, Council adopted the Springbrook Development Plan which included a recommendation to improve the sports fields. A new irrigation system is being proposed to irrigate the soccer fields at Springbrook Park.

Until 2019, the only water available for irrigation of the fields at Springbrook Park was limited to the water collected on site in rainwater tanks. This led to sports fields of an extremely poor and unsafe condition. In 2019 Council was successful in obtaining grant funding to install a bore which now operates on a float system to allow the grounds to be irrigated all year round.

The Soccer Club was successful in obtaining grant funding from the Community Benefit Gambling Fund (\$29,613.44) for soccer nets and irrigation and Lockyer Valley Regional Council (\$4,000) for irrigation. The Club engaged a contractor to provide a quote to design and construct an irrigation system to service the soccer fields.

On 17 November 2020, an onsite meeting was held with representatives of the Withcott Soccer Club and the Upper Lockyer Little Athletics, the contractor and Council staff to discuss the project. The Withcott Soccer Club and the contractor provided a detailed scope of the project, which did not allow for the future extension of the irrigation system to service the Little Athletics Club's running track.

For Little Athletics to irrigate the running track they would have to retrench, increase the size of the main line, add more electrical cables and install a large control unit. Council staff suggested there would be benefits achieved if the irrigation system was designed to allow for future extension to irrigate the Little Athletics Club's track once that Club had obtained the funding for that work.

Withcott Soccer asked the contractor to requote the project to meet the requirements of the Little Athletics Club. The second quote was \$11,625 more than the original quote due to the main line having to be larger to accommodate the extra volume of water, and a larger control unit and electrical cabling will be needed.

Due to the extra cost, the Soccer Club has asked the Little Athletics Club to financially contribute towards the project. The Little Athletics Club is in a financial position to contribute some funds towards the project, however they do not have sufficient funds available to cover the additional \$11,625, and has requested Council to contribute \$8,700 towards the project to alleviate the financial strain on both clubs.

Options

1. Council agrees to the request from the Upper Locker Little Athletics Club, and amends the 2020/21 Annual Budget to make available \$8,700 from the Sport Recreation and Community Grants budget.
2. Council agrees to the request from the Upper Locker Little Athletics Club, but for a lesser amount.
3. Council refuses the request for financial assistance.

Strategic Implications

Corporate Plan

Lockyer Community 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.

Finance and Resource

There is funding available in the 2020/21 Sport Recreation and Community Grants budget for projects at Cahill Park Sports Complex. It is recommended that Council reallocated \$8,700 from this budget to the irrigation project for the Little Athletics Club.

Legislation and Policy

Nil

Risk Management

Key Corporate Risk Code Category: Environment and Community (EC1)
Corporate Risk Category Description: Environment and the community, including sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identity

Consultation

Portfolio Councillor Consultation

The Portfolio Councillor has been consulted.

Internal Consultation

The following Officers have been consulted in the preparation of this report:

- Manager for Community Activation
- Manager Community Facilities
- Chief Financial Officer

Community Engagement

Consultation has occurred with the following community stakeholders:

- Upper Lockyer Little Athletics
- Withcott Soccer Club

Attachments

There are no attachments for this report.

12.2 Regional Arts Development Fund (RADF) funding application 2021-2022

Author: Nicole Kilah, Coordinator Libraries & Galleries
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek an allocation of \$16,000 in the 2021/22 Annual Budget as Council's co-contribution to funding from Arts Queensland for the Regional Arts Development Fund (RADF).

Officer's Recommendation:

THAT Council allocates \$16,000 (ex GST) in the 2021/22 Annual Budget to Regional Arts Development Fund (RADF) to support Council's funding application to Arts Queensland to assist and support local arts and cultural projects.

Executive Summary

The RADF program is delivered by Council in partnership with Arts Queensland. Applications are now open for local governments to seek funding from Arts Queensland as a co-contribution towards the 2021/22 RADF program. A budget allocation of \$16,000 is being sought to support Council's application.

Proposal

The Regional Arts Development Fund (RADF) promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF is delivered as a partnership; Arts Queensland provides funding to local governments, and local governments provide financial and in-kind support to deliver RADF projects, initiatives and grant programs.

The amount of RADF funding available to local governments is determined based on population. As a RADF Tier 3 Council, Lockyer Valley Regional Council is required to provide a co-contribution of at least 40%, with Arts Queensland providing up to 60% funding (to a maximum of \$40,000).

Eligible local governments may now apply for 2021/22 RADF funding. Due to the funding round closing on 2 April 2021, Council is being asked to consider budgeting for the RADF program now to enable the completion of the funding application.

In recent years, Council has provided \$20,000 and applied for, and received, \$21,000 from Arts Queensland.

It is recommended that Council provides \$16,000 for RADF in the 2021/22 Annual Budget, and makes an application to Arts Queensland for \$24,000.

The RADF program has been moderately received in the community and has assisted individuals, groups and organisation to fund projects and proposals to provide opportunities for arts and cultural involvement and development within the local community. The funding is vital for the development of arts and cultural opportunities within Lockyer Valley.

The local RADF program is currently undergoing revitalisation as a new volunteer committee was inducted last month. This committee has some great community engagement ideas which will support the redevelopment, and it is anticipated that Council will see an increase in funding requests.

Options

1. Allocate \$16,000 in the 2021/22 Annual Budget to support the RADF funding application.
2. Allocate an alternate amount in the 2021/22 Annual Budget to support the RADF funding application.
3. Not apply for any RADF funding for the 2021/22 financial year.

Previous Council Resolutions

Ordinary Meeting 11 March 2020 (16-20/1679)

THAT Council allocate \$20,000 in its 2020-21 Budget to the Regional Arts Development Fund to support Council's funding application to Arts Queensland to assist and support local arts and cultural projects.

Critical Dates

The 2021/22 RADF Funding round closed on Friday, 2 April 2021.

Strategic Implications

Corporate Plan

Lockyer Community 1.5 - Events and activities that bring together and support greater connectivity in the community.

Finance and Resource

Council is being asked to allocate \$16,000 in the 2021/22 Annual Budget for the RADF program. This will allow Council to apply for \$24,000 from Arts Queensland to provide a total of \$40,000 for the RADF program in 2021/22.

Legislation and Policy

There are no legislation or policy implications to this request.

Risk Management

Key Corporate Risk Code Category: Environment and Community (EC1)
Corporate Risk Category Description: Environment and the community, including sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identity

Consultation

Portfolio Councillor Consultation

The Portfolio Councillor is aware of the funding request.

Internal Consultation

Group Manager Community and Regional Prosperity
Manager Community Activation
Chief Executive Officer

External Consultation

The RADF Committee is aware of the funding application and support the process.

Attachments

There are no attachments for this report.

12.3 Invitation to Sponsor the Lockyer Valley Growers Expo 2021

Author: Jason Harm, Coordinator Special Projects
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

Council has been invited to sponsor the Lockyer Valley Growers Expo 2021. The purpose of this report is to obtain Council's agreement to sponsor the event.

Officer's Recommendation:

THAT Council agrees to sponsor the Lockyer Valley Growers Expo 2021 to the value of \$2,200 (incl GST).

Executive Summary

The Lockyer Valley Growers will be conducting their Expo 2021 on 6-7 June 2021 at the University of Queensland Gatton. Council has been invited to participate in the event through sponsorship.

Proposal

The Lockyer Valley Growers will be conducting their Expo 2021 on 6-7 June 2021 at the University of Queensland Gatton. The event is primarily targeted at industry and run by the local industry body the Lockyer Valley Growers Inc. The Expo is expected to attract over 2,000 visitors to the region and will showcase the latest in fruit and vegetable varieties, horticultural technology and services. The event will include a welcome networking evening on Sunday, 6 June, followed by the Expo held at UQ Gatton on Monday, 7 June.

The Expo will be run in collaboration with Hort Connections, a conference being held at the Brisbane Convention Centre on 7-9 June 2021. Hort Connections will include optional pre-conference bus tours to the Lockyer Valley Growers Expo as part of their conference tour packages.

Council has been invited to participate in Expo 2021 through sponsorship. Several sponsorship packages are on offer ranging from \$12,000 to \$1,500 (excl GST).

It is recommended Council agree to sponsor the event to the value of \$2,000 (excl GST). This will provide promotional and marketing opportunities, including the display of the Council logo in the program and at the dinner, acknowledgement on the website and in public address announcements, and a one-page article in a special edition of the Growers Group newsletter.

Options

1. That Council agrees to provide sponsorship to the value of \$2,000 (excl GST).
2. That Council agrees to sponsor the event, but to another amount.
3. Council does not take up the offer of sponsorship.

Previous Council Resolutions

There are no previous Council resolutions relevant to this matter.

Critical Dates

Council needs to advise the Lockyer Valley Growers by the end of March 2021 of their decision regarding the sponsorship of the event.

Strategic Implications

Corporate Plan

Lockyer Farming 2.3 - Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.

Finance and Resource

Council has budgeted to support the Lockyer Valley Growers Inc., and there are sufficient funds available to provide the \$2,000 (excl GST) sponsorship.

Legislation and Policy

There are no legal implications.

Risk Management

Key Corporate Risk Code Category: Environment and Community (EC1)
Corporate Risk Category Description: Environment and the community, including sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identity

Consultation

Councillor Consultation

Consultation has been undertaken with the Mayor's office.

Internal Consultation

Internal consultation about marketing has been completed with Acting Coordinator Community Activation.

Attachments

There are no attachments for this report.

12.4 Amendment to the Register of Cost Recovery and Commercial Fees and Charges 2020-21 - Plumbing Fees

Author: Lyle Kajewski, Coordinator Building & Plumbing
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Councils approval of a proposed amendment to Plumbing Fees in Council's 2020/2021 Register of Fees and Charges to provide Council with the ability to ensure cost recovery on the provision of a service. These amendments are proposed to take effect from 17 March 2021.

Officer's Recommendation:

THAT Council adopt the following addition to the Register of Fees and Charges 2020/2021 to take effect from 17 March 2021:

1.10.5 – Inspections

Name	Amount (incl. GST)	GST
Inspections for major projects or projects with complicating factors (hourly rate)	By Quote	Y

Executive Summary

This proposed amendment is in relation to a request from Queensland's Department of Public Works and Housing, requesting Council to undertake the Plumbing and Drainage inspections and issuing a Compliance Certificate for Stage 2 of the Southern Queensland Correctional Precinct. Due to some complicating factors to provide the requested service, Councils adopted 2020/2021 Register of Fees and Charges does not provide sufficient flexibility to recognise the special and complicating factors associated with the project to ensure that cost recovery would be achieved.

Proposal

Councils adopted Fees and Charges 2020/2021 includes cost recovery fees for plumbing and drainage applications. These fees are based around verified resource requirements necessary to assess plans and inspect the work to install plumbing fixtures and associated plumbing and drainage. The fee is based on the number of fixtures in the application. This fee structure is unsuitable for Major Projects or Projects with complicating factors such as Stage 2 of the Southern Queensland Correctional Facility. This project is being delivered by staged Permits issued by the Department of Public Works and Housing with the first permit already issued for the installation of approximately 6.5 kilometres of plumbing and drainage pipes that require a specialised inspection and testing process. The permit does not include any fixtures therefore Councils current fee structure could not be applied. To determine a fee based on a per metre rate or other similar methodology would carry an element of risk to Council for surety of cost recovery as there is no established methodology for a project of this nature. An hourly rate for resourcing this and similar projects would ensure that cost recovery is achieved without risk. This proposal has been discussed with the Department of Public Works and Housing who are the applicants and will be responsible for payment of the fees and are in agreement with the proposal.

Options

That Council adopt the new fee to the register of fees and charges 2020/2021

Or

That Council do not adopt the new fee to the register of fees and charges 2020/2021

Previous Council Resolutions

Not Applicable

Critical Dates

The amendment is required as soon as possible as the first approval has been issued and Council will be required to submit its pricing structure to the Department of Public Works and Housing to enable inspections to commence.

Strategic Implications

Corporate Plan

Lockyer Planned

4.5 – An integrated approach to the planning of all communities that strengthens local identity and lifestyle.

Finance and Resource

Adoption of the proposed fee will ensure that cost recovery is achieved.

Legislation and Policy

Plumbing and Drainage Regulation 2019 Subdivision 2 Inspecting work under permit issued by public sector entity.

Section 68 Inspection of work by public sector entity or local government

- (1) This section applies in relation to work carried out under a permit issued by a public sector entity
- (2) The public sector entity may inspect the work or ask the local government to inspect the work
- (3) The local government may inspect the work if the public sector entity has asked the local government to inspect the work under subsection 2

Section 97 of the Local Government Act 2009 provides for a local government to fix a cost recovery fee and Section 98 provides for a Register of Cost Recovery Fees. Council may change its fees and charges at any time by resolution.

Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Description: Finance and Economic, Decision making governance, due diligence, accountability and sustainability

Consultation

Internal Consultation

Planning, Policy and Community Wellbeing

Finance

External Consultation

Contractors for Stage 2 Southern Queensland Correctional Precinct.
Department of Public Works and Housing

Attachments

There are no attachments for this report.

12.5 Flood Modelling Report - 10 March 2021

Author: Kim Calio, Manager Planning, Policy and Community Wellbeing
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to present to Council the outcome of the consultant's review of the flood modelling reports privately commissioned by two constituents.

Officer's Recommendation:**THAT Council:**

- **Endorse the outcomes of the BMT Report, dated 18 September 2020 and reaffirm its position that Council is bound by the findings of Grantham Flood Commission of Enquiry October 2015.**
- **Authorise the Chief Executive Officer to send a letter to the two constituents outlining Council's position and including a copy of the BMT Report, dated 18 September 2020.**
- **Authorise the Chief Executive Officer to facilitate a meeting with the Queensland Reconstruction Authority and the two constituents.**

Executive Summary

Independent flood reports in relation to the impacts of flooding on two properties during the 2011 floods were commissioned by the owners of those properties. The outcome of these reports contradicts the findings of the Grantham Flood Commission of Inquiry October 2015 (Inquiry).

Council has accepted the findings of the Inquiry and its obligations to abide by the Inquiry recommendations relating to Local Government. Two local residents disputed the findings of the Inquiry and commissioned the following reports to support their assertions with regard to their properties and the Grantham Quarry:

- a) Effect of Bund Collapse on flooding in Grantham (Queensland Australia) on the 10th of January 2011, Final Report, 13-02. Dam Engineering. 2018.
- b) Additional Investigation into the Grantham Flood of January 10th 2011, Final Report, 10-11. Dam Engineering. 2019

These reports were reviewed by Council's consultant BMT as part of the Grantham quarry rehabilitation project.

Proposal

The rehabilitation works flood impact base case and rehabilitated scenarios used the modelling established in the GFCOI 2015. BMT undertook this impact assessment work for Council.

BMT reviewed the supplied Dam Engineering reports 2018 and 2019 as part of the Grantham quarry rehabilitation project. The BMT report is available for Councillors information should you require it. In brief, based on the Dam Engineering reports, the key points of concern appear to relate to the flow rate used for the 2011 flood event in the WRM modelling for the Grantham Flood Commission of Inquiry October 2015 (Inquiry) and the appropriateness of 2011 event modelled scenarios considered during the commission.

In relation the flow rate, BMT have provided the following advice to Council:

The reports argue that the modelling completed by Dam Engineering indicate, with the inclusion of a log jam at the north-western corner of the quarry, that the peak flow nominated by the Department of Natural Resources and Mines in 2011 for the January 2011 event at Helidon (about 3,600 m³/s) was reasonable and should not be increased to the 4,600 m³/s figure used in the modelling completed by Water Studies in support of the rectification works.

As gauges only record flood levels, the flow for a given level is dependent on the rating curve derived for the gauge. Although flow gauging can occur during floods to define the flow associated with a given level, it is typically the case (and is the case with the Helidon gauge) that gauging only captures minor to moderate flows. For floods causing producing higher levels and flows than have been gauged, such as the 2011 event, the flow associated with the level recorded at the gauge needs to be estimated.

In the case of the Helidon gauge, the rating curve was revised as part of the comprehensive investigation undertaken for the Grantham Floods Commission of Inquiry. The use of the revised rating curve led to the higher flow adopted in the Water Studies model rather than being necessarily adjusted in order to improve the calibration of the hydraulic model to recorded flood levels.

In relation the 2011 event modelled scenarios BMT have provided the following advice to Council:

The 2018 report presents the results of modelling completed by Dam Engineering using the FINEL2D model, concluding that a constricting log jam at the north-western corner of the quarry best explains the observed water levels.

The 2019 report provides additional detail in relation to the existence and impact of a log jam.

Further, they note:

In addition to the work completed by Dam Engineering, a number of flood models of the Grantham area have been developed since the January 2011 flood. These other models suggest that the failure of the quarry levee did not result in a significant impact at Grantham.

When considering the result obtained by Dam Engineering, it is relevant to note that all models provide an approximation of actual conditions due to the inherent difficulty associated with capturing often changing conditions throughout a creek and floodplain system. During actual flood events, numerous event-specific occurrences can affect flow conditions.

A log jam of the type indicated by Dam Engineering would obviously affect conditions in the vicinity of the jam. However, whether a jam occurs at all, the extent of the jam, and the time at which the jam occurs will vary from event to event.

The BMT feedback report thus raises no grounds of concern for Council to consider re-visiting the modelling and outcomes established by the Grantham Flood Commission of Inquiry October 2015 in relation to the issues raised.

Options

- a) Accept the outcomes of the BMT review of the Dam Engineering Reports 2018 and 2019
- b) Not accept the outcomes of the BMT review of the Dam Engineering Reports

Previous Council Resolutions

Not Applicable

Critical Dates

Not Applicable

Strategic Implications

Corporate Plan

Lockyer Planned

4.5 – An integrated approach to the planning of all communities that strengthens local identity and lifestyle.

Finance and Resource

Council commissioned its consultant BMT to include a review of the reports prepared by Dam Engineering 2018 and 2019 as part of their work on the Grantham quarry rehabilitation project works.

Legislation and Policy

Council recognises the State Government’s responsibility as the lead authority in this matter and is relying on the expertise and the outcomes of the Grantham Flood Commission of Inquiry October 2015 to inform its local and regional flood modelling and policy responses.

As such it is the responsibility of the State Government to consider the information that held by the residents who dispute the findings of the Inquiry and it is recommended that a meeting be arranged with the Queensland Reconstruction Authority.

Risk Management

Council has accepted the findings of the Grantham Flood Commission of Inquiry October 2015 and has been working with the Queensland Reconstruction Authority to abide by the recommendations of the Inquiry. Council recognises the State Government’s responsibility as the lead authority in this matter.

Consultation

Portfolio Councillor Consultation

Nil

Internal Consultation

Nil

External Consultation

Council’s consultant BMT reviewed the reports prepared by Dam Engineering 2018 and 2019

Community Engagement

Not applicable

Attachments

There are no attachments for this report.

13. INFRASTRUCTURE REPORTS**13.1 Request for Construction of Fire Trail - Vinegar Hill**

Author: John Keen, Manager Civil Operations
Responsible Officer: Dan McPherson, Acting Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's endorsement of the construction and maintenance of a fire trail on an unmaintained road reserve and within private property to form a strategic fire trail for the Vinegar Hill area.

Officer's Recommendation:

THAT Council approve the construction and maintenance of the identified fire trail.

And further;

THAT Council undertake minor maintenance only to the sections on private property, lot 215 RP886135.

And further;

THAT Council construct the remaining fire trail within the road reserve.

And further;

THAT Council approves for the Queensland National Parks and Wildlife Service to construct the last section of the fire trail (450m) within private property and road reserve at their cost.

Executive Summary

Bushfire mitigation in the Vinegar Hill area has been an ongoing matter raised by Queensland Parks and Wildfire Service (QPWS) and Rural Fire Service (RFS) in the Lockyer Valley Bushfire Sub Committee meetings (a sub-committee of the Local Disaster Management Group). QPWS are that Council constructs and maintains a fire trail in the road reserve and on private property off the end of Forestry Road, Vinegar Hill.

If Council agrees it will enable QPWS to conduct strategic hazard reduction burns in the Lockyer Valley national Park to improve protection of the Vinegar Hill community in the event of a wildfire as well as provide a direct vehicular access between the two sections of the Lockyer National Park which surrounds lot 215 RP886135.

Proposal

The proposed 2.25km fire trail would be co-constructed between Council and QPWS, within the existing road reserve and on private property through lot 215 on RP886135.

Detailed below and in Figure 1 are QPWS' proposals on establishing the fire trail.

- Council to undertake minor maintenance to the existing track (1.2km) as indicated in red and blue. This will include approximately 350 metres of works to the trail on private property.
- Council to construct a fire trail in the road reserve as shown in yellow (590 metres).
- Permission for QPWS to construct the remaining fire trail on private property and road reserve as shown in green (450 metre) due to the terrain.

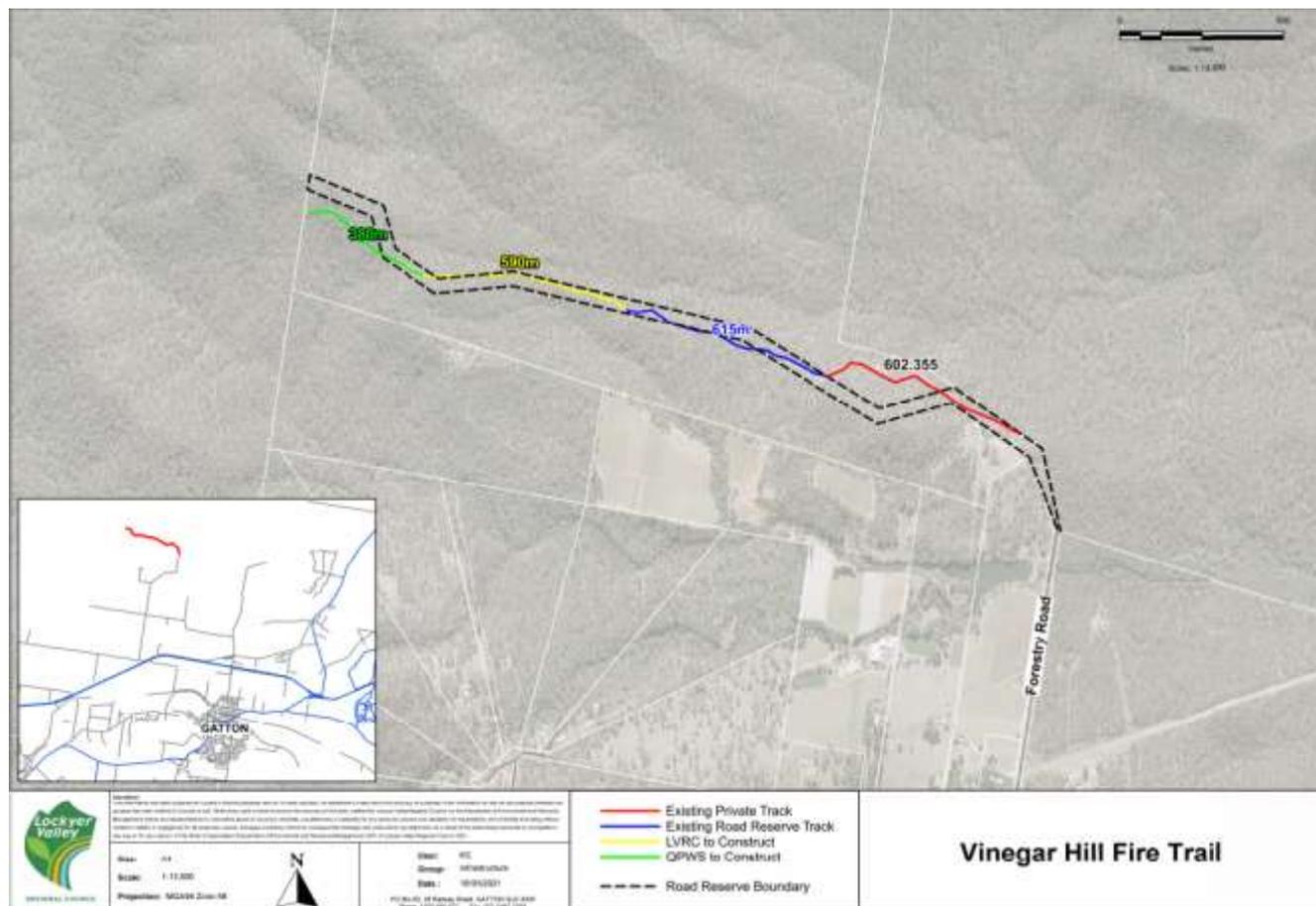


Figure 1 Extent of proposed strategic fire trail

The Lockyer National Park surrounds Lot 215 RP886135 and the proposed fire trail would provide direct vehicular access between the 2 sections of National Park and aid in bushfire mitigation activities.

Council’s initial outlay to construct the fire trail will be in the order of \$30,000, with an annual maintenance cost of approximately \$2,000. QPWS have agreed to provide minimal assistance with maintenance ongoing, largely to do with the removal of minor regrowth when their machinery are in the area and for Council to do an annual maintenance grade to ensure accessibility for bushfire mitigation and reduction activities by QPWS and other agencies.

Options

1. That Council agrees to QPWS’s request for the construction and ongoing maintenance of the fire trail
2. That Council does not agree to the QPWS’s request for construction of the fire trail.

Previous Council Resolutions

There are no previous Council resolutions relevant to this matter.

Critical Dates

There are no critical dates relevant.

Strategic Implications

Corporate Plan

Lockyer Community

1.1.6 – The community’s preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies.

Finance and Resource

The construction of 1.8km of the fire trail (the first three sections, red, blue and yellow in Figure 1) would cost Council an estimated \$30,000. QPWS will construct the remaining 450 metres (as shown in green) and will cover all construction cost for this section.

Council will maintenance grade the constructed 1.8km annually with QPWS undertaking removal of minor sucker growth when their machinery is in the area for the entire length of the fire trail.

The works to establish and maintain the fire trail for fire mitigation purposes will be funded by the Special Levy raised by Council through the Rural Fires Levy.

Legislation and Policy

There are no legal implications.

Risk Management

If the fire trail is constructed it will provide access for agencies to undertake hazard reduction burns in the Lockyer Valley National Park which may help to limit the spread and severity of a fire in that area should one occur.

Consultation

Councillor Consultation

Councillors have previously been consulted via a Councillor Workshop on 2 March 2021.

Internal Consultation

Council’s environment officers will provide advice on the ecological values present and an appropriate alignment to avoid these values, as well as advise on necessary permits required prior to the construction works commencing.

Council’s Disaster Management Advisor has also been consulted.

External Consultation

Private landowners have negotiated with QPWS that a condition of their agreement to have the fire trail constructed on their property is to have a gate at the southern end of the track constructed by QPWS to prevent unauthorised entry to their property.

QPWS have engaged with the neighbouring private property owners when determining the alignment of the fire trail who are supportive of the proposed alignment.

Correspondence is attached from QPWS dated 9 March 2021 outlining their request.

Community Engagement

Community engagement in the Vinegar Hill area would be required prior to commencing works.

Attachments

1 [📄](#) Letter from Queensland Parks and Wildlife Services - 9 March 2021 1 Page



Department of
Environment and Science

9 March 2021

Lockyer Valley Regional Council
Attention: John Keen, Manager Civil Operations
26 Railway Street (PO Box 82) Gatton Qld 4343

Dear Mr Keen

Re - Request for Construction of Fire Trail -Vinegar Hill

Queensland Parks and Wildlife Service (QPWS) offers support for the construction and maintenance of the Vinegar Hill firebreak.

QPWS commits to constructing part of the Vinegar Hill firebreak off the road reserve to avoid the complex terrain associated with the last 450 metres of the western section of the road reserve. This section of the fire break will bypass the road reserve and will be constructed on the neighbouring property (lot 215 on RP886135).

Further to this, QPWS commits to maintain this firebreak by removing sucker growth with machinery on an annual basis or as required.

Should you have any further enquiries, please contact Mr Chris Job, Ranger in Charge, Lockyer Work Unit, QPWS South West Region on (07) 5346 9512 or via email chris.job@des.qld.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Brett Roberts".

Brett Roberts
**Principal Ranger, Eastern Highlands
Queensland Parks and Wildlife Service**

Level 1, 146 Herries St
PO Box 1442
Toowoomba BC
Queensland 4350 Australia
Telephone 07 45298368

13.2 Request to extend maintenance network - Sunset Boulevard, Laidley South**Author:** Clare Marsh, Technical Assistant**Responsible Officer:** Dan McPherson, Acting Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's advice to extend the maintenance limits of Sunset Boulevard, Laidley South for access to lot 220 SP196619.

Officer's Recommendation:

THAT the request to extend the maintenance limits on the road reserve off Sunset Boulevard, Laidley South for access to lot 220 SP196619 is not approved.

Executive Summary

Council has received numerous requests from the property owners of Lot 220 SP196619 to extend the existing maintenance of Sunset Boulevard, Laidley South to allow access to their property, which they purchased in May 2015.

Proposal

The property owners of Lot 220 SP196619 (figure 1 hatched area) would like approximately 350m of road reserve maintained in order to access their property (figure 1 blue). The current condition only allows access for 4x4s. The property owners have requested Council to consider the maintenance of this section of Sunset Boulevard as a high priority as they feel the current standard is unsafe and at times inaccessible.

Figure 1 below shows the existing network in orange and the road extension request in blue. The blue section of road reserve does not currently provide primary/formal access to any other properties. Council has not previously maintained this section of road reserve. It is also understood that a previous property owner has installed a pipe under the road without permission to assist with drainage.

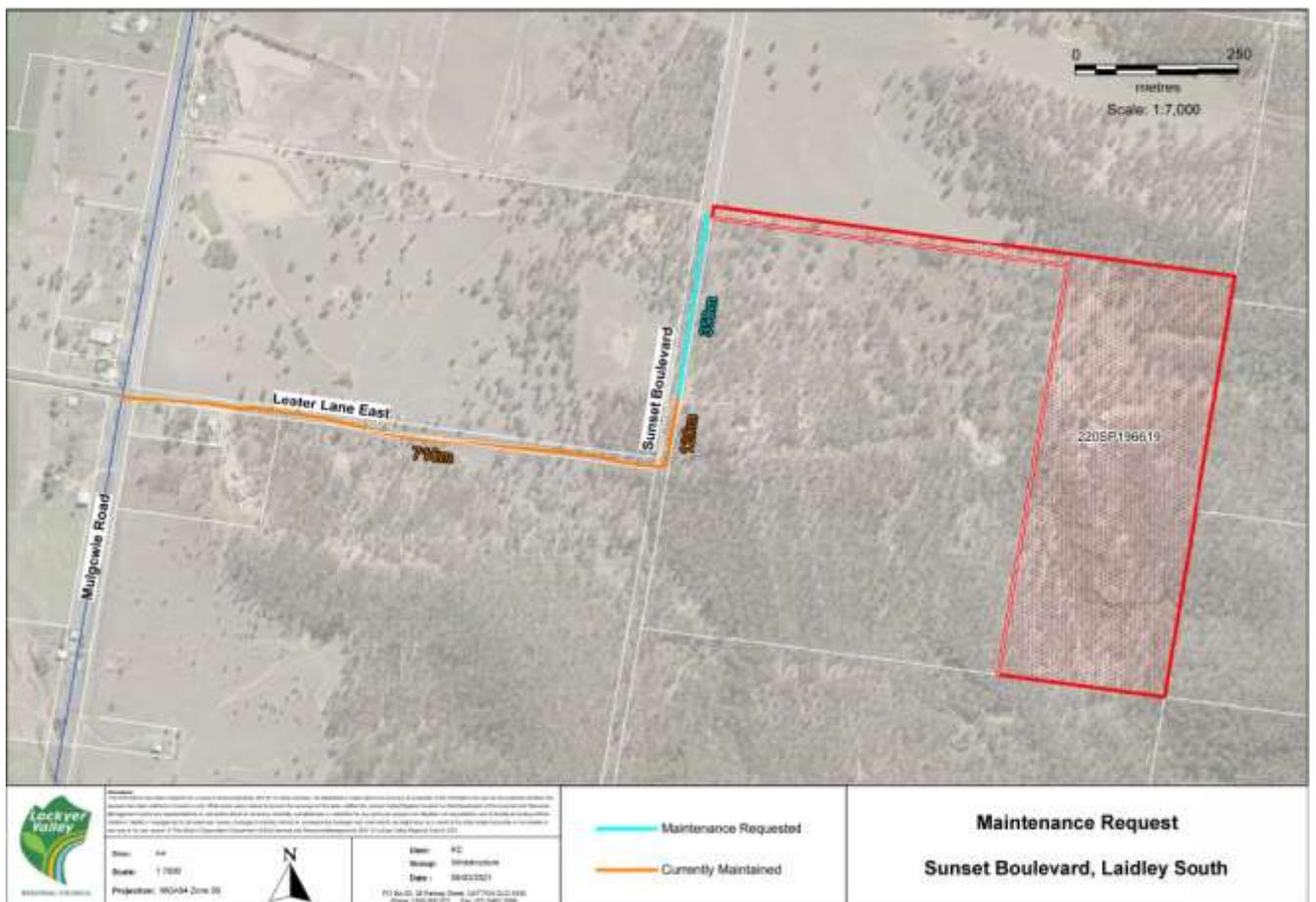


Figure 1- Location

Councillor Holstein and a previous Manager of Infrastructure met with the property owners in 2017. The matter was raised again with Councillor Qualischefski in October 2020. On both occasions the property owners were advised in accordance with Council’s Provision of Transport Network Policy,

The construction and maintenance of a property access is the responsibility of the property owner and Council have no obligation to construct a road to allow access to a sole property.

The following options were provided to the property owner/s

1. Access Track – Works on Road Permit

The property owner can construct a typical “Farm Access” track within the existing road reserve. They will be responsible for the construction and future maintenance of the track. At a minimum Council would expect a 375mm reinforced concrete pipe under the roadway approximately 150mm thick coverage over the pipe and maintenance gravel where required.

The property owners will need to:

- Submit an “Application to Undertake Works on a Road” for a permit to undertake the works together with an Application Fee of \$215.00. The application is to provide full details of works to be undertaken along the road.

2. Extend Councils Maintenance Network – Operational Works Process

The property owner can undertake full construction including design by a suitably qualified Registered Professional Engineer, Qld, (RPEQ), earthworks, drainage and gravelling to Council’s Rural Road Access standard.

The owners would need to:

-
- Engage a cadastral surveyor to establish the correct location of the road reserve.
 - Arrange a pre-design meeting to discuss the extent of the proposed works.
 - Engage a suitably qualified Registered Professional Engineer, Qld, (RPEQ) to design the proposed works.
 - Submit an “Operational Works” application for approval to undertake the works together with the appropriate application fee. The application fees are detailed in Councils 2020 Fees and Charges, “Operational Works Approval – Not Associated with reconfiguration of lots”.
 - Defect Liability period after practical completion and then the road would be handed over as a Council Asset.

Options

Council’s options are as follow:

1. That Council agrees to upgrade to a gravel standard and accept as a Council asset.
2. That Council agrees to the property owners upgrade to a gravel standard and accept as a Council asset, that Council then continues to maintain.
3. That Council agrees to construct the road as a one off “access track standard” and does not accept as an asset and therefore do not maintain in the future.
4. That Council agrees it is the property owner’s responsibility to construct a property access track. Construction and maintenance is the property owner’s responsibility under works on road process.

Council’s *Provision of Transport Network* Policy relates to this request in regard to the following details:

1. Council is not required to construct a road solely on the basis of there being a road reserve leading to a property. The owner is entitled to legal access to their property within the road reserve; however, Council has no obligation to form a road to provide this access
2. Capital Works are those works that create, renew, or upgrade transport assets. Council uses a prioritisation system to determine programming of transport-related Capital Works. This system is based on a number of factors including renewal and upgrade projects identified in the respective Service Management Plans, and new projects identified in Council’s Local Government Infrastructure Plan. A ten-year collation of transport projects is produced for planning purposes and integrated with the Long Term Financial Plan.

Factors influencing the prioritisation process include the condition of the asset, legislative requirements, safety improvements, community benefit, environmental impacts and financial cost.

Previous Council Resolutions

There are no previous Council resolutions relevant to this matter.

Critical Dates

There are no critical dates relevant.

Strategic Implications

Corporate Plan

Lockyer Planned

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

Finance and Resource

1. **Council upgrade to a gravel standard**

An estimate to upgrade the road reserve to a gravel standard would cost approximately \$25,000-\$30,000, with ongoing maintenance costs, expected to be an approximately \$600 per annum. If the bin service is allowed to the property entrance, a turnaround point would next to be constructed at a further cost.

2. **Council to construct an "Access Track"**

Estimated repair to construct "access track" approximately \$10,000 to \$15,000.

3. **No works / property owner constructs access track**

Council to install a "Council do not maintain past this point" sign to advise motorists. \$2,000.

4. **No action**

No cost to Council.

Legislation and Policy

Council's *Provision of Transport Network* Policy relates to this request.

Risk Management

No greater implication than other unformed /unmade road reserves. If no action is taken it would be recommended to install a "Council do not maintain past this point" sign to advise motorist of maintenance extents.

Consultation

Internal and Councillor Consultation

Councillor Holstein, Councillor Qualischefski, Managers Infrastructure, and Council Officers have met with the property owners to discuss their request for maintenance of the road reserve.

External Consultation

Meetings have been held with the property owners.

Community Engagement

No community engagement is required for this report.

Attachments

There are no attachments for this report.

14. ITEMS FOR INFORMATION**14.1 Group Manager People and Business Performance Monthly Report - February 2021****Date:** 09 March 2021**Author:** Anna Hebron, Group Manager People and Business Performance**Responsible Officer:** Anna Hebron, Group Manager People and Business Performance

Purpose:

This report provides Council with a summary of key operational activities undertaken by the People and Business Performance Group during February 2021.

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the People and Business Performance Group during February 2021.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Group Report - People and Business Performance February 2021 6 Pages

People and Business Performance

MONTHLY GROUP REPORT

FEBRUARY 2021



REGIONAL COUNCIL



2020-21 OPERATIONAL PLAN DELIVERABLES





BUSINESS PERFORMANCE

DISASTER MANAGEMENT

PROJECT UPDATES

Local Disaster Management Group

- Local Disaster Management Group meeting was held on 26 February 2021.
- The District Disaster Management Group meeting was held on 25 February 2021.
- The West Moreton Area Fire Management Group meeting was held on 17 February 2021.

Disaster Preparedness

Evacuation Centre Set Up Exercise was held at the Gatton Sports Centre on 4 February 2021 attended by 37 staff and volunteers from Council, Red Cross, Queensland Fire and Emergency Services and the Executive Officer of District Disaster Management Group. Looking through the COVID-19 lens, the exercise allowed staff to explore the additional planning and resourcing now needed to set up an evacuation centre such as; mustering, screening, security, social distancing, food handling requirements and isolation areas.

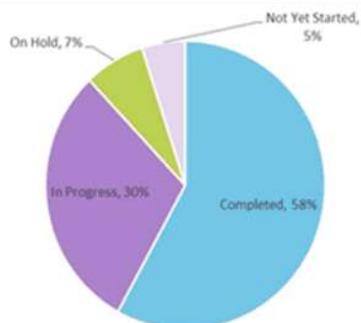


Bushfire Recovery and Resilience Officer

- Support provided to the Laidley Community Centre with their successful Bendigo Bank Grant to be distributed to farmers impacted by the fires who were not eligible for the Primary Producer Grant.
- Collaboration with Queensland Fire and Biodiversity Consortium to deliver information sessions and workshops to communities impacted by the bushfire. The outcome of these workshops will be establishing bushfire management plans for these communities.

PROCUREMENT

PROCUREMENT REVIEW RECOMMENDATIONS STATUS



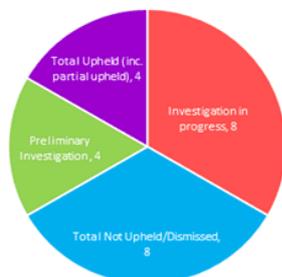
Total Recommendations	Total Completed	Total Remaining
60	35	25

GOVERNANCE AND PROPERTY

COMPLAINTS MANAGEMENT - TYPES OF COMPLAINTS 2020-21



COMPLAINTS MANAGEMENT SYSTEM 2020-21



POLICY REGISTER STATUS FEBRUARY 2021



KNOWLEDGE MANAGEMENT AND BUSINESS IMPROVEMENT

PROJECT UPDATES

Disposal of Physical Records

The Knowledge Management Team are continuing to review, audit and document records that are ready to dispose under legislation. The Gatton Archive Room is scheduled to be completed by the end of March. Approximately 400 boxes of records have been identified for disposal. The Knowledge Management Team will then begin the same process for records stored at the Gatton Depot.

Business Improvement Program

Two Lessons Learnt sessions were held on procurement process for two Request for Tenders. Both sessions were very successful, identifying many areas that work well and improvement opportunities.

RIGHT TO INFORMATION APPLICATIONS

	2021	2020	2019	2018	2017
Number of applications received	4	10	2	8	11

RISK, AUDIT & CORPORATE PLANNING

AUDIT REGISTER

INTERNAL AUDIT	TOTAL NUMBER OF RECOMMENDATIONS MADE	IN PROGRESS	COMPLETED
Tendered Contracts Review	17	10	7
Project Management Practices	11	10	1
Legislative Compliance Review	6	5	1

CORPORATE RISK MANAGEMENT

Internal Audit Plan

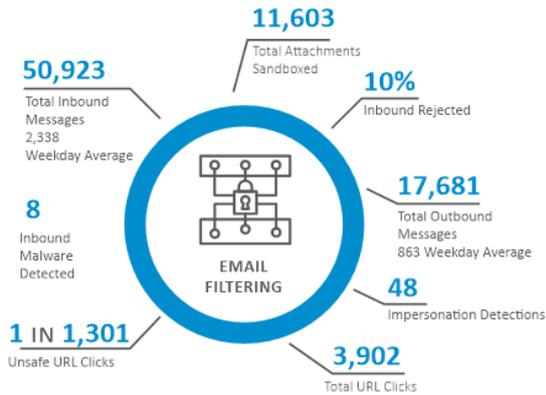
The internal audit on Council’s Payroll and Remuneration process has been finalised and distributed for action. A draft final report on the review and development of data analytics is currently under management review. A draft Terms of Reference for the review of Council’s Business Continuity Plan has been submitted for review.

Appointment of Independent Member - Audit and Risk Management Committee

The appointment of the third independent member of the Committee was finalised this month. The panel comprising of Cr Wilson, the Independent Committee Chair and Group Manager People and Business Performance who recommended Adrian Morey for the position. A Council Report on this matter has been submitted to Council.

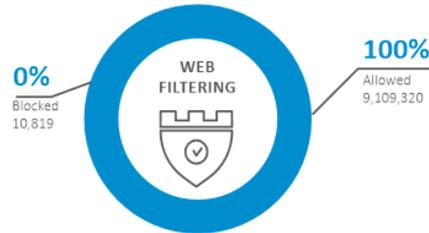
INFORMATION COMMUNICATION TECHNOLOGY

EMAIL AND WEB PROTECTION

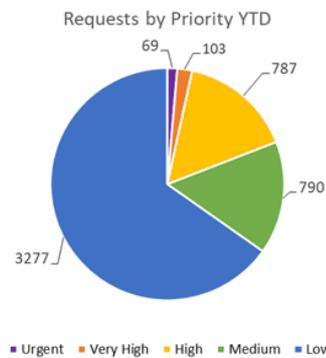


NETWORK PERFORMANCE

INFORMATION SNAPSHOT



ICT SERVICE DESK SUPPORT REQUESTS

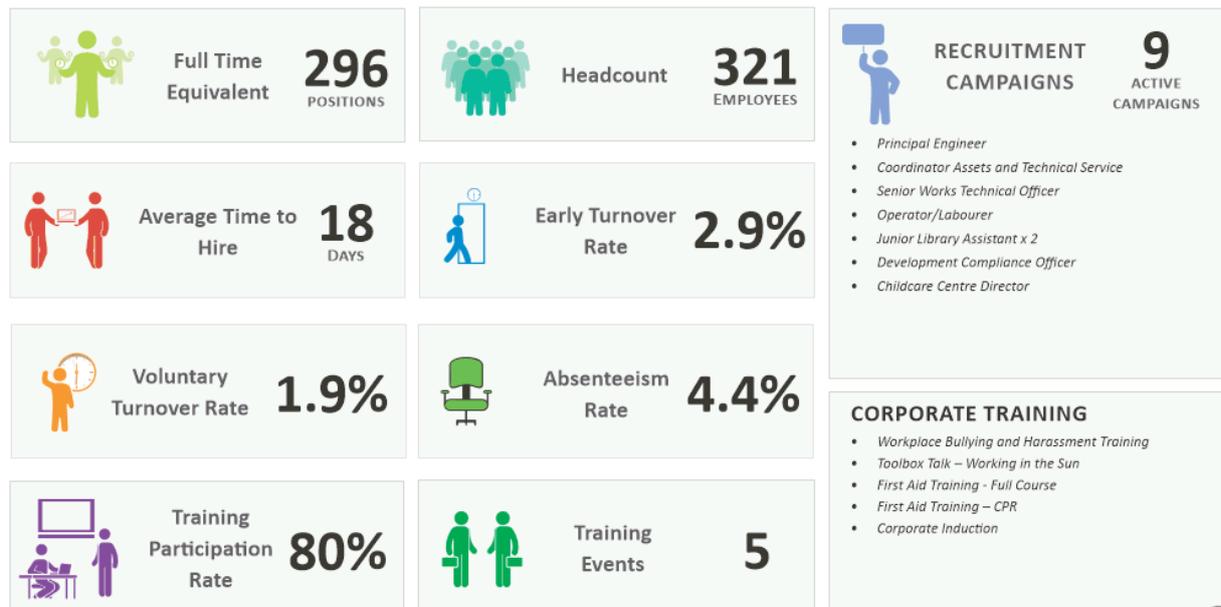


CYBER SECURITY



PEOPLE, CUSTOMER CONTACT AND COMMUNICATIONS

ORGANISATIONAL DEVELOPMENT AND PAYROLL



CUSTOMER CONTACT

TELEPHONE

2,428 CALLS RECEIVED
Increase of 361 calls from last month

4:37 AVERAGE HANDLING TIME
MINUTES
Increase of 0.02 seconds from last month

SERVICE LEVELS - TARGET 75%



81.20%
SERVICE LEVEL REACHED

19 TOTAL WEB CHATS
Decrease of 2 chats from last month

602 TOTAL eREQUESTS
Increase of 103 eRequests from last month

1230 TOTAL CRM RECEIVED
Increase of 175 requests from last month

10:43 WEBCHAT HANDLING TIME
MINUTES
Increase of 1.04 minutes from last month

726 TOTAL RECEIPTS
Increase of 500 receipts from last month

COUNCILLOR REQUESTS
31 RECEIVED **48** OPEN
Increase of 19 received requests from last month

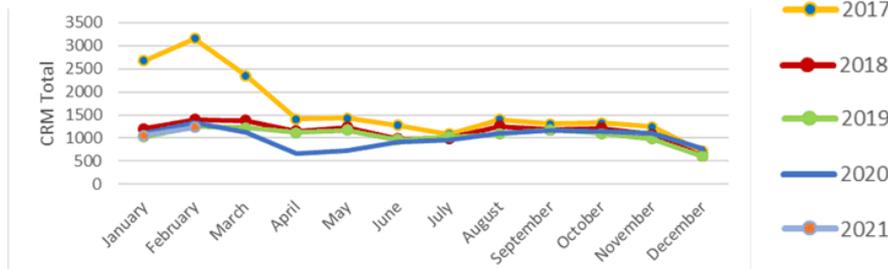
QGAP PERFORMANCE

72.03HRS
Total time taken for all transactions

391
Total number of transactions

11:05
Total average time for all transactions

CRM MONTH COMPARISON



COMMUNICATIONS

INTERNAL COMMUNICATIONS

1 COMMUNICATIONS	1 WASTE	8 PEOPLE	0 INTERNAL VIDEOS
1 FACILITIES	4 SAFETY	10 ICT	6 OTHER STAFF REMINDERS
			13 DESIGN PROJECTS

EXTERNAL COMMUNICATIONS

7 MEDIA OPPORTUNITIES	8 MEDIA ENQUIRIES
5 MEDIA RELEASES	7 VIDEOS PROJECTS

RADIO SEGMENTS

River 94.9FM, Triple M and 4AK.

COUNCIL'S CORPORATE WEBSITE

Most visited page was **Current Vacancies** with 1,988 views.

29,628 TOTAL WEBSITE VIEWS

1,851 DECREASE OF VIEWS since last month

ONLINE ENGAGEMENT

7 CORPORATE FACEBOOK POSTS HIGHEST PERFORMING POST Gatton Shire Hall Upgrades Reach: 4,674. Engagement: 686 53 reactions, 17 comments and 3 shares	2 INSTAGRAM GRID POSTS HIGHEST PERFORMING POST International Women's Day 32 likes
2 TWITTER POSTS HIGHEST PERFORMING POST International Women's Day 5 impressions, 1 share and 1 comment	3 LINKEDIN LVRC Launched on LinkedIn 24 followers, 59 page views and 4 reactions

WORK HEALTH AND SAFETY



MEASURING OUR
SAFETY PERFORMANCE

FEBRUARY 2021

1
INJURIES
OCCURRED

INJURIES BY CLASSIFICATION TYPE

- 0** LOST TIME
- 0** MEDICAL ONLY
- 1** FIRST AID
- 0** REPORTABLE ONLY
- 0** NEAR MISS

AREAS OF THE BODY MOST AFFECTED

KEY FACTORS ASSOCIATED WITH ASSET INCIDENTS

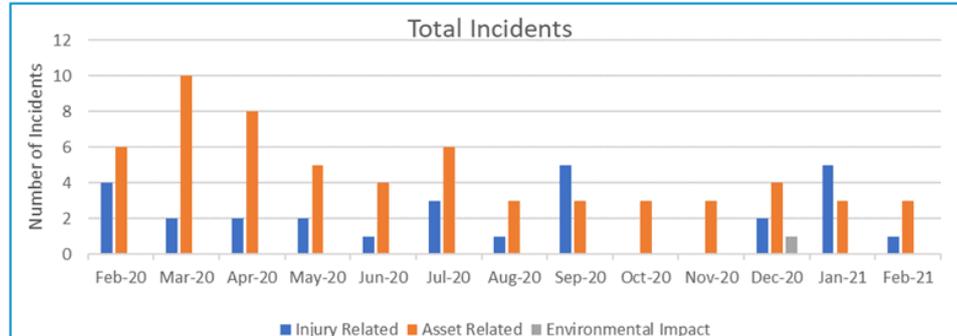
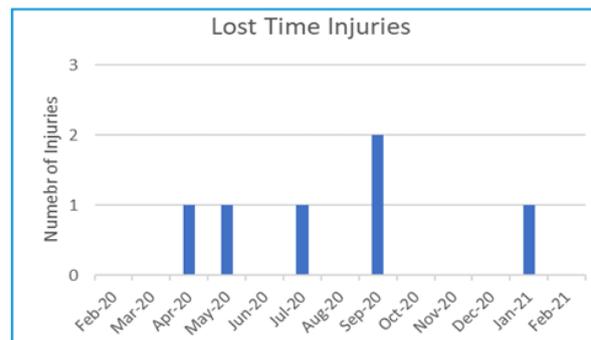
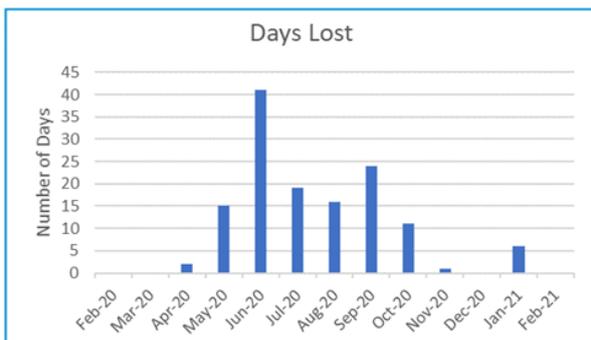
3
ASSET INCIDENTS
OCCURRED

- 1** PROPERTY DAMAGE
- 2** PLANT VEHICLE/ INCIDENT
- 0** ANIMAL STRIKE
- 0** FIRE

KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL INCIDENTS

0
ENVIRONMENTAL
INCIDENTS
OCCURRED

- 0%** SPILLS
- 0%** CONTAMINATION



14.2 **Group Manager, Community and Regional Prosperity Monthly Report - February 2021**

Author: Amanda Pugh, Group Manager Community & Regional Prosperity
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity Group during February 2021.

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity Group during February 2021.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Group Report - Community and Regional Prosperity February 2021 16 Pages

Community and Regional Prosperity

MONTHLY GROUP REPORT

FEBRUARY 2021



Lockyer Valley
REGIONAL COUNCIL



**PERFORMANCE REPORTING
COMMUNITY AND REGIONAL PROSPERITY**

KEY GROUP PROJECTS



NATURAL RESOURCE MANAGEMENT (NRM) PLAN

The Natural Resource Management (NRM) Strategy was adopted by Council in January 2020. The more detailed NRM Plan was drafted in conjunction with the community working group in February 2020. The NRM Plan was due for adoption by Council in June 2020, however internal Council consultation and broader community consultation were delayed due to COVID-19.

A change of direction has evolved, to ensure Council have an adopted overarching Environmental Strategy document which describes Council’s strategic position on the environment before other strategic documents are adopted. This Environment Strategy will provide the head of power and strategic direction for other environmental documents such as the NRM Strategy, NRM Plan, Environment and Sustainable Living Policy, Biosecurity Plan and Catchment Action Plan. Therefore the NRM Plan project is currently on hold until the Environment Strategy is adopted by Council.

The Environment Strategy has been drafted and is currently undergoing internal review. The draft Environment Strategy is scheduled to go to Council workshop in April 2021.

KEY GROUP PROJECTS



FLOOD MODELLING

The Tenthill and Laidley Creek Projects (lead-in projects for the Lockyer Creek project and Local Flood Management Plan (LFMP)) have been delayed in the calibration stage (i.e. matching the model to the actual observed flow and flood heights in 2011, 2013 and 2017). This is normally the most difficult part of a flood modelling project, but due to the complex nature of the region’s creek systems (i.e. perched creeks and managing catchment rainfall/flow anomalies) the challenges to address these have taken extended time - some models taking 3 days to run each time to check a new configuration. Officers have been working closely with the consultants and there is now an expectation that the design mapping phase of these tasks will be able to commence shortly.

These projects have also impacted the overarching and dependant Lockyer Creek projects. The Upper Lockyer to Gatton stage is now in design stage and an interim 1% AEP event is being run presently; the Plainland project is near completion. The 2 other lower models from Gatton to Glenore Grove have commenced, the Lower Tenthill has been addressed to allow this modelling to proceed. Laidley Creek modelling design events are being run and should be with Council soon for final checking. The Laidley Regional model is at the latter end of the peer review stage and this stage is now pending completion of the design modelling.

The Tenthill Creek calibration for above the lower Lockyer will still need to be addressed and this process is being addressed with both consultants. The consultants for the LFMP projects have been engaged pending completion of the modelling to reset the delivery timeframes.



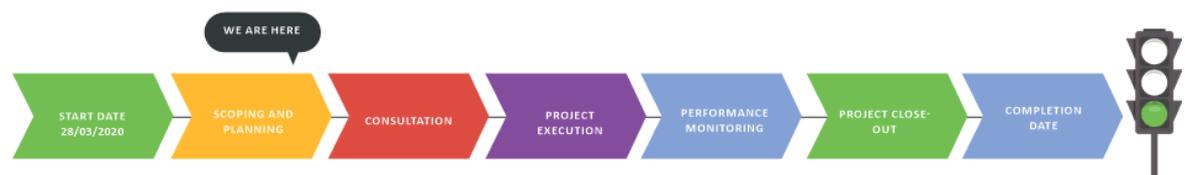
FLOOD EVACUATION

This project is anticipated to be practically completed by end of June 2021.



FLOODPLAIN MANAGEMENT PLAN

This project is anticipated to be practically completed by end of June 2021.



WATER COLLABORATIVE

The Lockyer Valley and Somerset Water Collaborative held a Strategic Planning Session on Thursday, 4 February. The morning session provided updates from SEQwater, Department of Resources and Council of Mayors. The Collaborative engaged an external facilitator to enable robust discussion and deliver a clear strategy to move forward.

The City Deal discussions with Council of Mayors have continued and include the Water for Lockyer Project on their agenda.

COMMUNITY ACTIVATION

SPECIAL PROJECTS

LOCKYER VALLEY FUNCTION AND CULTURAL CENTRE

At Council's February meeting, Council decided to award the lease for the café and function centre to Colonial Catering. The following actions have since been undertaken in preparation:

- ICT have confirmed and scheduled Secure Solutions for relocation of the VIC (network, CCTV, QTM and music remote). Works will be completed 15-18 March.
- Infrastructure arranged to have 13 pallets of equipment delivered to the Lockyer Valley Cultural Centre. 12 pallets have been unpacked within the venue.
- The VIC brochure stands have been dismantled and will be reinstalled in the foyer once new fittings are custom made. Carpet repairs will be undertaken.
- Internal signage removal has commenced and where necessary walls will be replastered and painted in the coming weeks.

Colonial Catering attended on-site on Monday, 1 March and stocktaking of equipment has commenced.

- Briefings have been held with McCullough Robertson regarding the lease and disclosure statement (a statutory requirement).
- The tentative timeline looks to be possession/handover by Monday, 15 March, with ICT works also scheduled for that week and trade commencing from Monday, 22 March.

CURRENT PROJECTS

- The Murphys Creek History Trail brochure is now complete and ready for print. Marketing collateral will be added to the suite including the Laidley Self-Guided History Walk and the Antiques and Collectible Trails brochures.
- Camping, caravanning and 4WD drive itineraries within the Lockyer Valley are being created to support the influx of drive visitors to the region.

EQUINE COLLABORATIVE PRECINCT

The Equine Collaborative met on Wednesday, 3 February and Tuesday, 16 February with actions to commence. These include completion of the geotechnical investigations and the commencement of community engagement, which will be delivered by Ethos Urban as part of COHA Group.

The engagement objectives for this project are:

1. To inform key project stakeholders and the community of the Lockyer Valley Equine Precinct Master Plan and build community support and buy-in.
2. To gain early feedback and gather information on the proposed master plan and identify issues, opportunities and benefits to inform the business case.

The next meeting scheduled for the Lockyer Valley Racing and Equine Collaborative is Wednesday, 3 March 2021.



Consumer Shows

Tourism officers attended the Moreton Bay Camping Expo held on 13 & 14 February with staff and industry supporters from Southern Queensland Country Tourism. Attendance at the Expo was up and officers appreciated the opportunity to have conversations with people who were genuinely interested in getting out of the city for weekend drives or short stays. The vibe is that people are still keen to stay in Queensland given the unpredictability of border closures.



Industry Support

Assistance was provided to a local tourism business to make an application to participate in the University of Queensland Tourism and Hospitality Entrepreneurship Student Project.

Young Professionals Mentoring Program

A Visitor Information Centre staff member is engaged in the Queensland Tourism Industry Council (QTIC) Young Professionals Mentoring Program. The first gathering for the 2021 cohort was held on 17 February, offering an opportunity to network with other participant mentees, connect with the broader tourism community and spend valuable time with industry mentors. The vibe was positive with an emphasis to use the pandemic as an opportunity to be innovative and work together.

SPORT AND RECREATION

The Community Activation (CA) Team is working with sport and recreation groups to ensure their capital infrastructure projects meet required standards. Assistance is also provided to gather the required information for external grant applications.

Sporting clubs are returning to normal and all seem to be back up and running after having a year off due to COVID-19.

State Sport and Recreation Advisors plan to meet with clubs from the Lockyer Valley to discuss all things COVID-19 and how the State Government may be able to assist these club moving forward. They will be attending clubs' monthly meetings over the next 3 months.

External Funding

The CA Team is assisting Toowoomba Regional Council to apply for grant funding through the Building Better Regions Fund – Round 5. This application is to construct the Toowoomba and Lockyer Valley Escarpment Mountain Bike Trail. Applications close 5 March 2021.

The CA Team applied for funding through the Community Drought Support Program 2020-21 for funding as a value-add for the end of year Christmas Carnival event if approved. This funding will help to provide more entertainment at the event and improve visitor experience by reducing waiting times.

The CA Team is working with Community Facilities to develop a project scope and tender documents for the development of the Lake Apex Youth Node, through the Local Roads and Community Infrastructure Program funding.

TOURISM

PARTNERSHIPS

Caravanning Queensland – attended Divisional Meeting in Toowoomba, 4 February 2021
Lockyer Valley Tourism – attended Networking Meeting at Mulgowie, 9 February 2021

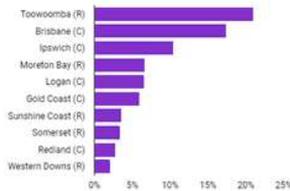
Southern Queensland Country Tourism (SQCT) - Data December 2020

The below graphs and insights come from multiple data sources across mobility and accommodation data for the period 1 December 2020 to 31 January 2021.

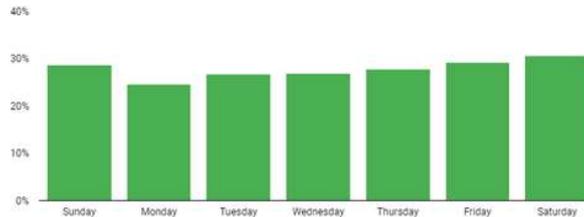
Key Metrics at a glance



Which LGA are people coming from?



What day of the week are people visiting?



Das Neumann Haus Statistics 1 - 28 February 2021

- 231 visitor interactions, where did they come from?
 - Queensland - 117 and
 - Local - 110
 - Western Australia - 1
 - Overseas - 3

Laidley Pioneer Village Visitor Statistics - 1 - 23 February 2021

- Adults - 26
- Seniors - 29 (Includes a group of 16 from Beenleigh TPI Social Centre)
- Children - 59 (Includes Bethany Lutheran School of 53 students and 6 Teachers/Parents)

Lockyer Valley Merry Muster

Ongoing consultation with multiple tourism operators to facilitate the Merry Muster to visit the Lockyer Valley on Sunday, 16 May 2021.

110 visitors (2 buses) confirmed - all tickets are now sold.

MERRY MUSTER 2021 NEWS



OUR MINI-MUSTER
FARM DOOR & FOODIE EVENT
SUNDAY 16 MAY 2021 • \$14.5pp

Our next event is a collaboration with the Lockyer Valley Regional Council to showcase the very best produce this region has to offer. We will support producers of their farm doors, get a taste of life on the land, explore a quaint little town, shop farmers markets and we'll even throw in lunch hosted by QLD chef Alastair McNeil! This exclusive event is limited to just 100 people. Tickets will be drawn at random from those that express interest. Simply email merrymuster@gmail.com to go into the ricker draw. Please note: 2 tickets per person max.

EXPRESSIONS OF INTEREST OPEN UNTIL FRIDAY 12 FEBRUARY VIA EMAIL

A TASTE OF THE DAY

Departing Northshore Hamilton Zoo • 10:00am Homestead Centre 2.00pm



9 DOFF FARMS

A health conscious food-oriented farm going organic, with a focus on sustainable eating. One of the knowledgeable farmers will give visitors information on organic and farm produce that will be available.



AWASSI CHEESERY

Hosted at the beautiful Sky at Glenloch, Awassi's unique raw cheddars by the mother-in-law of the socially conscious and the finest quality produce, cheeses and wines. Visitors are encouraged to get involved in the tastings and enjoy the view.



FOREST HILL

Visitors will be welcomed by the best back country team of the town's history. Buildings, walkways, shops and accessible spaces, all within walking distance of each other. Take in the countryside views or enjoy coffee/tea in one of the dining areas.



SCHULTE'S

Schulte's offers the highest quality food and more than 100 products. The deli also offers an extensive range of Schulte's gift free quality fresh goods, and the best quality produce, cheeses and wines. Visitors are encouraged to get involved in the tastings and enjoy the view.

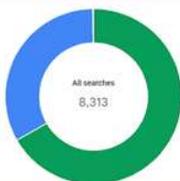


OLD GRANTHAM BUTTER FACTORY

Local Farmer's Markets of Lockyer hosted by Alastair McNeil. Visitors in the prep-up offering of Lockyer Valley's produce, wines and more. Hosted with the 18th-century Grantham Butter Factory, the master producer is a wide range of food for: from vegetables, preserves, honey and more. The highlight will be a special cheese and wine pairing with local produce and a variety of other items. (Close of butter included)

Google Business search

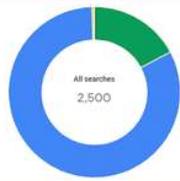
Das Neumann Haus
February 2021



- Direct** People who find your Business Profile searching for your business name or address
- Discovery** People who find your Business Profile searching for a category, product, or service
- Branded** Customers who find your listing searching for a brand related to your business

Google Business search

Lockyer Valley Visitor Information Centre
February 2021



- Direct** People who find your Business Profile searching for your business name or address
- Discovery** People who find your Business Profile searching for a category, product, or service
- Branded** Customers who find your listing searching for a brand related to your business



TOURISM 

Visit the Lockyer Valley
Published by Hootsuite (1) 2d

Did you know Murphy's Creek Escape encourage you to bring your pets along to enjoy the stay? In fact they love it! Don't let them miss out on the fun. Grab your riding buddies and getaway for an adventure.

Saddle up for an early morning ride. Kick back in the eco pool and enjoy a couple cool nights camping. They have shady watered horse yards for your horses too... See More



8,500 Views on the LuvyaLockyer website.

'Visit Lockyer Valley' Facebook: **3,896** likes up **28** **17** posts
Visit Lockyer Valley Instagram: **444** likes **14** posts

The highest performing post:

Murphy's Creek Escape - reach of **1,145**, with **188** post clicks and **68** reactions, comments and shares

VISITOR INFORMATION CENTRE (VIC)



0 Temporary guest due to COVID-19



189 Visitor interactions including 17 phone calls and 1 email for February 2021

Highest performing post:

#TBT #ThrowBackThursday

11 February 2021

Reach 6,578 and 322 post clicks and 312 reactions, comments and shares.



261 people visited the QTM in February

QTM Facebook and Instagram pages:

f **4,300** likes  Up **12** for February
 **22** Posts  **20** Posts  **89** for February

TOP 5 LUVYALOCKYER WEB SEARCHES FOR THE MONTH OF FEBRUARY 2021

	HOME	714
	WHAT'S ON - THIS MONTH	304
	QUEENSLAND TRANSPORT MUSEUM	212
	WHAT'S ON - EVENTS	193
	WHAT'S ON - MARKETS	203



Luvya Lockyer Live Chat:
Total Chats: **29**

COMMUNITY ACTIVATION



COMMUNITY EVENTS

Support for the following community-led events and markets delivered in the month of February.

- Glenore Grove and Postmans Ridge Social Dancing – Environmental Health Officer and CA Officer met with organisers to discuss provision of food at dances.
- Heavy Horse Field Days, 1-2 May 2021 – support for the plough field relocation, marketing and logo access, Council in-kind support for venue.
- Valley Vibe Creative Arts Festival, 21-22 May 2021 – marketing, event equipment, confirmation of outdoor movie booking.
- Colours of the Lockyer Arts & Culture Festival, 28 March – marketing, market stalls, venue booking.
- HCVAQ Truck and Tractor Show, date TBC – assistance with dates and venue availability.
- Gatton Village Markets.
- Murphys Creek Chilli Festival, 21 March – general event support. *Note that they plan to also run the event again in September to align with Toowoomba Carnival of Flowers.*
- Chrome & Clutter Retro Festival, 25-27 June – assistance with COVID Safe Event Plan templates.
- Clean Up Australia Day, 7 March – assist Gatton Scouts with sourcing a site.
- Assistance to Grantham Ladies Group with planning a COVID safe Music in the Park event

COUNCIL LED EVENTS

Planning is underway for the following Council-led events:

- The 2021 Event Schedule will be reviewed by Council in March.
- Anzac Day services – public meeting held 18 February. State Government announcement on 23 February allowing marches and services to proceed as normal.
- Laidley Spring Festival – planning meeting held 25 February.

Youth Development

The CA Team is providing support to the annual Talkin’ It Up regional youth mental health event for young people in the Ipswich, Somerset, Scenic Rim and Lockyer Valley regions.

The CA Team to continue to work collaboratively with the Laidley and Lockyer Valley Community Centre’s, Youth Interagency and Lockyer Valley Service Provider’s Interagency meeting members to collaboratively plan and identify opportunities for increasing youth engagement, participation and capacity building opportunities.

Council’s Community Grants Program

Round 2 of Council’s Major Grants Program will open on 1 March and close 31 March. This has been advertised through the Community Connect e-Newsletter and will be on Council’s website and Facebook page.

The CA Team is developing a mechanism to administer funds from the Disaster Recovery Funding Arrangements (Category D) targeted at community facilities that need maintenance and repairs and are identified as community safer places during disasters. This will likely form a new section within Council’s community grants platform.

Community Events Cancelled due to COVID Restrictions/ Other

- Gatton Gem, Mineral and Fossil Show – 28 February.

Community Development

Council has received requests for four outdoor community movie events using Council’s inflatable movie screen and projection equipment. These are:

- Peace Lutheran Primary School (Friday, 19 March)
- Mulgowie Twilight Family Fun event (Saturday, 17 April)
- Mt Sylvia Twilight Family Fun event (Saturday, 15 May)
- Valley Vibe Arts Festival (Saturday, 22 May)

Laidley Services Forum (annual)

- Hosted by Laidley Community Centre in the Laidley Sports Complex.
- 36 Attendees (including 5 new Lockyer Valley Service Provider’s Interagency (LVSPI) meeting members.
- This is a network of community centres, not-for-profit and government-funded organisations, government agencies, other services and programs.
- Target Groups: Children, Youth and Families (including Indigenous, Culturally and Linguistically Diverse (CALD), Housing and Homelessness, Education and Employment, Seniors, Disabilities and NDIS).

Key issues and trends in the region:

Homelessness and lack of affordable housing:

- Domestic violence on increase
- High rates of mental health issues and drug and alcohol abuse
- Need for local youth programs, services and activities
- Need for local disability programs, services and activities
- Transport and issue for disadvantaged groups.

Recommended Outcomes / Solutions:

- Youth-focused working group established (mental health, community programming opportunities, linking to services).
- Disability-focused access and inclusion working group established (improved awareness of barriers to participation within the community, mental and physical health).
- Laidley Community Centre to apply for funding to secure a small community bus to improve access to services for disadvantaged groups, including young people and the elderly.

COMMUNITY ACTIVATION



Government Agency Meeting, Carers Queensland - Community Development Department (NDIS)

Key issue:

- Carer’s Qld community development team experiencing difficulties with successfully engaging and educating Lockyer Valley Service Providers and residents on NDIS (Carer’s Qld operates out of Ipswich).
- A significant percentage of eligible Lockyer Valley residents are not currently accessing the NDIS; elderly carers and school leavers are key priority areas for future engagement activities.

Outcomes/ Solutions:

- The CA Team will share key NDIS information through local networks and publications and identify opportunities to support improved access and inclusion outcomes for hard-to-reach populations.

LGAQ Domestic and Family Violence Prevention Community of Interest

- This is an initiative led by LGAQ across Queensland councils

Key Issues:

- Local Government Areas across Queensland are dealing with an increase in Domestic and Family Violence (D&FV).
- Aboriginal and Torres Strait Islander women are at a substantially higher risk of injury and/or death as a result of D&FV.
- A greater awareness of D&FV and men’s -change programs are needed in workplaces to lift referral rates.

Outcomes/ Solutions:

- Local governments are encouraged to include employee D&FV guidelines as part of their employee ‘code of conduct’ and induction training, to provide leadership and promote local community awareness and responsiveness.

The CA Team is working in partnership with Laidley Community Centre and Anglicare Southern Queensland to design and deliver two community events in areas that have been both drought and bushfire affected, with a goal of providing an appropriate event where disaster-affected people can connect directly and locally with services funded to support them. These are tentatively planned for Mulgowie and Mt Sylvania over the next few months.

Lockyer Valley Services Provider’s Interagency meeting (local service trends, gaps and solutions)

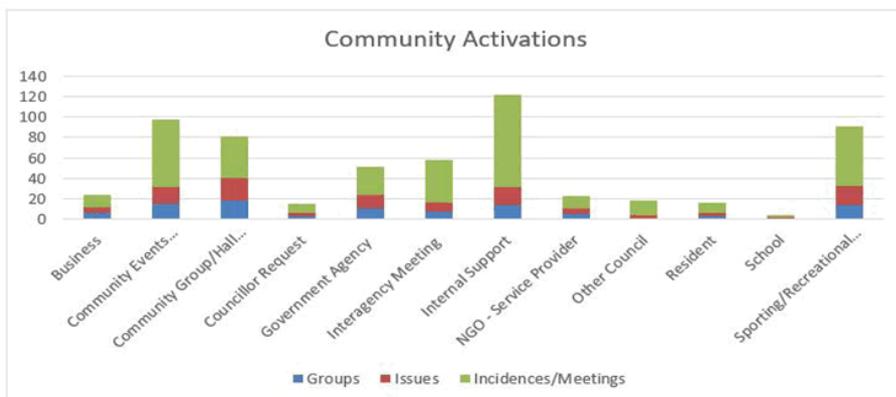
- Total 14 attendees.
- This is a network of community centres, not-for-profit and government-funded organisations, government agencies, other services and programs.
- Target Groups: Children, Youth and Families (including Indigenous, CALD, Housing and Homelessness, Education and Employment, Seniors, Disabilities and NDIS).

Key issues:

- Homelessness:
 - Lack of suitable affordable local housing
 - Crisis Accommodation Services currently unable to meet current demand
 - Poor financial literacy levels amongst vulnerable populations a contributing factor to high rates of domestic violence and mental health issues in addition to homelessness.

Outcomes/ Solutions:

- Collaborative advocacy and lobbying efforts required regarding federal housing issue.
- Cross promotion of Council publications, information and resources (e.g. Community Connect).



During the month of February the Community Activation Team provided 223 incidences of community support in the February reporting period including, 55 incidences of support for local community, sporting, school and NGO groups; a further 90 incidences of support across 18 internal projects and other areas of support.

COMMUNITY ACTIVATION



Community Engagement

Community engagement advice, communications plans and consultation support was provided on the following projects:

- Fairways Park construction project website
- Inland Rail project impacts on the community, particularly on housing and accommodation
- Capital projects 2020-2021 Program
- Disaster preparedness project
- Gatton Shire Hall Refurbishment
- 'Bookable' facility booking system
- Railway Street Asphalt Overlay
- Das Neumann Haus Renovations
- Small Business Friendly Councils project
- Food Organics Garden Organics (FOGO) Trial
- Lockyer Valley Cultural Centre Café and Function Centre – new operator
- Whites Road, Laidley Recreational Reserve roadworks
- Centenary Gardens tree trimming.

Engagements in development include:

- Planning Scheme
- Forest Hill Silo Murals – in partnership with Forest Hill Community Development Association.

Liaison provided to Gatton Police for a Make A Wish Foundation event taking place in Gatton on Wednesday 2 March.

Assistance to Mayor's Office for a resident needing assistance to bring children from Papua New Guinea due to safety concerns.

The Community Activation Team contributed to an article in the Economic Development Australia journal on the importance of online engagement in economic development projects.

CHILDCARE

78% OCCUPANCY RATE

In February the Childcare centre sand pit was cleaned out and replaced with new sand. The staff and children are loving it.



Lockyer Valley State High School - Visit

Year 11 students from Lockyer Valley State High School visited the centre as part of their current studies learning how childcare implement policies and procedures within its centre.

They covered many areas including sustainability, health and safety, staff, food and nutrition.

The staff had some great discussions with the students and hopefully they went away with a better understanding of the requirements involved in running a childcare centre.

LIBRARIES AND GALLERIES 

- Face-to-face Storytime and Rhymetime recommenced this month with two sessions at each library. Both sessions have proven popular. The first week of attendees resulted in several new library members. Parents are enjoying being able to connect with each other. Many attendees remained in the library chatting after the session concluded.
- Online Storytime recommenced in February 2021. We will continue doing two Online Storytimes each month for parents who are unable to visit the library.
- The arrangement between ALIA and Publishers for Online Storytime has reached 200 titles. This has given us a wider range of titles to choose from for online sessions.
- Library programs and events for adults have also recommenced with the book club, book chat and chat around craft groups meeting for the first time in twelve months. Some attendees made alternate arrangements to meeting while the library was closed to events. Many comments were received about how great it is to be "back home".
- February saw the end of the State Library of Queensland supported online streaming service Kanopy.
- Lockyer Valley Libraries have purchased an alternate streaming platform called Beamafilm which was softly launched on Thursday, 25 February. Staff training on this platform will occur over the next two weeks.

	20		2,981		861		1,098		34
EVENTS	PROGRAMS AND EVENTS	EVENT ATTENDEE	FACEBOOK	POST ENGAGEMENT	TOTAL FACEBOOK LIKES	NEW FACEBOOK PAGE LIKES			

eRESOURCES	PLATFORM	JANUARY	FEBRUARY	% Loans by type
		2021	2021	
eAudiobooks (Borrowbox)		1,020	987	75.6% of loans are physical loans (from within the library)
eBooks (Borrowbox)		951	835	
eAudiobooks (RB Digital)		80	49	24.4% of loans are electronic (eBooks, eMagazines, eMovies, eAudiobooks)
Kanopy (Movies)		49	16	
eMagazines (RB Digital)		221	328	Available without having to visit the library.
Beamafilm (new product)		N/A	5	

84,595 		6,952	PHYSICAL ITEMS ISSUED	
ITEMS IN OUR COLLECTION		522	WITHDRAWALS	
		2,215	ELECTRONIC ITEMS ISSUED	
	9,088		1,904	ACQUISITIONS
PHYSICAL & ELOANS			82.7%	ITEMS ISSUED VIA SELF-SERVICE

VISITORS TO OUR LIBRARIES FOR FEBRUARY 2021

2,642	GATTON LIBRARY
3,203	LAIDLEY LIBRARY

15,086 
ACTIVE LIBRARY MEMBERS

114 **NEW LIBRARY MEMBERS FOR 2020/21**

ART GALLERY

Visitors to the Art Gallery are impressed with the exhibition Reasonable & Necessary with many comments being left in the visitors' book. The exhibition closes on 28 March 2021.

The etching workshop associated with this exhibition has now been booked out. The workshop will be held on Friday, 12 March 2021 from 4pm to 8pm.

An Artist floor talk will be held on Saturday, 13 March at 10am. This talk will feature Louise Taylor, creative director from Choice, Passion, Life (CPL) as well as an artist, Sara Wyatt, and her mother, Denise.

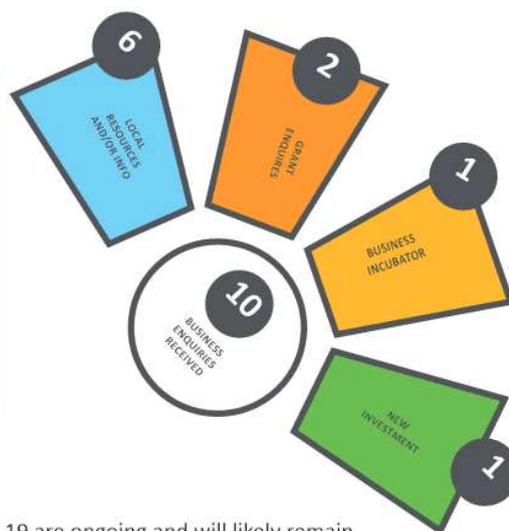
REGIONAL ARTS DEVELOPMENT FUND (RADF)

The new RADF committee met for the induction and training on Wednesday, 24 February. The training was well received and the committee has some great ideas to take RADF forward over the next four years.

Round 1 of the 2020/21 RADF funding opened on Monday, 22 February 2021. We have received a few emails requesting support and help with the grant process. This round is open until Tuesday, 6 April 2021.

PLANNING, POLICY AND COMMUNITY WELLBEING

GROWTH AND POLICY



- Economic impacts to local business and the community due to Covid-19 are ongoing and will likely remain so for some time to come.
- Local Gross Regional Product (GRP) is estimated to have fallen by 3.1%, which is similar to the whole of Queensland State fall in GRP of 3.1%. There have been job losses throughout the region with a loss of 690 local jobs (-5.1%).
- Industry sectors with the largest decreases in output (a function of GRP) and job losses in Lockyer Valley are Agriculture (-254 local jobs), Transport (-236 local jobs) and Accommodation and Food Services (-148 local jobs). The Agricultural losses experienced may also be impacted by the current drought, but there is no way to identify the underlying causes.
- 400+ local business are still accessing Job Keeper support to continue to pay their employees. This assistance is due to cease at the end of March.
- The region has 2,642 people receiving Job Seeker payments, this is equivalent to a 9.9% unemployment rate in the Lockyer Valley.

Development Engineering online

A one-stop-shop webpage for developers and consultants is in the final stages of development. The webpage provides access to development engineering/operational works information, fact sheets and fillable forms to enable a smooth process from pre-start to off-maintenance.

Biosecurity Plan

A collaboration between Policy & Growth and the Community Wellbeing team has resulted in the draft Biosecurity Plan 2021 being brought to Council for consideration in March 2021. The plan outlines the role of the Biosecurity Act 2014 and details Council's responsibilities under the Act and its commitment to safeguarding the Lockyer Valley from the threats caused by potential and existing Biosecurity Matter. Through a series of Strategic Priorities, Council will continue to deliver projects and programs that support the General Biosecurity Obligations of all stakeholders in the community and build on opportunities and best practice to ensure continuous improvement in this obligation.

Council has engaged Firesticks Alliance Indigenous Corporation to deliver a cultural burn demonstration and capacity building workshops within the Lockyer Valley prior to 30 June 2021. Dates to be announced.

DEVELOPMENT ASSESSMENT

ACTIVITY	CURRENT MONTH	2021 YTD	2020 SAME YTD PERIOD
DEVELOPMENT APPLICATIONS			
RECEIVED	34	47	39
DECIDED	9	20	22
EXEMPTION CERTIFICATES			
RECEIVED	14	23	14
DECIDED	5	8	14
BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19s			
RECEIVED	46	76	61
COMPLETED	55	81	52
PRELODGE MEETINGS HELD	7	13	5

DEVELOPMENT COMPLIANCE

12 COMPLAINTS RECEIVED THIS MONTH

9 COMPLAINTS RESOLVED THIS MONTH

0 SHOW CAUSE ISSUED THIS MONTH

100% RESOLVED WITHOUT LEGAL ACTION

ZERO ENFORCEMENT NOTICES ISSUED THIS MONTH

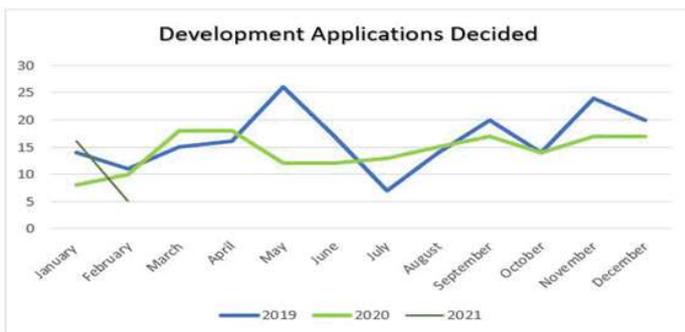
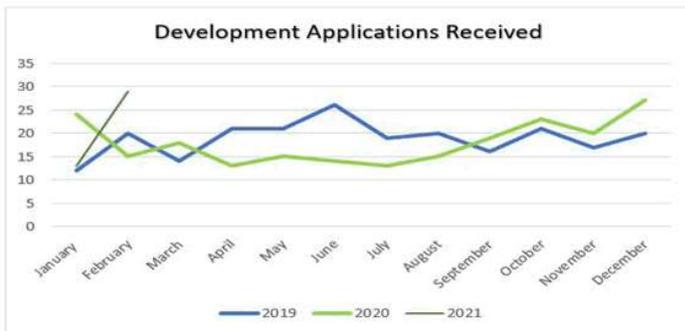
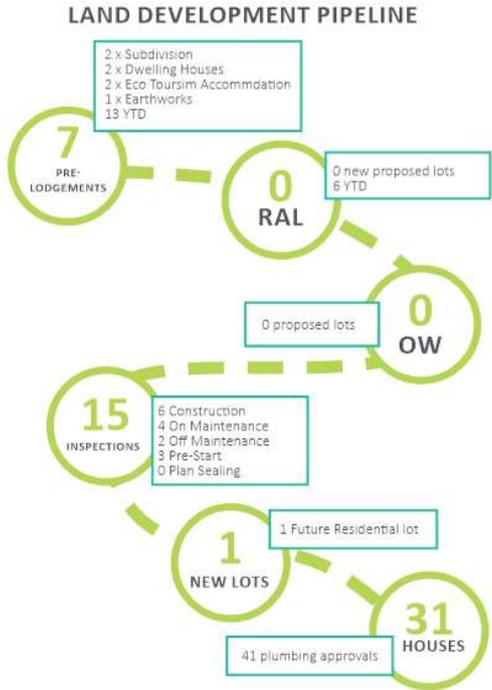
8 DECISION NOTICES ISSUED (100% in statutory timeframes)

9 DECISIONS MADE (89% in statutory timeframes)

89% DECISIONS MADE WITHOUT ADDITIONAL INFORMATION REQUESTS

17 BUSINESS DAYS AVERAGE TIME FOR APPLICATIONS IN DECISION STAGE THIS MONTH

0 NEGOTIATED DECISION THIS MONTH



INFRASTRUCTURE CHARGES PAID YTD = \$562,500.00

INFRASTRUCTURE CHARGES OUTSTANDING YTD = \$127,184.82

BUILDING AND PLUMBING 

BUILDING

101 Building Approvals were issued in the month of February (by private and LVRC Certifiers) in comparison to **61** for the same period last year.

23 Building Approvals were issued by LVRC in the month of February in comparison to **21** for the same period last year.

6.52 business days is the average assessment time for Building Approvals for the month of February.



PLUMBING

56 Plumbing Approvals were issued in the month of February in comparison to **20** for the same period last year.

3.01 business days is the average assessment time for Plumbing Approvals for the month of February.



INSPECTIONS

197 Building and Plumbing inspections were completed for the month of February.

55 Building and **142** Plumbing.

Building and Plumbing Revenues

Plumbing revenue is up **62%** for Council lodgements

Building regulatory revenue is up **50%** from Private Certifier lodgements

Building services revenue is up **55%** for Council Certifier lodgements

COMMUNITY WELLBEING 

LVRC PROPERTY MANAGEMENT

- Finalised and issued Request for Quote (RFQ) documents for a revegetation contractor to undertake works on Blackfellow Creek and Lockyer Creek.
- Site inspection of revegetation sites on Lockyer Creek and Blackfellow Creek with preferred suppliers.
- Update of significant procurement plan and project management plan for Tenthill Community Resilience project (Mt Sylvia to Junction View).
- Met with Principal of Mount Sylvia State School to discuss upcoming revegetation works and future plans for tree planting projects at the school.
- Management of contractor undertaking revegetation works on Lockyer Creek at Cahill Park and Beavan Street sites.
- Discussion with Australian Rail Track Corporation (ARTC) regarding future plans for construction of a road bridge over Lockyer Creek near proposed revegetation site.
- Confirmed with Catchment Connections consultant suitable revegetation sites on Blackfellow Creek.
- Approval granted for commencement of Phase Four stabilisation and revegetation works on Lockyer Creek.
- Met with landholder at Black Duck Creek to discuss biosecurity and control of parthenium weed on their property.
- Discussion with Healthy Land & Water (HL&W) regarding distribution of funding grant money to properties located in Council region that have been fire affected.
- Meeting with members of the Little Liverpool Range Initiative (LLRI) to discuss project initiatives.
- Contacted University Queensland academic and student supervisor regarding opportunities for student involvement in Lockyer Upper Catchment Incorporated (LUCI) monitoring projects for koalas, glossy black cockatoos, black breasted button quail.
- Developed scope of works for SEQwater grant application (improving awareness, education and participation in clean water initiatives) being made in partnership with traditional owner group.
- Engaged with the Community Activation Team to discuss scope for community engagement for Lockyer Creek catchment awareness program event.

COMMUNITY WELLBEING 

RESTRICTED WEED MANAGEMENT

WEED SURVEYS ON LOCAL ROADS & RESERVES = 67.87 ha
 WEED TREATMENT ON LOCAL ROADS & RESERVES = 0.79ha
 FOCUS OF RESTRICTED WEEDS TREATED = Mother of Millions, Annual Ragweed, Giant Rats Tail Grass, Groundsel Bush
 WEED SURVEYS ON STATE ROADS = 119.13 ha
 WEED TREATMENT ON STATE ROADS = 0.38 ha
 FOCUS OF RESTRICTED WEEDS = Giant Rats Tail Grass, Mother of Millions, Harrisia Cactus, Ragweed and Parthenium

3 Private Property Pest Management Plans have been completed with landholders comprising a total area of **69.52ha**.

1 Herbicide subsidy voucher was issued for Parthenium control.

RESILIENT RIVERS INITIATIVE (RRI)

- Completion of the second round of cat's claw creeper control on Blackfellow Creek for the Tenthill Catchment resilience project. Works completed by Ecosure (contractor).
- Continued control of cat's claw creeper on Council maintained road reserve on Blackfellow Creek.
- Analysed results from community survey of Tenthill Catchment for preferred road crossing designs on Blackfellow Creek project area for RRI.
- Completed a site inspections and meeting with COMSEQ representative to view current projects progress and discuss upcoming projects, develop scope of works and project timelines.
- Meetings with Transport and Main Roads (TMR) and Queensland Reconstruction Authority (QRA) to discuss RRI project for community resilience in the Tenthill catchment. Specifically, the results from the community survey were discussed including the road crossing design for better access during major flood events.
- Site assessment of Cahill Park and Beavan Street revegetation areas with Jaru (contractor) to review current project progress and discuss next stage of works program as part of the RRI project on Lockyer Creek.
- Meetings with landholders in the Blackfellow Creek catchment to discuss project initiatives for RRI .

STEWARDSHIP OF NATURAL ASSETS

Land for Wildlife (LFW) is a voluntary program that encourages and assists landholders to manage wildlife habitat on their properties. Through Land for Wildlife you can learn about native plants, animals and ecosystems on your property, and get advice on managing threats such as weeds and pest animals.

3 New Land for Wildlife enquiries have been received for the month of February 2021

2 new properties have been registered totalling **959ha**

63 properties are awaiting inspection totalling a potential **2,501ha**

200 Land for Wildlife quarterly newsletters have been distributed to members via email and post.

Flying fox monitoring has commenced at Laidley, Gatton, Helidon and Murphys Creek roosts.

Internal Fund for Animal Welfare (IFAW) Koala grant invitations made to four Lockyer Valley landholders.

Koala Spot Assessment Technique (SAT) survey on LFW property at Mulgowie and collaboration with Little Liverpool Range Initiative Project Officer.

Follow up with University of Queensland Gatton for updates regarding the Mata Hari Judis Canid project in partnership with Council and reports to Council for research data and progress and the continuation of the project moving forward.

Collaboration with the University of Queensland to participate in an additional research program relating to Q-Fever and and in kind contributions from Council.

PEST ANIMAL MANAGEMENT

1 Rabbit infestation reported. 

2 Wild Dog requests for assistance.

2 Fox request for assistance with **15** chickens taken. 

Camera monitoring occurring on adjacent Council Quarry.

3 Dog Scalp Bounties received.

ENVIRONMENTAL COLLABORATION

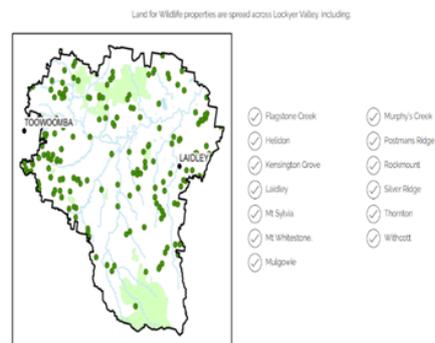
Collaboration with Infrastructure site inspection.

Community Environmental grants evaluation and letters of outcomes sent to applicants.

LFW letter sent with invitations to have Koala SAT surveys conducted by the Department of Environment and Science.

Four LFW members asked to join the Koala program.

LOCKYER VALLEY LAND FOR WILDLIFE PROPERTIES



COMMUNITY WELLBEING 

1,859 
NUMBER OF CUSTOMER REQUESTS RECEIVED FINANCIAL YTD

1,799 
NUMBER OF CUSTOMER REQUESTS RESOLVED FINANCIAL YTD

69 
TOTAL NUMBER OF INFRINGEMENT NOTICES ISSUED YTD

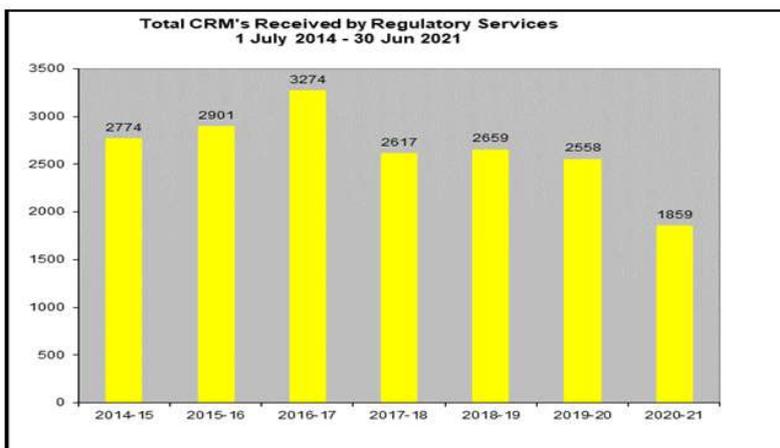
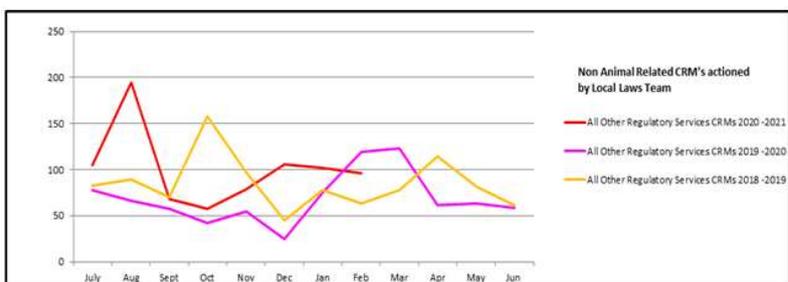
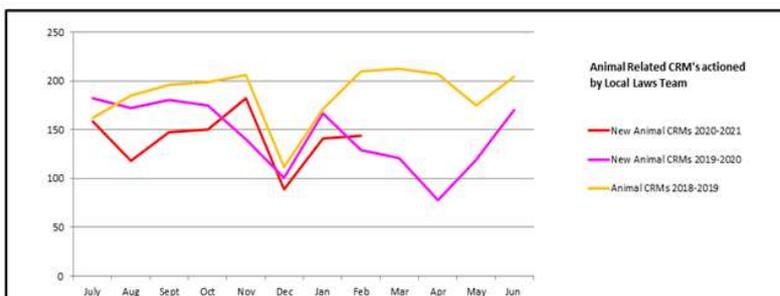
 **7,626**
NUMBER OF DOGS REGISTERED CURRENT RENEWAL PERIOD (2020/2021) IN COMPARISON TO

 **8,055**
NUMBER OF DOGS REGISTERED IN THE 2019/2020 PERIOD

105 
NUMBER OF DOGS IMPOUNDED YTD

37 
KENNEL LICENCE RENEWALS ISSUED FOR THE MONTH

59 
EXCESS ANIMAL PERMIT RENEWALS FOR THE MONTH



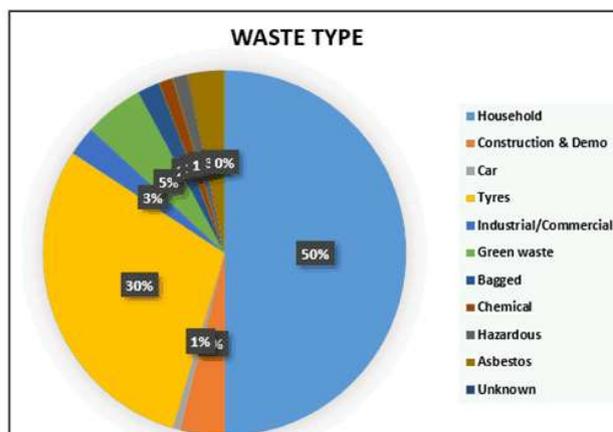
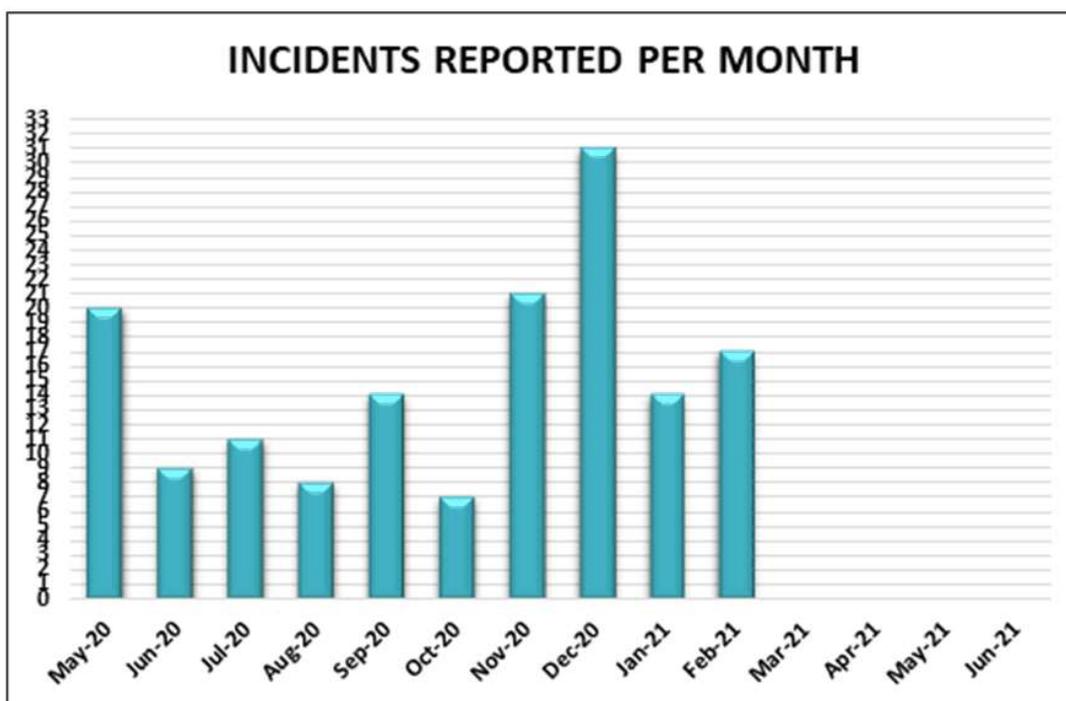
COMMUNITY WELLBEING



Local Government Illegal Dumping Partnership Program (LGIDPP) Update

Illegal Dumping Statistics have been collated by the Compliance Officer Illegal Dumping based on review of all Illegal Dumping CRM's received and actioned by Council's Compliance Officers May 2020 – February 2021.

- 136 Illegal Dumping incidents reported to Council.
- Volume of Illegal Waste Dumping identified = 123,241 litres (approximately 514 wheelie bins of illegally dumped waste)
- Volume of Illegal Waste Removed by Council = 121,228 litres (approximately 505 wheelie bins of illegally dumped waste)
- Number of Infringements issued for February was 13.



PLANNING, POLICY & COMMUNITY WELLBEING - BUSINESS SUPPORT 

Form 19's - Building, Plumbing and Planning Information

46 Form 19's were lodged in the month of February in comparison with **34** for the same period last year.

55 Form 19's were issued in the month of February in comparison with **25** for the same period last year.

There has been a small increase in requests for Building, Plumbing and Planning Information. This has been attributed to the government monetary incentives for new builds and renovations across the region.



Plan Sealing

2 Plan Sealing applications were lodged in the month of February in comparison with **2** for the same period last year.

2 Survey Plans were sealed in the month of February in comparison with **2** for the same period last year.

1 Total number Lots created in the month of February in comparison with **9** for the same period last year.



A total of **218** Building, Plumbing, Planning and Environmental Health applications were lodged for the month of February in comparison with **126** for the same time last year.

88 Building and Plumbing Permits and Planning Decision Notices were issued during the month of February in comparison with **64** in January.

Improved Business Efficiencies and Improved Customer Service

9 Local Laws templates have been automated to pre-populate data extracted from TechOne for Overgrown or Unsightly complaints, Authority to Enter and Noise Nuisance complaints. Previously these were ECM templates that had to be manually filled out.



Continuing on the journey of documenting processes undertaken across the Branch. A total of 48 different functions have been streamlined and documented as work instructions in the past 7 months.

A new lapsing letter has been introduced in accordance with changes to the *Plumbing and Drainage Act* which stipulates a letter must be sent a minimum of 3 months prior to the approval lapsing.

A review of the Impounded Animals and Abandoned Vehicles auction process was undertaken with Council's Customer Service Knowledge Base being updated with new process instructions and unregistered paperwork scanned into ECM.

14.3 **Group Manager Infrastructure Monthly Report - February 2021**

Author: Dan McPherson, Acting Group Manager Infrastructure
Responsible Officer: Dan McPherson, Acting Group Manager Infrastructure

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during February 2021.

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during February 2021.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Infrastructure Group Report - February 2021 11 Pages



CIVIL OPERATIONS PROJECTS BRANCH HIGHLIGHTS

CAPITAL WORKS

CRAN BRIDGE, DECK REPLACEMENT

- Cran Bridge Project involves the rehabilitation of the existing timber bridge along Stockyard Creek Road, Flagstone. The project commenced Monday 1 February with a detour in place during the works, which is expected to take two weeks. The works involve removal of the existing timber bridge structure, replacement of timber components, asphalt deck wearing and guardrail installation. Lockyer Valley Regional Council is managing the project, with works completed by an external contractor specialising in timber bridge maintenance. This project is jointly funded by Lockyer Valley Regional Council and the Federal Government through their Bridge Renewal Program. The works have been completed with an updated load limit of 42.5 tonne.



URBAN STORM WATER UPGRADES

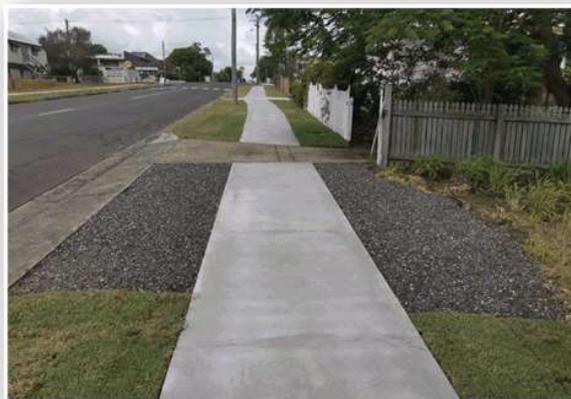
- Whittle/Hill Streets Gatton
 This project will upgrade the storm water capacity in both Whittle and Hill Streets, Gatton to limit the impacts of flooding to residents and the Jehovah’s Witness Church on Lake Apex Drive. Currently planning is underway to manage community consultation and construction issues.
- Procurement has been completed, LVRC has engaged the contractor to deliver the project. The pipes have been ordered by the contractor. As our storm water network will impact the services of water and sewer in the area, Council is currently in consultation with Queensland Urban Utilities to develop a process to manage the impacts to the services and to the community. Community Engagement is underway. This project is still scheduled to occur in April/May of 2021 and will be completed by end of June 2021.
- QUU have provided comments and have asked for protection measures to be implemented around their existing water and sewer assets. Council is currently finalising the drawings in line with QUUs comments.

SPA WATER ROAD, IREDALE

- The Spa Water Road project involves upgrading the road and drainage between Gierkes Road and Herrons Road along Spa Water Road, Iredale. The project requires a side track and traffic lights to manage traffic movements around the work site during the construction of the new culvert. Works also involve widening of the existing road formation with increased pavement structure to provide enhanced road safety in all conditions. The road pavement will have a primer seal and final bitumen seal with road furniture and line marking to follow. The project is funded under the Black Spot scheme. Lockyer Valley Regional Council are performing the works and is currently 90% completed. Sealing and line marking works are remaining.

**FOOTPATH CONSTRUCTION WORKS**

- William Street, Gatton
Funded under the Works for Queensland Program this package of works is 50% completed. The footpath provides access between Smith Street and Cochrane Street.



- Cochrane Street, Gatton
Funded under the Unite and Recover Community Stimulus Package, the construction of this footpath between Hood Street and William Street will provide continual footpath access. Works have commenced and are expected to be completed mid-March weather pending.
- Murphys Creek Road, Murphys Creek
Funded under the Local Roads and Community Infrastructure Program this package of works is due to commence in early March. The footpath provides access between the Murphys Creek Road underpass to the level crossing.

LAKE CLARENDON WAY, LAKE CLARENDON

- The project involves extending the existing culverts to cater for a widened road formation along a 1.3 kilometre stretch of Lake Clarendon Way between Main Green Swamp Road and Lester Road. The table drains on either side of the project will be reshaped to eliminate water ponding beside the roadway. Extensive consultation with APA (gas company) has been necessary to ensure no damage to their gas main that runs parallel to the road alignment. 75% of the project has been completed with pavement shoulder widenings, bitumen seal, asphalt and line marking to follow once APA has completed gas welding works within the proximity of the project. Project is expected to be completed by late March early April 2021.

**LAIDLEY RECREATION RESERVE ENTRY UPGRADE**

- The Laidley Recreation Reserve Entry Upgrade will provide sealed car parking areas to the entry of the Laidley Recreation Reserve and a designated bus bay along Whites Road. This project is funded through the Local Roads and Community Infrastructure Program. The works involve culvert extensions, shoulder widenings, pavement construction, concrete kerb, bitumen seal, asphalt and landscaping. Council will perform the works and is currently 15% completed. The project will increase the safety of users in the area by way of additional street lighting and a pedestrian crossing on Whites Road from the car park and bus bay across Whites Road.

**AMOS ROAD, WITHCOTT**

- Funded under the Building Our Regions Program this project is 95% completed. The primer bituminous seal has been applied along the full length of the project, including the car park and the road is open to the public. The final bitumen seal has been completed with the line marking remaining.

BEUTELS ROAD, MOUNT WHITESTONE

- Beutels Road in Mount Whitestone is currently under construction by Lockyer Valley Regional Council. This project will increase the safety for road users by constructing a compliant road formation width and geometry then applying a bitumen seal and road furniture. The works are currently 25% complete with an expected completion date of late March. The works will upgrade 155 metres of unsealed road network along Beutels Road.



MAINTENANCE WORKS

Road Patching Works

- Advance Court, Kensington Grove
- Andrews Court, Regency Downs
- Aniseed Grove, Kensington Grove
- Aspen Court, Regency Downs
- Australia II Drive, Kensington Grove
- Benjamin Court, Regency Downs
- Bentley Drive, Regency Downs
- Bertrand Avenue, Regency Downs
- Bertrand Avenue, Regency Downs
- Bond Court, Kensington Grove
- Brolga Court, Regency Downs
- Bucknall Court, Regency Downs
- Calendula Court, Regency Downs
- Challenge Avenue, Kensington Grove
- Cockatoo Court, Regency Downs
- Corcet Road, Lockrose
- Cricket Road, Regency Downs
- Damian Court Regency Downs
- Dawn Court, Lockrose
- Edinburgh Avenue, Regency Downs
- Eileen Court, Kensington Grove
- Eucalyptus Place, Regency Downs
- Firetail Avenue, Regency Downs
- Franks Road, Regency Downs
- Fritz Road, Lockrose
- Funk Road, Regency Downs
- Granzien Road, Regency Downs
- Gutt Road, Regency Downs
- Hatton Ridge Drive, Regency Downs
- Hein Court, Regency Downs
- Hermy Road, Lockrose
- Hewett Drive, Regency Downs

- Highland Grove, Kensington Grove
- Horton Place, Regency Downs
- Huntingdale Drive, Regency Downs
- Johnson Drive, Lockrose
- Klucks Road, Carpendale
- Kookaburra Court, Regency Downs
- Lefthand Branch Road, Mount Sylvia
- Lexcen Court, Kensington Grove
- Lillypilly Place, Regency Downs
- Lorikeet Road, Regency Downs
- Magpie Avenue, Regency Downs
- Niethe Road, Lockrose
- Paradise Road, Mount Sylvia
- Ridgevale Drive, Regency Downs
- Rosella Avenue, Regency Downs
- Sandpiper Drive, Regency Downs
- Seibel Road, Lockrose
- Silverbank Court, Lockrose
- Thallon Road, Hatton Vale
- Village Road, Lockrose
- Walther Road, Lockrose
- West Haldon Road, Vinegar Hill
- Woodend Court, Kensington Grove

Traffic Signs and Line Marking Works

- Mulgowie Road, Mulgowie Road



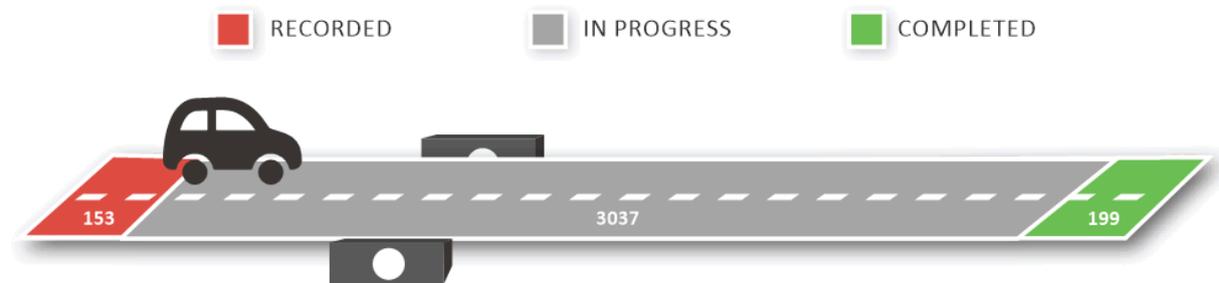
Maintenance Grading

- Grey Street, Laidley
- Horrocks Road, Fifteen Mile
- Jacaranda Drive, Laidley
- Jordan Street, Laidley
- Kunkels Road, White Mountain
- Norfolk Road, Summerholm
- North Street, Laidley
- Paradise Creek Road, Murphys Creek
- Penderests Road, Murphys Creek
- White Mountain Road, White Mountain

Drainage Works

- Costellos Road, Lockyer
- Derrymore Road, Derrymore
- Drayton Street, Laidley
- East Egypt Road, Mount Whitestone
- Ferrari Lane, Laidley Creek West
- Goodsirs Road, Murphys Creek
- Ingoldsby Road, Upper Tenthill
- Koreelah Street, Upper Lockyer
- Mulgowie Road, Mulgowie
- Thallon Road, Hatton Vale
- William Street, Laidley
- William Street, Laidley
- Zeller Avenue, Preston

ROAD AND DRAINAGE DEFECTS



TECHNICAL SERVICES BRANCH HIGHLIGHTS

ASSET MANAGEMENT

- All asset management plans have been reviewed and finalised for 2020
- Asset valuations are underway
- Capital completion processing continues for the 2020/2021 capital program.

143 ASSET INSPECTIONS
 CONDUCTED IN
 FEBRUARY 2021

DESIGN

Designs in progress

- Summerholm Road – pavement rehabilitation and widening
- Flagstone Creek/Carpendale Road Intersection upgrade and pavement works (HVSP)
- Brightview Road – pavement rehabilitation and widening
- Gatton Industrial Estate intersections (HVSP)
- Kentville School drop-off zone (TIDS)
- Railway Street, Helidon – Drainage upgrade
- Gatton Principal Cycle Network Project
- Grantham Winwill / Grantham Scrub Intersection upgrade
- Grantham Scrub Pavement Rehabilitation
- Culvert Replacement Program 21/22
- Floodway Replacement Program 21/22



Designs completed

- Laidley Recreation Reserve entry road and car parking
- Culvert replacements on Ropeley, Flagstone and Brightview Roads
- Woodlands/Rangeview Intersection upgrade (Blackspot)
- Beutels Road, Mount Whitestone
- Translink Bus Stops
- Summer Street Splitter Island
- Gatton Disability parking
- Laidley LED lighting – contract awarded

WORKS ON ROADS PERMITS & APPLICATIONS - FEBRUARY 2021



5 LAND ACCESS & ACTIVITY NOTICE (LAAN)

6 RURAL ADDRESSING APPLICATIONS

2 TRAFFIC CONTROL

13 DRIVEWAY

22 HEAVY VEHICLE APPLICATIONS (NHVR)

1 OTHER ROAD ACTIVITY APPROVALS

8.88% increase from January 2021

WORKS ON ROADS PERMITS & APPLICATIONS - FEBRUARY 2020

15 LAND ACCESS & ACTIVITY NOTICE (LAAN)

5 RURAL ADDRESSING APPLICATIONS

8 TRAFFIC CONTROL

3 DRIVEWAY

24 HEAVY VEHICLE APPLICATIONS (NHVR)

1 OTHER ROAD ACTIVITY APPROVALS



12.5% decrease compared to February 2020

CUSTOMER CONTACT

Incoming Infrastructure customer requests for the month of February 2021



452
TOTAL CUSTOMER REQUESTS RECEIVED

323
TOTAL CUSTOMER REQUESTS COMPLETED

COMMUNITY FACILITIES BRANCH HIGHLIGHTS

CAPITAL WORKS

FAIRWAYS PARK, HATTON VALE

- Construction of timber bridges still in progress.
- Concrete paths for the learn to ride area underway.
- Mulching to certain natural play areas underway.
- Sandstone blocks are being placed along pathways and defining playground areas.
- Play equipment has started to arrive on site for installation.



GATTON SHOWGROUNDS LIGHTING CONTROL BOARD

- Contractor has started work on site, which include:
 - * Installation of a new lighting control board.
 - * Installation of the eSwitch lighting control system to the new lighting control board.
 - * Retrofitting 5 light fixtures on several of the light towers positioned around the arena.
 - * Upgrading the fuse panels at the base of each lighting tower.

GATTON SHIRE HALL UPGRADE WORKS

- Demolition works are completed for the foyer, kitchen, courtyard and bar area.
- Excavation of footings to the cold room are in progress
- Concrete slab to bar area is poured and ready for block work
- Rough in of electrical services is in progress



GATTON SHOWGROUNDS MASTERPLAN WORKS

- Liaising with the Show Society and stakeholders to determine suitable pathway surface upgrade to meet the funding guidelines and remaining budget.
- Retaining wall closest to the stables has now been completed.



UPCOMING WORKS

- Das Neumann Haus Rectification Works – procurement process has been completed and contractor engaged.
- Davey Bridge Bore Electrical Upgrade – procurement process has been completed and contractor engaged.
- Laidley Cultural Centre Acoustics – procurement evaluation in progress

PARKS AND CEMETERIES MAINTENANCE WORKS**Mowing**

- Mowing across the region has continued.

Furniture Maintenance / Landscaping

- Minor maintenance of garden beds on Railway Street, Gatton.
- Routine maintenance throughout the region.

Event Assistance

- Event Equipment delivery for February 2021:
 - * Gatton Village Markets 7 February 2021
 - * Evacuation Centre Exercise 24 February 2021

Playground Maintenance

- The xylophone at Centenary Park, Gatton has been repaired and is now operational.

Cemetery Works

- Assistance with funerals.

**FACILITIES MAINTENANCE WORKS****BUILDINGS**

- Unknown vehicle has hit the toilet block at Anzac Park, Grantham. Damage appears to be significant, particularly to the roof structure. Engineer to assess the damage on March 2 with a report to follow.
- Quarterly hazard inspections completed.
- Works to Staging Post Café commenced – brochure racks removed, signage removal underway. Relocation of Visitor Information Centre counter - location to be confirmed.
- Neilsens Place – installation of partition walls underway to create new tenancy space.
- Staff First aid training completed.
- General repairs and maintenance.

**PLUMBING**

- Hot water system fault – Lukes Place.
- Repairs to Withcott bore float.
- ZIP hot water unit replaced – Lockyer Valley Cultural Centre library.
- General Repairs and maintenance.

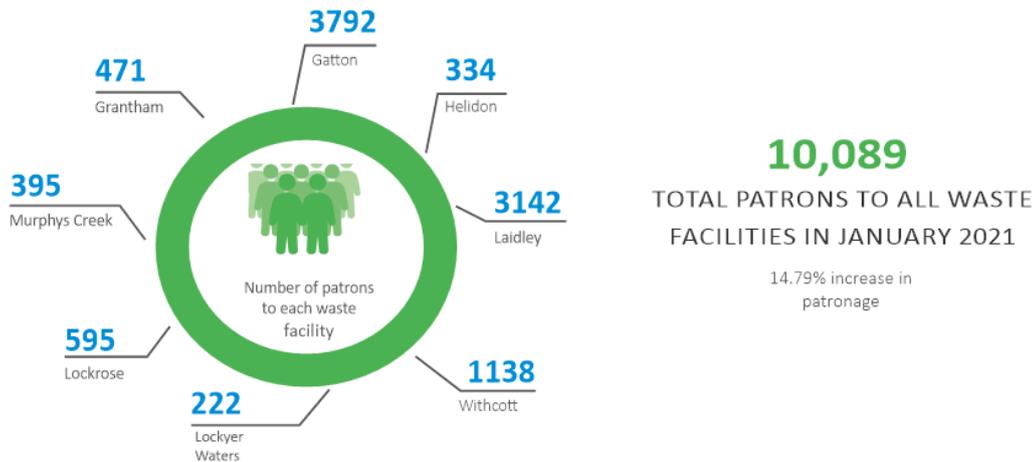
ELECTRICAL

- Configuration of exit light testing system underway.
- Sub-board upgrades on light poles at Gatton Showgrounds complete.
- 2 faulty air conditioning units at the Veterans support centre replaced.
- HVAC upgrades at Lockyer Valley Cultural Centre commissioned - staff training completed.
- Faulty light fittings at Laidley Gym replaced
- Replaced 2 circuit breakers on netball court lights at Laidley Recreation Reserve – damaged by ants.
- General Maintenance and repairs as required.



WASTE MANAGEMENT

- Continued involvement in the Sub Regional Alliance to consider options to improve waste in the councils involved. A Heads of Agreement document is being prepared and a project manager will be appointed. Operating parameters are currently being developed for a materials recovery facility, organics processing and energy from waste.
- Participated in the SEQCoM infrastructure project. Councillor Cook and Council's Waste Coordinator attended several sessions and provided input for the consultants into the project. A draft report for this project is due by May 2021.
- Green waste grinding has commenced at a number of waste facilities.
- Environmental Monitoring contract has been evaluated and is to be awarded soon.
- Concrete grinding procurements documents prepared for tender and are with Procurement awaiting release.
- Refrigerant and Air Conditioning gas reclaim documents prepared and are with Procurement awaiting release.
- A review of the waste full cost pricing model is currently underway.
- The rural bin stations at Flagstone Creek and Ropeley were removed on 1 February. To date, there has been no illegal tipping at either site. The cameras remain in place and are being checked regularly to ensure there is no tipping.



KERBSIDE WASTE & RECYCLING SERVICES DECEMBER 2020			
	Garbage Bins Collected	66,375	
			Garbage Tonnes Received 860.98 TONNES 5.30% decrease
	Recycle Bins Collected	65,218	
			Recycle Tonnes Received 190.92 TONNES 7.13% decrease
	Recycle Contamination	34.78 TONNES	
			11.11% increase

14.4 Urban Utilities Monthly Report - February 2021

Date: 26 February 2021
Author: Vickie Wieland, EA to Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

Council has received an update from Urban Utilities (UU) Board which provided highlights from their Board Meeting for the month of February 2021

This document is for Council's information only.

Executive Summary

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

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.

Foundational Success**Capital Structure Report**

The Board received and discussed the independent capital structure report prepared by Barrington Treasury Services. Barrington's were engaged to review the capital structure to ensure it is prudent and efficient, and importantly, to ensure Urban Utilities remains financially sustainable into the future.

Urban Utilities is committed to working collaboratively with Council to discuss this report. In addition to the standing Commercial Reference Group meeting, the Chief Executive Officer and Board Chair will schedule time to present the report for your feedback.

In a separate letter, a copy of this independent report and outline Barrington's key recommendations will be provided.

Statement of Strategic Intent 2024 and 2030 Aspiration

The Board considered and provided feedback on *Urban Utilities' 2030 Aspiration*, which describes the value they aspire to deliver by 2030. The document was produced based on shareholder input at the recent Special General Meeting and Board Strategy Workshop, as well as external trends and insights from other utilities.

The 2030 Aspiration will inform enterprise strategies that are being prepared under our Target Operating Model. It will also inform action plans and strategic targets that are ambitious yet achievable. Further, it will guide how Urban Utilities operate and deliver their services over the next decade, with a focus on delivering value for their customers, shareholders, people, communities and the environment.

The Board also reviewed the *Statement of Strategic Intent 2024 (SoSI)*. The Board considers that the intent of the SoSI has not changed and that no updated SoSI is required, as the purpose, vision and strategic goals remain relevant in the current operating environment and do not conflict with the recent review of external trends, the current strategic direction or the operating plans. Further, the 2030 Aspiration is an extension of the SoSI and does not compete with it.

Corporate Lease

As communicated in October, Urban Utilities issued a registration of interest to the market for the lease of new corporate accommodation, ahead of the expiry of our current lease in mid-2023.

This month, the Board received an update on the procurement process that has been well progressed over the past quarter. Pleasingly, Urban Utilities is in the process of negotiating an expected favourable commercial outcome through these lease discussions.

The outcome, will be shared, once management concludes the procurement process, which is expected to occur in March or April.

Mid-Year Performance Report

This month, the Board considered and approved *the Mid-Year Performance Report* – a document required under *the Participation Agreement*.

The report is consistent with the *2024 Statement of Strategic Intent* and *2020/21 Annual Operating Plan*. It provides shareholders with a summary of the organisational performance from July 2020 to December 2020. Key highlights include that was achieved 100% of our Customer Service Standards, supported 2,243 customers in hardship, delivered a six-month price freeze and steadily progressed the strategic transformation programs. It also highlights that earnings after tax were \$134M, which is on track to achieve budget.

The *Mid Year Performance Report* will be provided to shareholders by late February.

Board Charter

This month, the Board reviewed and approved the Board Charter. This outlines the roles, responsibilities and authorities of the Board in setting the strategic direction and control of the business.

The Charter was first approved in July 2010 and since this time has been regularly reviewed to ensure it remains current and reflects the latest Board corporate governance arrangements and practices. The most recent review occurred in October 2020 and included feedback from the Audit and Risk Committee in November 2020.

Environmental Leadership

Cannery Creek Effects-Based Solution

As an environmental leader, Urban Utilities supports innovative, community-based, green solutions. One such example is Cannery Creek. This month, the Board considered and approved the next phase of our procurement process, Gate 2 (Feasibility Study) for the Virginia Branch Sewer at Cannery Creek.

This solution will reduce wet weather overflows by employing an effects-based planning approach to capture, remove and treat overflow water prior to it being discharged into the catchment. It is also the lowest capital cost solution and provides significant community benefits, including improved amenity.

Social and Economic Value

Modern Slavery Act

Under the *Modern Slavery Act 2018*, Urban Utilities is required to submit an annual *Modern Slavery Statement*. This statement sets out the steps taken to identify, manage and mitigate modern slavery risks in our operations and supply chain. It also aligns closely to their purpose, 'Enrich Quality of Life' and their Social and Economic Value Strategic Goal.

In addition to the statement, Urban Utilities is also implementing a Modern Slavery Action Plan, which sets out the key activities and initiatives their business will undertake to ensure they deliver industry best practice approaches on supply chain management and procurement.

The Board approved the statement for submission and noted it will also be available on our website.

Expansions and Adjacencies

Management provided an update on the progress to advance the expansions and adjacencies program that is focused on strategic growth opportunities.

A number of highlights over the last quarter were shared, including that their first 'beyond the meter' solution to Brisbane Airport Corporation was delivered, the first food slurry loads at our Luggage Point Resource Recovery Centre was received and progressed a pilot agreement with NilWaste Energy for a pyrolysis demonstration for the testing of biosolds and organic waste.

Regional Board Tours

Next month, the Board will conduct its first regional tour in Somerset where they will be joined by Somerset Regional Council to tour the new Lowood Sewage Treatment Plant and view how the Kilcoy Race Club is using recycled water. This project exemplifies how Urban Utilities are embracing the circular economy whilst discharging fewer nutrients into the local waterway and, importantly, creating economic and social value for the community.

Attachments

15. CONFIDENTIAL ITEMS
No Confidential Items.

16. MEETING CLOSED